

Jackson County School District

Regular Meeting

Monday, August 14, 2023 - 5:00 PM

Our District Office Board Room

4700 Colonel Vickrey

VANCLEAVE, MS 39565

Jackson County School District

Strategic Plan Goals

1. Decreased Safety Incidents
2. Increased Student Achievement
3. Sound Financial Management
4. Improved Facilities and Infrastructure
5. Positive Educational Experience
6. Effective Leadership

Final on 8/11/23 @ 12:15 p.m.

AGENDA

1. Call to Order
2. Invocation
3. Pledge
4. **Approve Consent Agenda Items**
5. **Approve Agenda**
6. **Minutes**
- A. **Approve July 10, 2023 Meeting Minutes** 6
7. **Superintendent of Education**
 - A. Acknowledgements and Announcements
 1. East Central Attendance Center
 2. St. Martin Attendance Center
 3. Vancleave Attendance Center
 - B. Public Comments
 - C. Construction Update- Machado|Patano
 - D. **Financial Management**
 1. **Approve Flood Insurance Policy Renewal Proposals - Option A** 15
 2. Present Revision to Policy DJEJ Payment Procedures 19
 3. Present Revised Travel Procedures Manual Effective September 12, 2023 20
 4. **Approve MOU With Mississippi Department of Finance and Administration as Condition of Receiving No More Than \$9,000,000** 41
 5. **Approve Request to Open a New Bank Account to Maintain CTE Education Enhancement Funds Under House Bill 603 and Add Ryan Earley and David Baggett as Authorized Signors on the Account** 46
 6. **Approve MOU With Mississippi Department of Finance and Administration as Condition of Receiving No More Than \$1,000,000** 47
 7. **Approve Request to Open a New Bank Account to Maintain SMH Enhancement Funds Under House Bill 603 and Add Ryan Earley and David Baggett as Authorized Signors on the Account** 52
 8. Discuss April 2023 Monthly Financial Reports {MS 37-9-18} 53
 9. Discuss May 2023 Monthly Financial Reports {MS 37-9-18} 73

| | | |
|-----|---|------------|
| 10. | Approve Request to Hold Public Auction on GovDeals.com on September 6, 2023 beginning at 10:00am CST for the Sale of Surplus Copiers {MS 37-7-455 (2)} | 93 |
| 11. | <i>f.y.i. - 2023-2024 ESSER Funded Roster</i> | |
| 12. | Approve Purchase of Nine (9) New IC Diesel 71 Passenger School Buses | 95 |
| 13. | Approve Request to Update Authorized Signers on All Existing Bank Accounts to Add David Baggett and Remove John Strycker | 97 |
| 14. | Approve Asset Surplus | 98 |
| 15. | Approve Purchase of Two (2) New IC Diesel 38 Passenger School Buses | 109 |
| 16. | Approve Prepaid Claim Docket | 111 |
| 17. | Approve Open Claim Docket | 115 |
| E. | Human Resources and Risk Management | |
| 1. | Approve Policy GGBI District Painter Salary Scale | 131 |
| 2. | Approve Policy GFABFA Nurse Job Description | 133 |
| 3. | Approve Renewal with Vector Solutions | 135 |
| 4. | Approve Correction on Policy GGBD Teacher Assistants | 137 |
| 5. | Approve Drug Screening Agreement for the 23-24 School Year | 139 |
| 6. | Approve August Personnel Agenda Items | 142 |
| F. | Curriculum and Instruction | |
| 1. | Curriculum | |
| A. | Approve East Central Lower Elementary School Renaissance Star Math Subscriptions | |
| B. | Approve Nearpod/Flocabulary Renewal Agreement | |
| C. | Approve East Central Upper Elementary School Performance Based Professional Development Purchase | |
| D. | Approve Jackson County School District Dropout Prevention Plan 2023-2024 | 167 |
| E. | Approve Dual Credit William Carey and East Central High School Letter of Agreement Fall 2023 | |
| F. | Approve Kesler Science District Fund Purchase | 179 |
| G. | Approve Sole Source Memo for Curriculum Associates of i-Ready Math and Reading | 180 |
| H. | Approve Vancleave Upper Elementary Purchase of Renaissance Star Reading | 191 |
| I. | Approve ACT Test Purchase Quote and Agreement for JCSD 2023-2024 11th Grade Fall Exam | |
| 2. | Special Education | |
| A. | <i>f.y.i Highlights of FY24 SPED Funding</i> | 198 |
| B. | Approve FY24 IDEA Funding Application | 199 |
| C. | Approve Contract Agreement with Katlyn Green, Speech Therapy Services, LLC | 261 |
| D. | Approve Agreement with Amplio Learning Technologies, Inc. | 263 |
| E. | Approve Contract for Lakendra N. Brewer for Speech and Language Services | 266 |
| 3. | Student Services/Federal Programs | |
| A. | Approve Insightful Solutions, LLC Contract (ESSER ARP Homeless 2.0 Funded) | |

| | | |
|-----|---|------------|
| B. | Approve the Two-Year District-wide ASCA National Model Training the 23/24 and 24/25 SY (ESSER ARP & TITLE IV FUNDED) | 288 |
| C. | Approve FY24 EL and Immigrant Manual | 278 |
| D. | Approve FY24 Federal Programs Fiscal and Programmatic Manual | 328 |
| E. | Approve FY24 Homeless and Foster Care Manual | 574 |
| 4. | Career and Technology | |
| A. | Approve JCTC Perkins Inventory Equipment Disposal | 610 |
| G. | Operations and Support | |
| 1. | Operations | |
| A. | f.y.i. Construction Update | 612 |
| B. | Approve Athletic Ticket Price Increase | 615 |
| C. | Approve Service Order for VHS Roof Replacement- District Funded | 617 |
| D. | f.y.i.- Student Bus Time | |
| E. | f.y.i.- Vancleave Upper Elementary Playground Replacement Equipment and Fencing | 621 |
| 2. | Information Technology | |
| A. | Present Administrative Technology Supervisor Job Description | 626 |
| B. | Approve Annual Renewal of Regroup E-Rate Consultant Service Agreement | 629 |
| C. | Policy IJ-R Public Hearing. E-Rate requires an annual presentation of our acceptable use policy (IJ-R). | 634 |
| D. | Approve District Chromebook Refusal Agreement | 641 |
| E. | Approve Security Key Agreement | 642 |
| 3. | Food Services | |
| A. | Approve ECM and SMM Foodservice Equipment Bid to Associated Food Equipment & Supplies. Federally Funded with CNP. | 644 |
| B. | f.y.i. July 2023 Free and Reduced Percentages | 645 |
| H. | 16th Section Leases | |
| 1. | f.y.i. Past Due Leases | |
| 2. | Approve 8 year Appraisal Lease Amendment for AARIA, Inc. | 646 |
| 3. | Approve 8 Year Appraisal Lease Amendment for Kimberly Holcomb | 654 |
| 4. | Approve 8 Year Appraisal Amendment for Erline and William Tait State Lease No 7185 | 661 |
| 5. | Approve 8 Year Appraisal Lease Amendment for Fred Lee | 667 |
| 6. | Approve 8 Year Appraisal Lease Amendment for Ralph and Annette King | 674 |
| 7. | Approve 8 Year Appraisal Lease Amendment for Erline and William Tait State Lease No 6759 | 680 |
| 8. | Approve 8 Year Appraisal Amendment for Jimmy Lane | 686 |
| 9. | Approve 8 Year Appraisal Lease Amendment for Cole | 693 |
| 10. | Approve Assignment of Lease from Cole to Ferguson | 699 |
| 11. | Approve 8 Year Appraisal Lease Amendment for Tait and King | 705 |
| 12. | Approve Lease Assignment from Tait and King to Riley | 711 |
| 13. | Approve 8 Year Lease Appraisal for Dixie Properties, LLC | 718 |
| 14. | Approve 8 Year Lease Appraisal for Holden | 724 |
| 15. | Approve 8 Year Lease Appraisal for Tibilier | 732 |
| I. | Contracts and Agreements | |

| | | |
|-----|--|------------|
| 1. | Approve MHS Moblie Dental MOU for the 2023-2024 School Year | 740 |
| 2. | Approve St. Martin High School Yearbook Agreement | 741 |
| 3. | Approve ECUE Renaissance Freckle Renewal Contract | 746 |
| 4. | Approve ECMS IXL Learning Contract | 753 |
| 5. | Approve SMAC Football Stadium Facilities Use Agreement | 758 |
| 6. | Approve Hancock County School District Agreement Between School District for Non-Payment of Maintenance Funds & Tuition for Transfer Students for 2023-2024 | |
| 7. | Approve Student Release Requests for 2023-2024 | |
| 8. | Approve JCSD Legal In-District Student Transfer Requests for 2023-2024 | |
| 9. | Approve JCSD Legal Out-Of-District Student Transfer Requests for 2023-2024 | |
| J. | Fundraisers and Donations | |
| 1. | Approve SMNE Tshirt Fundraiser | 760 |
| 2. | Approve Art Walk Fundraiser for Fab Lab | 762 |
| 3. | Approve VHS DECA Store Fundraisers | 763 |
| 4. | Approve Vancleave Upper Elementary's Fall Book Fair | 767 |
| 5. | Approve ECMS Fundraiser Authorization Form-PTO Donation | 768 |
| 6. | Approve VHS Concessions Fundraisers | 769 |
| 7. | Approve VHS Student Council Fundraisers | 771 |
| 8. | Approve ECHS FFA Fundraiser Authorization | 774 |
| 9. | Approve ECHS FFA Fundraiser Authorization | 775 |
| 10. | Approve ECHS Robotics Fundraiser Authorization | 776 |
| 11. | Approve Jackson County Technology Center Snack Cart Fundraiser | 777 |
| 12. | Approve VMS Scholastic Book Fair Fundraiser | 778 |
| 13. | Approve SMHS Fundraiser For Theatre | 780 |
| 14. | Approve SMEE Fundraiser For Reading Fair | 781 |
| 15. | Approve SMEE School Sponsored Fundraiser | 782 |
| 16. | Approve SMHS Fundraiser For AFJROTC | 783 |
| 17. | Approve SMEE PTO Fundraiser | 784 |
| 18. | Approve Fundraiser Request for JCTC HOSA Students | 785 |
| 19. | Approve ECLE Fundraiser Application-Concession Sales | 787 |
| 20. | Approve ECUE Fundraiser Application-Concession Sales | 788 |
| 21. | Approve ECMS Fundraiser Application-Concession Sales | 789 |
| 22. | Approve SMEE Art Sponsored Fundraisers | 790 |
| 23. | Approve SMHS Fundraiser For Culinary Arts | 791 |
| 24. | Approve VHS Fundraisers | 793 |
| 25. | Approve VMS Bookfair Fundraiser | 795 |
| 26. | Donations | |
| A. | Approve Fab Lab Jackson County Fundraiser Grant from Roy Anderson Corporation | 796 |
| B. | Approve Fab Lab Jackson County Fundraiser Grant from Nuts, Bolts and Thingamajigs | 797 |
| C. | Approve Fab Lab Jackson County Fundraiser Grant from Singing River Electric | 798 |
| D. | Approve Fab Lab Jackson County Fundraiser Grant from Fab Foundation | 799 |
| E. | Approve Fab Lab Jackson County Fundraiser Grant from Keesler Federal Credit Union | 800 |
| F. | Approve ECAC Baseball Matching Grant | 801 |

- G. **Approve Donation to VHS Athletics from Bishop Insurance** 805
- H. **Approve SMMS Donation from Department of Marine Resources for Gifted Program** 806
- I. **Approve VHS Cheer Donation** 807
- J. **Approve ECHS Baseball Fundraiser Authorization-Baseball Booster Club Donation** 808
- K. **Approve Donation of 8 Robot Kits From Mississippi State Department of Education to JCSD Students Through Our Participation in the Elementary Computer Science Summer Institute.**
- K. **Travel Request**
 - 1. **Approve Travel Requests for SMUE to Attend Get Your Teach On Conference**
 - 2. **Approve Travel Request for Federal Grant Accountant to Attend SBA Course FY24**
 - 3. **Approve Travel Request for SpEd to Attend 20th Annual ADHD and Related Concerns Conference**
 - 4. **Approve Travel Request for Federal Programs to Attend Learning Forward's 2023 Annual Conference** 809
 - 5. **Approve Travel Request for SpEd Director to Attend Multi-Tiered System of Supports - PBIS Tier 1 Conference**
 - 6. **Approve Travel Request for MAFEPD Board of Directors Meeting**
 - 7. **Approve Travel Requests for VMS to Attend CEC Conference**
 - 8. **Approve Travel Request for ECLE to Attend EMCED Legal Summit**
 - 9. **Approve Travel Request for FabLab to Attend FabLab Trailer Consultation at Grenada School District**
 - 10. **Approve JCTC to Attend RCU Pulse Training**
 - 11. **Approve REVISED Travel Request for Federal Programs to Attend SETESOL Conference 2023**
 - 12. **Approve Travel Request for 7th Annual Creating Trauma Sensitive Schools Conference**
 - 13. **Approve the REVISED Travel Request for Magnolia State School Counselor Conference**
 - 14. **Field Trip**
- L. **Approve Consent Agenda**
- M. **f.y.i. Superintendent Update**
- N. **Closed Session**
- O. **Executive Session**
 - 1. **Student Discipline**
SMMS 1:23-24 Exp
 - 2. **Legal/Personnel Matters**

JACKSON COUNTY BOARD OF EDUCATION MINUTES

Regular Session

Monday, July 10, 2023

A Regular Session of the Board of Trustees of Jackson County School District was held Monday, July 10, 2023, beginning at 5:00 PM at the District Office Board Room located at 4700 Colonel Vickrey Road, Vancleave, Mississippi.

Members Present:

| | |
|---------------------------|------------------------|
| J. Keith Lee | Chairman |
| Amy Dobson | Vice Chairwomen |
| Jory Howell | Secretary |
| Glenn Dickerson | District 1 |
| Amy A. Peterson | District 5 |
| Dr. John Strycker | Superintendent |
| Jack Pickett, Esq. | Board Attorney |

Those present were: See attached sign in sheet.

Board Chairman Lee called the meeting to order at 5:00 p.m.

Board Member Howell gave the invocation. Board Member Dobson led the pledge.

CONSENT AGENDA: Motion by Board Member Dobson, Second by Board Member Dickerson to approve the consent agenda as presented, with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

| | | | |
|------|---|------|---|
| Item | 7 | C-1 | Approve Contracts with Coast Coliseum for East Central High, St. Martin High, and Vancleave High 2024 Graduation |
| Item | 7 | C-2 | Approve Waste Pro Waste Management Services Agreement |
| Item | 7 | C-3 | Approve Five-Year Agreement with Encore Rehabilitation Inc. for Athletic Training Services at a Cost of \$30,000 Per School Year |
| Item | 7 | C-6 | Approve Purchase of Bailey Education Group (\$4,550.00) as a Micro-Purchase Using Federal Funds Due to Best Cost-Benefit of Quotes Received |
| Item | 7 | C-9 | Approve Asset Surplus |
| Item | 7 | C-10 | Approve Prepaid Claim Docket |
| Item | 7 | C-11 | Approve Request to Transfer \$1,400,000 from District Maintenance Fund (1120) to Construction Funds (3027) Per Approved FY23 Budget |
| Item | 7 | C-12 | Approve Open Claim Docket |

- Item 7 C-17 Approve Resolution to Levy Ad Valorem Taxes for 2023-2024
- Item 7 D-4 Approve Emergency Teacher License
- Item 7 D-6 Approve 2023-2024 Annual Supplemental Recommendations (Athletics/Sponsor/Other Supplements)
- Item 7 E-1A Approve Curriculum Associates Quote 326801.3 with Standard Contract Addendum
- Item 7 E-1B Approve Justification Purchase Memo for Imagine Learning Edgenuity
- Item 7 E-2B Approve Salary Scale for Personal Care Assistant
- Item 7 E-2D Approve Contract Agreement with Let's Talk Therapy, Speech, and Language Services, LLC
- Item 7 E-4A Approve of Student Affiliation Agreement Between Merit Health and JCSD for SMHS Medical Program
- Item 7 F-1C Approve Service Order for MP Design for ECAC HVAC Upgrades-ESSER III Funded
- Item 7 F-1D Rescind Letter for Change Order Approved 6-12-2023 for St. Martin Upper & East Elementary HVAC Project
- Item 7 F-2A Approve Annual Website Renewal Agreement
- Item 7 F-3A Approve Renewal of Service Agreement with SFSPac Food Safety and Sanitation System
- Item 7 H-1 Approve Use of Facility for SMHS Christina Gasaway
- Item 7 H-2 Approve School Advertising Agreement with Mississippi National Guard
- Item 7 H-3 Approve Sole Source Letter for SMHS Band to Purchase Uniforms
- Item 7 H-4 Approve VMS Facility Use Agreement
- Item 7 H-5 Approve VLE Star 360 Subscription for 7/1/2023 through 6/30/2024
- Item 7 H-6 Approve ECHS Football Matching Grant for Carpet Tiles
- Item 7 H-7 Approve Bay-Waveland Student Transfer Agreement for 2023-2024
- Item 7 H-8 Approve 2023-2024 Legal In-District Student Transfer Requests
- Item 7 H-9 Approve 2023-2024 JCSD Legal Out-of-District Student Transfers
- Item 7 H-10 Approve JCSD 2023-2024 Student Release Requests
- Item 7 I-1 Approve SMUE Fundraiser
- Item 7 I-2 Approve ECHS Fundraiser Authorization- EC Touchdown Club Donation
- Item 7 I-3 Approve VLE PTO Fundraisers
- Item 7 I-4 Approve VLE Activity Fundraisers
- Item 7 J-1 Approve Travel Request for 20th Annual ADHD Related Concerns Conference
- Item 7 J-2 Approve Travel Request for Federal Programs to Attend SBA Course
- Item 7 J-3 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-4 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-5 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-6 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-7 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-8 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-9 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-10 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-11 Approve Travel Request for SMUE to Attend CEC Fall Conference
- Item 7 J-12 Approve Travel Request for SMUE to Attend CEC Fall Conference

APPROVE AGENDA, Motion was made by Board Member Dickerson and Seconded by Board Member Dobson, to approve agenda with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Motion Was Made to Remove Item 7.D.2. Approve Salary Scale for District Painter and Move to August Board Meeting, Motion was made by Board Member Howell, and Seconded by Board Member Dickerson, with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

BOARD MEETING MINUTES OF June 12, 2023, Motion by Board Member Howell, Second by Board Member Peterson, with the following vote taken:

| | |
|------------------------|---------|
| Board Member Lee | Aye |
| Board Member Dobson | Abstain |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Acknowledgements/Announcements –

Public Comments

f.y.i.- Teacher Staffing Ratios

f.y.i.-Historical Instructional Spending Percentage and Rank Last 5 Fiscal Years

Discuss MWUA Windpool Policy for Outdoor Structures

f.y.i.- Insurance Reserves Stress Testing

Discuss February Monthly Financial Reports {MS 37-9-18}

Discuss FY24 Budget (Excluding Accounts that Benefit Kevin Peterson)(Board Member Peterson Leaves Room)

Discuss FY24 Budget (Just Accounts that Benefit Kevin Peterson)

Approve FY24 Original Budget, Motion by Board Member Dickerson, Seconded by Board Member Dobson, with the following vote taken:

| | |
|------------------------|---------|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Recused |

Board member Peterson returns to meeting.

Approve Resolution to Levey Add Valorum Taxes for 2023-2024, Motion by Board Member Dobson, Second by Board Member Howell; with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Nay |

Discuss March Monthly Financial Reports {MS 37-9-18}

Approve District Painter Position, Motion by Board Member Dickerson, Seconded by Board Member Howell, with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Present Nurse Job Description Policy GFABFA Correction

Board Member Peterson Leaves Meeting

Approve Personnel Changes for July, Motion by Board Member Howell, Seconded by Board Member Dickerson, with the following vote taken:

| | |
|------------------------|---------|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Recused |

Board Member Peterson Returns to Meeting.

Approve Psychometrist Job Description, Motion by Board Member Howell, Seconded by Board Member Dobson, with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Present Changes to Special Education Coordinator Job Description

Approve REVISED Date Change for Brookes Publishing Co. Seminar Agreements for Jen Alexander’s Trauma Sensitive Professional Development for ECU and SME, Motion by Board Member Dobson, Seconded by Board Member Dickerson, with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

f.y.i.-Construction Update

f.y.i.-Transportation Supervisor Presentations

16th SECTION:

f.y.i – 16th Section Past Due Leases

f.y.i.- Mississippi Forestry Commission FY24 Annual Report

Approve MS Forestry Commission Cost Share Agreement, Motion by Board Member Dobson, Seconded by Board Member Dickerson, with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Approve MS Forestry Commission Authorization for Services Forms, Motion by Board Member Howell, Seconded by Board Member Dobson, with the following vote taken:

| | |
|------------------|-----|
| Board Member Lee | Aye |
|------------------|-----|

Board Member Dobson Aye
Board Member Howell Aye
Board Member Dickerson Aye
Board Member Peterson Aye

Approve Request of Gorjian Vancleave, LLC to Assign Commercial Lease, as Amended, (BK. 1873 at pages 756-771) to Sterling Oaks, Inc., Motion by Board Member Dobson, Seconded by Board Member Peterson, with the following vote taken:

Board Member Lee Aye
Board Member Dobson Aye
Board Member Howell Aye
Board Member Dickerson Aye
Board Member Peterson Aye

Approve Lease Assignment of Commercial Lease, as amended, in Book 1873 at Pages 756-771, to Sterling Oaks, Inc., Motion by Board Member Dickerson, Seconded by Board Member Howell, with the following vote taken:

Board Member Lee Aye
Board Member Dobson Aye
Board Member Howell Aye
Board Member Dickerson Aye
Board Member Peterson Aye

Approve MS Forestry Commission Authorization for Services Forms, Motion by Board Member Dobson, Seconded by Board Member Peterson, with the following vote taken:

Board Member Lee Aye
Board Member Dobson Aye
Board Member Howell Aye
Board Member Dickerson Aye
Board Member Peterson Aye

Approve Consent Agenda, Motion by Board Member Howell, Seconded by Board Member Dickerson, to approve consent agenda, with the following vote taken:

Board Member Lee Aye
Board Member Dobson Aye
Board Member Howell Aye
Board Member Dickerson Aye
Board Member Peterson Aye

Approve Contracts with Coast Coliseum for East Central High, St. Martin High, and Vancleave High 2024 Graduations

Approve Waste Pro Waste Management Services Agreement

Approve Five-Year Agreement with Encore Rehabilitation, Inc. for Athletic Training Services at a Cost of \$30,000 Per School Year

Approve Purchase of Bailey Education Group (\$4,550.00) as a Micro-purchase Using Federal Funds Due to Best Cost-Benefit of Quotes Received

Approve Asset Surplus

Approve Prepaid Claim Docket

Approve Request to Transfer \$1,400,000 from District Maintenance Fund (1120) to Construction Fund (3027) Per Approved FY23 Budget

Approve Open Claim Docket

Approve Resolution to Levy Ad Valorem Taxes for 2023-2024

Approve Emergency Teacher License

Approve 2023-2024 Annual Supplemental Recommendations (Athletics/Sponsor/Other Supplements)

Approve Curriculum Associates Quote 326801.3 with Standard Contract Addendum

Approve Justification Purchase Memo for Imagine Learning Edgenuity

Approve Salary Scale for Personal Care Assistant

Approve Contract Agreement with Let's Talk Therapy, Speech, and Language Services, LLC

Approval of Student Affiliation Agreement Between Merit Health and JCSD for SMHS Medical Program

Approve Service Order for MP Design for ECAC HVAC Upgrades ESSER III Funded

Rescind Letter for Change Order Approved 6-12-2023 for St. Martin Upper & East Elementary HVAC Project

Approve Annual Website Renewal Agreement

Approve Renewal of Service Agreement with SFSPac Food Safety and Sanitation System

Approve Use of Facility for SMHS Christina Gasaway

Approve School Advertising Agreement with Mississippi National Guard

Approve Sole Source Letter for SMHS Band to Purchase Uniforms

Approve VMS Facility Use Agreement

Approve VLE Star 360 Subscription for 7/1/2023 through 06/30/2024

Approve ECHS Football Matching Grant for Carpet Tiles

Approve Bay-Waveland Student Transfer Agreement for 2023-2024

Approve 2023-2024 Legal In-District Student Transfer Requests

Approve 2023-2024 JCSD Legal Out-of-District Student Transfers

Approve JCSD 2023-2024 Student Release Requests

Approve SMUE Fundraiser

Approve ECHS Fundraiser Authorization- EC Touchdown Club Donation

Approve VLE PTO Fundraisers

Approve VLE Activity Fundraisers

Approve Travel Request for 20th Annual ADHD Related Concerns Conference

Approve Travel Request for Federal Programs to Attend SBA Course

Approve Travel Request for SMUE to Attend CEC Fall Conference

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Approve Travel Request for SMUE to Attend CEC Fall Conference

Approve Travel Request for SMUE to Attend CEC Fall Conference

f.y.i.- Superintendent Update

CLOSED SESSION: Motion by Board Member Peterson, Second by Board Member Dobson enter into Executive Session at 7:39 p.m., with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

EXECUTIVE SESSION: Motion to come out of closed session and enter into executive session, motion by Board Member Howell, Second by Board Member Dobson at 7:46 p.m., with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Student Discipline

Legal/Personnel Matters

EXECUTIVE SESSION: Motion by Board Member Dickerson, Second by Board Member Peterson, to come out of Executive Session at 9:33 p.m., with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

There being no further business to come before the Board at this time, a motion was made by Board Member Peterson Seconded by Board Member Howell to adjourn at 9:38 p.m. with the following vote taken:

| | |
|------------------------|-----|
| Board Member Lee | Aye |
| Board Member Dobson | Aye |
| Board Member Howell | Aye |
| Board Member Dickerson | Aye |
| Board Member Peterson | Aye |

Meeting adjourned 9:38 p.m.

J. Keith Lee, Chairman

Attested by Jory Howell, Board Secretary



Wright National Flood Insurance Company
 A Stock Company
 P.O. Box 33003
 St. Petersburg, FL 33733-8003
 Customer Service: 1-800-820-3242
 Claims: 1-800-725-9472

WFL 99.023 1021
 1114582
 6/27/23

2000 11523 FLD RGLR

Policy Number
 23 1151953393 03

Expiration Date
 8/22/23 12:01 a.m. S.T.

Date of Notice
 6/27/23

Agent (228)863-5362
 CADENCE INSURANCE INC
 PO BOX 250
 GULFPORT MS 39502-0250

JACKSON COUNTY SCHOOL DISTRICT
 PO BOX 5069
 VANCLEAVE MS 39565-5069

RENEWAL NOTICE

Your flood insurance policy is about to expire.
 Confirm coverage selection and renew today.

Payor: Insured
Property Address:
 11000 YELLOW JACKET ST,
 ST MARTIN NORTH ELEMENTARY
 BILOXI, MS 39532

Statutory Discount: Annual Increased Cap \$3,657
CRS Discount: 10%
 NFIP Policy Number 1151953393

15

Please make your renewal payment on or before the expiration date shown above. Premium payments can be made via either credit card or electronic funds online through the website: <http://www.myfloodpayment.com> or, if paying by check, see the instructions on the remittance coupon below.

If we receive your payment more than 30 days following the expiration date shown above you will be required to submit a new application for coverage, your coverage may be subject to a 30-day wait, you may become ineligible to receive some premium discounts, and it could prevent you from the ability to file a claim.

| Coverage Options | Coverages | | Deductibles | | Premium |
|-----------------------|-----------|-----------|-------------|----------|------------|
| | Building | Contents | Building | Contents | |
| A: CURRENT COVERAGE | \$500,000 | \$500,000 | \$1,250 | \$1,250 | \$5,803.00 |
| B: INCREASED COVERAGE | N/A | N/A | N/A | N/A | N/A |

*See reverse for important billing information

Please **RETURN BOTTOM PORTION** along with your payment to the mailing address below.



Please **WRITE POLICY NUMBER ON CHECK**

Renewal Date: 8/22/23

And make payable to: **Wright National Flood Insurance Company**

Option A \$5,803.00
Option B N/A

Insured: JACKSON COUNTY SCHOOL DISTRICT

To be paid by: Insured

PO. Box 33070
 St. Petersburg, FL 33733-8070



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05226

Insured



IMPORTANT MESSAGES

1. Flood Insurance is the most important thing you can do to protect against the devastating cost of flooding. You've taken the first step by purchasing a flood insurance policy, but to maintain coverage you must renew your policy each year.
2. Using Certified Mail when sending premium payments has the advantage of limiting lapses in coverage as the certified mail date is used as the premium receipt date to ensure the earliest receipt date possible and also provides a method to track your payment from the post office to the remittance center by going to www.usps.com/shipping/trackandconfirm.htm.
3. If you have already submitted payment, please disregard this notice. If your mortgage lender pays your policy premium from an escrow account or if the mortgagee listed isn't correct, forward this bill to the financial institution. Please also have a change endorsement sent to update the policy.
4. You are encouraged to insure your property for at least 80% of the structure's replacement cost to ensure adequate coverage in the event of a loss. Contact your insurance agent for details.
5. Carefully review the renewal offer being provided for accuracy. The renewal offer will expire 30 days from the effective date shown on this form at 12:01 a.m. Price and terms associated with this renewal offer are subject to underwriting review and may not be available after expiration of this renewal offer. Please refer to the policy for complete terms, conditions, and exclusions. Please refer to www.ambest.com for rating, financial size category and additional information on the company shown on this renewal offer.
6. Our records show you are the building or unit owner at the address listed on the front of this notice. If you are not the owner and are a tenant, please contact your agent to update your policy.





Wright National Flood Insurance Company
 A Stock Company
 P.O. Box 33003
 St. Petersburg, FL 33733-8003
 Customer Service: 1-800-820-3242
 Claims: 1-800-725-9472

WFL 99.023 1021
 1114582
 6/27/23

2000 11523 FLD RGLR

Policy Number
 23 1151953406 03

Expiration Date
 8/22/23 12:01 a.m. S.T.

Date of Notice
 6/27/23

Agent (228)863-5362
 CADENCE INSURANCE INC
 PO BOX 250
 GULFPORT MS 39502-0250

JACKSON COUNTY SCHOOL DISTRICT
 PO BOX 5069
 VANCLEAVE MS 39565-5069

RENEWAL NOTICE

Your flood insurance policy is about to expire.
 Confirm coverage selection and renew today.

Payor: Insured
Property Address:
 11000 1/2 YELLOW JACKET ST,
 ST MARTIN NORTH ELEM GYM
 BILOXI, MS 39532-5008

Statutory Discount: Annual Increased Cap \$2,559
CRS Discount: 10%
 NFIP Policy Number 1151953406

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Please make your renewal payment on or before the expiration date shown above. Premium payments can be made via either credit card or electronic funds online through the website: <http://www.myfloodpayment.com> or, if paying by check, see the instructions on the remittance coupon below.

If we receive your payment more than 30 days following the expiration date shown above you will be required to submit a new application for coverage, your coverage may be subject to a 30-day wait, you may become ineligible to receive some premium discounts, and it could prevent you from the ability to file a claim.

Please see your coverage options below. If you want to increase your coverage more than option B, please contact your agent.

| Coverage Options | Coverages | | Deductibles | | Premium |
|------------------------------|-----------|-----------|-------------|----------|------------|
| | Building | Contents | Building | Contents | |
| A: CURRENT COVERAGE | \$500,000 | \$100,000 | \$1,250 | \$1,250 | \$1,964.00 |
| B: INCREASED COVERAGE | \$500,000 | \$105,000 | \$1,250 | \$1,250 | \$1,975.00 |

*See reverse for important billing information

Please **RETURN BOTTOM PORTION** along with your payment to the mailing address below.



Please **WRITE POLICY NUMBER ON CHECK**

Renewal Date: 8/22/23

And make payable to: **Wright National Flood Insurance Company**

Option A \$1,964.00
Option B \$1,975.00

Insured: JACKSON COUNTY SCHOOL DISTRICT

To be paid by: Insured

PO. Box 33070
 St. Petersburg, FL 33733-8070



02000 11523 FLD* RGLR 231151953406 03 00196400 RE 0197500 8

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Insured

IMPORTANT MESSAGES

1. Flood Insurance is the most important thing you can do to protect against the devastating cost of flooding. You've taken the first step by purchasing a flood insurance policy, but to maintain coverage you must renew your policy each year.
2. Using Certified Mail when sending premium payments has the advantage of limiting lapses in coverage as the certified mail date is used as the premium receipt date to ensure the earliest receipt date possible and also provides a method to track your payment from the post office to the remittance center by going to www.usps.com/shipping/trackandconfirm.htm.
3. If you have already submitted payment, please disregard this notice. If your mortgage lender pays your policy premium from an escrow account or if the mortgagee listed isn't correct, forward this bill to the financial institution. Please also have a change endorsement sent to update the policy.
4. You are encouraged to insure your property for at least 80% of the structure's replacement cost to ensure adequate coverage in the event of a loss. Contact your insurance agent for details.
5. Carefully review the renewal offer being provided for accuracy. The renewal offer will expire 30 days from the effective date shown on this form at 12:01 a.m. Price and terms associated with this renewal offer are subject to underwriting review and may not be available after expiration of this renewal offer. Please refer to the policy for complete terms, conditions, and exclusions. Please refer to www.ambest.com for rating, financial size category and additional information on the company shown on this renewal offer.
6. Our records show you are the building or unit owner at the address listed on the front of this notice. If you are not the owner and are a tenant, please contact your agent to update your policy.
7. Option B is the next-higher coverage combination available and increases the current premium by an inflation factor of 10% for building coverage and 5% for contents coverage. The current deductible is used. Increases in coverage will take effect immediately and do not necessitate a 30-day waiting period as long as payment is received on or before the expiration date of the policy.



District: Jackson County School District
Section: D - Fiscal Management
Policy Code: DJEJ - Payment Procedures

In addition to prepayments laid out in Policy DK—Student Activities Fund Management and Policy DJDAA—Travel Reimbursements, the Superintendent and School Business Manager are authorized to release payment warrants to vendors prior to school board approval under the following circumstances:

1. Payments on contractual obligations approved by the board if the contract includes specific deposit/payment/invoice terms
2. Public utility bills
3. Postage up to \$500 per school or department
4. Fuel reimbursements up to \$250 per employee when using a school vehicle
5. Grant fund expenses that require payment in order to meet liquidation deadlines, not to exceed approved grant amounts, and only after goods have been delivered or services have been rendered
6. Instances where the period between verification of invoice and the next board meeting is greater than 45 days {MS 31-7-305(2)}
7. **Vehicle title and tag fees**

The Superintendent and Business Manager should use discretion with the goal to limit the number of prepayments each month. Discretion should consider whether proper planning was performed, whether the circumstances were unexpected and/or outside of the district's control, and ramifications if prepayment is not made. All prepayments will be ratified by the school board at the next regularly scheduled meeting.

Legal Reference

MS Code as cited and MS 31-7-305

Adopted Date: 4/21/2022
Approved/Revised Date: 9/11/2023

General Guidelines

~~In as much as reasonably possible,~~ Payments for travel ~~should~~ **must** be made to vendors outside of the school district **when possible**. This ensures that the proper authorizations have been obtained prior to travel as well as provide internal controls for expenses.

Employees may be reimbursed for registration fees, hotel, and rental vehicles only if it has been proven to the satisfaction of the School Business Manager that the vendor will not accept a school check or if it **meets the requirements of Emergency Travel and** has been board approved ~~as Emergency Travel~~.

Employees wishing to travel should use due diligence in planning their travel in advance to comply with board policies.

Purchase requisitions for expenses related to travel which require board approval shall not be approved prior to board approval.

~~All invoices, confirmations, registrations, and requests for reimbursements for employee travel will only be considered if dated after board approval.~~

The Jackson County School District will not pay sales tax for lodging in any state in which it holds sales tax exemption. Please check with the Business Office for questions regarding sales tax exemption.

A Travel Return Checklist Form with appropriate supporting documentation must be submitted by each employee for all travel requiring board approval.

Virtual Conferences

JCSD employees may attend virtual conferences with the permission of their immediate supervisor. Payment of registration fees may be arranged through a purchase order. The invoice may be signed by the employee's supervisor, which provides proof of permission to attend the conference. If the vendor does not provide an invoice, a registration confirmation showing the price of attendance may be substituted. This invoice shall be placed on the open claims docket to be approved by the board at its next regularly scheduled meeting.

LOCAL TRAVEL

Travel within those counties considered to be Local, but requires an overnight stay, must use the procedures of Non-Local Travel. In order to be eligible for overnight lodging in areas considered as Local, the employee must travel a distance greater than 75 miles one way.¹

Local Travel—Mileage Reimbursements

Mileage shall be recorded using the Local Mileage Reimbursement Form along with mileage verification through Google Maps, MapQuest, or similar mapping platform. **If leaving from work**, mileage starts from the employee's primary work site. **If leaving from home, mileage starts from employee's primary work site or home (whichever is lesser)**. These documents shall be submitted to the employee's immediate supervisor for approval.

Mileage from one school site to another shall use the Inner District Travel Mileage Rate for recording mileage.

The Local Mileage Reimbursement Form and mileage verification shall be submitted to the Business Office to be placed on the open claims docket to be approved by the board at its next regularly scheduled meeting.

Local Travel—Fuel Reimbursements

A purchase order payable to the employee shall be generated prior to travel. Upon return from travel, the employee shall submit the Travel & Expense Voucher and receipts for expenses incurred.

The Travel & Expense Voucher and Prepaid Check Request Form will be submitted to the Business Office to be paid during the next prepaid check run.

If only the Travel & Expense Voucher is submitted, the claim will be added to the next board docket.

Local Travel—Payment of Registration Fees

Payment of registration fees must be paid by the district directly to the vendor through a purchase order.

Method 1: A purchase order is created prior to travel. The invoice is signed by the employee's supervisor, which provides proof of permission to attend the conference. If the vendor does not provide an invoice, a registration confirmation showing the price of attendance may be substituted. This invoice shall be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

Method 2: A Travel Request Form is approved by the school board. Upon approval, a purchase order is created. The Travel Request Form with Board Approved Stamp must accompany the requisition. The

¹ Source: State of Mississippi Department of Education Employee Procedures Manual

invoice is signed by the employee's supervisor, which provides proof of permission to attend the conference. If the vendor does not provide an invoice, a registration confirmation showing the price of attendance may be substituted. **After attaching the Travel Request Form with Board Approved Stamp and the Prepaid Check Request Form to the purchase order**, the invoice will be added to the next prepaid check run.

NON-LOCAL TRAVEL

A Travel Request Form must be completed and approved by the school board prior to the travel taking place.

Non-Local Travel—Payment of Registration Fees

Payment of registration fees must be paid by the district directly to the vendor through a purchase order. The Travel Request Form with Board Approved Stamp must accompany the requisition. The invoice may be signed by the employee. If the vendor does not provide an invoice, a registration confirmation showing the price of attendance may be substituted.

The invoice and Prepaid Check Request Form will be submitted to the business to be paid during the next prepaid check run.

If only the invoice is submitted, it shall be added to the next board docket.

Non-Local Travel—Payment of Hotel

Payment of hotel must be paid by the district directly to the vendor through a purchase order. The Travel Request Form with Board Approved Stamp must accompany the requisition. The invoice may be signed by the employee. If the vendor does not provide an invoice, registration or confirmation of reservation with pricing showing no sales tax is being paid. All quotes for hotels shall include local taxes, occupancy taxes, resort fees, and any other applicable taxes and/or fees. The Jackson County School District will not pay sales tax in any state in which it holds sales tax exemption. Please check with the Business Office for questions regarding sales tax exemption.

If more than one employee is traveling to the same destination, the lowest cost accommodation will set the ceiling for payment, unless the board has approved a justification for the discrepancy.

The invoice and Prepaid Check Request Form will be submitted to the business to be paid during the next prepaid check run.

If only the invoice is submitted, it shall be added to the next board docket.

Non-Local Travel—Payment of Rental Vehicle

Payment of rental vehicles must be paid by the district directly to the vendor through a purchase order. The Travel Request Form with Board Approved Stamp must accompany the requisition. The requisitioner must provide documents of cost comparison (**two quotes**) on the most economical rental vehicle selected. The invoice may be signed by the employee.

The invoice ~~and the Travel Request Form with Board Approved Stamp~~ and Prepaid Check Request Form will be submitted to the business office to be paid during the next prepaid check run.

If only the invoice is submitted, it shall be added to the next board docket.

Non-local Travel—Airfare Reimbursements

A purchase order payable to the employee shall be generated prior to travel. The Travel Request Form with Board Approved Stamp must accompany the requisition. The requisitioner must provide documents of cost comparison (**two quotes**) indicating a minimum of two fares and the most economical rate was selected.

Upon payment of the fare, the employee will submit the Travel & Expense Voucher, receipts, and Prepaid Check Request Form for expenses incurred to the Business Office to be paid during the next prepaid check run.

If only the Travel & Expense Voucher and receipts are submitted, the claim will be added to the next board docket.

Non-local Travel—Fuel Reimbursements

A purchase order payable to the employee shall be generated prior to travel. The Travel Request Form with Board Approved Stamp must accompany the requisition. Upon return from travel, the employee shall submit the Travel & Expense Voucher and receipts for expenses incurred.

The Travel & Expense Voucher, receipts, and Prepaid Check Request Form will be submitted to the Business Office to be paid during the next prepaid check run.

If only the Travel & Expense Voucher and receipts are submitted, the claim will be added to the next board docket.

Non-local Travel—Mileage Reimbursements

Upon return from travel, the employee shall submit the Travel & Expense Voucher indicating total mileage traveled, mileage reimbursement rate, and total mileage reimbursement, along with mileage verification through Google Maps, MapQuest, or similar mapping platform. **If leaving from work**, mileage starts from the employee's primary work site. **If leaving from home**, mileage starts from employee's primary work site or home (whichever is lesser).

The Travel & Expense Voucher and mileage verification will be submitted to the Business Office to be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

Non-local Travel—Meals (overnight stay required)

Upon return from travel, the employee shall submit the Travel & Expense Voucher indicating total costs for meals along with the Itemized Meal Expense Form with receipts attached. **Receipts must be itemized, showing all items purchased.** No receipts with alcoholic beverages included shall be accepted. Note that

tips for meals are limited to not more than 20% of the pre-tax total and count towards the DFA daily limit for meals.

The Travel & Expense Voucher, **receipts**, and the Itemized Meal Expense Form will be submitted to the Business Office to be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

Non-local Travel—Taxi, Shuttle, or other transportation and other expenses

Upon return from travel, the employee shall submit the Travel & Expense Voucher indicating total costs with receipts attached. Tips for transportation shall not exceed 20% of the cost of the fare.

The Travel & Expense Voucher will be submitted to the Business Office to be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

Non-local Travel—Other Expenses

Upon return from travel, the employee shall submit the Travel & Expense Voucher indicating total costs with receipts attached.

The Travel & Expense Voucher will be submitted to the Business Office to be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

MHSAA TRAVEL

MHSAA Travel involving only employees shall be considered local or non-local travel as appropriate by destination and follow the above procedures accordingly.

Expenses related to travel incurred for scheduled athletic activities (as sanctioned by MHSAA) may be made prior to board approval (per Policy DK—Student Activities). Examples of such expenses are: Entry fees, hotel, meals, and vehicle rental.

MHSAA—Payment of Registration Fees

Payment of registration fees must be paid by the district directly to the vendor through a purchase order. The ~~Student Activity Check Request must accompany the requisition, along~~ promotional flyer, posting on school district website, or similar documentation noting the event, the cost, and the vendor **must be attached to the requisition.**

The Student Activity Prepaid Check Request will be added to the next prepaid check run.

MHSAA—Payment of Hotel

Payment of hotel must be paid by the district directly to the vendor through a purchase order. ~~The Student Activity Check Request must accompany the requisition.~~ The invoice may be signed by the employee. If the vendor does not provide an invoice, registration or confirmation of reservation with pricing showing no sales tax is being paid. All quotes for hotels shall include local taxes, occupancy taxes, resort fees, and any other applicable taxes and/or fees. The Jackson County School District will not pay sales tax in any state in which it holds sales tax exemption. Please check with the Business Office for questions regarding sales tax exemption.

The Student Activity Prepaid Check Request will be added to the next prepaid check run.

MHSAA—Payment of Rental Vehicle

Payment of rental vehicles must be paid by the district directly to the vendor through a purchase order. ~~The Student Activity Check Request must accompany the requisition.~~ The requisitioner must provide documents of cost comparison (**two quotes**) on the most economical rental vehicle selected. The invoice may be signed by the employee.

The Student Activity Prepaid Check Request will be added to the next prepaid check run.

MHSAA—Fuel Reimbursements

A purchase order payable to the employee shall be generated prior to travel. Upon return from travel, the employee shall submit the [Student Activity Prepaid Check Request](#) and receipts for expenses incurred.

The [Student Activity Prepaid Check Request](#) will be added to the next prepaid check run.

MHSAA—Mileage Reimbursements

Upon return from travel, the employee shall submit the [Local Mileage Reimbursement Form](#) indicating total mileage traveled, mileage reimbursement rate, and total mileage reimbursement, along with mileage verification through Google Maps, MapQuest, or similar mapping platform.

The [Local Mileage Reimbursement Form](#) and mileage verification will be submitted to the Business Office to be added to the next prepaid check run.

MHSAA—Meals

Pre-Payment for meals can be made through a purchase order payable to the athletic coach. The [Student Activity Prepaid Check Request](#) must accompany the requisition.

Tips for meals are limited to not more than 20% of the pre-tax total.

The [Student Activity Prepaid Check Request](#) will be added to the next prepaid check run.

Upon return from travel, the employee shall submit copies of all receipts for meals along with either cash or a personal check for the balance of the meal check.

SCHOOL FIELD TRIPS

School Field Trips that require an overnight stay must be board approved prior to travel occurring and must follow the guidelines outlined under Non-Local Travel for Hotels, Rental Vehicles, Fuel/Mileage Reimbursements, and other expenses not listed below.

School Field Trips—Payment of Registration Fees

Payment of registration fees must be paid by the district directly to the vendor through a purchase order. A quote, price guide or similar documentation must accompany the requisition. In the line item description, indicate whether or not the vendor will accept a purchase order.

If the vendor will not accept a purchase order, the Student Activity Prepaid Check Request must accompany the requisition. The Student Activity Prepaid Check Request will be added to the next prepaid check run.

If the vendor will accept a purchase order, submit the invoice with the school principal's signature to the Business Office to be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

School Field Trips—Meals

Pre-Payment for meals can be made through a purchase order payable to the field trip sponsor. The Student Activity Prepaid Check Request must accompany the requisition.

Tips for meals are limited to not more than 20% of the pre-tax total.

The Student Activity Prepaid Check Request will be added to the next prepaid check run.

Upon return from travel, the employee shall submit copies of all receipts for meals along with either cash or a personal check for the balance of the meal check.

School Field Trips—Airfare Reimbursements

A purchase order payable to the employee shall be generated prior to travel. The Travel Request Form with Board Approved Stamp must accompany the requisition. The requisitioner must provide documents of cost comparison (**two quotes**) indicating a minimum of two fares and the most economical rate was selected.

Upon payment of the fare, the employee will submit the Travel & Expense Voucher, receipts, and Prepaid Check Request Form and receipts for expenses incurred to the Business Office to be paid during the next prepaid check run.

If only the Travel & Expense Voucher is submitted, the claim will be added to the next board docket.

School Field Trips—“Misc. Expenses”

This category for field trips includes other expenses known to be incurred during the course of the field trip. This can include souvenirs and the like for the students².

Pre-Payment for meals can be made through a purchase order payable to the field trip sponsor. The Student Activity Prepaid Check Request must accompany the requisition.

The Student Activity Prepaid Check Request will be added to the next prepaid check run.

Upon return from travel, the employee shall submit copies of all receipts along with either cash or a personal check for the balance of the meal check.

² Per Policy DK and [Miss. Code Ann. § 37-7-301](#)

EMERGENCY TRAVEL

In the event of a bona fide emergency, such that proper travel authorizations cannot be obtained in a timely manner, the employee requesting reimbursement must submit an Emergency Travel Authorization Form, a Travel Request Form, and supporting documentation for approval by the board before any reimbursements can be made.

Post travel approval that does not meet these criteria shall not be submitted to the board for approval.

Upon approval, the school or department bookkeeper shall issue a purchase requisition payable to the employee, with the Emergency Travel Authorization Form with Board Approved Stamp and all required documentation in each section of the Travel & Expense Voucher attached to the requisition. The claim shall be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.

TRAVEL SETTLEMENT

Deadlines

LOCAL TRAVEL

All local travel requiring only mileage or fuel reimbursement shall be settled within 45 calendar days upon return from travel.

All local travel requiring payment for Registration Fees, **Hotel, and/or Meals** shall be settled within 10 working days upon return from travel.

NON-LOCAL TRAVEL

All non-local travel shall be settled within 10 working days upon return from travel.

MHSAA TRAVEL

All MHSAA travel shall be settled within 5 working days upon return from travel.

SCHOOL FIELD TRIP TRAVEL

All School Field Trip travel shall be settled within 5 working days upon return from travel.

Copies of Receipts shall be uploaded to the appropriate purchase order within 30 calendar days of return from travel.

Travel Settlement Verification—Division of Responsibilities

It shall be the responsibility of the Purchasing Agent to verify settlement of all Local and Non-local travel within the stated deadlines.

It shall be the responsibility of the Activities Bookkeeper to verify settlement of all MHSAA and School Field Trip travel within the stated deadlines.

WHEN A VENDOR WILL NOT ACCEPT A SCHOOL CHECK

If it has been documented to the satisfaction of the Business Manager or designee that a vendor will not accept a school check, (example: an email from the vendor prior to travel) the employee may choose to pay the cost of attendance and submit a claim for reimbursement using the Travel & Expense Voucher with receipts attached.

A purchase order payable to the employee shall be generated prior to travel. The Travel Request Form with Board Approved Stamp must accompany the requisition ~~for non-local travel~~.

Upon payment of the ~~fare invoice~~, the employee will submit the Travel & Expense Voucher and receipts for expenses incurred to the Business Office.

If the Prepaid Check Request Form is submitted, the employee will be reimbursed on the next prepaid check run. Otherwise, the reimbursement will be added to the next board docket.

~~For non-local travel, or for local travel with a Travel Request Form with Board Approved Stamp, reimbursement shall be paid during the next prepaid check run.~~

~~For local travel without a Travel Request Form with Board Approved Stamp the claim shall be placed on the open claims docket for approval by the board at its next regularly scheduled meeting.~~

MILEAGE REIMBURSEMENTS

Employees traveling on official school business in their personal automobile will be reimbursed at the mileage reimbursement rate allowable to federal employees for the use of a privately-owned vehicle while on official travel.³

Mileage rates are currently published on the U.S. General Services Administration website at gsa.gov/mileage.

For purposes of determining the reimbursement rate if a government-furnished automobile (GFA) is or is not available, for every three persons, or fraction thereof, one person may claim the higher reimbursement rate.

| Number of Travelers | Number of Vehicles | Rate of Reimbursement | 2022 Rate (7/1 and after) |
|---------------------|--------------------|--|------------------------------|
| 1 | 1 | GFA is NOT available | 0.625 |
| 2 | 1 | GFA is NOT available | 0.625 |
| | 2 | GFA is available | 0.22 |
| 3 | 1 | GFA is NOT available | 0.625 |
| | 2 | -For the person with a passenger, use the NOT available rate | 0.625 |
| | | -For the person without a passenger, use the available rate | 0.22 |
| 3 | 3 | GFA is available | 0.22 |
| 4 | 1 or 2 | GFA is NOT available | 0.625 |
| | 3 or 4 | GFA is available | 0.22 |
| 5 | 1 or 2 | GFA is NOT available | 0.625 |
| | 3, 4, or 5 | GFA is available | 0.22 |

All travel, other than inner district travel, requires mileage verification through Google Maps, MapQuest, or similar mapping platform.

³ [Miss. Code Ann. § 25-3-41\(1\)](#)

NOTES REGARDING TRAVEL

All employee travel reimbursements shall be paid via direct deposit into the same account as the employee's primary bank for payroll purposes.⁴

Employees using school vehicles for official school business may be reimbursed for fuel expenses incurred upon return, submission of receipts, and approval of the Assistant Superintendent. These reimbursements may be made prior to board approval.

Purchase orders for fuel reimbursement must identify the vehicle being used on the requisition using the line item description. Buses may be identified ~~by Bus # as School Bus~~; all other vehicles by the following naming convention: Attendance Center—Vehicle Description—~~License Plate Number~~ (ex. SMAC—Maintenance Truck—~~CAV885~~)

Each individual is responsible for his or her own expenses. No employee may be reimbursed for another employee's expense.

⁴ Board Policy DJDAA

RECOMMENDATIONS FOR TRAVEL

1. Bring a copy of the Return Travel Checklist with you while you travel. This will help ensure that you gather and keep all required documentation.
2. Bring a copy of JCSD's Sales Tax Exemption Form and your employee badge with you when you check in to your hotel room.
3. Obtain separate invoices for any alcohol related purchases.
4. If you are traveling using a school vehicle or a rental vehicle, ensure that your bookkeeper has a purchase order in place to reimburse for fuel before traveling. You are responsible for knowing and adhering to the limits of the fuel allowance.

DEFINITIONS

Mileage reimbursement is defined as reimbursement for actual miles traveled in the course of school business using the employee's private vehicle.

Fuel reimbursement is defined as reimbursement for fuel costs incurred in the course of school business while using a vehicle owned **or rented** by the school district.

Official school business includes all travel required in the performance of the employee's job duties, athletic events or school activities associated with MHSAA, approved field trips, and all trips approved by the board of education.

FREQUENTLY ASKED QUESTIONS

1. Can an employee be reimbursed for registration fees for a conference?

An employee can be reimbursed for registration fees once the following conditions have been met:

- It has been proven to the satisfaction of the School Business Manager that the vendor will not accept a school check. (example: an email from the vendor prior to travel)
- The school board has approved the employee's Travel Request Form.
- A copy of the [Travel Request Form with Board Approved Stamp](#), invoice, and receipt, both dated after board approval, is attached to the purchase order. The purchase order shall be made out to the employee.

2. What documents do I need to submit to the business office to have a prepaid travel check issued?

Travel Request Form with Board Approved Stamp

For Registration Fees, Hotel, and Rental Vehicle: Invoice, Registration, or Confirmation dated after board approval

For Airfare: Paid receipt ~~dated after board approval~~ and copy of flight itinerary

For all prepaid expenses: [Prepaid Check Request Form](#)

3. Why is an overnight stay required for meal reimbursement for employee travel?

IRS Publication 5137 (Fringe Benefit Guide) states, "To be excludable from wages, the travel must be substantially longer than an ordinary day's work, require an overnight stay or substantial sleep or rest." Based on this guidance, an overnight stay is required to avoid meal reimbursements from being included as taxable income.

4. Can a non-employee be reimbursed for travel related expenses?

No. Non-employees who travel for school related purposes do so at their own expense. This includes chaperoning school activities, MHSAA activities, field trips, etc.

5. Can fuel-expenses be prepaid?

No. Fuel expenses can be reimbursed on a prepaid check run upon return from travel, pending submission of the appropriate documentation.

6. Do I have an option of getting fuel reimbursement or mileage reimbursement?

No. Fuel reimbursement is the only option for using a district owned (or rented) vehicle. Mileage reimbursement is the only option for using a personal vehicle.

7. What is the breakdown on meals for breakfast, lunch, and dinner?

JCSD follows Mississippi DFA Maximum Daily Meal Reimbursement Rates. There is no per-meal breakdown or maximum rate per meal.

8. What happens if I lose my receipt? Can I use a statement from my financial institution (bank, credit card, etc.)?

An itemized receipt is required for reimbursement. In the event of a prepayment for meals (MHSAA and field trips), an itemized receipt is required for reconciling the prepayment.

A statement from your financial institution cannot be used as a substitute for an itemized receipt.

9. If an employee is traveling to a MHSAA activity to serve as a game administrator, does this have to be board approved? What if he or she is traveling separately from the students?

No. MHSAA activities involving students (even if traveling separately) do not require board approval.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the “MOU”) is entered into between the Mississippi Department of Finance and Administration (hereinafter the “DFA”) and the Jackson County School District (CTE program at East Central, Vancleave and St. Martin High Schools) for the purpose of establishing the agreed upon conditions under which the DFA may disburse funds to assist the Jackson County School District in paying costs associated with the local project (hereinafter the “Project”) specified in Section 28(oc) of House Bill 603 2023 Regular Legislative Session, Laws of 2023, (hereinafter the “Act”). This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed (\$9,000,000.00) (hereinafter the “Project Funds”), for the Project. **(PLEASE NOTE THAT IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

RECITALS

WHEREAS, Section 28 of House Bill 603, 2023 Regular Legislative Session, authorized expenditures from the 2023 Local Improvements Projects Fund for certain projects; and

WHEREAS, pursuant to Section 28(oc) of House Bill 603, 2023 Regular Legislative Session, Laws of 2023, the Legislature has appropriated funds to the Jackson County School District to pay the costs of the Project; and

WHEREAS, the Act authorizes the DFA to disburse monies in the 2023 Local Improvements Projects Fund to pay the costs of the Project; and

WHEREAS, the Jackson County School District shall maintain the Project Funds in a separate bank account; and

WHEREAS, the DFA has requested the Jackson County School District to maintain on file the documentation listed in “Exhibit A” attached hereto and incorporated herein by reference, to the extent the Jackson County School District is subject to the State’s procurement laws; and

WHEREAS, the Jackson County School District agrees to expend the funds within thirty-six (36) months from the date of receipt from the DFA; and

WHEREAS, the Jackson County School District agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the Jackson County

School District will immediately notify and consult with the DFA regarding the disposition of the funds, and said funds shall be directed in accordance with the Act; and

WHEREAS, the Jackson County School District agrees to provide quarterly notarized reports to the DFA which describe and itemize the expenditure of the Project Funds and also provide an update on the status of the Project including future expenditure of the funds. The quarterly reports must be provided on a form designated by the DFA and must include all invoices and bank statements associated with the reported expenditures. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The Jackson County School District shall also provide to the DFA a final report no more than thirty (30) days after final expenditure of funds, summarizing the expenditures and use of the Project Funds upon completion of the Project. All invoices that have not previously been submitted, shall be submitted upon completion of the Project; and

WHEREAS, the DFA finds that it is in the best interest of the DFA and the Jackson County School District that the funds on deposit in the 2023 Local Improvements Projects Fund for the Jackson County School District (CTE program at East Central, Vancleave and St. Martin High Schools) should be disbursed to the Jackson County School District and that the Jackson County School District shall directly administer the expenditure of such funds for the Project.

NOW THEREFORE, IT IS MUTALLY AGREED BY THE MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION AND THE JACKSON COUNTY SCHOOL DISTRICT AS FOLLOWS:

Section 1. The DFA, pursuant to the Act, shall disburse the Project Funds from the 2023 Local Improvements Projects Fund upon written request of the Jackson County School District to pay the costs associated with the Project.

Section 2. The Jackson County School District certifies and agrees to make every effort to expend all funds received from the 2023 Local Improvements Projects Fund within thirty-six (36) months from the date of receipt and **solely** for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU. Failure of the Jackson County School District to adhere to any provision within this MOU may result in immediate action by the State to recover project funds.

Section 3. The Jackson County School District agrees to procure any necessary construction, goods, and services for the Project in accordance with State procurement laws to the extent the Jackson County School District is subject to same. Failure to adhere may cause the DFA to withhold all sums for the Project and seek recovery of same. Further, the Jackson County School District agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein, in accordance with State law and the recitals of this MOU.

Section 4. The Jackson County School District agrees to provide the DFA quarterly notarized reports as set forth hereinabove, in a format designated by the DFA. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The Jackson County School District shall also provide the DFA with a final report summarizing the expenditures and use of the Project Funds no more than thirty (30) days after final expenditure of the Project Funds.

Section 5. The Jackson County School District agrees to maintain copies of all invoices, bank statements, and similar documentation for each expenditure of all funds received from the 2023 Local Improvements Projects Fund sufficient to satisfy and confirm, to the DFA's satisfaction, that such funds have been expended **solely** for the costs of the project as authorized and provided by the Act.

Section 6. The Jackson County School District agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the Jackson County School District will immediately notify and consult with the DFA regarding the disposition of the funds and said funds shall be directed in accordance with the Act.

Section 7. The Jackson County School District agrees that Project Funds shall be expended in accordance with all State and Federal laws and regulations, and that failure to do so may cause the DFA to withhold funds for the Project or seek recovery of same.

Section 8. All notices or information pursuant to this MOU shall be provided as follows:

Jackson County School District
Attn: David Baggett, Superintendent
Post Office Box 5308
Vanceleave, Mississippi 39565
Phone: 228-826-4842
Email: rej103@jcsd.ms

Mississippi Department of Finance and Administration
Attention: Gilda Reyes, Bond Advisory Director
501 North West Street, Suite 1301
Jackson, Mississippi 39201
Telephone: 601-359-5516
Email: Gilda.Reyes@dfa.ms.gov

Section 9. This MOU shall be effective from and after the final signature date.

IN WITNESS WHEREOF, the parties have affixed their signatures on the dates indicated below.

MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION

By: _____
Liz Welch, Executive Director

Date: _____

JACKSON COUNTY SCHOOL DISTRICT

By: _____
David Baggett, Superintendent

Date: _____

EXHIBIT A

The Jackson County School District (CTE program at East Central, Vancleave and St. Martin High Schools) shall maintain on file, the following items in relation to the Project:

1. Proof of Advertisement (i.e. copy of the advertisement, MPTAP and/or procurement portal posting, etc.) for any Request for Qualification (RFQ), Request for Proposals (RFP), or Invitation for Bid (IFB).
2. The Program of Work for the Project.
3. All solicitation documents (RFQ, RFP, IFB, etc.).
4. A list of bidders/respondents, including the Bid Tabulation Form/Register of Proposals. For construction awards, include recommendation of the Professional for the award of contract. For items procured by RFQ or RFP, include evaluation committee tally sheets/overall scoring in support of award decision.
5. A copy of all payment requests or invoices for said construction, goods, and services. In the case of construction contractor payment applications, include Professional's approval of payment.
6. All contracts awarded for the Project.
7. All bank statements.
8. Any and all other documentation which may be required to document, to the DFA's satisfaction, that the Project funds are expended **solely** for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU.

Verification Form

Please read and initial each statement below to verify your understanding of the requirements.

_____ 1) The funds (when funding is available) will be sent to your general account that ties to the vendor number supplied to our office through Paymode.

_____ 2) A separate bank account will have to be opened and you are responsible to transfer the funds to the new bank account. This transfer needs to happen as soon as you receive the funding. This account is only for the funds in HB603. No other funds can be in this account (even if you have received prior funding for the same project).

_____ 3) Quarterly reports are due to the Bond Advisory Division thirty (30) days after each quarter end.

1st quarter – January – March Report due by April 30

2nd quarter – April – June Report due by July 30

3rd quarter – July – September Report due by October 30

4th quarter – October – December Report due by January 30

_____ 4) Bank Statements (from each month of the quarter) and invoices (when there are expenditures) are to be sent with the quarterly report.

_____ 5) Quarterly reports are to be completed even if there were no expenditures for the quarter.

_____ 6) **Bank fees cannot be paid with funds.** Please confirm that no fees will be charged by your bank when the new bank account is opened. If the bank happens to charge fees in error, the bank will have to refund the fees or you will be responsible to pay those fees. This has been a problem with previous funding.



To: JCSD School Board
From: Ryan Earley, Business Manager
Date: July 28, 2023
Subject: Approve Request to Open New Bank Account for CTE Education Enhancement Funds

Under House Bill No. 603 of the 2023 Regular Legislative Session, the Jackson County School District was appropriated up to \$9,000,0000 for the purpose of construction (including land acquisition) and/or repair, equipment upgrades, and renovation projects associated with Career & Technical Education Centers.

To receive the funds, the Jackson County School District must agree to a Memorandum of Understanding (MOU) with the Mississippi Department of Finance and Administration. Contained within the MOU is the requirement for the Project Funds to be held in a separate bank account.

I am requesting authorization to open a new bank account with our current banking custodian, The Peoples Bank. This new account will be a deposit only account with all disbursements for project costs being transferred to our AP Clearing Account to cover any checks that are issued to vendors as part of our normal claim docket process.

I am also requesting that Ryan Earley and David Baggett be the authorized signors on the account.

Thank you for your consideration of this request.

Ryan Earley

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the “MOU”) is entered into between the Mississippi Department of Finance and Administration (hereinafter the “DFA”) and the Jackson County School District (repairs and renovations to St. Martin High School) for the purpose of establishing the agreed upon conditions under which the DFA may disburse funds to assist the Jackson County School District in paying costs associated with the local project (hereinafter the “Project”) specified in Section 28(jt) of House Bill 603 2023 Regular Legislative Session, Laws of 2023, (hereinafter the “Act”). This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed (\$1,000,000.00) (hereinafter the “Project Funds”), for the Project. **(PLEASE NOTE THAT IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

RECITALS

WHEREAS, Section 28 of House Bill 603, 2023 Regular Legislative Session, authorized expenditures from the 2023 Local Improvements Projects Fund for certain projects; and

WHEREAS, pursuant to Section 28(jt) of House Bill 603, 2023 Regular Legislative Session, Laws of 2023, the Legislature has appropriated funds to the Jackson County School District to pay the costs of the Project; and

WHEREAS, the Act authorizes the DFA to disburse monies in the 2023 Local Improvements Projects Fund to pay the costs of the Project; and

WHEREAS, the Jackson County School District shall maintain the Project Funds in a separate bank account; and

WHEREAS, the DFA has requested the Jackson County School District to maintain on file the documentation listed in “Exhibit A” attached hereto and incorporated herein by reference, to the extent the Jackson County School District is subject to the State’s procurement laws; and

WHEREAS, the Jackson County School District agrees to expend the funds within thirty-six (36) months from the date of receipt from the DFA; and

WHEREAS, the Jackson County School District agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the Jackson County

School District will immediately notify and consult with the DFA regarding the disposition of the funds, and said funds shall be directed in accordance with the Act; and

WHEREAS, the Jackson County School District agrees to provide quarterly notarized reports to the DFA which describe and itemize the expenditure of the Project Funds and also provide an update on the status of the Project including future expenditure of the funds. The quarterly reports must be provided on a form designated by the DFA and must include all invoices and bank statements associated with the reported expenditures. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The Jackson County School District shall also provide to the DFA a final report no more than thirty (30) days after final expenditure of funds, summarizing the expenditures and use of the Project Funds upon completion of the Project. All invoices that have not previously been submitted, shall be submitted upon completion of the Project; and

WHEREAS, the DFA finds that it is in the best interest of the DFA and the Jackson County School District that the funds on deposit in the 2023 Local Improvements Projects Fund for the Jackson County School District (repairs and renovations to St. Martin High School) should be disbursed to the Jackson County School District and that the Jackson County School District shall directly administer the expenditure of such funds for the Project.

NOW THEREFORE, IT IS MUTALLY AGREED BY THE MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION AND THE JACKSON COUNTY SCHOOL DISTRICT AS FOLLOWS:

Section 1. The DFA, pursuant to the Act, shall disburse the Project Funds from the 2023 Local Improvements Projects Fund upon written request of the Jackson County School District to pay the costs associated with the Project.

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Attn: David Baggett, Superintendent
Post Office Box 5308
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Phone: 228-826-4842
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Mississippi Department of Finance and Administration
Attention: Gilda Reyes, Bond Advisory Director
501 North West Street, Suite 1301
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MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION

By: _____
Liz Welch, Executive Director

Date: _____

JACKSON COUNTY SCHOOL DISTRICT

By: _____
David Baggett, Superintendent

Date: _____

EXHIBIT A

The Jackson County School District (repairs and renovations to St. Martin High School) shall maintain on file, the following items in relation to the Project:

1. Proof of Advertisement (i.e. copy of the advertisement, MPTAP and/or procurement portal posting, etc.) for any Request for Qualification (RFQ), Request for Proposals (RFP), or Invitation for Bid (IFB).
2. The Program of Work for the Project.
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4. A list of bidders/respondents, including the Bid Tabulation Form/Register of Proposals. For construction awards, include recommendation of the Professional for the award of contract. For items procured by RFQ or RFP, include evaluation committee tally sheets/overall scoring in support of award decision.
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2nd quarter – April – June Report due by July 30

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4th quarter – October – December Report due by January 30

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To: JCSD School Board
From: Ryan Earley, Business Manager
Date: July 28, 2023
Subject: Approve Request to Open New Bank Account for SMH Enhancement Funds

Under House Bill No. 603 of the 2023 Regular Legislative Session, the Jackson County School District was appropriated up to \$1,000,0000 for the purpose of repairs and renovations at St Martin High School.

To receive the funds, the Jackson County School District must agree to a Memorandum of Understanding (MOU) with the Mississippi Department of Finance and Administration. Contained within the MOU is the requirement for the Project Funds to be held in a separate bank account.

I am requesting authorization to open a new bank account with our current banking custodian, The Peoples Bank. This new account will be a deposit only account with all disbursements for project costs being transferred to our AP Clearing Account to cover any checks that are issued to vendors as part of our normal claim docket process.

I am also requesting that Ryan Earley and David Baggett be the authorized signors on the account.

Thank you for your consideration of this request.

Ryan Earley

**JACKSON COUNTY SCHOOL DISTRICT
SCHOOL DEPOSITORIES
Sunday, April 30, 2023**

| <u>ACCOUNT TITLES</u> | <u>BANK BALANCE</u> | <u>AVAILABLE BALANCE</u> |
|--|------------------------|--------------------------|
| <u>PEOPLES BANK ACCOUNTS @ .07%</u> | | |
| JCSD East Central Activity Fund | \$384,015.06 | \$384,596.06 |
| JCSD St. Martin Activity Fund | \$486,580.56 | \$488,270.87 |
| JCSD Child Nutrition | \$4,194,724.98 | \$4,195,590.03 |
| JCSD AP Clearing Account | \$427,804.49 | \$134.09 |
| JCSD PR Clearing Account | \$978,081.34 | \$15,074.91 |
| JCSD District Account | \$38,705,502.76 | \$38,700,003.70 |
| JCSD Technology Center Activity Fund | \$16,381.94 | \$16,381.94 |
| JCSD FAB LAB Jackson County | \$245,036.98 | \$238,686.98 |
| JCSD Vancleave School Activity Fund | \$345,946.95 | \$346,150.32 |
| JCSD 16TH Section Account | \$3,790,044.87 | \$3,800,064.87 |
| JCSD EEF FOR CTE - 2022 SENATE BILL 3011 | \$5,972,074.98 | \$5,972,074.98 |
| <u>CASH ON HAND-VANCLEAVE SCHOOL ACTIVITY FUNG</u> | \$0.00 | \$2,200.00 |
| <u>CASH ON HAND-SAINT MARTIN SCHOOL ACTIVITY FUNG</u> | \$0.00 | \$1,500.00 |
| <u>CASH ON HAND-FOOD SVC</u> | \$0.00 | \$1,300.00 |
| TOTALS | \$55,546,194.91 | \$54,162,028.75 |

Marathon Trial Balance

\$54,162,028.75

\$0.00

BANK RECONCILIATION

Account: District Maintenance

Month: April 30, 2023

General Ledger Account Balance \$38,700,003.70

Reconciled Balance per Bank \$38,700,003.70

\$0.00

Peoples \$38,705,502.76
Balance per Bank Statement \$38,705,502.76

Outstanding Deposits: \$13,820.94

Outstanding Checks: \$19,320.00

Outstanding Checks

| Number | Amount | Number | Amount |
|----------------|-------------|--------|--------|
| RJ 70470 | \$ 1,675.00 | | |
| RJ 70471 | \$ 1,700.00 | | |
| RJ 70475 | \$ 90.00 | | |
| GJ 2340126 | \$ 1,080.00 | | |
| GJ 2340129 | \$ 2,240.00 | | |
| GJ 2340130 | \$ 2,240.00 | | |
| GJ 2340131 | \$ 2,240.00 | | |
| GJ 2341064 | \$ 600.00 | | |
| GJ 2340127 | \$ 1,080.00 | | |
| RJ 70493/28283 | \$ 6,375.00 | | |
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Outstanding Deposits

| Name | Ck # | Date | Amount |
|--------------------------------------|------------------|-----------|-------------|
| Employee Expense Reversal (February) | GJ 20232401 S5-6 | 2/28/2023 | \$ 3.00 |
| Employee Expense Reversal (March) | GJ 20232602 | 3/31/2023 | \$ 440.60 |
| Employee FICA/Medicare Adjustment | GJ 20232877 S1-2 | 2/28/2023 | \$ 94.24 |
| Employee Salary Adjustment (March) | GJ 20232877 S3-4 | 3/21/2023 | \$ 568.88 |
| Employee Workman's Comp Adjustment | GJ 20232877 S5-6 | 3/31/2023 | \$ 2.22 |
| Summer Camp Payment | RJ 20232765 | 4/27/2023 | \$ 500.00 |
| Reverse RJ 20231062 | GJ 20232811 | 4/30/2023 | \$ 6,000.00 |
| Employer Expense Reversal (April) | GJ 20233163 | 4/30/2023 | \$ 877.00 |
| Returned EFT | 100006332 | 4/21/2023 | \$ 110.00 |
| AJ 20230421 | | 4/21/2023 | \$ 5,225.00 |

| Name | Ck # | Date | Amount |
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BANK RECONCILIATION

Account: Child Nutrition

Month: April 30, 2023

Peoples \$ 4,194,724.98
Balance per Bank: \$ 4,194,724.98

\$4,195,590.03

Outstanding Deposits: \$ 1,279.75

Reconciled Balance per Bank

\$4,195,590.03

Outstanding Checks: \$ 414.70

\$0.00

Outstanding Checks

| Name | Date | Check/Journal # | Amount | Name | Date | Check/Journal # | Amount |
|------------------|-----------|-----------------|-----------|------|------|-----------------|--------|
| Employer Expense | 2/28/2023 | 20232401 | \$ 414.70 | | | | |
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Outstanding Deposits

| Date | Ck #/Rec # | Name | Amount | Date | Ck #/Rec # | Name | Amount |
|------------|------------|--------------|-----------|-----------|------------|------------------|-----------|
| 4/13/2017 | 1029 | S. COLEMAN | \$ 10.00 | 8/10/2022 | 1326 | FERGONISE | \$ 30.00 |
| 4/18/2017 | 2201 | S. CLARK | \$ 20.00 | 8/16/2022 | MSB | CALLEN | \$ 62.75 |
| | | S. THOMPSON | \$ 40.00 | 8/16/2022 | MSB | CALLEN | \$ 62.75 |
| 12/14/2015 | 1 | C. MAJO | \$ 25.00 | 11/2/2022 | | J. BARTON | \$ 200.00 |
| 2/18/2016 | 5213 | J. WELTE | \$ 20.00 | | | | |
| 4/28/2016 | 1502 | W. GASKIN | \$ 2.00 | 4/25/2023 | | Bradsh, Kimberly | \$ 100.00 |
| 3/27/2017 | 1169 | K. DRIELING | \$ 15.00 | | | | |
| 3/28/2017 | 1141 | J. BARKER | \$ 10.00 | | | | |
| 5/26/2017 | 216 | C. RODRIQUEZ | \$ 20.00 | | | | |
| 10/31/2018 | | | \$ 209.75 | | | | |
| 11/2/2015 | 4139 | S. RAYBORN | \$ 25.00 | | | | |
| 12/4/2015 | 1054 | M. BRUEBAKER | \$ 20.00 | | | | |
| 3/10/2016 | 2102 | M. CLATON | \$ 25.00 | | | | |
| 5/9/2016 | 454 | J. HART | \$ 7.50 | | | | |
| | | | | | | | |
| 11/2/2018 | | | \$ 30.00 | | | | |
| 8/12/2019 | | | \$ 55.00 | | | | |
| 12/9/2019 | | | \$ 25.00 | | | | |
| 1/9/2020 | | | \$ 20.00 | | | | |
| 2/6/2020 | | | \$ 30.00 | | | | |
| 2/6/2020 | | | \$ 10.00 | | | | |
| | | | | | | | |
| 12/20/2017 | | | \$ 20.00 | | | | |
| 8/29/2016 | | | \$ 5.00 | | | | |
| 3/1/2016 | 5112 | G. GERRISH | \$ 40.00 | | | | |
| 3/1/2016 | 5113 | G. GERRISH | \$ 40.00 | | | | |
| 10/26/2016 | 1238 | A. CLOUSE | \$ 10.00 | | | | |
| 11/22/2016 | 1006 | M. FAIRLEY | \$ 3.00 | | | | |
| 2/28/2017 | 1148 | S. GILLIS | \$ 20.00 | | | | |
| 3/27/2017 | 1025 | S. COLEMAN | \$ 10.00 | | | | |
| 3/27/2017 | 1026 | S. COLEMAN | \$ 10.00 | | | | |
| 5/23/2019 | | | \$ 5.00 | | | | |
| 5/23/2019 | | | \$ 42.00 | | | | |
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BANK RECONCILIATION

Account: 16th Section

Month: April 30, 2023

| | | | |
|---|--|--------------------------|----------------|
| Reconciled Balance per General Ledger: | | Peoples | \$3,790,044.87 |
| | | Balance per Bank: | \$3,790,044.87 |

| | | | |
|------------------------------------|----------------|------------------------------|-------------|
| Reconciled Balance per Bank | \$3,800,064.87 | Outstanding Deposits: | \$19,320.00 |
| | \$3,800,064.87 | Outstanding Checks: | \$9,300.00 |
| | \$0.00 | | |

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------------------------------------|------------|--------|--------|--------|--------|--------|--------|
| 09/23/2022 - PGR - PENDING SOS & BOS | \$9,300.00 | | | | | | |
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Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
|----------------|------------|------|--------|------|--------|------|--------|
| RJ 70475 | \$90.00 | | | | | | |
| RJ 70470 | \$1,675.00 | | | | | | |
| RJ 70471 | \$1,700.00 | | | | | | |
| GJ 2340126 | \$1,080.00 | | | | | | |
| GJ 2340129 | \$2,240.00 | | | | | | |
| GJ 2340130 | \$2,240.00 | | | | | | |
| GJ 2340131 | \$2,240.00 | | | | | | |
| GJ 2341064 | \$600.00 | | | | | | |
| GJ 2340127 | \$1,080.00 | | | | | | |
| RJ 70493/28283 | \$6,375.00 | | | | | | |
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BANK RECONCILIATION

Account: St. Martin Activity Fund

Month: April 30, 2023

| | | | | |
|---------------------------------------|---------------------|-----------------------------------|---------|---------------------|
| General Ledger Account Balance | \$488,270.87 | Balance per Bank Statement | Peoples | \$486,580.56 |
| | | | | \$486,580.56 |

| | | | | |
|------------------------------------|--------------|------------------------------|--|------------|
| Reconciled Balance per Bank | \$488,270.87 | Outstanding Deposits: | | \$4,545.16 |
|------------------------------------|--------------|------------------------------|--|------------|

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|--|--------|----------------------------|--|-------------|
| | \$0.00 | Outstanding Checks: | | \$ 2,854.85 |
|--|--------|----------------------------|--|-------------|

Outstanding Checks

| Number | Amount | Number | Amount |
|--------------|-------------|--------|--------|
| AJ 202303220 | \$ 2,854.85 | | |
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| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------------------|--------------------------|-----------|
| 8/1/2016 | 2459 | A. Wilson | \$ 35.00 |
| 9/1/2016 | | A. Wilson | \$ 10.00 |
| 3/29/2017 | 149 | J. Hughes | \$ 82.00 |
| 3/31/2017 | 1253 | A. Benninghoven | \$ 30.00 |
| 4/24/2016 | 103 | T. Carter | \$ 30.00 |
| 4/24/2016 | 103 | T. Carter | \$ 65.00 |
| | 73653 | Bank Error | \$ 162.00 |
| 4/30/2018 | | NSF | \$ 100.00 |
| 4/30/2018 | | A. Carter | \$ 94.00 |
| 5/14/2018 | | | \$ 225.00 |
| 5/14/2018 | | | \$ 225.00 |
| | | M. Anglada | \$ 70.00 |
| 11/7/2018 | | | \$ 20.00 |
| 3/21/2019 | | | \$ 290.00 |
| 3/25/2019 | | | \$ 15.00 |
| 3/29/2019 | | | \$ 107.06 |
| 10/2/2019 | | | \$ 350.00 |
| 8/20/2020 | DDA Charge Backs | \$350, \$30, \$60, \$390 | \$ 830.00 |
| | | 4/12 NSF | \$ 60.00 |
| | | 8/22/22 NSF (2) | \$ 90.00 |
| | | 9/21/22 NSF (2) | \$ 390.00 |

| Date | Ck # | Name | Amount |
|-----------|-------------|-------------------------|-----------|
| 1/17/2023 | 412 | M. Dizon | \$ 10.15 |
| 3/9/2023 | 9000414193 | Coca-Cola Chargeback | \$ 60.95 |
| 4/28/2023 | RJ 20232702 | Go Fan 4/17/23--4/23/23 | \$ 224.00 |
| 4/28/2023 | RJ 20232703 | SMMS Spring Jamboree | \$ 970.00 |
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BANK RECONCILIATION

Account: Vancleave Activity Fund

Month: April 30, 2023

General Ledger Account Balance **\$346,150.32**

Reconciled Balance per Bank **\$346,150.32**

Peoples \$345,946.95

Balance per Bank Statement **\$345,946.95**

Outstanding Deposits: **\$203.37**

Outstanding Checks: **\$0.00**

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Number | Amount | Number | Amount |
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------|---------------|----------|
| 2/8/2016 | 574 | T. Hays | \$ 12.00 |
| 6/7/2016 | 1247 | L. Odom | \$ 20.00 |
| 7/26/2016 | 4776 | M. Holden | \$ 15.00 |
| 7/26/2016 | 1306 | T. Hill | \$ 15.00 |
| 9/28/2016 | 3264 | S. DeCoronado | \$ 21.37 |
| 9/30/2016 | 818 | A. Mills | \$ 20.00 |
| 8/21/2018 | 1149 | Coursey | \$ 5.00 |
| 8/21/2018 | 1150 | Coursey | \$ 5.00 |
| 5/14/2019 | 5556 | Bang | \$ 70.00 |
| 8/13/2019 | 603 | Mares | \$ 20.00 |

| Date | Ck # | Name | Amount |
|------|------|------|--------|
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BANK RECONCILIATION

Account: East Central Activity Fund

Month: April 30, 2023

General Ledger Account Balance **\$384,596.06**

Reconciled Balance per Bank **\$384,596.06**

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------|------------------|----------|
| | | Stephens, Jason | \$18.00 |
| | | Sayer, Thomas | \$30.00 |
| | | Bradley, Richard | \$18.00 |
| | | Clarke, Savannah | \$18.00 |
| | | Schnitzer | \$180.00 |
| | | Freeland | \$240.00 |
| | | Ortiz | \$3.00 |
| | | Remily | \$18.00 |
| | | Holland | \$20.00 |
| 6/6/2019 | | | \$18.00 |
| 9/12/2022 | 1105 | NSF | \$18.00 |
| | | | |

Peoples \$384,015.06

Balance per Bank Statement **\$384,015.06**

Outstanding Deposits: **\$581.00**

Outstanding Checks: **\$0.00**

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: JCTC Activity Fund

Month: April 30, 2023

General Ledger Account Balance **\$16,381.94**

Reconciled Balance per Bank \$16,381.94

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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Outstanding Deposits

| Date | Ck # | Name | Amount |
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Peoples \$16,381.94

Balance per Bank Statement **\$16,381.94**

Outstanding Deposits: \$0.00

Outstanding Checks: \$0.00

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: FABLAB Activity Fund

Month: April 30, 2023

General Ledger Account Balance **\$238,686.98**

Reconciled Balance per Bank \$238,686.98

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
|-------------|-------------|--------|--------|
| RJ 20232765 | \$ 500.00 | | |
| GJ 20232811 | \$ 6,000.00 | | |
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------|------|----------|
| 7/26/2022 | 276 | | \$150.00 |
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Peoples \$245,036.98

Balance per Bank Statement **\$245,036.98**

Outstanding Deposits: \$150.00

Outstanding Checks: \$6,500.00

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: AP CLEARING

Month: April 30, 2023

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|---|----------|--|--|--------------------------|---------------------|
| Reconciled Balance per General Ledger: | \$134.09 | | | Peoples | \$427,804.49 |
| | | | | Balance per Bank: | <u>\$427,804.49</u> |

| | | | | | |
|------------------------------------|----------|--|--|------------------------------|--------------|
| Reconciled Balance per Bank | \$134.09 | | | Outstanding Deposits: | \$2,854.85 |
| | | | | Outstanding Checks: | \$430,525.25 |

\$0.00

Outstanding Checks

| | Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------------------------|--------|---------------|--------|--------|--------|--------|--------|--------|
| OS PAPER CHECKS | | \$ 318,175.67 | | | | | | |
| OS COMDATA | | \$ 107,014.58 | | | | | | |
| Returned EFT-GJ 20233176 | | \$ 110.00 | | | | | | |
| AJ 202304210 | | \$ 5,225.00 | | | | | | |
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Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
|--------------|-------------|------|--------|------|--------|------|--------|
| AJ 202303220 | \$ 2,854.85 | | | | | | |
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BANK RECONCILIATION

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|---|----------------|------------------------------|--------------|
| Account: | PR CLEARING | | |
| Month: | April 30, 2023 | Peoples | \$978,081.34 |
| Reconciled Balance per General Ledger: | | Balance per Bank: | \$978,081.34 |
| | \$15,074.91 | Outstanding Deposits: | \$414.70 |
| Reconciled Balance per Bank | | Outstanding Checks: | \$963,421.13 |
| | \$15,074.91 | | |
| | \$0.00 | | |

| Outstanding Checks | | | | | | | | |
|--------------------------------------|--------|---------------|--------|--------|--------|--------|--------|--------|
| | Number | Amount | Number | Amount | Number | Amount | Number | Amount |
| | | | | | | | | |
| | | | | | | | | |
| PAPER CHECKS | | \$ 831,090.19 | | | | | | |
| EFT | | | | | | | | |
| IRS Payroll Tax | | | | | | | | |
| MS Payroll Tax | | \$ 114,584.00 | | | | | | |
| PERS | | | | | | | | |
| Deferred Comp. | | \$ 15,761.00 | | | | | | |
| | | | | | | | | |
| Employer Expense Reversal (February) | | \$ 3.00 | | | | | | |
| Employer Expense Reversal (March) | | \$ 440.60 | | | | | | |
| Abby Quick FICA/MEDICARE Adjustment | | \$ 94.24 | | | | | | |
| Abby Quick Workman's Comp | | \$ 2.22 | | | | | | |
| Abby Quick Salary | | \$568.88 | | | | | | |
| Employer Expense Reversal (April) | | \$ 877.00 | | | | | | |

| Outstanding Deposits | | | | | | | |
|-----------------------------|-----------|------|--------|------|--------|------|--------|
| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
| Employer Expense--February | \$ 414.70 | | | | | | |
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BANK RECONCILIATION

Account: EEF FOR CTE - 22 SENATE BILL 3011

Month: April 30, 2023

| | | | | |
|---|----------------|--|--------------------------|----------------|
| Reconciled Balance per General Ledger: | \$5,972,074.98 | | Peoples | \$5,972,074.98 |
| | | | Balance per Bank: | \$5,972,074.98 |

| | | | | |
|------------------------------------|----------------|--|------------------------------|--------|
| Reconciled Balance per Bank | \$5,972,074.98 | | Outstanding Deposits: | \$0.00 |
|------------------------------------|----------------|--|------------------------------|--------|

| | | | | |
|--|--------|--|----------------------------|--------|
| | \$0.00 | | Outstanding Checks: | \$0.00 |
|--|--------|--|----------------------------|--------|

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------|--------|--------|--------|--------|--------|--------|--------|
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Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
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JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

Report Date: 07/28/2023 Begin Account: 000-0000-000-000-00-0000
 Period: 10 - 04/01/2023 - 04/30/2023 End Account: 999-9999-999-999-99-9999
 Fund: All

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|-------------------------------------|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 1120 - DISTRICT MAINTENANCE | 15,826,090.42 | 86,426,822.78 | 75,252,157.86 | 11,174,664.92 | 5,442,347.61 | 87,944,817.91 | 58,834,807.50 | 29,110,010.41 | 6,091,481.51 | 0.00 | 0.00 | 32,243,440.78 | 14,308,095.29 |
| 1121 - INSURANCE RESERVE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1130 - SPECIAL EDUCATION | 0.00 | 7,326,948.79 | 5,304,671.36 | 2,022,277.43 | 579,283.24 | 7,326,948.79 | 5,304,671.36 | 2,022,277.43 | 579,283.24 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1140 - ALTERNATIVE SCHOOL | 0.00 | 434,408.92 | 328,505.53 | 105,903.39 | 36,826.19 | 434,408.92 | 328,505.53 | 105,903.39 | 36,826.19 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1145 - AT RISK | 0.00 | 971,949.39 | 674,621.55 | 297,327.84 | 73,639.61 | 971,949.39 | 674,621.55 | 297,327.84 | 73,639.61 | 0.00 | 0.00 | 0.00 | 65 0.00 |
| 1152 - EAST CENTRAL ACTIVITY | 362,200.78 | 902,782.61 | 403,501.75 | 499,280.86 | 26,350.28 | 767,473.03 | 381,106.47 | 386,366.56 | 55,371.24 | 0.00 | 0.00 | 384,596.06 | 497,510.36 |
| 1153 - ST MARTIN ACTIVITY | 452,913.41 | 1,274,267.14 | 611,296.61 | 662,970.53 | 43,838.08 | 1,053,111.93 | 574,439.15 | 478,672.78 | 47,226.19 | 0.00 | 0.00 | 489,770.87 | 674,068.62 |
| 1154 - VANCLEAVE ACTIVITY | 278,344.83 | 997,555.78 | 432,158.41 | 565,397.37 | 38,011.29 | 738,252.06 | 362,152.92 | 376,099.14 | 32,912.95 | 0.00 | 0.00 | 348,350.32 | 537,648.55 |
| 1155 - JCTC ACTIVITY | 14,815.34 | 33,781.44 | 20,974.01 | 12,807.43 | 1,147.58 | 35,789.35 | 19,407.41 | 16,381.94 | 927.77 | 0.00 | 0.00 | 16,381.94 | 12,807.43 |
| 1156 - FABLAB ACTIVITY | 249,455.41 | 120,137.66 | 20,021.41 | 100,116.25 | (2,220.32) | 275,476.82 | 30,789.84 | 244,686.98 | 18,636.35 | 0.00 | 0.00 | 238,686.98 | 94,116.25 |
| 1840 - 16TH SECTION INTEREST | 2,739,975.13 | 314,100.00 | 286,659.84 | 27,440.16 | 40,297.26 | 85,575.93 | 3,063.93 | 82,512.00 | (8,290.00) | 0.00 | 0.00 | 3,023,571.04 | 2,968,499.20 |
| 1841 - 16TH SECTION INTEREST 16-4-9 | 1,257.91 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,257.91 | 1,257.91 |
| 1842 - 16TH SECTION INTEREST 16-5-9 | 1,773.71 | 0.00 | 4,322.05 | (4,322.05) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,095.76 | 1,773.71 |
| 1843 - 16TH SECTION INTEREST 16-6-5 | 39,208.63 | 6,700.00 | 2,457.73 | 4,242.27 | 0.00 | 1,286.67 | 536.67 | 750.00 | 0.00 | 0.00 | 0.00 | 41,129.69 | 44,621.96 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--------------------------------------|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 1844 - 16TH SECTION INTEREST 16-6 -6 | 10,509.42 | 0.00 | 1,601.60 | (1,601.60) | 0.00 | 1,887.32 | 837.32 | 1,050.00 | 0.00 | 0.00 | 0.00 | 11,273.70 | 8,622.10 |
| 1845 - 16TH SECTION INTEREST 16-6 -9 | 3,174.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,174.87 | 3,174.87 |
| 1846 - 16TH SECTION INTEREST 16-7 -6 | 87.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 87.27 | 87.27 |
| 1847 - 16TH SECTION INTEREST 16-7 -7 | 7,288.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,288.50 | 7,288.50 |
| 1848 - 16TH SECTION INTEREST 16-7 -8 | 29,780.90 | 3,600.00 | 6,450.00 | (2,850.00) | 2,000.00 | 6,666.95 | 5,586.95 | 1,080.00 | (1,080.00) | 0.00 | 0.00 | 30,643.95 | 26,713.95 |
| 1849 - 16TH SECTION INTEREST 16-7 -9 | 7,826.19 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,826.19 | 7,826.19 |
| 1850 - 16TH SECTION INTEREST 16-8 -7 | 116.41 | 2.00 | 0.00 | 2.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 116.41 | 118.41 |
| 1900 - 16TH SECTION ESCROW | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1901 - MEDICAID SBAC FUND | 246,987.67 | 135,000.00 | 60,964.54 | 74,035.46 | 0.00 | 109,767.65 | 81,171.33 | 28,596.32 | 7,163.31 | 0.00 | 0.00 | 226,780.88 | 272,220.02 |
| 1902 - COMDATA NETWORK | 23,510.27 | 30,000.00 | 27,490.09 | 2,509.91 | 6,289.58 | 37,300.00 | 2,562.46 | 34,737.54 | 339.27 | 0.00 | 0.00 | 48,437.90 | 16,210.27 |
| 1903 - ENERGY CLASS PRIZE 2023 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1925 - TECHNOLOGY FUND | 0.00 | 2,610,469.81 | 1,817,834.26 | 792,635.55 | 94,231.90 | 2,610,469.81 | 1,817,834.26 | 792,635.55 | 94,231.90 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1935 - FAB LAB JACKSON COUNTY | 121,626.41 | 300,000.00 | 109,487.11 | 190,512.89 | 18,685.00 | 223,167.18 | 204,737.61 | 18,429.57 | 36,336.54 | 0.00 | 0.00 | 26,375.91 | 198,459.23 |
| 1993 - PAYROLL CLEARING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|---|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 1994 - ACCOUNTS PAYABLE CLEARING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2020 - SCHOOL RECOGNITION PROGRAM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2090 - EXTENDED SCHOOL YEAR | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 1,127.79 | 8,872.21 | 0.00 | 0.00 | 0.00 | (1,127.79) | 0.00 |
| 2092 - WORKFORCE ENHANCEMEN T (SB 3011) | 0.00 | 0.00 | 6,000,824.98 | (6,000,824.98) | 245.99 | 3,000,000.00 | 28,750.00 | 2,971,250.00 | 20,875.00 | 0.00 | 0.00 | 5,972,074.98 | (3,000,000.00) |
| 2110 - SCHOOL FOOD SERVICE | 4,046,917.19 | 4,808,758.72 | 5,137,608.45 | (328,849.73) | 891,436.18 | 7,722,694.68 | 4,819,050.72 | 2,903,643.96 | 507,391.32 | 0.00 | 0.00 | 4,365,474.92 | 1,132,981.23 |
| 2132 - SUMMER FEEDING FY22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 67 0.00 |
| 2211 - TITLE I - A | 0.00 | 2,198,386.00 | 1,192,456.07 | 1,005,929.93 | 143,086.78 | 2,139,121.63 | 1,367,105.98 | 772,015.65 | 187,927.02 | 0.00 | 0.00 | (174,649.91) | 59,264.37 |
| 2213 - TITLE I- 1003(a) SCHOOL IMPROVEMEN T | 0.00 | 324,067.00 | 39,876.54 | 284,190.46 | 11,349.23 | 497,010.91 | 39,876.54 | 457,134.37 | 0.00 | 0.00 | 0.00 | 0.00 | (172,943.91) |
| 2290 - TITLE I COST POOL | 0.00 | 219,520.00 | 139,521.48 | 79,998.52 | 13,277.11 | 293,465.15 | 159,895.52 | 133,569.63 | 20,374.04 | 0.00 | 0.00 | (20,374.04) | (73,945.15) |
| 2410 - EEF - BUILDINGS AND BUSES | 555,274.58 | 282,731.00 | 212,049.00 | 70,682.00 | 23,561.00 | 283,354.20 | 623.20 | 282,731.00 | 0.00 | 0.00 | 0.00 | 766,700.38 | 554,651.38 |
| 2511 - TITLE II, PART A | 0.00 | 402,813.00 | 215,894.72 | 186,918.28 | 20,965.11 | 511,723.54 | 241,685.44 | 270,038.10 | 25,790.72 | 0.00 | 0.00 | (25,790.72) | (108,910.54) |
| 2579 - FEMA / MEMA GRANTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2590 - ESSER I | 0.00 | 80,860.10 | 32,554.33 | 48,305.77 | 0.00 | 32,554.33 | 32,554.33 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48,305.77 |
| 2594 - ESSER II | 0.00 | 4,494,470.48 | 2,380,469.51 | 2,114,000.97 | 124,743.10 | 4,729,508.87 | 2,669,480.48 | 2,060,028.39 | 279,373.35 | 0.00 | 0.00 | (289,010.97) | (235,038.39) |
| 2597 - CTE ESSER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2598 - ESSER III | 0.00 | 13,865,995.29 | 3,074,706.39 | 10,791,288.90 | 159,905.99 | 16,062,991.67 | 3,255,474.09 | 12,807,517.58 | 190,405.32 | 0.00 | 0.00 | (180,767.70) | (2,196,996.38) |
| 2599 - IDEA B (ARP) | 0.00 | 311,712.11 | 225,491.74 | 86,220.37 | 28,488.11 | 311,712.11 | 245,513.28 | 66,198.83 | 20,021.54 | 0.00 | 0.00 | (20,021.54) | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 2600 - IDEA B (ARP-PRESCHOOL) | 0.00 | 11,444.43 | 10,604.15 | 840.28 | 4,775.00 | 12,410.23 | 12,410.23 | 0.00 | 1,806.08 | 0.00 | 0.00 | (1,806.08) | (965.80) |
| 2609 - ARP HOMELESS II | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 87,654.00 | 0.00 | 87,654.00 | 0.00 | 0.00 | 0.00 | 0.00 | (87,654.00) |
| 2610 - IDEA PART B | 0.00 | 1,945,005.00 | 1,428,770.22 | 516,234.78 | 7,600.35 | 2,658,749.92 | 1,816,823.55 | 841,926.37 | 192,127.00 | 0.00 | 0.00 | (388,053.33) | (713,744.92) |
| 2620 - IDEA PART C | 0.00 | 67,606.00 | 67,946.69 | (340.69) | 8,619.36 | 107,743.94 | 76,566.02 | 31,177.92 | 8,619.33 | 0.00 | 0.00 | (8,619.33) | (40,137.94) |
| 2630 - POSITIVE BEHAVIOR SPECIALIST (PBS-FEDERAL ONLY) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2631 - EDUCATIONAL INTERPRETER (EI - FEDERAL ONLY) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2711 - VOCATIONAL EDUCATION | 0.00 | 2,783,936.52 | 1,956,794.14 | 827,142.38 | 219,554.71 | 2,830,387.84 | 1,956,794.14 | 873,593.70 | 219,554.71 | 0.00 | 0.00 | 0.00 | (465,132.00) |
| 2721 - VOCATIONAL REHABILITATION | 12,897.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,897.22 | 12,897.22 |
| 2811 - TITLE IV, PART A | 0.00 | 179,633.00 | 70,864.25 | 108,768.75 | 18,825.66 | 230,664.66 | 88,470.91 | 142,193.75 | 17,606.66 | 0.00 | 0.00 | (17,606.66) | (51,031.66) |
| 2820 - UNEMPLOYMENT COMP. REVOLVING | 178,052.35 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.25 | (2,500.25) | 0.00 | 0.00 | 0.00 | 175,552.10 | 178,052.35 |
| 2830 - FORESTRY ESCROW FUND | 157,829.13 | 5,000.00 | 5,040.00 | (40.00) | 0.00 | 27,000.00 | 10,380.00 | 16,620.00 | 10,380.00 | 0.00 | 0.00 | 152,489.13 | 135,829.13 |
| 2901 - BLUE CROSS BLUE SHIELD GRANT | 143.53 | 0.00 | 0.00 | 0.00 | 0.00 | 143.53 | 139.29 | 4.24 | 139.29 | 0.00 | 0.00 | 4.24 | 0.00 |
| 2902 - MDEQ VW DIESEL EMISSIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,159,000.00 | 0.00 | 2,159,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | (2,159,000.00) |
| 2903 - MDEQ DERA GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 110,000.00 | 0.00 | 110,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | (110,000.00) |
| 2907 - POSITIVE BEHAVIOR SPECIALIST (PBS-STATE) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,988.79 | (8,988.79) | 0.00 | 0.00 | 0.00 | (8,988.79) | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|---|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 2908 - EDUCATIONAL INTERPRETER (STATE ONLY) | 0.00 | 42,609.36 | 0.00 | 42,609.36 | 0.00 | 42,609.36 | 0.00 | 42,609.36 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2909 - VOCATIONAL REHAB | 980.00 | 0.00 | 630.00 | (630.00) | 140.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,610.00 | 980.00 |
| 2940 - ROTC | 0.00 | 4,000.00 | 142,279.48 | (138,279.48) | 5,943.06 | 4,000.00 | 120,274.13 | (116,274.13) | 11,992.86 | 0.00 | 0.00 | 22,005.35 | 0.00 |
| 2980 - SPARKLIGHT | 2,282.10 | 0.00 | 0.00 | 0.00 | 0.00 | 2,282.10 | 1,159.78 | 1,122.32 | 0.00 | 0.00 | 0.00 | 1,122.32 | 0.00 |
| 2981 - GULF COAST COMMUNITY FOUNDATION INC | 58.54 | 0.00 | 0.00 | 0.00 | 0.00 | 58.54 | 11.90 | 46.64 | 0.00 | 0.00 | 0.00 | 46.64 | 0.00 |
| 2982 - AMERICAN HEART ASSOCIATION | 418.90 | 0.00 | 0.00 | 0.00 | 0.00 | 418.90 | 0.00 | 418.90 | 0.00 | 0.00 | 0.00 | 418.90 | 0.00 |
| 2983 - SINGING RIVER ELECTRIC COOPERATIVE | 2,371.16 | 0.00 | 0.00 | 0.00 | 0.00 | 2,371.16 | 0.00 | 2,371.16 | 0.00 | 0.00 | 0.00 | 2,371.16 | 69 0.00 |
| 2984 - ALLSTAR ORTHOPEDIC S, PLLC | 1,776.48 | 0.00 | 0.00 | 0.00 | 0.00 | 1,776.48 | 540.95 | 1,235.53 | 0.00 | 0.00 | 0.00 | 1,235.53 | 0.00 |
| 2985 - MS RESTAURANT ASSN EDUC FDN | 695.73 | 0.00 | 0.00 | 0.00 | 0.00 | 695.73 | 41.97 | 653.76 | 0.00 | 0.00 | 0.00 | 653.76 | 0.00 |
| 2986 - INGALLS GRANT | 1,231.53 | 0.00 | (4,885.00) | 4,885.00 | (4,885.00) | 1,231.53 | 736.15 | 495.38 | 0.00 | 0.00 | 0.00 | (4,389.62) | 0.00 |
| 2987 - BLACKBAUD GIVING FD-CHEVRON YOUR CAUSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2988 - PLTW-VMS | 12,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,500.00 | 0.00 | 12,500.00 | 0.00 | 0.00 | 0.00 | 12,500.00 | 0.00 |
| 3027 - CONSTRUCTION AND IMPROVEMENTS | 7,128,336.26 | 2,600,000.00 | 0.00 | 2,600,000.00 | 0.00 | 6,343,142.71 | 1,982,982.99 | 4,360,159.72 | 67,358.80 | 0.00 | 0.00 | 5,145,353.27 | 3,385,193.55 |
| 3028 - 3 MILL CONSTRUCTION 2019 | 0.00 | 0.00 | 23.53 | (23.53) | 0.00 | 0.00 | 23.53 | (23.53) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|------------------------------------|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 4010 - SHORTFALL NOTE RETIREMENT | 0.00 | 0.00 | 68.45 | (68.45) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 68.45 | 0.00 |
| 4024 - THREE MILL NOTE 2019 | 919,991.26 | 472,125.00 | 425,618.33 | 46,506.67 | 9,831.39 | 744,312.50 | 744,312.50 | 0.00 | 0.00 | 0.00 | 0.00 | 601,297.09 | 647,803.76 |
| 4026 - 2010 QSCB NOTE | 0.00 | 0.00 | 48.47 | (48.47) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48.47 | 0.00 |
| 4027 - THREE MILL NOTE 2012 | 204,564.76 | 1,502,606.00 | 1,137,450.32 | 365,155.68 | 41,311.23 | 1,202,411.50 | 1,201,161.49 | 1,250.01 | 0.00 | 0.00 | 0.00 | 140,853.59 | 504,759.26 |
| 4092 - QSCB SINKING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7211 - 16-4-9 PRINCIPAL FUND | 1,733.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,733.67 | 1,733.67 |
| 7212 - 16-5-9 PRINCIPAL FUND | 384.54 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 384.54 | 384.54 |
| 7213 - 16-6-5 PRINCIPAL FUND | 121,463.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 121,463.08 | 121,463.08 |
| 7214 - 16-6-6 PRINCIPAL FUND | 7,081.37 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,081.37 | 7,081.37 |
| 7215 - 16-6-9 PRINCIPAL FUND | 448.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 448.75 | 448.75 |
| 7216 - 16-7-6 PRINCIPAL FUND | 1,507.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,507.56 | 1,507.56 |
| 7217 - 16-7-7 PRINCIPAL FUND | 284,568.79 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 284,568.79 | 284,568.79 |
| 7218 - 16-7-8 PRINCIPAL FUND | 37,699.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 37,699.90 | 37,699.90 |
| 7219 - 16-7-9 PRINCIPAL FUND | 2,975.98 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,975.98 | 2,975.98 |
| 7220 - 16-8-7 PRINCIPAL FUND | 2,010.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,010.08 | 2,010.08 |
| 7221 - JCSD 16TH SECTION PRINCIPAL | 203,025.86 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 203,025.86 | 203,025.86 |

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JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 7310 - PAYROLL CLEARING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7350 - STUDENT AGENCY ACCT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7500 - ACCOUNTS PAYABLE CLEARING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8000 - GEN FIXED ASSETS ACCOUNT GROUP | 96,704,144.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (2,119,038.86) | 2,119,038.86 | (8,905.35) | 0.00 | 0.00 | 98,823,182.86 | 96,704,144.00 |
| 9000 - GEN LONG-TERM DEBT LEDGER | (107,474,644.00) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (107,474,644.00) | (107,474,644.00) |
| | 23,535,663.78 | 138,501,805.33 | 109,257,881.95 | 29,243,923.38 | 8,129,501.66 | 154,800,051.43 | 87,393,249.34 | 67,406,802.09 | 8,837,843.76 | 0.00 | 0.00 | 45,400,296.40 | 7,237,417.68 |

| JACKSON COUNTY SCHOOL DISTRICT | | Marathon powered by CA - Jackson Co. FY23 (RYAN) | | | | | | | | | | 7/28/2023 1:58:03 PM | | |
|----------------------------------|----------------|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------|----------------------|----------------|-------|
| Cash Flow | | July | August | September | October | November | December | January | February | March | April | May | June | Total |
| Cash | | | | | | | | | | | | | | |
| Cash on Hand | 17,561,552.29 | 18,791,941.04 | 16,809,804.55 | 15,711,336.21 | 13,544,660.08 | 11,124,782.70 | 9,373,820.61 | 11,150,883.18 | 33,569,530.27 | 33,081,099.68 | 0.00 | 0.00 | 180,719,410.62 | |
| Total Cash | 17,561,552.29 | 18,791,941.04 | 16,809,804.55 | 15,711,336.21 | 13,544,660.08 | 11,124,782.70 | 9,373,820.61 | 11,150,883.18 | 33,569,530.27 | 33,081,099.68 | 0.00 | 0.00 | 180,719,410.62 | |
| Actual Revenue | | | | | | | | | | | | | | |
| Ad Valorem Collections | 0.00 | 469,865.76 | 1,025,604.09 | 351,175.43 | 299,775.39 | 348,541.92 | 3,465,164.57 | 18,837,922.98 | 1,744,108.20 | 886,039.67 | 0.00 | 0.00 | 27,428,198.01 | |
| Other Taxes | 0.00 | 25,496.18 | 43,133.80 | 15,776.86 | 20,437.26 | 13,074.92 | 19,518.53 | 25,544.34 | 8,147.55 | 11,158.42 | 0.00 | 0.00 | 182,287.86 | |
| Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Interest Revenue | 10,429.25 | 10,827.49 | 9,796.90 | 9,443.07 | 8,173.37 | 7,274.60 | 7,285.05 | 9,005.70 | 18,486.85 | 16,863.65 | 0.00 | 0.00 | 107,585.93 | |
| Community Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Miscellaneous | 0.00 | 816.28 | 1,993.69 | 23,590.90 | 56,732.49 | 37.58 | 33,478.65 | 15,598.74 | 17,720.52 | (155.74) | 0.00 | 0.00 | 149,813.11 | |
| Homestead Reimbursement | 0.00 | 0.00 | 320,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 327,475.00 | 0.00 | 0.00 | 648,275.00 | |
| Drivers' Education | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| MAEP | 3,336,647.00 | 3,720,973.00 | 3,717,471.21 | 3,717,471.21 | 3,717,373.77 | 3,718,055.84 | 3,718,055.84 | 3,718,640.46 | 3,718,640.47 | 3,718,640.47 | 0.00 | 0.00 | 36,801,969.27 | |
| Ad Valorem Reduction | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Other State | 0.00 | 153.67 | 145.52 | 220.03 | 0.00 | 84.12 | 159.86 | 181.10 | 216.52 | 118.16 | 0.00 | 0.00 | 1,278.98 | |
| Master Teacher | 22,822.00 | 22,822.00 | 22,822.00 | 22,822.00 | 22,822.00 | 22,822.00 | 23,322.00 | 22,822.00 | 17,174.87 | 17,174.87 | 0.00 | 0.00 | 217,425.74 | |
| Teacher Pay Raise | 363,657.00 | 363,657.00 | 363,657.00 | 363,657.00 | 363,657.00 | 358,866.91 | 358,866.91 | 358,866.91 | 358,866.91 | 358,866.91 | 0.00 | 0.00 | 3,612,619.55 | |
| Rail Car Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50,237.11 | 0.00 | 0.00 | 50,237.11 | |
| Heavy Truck Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Rental Car Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| E-Rate | 0.00 | 0.00 | 0.00 | 0.00 | 122.26 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 122.26 | |
| TVA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Inception of Capital Lease | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Other Federal | 0.00 | 421.32 | 609.27 | 499.83 | 242.54 | 342.68 | 329.61 | 396.32 | 292.99 | 313.06 | 0.00 | 0.00 | 3,447.62 | |
| Insurance Loss Recoveries | 0.00 | 0.00 | 740.63 | 0.00 | 21,603.42 | 0.00 | 5,283.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 27,627.88 | |
| Sale of Property | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Other Transfers In | 0.00 | 0.00 | 0.00 | 350.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 350.00 | |
| 06/30/23 Receivables | 1,002,410.65 | 1,009.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,003,419.85 | |
| 06/30/22 Receivables | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 06/30/22 Loans Repaid | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Actual Revenue | 4,735,965.90 | 4,616,041.90 | 5,506,774.11 | 4,505,006.33 | 4,510,939.50 | 4,469,100.57 | 7,631,464.85 | 22,988,978.55 | 5,883,654.88 | 5,386,731.58 | 0.00 | 0.00 | 70,234,658.17 | |
| Actual Expenditures | | | | | | | | | | | | | | |
| 1120 - Payroll | 739,565.16 | 4,768,292.56 | 4,731,293.66 | 4,740,838.79 | 4,711,247.96 | 4,732,134.70 | 4,730,023.88 | 4,733,080.69 | 4,735,688.52 | 4,726,675.99 | 0.00 | 0.00 | 43,348,841.91 | |
| Accounts Payable | 751,504.40 | 832,055.11 | 871,011.53 | 1,138,204.45 | 679,619.14 | 530,416.24 | 230,463.82 | 726,999.85 | 782,230.97 | 407,934.61 | 0.00 | 0.00 | 6,950,440.12 | |
| 1120 - Transfers Out | 69,170.35 | 1,033,098.61 | 1,032,845.99 | 832,938.96 | 1,576,081.15 | 990,394.57 | 928,464.91 | 1,055,148.13 | 908,068.17 | 958,877.41 | 0.00 | 0.00 | 9,385,088.25 | |
| 06/30/22 Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Interfund Loans | (1,687,774.62) | (1,231.78) | 159.61 | (277.66) | 69.75 | 150.97 | (391.87) | 306.77 | (3.35) | (94.05) | 0.00 | 0.00 | (1,689,086.23) | |
| Transfer to SPED-Local | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to Alternative | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to At-Risk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to Frontiers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to Vocational | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to Educable Child | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to Unemployment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to ROTC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Actual Expenditures | (127,534.71) | 6,632,214.50 | 6,635,310.79 | 6,711,704.54 | 6,967,018.00 | 6,253,096.48 | 5,888,560.74 | 6,515,535.44 | 6,425,984.31 | 6,093,393.96 | 0.00 | 0.00 | 57,995,284.05 | |
| Grand Total | 22,425,052.90 | 16,775,768.44 | 15,681,267.87 | 13,504,638.00 | 11,088,581.58 | 9,340,786.79 | 11,116,724.72 | 27,624,326.29 | 33,027,200.84 | 32,374,437.30 | 0.00 | 0.00 | 192,958,784.74 | |

**JACKSON COUNTY SCHOOL DISTRICT
SCHOOL DEPOSITORIES
Wednesday, May 31, 2023**

| <u>ACCOUNT TITLES</u> | <u>BANK BALANCE</u> | <u>AVAILABLE BALANCE</u> |
|--|------------------------|--------------------------|
| <u>PEOPLES BANK ACCOUNTS @ .07%</u> | | |
| JCSD East Central Activity Fund | \$386,689.15 | \$387,270.15 |
| JCSD St. Martin Activity Fund | \$506,391.29 | \$509,705.20 |
| JCSD Child Nutrition | \$4,348,603.14 | \$4,349,503.19 |
| JCSD AP Clearing Account | \$91,614.05 | \$268.73 |
| JCSD PR Clearing Account | \$965,558.56 | \$14,588.16 |
| JCSD District Account | \$34,701,959.76 | \$34,715,780.70 |
| JCSD Technology Center Activity Fund | \$16,627.01 | \$16,627.01 |
| JCSD FAB LAB Jackson County | \$242,887.36 | \$236,537.36 |
| JCSD Vancleave School Activity Fund | \$335,807.11 | \$336,010.48 |
| JCSD 16TH Section Account | \$3,822,660.96 | \$3,820,685.96 |
| JCSD EEF FOR CTE - 2022 SENATE BILL 3011 | \$5,946,684.51 | \$5,946,684.51 |
| <u>CASH ON HAND-VANCLEAVE SCHOOL ACTIVITY FUNG</u> | \$0.00 | \$2,200.00 |
| <u>CASH ON HAND-SAINT MARTIN SCHOOL ACTIVITY FUNG</u> | \$0.00 | \$1,500.00 |
| <u>CASH ON HAND-FOOD SVC</u> | \$0.00 | |
| TOTALS | \$51,365,482.90 | \$50,337,361.45 |

BANK RECONCILIATION

Account: District Maintenance

Month: May 31, 2023

General Ledger Account Balance \$34,715,780.70

Reconciled Balance per Bank \$34,715,780.70

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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Outstanding Deposits

| Name | Ck # | Date | Amount |
|--------------------------------------|------------------|-----------|------------|
| Employee Expense Reversal (February) | GJ 20232401 S5-6 | 2/28/2023 | \$3.00 |
| Employee Expense Reversal (March) | GJ 20232602 | 3/31/2023 | \$440.60 |
| Employee FICA/Medicare Adjustment | GJ 20232877 S1-2 | 2/28/2023 | \$94.24 |
| Employee Salary Adjustment (March) | GJ 20232877 S3-4 | 3/21/2023 | \$568.88 |
| Employee Workman's Comp Adjustment | GJ 20232877 S5-6 | 3/31/2023 | \$2.22 |
| Summer Camp Payment | RJ 20232765 | 4/27/2023 | \$500.00 |
| Reverse RJ 20231062 | GJ 20232811 | 4/30/2023 | \$6,000.00 |
| Employer Expense Reversal (April) | GJ 20233163 | 4/30/2023 | \$ 877.00 |
| Returned EFT | 100006332 | 4/21/2023 | \$ 110.00 |
| AJ 20230421 | | 4/21/2023 | \$5,225.00 |
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Peoples \$34,701,959.76
Balance per Bank Statement \$34,701,959.76

Outstanding Deposits: \$13,820.94

Outstanding Checks: \$0.00

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Name | Ck # | Date | Amount |
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BANK RECONCILIATION

Account: Child Nutrition

Month: May 31, 2023

Reconciled Balance per General Ledger: \$4,349,503.19

Reconciled Balance per Bank: \$4,349,503.19

Peoples \$ 4,348,603.14

Balance per Bank: \$ 4,348,603.14

Outstanding Deposits: \$ 1,314.75

Outstanding Checks: \$ 414.70

\$0.00

Outstanding Checks

| Name | Date | Check/Journal # | Amount | Name | Date | Check/Journal # | Amount |
|------------------|-----------|-----------------|-----------|------|------|-----------------|--------|
| Employer Expense | 2/28/2023 | 20232401 | \$ 414.70 | | | | |
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Outstanding Deposits

| Date | Ck #/Rec # | Name | Amount | Date | Ck #/Rec # | Name | Amount |
|------------|------------|--------------|-----------|-----------|------------|------------------|-----------|
| 4/13/2017 | 1029 | S. COLEMAN | \$ 10.00 | 8/10/2022 | 1326 | FERGONISE | \$ 30.00 |
| 4/18/2017 | 2201 | S. CLARK | \$ 20.00 | 8/16/2022 | MSB | CALLEN | \$ 62.75 |
| | | S. THOMPSON | \$ 40.00 | 8/16/2022 | MSB | CALLEN | \$ 62.75 |
| 12/14/2015 | 1 | C. MAJO | \$ 25.00 | 11/2/2022 | | J. BARTON | \$ 200.00 |
| 2/18/2016 | 5213 | J. WELTE | \$ 20.00 | 4/25/2023 | | Bradsh, Kimberly | \$ 100.00 |
| 4/28/2016 | 1502 | W. GASKIN | \$ 2.00 | 5/17/2023 | | Schmelter, Julia | \$ 25.00 |
| 3/27/2017 | 1169 | K. DRIELING | \$ 15.00 | 5/23/2023 | | Tan, Christopher | \$ 10.00 |
| 3/28/2017 | 1141 | J. BARKER | \$ 10.00 | | | | |
| 5/26/2017 | 216 | C. RODRIQUEZ | \$ 20.00 | | | | |
| 10/31/2018 | | | \$ 209.75 | | | | |
| 11/2/2015 | 4139 | S. RAYBORN | \$ 25.00 | | | | |
| 12/4/2015 | 1054 | M. BRUEBAKER | \$ 20.00 | | | | |
| 3/10/2016 | 2102 | M. CLATON | \$ 25.00 | | | | |
| 5/9/2016 | 454 | J. HART | \$ 7.50 | | | | |
| | | | | | | | |
| 11/2/2018 | | | \$ 30.00 | | | | |
| 8/12/2019 | | | \$ 55.00 | | | | |
| 12/9/2019 | | | \$ 25.00 | | | | |
| 1/9/2020 | | | \$ 20.00 | | | | |
| 2/6/2020 | | | \$ 30.00 | | | | |
| 2/6/2020 | | | \$ 10.00 | | | | |
| | | | | | | | |
| 12/20/2017 | | | \$ 20.00 | | | | |
| 8/29/2016 | | | \$ 5.00 | | | | |
| 3/1/2016 | 5112 | G. GERRISH | \$ 40.00 | | | | |
| 3/1/2016 | 5113 | G. GERRISH | \$ 40.00 | | | | |
| 10/26/2016 | 1238 | A. CLOUSE | \$ 10.00 | | | | |
| 11/22/2016 | 1006 | M. FAIRLEY | \$ 3.00 | | | | |
| 2/28/2017 | 1148 | S. GILLIS | \$ 20.00 | | | | |
| 3/27/2017 | 1025 | S. COLEMAN | \$ 10.00 | | | | |
| 3/27/2017 | 1026 | S. COLEMAN | \$ 10.00 | | | | |
| 5/23/2019 | | | \$ 5.00 | | | | |
| 5/23/2019 | | | \$ 42.00 | | | | |

BANK RECONCILIATION

Account: 16th Section

Month: May 31, 2023

| | | | |
|---|--|--------------------------|----------------|
| Reconciled Balance per General Ledger: | | Peoples | \$3,822,660.96 |
| | | Balance per Bank: | \$3,822,660.96 |

| | | | |
|------------------------------------|----------------|------------------------------|------------|
| Reconciled Balance per Bank | \$3,820,685.96 | Outstanding Deposits: | \$7,325.00 |
|------------------------------------|----------------|------------------------------|------------|

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|--|----------------|----------------------------|------------|
| | \$3,820,685.96 | Outstanding Checks: | \$9,300.00 |
|--|----------------|----------------------------|------------|

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------------------------------------|------------|--------|--------|--------|--------|--------|--------|
| 09/23/2022 - PGR - PENDING SOS & BOS | \$9,300.00 | | | | | | |
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Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
|----------|------------|------|--------|------|--------|------|--------|
| RJ 70503 | \$7,325.00 | | | | | | |
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BANK RECONCILIATION

Account: St. Martin Activity Fund

Month: May 31, 2023

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|---------------------------------------|---------------------|-----------------------------------|---------|--------------|
| General Ledger Account Balance | \$509,705.20 | Balance per Bank Statement | Peoples | \$506,391.29 |
| Reconciled Balance per Bank | \$509,705.20 | Outstanding Deposits: | | \$3,313.91 |
| | \$0.00 | Outstanding Checks: | | \$ - |

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------|--------|--------|--------|--------|--------|--------|--------|
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Outstanding Deposits

| Date | Ck # | Name | Amount | Date | Ck # | Name | Amount |
|-----------|------------------|--------------------------|-----------|-----------|-------------|----------------------|-----------|
| 8/1/2016 | 2459 | A. Wilson | \$ 35.00 | 1/17/2023 | 412 | M. Dizon | \$ 10.15 |
| 9/1/2016 | | A. Wilson | \$ 10.00 | 3/9/2023 | 9000414193 | Coca-Cola Chargeback | \$ 60.95 |
| 3/29/2017 | 149 | J. Hughes | \$ 82.00 | | | | |
| 3/31/2017 | 1253 | A. Benninghoven | \$ 30.00 | 5/30/2023 | RJ 20233010 | | \$ 162.75 |
| 4/24/2016 | 103 | T. Carter | \$ 30.00 | | | | |
| 4/24/2016 | 103 | T. Carter | \$ 65.00 | | | | |
| | 73653 | Bank Error | \$ 162.00 | | | | |
| 4/30/2018 | | NSF | \$ 100.00 | | | | |
| 4/30/2018 | | A. Carter | \$ 94.00 | | | | |
| 5/14/2018 | | | \$ 225.00 | | | | |
| 5/14/2018 | | | \$ 225.00 | | | | |
| | | M. Anglada | \$ 70.00 | | | | |
| 11/7/2018 | | | \$ 20.00 | | | | |
| 3/21/2019 | | | \$ 290.00 | | | | |
| 3/25/2019 | | | \$ 15.00 | | | | |
| 3/29/2019 | | | \$ 107.06 | | | | |
| 10/2/2019 | | | \$ 350.00 | | | | |
| 8/20/2020 | DDA Charge Backs | \$350, \$30, \$60, \$390 | \$ 830.00 | | | | |
| | | 4/12 NSF | \$ 60.00 | | | | |
| | | 8/22/22 NSF (2) | \$ 90.00 | | | | |
| | RJ 20230655 | 9/21/22 NSF (2) | \$ 190.00 | | | | |

BANK RECONCILIATION

Account: Vancleave Activity Fund

Month: May 31, 2023

General Ledger Account Balance **\$336,010.48**

Reconciled Balance per Bank **\$336,010.48**

Peoples **\$335,807.11**
Balance per Bank Statement **\$335,807.11**

Outstanding Deposits: **\$203.37**

Outstanding Checks: **\$0.00**

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------|---------------|----------|
| 2/8/2016 | 574 | T. Hays | \$ 12.00 |
| 6/7/2016 | 1247 | L. Odom | \$ 20.00 |
| 7/26/2016 | 4776 | M. Holden | \$ 15.00 |
| 7/26/2016 | 1306 | T. Hill | \$ 15.00 |
| 9/28/2016 | 3264 | S. DeCoronado | \$ 21.37 |
| 9/30/2016 | 818 | A. Mills | \$ 20.00 |
| 8/21/2018 | 1149 | Coursey | \$ 5.00 |
| 8/21/2018 | 1150 | Coursey | \$ 5.00 |
| 5/14/2019 | 5556 | Bang | \$ 70.00 |
| 8/13/2019 | 603 | Mares | \$ 20.00 |

| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: East Central Activity Fund

Month: May 31, 2023

General Ledger Account Balance **\$387,270.15**

Reconciled Balance per Bank **\$387,270.15**

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------|------------------|----------|
| | | Stephens, Jason | \$18.00 |
| | | Sayer, Thomas | \$30.00 |
| | | Bradley, Richard | \$18.00 |
| | | Clarke, Savannah | \$18.00 |
| | | Schnitzer | \$180.00 |
| | | Freeland | \$240.00 |
| | | Ortiz | \$3.00 |
| | | Remily | \$18.00 |
| | | Holland | \$20.00 |
| 6/6/2019 | | | \$18.00 |
| 9/12/2022 | 1105 | NSF | \$18.00 |
| | | | |

Peoples **\$386,689.15**

Balance per Bank Statement **\$386,689.15**

Outstanding Deposits: **\$581.00**

Outstanding Checks: **\$0.00**

| Number | Amount | Number | Amount |
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| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: JCTC Activity Fund

Month: May 31, 2023

General Ledger Account Balance **\$16,627.01**

Reconciled Balance per Bank **\$16,627.01**

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
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Outstanding Deposits

| Date | Ck # | Name | Amount |
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Peoples \$16,627.01

Balance per Bank Statement **\$16,627.01**

Outstanding Deposits: **\$0.00**

Outstanding Checks: **\$0.00**

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: FABLAB Activity Fund

Month: May 31, 2023

General Ledger Account Balance **\$236,537.36**

Reconciled Balance per Bank **\$236,537.36**

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount |
|-------------|-------------|--------|--------|
| RJ 20232765 | \$ 500.00 | | |
| GJ 20232811 | \$ 6,000.00 | | |
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Outstanding Deposits

| Date | Ck # | Name | Amount |
|-----------|------|------|----------|
| 7/26/2022 | 276 | | \$150.00 |
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Peoples \$242,887.36

Balance per Bank Statement **\$242,887.36**

Outstanding Deposits: **\$150.00**

Outstanding Checks: **\$6,500.00**

| Number | Amount | Number | Amount |
|--------|--------|--------|--------|
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| Date | Ck # | Name | Amount |
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BANK RECONCILIATION

Account: AP CLEARING

Month: May 31, 2023

Reconciled Balance per General Ledger: \$268.73

Peoples \$91,614.05

Balance per Bank: \$91,614.05

Reconciled Balance per Bank

Outstanding Deposits: \$1,352.00

\$268.73

Outstanding Checks: \$92,697.32

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------------------------|--------------|--------|--------|--------|--------|--------|--------|
| | | | | | | | |
| OS PAPER CHECKS | \$ 58,967.25 | | | | | | |
| OS COMDATA | \$ 28,395.07 | | | | | | |
| | | | | | | | |
| Returned EFT-GJ 20233176 | \$ 110.00 | | | | | | |
| AJ 202304210 | \$ 5,225.00 | | | | | | |
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Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
|--|-------------|------|--------|------|--------|------|--------|
| Check 281966--Cleared in Error by Bank | \$ 1,352.00 | | | | | | |
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BANK RECONCILIATION

Account: PR CLEARING

Month: May 31, 2023 Peoples \$965,558.56

Reconciled Balance per General Ledger: \$14,588.16 **Balance per Bank:** \$965,558.56

Reconciled Balance per Bank: \$14,588.16 **Outstanding Deposits:** \$414.70

\$0.00

Outstanding Checks: \$951,385.10

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------------------------------------|---------------|--------|--------|--------|--------|----------------------|---------|
| | | | | | | Payroll Check 514760 | \$30.71 |
| PAPER CHECKS | \$ 818,199.45 | | | | | | |
| EFT | | | | | | | |
| IRS Payroll Tax | | | | | | | |
| MS Payroll Tax | \$ 115,048.00 | | | | | | |
| PERS | | | | | | | |
| Deferred Comp. | \$ 16,121.00 | | | | | | |
| Employer Expense Reversal (February) | \$ 3.00 | | | | | | |
| Employer Expense Reversal (March) | \$ 440.60 | | | | | | |
| Abby Quick FICA/MEDICARE Adjustment | \$ 94.24 | | | | | | |
| Abby Quick Workman's Comp | \$ 2.22 | | | | | | |
| Abby Quick Salary | \$568.88 | | | | | | |
| Employer Expense Reversal (April) | \$ 877.00 | | | | | | |

Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
|----------------------------|-----------|------|--------|------|--------|------|--------|
| Employer Expense--February | \$ 414.70 | | | | | | |
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BANK RECONCILIATION

Account: EEF FOR CTE - 22 SENATE BILL 3011

Month: May 31, 2023

Reconciled Balance per General Ledger: \$5,946,684.51

Peoples \$5,946,684.51

Balance per Bank: \$5,946,684.51

Reconciled Balance per Bank \$5,946,684.51

Outstanding Deposits: \$0.00

Outstanding Checks: \$0.00

\$0.00

Outstanding Checks

| Number | Amount | Number | Amount | Number | Amount | Number | Amount |
|--------|--------|--------|--------|--------|--------|--------|--------|
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Outstanding Deposits

| Date | Amount | Date | Amount | Date | Amount | Date | Amount |
|------|--------|------|--------|------|--------|------|--------|
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JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

Report Date: 07/28/2023 Begin Account: 000-0000-000-000-00-0000
 Period: 11 - 05/01/2023 - 05/31/2023 End Account: 999-9999-999-999-99-9999
 Fund: All

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--------------------------------------|-------------------------|---------------------|-----------------------|-------------------------|-----------------------|--------------------------|------------------|----------------|------------------|------------|------------|---------------------|------------------------|
| 1120 - DISTRICT MAINTENANCE | 15,826,090.42 | 86,426,822.78 | 80,282,599.43 | 6,144,223.35 | 5,030,441.57 | 92,944,817.91 | 74,240,411.97 | 18,704,405.94 | 15,405,604.47 | 0.00 | 0.00 | 21,868,277.88 | 9,308,095.29 |
| 1121 - INSURANCE RESERVE | 0.00 | 5,000,000.00 | 5,000,000.00 | 0.00 | 5,000,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000,000.00 | 5,000,000.00 |
| 1130 - SPECIAL EDUCATION | 0.00 | 7,326,948.79 | 5,895,866.95 | 1,431,081.84 | 591,195.59 | 7,326,948.79 | 5,895,866.95 | 1,431,081.84 | 591,195.59 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1140 - ALTERNATIVE SCHOOL | 0.00 | 434,408.92 | 365,174.63 | 69,234.29 | 36,669.10 | 434,408.92 | 365,174.63 | 69,234.29 | 36,669.10 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1145 - AT RISK | 0.00 | 971,949.39 | 755,553.86 | 216,395.53 | 80,932.31 | 971,949.39 | 755,553.86 | 216,395.53 | 80,932.31 | 0.00 | 0.00 | 0.00 | 85 0.00 |
| 1152 - EAST CENTRAL ACTIVITY | 362,200.78 | 938,577.72 | 439,296.86 | 499,280.86 | 35,795.11 | 803,268.14 | 414,227.49 | 389,040.65 | 33,121.02 | 0.00 | 0.00 | 387,270.15 | 497,510.36 |
| 1153 - ST MARTIN ACTIVITY | 452,913.41 | 1,322,621.59 | 660,208.51 | 662,413.08 | 48,911.90 | 1,101,466.38 | 601,916.72 | 499,549.66 | 27,477.57 | 0.00 | 0.00 | 511,205.20 | 674,068.62 |
| 1154 - VANCLEAVE ACTIVITY | 278,344.83 | 1,035,699.26 | 470,551.89 | 565,147.37 | 38,393.48 | 776,395.54 | 410,686.24 | 365,709.30 | 48,533.32 | 0.00 | 0.00 | 338,210.48 | 537,648.55 |
| 1155 - JCTC ACTIVITY | 14,815.34 | 38,301.34 | 25,493.91 | 12,807.43 | 4,519.90 | 40,309.25 | 23,682.24 | 16,627.01 | 4,274.83 | 0.00 | 0.00 | 16,627.01 | 12,807.43 |
| 1156 - FABLAB ACTIVITY | 249,455.41 | 124,903.04 | 24,786.79 | 100,116.25 | 4,765.38 | 280,242.20 | 37,704.84 | 242,537.36 | 6,915.00 | 0.00 | 0.00 | 236,537.36 | 94,116.25 |
| 1840 - 16TH SECTION INTEREST | 2,739,975.13 | 314,100.00 | 307,391.65 | 6,708.35 | 20,731.81 | 85,575.93 | 3,092.60 | 82,483.33 | 28.67 | 0.00 | 0.00 | 3,044,274.18 | 2,968,499.20 |
| 1841 - 16TH SECTION INTEREST 16-4 -9 | 1,257.91 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,257.91 | 1,257.91 |
| 1842 - 16TH SECTION INTEREST 16-5 -9 | 1,773.71 | 0.00 | 4,322.05 | (4,322.05) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,095.76 | 1,773.71 |
| 1843 - 16TH SECTION INTEREST 16-6 -5 | 39,208.63 | 6,700.00 | 2,457.73 | 4,242.27 | 0.00 | 1,286.67 | 536.67 | 750.00 | 0.00 | 0.00 | 0.00 | 41,129.69 | 44,621.96 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--------------------------------------|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 1844 - 16TH SECTION INTEREST 16-6 -6 | 10,509.42 | 0.00 | 1,601.60 | (1,601.60) | 0.00 | 1,887.32 | 919.37 | 967.95 | 82.05 | 0.00 | 0.00 | 11,191.65 | 8,622.10 |
| 1845 - 16TH SECTION INTEREST 16-6 -9 | 3,174.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,174.87 | 3,174.87 |
| 1846 - 16TH SECTION INTEREST 16-7 -6 | 87.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 87.27 | 87.27 |
| 1847 - 16TH SECTION INTEREST 16-7 -7 | 7,288.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,288.50 | 7,288.50 |
| 1848 - 16TH SECTION INTEREST 16-7 -8 | 29,780.90 | 3,600.00 | 6,450.00 | (2,850.00) | 0.00 | 6,666.95 | 5,586.95 | 1,080.00 | 0.00 | 0.00 | 0.00 | 30,643.95 | 26,713.95 |
| 1849 - 16TH SECTION INTEREST 16-7 -9 | 7,826.19 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,826.19 | 7,826.19 |
| 1850 - 16TH SECTION INTEREST 16-8 -7 | 116.41 | 2.00 | 0.00 | 2.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 116.41 | 118.41 |
| 1900 - 16TH SECTION ESCROW | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1901 - MEDICAID SBAC FUND | 246,987.67 | 135,000.00 | 60,964.54 | 74,035.46 | 0.00 | 109,767.65 | 84,705.10 | 25,062.55 | 3,533.77 | 0.00 | 0.00 | 223,247.11 | 272,220.02 |
| 1902 - COMDATA NETWORK | 23,510.27 | 30,000.00 | 29,805.61 | 194.39 | 2,315.52 | 37,300.00 | 2,805.73 | 34,494.27 | 243.27 | 0.00 | 0.00 | 50,510.15 | 16,210.27 |
| 1903 - ENERGY CLASS PRIZE 2023 | 0.00 | 100,000.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100,000.00 |
| 1925 - TECHNOLOGY FUND | 0.00 | 2,610,469.81 | 1,902,246.18 | 708,223.63 | 84,411.92 | 2,610,469.81 | 1,902,246.18 | 708,223.63 | 84,411.92 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1935 - FAB LAB JACKSON COUNTY | 121,626.41 | 300,000.00 | 171,987.11 | 128,012.89 | 62,500.00 | 223,167.18 | 226,541.68 | (3,374.50) | 21,804.07 | 0.00 | 0.00 | 67,071.84 | 198,459.23 |
| 1993 - PAYROLL CLEARING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|---|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 1994 - ACCOUNTS PAYABLE CLEARING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2020 - SCHOOL RECOGNITION PROGRAM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2090 - EXTENDED SCHOOL YEAR | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 1,127.79 | 8,872.21 | 0.00 | 0.00 | 0.00 | (1,127.79) | 0.00 |
| 2092 - WORKFORCE ENHANCEMEN T (SB 3011) | 0.00 | 0.00 | 6,001,077.76 | (6,001,077.76) | 252.78 | 3,000,000.00 | 54,393.25 | 2,945,606.75 | 25,643.25 | 0.00 | 0.00 | 5,946,684.51 | (3,000,000.00) |
| 2110 - SCHOOL FOOD SERVICE | 4,046,917.19 | 4,808,758.72 | 5,560,007.83 | (751,249.11) | 422,399.38 | 7,722,694.68 | 5,088,836.94 | 2,633,857.74 | 269,786.22 | 0.00 | 0.00 | 4,518,088.08 | 1,132,981.23 |
| 2132 - SUMMER FEEDING FY22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 87 0.00 |
| 2211 - TITLE I - A | 0.00 | 2,198,386.00 | 1,387,480.02 | 810,905.98 | 195,023.95 | 2,139,121.63 | 1,531,789.19 | 607,332.44 | 164,683.21 | 0.00 | 0.00 | (144,309.17) | 59,264.37 |
| 2213 - TITLE I- 1003(a) SCHOOL IMPROVEMEN T | 0.00 | 324,067.00 | 39,876.54 | 284,190.46 | 0.00 | 497,010.91 | 39,876.54 | 457,134.37 | 0.00 | 0.00 | 0.00 | 0.00 | (172,943.91) |
| 2290 - TITLE I COST POOL | 0.00 | 219,520.00 | 159,895.52 | 59,624.48 | 20,374.04 | 293,465.15 | 171,761.49 | 121,703.66 | 11,865.97 | 0.00 | 0.00 | (11,865.97) | (73,945.15) |
| 2410 - EEF - BUILDINGS AND BUSES | 555,274.58 | 282,731.00 | 235,610.00 | 47,121.00 | 23,561.00 | 283,354.20 | 623.20 | 282,731.00 | 0.00 | 0.00 | 0.00 | 790,261.38 | 554,651.38 |
| 2511 - TITLE II, PART A | 0.00 | 402,813.00 | 241,685.44 | 161,127.56 | 25,790.72 | 511,723.54 | 267,476.22 | 244,247.32 | 25,790.78 | 0.00 | 0.00 | (25,790.78) | (108,910.54) |
| 2579 - FEMA / MEMA GRANTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2590 - ESSER I | 0.00 | 80,860.10 | 32,554.33 | 48,305.77 | 0.00 | 32,554.33 | 32,554.33 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48,305.77 |
| 2594 - ESSER II | 0.00 | 4,494,470.48 | 2,669,480.48 | 1,824,990.00 | 289,010.97 | 4,729,508.87 | 2,904,593.52 | 1,824,915.35 | 235,113.04 | 0.00 | 0.00 | (235,113.04) | (235,038.39) |
| 2597 - CTE ESSER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2598 - ESSER III | 0.00 | 13,865,995.29 | 3,250,676.17 | 10,615,319.12 | 175,969.78 | 16,062,991.67 | 3,626,503.27 | 12,436,488.40 | 371,029.18 | 0.00 | 0.00 | (375,827.10) | (2,196,996.38) |
| 2599 - IDEA B (ARP) | 0.00 | 311,712.11 | 245,513.28 | 66,198.83 | 20,021.54 | 311,712.11 | 265,115.96 | 46,596.15 | 19,602.68 | 0.00 | 0.00 | (19,602.68) | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 2600 - IDEA B (ARP-PRESCHOOL) | 0.00 | 11,444.43 | 12,410.23 | (965.80) | 1,806.08 | 12,410.23 | 12,410.23 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (965.80) |
| 2609 - ARP HOMELESS II | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 87,654.00 | 0.00 | 87,654.00 | 0.00 | 0.00 | 0.00 | 0.00 | (87,654.00) |
| 2610 - IDEA PART B | 0.00 | 1,945,005.00 | 1,803,434.50 | 141,570.50 | 374,664.28 | 2,759,624.70 | 1,990,449.74 | 769,174.96 | 173,626.19 | 0.00 | 0.00 | (187,015.24) | (814,619.70) |
| 2620 - IDEA PART C | 0.00 | 67,606.00 | 76,566.02 | (8,960.02) | 8,619.33 | 107,743.94 | 85,165.77 | 22,578.17 | 8,599.75 | 0.00 | 0.00 | (8,599.75) | (40,137.94) |
| 2630 - POSITIVE BEHAVIOR SPECIALIST (PBS-FEDERAL ONLY) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,138.69 | (6,138.69) | 6,138.69 | 0.00 | 0.00 | (6,138.69) | 0.00 |
| 2631 - EDUCATIONAL INTERPRETER (EI - FEDERAL ONLY) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2711 - VOCATIONAL EDUCATION | 0.00 | 2,783,936.52 | 2,178,980.80 | 604,955.72 | 222,186.66 | 2,830,387.84 | 2,178,980.80 | 651,407.04 | 222,186.66 | 0.00 | 0.00 | 0.00 | (485,132.00) |
| 2721 - VOCATIONAL REHABILITATION | 12,897.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,897.22 | 12,897.22 |
| 2811 - TITLE IV, PART A | 0.00 | 179,633.00 | 88,470.91 | 91,162.09 | 17,606.66 | 230,664.66 | 151,212.66 | 79,452.00 | 62,741.75 | 0.00 | 0.00 | (62,741.75) | (51,031.66) |
| 2820 - UNEMPLOYMENT COMP. REVOLVING | 178,052.35 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,332.65 | (3,332.65) | 832.40 | 0.00 | 0.00 | 174,719.70 | 178,052.35 |
| 2830 - FORESTRY ESCROW FUND | 157,829.13 | 5,000.00 | 5,040.00 | (40.00) | 0.00 | 31,160.00 | 10,380.00 | 20,780.00 | 0.00 | 0.00 | 0.00 | 152,489.13 | 131,669.13 |
| 2901 - BLUE CROSS BLUE SHIELD GRANT | 143.53 | 0.00 | 0.00 | 0.00 | 0.00 | 143.53 | 139.29 | 4.24 | 0.00 | 0.00 | 0.00 | 4.24 | 0.00 |
| 2902 - MDEQ VW DIESEL EMISSIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,159,000.00 | 0.00 | 2,159,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | (2,159,000.00) |
| 2903 - MDEQ DERA GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 110,000.00 | 0.00 | 110,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | (110,000.00) |
| 2907 - POSITIVE BEHAVIOR SPECIALIST (PBS-STATE) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,988.79 | (8,988.79) | 0.00 | 0.00 | 0.00 | (8,988.79) | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|---|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 2908 - EDUCATIONAL INTERPRETER (STATE ONLY) | 0.00 | 42,609.36 | 0.00 | 42,609.36 | 0.00 | 42,609.36 | 0.00 | 42,609.36 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2909 - VOCATIONAL REHAB | 980.00 | 0.00 | 700.00 | (700.00) | 70.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,680.00 | 980.00 |
| 2940 - ROTC | 0.00 | 4,000.00 | 148,222.54 | (144,222.54) | 5,943.06 | 4,000.00 | 132,547.43 | (128,547.43) | 12,273.30 | 0.00 | 0.00 | 15,675.11 | 0.00 |
| 2980 - SPARKLIGHT | 2,282.10 | 0.00 | 0.00 | 0.00 | 0.00 | 2,282.10 | 1,159.78 | 1,122.32 | 0.00 | 0.00 | 0.00 | 1,122.32 | 0.00 |
| 2981 - GULF COAST COMMUNITY FOUNDATION INC | 58.54 | 0.00 | 0.00 | 0.00 | 0.00 | 58.54 | 11.90 | 46.64 | 0.00 | 0.00 | 0.00 | 46.64 | 0.00 |
| 2982 - AMERICAN HEART ASSOCIATION | 418.90 | 0.00 | 0.00 | 0.00 | 0.00 | 418.90 | 0.00 | 418.90 | 0.00 | 0.00 | 0.00 | 418.90 | 0.00 |
| 2983 - SINGING RIVER ELECTRIC COOPERATIVE | 2,371.16 | 0.00 | 0.00 | 0.00 | 0.00 | 2,371.16 | 0.00 | 2,371.16 | 0.00 | 0.00 | 0.00 | 2,371.16 | 89 0.00 |
| 2984 - ALLSTAR ORTHOPEDIC S, PLLC | 1,776.48 | 0.00 | 0.00 | 0.00 | 0.00 | 1,776.48 | 540.95 | 1,235.53 | 0.00 | 0.00 | 0.00 | 1,235.53 | 0.00 |
| 2985 - MS RESTAURANT ASSN EDUC FDN | 695.73 | 0.00 | 0.00 | 0.00 | 0.00 | 695.73 | 41.97 | 653.76 | 0.00 | 0.00 | 0.00 | 653.76 | 0.00 |
| 2986 - INGALLS GRANT | 1,231.53 | 0.00 | (4,885.00) | 4,885.00 | 0.00 | 1,231.53 | 736.15 | 495.38 | 0.00 | 0.00 | 0.00 | (4,389.62) | 0.00 |
| 2987 - BLACKBAUD GIVING FD-CHEVRON YOUR CAUSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2988 - PLTW-VMS | 12,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,500.00 | 0.00 | 12,500.00 | 0.00 | 0.00 | 0.00 | 12,500.00 | 0.00 |
| 3027 - CONSTRUCTION AND IMPROVEMENTS | 7,128,336.26 | 2,600,000.00 | 1,200,000.00 | 1,400,000.00 | 1,200,000.00 | 6,343,142.71 | 1,990,573.23 | 4,352,569.48 | 7,590.24 | 0.00 | 0.00 | 6,337,763.03 | 3,385,193.55 |
| 3028 - 3 MILL CONSTRUCTION 2019 | 0.00 | 0.00 | 23.53 | (23.53) | 0.00 | 0.00 | 23.53 | (23.53) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|------------------------------------|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 4010 - SHORTFALL NOTE RETIREMENT | 0.00 | 0.00 | 68.45 | (68.45) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 68.45 | 0.00 |
| 4024 - THREE MILL NOTE 2019 | 919,991.26 | 472,125.00 | 431,271.49 | 40,853.51 | 5,653.16 | 744,312.50 | 744,312.50 | 0.00 | 0.00 | 0.00 | 0.00 | 606,950.25 | 647,803.76 |
| 4026 - 2010 QSCB NOTE | 0.00 | 0.00 | 48.47 | (48.47) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48.47 | 0.00 |
| 4027 - THREE MILL NOTE 2012 | 204,564.76 | 1,502,606.00 | 1,165,826.84 | 336,779.16 | 28,376.52 | 1,202,411.50 | 1,201,161.49 | 1,250.01 | 0.00 | 0.00 | 0.00 | 169,230.11 | 504,759.26 |
| 4092 - QSCB SINKING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7211 - 16-4-9 PRINCIPAL FUND | 1,733.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,733.67 | 1,733.67 |
| 7212 - 16-5-9 PRINCIPAL FUND | 384.54 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 384.54 | 384.54 |
| 7213 - 16-6-5 PRINCIPAL FUND | 121,463.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 121,463.08 | 121,463.08 |
| 7214 - 16-6-6 PRINCIPAL FUND | 7,081.37 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,081.37 | 7,081.37 |
| 7215 - 16-6-9 PRINCIPAL FUND | 448.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 448.75 | 448.75 |
| 7216 - 16-7-6 PRINCIPAL FUND | 1,507.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,507.56 | 1,507.56 |
| 7217 - 16-7-7 PRINCIPAL FUND | 284,568.79 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 284,568.79 | 284,568.79 |
| 7218 - 16-7-8 PRINCIPAL FUND | 37,699.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 37,699.90 | 37,699.90 |
| 7219 - 16-7-9 PRINCIPAL FUND | 2,975.98 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,975.98 | 2,975.98 |
| 7220 - 16-8-7 PRINCIPAL FUND | 2,010.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,010.08 | 2,010.08 |
| 7221 - JCSD 16TH SECTION PRINCIPAL | 203,025.86 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 203,025.86 | 203,025.86 |

JACKSON COUNTY SCHOOL DISTRICT
Budget Status Report

| Fund | Fund Balance (7/1/2022) | Anticipated Revenue | YTD Collected Revenue | YTD Uncollected Revenue | MTD Collected Revenue | Anticipated Expenditures | YTD Expenditures | YTD Unexpended | MTD Expenditures | YTD Adjust | MTD Adjust | Actual Fund Balance | Projected Fund Balance |
|--|----------------------------|------------------------|--------------------------|-------------------------------|--------------------------|-----------------------------|---------------------|-------------------|---------------------|------------|------------|------------------------|---------------------------|
| 7310 - PAYROLL CLEARING FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7350 - STUDENT AGENCY ACCT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7500 - ACCOUNTS PAYABLE CLEARING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8000 - GEN FIXED ASSETS ACCOUNT GROUP | 96,704,144.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (2,673,600.24) | 2,673,600.24 | (554,561.38) | 0.00 | 0.00 | 99,377,744.24 | 96,704,144.00 |
| 9000 - GEN LONG-TERM DEBT LEDGER | (107,474,644.00) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (107,474,644.00) | (107,474,644.00) |
| | 23,535,663.78 | 143,733,383.65 | 123,336,795.45 | 20,396,588.20 | 14,078,913.50 | 160,036,664.53 | 104,801,018.23 | 55,235,646.30 | 17,407,768.89 | 0.00 | 0.00 | 42,071,441.01 | 7,232,382.90 |

| JACKSON COUNTY SCHOOL DISTRICT | | Marathon powered by CA - Jackson Co. FY23 (RYAN) | | | | | | | | | | 7/28/2023 3:09:36 PM | |
|----------------------------------|----------------|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------------|----------------|
| Cash Flow | | | | | | | | | | | | | |
| | July | August | September | October | November | December | January | February | March | April | May | June | Total |
| Cash | | | | | | | | | | | | | |
| Cash on Hand | 17,561,552.29 | 18,791,941.04 | 16,809,804.55 | 15,711,336.21 | 13,544,660.08 | 11,124,782.70 | 9,373,820.61 | 11,150,883.18 | 33,569,530.27 | 33,081,099.68 | 32,460,723.94 | 0.00 | 213,180,134.56 |
| Total Cash | 17,561,552.29 | 18,791,941.04 | 16,809,804.55 | 15,711,336.21 | 13,544,660.08 | 11,124,782.70 | 9,373,820.61 | 11,150,883.18 | 33,569,530.27 | 33,081,099.68 | 32,460,723.94 | 0.00 | 213,180,134.56 |
| Actual Revenue | | | | | | | | | | | | | |
| Ad Valorem Collections | 0.00 | 469,865.76 | 1,025,604.09 | 351,175.43 | 299,775.39 | 348,541.92 | 3,465,164.57 | 18,837,922.98 | 1,744,108.20 | 886,039.67 | 590,112.77 | 0.00 | 28,018,310.78 |
| Other Taxes | 0.00 | 25,496.18 | 43,133.80 | 15,776.86 | 20,437.26 | 13,074.92 | 19,518.53 | 25,544.34 | 8,147.55 | 11,158.42 | 20,921.90 | 0.00 | 203,209.76 |
| Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest Revenue | 10,429.25 | 10,827.49 | 9,796.90 | 9,443.07 | 8,173.37 | 7,274.60 | 7,285.05 | 9,005.70 | 18,486.85 | 16,863.65 | 15,974.20 | 0.00 | 123,560.13 |
| Community Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous | 0.00 | 816.28 | 1,993.69 | 23,590.90 | 56,732.49 | 37.58 | 33,478.65 | 15,598.74 | 17,720.52 | (155.74) | 1,258.82 | 0.00 | 151,071.93 |
| Homestead Reimbursement | 0.00 | 0.00 | 320,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 327,475.00 | 0.00 | 0.00 | 648,275.00 |
| Drivers' Education | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MAEP | 3,336,647.00 | 3,720,973.00 | 3,717,471.21 | 3,717,471.21 | 3,717,373.77 | 3,718,055.84 | 3,718,055.84 | 3,718,640.46 | 3,718,640.47 | 3,718,640.47 | 3,718,640.47 | 0.00 | 40,520,609.74 |
| Ad Valorem Reduction | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other State | 0.00 | 153.67 | 145.52 | 220.03 | 0.00 | 84.12 | 159.86 | 181.10 | 216.52 | 118.16 | 92.16 | 0.00 | 1,371.14 |
| Master Teacher | 22,822.00 | 22,822.00 | 22,822.00 | 22,822.00 | 22,822.00 | 22,822.00 | 23,322.00 | 22,822.00 | 17,174.87 | 17,174.87 | 17,174.87 | 0.00 | 234,600.61 |
| Teacher Pay Raise | 363,657.00 | 363,657.00 | 363,657.00 | 363,657.00 | 363,657.00 | 358,866.91 | 358,866.91 | 358,866.91 | 358,866.91 | 358,866.91 | 358,866.91 | 0.00 | 3,971,486.46 |
| Rail Car Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50,237.11 | 0.00 | 0.00 | 50,237.11 |
| Heavy Truck Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Rental Car Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| E-Rate | 0.00 | 0.00 | 0.00 | 0.00 | 122.26 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 122.26 |
| TVA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Inception of Capital Lease | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other Federal | 0.00 | 421.32 | 609.27 | 499.83 | 242.54 | 342.68 | 329.61 | 396.32 | 292.99 | 313.06 | 380.21 | 0.00 | 3,827.83 |
| Insurance Loss Recoveries | 0.00 | 0.00 | 740.63 | 0.00 | 21,603.42 | 0.00 | 5,283.83 | 0.00 | 0.00 | 0.00 | 305,425.60 | 0.00 | 333,053.48 |
| Sale of Property | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other Transfers In | 0.00 | 0.00 | 0.00 | 350.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 350.00 |
| 06/30/23 Receivables | 1,002,410.65 | 1,009.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,003,419.85 |
| 06/30/22 Receivables | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 06/30/22 Loans Repaid | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Actual Revenue | 4,735,965.90 | 4,616,041.90 | 5,506,774.11 | 4,505,006.33 | 4,510,939.50 | 4,469,100.57 | 7,631,464.85 | 22,988,978.55 | 5,883,654.88 | 5,386,731.58 | 5,028,847.91 | 0.00 | 75,263,506.08 |
| Actual Expenditures | | | | | | | | | | | | | |
| 1120 - Payroll | 739,565.16 | 4,768,292.56 | 4,731,293.66 | 4,740,838.79 | 4,711,247.96 | 4,732,134.70 | 4,730,023.88 | 4,733,080.69 | 4,735,688.52 | 4,726,675.99 | 4,719,948.34 | 0.00 | 48,068,790.25 |
| Accounts Payable | 751,504.40 | 832,055.11 | 871,011.53 | 1,138,204.45 | 679,619.14 | 530,416.24 | 230,463.82 | 726,999.85 | 782,230.97 | 407,934.61 | 3,568,463.55 | 0.00 | 10,518,903.67 |
| 1120 - Transfers Out | 69,170.35 | 1,033,098.61 | 1,032,845.99 | 832,938.96 | 1,576,081.15 | 990,394.57 | 928,464.91 | 1,055,148.13 | 908,068.17 | 958,877.41 | 7,117,350.20 | 0.00 | 16,502,438.45 |
| 06/30/22 Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interfund Loans | (1,687,774.62) | (1,231.78) | 159.61 | (277.66) | 69.75 | 150.97 | (391.87) | 306.77 | (3.35) | (94.05) | (40.11) | 0.00 | (1,689,126.34) |
| Transfer to SPED-Local | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to Alternative | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to At-Risk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to Frontiers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to Vocational | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to Educable Child | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to Unemployment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer to ROTC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Actual Expenditures | (127,534.71) | 6,632,214.50 | 6,635,310.79 | 6,711,704.54 | 6,967,018.00 | 6,253,096.48 | 5,888,560.74 | 6,515,535.44 | 6,425,984.31 | 6,093,393.96 | 15,405,721.98 | 0.00 | 73,401,006.03 |
| Grand Total | 22,425,052.90 | 16,775,768.44 | 15,681,267.87 | 13,504,638.00 | 11,088,581.58 | 9,340,786.79 | 11,116,724.72 | 27,624,326.29 | 33,027,200.84 | 32,374,437.30 | 22,083,849.87 | 0.00 | 215,042,634.62 |



To: David Baggett, Superintendent & School Board Members
From: Ryan Earley, Business Manager
Date: August 1, 2023
Subject: Request to Advertise and Hold Public Auction on GovDeals.com for Sale of Surplus Copiers (MS 37-7-451 through MS37-7-457)

I would like to request that the Jackson County School District Board of Education approve a request to advertise and conduct a public auction in partnership with Govdeals for the purpose of selling surplus copiers no longer of value to the school district.

There are approximately 75-80 copiers that will be auctioned. The copy counts on these units range from 67,000 up to 4,961,000. These copiers are no longer of value due to our new copier agreement with RJ Young which provided new units for our schools.

The attached advertisement will run two consecutive weeks as required by law (MS 37-7-455 (2)) and the public auction will be conducted on Govdeals.com starting on Wednesday, September 6, 2023 at 10AM CST and ending Wednesday, September 6, 2023 at 10:30AM CST.

Thank you for your consideration of this request.

Ryan Earley

Notice to Bidders

Notice is hereby given that the Jackson County School District will conduct a public auction for the sale of approximately 75-80 copiers. The public auction will take place on www.GovDeals.com beginning September 6, 2023 at 10am CST and ending September 6, 2023 at 10:30am CST. For copier specifications and questions about the auction process, please call the Jackson County School District Business Office at 228-826-4842. The property shall be sold to the highest and best bidder; however, the school board may reject any and all bids.

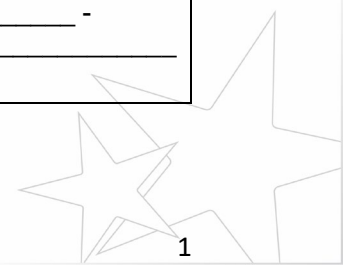
Publication Dates

August 23, 2023

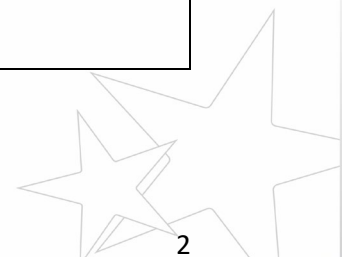
August 30, 2023

APPLICATION TO PURCHASE NEW SCHOOL BUSES AS COMPLETE UNITS, SCHOOL BUS BODIES, SCHOOL BUS CHASSIS, AND OPTIONAL EQUIPMENT

| School Information | | |
|--|--|--|
| Name of School District | # of Buses Purchased | Method of Payment? <input type="checkbox"/> Cash <input type="checkbox"/> Loan* |
| *If a loan, under what authority or how will the district repay the loan? | | |
| School Bus Body and Chassis | | |
| Year | Body | Model/Series |
| Tire Size | Wheelbase | Rim Color: <input type="checkbox"/> Blk <input type="checkbox"/> YL <input type="checkbox"/> Chrome <input type="checkbox"/> Other(MFSAB)_____ |
| Front Axle GAWR | Rear Axle GAWR | Rear Axle Ratio |
| Type of Bus: <input type="checkbox"/> Type A <input type="checkbox"/> Type C <input type="checkbox"/> Type D / <input type="checkbox"/> Special Needs / <input type="checkbox"/> School Bus / <input type="checkbox"/> MFSAB | | |
| Engine Series | Chassis | Brand Transmission |
| Type D Eng. Only: <input type="checkbox"/> Front Mounted <input type="checkbox"/> Rear Mounted | | |
| Fuel Type: <input type="checkbox"/> Gas <input type="checkbox"/> Diesel <input type="checkbox"/> Electric <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Propane <input type="checkbox"/> CNG | | |
| If MFSAB, what color/color scheme is the bus? (Provide proof) | | |
| Seating Capacity: | | Cap. After Installation of Wheelchairs: |
| Price of Complete Bus Unit: | | |
| Optional Equipment | | |
| <input type="checkbox"/> Additional Auxiliary Fan - Price _____ <input type="checkbox"/> Additional Heater - Price _____ <input type="checkbox"/> Air Brakes - Price _____ <input type="checkbox"/> Auxiliary fuel-fired heating system - Price _____ <input type="checkbox"/> Camera System – Interior - Price _____ <input type="checkbox"/> Camera System – Exterior - Price _____ <input type="checkbox"/> Camera System – Stop Arm - Price _____ <input type="checkbox"/> Collision Mitigation System - Price _____ <input type="checkbox"/> Door – Air Operated- Price _____ <input type="checkbox"/> Door – Electric Operated – Price _____ <input type="checkbox"/> Door Lock - Price _____ <input type="checkbox"/> Electronic Stability Control – Price _____ <input type="checkbox"/> Extended Warranty (Chassis)- Price _____ | <input type="checkbox"/> Fuel Tank (100 gals) – Price _____ <input type="checkbox"/> Heater Booster Pump – Price _____ <input type="checkbox"/> Heated Mirrors – Price _____ <input type="checkbox"/> Illuminated School Bus Sign Front and Rear - Price _____ <input type="checkbox"/> Illuminated Stop Arm – Price _____ <input type="checkbox"/> Illuminated Rear Door Stop Sign – Price _____ <input type="checkbox"/> Noise Suppression Switch - Price _____ <input type="checkbox"/> Pedestrian Alert System - Price _____ <input type="checkbox"/> Power Lift – Price _____ <input type="checkbox"/> Public Address System - Price _____ <input type="checkbox"/> Remote Control External Rear View Mirrors - Price _____ <input type="checkbox"/> Restraining Device – Integrated Child Restraint Seat (per seat) _____ - Price _____ | <input type="checkbox"/> Stop Arm – Air Operated - Price _____ <input type="checkbox"/> Stop Arm – Vacuum Operated Price _____ <input type="checkbox"/> Stop Arm Violation System - Price _____ <input type="checkbox"/> Storage Box - Price _____ <input type="checkbox"/> Storage Compartment (Luggage 10-15 cubic ft) – Price _____ <input type="checkbox"/> Storage Compartment (Luggage 16-23 cubic ft.) – Price _____ <input type="checkbox"/> Storage Compartment (Luggage 24-30 cubic ft.) – Price _____ <input type="checkbox"/> Traction Assisting Devices - Price _____ <input type="checkbox"/> Trash Container and Holding Device - Price _____ <input type="checkbox"/> Wheelchair Tie-Downs (per seating position) _____ - Price _____ |



| | | |
|--|---|--|
| <input type="checkbox"/> Extended Warranty (Battery Pack) – Price _____ <input type="checkbox"/> Extended Warranty (Body) – Price _____ <input type="checkbox"/> Evacuation Blanket – Price _____ <input type="checkbox"/> Fire Suppression System - Price _____ <input type="checkbox"/> Flat Floor (Specially Equipped Bus) - Price _____ | <input type="checkbox"/> Restraining Device – 3pt Lap/Shoulder Belt (per seat) _____ - Price _____ <input type="checkbox"/> Restraining Device – Lap Belt Only (per seat) _____ Price _____ <input type="checkbox"/> Retarder System - Price _____ <input type="checkbox"/> Special Service Entrance Door- Price _____ <input type="checkbox"/> Stop Arm – Additional Rear – Price _____ | |
| Total price of optional equipment: | | |
| Total price of complete bus unit + optional equipment: | | |
| Vendor/Company Completes This Section | | |
| I certify that the equipment meets or exceeds all Mississippi Minimum Standards for School Buses and the Federal Motor Safety Standards for the year it was manufactured. | | |
| Representative Signature <i>Jordan Sumrall</i> | Title | |
| Name of Company | Address | |
| Motor Vehicle License Number | Date Quoted | |
| School District Completes This Section After School Board Approval | | |
| I certify that the school board of <u>Jackson County</u> School District approved the total price of the complete bus unit including optional equipment from the approved vendor/company on the date specified in this application form and requests approval from the Mississippi Department of Education, Office of Safe and Orderly Schools, Division of Pupil Transportation. | | |
| Date School Board Approved the Purchase <u>08/14/2023</u> | Superintendent's Name (print) <u>David Baggett</u> | |
| Superintendent's Signature | Date Signed <u>08/14/2023</u> | |
| Mississippi Department of Education/Division of Pupil Transportation Completes This Section | | |
| Based on the information contained within this application, the local school board is authorized to order, take delivery of, and pay for the equipment listed. | | |
| Pupil Transportation Administrator's Signature and Date <input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED | | |
| Comments: | | |





To: JCSD School Board Members
From: Ryan Earley, Business Manager
Date: August 8, 2023
Subject: Request to Update Authorized Signors on All Existing Bank Accounts

Due to the recent changes in Superintendent which were board approved June 12, 2023, I am requesting David Baggett replace John Strycker as authorized signor for all existing Bank Accounts.

Thank you for your consideration of this request.

2023.08 Asset Surplus

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquisitionDate | DisposalReason | LocationName | Comment |
|---------|---|---------------|-----------------|----------------------|-------------------|----------------|--------------------------|---|
| 64364 | COPIER | Sharp | MX-M654N | | 65001400 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL HIGH SCHOOL |
| 64423 | COPIER | SHARP | MX-4070N | | 75062792 | 8/14/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL HIGH SCHOOL |
| 15074 | COMPUTER DESKTOP | DELL | OPTIPLEX 3020 | BR27482 | | 4/26/2016 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 15459 | COMPUTER DESKTOP | DELL | OPTIPLEX 3040 M | 91Y67J2 | | 5/16/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 16278 | COMPUTER W MONITOR | DELL | OPTIPLEX 5000 | 3V09CM2 | | 5/15/2018 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 16279 | COMPUTER W MONITOR | DELL | OPTIPLEX 5000 | 3V39CM2 | | 5/15/2018 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 64369 | COPIER | Sharp | MX-M654N | 6500101X | | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 64370 | COPIER | Sharp | MX-M654N | | 65002550 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 64422 | COPIER | SHARP | MX4070N MXDE28 | 7E001853 | | 8/14/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 66169 | COPIER | SHARP | MX-6570 | | 95001681 | 5/14/2019 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 7003141 | ECL- SHARP MX-M6570 COLOR COPIER | SHARP | MX-M6570 | | | 8/30/2019 | JUNKED OR USED FOR PARTS | EAST CENTRAL LOWER ELEMENTARY |
| 12558 | PROMETHEAN ACTIVBOARD | PROMETHEAN | ACTIVBOARD | | 6072892131 | 9/1/2006 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 13129 | CISCO 3560G 24PS-S SWITCH | CISCO | 3560G | FOC1110Y5H6 | | 6/26/2007 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 14387 | PROJECTOR, DLP | SANYO | PRM-35 | | 354110780 | 6/10/2014 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 14852 | TABLET | APPLE INC | IPAD AIR 2 | dmpq97k805vy | | 11/17/2015 | STOLEN | EAST CENTRAL MIDDLE SCHOOL |
| 64371 | COPIER | Sharp | MX-M654N | | 65002760 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 64372 | COPIER | Sharp | MX-M654N | | 65002878 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 64373 | COPIER | Sharp | MX-M654N | 6500120X | | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 64421 | COPIER | SHARP | MX-4070N | | 75063512 | 8/14/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL MIDDLE SCHOOL |
| 13986 | COMPUTER, DESKTOP W/HEADPHONES | DELL | OPTIPLEX 7805FF | J8801R1 | | 10/11/2011 | JUNKED OR USED FOR PARTS | EAST CENTRAL UPPER ELEMENTARY |
| 14232 | PRINTER | HP | DESIGNJET 510 | MY2377303C | | 7/11/2013 | JUNKED OR USED FOR PARTS | EAST CENTRAL UPPER ELEMENTARY |
| 14639 | COMPUTER, DESKTOP | DELL | OPTIPLEX 3020 | 29X7832 | | 6/16/2015 | JUNKED OR USED FOR PARTS | EAST CENTRAL UPPER ELEMENTARY |
| 64374 | COPIER | Sharp | MX-M654N | | 65001370 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL UPPER ELEMENTARY |
| 64375 | COPIER | Sharp | MX-M654N | | 65001250 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL UPPER ELEMENTARY |
| 64376 | COPIER | Sharp | MX-M654N | | 65001360 | 2/1/2017 | JUNKED OR USED FOR PARTS | EAST CENTRAL UPPER ELEMENTARY |
| 60277 | COMPUTER, DESKTOP | DELL | OPTIPLEX 7905FF | BZ1FPS1 | | 6/12/2012 | JUNKED OR USED FOR PARTS | FEDERAL PROGRAMS IT verified this desktop needed to be discarded. |
| 60991 | COPIER, DIGITAL COLOR, FAX, FINISHER | SHARP | MX-5141N | | 45112320 | 5/12/2015 | JUNKED OR USED FOR PARTS | FOOD SERVICES - ADMIN OFFICE PER TECHNOLOGY |
| 60844 | COPIER, DIGITAL COLOR, FINISHER, FAX | SHARP | MX-5141N | | 45005495 | 6/30/2014 | JUNKED OR USED FOR PARTS | SPECIAL EDUCATION |
| 64378 | COPIER | Sharp | MX-M654N | | 65001868 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN EAST ELEMENTARY No Longer Working - M.Richards |
| 26640 | COPIER, COLOR W/FINISHER & BRIDGE | SHARP | MX-6200N | | 95083471 | 10/13/2009 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 64391 | COPIER | Sharp | MX-M654N | | 65004208 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 64392 | COPIER | Sharp | MX-M654N | | 65003948 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 64393 | COPIER | Sharp | MX-M654N | | 65001810 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 64394 | COPIER | Sharp | MX-M654N | | 65001340 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 64395 | COPIER | Sharp | MX-M654N | | 65004018 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 64396 | COPIER | Sharp | MX-M654N | | 65003968 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL |
| 7005492 | CHROMEBOOK | LENOVO | 14E | 1S81MH0006USMP1YCHJ8 | | 2/27/2021 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL Motherboard issues. Tech says that it cannot be repaired. It is a Title Laptop. |
| 7016146 | CHROMEBOOK | HP | N4020 | 5CD128GDBL | | 11/15/2021 | JUNKED OR USED FOR PARTS | ST. MARTIN MIDDLE SCHOOL Tech says it cannot be repaired and it is out of warranty. Title HP Chromebook. |
| 22732 | CISCO 2950-24 SWITCH | CISCO | 2950-24 | FOC0939Z0P9 | | 12/13/2005 | JUNKED OR USED FOR PARTS | ST. MARTIN NORTH ELEMENTARY doesn't work |
| 22747 | CISCO 2950-24 SWITCH | CISCO | 2950-24 | FOC0939Z0Q1 | | 12/13/2005 | KATRINA | ST. MARTIN NORTH ELEMENTARY outdated |
| 60574 | COMPUTER, DESKTOP | HOWARD | H81MKB | | 2048282114 | 6/10/2014 | JUNKED OR USED FOR PARTS | ST. MARTIN NORTH ELEMENTARY outdated |
| 64397 | COPIER | Sharp | MX-M654N | 6500087X | | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN NORTH ELEMENTARY broken |
| 200095 | TABLET | LENOVO | N23 | LR08BTNU | | 6/30/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN NORTH ELEMENTARY broken |
| 256 | 1994 INTERNATIONAL/BLUEBIRD 65 PASS BUS | INTERNATIONAL | | 3700 | 1HVBAZRM6RH559576 | 7/12/1994 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION Bus is unservicable and no longer suitable/safe for student transportation. Mike Heise |
| 258 | 1994 INTERNATIONAL/BLUEBIRD 65 PASS BUS | INTERNATIONAL | | 3700 | 1HVBAZRM1RH559579 | 7/12/1994 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION Bus is unservicable and no longer suitable/safe for student transportation. Any salvagable parts will be stocked. Mike Heise |

2023.08 Asset Surplus

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquisitionDate | DisposalReason | LocationName | Comment |
|---------|--------------------------------------|--------------|----------------|-----------------|-----------------|--------------------------|-----------------------------|---|
| 25774 | EPSON POWER LITE 82C | EPSON | 82C | GY8F691412L | 11/17/2006 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION | No longer works, IT says cannot get bulbs anymore. mike heise |
| 29813 | TELEVISION WITH WALL MOUNT | SAMSUNG | 32J5205AF32TV | 04j93cfj118893b | 5/16/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION | No longer works, possible power surge. mike heise |
| 34955 | COPIER | SHARP | MX-3115N | 55096266 | 2/16/2016 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION | |
| 60852 | COPIER, COLOR DIGITAL, FINISHER, FAX | SHARP | MX-5141N | 45013374 | 8/12/2014 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION | |
| 201722 | CAMERA | ANGEL TRAX | V5X3 | 641 | 11/7/2018 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION | Bus is unservicable and no longer suitable/safe for student transportation. Any salvagable parts will be stocked. Mike Heise |
| 201723 | CAMERA | ANGEL TRAX | V5X3 | 642 | 11/7/2018 | JUNKED OR USED FOR PARTS | ST. MARTIN TRANSPORTATION | Bus is unservicable and no longer suitable/safe for student transportation. Any salvagable parts will be stocked. Mike Heise |
| 64401 | COPIER | Sharp | MX-M654N | 65004068 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN UPPER ELEMENTARY | |
| 64402 | COPIER | Sharp | MX-M654N | 65003988 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN UPPER ELEMENTARY | |
| 64403 | COPIER | Sharp | MX-M654N | 65001530 | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN UPPER ELEMENTARY | |
| 64404 | COPIER | Sharp | MX-M654N | 65001310* | 2/1/2017 | JUNKED OR USED FOR PARTS | ST. MARTIN UPPER ELEMENTARY | |
| 64406 | COPIER | Sharp | MX-M654N | 65001620 | 2/1/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE HIGH SCHOOL | |
| 64407 | COPIER | Sharp | MX-M654N | 6500130X | 2/1/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE HIGH SCHOOL | |
| 64408 | COPIER | Sharp | MX-M654N | 65001420 | 2/1/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE HIGH SCHOOL | |
| 7016055 | LASERJET B/W PRINTER | HP | M209dwe | VND3B00964 | 9/17/2021 | JUNKED OR USED FOR PARTS | VANCLEAVE HIGH SCHOOL | |
| 31416 | SHARP DIGITAL COPIER | SHARP | AR-M550U | 45006559 | 1/11/2005 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Old copiers were replaced |
| 33290 | ACTIVBOARD+2 BUNDLE | PROMETHEAN | 378 PRO SERIES | C0912310360 | 6/15/2010 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | The Active Board was removed from the classroom when an ActivPanel (#701593) was installed, but was not removed from the inventory. |
| 36959 | TABLET | DELL | N23 | R099SK8 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36960 | TABLET | DELL | N23 | R099XHC | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36962 | TABLET | DELL | N23 | R099XHM | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36963 | TABLET | DELL | N23 | R099XJ6 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36964 | TABLET | DELL | N23 | R099XJG | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36965 | TABLET | DELL | N23 | R099XM6 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36967 | TABLET | DELL | N23 | R099XQQ | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36969 | TABLET | DELL | N23 | R099Z1F | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36970 | TABLET | DELL | N23 | R099Z1U | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |

2023.08 Asset Surplus

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquistionDate | DisposalReason | LocationName | Comment |
|---------|-------------------|--------------|---------|----------|----------------|--------------------------|----------------------------|---|
| 36971 | TABLET | DELL | N23 | R09A1X1 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36972 | TABLET | DELL | N23 | R09A1ZP | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36973 | TABLET | DELL | N23 | R09A1ZQ | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36978 | TABLET | DELL | N23 | R09A3R3 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36979 | TABLET | DELL | N23 | R09A3T0 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36980 | TABLET | DELL | N23 | R09A3UK | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36981 | TABLET | DELL | N23 | R09A3Y3 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36982 | TABLET | DELL | N23 | R09A3ZG | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36984 | TABLET | DELL | N23 | R099Z25 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36985 | TABLET | DELL | N23 | R099Z2F | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36986 | TABLET | DELL | N23 | R099Z4M | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36987 | TABLET | DELL | N23 | R099Z4R | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36988 | TABLET | DELL | N23 | R099Z4W | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36989 | TABLET | DELL | N23 | R099Z4X | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36990 | TABLET | DELL | N23 | R099Z4Y | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36991 | TABLET | DELL | N23 | R099Z4Z | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36992 | TABLET | DELL | N23 | R099Z50 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36993 | TABLET | DELL | N23 | R099Z5Q | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |

2023.08 Asset Surplus

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|---------|-------------------|--------------|---------|----------|-----------------|--------------------------|----------------------------|---|
| 36995 | TABLET | DELL | N23 | R099Z5X | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36996 | TABLET | DELL | N23 | R099Z5Y | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36997 | TABLET | DELL | N23 | R099Z5Z | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 36998 | TABLET | DELL | N23 | R099Z90 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37000 | TABLET | DELL | N23 | R099Z97 | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37002 | TABLET | DELL | N23 | R099Z9C | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37003 | TABLET | DELL | N23 | R099Z9H | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37004 | TABLET | DELL | N23 | R099Z9K | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37005 | TABLET | DELL | N23 | R099Z9L | 10/16/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37189 | CHROMEBOOK | LENOVO | N23 | LR09XUB9 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37191 | CHROMEBOOK | LENOVO | N23 | LR09YC16 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37192 | CHROMEBOOK | LENOVO | N23 | LR09YC23 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37193 | CHROMEBOOK | LENOVO | N23 | LR09YC2G | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37195 | CHROMEBOOK | LENOVO | N23 | LR09YC34 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37196 | CHROMEBOOK | LENOVO | N23 | LR09YD58 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37197 | CHROMEBOOK | LENOVO | N23 | LR09YEX3 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37198 | CHROMEBOOK | LENOVO | N23 | LR09YK26 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37199 | CHROMEBOOK | LENOVO | N23 | LR09YK91 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |

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|---------|-------------------|--------------|---------|----------|-----------------|--------------------------|----------------------------|---|
| 37200 | CHROMEBOOK | LENOVO | N23 | LR09YKCK | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37201 | CHROMEBOOK | LENOVO | N23 | LR09YKML | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37203 | CHROMEBOOK | LENOVO | N23 | LR09YKP9 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37204 | CHROMEBOOK | LENOVO | N23 | LR09YKQV | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37206 | CHROMEBOOK | LENOVO | N23 | LR09YKTU | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37207 | CHROMEBOOK | LENOVO | N23 | LR09YKTY | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37208 | CHROMEBOOK | LENOVO | N23 | LR09YKU0 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37209 | CHROMEBOOK | LENOVO | N23 | LR09YKU3 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37210 | CHROMEBOOK | LENOVO | N23 | LR09YKU4 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37212 | CHROMEBOOK | LENOVO | N23 | LR09YKUA | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37213 | CHROMEBOOK | LENOVO | N23 | LR09YKUM | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37214 | CHROMEBOOK | LENOVO | N23 | LR09YKUT | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37215 | CHROMEBOOK | LENOVO | N23 | LR09YKV6 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37218 | CHROMEBOOK | LENOVO | N23 | LR09YKW3 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37219 | CHROMEBOOK | LENOVO | N23 | LR09YKW5 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37220 | CHROMEBOOK | LENOVO | N23 | LR09YKW8 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37221 | CHROMEBOOK | LENOVO | N23 | LR09YKWG | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37222 | CHROMEBOOK | LENOVO | N23 | LR09YKWH | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquistionDate | DisposalReason | LocationName | Comment |
|---------|-------------------|--------------|---------|----------|----------------|--------------------------|----------------------------|---|
| 37223 | CHROMEBOOK | LENOVO | N23 | LR09YKWJ | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37224 | CHROMEBOOK | LENOVO | N23 | LR09YKWR | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37225 | CHROMEBOOK | LENOVO | N23 | LR09YKX4 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37226 | CHROMEBOOK | LENOVO | N23 | LR09YKY5 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37227 | CHROMEBOOK | LENOVO | N23 | LR09YKYB | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37228 | CHROMEBOOK | LENOVO | N23 | LR09YKZ4 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37229 | CHROMEBOOK | LENOVO | N23 | LR09YKZK | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37230 | CHROMEBOOK | LENOVO | N23 | LR09YKZT | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37231 | CHROMEBOOK | LENOVO | N23 | LR09YKZX | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37232 | CHROMEBOOK | LENOVO | N23 | LR09YL09 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37233 | CHROMEBOOK | LENOVO | N23 | LR09YL42 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37234 | CHROMEBOOK | LENOVO | N23 | LR09YL4W | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37235 | CHROMEBOOK | LENOVO | N23 | LR09YLCU | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37237 | CHROMEBOOK | LENOVO | N23 | LR09YMKN | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37238 | CHROMEBOOK | LENOVO | N23 | LR09YMSS | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37239 | CHROMEBOOK | LENOVO | N23 | LR09YMT1 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37241 | CHROMEBOOK | LENOVO | N23 | LR09YMUA | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37243 | CHROMEBOOK | LENOVO | N23 | LR09YMV2 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquistionDate | DisposalReason | LocationName | Comment |
|---------|-------------------|--------------|---------|----------|----------------|--------------------------|----------------------------|---|
| 37244 | CHROMEBOOK | LENOVO | N23 | LR09YMVA | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37245 | CHROMEBOOK | LENOVO | N23 | LR09YMK | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37247 | CHROMEBOOK | LENOVO | N23 | LR09YNDY | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37250 | CHROMEBOOK | LENOVO | N23 | LR09YNEH | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37251 | CHROMEBOOK | LENOVO | N23 | LR09YNEM | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37252 | CHROMEBOOK | LENOVO | N23 | LR09YNN3 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37253 | CHROMEBOOK | LENOVO | N23 | LR09YNNA | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37254 | CHROMEBOOK | LENOVO | N23 | LR09YPG6 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37256 | CHROMEBOOK | LENOVO | N23 | LR09YPYT | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37258 | CHROMEBOOK | LENOVO | N23 | LR09YQ2C | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37259 | CHROMEBOOK | LENOVO | N23 | LR09YQBS | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37260 | CHROMEBOOK | LENOVO | N23 | LR09YQCK | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37263 | CHROMEBOOK | LENOVO | N23 | LR09YRT4 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37264 | CHROMEBOOK | LENOVO | N23 | LR09YS2M | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37265 | CHROMEBOOK | LENOVO | N23 | LR09YS45 | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37267 | CHROMEBOOK | LENOVO | N23 | LR09YSJH | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37268 | CHROMEBOOK | LENOVO | N23 | LR09YSJV | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37269 | CHROMEBOOK | LENOVO | N23 | LR09YT9H | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |

2023.08 Asset Surplus

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquisitionDate | DisposalReason | LocationName | Comment |
|---------|-------------------|--------------|-----------------|-----------|-----------------|--------------------------|----------------------------|---|
| 37270 | CHROMEBOOK | LENOVO | N23 | LR09YTCY | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37272 | CHROMEBOOK | LENOVO | N23 | LR09YTDX | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 37273 | CHROMEBOOK | LENOVO | N23 | LR09YTYZ | 2/5/2018 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | All N23's were removed by tech and replaced with a different Chromebook in November 2022. |
| 38080 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VDUD | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38081 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFAP | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38082 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFP1 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38083 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VF4F | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38084 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG2M | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38085 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG3N | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38086 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG4T | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38087 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VLS1 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38088 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VMQ8 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38089 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VTBB | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38090 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VD33 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38091 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFB1 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38092 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFBH | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38093 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VF9V | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38094 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG23 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38095 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG4M | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38096 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG42 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38097 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VLU7 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38098 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VMR6 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38099 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VTLH | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38100 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFAA | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38101 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFB9 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |

2023.08 Asset Surplus

| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquisitionDate | DisposalReason | LocationName | Comment |
|---------|-----------------------|--------------|-----------------|---------------|-----------------|--------------------------|----------------------------|---|
| 38102 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VFYR | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38103 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG2C | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38104 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG28 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38105 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG4P | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38106 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VG44 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38107 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VMDV | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38108 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VM42 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 38109 | TABLET | LENOVO | CHROMEBOOK 300E | SP203VT31 | 6/11/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Replaced with other Chromebook, told by tech needed to be discarded |
| 62218 | Wireless Access Point | Xirrus | XR-2236 | XR215380666D0 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62219 | Wireless Access Point | Xirrus | XR-2236 | XR215380666E8 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62220 | Wireless Access Point | Xirrus | XR-2236 | XR21534065CFC | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62221 | Wireless Access Point | Xirrus | XR-2236 | XR21534065FBA | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62222 | Wireless Access Point | Xirrus | XR-2236 | XR21534065F8E | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62223 | Wireless Access Point | Xirrus | XR-2236 | XR21552067248 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62224 | Wireless Access Point | Xirrus | XR-2236 | XR21534065FB0 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62225 | Wireless Access Point | Xirrus | XR-2236 | XR21534065FA8 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62226 | Wireless Access Point | Xirrus | XR-2236 | XR21536066452 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62227 | Wireless Access Point | Xirrus | XR-2236 | XR21536066486 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62228 | Wireless Access Point | Xirrus | XR-2236 | XR2153606649E | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62229 | Wireless Access Point | Xirrus | XR-2236 | XR2153606644C | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62230 | Wireless Access Point | Xirrus | XR-2236 | XR2153606648C | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62231 | Wireless Access Point | Xirrus | XR-2236 | XR21536065FC4 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62232 | Wireless Access Point | Xirrus | XR-2236 | XR215360663E4 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62233 | Wireless Access Point | Xirrus | XR-2236 | XR2153606600A | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62234 | Wireless Access Point | Xirrus | XR-2236 | XR21536066412 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62235 | Wireless Access Point | Xirrus | XR-2236 | XR215360663D2 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62236 | Wireless Access Point | Xirrus | XR-2236 | XR2153606640E | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |

2023.08 Asset Surplus

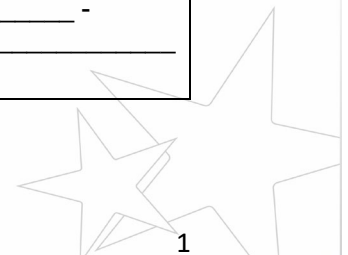
| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquisitionDate | DisposalReason | LocationName | Comment |
|---------|---------------------------------|--------------|---------------|---------------|-----------------|--------------------------|----------------------------|---|
| 62237 | Wireless Access Point | Xirrus | XR-2236 | XR215360662EE | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62238 | Wireless Access Point | Xirrus | XR-2236 | XR215360661C2 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62239 | Wireless Access Point | Xirrus | XR-2236 | XR21536065FE8 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62240 | Wireless Access Point | Xirrus | XR-2236 | XR21524064380 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62241 | Wireless Access Point | Xirrus | XR-2236 | XR21538066714 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62242 | Wireless Access Point | Xirrus | XR-2236 | XR21524064658 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62243 | Wireless Access Point | Xirrus | XR-2236 | XR21524063A3E | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62244 | Wireless Access Point | Xirrus | XR-2236 | XR21524063E56 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62245 | Wireless Access Point | Xirrus | XR-2236 | XR21524064376 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62246 | Wireless Access Point | Xirrus | XR-2236 | XR2153806672A | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62247 | Wireless Access Point | Xirrus | XR-2236 | XR215380666AA | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62248 | Wireless Access Point | Xirrus | XR-2236 | XR2153806669E | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62249 | Wireless Access Point | Xirrus | XR-2236 | XR215380666B8 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62250 | Wireless Access Point | Xirrus | XR-2236 | XR21538066540 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62251 | Wireless Access Point | Xirrus | XR-2236 | XR21516064304 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62252 | Wireless Access Point | Xirrus | XR-2236 | XR215160642F8 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62253 | Wireless Access Point | Xirrus | XR-2236 | XR21517063A3A | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62254 | Wireless Access Point | Xirrus | XR-2236 | XR21516064288 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62255 | Wireless Access Point | Xirrus | XR-2236 | XR21517063A00 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62256 | Wireless Access Point | Xirrus | XR-2236 | XR2153806670C | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62257 | Wireless Access Point | Xirrus | XR-2236 | XR21538066792 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 62258 | Wireless Access Point | Xirrus | XR-2236 | XR21533065E92 | 6/14/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Says that it must remain until 7/1/2021 and no longer being used. |
| 63946 | CHROMEBOOK | LENOVO | N22 | LR05ULBU | 3/14/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | N22's Replaced with other Chromebook, told by tech needed to be discarded |
| 64409 | COPIER | Sharp | MX-M654N | 65004268 | 2/1/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Old copiers were replaced |
| 64410 | COPIER | Sharp | MX-M654N | 65003958 | 2/1/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Old copiers were replaced |
| 64411 | COPIER | Sharp | MX-M654N | 65003728 | 2/1/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Old copiers were replaced |
| 627130 | COPIER | SHARP | MX-M654N | 6500311800 | 11/11/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Old copiers were replaced |
| 7003143 | VCLE-SHARP MX-5071 COLOR COPIER | SHARP | MX-5071 | 95141747 | 8/30/2019 | JUNKED OR USED FOR PARTS | VANCLEAVE LOWER ELEMENTARY | Old copiers were replaced |
| 64425 | COPIER | SHARP | MX-4070N | 75065342 | 8/14/2017 | JUNKED OR USED FOR PARTS | VANCLEAVE MIDDLE SCHOOL | Per Request of Shelly Barnett |
| 627920 | TABLET | LENOVO | THINKPAD T460 | PC0FCXEF | 11/11/2016 | JUNKED OR USED FOR PARTS | VANCLEAVE UPPER ELEMENTARY | |

2023.08 Asset Surplus

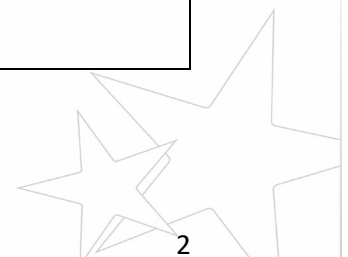
| AssetNo | Asset_Description | Manufacturer | ModelNo | SerialNo | AcquisitionDate | DisposalReason | LocationName | Comment |
|---------|-------------------|--------------|---------|------------|-----------------|--------------------------|----------------------------|---------|
| 7016037 | CHROMEBOOK | HP | 14 G6 | 5CD12997DP | 10/11/2021 | JUNKED OR USED FOR PARTS | VANCLEAVE UPPER ELEMENTARY | |
| 7016041 | CHROMEBOOK | HP | 14 G6 | 5CD129DRFG | 10/11/2021 | JUNKED OR USED FOR PARTS | VANCLEAVE UPPER ELEMENTARY | |

APPLICATION TO PURCHASE NEW SCHOOL BUSES AS COMPLETE UNITS, SCHOOL BUS BODIES, SCHOOL BUS CHASSIS, AND OPTIONAL EQUIPMENT

| School Information | | |
|--|--|--|
| Name of School District | # of Buses Purchased | Method of Payment? <input type="checkbox"/> Cash <input type="checkbox"/> Loan* |
| *If a loan, under what authority or how will the district repay the loan? | | |
| School Bus Body and Chassis | | |
| Year | Body | Model/Series |
| Tire Size | Wheelbase | Rim Color: <input type="checkbox"/> Blk <input type="checkbox"/> YL <input type="checkbox"/> Chrome <input type="checkbox"/> Other(MFSAB)_____ |
| Front Axle GAWR | Rear Axle GAWR | Rear Axle Ratio |
| Type of Bus: <input type="checkbox"/> Type A <input type="checkbox"/> Type C <input type="checkbox"/> Type D / <input type="checkbox"/> Special Needs / <input type="checkbox"/> School Bus / <input type="checkbox"/> MFSAB | | |
| Engine Series | Chassis | Brand Transmission |
| Type D Eng. Only: <input type="checkbox"/> Front Mounted <input type="checkbox"/> Rear Mounted | | |
| Fuel Type: <input type="checkbox"/> Gas <input type="checkbox"/> Diesel <input type="checkbox"/> Electric <input type="checkbox"/> Hybrid Electric <input type="checkbox"/> Propane <input type="checkbox"/> CNG | | |
| If MFSAB, what color/color scheme is the bus? (Provide proof) | | |
| Seating Capacity: | | Cap. After Installation of Wheelchairs: |
| Price of Complete Bus Unit: | | |
| Optional Equipment | | |
| <input type="checkbox"/> Additional Auxiliary Fan - Price _____ <input type="checkbox"/> Additional Heater - Price _____ <input type="checkbox"/> Air Brakes - Price _____ <input type="checkbox"/> Auxiliary fuel-fired heating system - Price _____ <input type="checkbox"/> Camera System – Interior - Price _____ <input type="checkbox"/> Camera System – Exterior - Price _____ <input type="checkbox"/> Camera System – Stop Arm - Price _____ <input type="checkbox"/> Collision Mitigation System - Price _____ <input type="checkbox"/> Door – Air Operated- Price _____ <input type="checkbox"/> Door – Electric Operated – Price _____ <input type="checkbox"/> Door Lock - Price _____ <input type="checkbox"/> Electronic Stability Control – Price _____ <input type="checkbox"/> Extended Warranty (Chassis)- Price _____ | <input type="checkbox"/> Fuel Tank (100 gals) – Price _____ <input type="checkbox"/> Heater Booster Pump – Price _____ <input type="checkbox"/> Heated Mirrors – Price _____ <input type="checkbox"/> Illuminated School Bus Sign Front and Rear - Price _____ <input type="checkbox"/> Illuminated Stop Arm – Price _____ <input type="checkbox"/> Illuminated Rear Door Stop Sign – Price _____ <input type="checkbox"/> Noise Suppression Switch - Price _____ <input type="checkbox"/> Pedestrian Alert System - Price _____ <input type="checkbox"/> Power Lift – Price _____ <input type="checkbox"/> Public Address System - Price _____ <input type="checkbox"/> Remote Control External Rear View Mirrors - Price _____ <input type="checkbox"/> Restraining Device – Integrated Child Restraint Seat (per seat) _____ - Price _____ | <input type="checkbox"/> Stop Arm – Air Operated - Price _____ <input type="checkbox"/> Stop Arm – Vacuum Operated Price _____ <input type="checkbox"/> Stop Arm Violation System - Price _____ <input type="checkbox"/> Storage Box - Price _____ <input type="checkbox"/> Storage Compartment (Luggage 10-15 cubic ft) – Price _____ <input type="checkbox"/> Storage Compartment (Luggage 16-23 cubic ft.) – Price _____ <input type="checkbox"/> Storage Compartment (Luggage 24-30 cubic ft.) – Price _____ <input type="checkbox"/> Traction Assisting Devices - Price _____ <input type="checkbox"/> Trash Container and Holding Device - Price _____ <input type="checkbox"/> Wheelchair Tie-Downs (per seating position) _____ - Price _____ |



| | | |
|--|---|--|
| <input type="checkbox"/> Extended Warranty (Battery Pack) – Price _____ <input type="checkbox"/> Extended Warranty (Body) – Price _____ <input type="checkbox"/> Evacuation Blanket – Price _____ <input type="checkbox"/> Fire Suppression System - Price _____ <input type="checkbox"/> Flat Floor (Specially Equipped Bus) - Price _____ | <input type="checkbox"/> Restraining Device – 3pt Lap/Shoulder Belt (per seat) _____ - Price _____ <input type="checkbox"/> Restraining Device – Lap Belt Only (per seat) _____ Price _____ <input type="checkbox"/> Retarder System - Price _____ <input type="checkbox"/> Special Service Entrance Door- Price _____ <input type="checkbox"/> Stop Arm – Additional Rear – Price _____ | |
| Total price of optional equipment: | | |
| Total price of complete bus unit + optional equipment: | | |
| Vendor/Company Completes This Section | | |
| I certify that the equipment meets or exceeds all Mississippi Minimum Standards for School Buses and the Federal Motor Safety Standards for the year it was manufactured. | | |
| Representative Signature | Title | |
| <i>Jordan Sumrall</i> | | |
| Name of Company | Address | |
| Motor Vehicle License Number | Date Quoted | |
| School District Completes This Section After School Board Approval | | |
| I certify that the school board of _____ School District approved the total price of the complete bus unit including optional equipment from the approved vendor/company on the date specified in this application form and requests approval from the Mississippi Department of Education, Office of Safe and Orderly Schools, Division of Pupil Transportation. | | |
| Date School Board Approved the Purchase 08/14/2023 | Superintendent's Name (print) David Baggett | |
| Superintendent's Signature | Date Signed 08/14/2023 | |
| Mississippi Department of Education/Division of Pupil Transportation Completes This Section | | |
| Based on the information contained within this application, the local school board is authorized to order, take delivery of, and pay for the equipment listed. | | |
| Pupil Transportation Administrator's Signature and Date <input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED | | |
| Comments: | | |



JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

Claim No.: ALL

AP Dates: ALL

Claim Status: PrePaid

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|--------------------------------|
| 227432 | CENTRAL ACCESS CORP. | \$3,300.00 | 1902 | SBA CERTIFICATION COURSE-FY 24 |
| 227433 | ECLC CAFETERIA MANAGER | \$100.00 | 2110 | CN-ECLC-CHANGE FUND |
| 227434 | ECUE CAFETERIA MANAGER | \$100.00 | 2110 | CN-ECUE-CHANGE FUND |
| 227435 | ECMS CAFETERIA MANAGER | \$100.00 | 2110 | CN-ECMS-CHANGE FUND |
| 227436 | ECHS CAFETERIA MANAGER | \$100.00 | 2110 | CN-ECHS-CHANGE FUND |
| 227437 | SMNE CAFETERIA MANAGER | \$100.00 | 2110 | CN-SMNE-CHANGE FUND |
| 227438 | SMEE CAFETERIA MANAGER | \$100.00 | 2110 | CN-SMEE-CHANGE FUND |
| 227439 | SMUE CAFETERIA MANAGER | \$100.00 | 2110 | CN-SMUE-CHANGE FUND |
| 227440 | SMMS CAFETERIA MANAGER | \$150.00 | 2110 | CN-SMMS-CHANGE FUND |
| 227441 | HILTON GARDEN INN JACKSON MADI | \$98.00 | 1902 | BO-MASBO ACADEMY HOTEL |
| 227442 | SMHS CAFETERIA MANAGER | \$150.00 | 2110 | CN-SMHS-CHANGE FUND |
| 227443 | VLE CAFETERIA MANAGER | \$100.00 | 2110 | CN-VCLE-CHANGE FUND |
| 227444 | VUE CAFETERIA MANAGER | \$100.00 | 2110 | CN-VUE-CHANGE FUND |
| 227445 | VMS CAFETERIA MANAGER | \$100.00 | 2110 | CN-VMS-CHANGE FUND |
| 227446 | VHS CAFETERIA MANAGER | \$100.00 | 2110 | CN-VHS-CHANGE FUND |
| 227452 | FRED'S JANITORIAL LLC | \$14,037.00 | 1120 | ECAC summer floor waxing |
| 227453 | FRED'S JANITORIAL LLC | \$15,010.00 | 1120 | VACM- Summer Floor Restoration |
| 227454 | BXS INSURANCE-CADENCE INSU. | \$434,219.00 | 1120 | DO-AUTO, GL, SCH LEAD ER &OMI, |
| 227455 | CENTERPOINT ENERGY | \$1,377.54 | 1120 | 2023-24 NATURAL GAS |
| | | \$46.06 | 2711 | 2023-24 NATURAL GAS |
| 227456 | JACKSON COUNTY UTILITY AUTH | \$7,603.01 | 1120 | 2023-24 WATER AND SEWER |
| | | \$92.00 | 1935 | 2023-24 WATER AND SEWER |
| 227457 | FRED'S JANITORIAL LLC | \$7,290.00 | 1120 | VACM- Summer Floor Restoration |
| 227458 | JCS--ST MARTIN ATH. DIRECTOR | \$1,500.00 | 1153 | SMACA-Gate Cash start up |
| 227466 | MHSAA, INC. | \$200.00 | 1152 | ECHS MHSAA volleyball tourn |
| 227467 | PARK AT OWA | \$1,574.31 | 1152 | ECMS student reward field trip |
| 227468 | UNIVERSITY OF ALABAMA, THE | \$4,050.00 | 1153 | SMHS - Rooms for camp |
| 227469 | MS COAST COLISEUM & | \$6,000.00 | 1120 | SMH, ECH & VCH GRADUAION FY 24 |
| 227470 | DRAGONFLY ATHLETICS, LLC | \$5,000.00 | 1152 | ECAC athletic game officials |
| 227471 | SUNKIST COUNTRY CLUB | \$250.00 | 1152 | ECHS Girls golf tournament |
| 227479 | MHSAA, INC. | \$1,897.00 | 1120 | SMHS/SMMS MHSAA Insurance |
| 227480 | PARK AT OWA | \$1,574.31 | 1152 | ECMS student reward field trip |
| 227481 | SINGING RIVER ELECTRIC | \$74,251.27 | 1120 | 2023-24 ELECTRIC UTILITY |
| 227482 | WEST JACKSON CO. UTIL DIST. | \$7,772.00 | 1120 | 2023-24 WATER AND SEWER |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|-------------------------------|
| 227483 | WEST JACKSON CO. UTIL DIST. | \$7,538.09 | 1120 | 2023-24 WATER AND SEWER |
| 227484 | PITNEY BOWES GLOBAL-FOOD SERVI | \$5,000.00 | 2110 | CN - POSTAGE |
| 227558 | JCSD--E.C. ATH. DIRECTOR | \$2,000.00 | 1152 | ECAC Gate cash |
| 227559 | JCSD-VANCLEAVE ATH. DIRECTOR | \$2,200.00 | 1154 | VAC- GATE CASH |
| 227560 | A T & T 228 826-1675 001 0595 | \$1,136.34 | 1120 | 2023-24 TELEPHONE SERVICES |
| 227561 | A T & T ONE NET 1001-202-8550 | \$620.87 | 1120 | 2023-24 TELEPHONE SERVICES |
| 227562 | A T & T 228-M25-0095-095-0597 | \$3,427.27 | 1120 | 2023-24 TELEPHONE SERVICES |
| 227563 | C SPIRE WIRELESS #0001209996 | \$739.10 | 1120 | 2023-24 Cell Phone Services |
| 227564 | TRUSTMARK NATIONAL BANK | \$391,062.50 | 4024 | 3 Mil Note |
| 227632 | SINGING RIVER ELECTRIC | \$71,983.19 | 1120 | 2023-24 ELECTRIC UTILITY |
| | | \$1,002.50 | 1935 | 2023-24 ELECTRIC UTILITY |
| | | \$2,439.83 | 2711 | 2023-24 ELECTRIC UTILITY |
| 227663 | DRAGONFLY ATHLETICS, LLC | \$3,500.00 | 1154 | VAC- ATHLETIC OFFICIAL FEES |
| 227664 | EAST CENTRAL STUDENT ACTIVITY | \$210.00 | 1153 | SMHS - Entrance fee |
| 227741 | MARRIOTT MARQUIS CHICAGO | \$1,263.22 | 2290 | FP-CP-Hotel Innovative SUMMIT |
| 227742 | BILOXI HS ATHLETICS | \$225.00 | 1154 | VAC- BOYS GOLF TOURN FEE |
| 227744 | HILTON GARDEN INN JACKSON MADI | \$98.00 | 1902 | BO-MASBO ACADEMY HOTEL |
| 227746 | C SPIRE WIRELESS #0001209996 | \$760.10 | 1120 | 2023-24 Cell Phone Services |

Total for Docket: \$1,083,747.51

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

Claim No.: ALL

AP Dates: ALL

Claim Status: PrePaid

| Total Expenditures By Fund | | |
|-----------------------------------|----------------------------------|-----------------------|
| Fund | Description | Claim Amount |
| 1120 | DISTRICT MAINTENANCE | \$655,661.78 |
| 1152 | EAST CENTRAL ACTIVITY | \$10,598.62 |
| 1153 | ST MARTIN ACTIVITY | \$5,760.00 |
| 1154 | VANCLEAVE ACTIVITY | \$5,925.00 |
| 1902 | COMDATA NETWORK | \$3,496.00 |
| 1935 | FAB LAB JACKSON COUNTY | \$1,094.50 |
| 2110 | SCHOOL FOOD SERVICE | \$6,400.00 |
| 2290 | TITLE I COST POOL | \$1,263.22 |
| 2711 | CTE - BASIC FUND (LOCAL & STATE) | \$2,485.89 |
| 4024 | THREE MILL NOTE 2019 | \$391,062.50 |
| Total for Funds: | | \$1,083,747.51 |

| Total Expenditures By Unit | | |
|-----------------------------------|--------------------------------|-----------------------|
| Unit | Description | Claim Amount |
| 00 | | \$1,400.00 |
| 01 | DISTRICT WIDE | \$845,728.30 |
| 02 | EAST CENTRAL UPPER ELEMENTARY | \$6,193.66 |
| 04 | EAST CENTRAL MIDDLE SCHOOL | \$9,610.64 |
| 06 | EAST CENTRAL HIGH SCHOOL | \$33,410.00 |
| 10 | ST. MARTIN NORTH ELEMENTARY | \$7,066.91 |
| 11 | ST. MARTIN HIGH SCHOOL | \$47,320.79 |
| 13 | ST. MARTIN UPPER ELEMENTARY | \$18,092.96 |
| 14 | ST. MARTIN EAST ELEMENTARY | \$3,686.20 |
| 16 | VANCLEAVE UPPER ELEMENTARY | \$6,070.30 |
| 18 | VANCLEAVE MIDDLE SCHOOL | \$11,372.39 |
| 20 | VANCLEAVE HIGH SCHOOL | \$25,643.05 |
| 24 | ST.MARTIN MIDDLE SCHOOL | \$17,636.26 |
| 26 | VANCLEAVE LOWER ELEMENTARY | \$7,282.55 |
| 30 | VANCLEAVE ATTENDANCE CENTER | \$22,300.00 |
| 50 | EAST CENTRAL ATTENDANCE CENTER | \$15,996.63 |
| 70 | ST. MARTIN ATTENDANCE CENTER | \$1,356.48 |
| 90 | VOCATIONAL TECHNOLOGY CENTER | \$3,580.39 |
| Total for Units: | | \$1,083,747.51 |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

APPROVED THIS THE _____ DAY OF _____, _____

PRESIDENT

SECRETARY

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

Claim No.: ALL

AP Dates: ALL

Claim Status: Open

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|--------------------------------|
| 227014 | PLTW PROJECT LEAD THE WAY, INC | \$8,750.00 | 2988 | VMS-Cyber VEX Gateway Kit |
| 227359 | AMAZON CAPITAL SERVICES | \$2,255.94 | 1120 | SMACT-iPad, laptops, mouse |
| 227447 | JONES, ALICIA | \$76.38 | 2110 | MILEAGE REIMBURSEMENT |
| 227448 | VISUAL SOLUTIONS | \$1,550.00 | 2110 | CN - SOFTWARE SUPPORT |
| 227449 | TOTAL EQUIPMENT MAINTENANCE CO | \$953.95 | 2110 | CN - EQUIPMENT REPAIR - SMH |
| 227450 | SUNRISE FRESH PRODUCE | (\$24.00) | 2110 | CN - PRODUCE 01/11/23 |
| 227459 | SHED, THE | \$126.00 | 1120 | BOARD MEAL - July 2023 |
| 227460 | SORG PRINTING | \$1,363.00 | 1120 | Stationery supplies for Supt |
| 227461 | SPORTABOUT | \$58.00 | 1120 | Superintendent Desktop Namepla |
| 227462 | NEWK'S | \$168.00 | 1120 | MEAL - Interview for Asst Sups |
| 227463 | ODP BUSINESS SOLUTIONS, LLC | \$147.77 | 1120 | Supt/SB-Toner for T. Lowery |
| 227464 | LEE TRACTOR CO.,INC. | \$3,900.00 | 1120 | EC/M- grooming mower |
| 227465 | ADVANCE AUTO PARTS HURLEY | \$169.87 | 1120 | EC/T- bus bearings, brakes |
| 227472 | SCHOLASTIC MAGAZINES | \$2,444.80 | 1120 | VMS Magazine Order |
| 227473 | HOME TOWN LUMBER & SUPPLY,INC. | \$96.00 | 1120 | SM/M - window |
| 227474 | MACHADO PATANO, PLLC | \$1,321.43 | 3027 | SMH-FOOTBALL RESTROOM RENOVATI |
| 227475 | MACHADO PATANO, PLLC | \$3,117.00 | 3027 | SMN & SME ROOF REPLACEMENT |
| 227476 | TAPPER SECURITY, INC | \$419.88 | 1120 | SM/M-fire system monitoring |
| 227477 | BILOXI PAPER COMPANY | \$550.80 | 1120 | SMAC--SMHS-Janitorial Supplies |
| 227478 | HILTON GARDEN INN - TUPELO | \$405.00 | 2211 | SMU - Hotel Rooms x 6 |
| 227485 | HILTON GARDEN INN - TUPELO | \$405.00 | 2211 | SMU - Hotel Rooms x 6 |
| 227486 | HILTON GARDEN INN - TUPELO | \$405.00 | 2211 | SMU - Hotel Rooms x 6 |
| 227487 | HILTON GARDEN INN - TUPELO | \$337.60 | 2211 | SMU - Hotel Rooms x 6 |
| | | \$67.40 | 2213 | SMU - Hotel Rooms x 6 |
| 227488 | HILTON GARDEN INN - TUPELO | \$405.00 | 2211 | SMU - Hotel Rooms x 6 |
| 227489 | HILTON GARDEN INN - TUPELO | \$405.00 | 2211 | SMU - Hotel Rooms x 6 |
| 227490 | SUN COAST BUSINESS SUPPLY, INC | \$1,687.46 | 2110 | CN- 23-24 folders-bulletin brd |
| 227491 | HEARTLAND SCHOOL SOLUTIONS | \$5,070.00 | 2110 | CN - RENEWAL MEALVIEWER |
| 227492 | HEARTLAND SCHOOL SOLUTIONS | \$17,669.00 | 2110 | CN - ANNUAL SOFTWARE RENEWAL |
| 227493 | SCHOOL NUTRITION ASSOCIATION | \$867.50 | 2110 | CN-SNA MEMBERSHIP DUES |
| 227495 | SUNRISE FRESH PRODUCE | (\$24.00) | 2110 | CN - PRODUCE 01/18/23 |
| 227496 | TOTAL EQUIPMENT MAINTENANCE CO | \$1,493.75 | 2110 | CN - EQUIPMENT REPAIR - ECL |
| 227497 | TOTAL EQUIPMENT MAINTENANCE CO | \$1,109.51 | 2110 | CN - EQUIPMENT REPAIR - ECL |
| 227498 | E-FIRE SOUTHERN, INC | \$2,925.00 | 2110 | CN KITCHEN/HOODS CLEANED |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|--------------------------------|
| 227499 | DEPT OF PUBLIC SAFETY FINGERPR | \$992.00 | 7310 | HR Fingerprints - FY23-24 |
| 227500 | SCHOOLSTATUS, LLC | \$102,997.40 | 2598 | FP-EIII-School Status |
| 227501 | AMAZON CAPITAL SERVICES | \$520.56 | 2598 | FP-EIII-EL headphone |
| 227502 | BILOXI PUBLIC SCHOOLS | \$923.12 | 2211 | FP-I-FY23 Title Private school |
| 227503 | D N P INC | \$522,181.03 | 2594 | FP-EII-SMMS HVAC |
| | | \$98,121.47 | 2598 | FP-EII-SMMS HVAC |
| 227504 | D N P INC | \$194,925.75 | 2594 | FP-EII-Project#49 ECAC windows |
| 227505 | MASSETT SUPPLY COMPANY, NAPA | \$255.45 | 1120 | VC/T- shop supplies |
| 227506 | MASSETT SUPPLY COMPANY, NAPA | \$1,007.96 | 1120 | VC/T A/C condenser fan assy |
| 227507 | WARD INTERNATIONAL TRUCKS | \$150.22 | 1120 | VC/T-Bus 15 panel switch |
| 227508 | WARD INTERNATIONAL TRUCKS | \$1,305.31 | 1120 | VC/T Bus 8-window assembly |
| 227509 | NEWK'S | \$249.00 | 1120 | BO-LUNCH-AP BOOKKEEPER MEETING |
| 227510 | SOUTHERN LIGHT, LLC | \$8,238.78 | 1120 | 2023-24 INTERNET SERVICES |
| 227511 | NEWK'S | \$248.00 | 1120 | BO-LUNCH-TIMEKEEPER MEETING |
| 227512 | DEES AUTO REPAIR | \$1,516.00 | 1120 | VC/T Bus #2-king pins |
| 227513 | GULF HYDRAULICS & PNEUMATICS | \$439.63 | 1120 | SMAC-Repair Kit, Switch |
| 227514 | CDW GOVERNMENT, INC. | \$24,429.84 | 2711 | VMS-Cyber Foundations |
| 227515 | SUN HERALD - ADVERTISING | \$83.08 | 2110 | CN-ECM/SMM FOOD SERVICE EQUIPM |
| 227516 | JOHN FAYARD MOVING & | \$30.48 | 1120 | BO-MONTHLY STORAGE FEE |
| 227517 | AMAZON CAPITAL SERVICES | \$419.99 | 1156 | Heat Press |
| 227518 | AMAZON CAPITAL SERVICES | \$451.96 | 1156 | FABLAB-Tumblers summer camp |
| 227519 | JOHNSON DIESEL, INC. | \$550.40 | 1120 | VACT 00-31 Engine Throttle |
| 227520 | TEAM ONE COMMUNICATIONS, INC | \$712.56 | 1120 | SMACT-Radio charger |
| 227521 | MACHADO PATANO, PLLC | \$3,555.30 | 2594 | FP-EII&III-Architect fees |
| | | \$3,507.14 | 2598 | FP-EII&III-Architect fees |
| 227522 | CENTRAL ACCESS CORP. | \$82,518.00 | 1925 | IT-SAMS/AIM/OLR |
| 227523 | DIGICERT INC. | \$916.00 | 1925 | IT/Domain |
| 227524 | TAPPER SECURITY, INC | \$32.99 | 1120 | BO-MONTHLY ALARM SERVICE |
| 227525 | WARING OIL COMPANY | \$7,962.00 | 1120 | SMM-2000GAL DIESEL/700GAL GAS |
| 227526 | SYCAMORE THERAPY | \$130.00 | 2610 | SPED-Speech Lang Contract |
| 227527 | HEARTLAND SCHOOL SOLUTIONS | \$495.00 | 2110 | CN-CAFETERIA PAYMENT SOLUTIONS |
| 227528 | TOTAL EQUIPMENT MAINTENANCE CO | \$386.08 | 2110 | CN - EQUIPMENT REPAIR - SMM |
| 227529 | PRAIRIE FARMS DAIRY | \$3,267.88 | 2110 | CN-MILK - JULY 2023 |
| 227530 | AMAZON CAPITAL SERVICES | \$1,098.85 | 2110 | CN- Chair, bookcase, skirts |
| 227531 | HOWARD TECHNOLOGY SOL | \$44,337.75 | 2598 | FP-EIII-Technical Service Agre |
| 227532 | PIZZA HUT | \$79.94 | 2110 | CN- PIZZA FOR SERVS SAFE CLASS |
| 227533 | GREERS FOOD TIGER | \$34.86 | 2110 | CN-MANAGERS MEETINGS FOOD |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
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| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|-------------------------------|--------------|------|--------------------------------|
| 227534 | BP ROUSE PLUMBING INC | \$4,327.00 | 2110 | CN-ECH PLUMBING |
| 227535 | NECAISE LOCKSMITH SERVICE | \$280.00 | 1120 | ECAC cylinder, exit trim |
| 227536 | WARD INTERNATIONAL TRUCKS | \$524.44 | 1120 | VACT Relay, cable hood |
| 227537 | EAGLE ENERGY, INC. | \$7,978.59 | 1120 | VC-1100GAL DIESEL/1500GAL GAS |
| 227538 | POWER SYSTEMS OF MS. | \$2,275.00 | 1120 | SM/M-SMHS generator maintenanc |
| 227539 | BILOXI PAPER COMPANY | \$2,204.03 | 1120 | SM/M- Cust-Airlift, NABC,towel |
| 227540 | NEWELL PAPER COMPANY | \$1,281.00 | 1120 | ECMS Copy paper |
| 227541 | WINSOR LEARNING INC | \$10,500.00 | 1120 | CURR Sunday Teacher Training |
| 227542 | TEACHERS PAY TEACHERS | \$232.99 | 1120 | VHS - Pre-Cal Curriculum |
| 227543 | J & L DESPORTE, LLC | \$40,454.54 | 1120 | SMAC-JANITORIAL CONTRACT-FY24 |
| 227544 | AMAZON CAPITAL SERVICES | \$191.14 | 2711 | JCTC-IndexCards,Binders,Divide |
| 227545 | ELLIOTT'S INC. | \$518.44 | 1120 | Curr-Food New Hire Orientation |
| 227546 | CENTRAL ACCESS CORP. | \$56,180.00 | 1120 | BO-MARATHON ANNUAL FEE-FY24 |
| 227547 | MASBO | \$300.00 | 1120 | BO-2023 MASBO FALL CONFERENCE |
| 227548 | DIXON CONTRACTING GROUP, LLC. | \$120,686.10 | 3027 | SM-FOOTBALL RESTROOMS |
| 227549 | AMAZON CAPITAL SERVICES | \$45.10 | 2711 | JCTC-Sharpie Pens, Rubber Band |
| 227550 | AMAZON CAPITAL SERVICES | \$22.17 | 2711 | JCTC-Sharpies |
| 227551 | SMITH, JENNIFER | \$285.00 | 1120 | BO-BANK RECONCILIATION SERVICE |
| 227552 | SMITH, JENNIFER | \$480.00 | 1120 | BO-BANK RECONCILIATION SERVICE |
| 227553 | SMITH, JENNIFER | \$210.00 | 1120 | BO-BANK RECONCILIATION SERVICE |
| 227554 | AMAZON CAPITAL SERVICES | \$242.94 | 2711 | JCTC-Calendars,Dividers,Sharpi |
| 227555 | PITNEY BOWES GLOBAL ST MARTIN | \$97.26 | 1120 | PITNEY BOWES ST. MARTIN |
| 227556 | PRESENCELEARNING, INC | \$5,033.46 | 1130 | SPED- SLP Contract |
| 227557 | ACT EDUCATION AND WORKFORCE | \$6,024.00 | 1120 | SMH-WORKKEYS TESTING-FY 23 |
| 227565 | NEWELL PAPER COMPANY | \$170.80 | 1120 | ECLC-Paper |
| 227566 | SUNKIST COUNTRY CLUB | \$250.00 | 1154 | VAC- GIRLS GOLF TOURN FEE |
| 227567 | RIVER OAKS RESTAURANT-HICKORY | \$120.00 | 1154 | VAC- GIRLS GOLF TOURN FEE |
| 227568 | ENTERPRISE | \$576.00 | 1153 | SMHS - Rental car |
| 227569 | PITNEY BOWES GLOBAL FINANCIAL | \$186.98 | 2110 | CN-POSTAGE METER INK |
| 227570 | BREEDLOVE, TERRY | \$437.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227571 | COX, JACKIE A. | \$213.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227572 | DUNCAN, SANDRA | \$213.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227573 | GEISSINGER, MARK S. | \$437.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227574 | HOLLOWAY, DWIGHT | \$213.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227575 | MCANNALLY, CYNTHIA | \$213.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227576 | MIZELLE, REBECCA | \$213.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |
| 227577 | PERKINS, JAMES M. | \$213.00 | 1120 | 2023-24 BUS DRIVER INSURANCE |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
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| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|--------------------------------|
| 227578 | FAMILY FROZEN FOODS | \$1,429.41 | 2110 | CN- EMERGENCY YOGURT ORDER |
| 227579 | TOTAL EQUIPMENT MAINTENANCE CO | \$403.90 | 2110 | CN - EQUIPMENT REPAIR - ECM |
| 227580 | TOTAL EQUIPMENT MAINTENANCE CO | \$118.50 | 2110 | CN - EQUIPMENT REPAIR - ECU |
| 227581 | MOBILE FIXTURE AND EQUIPMENT | \$166,400.00 | 2110 | CN - ECM CAFE SERVING LINES |
| 227582 | TOTAL EQUIPMENT MAINTENANCE CO | \$108.75 | 2110 | CN - EQUIPMENT REPAIR - VMS |
| 227583 | TOTAL EQUIPMENT MAINTENANCE CO | \$1,027.05 | 2110 | CN - EQUIPMENT REPAIR - VUE |
| 227584 | CRUMBLY PAPER CO. | \$6,882.53 | 2110 | CN CRUMBLY P FOOD 07/19/23 |
| 227585 | CRUMBLY PAPER CO. | \$11,707.56 | 2110 | CN-FOOD/SUPPLIES 07/19/2023 |
| 227586 | MERCHANTS FOODSERVICE | \$21,622.00 | 2110 | CN-FROZEN FOOD 07/19/2023 |
| 227587 | JOHNSON DIESEL, INC. | \$1,275.63 | 1120 | VACT Bus 0035-spring repair |
| 227588 | EAST CENTRAL STUDENT ACTIVITY | \$120.00 | 1154 | VAC- GIRLS GOLF TOURN FEE |
| 227589 | MASSETT SUPPLY COMPANY, NAPA | \$148.96 | 1120 | VACT Trk#42-Spark plug, Wires |
| 227590 | MHSAA, INC. | \$1,672.00 | 1154 | VAC- MHSAA MEMBERSHIP/ INS |
| 227591 | DISTRICT IV CONFERENCE | \$500.00 | 1154 | VAC- DIST IV DUES |
| 227592 | WARING OIL COMPANY | \$3,139.50 | 1120 | SMACT - Bulk Oil |
| 227593 | AMAZON CAPITAL SERVICES | \$15.79 | 2711 | JCTC-RubberBands,9V Batt |
| 227594 | SHERWIN-WILLIAMS OS | \$648.65 | 1120 | SMAC- paint |
| 227595 | AMAZON CAPITAL SERVICES | \$75.25 | 2711 | JCTC-BinderClips,FileFolders |
| 227596 | AMAZON CAPITAL SERVICES | \$131.87 | 2711 | JCTC-Folders,Pencils,Highlight |
| 227597 | AMAZON CAPITAL SERVICES | \$27.91 | 2711 | JCTC-File Folders, Rubber Band |
| 227598 | AMAZON CAPITAL SERVICES | \$15.16 | 2711 | JCTC-WhiteBoardCleaner |
| 227599 | AMAZON CAPITAL SERVICES | \$60.24 | 2711 | JCTC - Clips,StickyNotes,Highl |
| 227600 | CHANCELLOR SUPPLY, INC | \$943.20 | 1120 | SMAC -floor lamps |
| 227601 | AUTOZONE OCEAN SPRINGS | \$3,806.50 | 1120 | SMACT - Freon, Idler, Hoses |
| 227602 | FIRE CODE COMPLIANCE, LLC | \$495.00 | 1120 | SMAC-fire extinguisher inspect |
| 227603 | FIRE CODE COMPLIANCE, LLC | \$365.00 | 1120 | Fire Code - Fire Extinguishers |
| 227604 | DISTRICT IV CONFERENCE | \$500.00 | 1153 | SMMS District IV Dues Athletic |
| 227605 | CUPIT SIGNS OF MS, INC | \$149.94 | 1120 | ECLE-Metal Signs |
| 227606 | HOWARD TECHNOLOGY SOL | \$30,150.00 | 1925 | IT/Linewize Licenses |
| 227607 | MS COAST SUPPLY INC | \$285.00 | 1120 | SM/M - hydrant box |
| 227608 | CHANCELLOR SUPPLY, INC | \$615.52 | 1120 | SMAC- LED lamps |
| 227609 | AMAZON CAPITAL SERVICES | \$288.95 | 1156 | FabLab-LEDBase&Acrylic |
| 227610 | AMAZON CAPITAL SERVICES | \$92.48 | 2711 | JCTC-Batteries,Pens,Markers,Wh |
| 227611 | AMAZON CAPITAL SERVICES | \$14.20 | 2711 | JCTC-Batteries,Pens,Markers,Wh |
| 227612 | NEWELL PAPER COMPANY | \$597.80 | 2711 | JCTC - Copy Paper |
| 227613 | COCA-COLA BOTTLING COMPANY | \$805.00 | 1155 | JCTC-Coke, Water, Sprite |
| 227614 | AMAZON CAPITAL SERVICES | \$765.36 | 1120 | SMU - envelopes,tape,label,box |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
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| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|--------------------------------|
| 227615 | AMAZON CAPITAL SERVICES | \$354.49 | 1153 | SMU - banner,stars,letter,ball |
| 227616 | AMAZON CAPITAL SERVICES | \$79.95 | 1153 | SMU - banner,stars,letter,ball |
| 227617 | BILOXI PAPER COMPANY | \$668.00 | 1120 | SMAC-paper towels for SMEE |
| 227618 | AMAZON CAPITAL SERVICES | \$314.79 | 1155 | JCTC-LessonPlannersforEdPrep |
| 227619 | HOME TOWN LUMBER & SUPPLY,INC. | \$468.16 | 1120 | SMACT - Bag of Rags, Wedge Anc |
| 227620 | AMAZON CAPITAL SERVICES | \$2,051.96 | 1925 | IT/Monitors (x2), case |
| 227621 | FOLLETT SCHOOL SOLUTIONS INC | \$22,323.95 | 1925 | IT/Library System Renewal |
| 227622 | ACE DATA STORAGE INC | \$520.00 | 1120 | SM/M-school shredding onsite |
| 227623 | AMAZON CAPITAL SERVICES | \$24.99 | 1120 | VLE-Treasure Chest |
| 227624 | SHERWIN-WILLIAMS OS | \$419.61 | 1120 | SMAC-paint, brush, sponge |
| 227625 | AMAZON CAPITAL SERVICES | \$273.90 | 2711 | JCTC-Safety Glasses |
| 227626 | DUNAWAY GLASS | \$48.00 | 1120 | VC/T-window/glass repairs |
| 227627 | BILOXI PAPER COMPANY | \$291.70 | 1120 | SMAC-brown paper towels |
| 227628 | MISSISSIPPI INTERACTIVE | \$123.00 | 1120 | HR-Motor Vehicle Record |
| 227629 | MIDSOUTH SYNTHETIC | \$2,500.00 | 1120 | ECAC Turf cleaning football |
| 227630 | GIBSON MAINTENANCE | \$13,471.50 | 1120 | EC/M- ECU parking lot repaving |
| 227631 | ADVANCE AUTO PARTS HURLEY | \$563.48 | 1120 | EC/T- hoses, brakes, filters |
| 227633 | WARING OIL COMPANY | \$5,625.00 | 1120 | EC-1500GAL GAS |
| 227634 | FIRE CODE COMPLIANCE, LLC | \$365.00 | 1120 | VC/T-Certified/Tagged Extingui |
| 227635 | FIRE CODE COMPLIANCE, LLC | \$635.00 | 1120 | VC/M-FIRE EXTINGUISHER MAINT. |
| 227636 | FIRE CODE COMPLIANCE, LLC | \$24.00 | 1120 | BO- Fire Exting maint |
| 227637 | AMAZON CAPITAL SERVICES | \$434.62 | 1120 | CO- Trailer hitches |
| 227638 | MIDSOUTH SYNTHETIC | \$2,500.00 | 1120 | VC- Turf Cleaning |
| 227639 | AMAZON CAPITAL SERVICES | \$33.50 | 1120 | VHS - School Seal |
| 227640 | JOHNSTONE SUPPLY OF GULFPORT | \$1,281.55 | 1120 | COHVAC- Compressor, VMS 209 |
| 227641 | JOHNSTONE SUPPLY OF GULFPORT | \$102.26 | 1120 | CO HVAC- Filter Dryer SMMS 303 |
| 227642 | JOHNSTONE SUPPLY OF GULFPORT | \$146.22 | 1120 | COHVAC-ECLE Filter DrWork Room |
| 227643 | JOHNSTONE SUPPLY OF GULFPORT | \$22.68 | 1120 | COHVAC-ECLE Contactor Pole 104 |
| 227644 | JOHNSTONE SUPPLY OF GULFPORT | \$366.16 | 1120 | COHVAC-SMMS Electrical Breaker |
| 227645 | AMAZON CAPITAL SERVICES | \$154.10 | 1120 | VHS - Rug |
| 227646 | JOHNSTONE SUPPLY OF GULFPORT | \$208.70 | 1120 | COHVAC- VAC Athletics Blower |
| 227647 | JOHNSTONE SUPPLY OF GULFPORT | \$694.72 | 1120 | COHVAC- EC Football Compressor |
| 227648 | CHANCELLOR SUPPLY, INC | \$336.21 | 1120 | CO- VUE Conduit, Wire B bidg |
| 227649 | BILOXI PAPER COMPANY | \$925.64 | 1120 | DO--Cust-Soap, paper towels |
| 227650 | BILOXI PAPER COMPANY | \$3,914.13 | 1120 | VC/M- Cust-Airlift, nabc,towel |
| 227651 | VANCLEAVE OLD PLACE | \$439.57 | 1120 | VC/M-lumber,bolts, |
| 227652 | VANCLEAVE OLD PLACE | \$173.87 | 1120 | COHVAC- PVC pipe |

JACKSON COUNTY SCHOOL DISTRICT
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|-----------|--------------------------------|--------------|------|--------------------------------|
| 227653 | BILOXI PAPER COMPANY | \$187.48 | 1120 | VC/M- storage boxes |
| 227654 | ADS SYSTEMS, LLC - MS | \$213.00 | 1120 | VAC/M- VUE smoke detector |
| 227655 | JOHNSTONE SUPPLY OF GULFPORT | \$1,318.03 | 1120 | COHVAC -- exchange tanks |
| 227656 | JOHNSTONE SUPPLY OF GULFPORT | \$805.42 | 1120 | HVAC- ECHU H103-compressor |
| 227657 | JOHNSTONE SUPPLY OF GULFPORT | \$101.91 | 1120 | HVAC-VMS Gym-transformer |
| 227658 | JOHNSTONE SUPPLY OF GULFPORT | \$193.11 | 1120 | HVAC- MS condensate p/switch |
| 227659 | JOHNSTONE SUPPLY OF GULFPORT | \$26.01 | 1120 | SMMS HVAC Dining-belts |
| 227660 | AMAZON CAPITAL SERVICES | \$1,678.00 | 1120 | CO-lpad,keyboard-HVAC |
| 227661 | WARD INTERNATIONAL TRUCKS | \$4,467.99 | 1120 | SMACT- Turbo Kit, Light, |
| 227662 | WARD INTERNATIONAL TRUCKS | (\$812.50) | 1120 | SMACT- Turbo Kit, Light, |
| 227665 | WARD INTERNATIONAL TRUCKS | \$3,741.82 | 1120 | Ward Int - IDM 46 & 47 Buses |
| 227666 | WARD INTERNATIONAL TRUCKS | \$4,802.33 | 1120 | SMACT Trbochgr Kit & Pump |
| 227667 | WARD INTERNATIONAL TRUCKS | (\$1,027.00) | 1120 | SMACT Trbochgr Kit & Pump |
| 227668 | GREERS FOOD TIGER | \$60.66 | 1154 | VHS- JUICE, MILK , PAPER PROD |
| 227669 | THE BLUEBIRD BAKERY & DONUT CO | \$156.91 | 1154 | VHS- DONUTS FOR SENIOR CLASS |
| 227670 | J.W. PEPPER & SON, INC. | \$104.25 | 1153 | SMHS - Music |
| 227671 | AMAZON CAPITAL SERVICES | \$25.73 | 1120 | SMHS - Cable for monitor |
| 227672 | AMAZON CAPITAL SERVICES | \$399.99 | 1120 | SMHS - Admin desk |
| 227673 | AMAZON CAPITAL SERVICES | \$37.72 | 1120 | SMHS - Pots, soil |
| 227674 | AMAZON CAPITAL SERVICES | \$162.46 | 1120 | SMHS - Admin desk chair |
| 227675 | GULFCOAST SILK SCREENING | \$468.00 | 1153 | SMHS - Shirts sell |
| 227676 | GULFCOAST SILK SCREENING | \$279.00 | 1153 | SMHS - swim team caps |
| 227678 | CHRISTIAN EDWARD BASILIO | \$200.00 | 1153 | SMHS - Composition for cymbals |
| 227679 | INTERSTATE BATTERY OF | \$317.90 | 1153 | SMHS - Batteries for cleaner |
| 227680 | WARD INTERNATIONAL TRUCKS | \$3,448.46 | 1120 | SMACT - Anvil, Charger, Magnet |
| 227681 | CBT NUGGETS, LLC | \$2,396.00 | 1925 | IT/Nugget Licenses |
| 227682 | AMAZON CAPITAL SERVICES | \$4,626.26 | 1925 | IT/Tech-Chairs, CAT6 Cable |
| 227683 | AMAZON CAPITAL SERVICES | \$169.98 | 1120 | SS/Office Chair |
| 227684 | AMAZON CAPITAL SERVICES | \$597.78 | 1120 | VMS-Keyboards, Mouse |
| 227685 | BAILEY EDUCATION GROUP, LLC | \$4,550.00 | 2211 | SMU - 3 Day PD Workshop |
| 227686 | BILOXI PAPER COMPANY | \$2,512.92 | 1120 | SMACHS-Paper Towels,Trash Bags |
| 227687 | SORG PRINTING | \$22,419.00 | 1120 | DO-2023-2024 STUDENT HANDBOOK |
| 227688 | ROWELL ROOFING, INC. | \$636,500.00 | 3027 | DO-SME & SMN ROOF REPLACEMENTS |
| 227689 | AMAZON CAPITAL SERVICES | \$101.41 | 1120 | BO-FOOTREST, FILE JACKET, BIND |
| 227690 | TOTAL EQUIPMENT MAINTENANCE CO | \$103.75 | 2110 | CN - EQUIPMENT REPAIR - VLE |
| 227691 | HOTEL & RESTAURANT SUPPLY | \$4,298.00 | 2110 | CN-SMHS ICE MAKER,Water Filter |
| 227692 | GLOBAL PIG INC. DBA TAY'S BBQ | \$835.00 | 2110 | CN- MEAL FOR STAFF DEVELOPMENT |

JACKSON COUNTY SCHOOL DISTRICT
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|-----------|-------------------------------|--------------|------|--------------------------------|
| 227693 | MERCHANTS FOODSERVICE | \$43,986.23 | 2110 | CN-FROZEN FOOD 07/26/2023 |
| 227694 | CRUMBLEY PAPER CO. | \$10,604.32 | 2110 | CN-CRUMBLEY FOOD 07/26/23 |
| 227695 | CRUMBLEY PAPER CO. | \$2,312.64 | 2110 | CN CRUMBLEY PAPER 07/26/23 |
| 227696 | MACHADO PATANO, PLLC | \$765.00 | 3027 | ECU AND ECM-NEW CANOPIES |
| 227697 | AMAZON CAPITAL SERVICES | \$72.88 | 1154 | VHS- TAPESTRIES, PAINT, BANNER |
| 227698 | GOODGAMES PRINTING | \$270.00 | 1154 | VHS- ACT BANNERS |
| 227699 | BILOXI PAPER COMPANY | \$343.41 | 1152 | ECHS dust mop, handles |
| 227700 | HURLEY FARM AND FEED | \$161.00 | 1120 | ECAC weed killer |
| 227701 | FIRE CODE COMPLIANCE, LLC | \$375.00 | 1120 | ECAC bus fire extinguisher |
| 227702 | FIRE CODE COMPLIANCE, LLC | \$675.00 | 1120 | ECAC Fire extinguisher insp. |
| 227703 | SINGING RIVER GLASS LLC | \$215.00 | 1120 | ECAC bus 1412 door glass |
| 227704 | SUNBELT RENTALS, INC | \$1,796.98 | 1120 | EC/M- carpet machine rental |
| 227705 | WATERS INTERNATIONAL TRUCK | \$4,500.00 | 1120 | SM/T - AC Recovery |
| 227706 | BILOXI PAPER COMPANY | \$800.31 | 1120 | VACM- VHS Custodial Supply |
| 227707 | JOHNSTONE SUPPLY OF GULFPORT | \$3,973.94 | 1120 | COHVAC -- Refrigerant for VANS |
| 227708 | BILOXI PAPER COMPANY | \$93.72 | 1120 | DO--Cust-brooms,solution |
| 227709 | CHANCELLOR SUPPLY, INC | \$224.48 | 1120 | VAC/M- lamp |
| 227710 | BILOXI PAPER COMPANY | \$940.81 | 1120 | VACM- VmS tissue, towels,liner |
| 227711 | BILOXI PAPER COMPANY | \$1,149.74 | 1120 | VACM- VLE towels, tissue,glove |
| 227712 | LAKESHIRTS ZEPHYR LLC | \$2,040.46 | 1154 | VAC- FOOTBALL HATS |
| 227713 | AMAZON CAPITAL SERVICES | \$450.04 | 1120 | HR folders, binders, labels |
| 227714 | SOUTHERN TIRE MART, LLC | \$52.50 | 1120 | VACT 0037 Flat tire |
| 227715 | SOUTHERN TIRE MART, LLC | \$611.53 | 1120 | VACT Bus16-31,Tire install.ali |
| 227716 | ACCUTRAIN CORP | \$675.00 | 2290 | FP-CP-Innovative School SUMMIT |
| 227717 | VANCLEAVE OLD PLACE | \$4,120.00 | 1120 | SMAC-R30 insulation |
| 227718 | WARD INTERNATIONAL TRUCKS | \$277.25 | 1120 | VC/T Bus 21-2, remote control |
| 227719 | AMAZON CAPITAL SERVICES | \$617.94 | 1120 | ECMS-chairs |
| 227720 | AMAZON CAPITAL SERVICES | \$145.19 | 1120 | ECMS-highlighters, cork strip, |
| 227721 | AMAZON CAPITAL SERVICES | \$1,467.08 | 1120 | ECMS-chairs, table, toner, |
| 227722 | AMAZON CAPITAL SERVICES | \$795.84 | 1120 | ECMS-chairs, tables |
| 227723 | AMAZON CAPITAL SERVICES | \$71.90 | 1120 | ECMS-parking signs |
| 227724 | RAINBOW SPRING WATER, INC. | \$59.59 | 1120 | SMACT - Water for Aug 2023 |
| 227725 | BSN SPORTS | \$4,807.88 | 1120 | SMAC Ath Footballs, Girdle |
| 227726 | POCKET NURSE ENTERPRISES,INC. | \$542.38 | 2711 | JCTC-Stethoscopes,Bandage,Tape |
| 227727 | POCKET NURSE ENTERPRISES,INC. | \$53.98 | 2711 | JCTC-Stethoscopes,Bandage,Tape |
| 227728 | MS STATE UNIVERSITY RCU | \$175.00 | 2711 | JCTC-OnlineClassfor IT Instruc |
| 227729 | ROUSES MARKET #40 | \$148.79 | 1156 | FabLab-CulinaryCampSupplies |

JACKSON COUNTY SCHOOL DISTRICT
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|-----------|---------------------------------|--------------|------|--------------------------------|
| 227730 | RAINBOW SPRING WATER, INC. | \$44.09 | 1120 | SM/M-bottle water |
| 227731 | FRONTLINE TECHNOLOGIES GP LLC | \$28,093.85 | 1925 | IT-Helpdesk |
| 227732 | PERFORMANCE BASED EDUCATION | \$675.00 | 1120 | VMS-Professional Development |
| 227733 | RAINBOW SPRING WATER, INC. | \$28.59 | 1120 | SMMS-5 gallon water jugs /meds |
| 227734 | HALLS ENGRAVING | \$220.00 | 1120 | SMMS - 4x12 Nameplates |
| 227735 | AMAZON CAPITAL SERVICES | \$250.38 | 1120 | SMMS- bullhorns, calendar, org |
| 227736 | AMAZON CAPITAL SERVICES | \$788.98 | 1120 | SMMS - conference table, chair |
| 227737 | ADVANCE AUTO PARTS HURLEY | \$128.10 | 1120 | ECAC Filter, Oil Trk 7015859 |
| 227738 | FRED'S JANITORIAL LLC | \$3,000.00 | 1120 | ECAC summer floor waxing |
| 227739 | ACE DATA STORAGE INC | \$585.00 | 1120 | ECAC shredding for schools |
| 227740 | INSTRUCTURE, INC. | \$121,249.21 | 2598 | FP-EIII-Instructure |
| 227743 | CONTINENTAL FLOORING COMPANY | \$876.21 | 2594 | FP-EII&III-ECAC flooring |
| | | \$147,038.79 | 2598 | FP-EII&III-ECAC flooring |
| 227747 | HERSHEY'S ICE CREAM | \$4,005.32 | 2110 | CN-ICE CREAM - JULY 2023 |
| 227748 | SUNRISE FRESH PRODUCE | \$5,397.90 | 2110 | CN - PRODUCE 07/26/23 |
| 227749 | CINTAS CORPORATION | \$74.61 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227750 | CINTAS CORPORATION | \$47.16 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227751 | CINTAS CORPORATION | \$78.89 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227752 | CINTAS CORPORATION | \$52.39 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227753 | CINTAS CORPORATION | \$87.75 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227754 | CINTAS CORPORATION | \$39.72 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227755 | CINTAS CORPORATION | \$60.24 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227756 | CINTAS CORPORATION | \$30.30 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227757 | CINTAS CORPORATION | \$46.86 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227758 | CINTAS CORPORATION | \$58.50 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227759 | CINTAS CORPORATION | \$50.28 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227760 | CINTAS CORPORATION | \$46.98 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227761 | CINTAS CORPORATION | \$29.07 | 2110 | CN - FOOD PRODUCTION SUPPLIES |
| 227762 | SUNRISE FRESH PRODUCE | \$5,521.15 | 2110 | CN - PRODUCE 08/02/23 |
| 227763 | TOTAL EQUIPMENT MAINTENANCE CO | \$113.75 | 2110 | CN - EQUIPMENT REPAIR - VUE |
| 227764 | TOTAL EQUIPMENT MAINTENANCE CO | \$247.80 | 2110 | CN - EQUIPMENT REPAIR - SMH |
| 227765 | PORTIONPAC/SFSPAC FOODSAFETY | \$3,516.63 | 2110 | CN - SANITATION SERVICES |
| 227766 | PRAIRIE FARMS DAIRY | \$4,609.39 | 2110 | CN-MILK - JULY 2023 |
| 227767 | JACK C.PICKETT, ATTORNEY AT LAW | \$500.00 | 1120 | DO-LEGAL SERVICES FY23-FY24 |
| 227768 | JACK C.PICKETT, ATTORNEY AT LAW | \$10,421.15 | 1120 | 2023-24 LEGAL SERVICES |
| 227769 | JCSD BUS MILEAGE REIMBURSEMENT | \$620.70 | 1152 | ECAC mileage reimbursement |
| 227770 | NEWELL PAPER COMPANY | \$1,165.68 | 1120 | ECAC floor wax |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|---------------------------------|
| 227771 | WARING OIL COMPANY | \$2,730.00 | 1120 | ECAC bus oil |
| 227772 | REV 19 PAYK12 LLC. COREY YOUNG | \$1,033.39 | 1152 | ECHS student athletic passes |
| 227773 | AMAZON CAPITAL SERVICES | \$388.42 | 1120 | EC/T- A/C expansion valve |
| 227774 | BILOXI PAPER COMPANY | \$187.48 | 1120 | ECAC storage boxes HS library |
| 227775 | LOWES COMPANIES, INC. | \$227.08 | 1120 | ECAC sandpaper, concrete |
| 227776 | FRED'S JANITORIAL LLC | \$3,000.00 | 1120 | VACM- Summer Floor Restoration |
| 227777 | NATIONAL ASSOCIATION OF ESEA | \$629.00 | 2290 | FP-CP&I-ESEA hotel & conference |
| 227778 | EV CHARGE SOLUTIONS | \$21,335.00 | 2902 | DO-3 DUAL PEDESTAL CHARGERS |
| 227779 | AMAZON CAPITAL SERVICES | \$37.20 | 1120 | VMS- locks for file cabinet |
| 227780 | GULF COAST ED INITIATIVE CONS | \$600.00 | 1925 | IT/ITS GCEIC Registration Fee |
| 227781 | FINALSITE | \$13,324.00 | 1925 | IT/Website |
| 227782 | AMAZON CAPITAL SERVICES | \$179.94 | 1120 | SMEE- Light Strips |
| 227783 | QUAVERED, INC. | \$1,500.00 | 1120 | SMEE- Music Curriculum License |
| 227784 | AMAZON CAPITAL SERVICES | \$585.04 | 1153 | SMEE Activity-Rugs |
| 227785 | AMAZON CAPITAL SERVICES | \$2,039.15 | 1120 | SMEE Kindergarten- Art Frames |
| 227786 | JOHNSON COLLISION CENTER, INC | \$2,288.00 | 1120 | VC/T- Floor repair |
| 227787 | JOHNSON COLLISION CENTER, INC | \$1,505.00 | 1120 | VACT 0431 Roof escape hatch |
| 227788 | WARD INTERNATIONAL TRUCKS | \$279.36 | 1120 | VACT Fleet Switch rock, lights |
| 227789 | WARD INTERNATIONAL TRUCKS | \$1,517.84 | 1120 | VACT Bus19-brake parts, diagno |
| 227790 | WARD INTERNATIONAL TRUCKS | \$1,301.81 | 1120 | VC/T Bus 8- front bumper |
| 227791 | BILOXI PAPER COMPANY | \$199.01 | 1120 | VACT-Hand soap, tissue, tape |
| 227792 | BILOXI PAPER COMPANY | \$609.29 | 1120 | VACT Bus Cleaning supplies |
| 227793 | ROBERT J YOUNG CO. LLC | \$58.09 | 1935 | FabLab - Copies over Contract |
| 227794 | BILOXI PAPER COMPANY | \$1,294.78 | 2711 | JCTC-TrashBags,Tissue,Soap,Cle |
| 227795 | AMAZON CAPITAL SERVICES | \$29.98 | 2711 | JCTC - Plastic Pocket Folders |
| 227796 | AMAZON CAPITAL SERVICES | \$144.39 | 2711 | JCTC - Black Toner |
| 227797 | AMAZON CAPITAL SERVICES | \$120.64 | 2711 | JCTC - Black Toner |
| 227798 | AMAZON CAPITAL SERVICES | \$269.91 | 1120 | SMEE- Cutout, Lights, Rockets |
| 227799 | AMAZON CAPITAL SERVICES | \$529.14 | 1120 | SMEE- Cutout, Lights, Rockets |
| 227800 | OTC BRANDS INC. | \$406.87 | 1120 | SMEE- Cardboard Cutouts |
| 227801 | COMPLETE CONTRACTING, LLC | \$21,570.00 | 3027 | SM-FOOTBALL SIDEWALK |
| 227802 | ENGINEERED COOLING SERVICES | \$1,500.00 | 1120 | CO- Water Tx-HVAC |
| 227803 | BLOSSMAN GAS, INC | \$1,429.87 | 1120 | VACM-ECAC Propane |
| 227804 | BILOXI PAPER COMPANY | \$638.63 | 1120 | VACM- VUE towels, tissues,soap |
| 227805 | COMPLETE CONTRACTING, LLC | \$2,298.73 | 1120 | VC/M Floor Sealer |
| 227806 | JOHNSTONE SUPPLY OF GULFPORT | \$99.85 | 1120 | SMHS HVAC Band Contactor, Filte |
| 227807 | COMPLETE CONTRACTING, LLC | \$4,947.38 | 1120 | VC/M VUE Roof Repairs |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------------|--------------|------|--------------------------------|
| 227808 | VANCLEAVE OLD PLACE | \$78.72 | 1120 | VAC/M-lumber,bolts, |
| 227809 | PRO-LOCK | \$99.00 | 1120 | VAC/M- door knobs,keys |
| 227810 | VANCLEAVE OLD PLACE | \$23.98 | 1120 | VC/M- gnat spray |
| 227811 | SIEMENS INDUSTRY, INC. | \$390.00 | 1120 | SMHS-HVAC-diagnostic labor |
| 227812 | PRO-LOCK | \$157.00 | 1120 | VAC/M- door knobs,cylinder |
| 227813 | BEEBE'S PEST & TERMITE CONTROL | \$1,500.00 | 1120 | DO-PEST CONTROL SERVICE-23-24 |
| 227814 | AMAZON CAPITAL SERVICES | \$370.34 | 1120 | VUE Nurse Ice maker |
| 227815 | PDQ PRINTING, INC CUST#137 | \$297.00 | 1120 | SMHS - School Passes |
| 227816 | RAINBOW SPRING WATER, INC. | \$51.84 | 1120 | SMHS - Water |
| 227817 | ASHTON STANLEY | \$200.00 | 1153 | SMHS - Tech rewrites |
| 227818 | AMAZON CAPITAL SERVICES | \$35.97 | 1120 | SMHS - Gardening pots |
| 227819 | AUTOZONE OCEAN SPRINGS | \$102.66 | 1120 | SMAC-oil and oil filter |
| 227820 | BILOXI PAPER COMPANY | \$1,669.80 | 1120 | SMAC-Paper towels, COG, soap |
| 227821 | AMAZON CAPITAL SERVICES | \$2,747.80 | 2211 | SMEE Title - Kids Art Frames |
| 227822 | LOWES COMPANIES, INC. | \$201.05 | 1120 | ECAC wire, tape, screws,blades |
| 227823 | MARTY DIMAURO | \$225.00 | 1154 | VAC- VOLLEYBALL ASSIGN FEE |
| 227824 | BSN SPORTS | \$88.00 | 1154 | VAC- G SOCCER SHORTS/ TOP |
| 227825 | AMAZON CAPITAL SERVICES | \$169.68 | 1120 | SMU - Rugs x 2 |
| 227826 | FOLLETT SCHOOL SOLUTIONS INC | \$239.84 | 1120 | ECHS-Library Books |
| 227827 | AMAZON CAPITAL SERVICES | \$1,869.72 | 1120 | ECHS-TV/Paper/Holder |
| 227828 | NEWELL PAPER COMPANY | \$1,281.00 | 1120 | ECHS-Copy Paper |
| 227829 | AMAZON CAPITAL SERVICES | \$44.99 | 1120 | ECHS-Printer Cart |
| 227830 | ENRICHMENT PLUS | \$27,731.00 | 1120 | DO-Curr 900 biology 800 US His |
| 227831 | AMAZON CAPITAL SERVICES | \$792.35 | 1120 | ECHS-Staples, file folders |
| 227832 | AMAZON CAPITAL SERVICES | \$269.90 | 1120 | ECHS-Keyboard, Mouse, Pencils |
| 227833 | AMAZON CAPITAL SERVICES | \$140.84 | 1901 | SBAC - White Board/IPad case |
| 227834 | BSN SPORTS | \$20,919.60 | 1120 | SMAC Ath Football Uniforms |
| 227835 | COMMERCIAL INTERIORS | \$960.00 | 1120 | ECAC flooring |
| 227836 | FRED'S JANITORIAL LLC | \$550.00 | 1120 | ECAC clean/wax tile hallway |
| 227837 | TRAFERA, LLC | \$15,808.88 | 2594 | FP-EIII-Class VR Headsets |
| | | \$1,661.17 | 2811 | FP-EIII-Class VR Headsets |
| | | \$8,918.49 | 2211 | FP-EIII-Class VR Headsets |
| | | \$7,597.53 | 2598 | FP-EIII-Class VR Headsets |
| 227838 | COMMERCIAL INTERIORS | \$21,217.47 | 2594 | FP-EII-ECAC Flooring project |
| 227839 | COMPLETE CONTRACTING, LLC | \$17,965.54 | 2598 | FP-EIII-#54-VLE Library floor |
| 227840 | LEXIA LEARNING SYSTEMS | \$16,500.00 | 2598 | FP-EIII-Lexia Learning |
| 227841 | SCHOLASTIC MAGAZINES | \$14,660.54 | 2598 | FP-EIII-Scholastic Magazines |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|------------------------------|--------------|------|---------------------------|
| 227842 | EDUCAIDE SOFTWARE | \$11,635.00 | 2598 | FP-EIII-Educaide Software |
| 227843 | BUSINESS COMMUNICATIONS, INC | \$211,476.15 | 3027 | IT-INTERCOM SYSTEMS |
| 227844 | DOCK, KAREN | \$65.00 | 1120 | CDL Renewal |
| 227845 | BURGESS, WINTER | \$65.00 | 1120 | CDL Renewal |
| 227846 | BRELAND, AUDREY | \$65.00 | 1120 | CDL Renewal |
| 227847 | TRAMMELL, JUDY DIANE | \$86.80 | 1120 | CDL Medical Exam |
| 227848 | CLARK, THOMAS GREGORY | \$65.00 | 1120 | CDL Renewal |
| 227849 | APRIL CHARLES | \$167.80 | 1120 | CDL & Medical Exam |
| 227850 | JORDAN COOPER ROBERTSON | \$41.92 | 1925 | Mileage Reimbursement |
| 227851 | DEVERS, BRANDI | \$24.24 | 2711 | Mileage Reimbursement |
| 227852 | WARE, SONYA | \$27.56 | 1120 | Mileage Reimbursement |
| 227853 | INABINETTE, KAMANI | \$78.86 | 1120 | Mileage Reimbursement |
| 227854 | BENNETT, DANIELLE M | \$83.25 | 1120 | Mileage Reimbursement |
| 227855 | DAVIS, CURTIS | \$137.68 | 2610 | Mileage Reimbursement |
| 227856 | KANODE, JESSE | \$29.61 | 1153 | Mileage Reimbursement |
| 227857 | TRITLEY, JOHN | \$6.55 | 2599 | Mileage Reimbursement |
| 227858 | LOWERY, TIFFANY | \$37.60 | 1120 | Mileage Reimbursement |
| 227859 | BAGGETT, DAVID | \$238.55 | 1120 | Mileage Reimbursement |
| 227860 | BICKNELL, SHAWNA | \$43.75 | 1120 | Mileage Reimbursement |
| 227861 | WAGES, REBECCA | \$103.75 | 2711 | Mileage Reimbursement |
| 227862 | WAGES, NIC | \$91.70 | 2711 | Mileage Reimbursement |
| 227863 | PHILLIPS, DUSTIN | \$103.75 | 2711 | Mileage Reimbursement |
| 227864 | WINANS, NICOLE | \$255.13 | 1935 | Mileage Reimbursement |
| 227865 | CHRIS LEBATARD | \$68.71 | 1120 | Mileage Reimbursement |
| 227866 | WHITEHEAD, SHAINA | \$30.92 | 2110 | Mileage Reimbursement |
| 227867 | HALL, TONYA L. | \$56.85 | 2110 | Mileage Reimbursement |
| 227868 | KEY, MICKIE | \$190.34 | 2110 | Mileage Reimbursement |
| 227869 | YENNIE, KIMBERLY | \$7.73 | 2110 | Mileage Reimbursement |
| 227870 | HEATHER HUDSON | \$103.75 | 2711 | Mileage Reimbursement |
| 227871 | BERTAGNOLLI, LISA | \$194.40 | 1935 | Mileage Reimbursement |
| 227872 | REDMOND, CYNTHIA | \$23.32 | 2110 | Mileage Reimbursement |
| 227873 | JONES, ALICIA | \$253.09 | 2110 | Mileage Reimbursement |
| 227874 | NACOL, MARLANA | \$24.24 | 2110 | Mileage Reimbursement |
| 227875 | GRETA SMITH | \$53.51 | 2110 | Mileage Reimbursement |
| 227876 | OVERSTREET, AMBER | \$23.58 | 2110 | Mileage Reimbursement |
| 227877 | ODOM, LAVONDIA | \$63.54 | 2110 | Mileage Reimbursement |
| 227878 | STRICKLER, JENNIFER | \$91.11 | 2110 | Mileage Reimbursement |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|--------------------------|--------------|------|-----------------------|
| 227879 | JACKSON, JANINE | \$9.63 | 2110 | Mileage Reimbursement |
| 227880 | VYONIE JOHNSON | \$36.00 | 1120 | CDL Renewal |
| 227881 | STRICKLER, JENNIFER | \$275.72 | 2110 | TRAVEL REIMBURSEMENT |
| 227883 | BEAN, BRIEANNA | \$88.43 | 1155 | TRAVEL REIMBURSEMENT |
| 227884 | PHILLIPS, DUSTIN | \$318.40 | 2711 | Mileage Reimbursement |
| 227885 | HUMPHREYS, RICHARD | \$196.21 | 1153 | TRAVEL REIMBURSEMENT |
| 227886 | PHILLIPS, DUSTIN | \$513.52 | 2711 | TRAVEL REIMBURSEMENT |
| 227887 | WINDHAM, JEFFREY | \$45.92 | 1925 | MILEAGE REIMBURSEMENT |
| 227888 | BOYDA, KYLE | \$36.03 | 1925 | Mileage Reimbursement |
| 227889 | SIMPSON, KELLY | \$110.00 | 1120 | CDL Medical Exam |
| 227890 | ANDERSON, CYNTHIA K | \$75.00 | 1120 | CDL Medical Exam |
| 227891 | GAVIN, DANA MARIE | \$110.00 | 1120 | CDL Medical Exam |
| 227892 | BOEDECKER, WILLIARD | \$110.00 | 1120 | CDL Medical Exam |
| 227893 | HILLIARD, JASON | \$110.00 | 1120 | CDL Medical Exam |
| 227894 | COLE, RONA S | \$110.00 | 1120 | CDL Medical Exam |
| 227895 | BROWN, JESSICA | \$86.80 | 1120 | CDL Medical Exam |
| 227896 | GRAUPE, STEPHANIE | \$110.00 | 1120 | CDL Medical Exam |
| 227897 | BAILEY, KARLA | \$125.00 | 1120 | CDL Medical Exam |
| 227898 | FINCHER, BRANDY COE | \$65.00 | 1120 | CDL Renewal |
| 227899 | PERKINS, JAMES M. | \$110.00 | 1120 | CDL Medical Exam |
| 227900 | COCHRAN, MATTHEW DAWAYNE | \$110.00 | 1120 | CDL Medical Exam |
| 227901 | WICKER, DENISE | \$110.00 | 1120 | CDL Medical Exam |
| 227902 | BROWN, ROGER | \$110.00 | 1120 | CDL Medical Exam |
| 227903 | ZACHARY HAARALA | \$110.00 | 1120 | CDL Medical Exam |
| 227904 | HOLLOWAY, DWIGHT | \$110.00 | 1120 | CDL Medical Exam |
| 227905 | HENSON, JOSHUA DANIEL | \$110.00 | 1120 | CDL Medical Exam |
| 227906 | WILSON, JUSTIN | \$110.00 | 1120 | CDL Medical Exam |
| 227907 | WELLMAN, SUSAN | \$110.00 | 1120 | CDL Medical Exam |
| 227908 | DIEHL, CAROLINE ALLISON | \$110.00 | 1120 | CDL Medical Exam |
| 227909 | KENNEDY, DAVID | \$110.00 | 1120 | CDL Medical Exam |
| 227910 | RYCKI CHATMAN | \$100.00 | 1120 | CDL Medical Exam |
| 227911 | NEELY, WILLIE MAE | \$110.00 | 1120 | CDL Medical Exam |
| 227912 | ANTONINI, JAMES | \$135.00 | 1120 | CDL Medical Exam |
| 227914 | SCHOON-ROCCO, KRISTINA | \$9.17 | 2290 | Mileage Reimbursement |
| 227915 | WILLIAMS, KIMBERLY | \$126.15 | 2290 | Mileage Reimbursement |
| 227916 | TILLMAN, LESLIE | \$54.56 | 2290 | Mileage Reimbursement |
| 227917 | PEARSON, RUSTIN | \$83.45 | 1925 | Mileage Reimbursement |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|-----------|----------------------------|--------------|------|--------------------------------|
| 227918 | BARNETT, SHELLY | \$5.24 | 1120 | Mileage Reimbursement |
| | | \$16.24 | 1925 | Mileage Reimbursement |
| | | \$22.60 | 2211 | Mileage Reimbursement |
| 227919 | CASE, BRANDON | \$73.62 | 1925 | Mileage Reimbursement |
| 227920 | MYERS, WILLIAM | \$331.36 | 1925 | Mileage Reimbursement |
| 227921 | JOHNSON, BRANDY | \$107.94 | 1925 | Mileage Reimbursement |
| 227922 | DOBSON, AMY | \$17.55 | 1120 | 2023-24 MILEAGE REIMBURSEMENT |
| 227923 | LEE, J KEITH | \$13.23 | 1120 | 2023-24 MILEAGE REIMBURSEMENT |
| 227924 | HOWELL, JORY | \$17.03 | 1120 | 2023-24 MILEAGE REIMBURSEMENT |
| 227925 | DICKERSON, GLENN | \$27.38 | 1120 | 2023-24 MILEAGE REIMBURSEMENT |
| 227926 | HOLLY ROBBINS | \$98.97 | 1925 | Mileage Reimbursement |
| 227927 | TAMARA STEWART | \$21.75 | 2110 | Mileage Reimbursement |
| 227928 | GUAGGENTI, LAUREN | \$327.56 | 2811 | TRAVEL REIMBURSEMENT |
| 227929 | SCHOON-ROCCO, KRISTINA | \$258.76 | 1902 | TRAVEL REIMBURSEMENT |
| 227930 | LEPOMA, DEAN | \$102.90 | 1154 | VAC- MAC CLINC REIMBURSEMENTS |
| 227931 | CDW GOVERNMENT, INC. | \$5,907.36 | 2711 | VMS-Cyber Foundations |
| 227932 | HOLLAND HERITAGE FURNITURE | \$3,816.00 | 1152 | ECUE library student chairs |
| 227933 | COAST GOLF LLC | \$175.00 | 1154 | VAC- BOYS GOLF TOURN FEE |
| 227934 | BADGEPASS, INC | \$3,889.00 | 1120 | HR-Software Support Agreement |
| 227935 | SINGING RIVER HEALTH- | \$950.00 | 1120 | HR-Pre Employment Drug Testing |
| 227936 | BARONICH, NICOLE | \$200.14 | 2811 | TRAVEL REIMBURSEMENT |
| 227937 | TIFFANY JONES | \$192.87 | 2811 | TRAVEL REIMBURSEMENT |
| 227938 | KARLA FOX | \$652.36 | 2811 | TRAVEL REIMBURSEMENT |
| 227939 | BARNETT, SHELLY | \$436.40 | 2211 | FP-I-Airfare for ESEA conf. |
| 227940 | TILLMAN, LESLIE | \$436.40 | 2290 | FP-CP-Airfare for ESEA conf. |
| 227941 | SCHOON-ROCCO, KRISTINA | \$436.40 | 2290 | FP-CP-Airfare for ESEA conf. |
| 227942 | WILLIAMS, KIMBERLY | \$319.40 | 2290 | FP-CP-Airfare InnovativeSUMMIT |
| 227943 | WILLIAMS, KIMBERLY | \$436.40 | 2290 | FP-CP-Airfare for ESEA conf. |
| 227944 | HARRIS, ANASTASIA | \$436.40 | 2211 | FP-I-Airfare for ESEA conf. |
| 227945 | COLLIER, LATISHA | \$699.33 | 1153 | TRAVEL REIMBURSEMENT |
| 227946 | HERBERT HILL BURT | \$165.00 | 1120 | CDL Medical Exam |
| 227947 | KURTIS MYERS | \$191.00 | 1120 | CDL & Medical Exam |
| 227948 | ERIC GORDON | \$110.00 | 1120 | CDL Medical Exam |
| 227949 | JEREMIAH DUNNINGS | \$191.00 | 1120 | CDL & Medical Exam |
| 227950 | WEST, WARREN | \$110.00 | 1120 | CDL Medical Exam |
| 227951 | CASSIDY, J C | \$93.50 | 1154 | VAC- MAC CLINC REIMBURSEMENTS |
| 227952 | ZACHARY HAARALA | \$30.78 | 1154 | VAC- MAC CLINC REIMBURSEMENTS |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Claim No. | Claimant Name | Claim Amount | Fund | Description |
|------------------|-------------------------------|---------------------|-------------|--------------------------------|
| 227953 | JASON MCDONALD | \$32.50 | 1154 | VAC- MAC CLINC REIMBURSEMENTS |
| 227954 | WEST, WARREN | \$113.04 | 1154 | VAC- MAC CLINC REIMBURSEMENTS |
| 227955 | EDWARDS, JUSTIN | \$128.48 | 1154 | VAC- MAC CLINC REIMBURSEMENTS |
| 227956 | ENCORE REHABILITATION, INC | \$2,500.00 | 1120 | DO-ATHLETIC TRAINING AUTO RENE |
| 227957 | NATIONAL ASSOCIATION OF ESEA | \$1,745.00 | 1901 | SPED ESEA hotel and conference |
| 227958 | PEARSON CLINICAL ASSESSMENTS | \$5,087.25 | 2213 | SMMS - Review360 behavior |
| 227959 | CURRICULUM ASSOCIATES, LLC | \$74,629.57 | 2598 | FP-EIII-Curriculum Associates |
| 227960 | EXPLORE LEARNING | \$20,758.50 | 2598 | FP-EIII-Explore Learning 1 yr |
| 227961 | NORTH MS EDUCATION CONSORTIUM | \$3,250.00 | 2211 | SMU - CEC Registration |

Total for Docket: \$3,502,905.54

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

Claim No.: ALL

AP Dates: ALL

Claim Status: Open

Total Expenditures By Fund

| Fund | Description | Claim Amount |
|-------------------------|------------------------------------|-----------------------|
| 1120 | DISTRICT MAINTENANCE | \$410,224.81 |
| 1130 | SPECIAL EDUCATION | \$5,033.46 |
| 1152 | EAST CENTRAL ACTIVITY | \$5,813.50 |
| 1153 | ST MARTIN ACTIVITY | \$4,589.78 |
| 1154 | VANCLEAVE ACTIVITY | \$6,252.11 |
| 1155 | JCTC ACTIVITY | \$1,208.22 |
| 1156 | FABLAB ACTIVITY | \$1,309.69 |
| 1901 | MEDICAID SBAC FUND | \$1,885.84 |
| 1902 | COMDATA NETWORK | \$258.76 |
| 1925 | TECHNOLOGY FUND | \$187,835.47 |
| 1935 | FAB LAB JACKSON COUNTY | \$507.62 |
| 2110 | SCHOOL FOOD SERVICE | \$340,393.68 |
| 2211 | TITLE I - A | \$23,647.41 |
| 2213 | TITLE I-1003(a) SCHOOL IMPROVEMENT | \$5,154.65 |
| 2290 | TITLE I COST POOL | \$3,122.48 |
| 2594 | ESSER II | \$758,564.64 |
| 2598 | ESSER III | \$681,519.00 |
| 2599 | IDEA B (ARP) | \$6.55 |
| 2610 | IDEA PART B | \$267.68 |
| 2711 | CTE - BASIC FUND (LOCAL & STATE) | \$35,763.41 |
| 2811 | TITLE IV, PART A | \$3,034.10 |
| 2902 | MDEQ VW DIESEL EMISSIONS | \$21,335.00 |
| 2988 | PLTW-VMS | \$8,750.00 |
| 3027 | CONTRUCTION AND IMPROVEMENTS | \$995,435.68 |
| 7310 | PAYROLL CLEARING FUND | \$992.00 |
| Total for Funds: | | \$3,502,905.54 |

Total Expenditures By Unit

| Unit | Description | Claim Amount |
|------|-------------------------------|----------------|
| 00 | | \$992.00 |
| 01 | DISTRICT WIDE | \$2,051,504.85 |
| 02 | EAST CENTRAL UPPER ELEMENTARY | \$12,469.74 |
| 04 | EAST CENTRAL MIDDLE SCHOOL | \$180,982.46 |

JACKSON COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/14/2023

| Total Expenditures By Unit | | |
|-----------------------------------|--------------------------------|-----------------------|
| Unit | Description | Claim Amount |
| 06 | EAST CENTRAL HIGH SCHOOL | \$25,753.81 |
| 10 | ST. MARTIN NORTH ELEMENTARY | \$329,589.35 |
| 11 | ST. MARTIN HIGH SCHOOL | \$197,590.99 |
| 13 | ST. MARTIN UPPER ELEMENTARY | \$22,814.84 |
| 14 | ST. MARTIN EAST ELEMENTARY | \$335,754.58 |
| 16 | VANCLEAVE UPPER ELEMENTARY | \$7,535.23 |
| 18 | VANCLEAVE MIDDLE SCHOOL | \$51,630.04 |
| 20 | VANCLEAVE HIGH SCHOOL | \$20,303.53 |
| 22 | EAST CENTRAL LOWER ELEMENTARY | \$13,917.27 |
| 24 | ST.MARTIN MIDDLE SCHOOL | \$21,298.68 |
| 26 | VANCLEAVE LOWER ELEMENTARY | \$10,658.84 |
| 30 | VANCLEAVE ATTENDANCE CENTER | \$68,582.01 |
| 50 | EAST CENTRAL ATTENDANCE CENTER | \$40,415.81 |
| 70 | ST. MARTIN ATTENDANCE CENTER | \$102,659.77 |
| 90 | VOCATIONAL TECHNOLOGY CENTER | \$7,142.05 |
| 92 | FABLAB | \$1,309.69 |
| Total for Units: | | \$3,502,905.54 |

APPROVED THIS THE _____ DAY OF _____, _____

 PRESIDENT

 SECRETARY



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Selected Document

Section: G Personnel

Policy Code: GGBI Salary Scale: Maintenance / Mechanic /District Painter

Policy:

Salary Scale: Maintenance/Mechanic and District Painter

The base salary for Maintenance/Mechanic/District Painter staff shall be as follows:

| | <u>Mech I (Head) District Painter</u> | <u>Mech II (Asst)</u> |
|-----------------|---------------------------------------|------------------------|
| <u>Yrs. Exp</u> | <u>Maint I (Head)</u> | <u>Maint II (Asst)</u> |
| 0 | \$19.35 | \$17.08 |
| 1 | \$19.60 | \$17.33 |
| 2 | \$19.85 | \$17.58 |
| 3 | \$20.10 | \$17.83 |
| 4 | \$20.35 | \$18.08 |
| 5 | \$20.60 | \$18.33 |
| 6 | \$20.85 | \$18.58 |
| 7 | \$21.10 | \$18.83 |
| 8 | \$21.35 | \$19.08 |
| 9 | \$21.60 | \$19.33 |
| 10 | \$21.85 | \$19.58 |
| 11 | \$22.10 | \$19.83 |
| 12 | \$22.35 | \$20.08 |
| 13 | \$22.60 | \$20.33 |
| 14 | \$22.85 | \$20.58 |
| 15 | \$23.10 | \$20.83 |
| 16 | \$23.35 | \$21.08 |
| 17 | \$23.60 | \$21.33 |
| 18 | \$23.85 | \$21.58 |
| 19 | \$24.10 | \$21.83 |
| 20 | \$24.35 | \$22.08 |
| 21 | \$24.60 | \$22.33 |
| 22 | \$24.85 | \$22.58 |
| 23 | \$25.10 | \$22.83 |
| 24 | \$25.35 | \$23.08 |
| 25 | \$25.60 | \$23.33 |
| 26 | \$25.85 | \$23.58 |
| 27 | \$26.10 | \$23.83 |
| 28 | \$26.35 | \$24.08 |
| 29 | \$26.60 | \$24.33 |
| 30 | \$26.85 | \$24.58 |
| 31 | \$27.10 | \$24.83 |
| 32 | \$27.35 | \$25.08 |
| 33 | \$27.60 | \$25.33 |
| 34 | \$27.85 | \$25.58 |

35

\$28.10

\$25.83

Employees will be paid in twelve (12) monthly payments with the hourly rate being based on working 1,856 hours annually.

Staff filling the positions of Maintenance I/Mechanic I/**District Painter**, and Maintenance II/Mechanic II may be credited with a maximum of three years work experience if the previous employment was in requiring skills related to these positions. Verification of this experience must be provided by previous employer(s).

Staff shall work a minimum of forty (40) hours per week with the hours set by the particular school. A copy of these hours will be submitted to the Superintendent/Board of Education annually changes develop.

The Assistant Superintendent for the Attendance Center shall recommend the person for the category of employment with one Maintenance I and one Mechanic I at each Attendance Center.

Mechanics at an attendance center which operates 1-30 bus routes (including full regular, vocational, and special education) shall be on regular scale. Those at an attendance center operates 30-39 bus routes shall be paid for an additional year of experience above scale, and at an attendance center which operates 40+ bus routes shall be paid for an additional two years experience above scale.

Exhibits:

Regulations:

References:

Original Adopted Date: 7/24/2008
Approved/Revised Date: 3/15/2022

Status: Adopted
Record Id: 311288

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Thursday, June 15, 2023


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0 Selected Document

Section: G Personnel

Policy Code: GFABFA Job Description: Nurse

Policy:

QUALIFICATIONS:

1. Holds MS credentials as a registered nurse and holds an w/restricted license, BSN preferred.
2. Certified in CPR.
3. Demonstrated success in performing job duties.

REPORTS TO:

School Principal and Assistant Superintendent

DUTIES:

1. Provides preventive health services to facilitate the student's optimal physical, mental, emotional and social growth and development.
2. Supports the education process by working to assure the health of the students.
3. Provides health assessments.
4. Obtains a health history.
5. Screens and evaluates findings of deficit in vision, hearing, scoliosis, growth, etc. For students failing the vision testing and/or hearing testing, a follow-up testing is conducted. For students failing the second vision and/or hearing, the nurse will send a letter to the parents recommending that the student be examined by an ophthalmologist and/or audiologist.
6. Conducts vision and/or hearing, upon parent or teacher request, on any student who is suspected of having visual or hearing problems or students being referred for gifted screening.
7. Conducts vision and hearing screening on students having academic difficulties to determine if a hearing and/or vision loss is the cause of the academic difficulties prior to instructional intervention.
8. Observes children for development and health patterns in making nursing assessments.
9. Develops and implements student health plans.
10. Interprets the health status of students to parents and school personnel.
11. initiates referral to parents, school personnel or community health resources for intervention, remediation and follow through.
12. Provides ongoing health counseling with students, parents, school personnel, or health agencies.
13. Utilizes existing health resources to provide appropriate care of students.
14. Maintains, evaluates, and interprets cumulative health data to accommodate individual needs of students.
15. Plans and implements school health management protocols including action plans for students with chronic health problems.
16. Develops procedures and provides for emergency nursing management for injuries/illnesses.
17. Promotes and assists in the control of communicable diseases.
18. Serves as a resource person to the school staff members in health instruction.
19. Coordinates school and community health activities and serves as a liaison health professional between the home, school and community.
20. Provides consultation in the formation of health policies, goals and objectives for the school district.
21. Where applicable, participates in the IEP plan development.
22. Performs such other duties as may be assigned by the Principal and as mandated by the MS Department of Education.
23. Conducts professional development activities related to medical needs of students.
24. Plans and implements procedures/policies for assistance with medication administration.
25. Collaborates with physical education instructors/coaches to support healthy physical education programs.
26. Collaborates with food service employees to support healthy nutrition programs.
27. Collaborates with staff to implement activities to promote health and prevention of tobacco, alcohol and substance use/abuse.
28. Acts as a resource person in promoting health careers to students.
29. Collaborates with guidance staff/administration to promote dropout prevention.
30. Identifies health and safety concerns in the school environment, promoting a safe environment.
31. Collects and reports clinical data as appropriate for MOE, MSDH, or various grant administrators as appropriate.
32. Will coordinate vision and hearing screening for all kindergarten through fourth grades in the school district. For those students failing the vision testing and/or hearing testing, a follow-up testing is conducted. For those students failing the second vision and/or hearing, the nurse will send a letter to the parents recommending that the student be examined by an ophthalmologist and/or audiologist.

33. Will conduct vision and/or hearing, upon -teacher request, on any student who is suspected of having visual or hearing problems or students being referred for gifted screening.

TERMS OF EMPLOYMENT:

To be employed for 187 days.

EVALUATION:

Performance in this position shall be evaluated regularly and informally by the school principal and/or the assistant superintendent.

ESSER funded positions are temporary positions that will only be available through [June 2024](#) ~~December 2024~~.

Exhibits:

Regulations:

References:

Original Adopted Date: 11/8/2010

Status: Adopted

Approved/Revised Date: [July 10, 2023](#) ~~6/14/2021~~

Record Id: 304599



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Quote ID
Q-275060

Valid Until
Sunday, September 3rd, 2023

Contact Name
Dana Brewer

Schedule A – Revision

This Contract Revision Form replaces and supersedes Schedule A to the Client Agreement signed on 9/15/2022 between the Vector Solutions entity and the Client named below as of the Effective Date (Contract Revision Order No. 1 Effective Date).

Date: Friday, July 21, 2023

Client Information

| | |
|--|---|
| Client Name: Jackson County School District | |
| Address: 4700 Colonel Vickrey Rd Vanceleave, MS 39565 | |
| Primary Contact Name: Karen Glass | Primary Contact Phone: 228-283-3000 |

Agreement Term

| | |
|--------------------------------------|-----------------------------------|
| Effective Date: 10/28/2023 | Initial Term: 12 months |
|--------------------------------------|-----------------------------------|

Invoicing Contact Information (Please fill in missing information)

| | | | |
|---|-------------|---|---------------------------------|
| Billing Contact Name: Karen Glass | | | |
| Billing Address: PO Box 5069 4700 Colonel Vickrey Rd. Vanceleave, Mississippi 39565 | | Billing Phone: (228) 283-3000 | |
| Billing Email: kgj474@jcsd.ms | PO#: | Billing Frequency: Annual | Payment Terms: Net 30 |

Fees

| Product Code | Product Name | Description | Qty | Price | Sub Total |
|--------------|---|--|-------|------------|------------|
| SLSST | Vector Training, Employee Safety and Compliance Library | Vector Training, K-12 Edition - Employee Safety and Compliance Library - Annual Subscription | 1,357 | \$7.31 | \$9,919.67 |
| OTD | One-Time Discount | Discount for: Vector Training, Employee Safety and Compliance Library | 1 | (\$500.00) | (\$500.00) |

Grand Total: \$9,419.67

Fees, both during the Initial Term, as well as any Renewal Terms, shall be increased by 5% per year. Changes in Named User counts will be reflected in the annual contract amount from that period forward for all Users.

Please note that this is not an invoice.

The Parties have executed this Agreement by their authorized representatives as of the last date set forth below.

Scenario Learning, LLC d/b/a Vector Solutions
4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

Jackson County School District
4700 Colonel Vickrey Rd
Vanceleave, MS 39565

By: _____

By: _____

Printed Name: Stacey Canaan

Printed Name:

Title: Renewal Management Team Lead - EDU

Title:

Date: _____

Date: _____

Section: G Personnel

Policy Code: GGBD Salary Scale: Teacher Assistants/Aides/Library Aides/ELL/ISI Monitor/Personal Care Assistant

Policy: G

The base pay for teacher assistants/aides (with classroom teacher)/library aides (without classroom teachers, behavior facilitators, Personal Care Assistants and Career Center Technicians will be as follows:

| | Teacher Assistant/Aides | | |
|-------|---------------------------|----------------------------|-------------------------|
| | Behavior Facilitator | | |
| Years | Career Center Technicians | Library Aide (w/o Teacher) | Personal Care Assistant |
| 0 | \$13.75 | \$14.56 | \$16.34 |
| 1 | \$13.99 | \$14.81 | \$16.85 |
| 2 | \$14.24 | \$15.06 | \$17.40 |
| 3 | \$14.49 | \$15.29 | \$17.88 |
| 4 | \$14.74 | \$15.53 | \$18.39 |
| 5 | \$14.97 | \$15.78 | \$18.65 |
| 6 | \$15.22 | \$16.02 | \$19.51 |
| 7 | \$15.47 | \$16.27 | \$20.14 |
| 8 | \$15.70 | \$16.52 | \$20.80 |
| 9 | \$15.95 | \$16.77 | \$21.37 |
| 10 | \$16.20 | \$17.01 | \$21.96 |
| 11 | \$16.45 | \$17.26 | \$22.51 |
| 12 | \$16.69 | \$17.50 | \$23.10 |
| 13 | \$16.94 | \$17.74 | \$23.67 |
| 14 | \$17.19 | \$17.99 | \$24.23 |
| 15 | \$17.43 | \$18.24 | \$24.81 |
| 16 | \$17.68 | \$18.49 | \$25.38 |
| 17 | \$17.91 | \$18.73 | \$25.96 |
| 18 | \$18.17 | \$18.97 | \$26.52 |
| 19 | \$18.40 | \$19.22 | \$26.92 |
| 20 | \$18.65 | \$19.46 | \$27.32 |
| 21 | \$18.90 | \$19.70 | |
| 22 | \$19.14 | \$19.95 | |
| 23 | \$19.39 | \$20.20 | |
| 24 | \$19.64 | \$20.44 | |
| 25 | \$19.89 | \$20.69 | |
| 26 | \$20.12 | \$20.94 | |
| 27 | \$20.37 | \$21.18 | |
| 28 | \$20.62 | \$21.43 | |
| 29 | \$20.86 | \$21.67 | |
| 30 | \$21.10 | \$21.93 | |
| 31 | \$21.36 | \$22.13 | |
| 32 | \$21.60 | \$22.42 | |

| | | | |
|----|---------|---------|--|
| 33 | \$21.85 | \$22.66 | |
| 34 | \$22.09 | \$22.91 | |
| 35 | \$22.34 | \$23.15 | |

Personal Care Assistant salaries will be capped at 20 years of experience.

Employees will be paid in twelve (12) monthly payments.

Staff filling the above positions may be credited with ~~a maximum of three (3) years~~² work experience if the previous employment was in a job requiring skills related to these positions.

If the previous position was that of a teacher assistant, then the staff member will be credited with all actual teacher assistant experience. Verification of this experience must be provided by the previous employer(s).

Approved: 07/10/2023

Regulations:

References:

Jackson County School District Drug Screening Proposal

Drug Free Schools is a full-service drug screening company located in Cordova, TN. Our services include urine testing, hair testing, oral fluid testing, random selection, medical review officers, alcohol testing, rapid drug screening products, and nicotine testing. Drug Free Schools has a solid reputation of excellent customer care and quality services. We can format your school's drug testing panel to reflect the drugs of abuse in your area. We are here to make your drug testing program economical, efficient, and effective.

DRUG FREE SCHOOLS ONLY USES THE BEST SCREENING LABORATORIES IN THE DRUG TESTING INDUSTRY:

1. Quest Diagnostics – they have established a reputation as the national leader in workplace drug testing and test millions of samples every year. Laboratory certifications and inspections are another way to help ensure reliable testing. Each of their laboratories is Substance Abuse and Mental Health Services Administration (SAMHSA) certified to perform regulated drug testing.
2. Cordant Health Solutions – processes thousands of urine samples a day for private-practice physicians, treatment agencies, drug courts, correctional facilities, schools, businesses requiring pre-employment drug screens, professional health programs, clinical labs, hospital-based labs and more.
3. Omega Laboratories – a state-of-the art advanced specimen testing laboratory offering Hair Drug Testing and Oral Fluid Testing with FDA-cleared screening tests, industry-leading turnaround times, advanced technology with reporting solutions, forensic testing accredited to the ISO-IEC 17025 standards
4. Confirm Bio Sciences – supplies industry leading rapid screening devices for urine drug testing, alcohol urine screening, and nicotine screening.

Drugs screened – Amphetamines, Barbiturates, Benzodiazepines, Cocaine Metabolites, Marijuana Metabolites, Methadone, MDMA, Opiates, Phencyclidine, PCP, Propoxyphene, Alcohol, Nicotine, Synthetic Marijuana, and Synthetic Stimulants Testing.

Drug Free Schools provides the most efficient certified staff members that will be providing the collection procedure at your school. Our staff members can screen 60-100 students per hour depending upon the number of staff members needed.

Specializing in public and private high schools and athlete testing at community colleges and universities.

CONFIDENTIALITY

Drug Free Schools acknowledges that the information gathered or collected pursuant to this agreement will be considered student educational records subject to the confidentiality requirements of the Family Education Rights and Privacy Act (FERPA), as well as the confidentiality requirements of the Health Insurance Portability and Accountability Act (HIPPA). Drug Free Schools, Jackson County School District, and other persons authorized by law. Drug Free Schools shall protect any such information in at least a manner as it protects its own confidential or proprietary information from disclosed to third parties.

Jackson County School District Drug Screening Proposal

RANDOM SELECTION PROCESS - The school will provide our company a list of students/ID numbers to be entered into the software random selection process to select the students to be tested on the testing dates

ON-SITE COLLECTION PROCEDURE

Drug & Alcohol Testing Industry Association Certified for D.O.T. Collections

The specimens will be collected at the location provided

The donor will be positively identified with identification

Collector will review instructions with donor

Donor removes/releases any unnecessary outer clothing, briefcase, purse, or personal belonging

Collector instructs donor to empty his/her pockets

Donor takes collection cup into area for providing specimen

Donor gives specimen to the collector

Collector checks temperature

Collector conducts post collection inspection of restroom

Specimen is examined for unusual color, odor, or other signs of adulteration

Specimen is sealed

Donor fills in formation on the chain of custody form

Collector applies rapid screening device to sample

Collector seals specimen in transport bag to the laboratory

In the event of a non-negative screen the sample will be FedEx shipped to the laboratory for further testing

The specimens are then transported to our laboratory

The laboratory will process the results to Drug Free Schools

HAIR TESTING ON-SITE COLLECTION PROCEDURE

The collector will clean the scissors with an alcohol wipe before collection

The student's hair is cut near the rear of the crown and as close to the scalp as possible

A sample of 100 strands and 1 inch is required

The hair is placed in a foil that is folded lengthwise and the sample placed inside an envelope with the root-ends to the left

The envelope is sealed and placed in the laboratory transport bag along with the chain of custody form and transported via courier to Omega Laboratories for testing

Omega Laboratories will process results to Drug Free Schools

MEDICAL REVIEW OFFICER -- First Choice Occupation based in Little Rock, AR

The Medical Review Officer Company will contact the parent who received a non-negative result and will verify with the medical facility to confirm medications prescribed

This process eliminates the possibility of a false positive

Jackson County School District Drug Screening Proposal

Products and Services

| | |
|--|---------|
| Urine Drug Screen | \$19.50 |
| Hair Drug Screen | \$51.50 |
| Oral Fluid Drug Screen | \$40.00 |
| Medical Review Officer (only if requested for a positive result) | \$25.00 |

NO ADDITIONAL CHARGES WILL BE ADDED ON

It is agreed that Drug Free Schools will provide the following terms

- Invoicing on Net 30 terms
- Duration of agreement August 2023 – June 2024

This agreement shall be non-exclusive and may be cancelled by either party upon thirty (30) days prior written notice to the other. The termination or cancellation of this agreement by either party shall not affect the confidentiality provisions of this agreement which shall survive indefinitely.

By signature below, to Jackson County School District agrees to the terms as set forth in the agreement with Drug Free Schools.

Authorized Signatures: DRUG FREE
SCHOOLS

BY: _____

Scott C. Smith
TITLE: Owner

Jackson County School District

BY: _____

TITLE: _____

Board Agenda Personnel Changes 8/14/23

| Certified Employee Recommendations (all recommendations are subject to verified background checks and drug tests) | | | | | |
|--|---------------------|--|---|-----------------------|--------------------|
| Employee | School/Dept. | Position | Replacing/Change | Hire/Eff. Date | Fiscal Year |
| Alford, Todd | VAC Athletics | HS Head Coach Boys Track | Vacant | 8/15/2023 | 2023-2024 |
| Alford, Todd | VAC Athletics | HS Head Coach Girls Track | Vacant | 8/15/2023 | 2023-2024 |
| Barfield, Susan | ECUE | Tutor | N/A | 7/27/2023 | 2023-2024 |
| Baumgartner, Cassandra | SMHS/SMMS | Teacher | Upgrade in License from A to AA | 7/24/2023 | 2023-2024 |
| Bond, Ashton | SPED | Positive Behavior Specialist | Kaitlin Hermes | 7/27/2023 | 2023-2024 |
| Brown, Rebecca | ECUE | Tutor | N/A | 11/2/2023 | 2023-2024 |
| Cagnolatti, Ashton | SMHS | Teacher | Recommended w/9 yrs., verified 12 yrs. | 7/24/2023 | 2023-2024 |
| Cagnolatti, Ashton | SMHS Athletics | Coach | Recommended w/0 yrs., verified 3 yrs. | 7/24/2023 | 2023-2024 |
| Carroll, Anita | SMHS | Tutor | N/A | 8/7/2023 | 2023-2024 |
| Cartwright, Donna | SMEE | Tutor | N/A | 7/27/2023 | 2023-2024 |
| Cowley, Margaret | SMNE | Esser II Tutor | N/A | 9/7/2023 | 2023-2024 |
| Cox, Tonya | SPED | Case Manager | Alicia Baxter | 7/19/2023 | 2023-2024 |
| Crabtree, Dana | SMHS | Teacher (*Pending secondary endorsement) | Amy Talley | 7/24/2023 | 2023-2024 |
| Davis, Curtis | Special Education | Case Manager | Change in funding from 100% District to 78% IDEA & 22% District | 7/3/2023 | 2023-2024 |
| Easton, Jessica | SMMS | Teacher | Alicia Baxter | 7/24/2023 | 2023-2024 |
| Easton, Jessica | SMMS | LSC Chairperson SMMS | Sarah Johns | 7/24/2023 | 2023-2024 |
| Everett, Kayla | ECHS Athletics | Assistant Softball Coach | Vacant | 7/24/2023 | 2023-2024 |
| Everett, Kayla | ECHS Athletics | HS Head Volleyball Coach | Christina Brinkman | 7/24/2023 | 2023-2024 142 |
| Everett, Kayla | ECHS | Teacher | New Position | 7/24/2023 | 2023-2024 |
| Ferrell, Otis | SMHS | Teacher | Recommended w/29 yrs, verified 30 yrs. | 7/24/2023 | 2023-2024 |
| Fleming, Patti | SMEE | Tutor | N/A | 7/27/2023 | 2023-2024 |
| Fremin, Deborah | SMHS | Tutor | N/A | 8/7/2023 | 2023-2024 |
| Geter, David | SMMS | Teacher | Christopher Hodgson | 7/24/2023 | 2023-2024 |
| Holden, Melanie | VLE | PT Title 1 Tutor | N/A | 8/22/2023 | 2023-2024 |
| Huff, Chadley | ECAC Athletics | HS Assistant Coach 9th Gr Football | Vacant | 8/1/2023 | 2023-2024 |
| Jones, Lisa | ECLE | Long Term Substitute | Change start date from 8/1/2023 to 7/27/2023 | N/A | 2023-2024 |
| Joosten, Laurence | VMS | Coach | Recommended w/0 yrs., verified 6 yrs. | 7/24/2023 | 2023-2024 |
| Ledbetter, Lisa | ECAC Athletics | HS Assistant Volleyball Coach | Vacant | 8/1/2023 | 2023-2024 |
| Magnuson, Dorinda | SMEE | Tutor | N/A | 7/27/2023 | 2023-2024 |
| Mallette, Ashley | ECAC Athletics | Coach | ECHS Assistant Cheer Coach | 8/1/2023 | 2023-2024 |
| Oliver, Andrea | VCLE | Teacher | Upgrade from A to AA | 7/24/2023 | 2023-2024 |
| Pearson, Carol | ECUE | Tutor | N/A | 7/27/2023 | 2023-2024 |
| Rainey, Ashley | VCAC Athletics | Coach | Recommended w/1 yr., verified 3 yrs. | 8/1/2023 | 2023-2024 |
| Smith, Kelly | VMS | Teacher | Aubrey Bosarge | 7/31/2023 | 2023-2024 |
| Vice, Kelli | ECHS | Teacher | Upgrade in License from A to AA | 7/24/2023 | 2023-2024 |
| Wills, Paige | SMMS | Nurse | Patti Zeringue | 7/24/2023 | 2023-2024 |
| VHS Before and After School Tutors *See Attached List | | | | | |
| ECMS District After School Tutor -*See Attached List | | | | | |
| SMMS District After School Tutor * See Attached List | | | | | |
| SMMS Mentor Substitutes *See Attached List | | | | | |

Board Agenda Personnel Changes 8/14/23

SMMS- Curriculum Development *See Attached List
 National Board Recommendations *See Attached List
 Local School Title 1 Facilitator Recommendations *See Attached List

Certified Employee Resignations

| Employee | School/Dept. | Position | Resignation/Retirement | Separation Date | Fiscal Year |
|--------------|--------------|----------------------|------------------------|-----------------|---------------------|
| Johns, Sarah | SMMS | LSC Chairperson SMMS | Resignation | 5/25/2023 | 2022-2023/2023-2024 |

Certified Employee Transfers (informational purposes only)

| Employee | School/Dept. (From - To) | Position (From - To) | Replacing | Effective Date | Fiscal Year |
|------------------------|--------------------------|---|--|----------------|---------------|
| Anderson, Christie | VUE to VUE | ELA Teacher to Science Teacher | Unit is Changing from 5th Gr ELA Teacher to 5th Gr Science Teacher | 7/24/2023 | 2023-2024 |
| Baumgartner, Cassandra | SMUE to SMHS/SMMS | EL Teacher to EL Teacher | Jessica LeBatard | 7/24/2023 | 2023-2024 |
| Bourke, Anissa | SMNE to SMUE | EL Teacher to EL Teacher | Cassandra Baumgartner | 7/24/2023 | 2023-2024 |
| Danner, Rebecca | VUE to VUE | ELA Teacher to Performing Arts | Mashawn Thrash | 7/26/2023 | 2023-2024 |
| Elmore, Jennifer | SMN-SMN | 2nd Gr Teacher to 3rd Gr Teacher | 2nd Gr Teacher unit is moving to 3rd Gr | 7/24/2023 | 2023-2024 |
| Gill, Elizabeth | ECHS to VLE | PT EL Teacher/Tutor to PT EL Teacher/Tutor | unit is moving where it is housed at from ECHS to VLE | 7/24/2023 | 2023-2024 |
| Jordan, Krystal | SMN to SMN | 1st Gr Teacher to 3rd Gr Teacher | 1st Gr Teacher Unit is moving to 3rd Gr | 7/24/2023 | 2023-2024 143 |
| Kibby, Ashley | ECMS to ECMS | Positive Behavior Instructional Specialist to Interventionist | Emily Fagan | 7/24/2023 | 2023-2024 |
| LeBatard, Jessica | SMHS to SMNE | EL Teacher to EL Teacher | Anissa Bourke | 7/24/2023 | 2023-2024 |
| Lipske, Jessica | SMMS to ECMS | PBIS to PBIS | Ashley Kibby | 7/27/2023 | 2023-2024 |
| Parker, Cailtyn | SMN to SMN | Kindergarten Teacher to 1st Grade Teacher | Kindergarten Unit Moving to 1st Grade | 7/25/2023 | 2023-2024 |
| Slaby, Taylor | SMN to SMN | 3rd Grade Teacher to 2nd Grade Teacher | 3rd grade Teacher unit is moving to 2nd | 7/25/2023 | 2023-2024 |
| Thrash, Mashawn | VUE to VUE | Performing Arts to ELA Teacher | Rebecca Danner | 7/26/2023 | 2023-2024 |

Declare Certified Contract Null and Void in accordance with State Statute 37-9-23

| Employee | School/Dept. | Position | Reason | Separation Date | Fiscal Year |
|--------------|--------------|-----------------|-----------------------------|-----------------|-------------|
| Fagan, Emily | ECMS | Interventionist | Failure to execute contract | 5/25/2023 | 2023-2024 |

Non-Certified Employee Recommendations (all recommendations are subject to verified background checks and drug tests)

| Employee | School/Dept. | Position | Replacing/Change | Hire/Eff. Date | Fiscal Year |
|------------------|-------------------|-----------------------------------|--|----------------|-------------|
| Barrett, Brayden | SMEE | Teacher Assistant | New Position | 7/27/2023 | 2023-2024 |
| Beam, Ashlyn | SMHS | Assistant Coach Cheer High School | Vacant | 8/15/2023 | 2023-2024 |
| Bell, Ebony | SPED Excp. School | Personal Care Assistant | Vacant TA (Rachel Reimsnyder) position is being changed to Personal Care Assistant | 7/25/2023 | 2023-2024 |
| Bell, Jeremy | VC Transportation | Bus Driver | Increase in Hours from 2 hrs to 3.50 hrs | 7/27/2023 | 2023-2024 |

Board Agenda Personnel Changes 8/14/23

| | | | | | |
|---------------------|-------------------|---|---|-----------|-----------|
| Bermudez, Abraham | SMAC Athletics | MS Head Coach Boys Soccer | Vacant | 8/15/2023 | 2023-2024 |
| Burt Jr., Herbert | VC Transportation | Bus Driver | Debbie Parker Munson | 7/27/2023 | 2023-2024 |
| Charles, April | EC Transportation | Bus Driver | Bernie Hinton | 7/26/2023 | 2023-2024 |
| Couverette, Suzanne | SMMS | Permanent Substitute | Jillian Goebel | 7/27/2023 | 2023-2024 |
| Davis, Clinton | VC Transportation | Bus Driver | Reduction in hours from 4 hrs to 2 hrs | 7/27/2023 | 2023-2024 |
| Harrison, Jana | SMHS | SPED Teacher Assistant | Maggie Shavers | 7/27/2023 | 2023-2024 |
| Johnson, Marlyn | VMS | Custodian | Summer Moore | 7/24/2023 | 2023-2024 |
| Johnson, Yonie | EC Transportation | Bus Driver | Rhonda Whitley | 7/26/2023 | 2023-2024 |
| Kennedy, Natasha | VMS | Custodian | Donna Overstreet | 7/31/2023 | 2023-2024 |
| Lee, Alexis | SMMS | SPED Teacher Assistant | Increase hours from 6.5 hrs to 8 hrs daily | 7/27/2023 | 2023-2024 |
| McClantoc, Kayla | SMMS | Custodian | Gregory Marshall | 8/2/2023 | 2023-2024 |
| McMillan, Timothy | VC Transportation | Bus Driver | Increase in hours from 5.25 hrs to 6.25 hrs daily | 7/27/2023 | 2023-2024 |
| Mejia, Alanna | SPED Excp. School | Personal Care Assistant | New Position | 7/25/2023 | 2023-2024 |
| Orth, Kaitlyn | ECLE | Teacher Assistant | Paris Taylor | 7/27/2023 | 2023-2024 |
| Rogers, Mary Helen | ECLE | Teacher Assistant | Recommended with 0 yrs., verified 9 yrs. | 7/27/2023 | 2023-2024 |
| Sasser, Jeanne | VC Transportation | Bus Driver | Increase in hours from 5.75 hrs to 6.75 hrs daily | 7/27/2023 | 2023-2024 |
| Self, Madison | ECAC Athletics | HS Dance Assistant Coach | Vacant | 8/1/2023 | 2023-2024 |
| Sharp, Jennifer | VAC Athletics | 7th MS Girls Assistant.Basketball Coach | Vacant | 8/15/2023 | 2023-2024 |
| Sharp, Jennifer | VAC Athletics | 8th MS Girls Assistant.Basketball Coach | Vacant | 8/15/2023 | 2023-2024 |
| Smith, Courtney | SMN | Permanent Substitute | Cassie Sullivan | 7/27/2023 | 2023-2024 |
| Steffens, Justin | VLE | Permanent Substitute | Sarah Burrows | 7/27/2023 | 2023-2024 |
| Stewart, Branda | SPED | SPED Coordinator | Angela Ramsey | 7/17/2023 | 2023-2024 |
| Voyles, Kimberlee | VMS | ISD Teacher Assistant | Laurie Rosas | 7/27/2023 | 2023-2024 |
| Wicker, Denise | VC Transportation | Bus Driver | Increase in hours from 3.75 hrs to 5 hrs | 7/27/2023 | 2023-2024 |
| Wilson, Melody | VMS | Office Assistant | Laurie Rosas | 7/27/2023 | 2023-2024 |
| Wise, Donna | SPED | Diagnostic Technician | New Position | 7/31/2023 | 2023-2024 |

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ECAC Curricular Gate Workers - *See Attached List

SMAC Gate Workers *See Attached List

VAC Extra Curricular Gate Workers * See Attached List

Non-Certified Employee Resignations

| Employee | School/Dept. | Position | Resignation/Retirement | Separation Date | Fiscal Year |
|-------------------|-------------------|------------------------|------------------------|-----------------|---------------------|
| Bailey, Karla | SMNE | Teacher Assistant | Retirement | 12/15/2023 | 2023-2024 |
| Bailey, Karla | SM Transportation | Bus Driver | Retirement | 12/15/2023 | 2023-2024 |
| Johnston, Amy | SMMS | Permanent Substitute | Resignation | 5/24/2023 | 2023-2024 |
| Johnston, Amy | SM Transportation | Bus Driver | Resignation | 5/24/2023 | 2023-2024 |
| Kelly, Kaci | Child Nutrition | Bookkeeper | Resignation | 7/28/2023 | 2023-2024 |
| Mickelson, Kyle | SM Transportation | Bus Driver | Resignation | 5/24/2023 | 2022-2023/2023-2024 |
| Moore, Brandi | VUE Cafeteria | Child Nutrition Worker | Resignation | 7/31/2023 | 2023-2024 |
| Raposa, Emily | VLE Cafeteria | Child Nutrition Worker | Resignation | 5/24/2023 | 2022-2023/2023-2024 |
| Rosas, Laurie | VMS | ISD Teacher Assistant | Resignation | 5/24/2023 | 2022-2023/2023-2024 |
| Russell, Kimberly | SMEE Cafeteria | Child Nutrition Worker | Resignation | 5/24/2023 | 2022-2023/2023-2024 |

Board Agenda Personnel Changes 8/14/23

| | | | | | |
|---|---------------------------------|--|--|------------------------|---------------------|
| Speth, Abigail | SM Transportation | Bus Driver | Resignation | 5/24/2023 | 2022-2023/2023-2024 |
| Wien, Steven | EC Transportation | Bus Driver | Retirement | 9/1/2023 | 2023-2024 |
| Williams, Ashley T. | SMHS | Permanent Substitute | Resignation | 7/28/2023 | 2023-2024 |
| Non-Certified Employee Transfers (informational purposes only) | | | | | |
| Employee | School/Dept. (From - To) | Position (From - To) | Replacing | Effective Date | Fiscal Year |
| Bourdon, Ashton | SMN to SMN | Teacher Assistant to Teacher Assistant | New Position | 7/27/2023 | 2023-2024 |
| Brewer, Deborah | SPED | Behavior Facilitator to Transition Specialist | N/A | 7/24/2023 | 2023-2024 |
| Brockway, Randon | ECHS to VHS | Teacher Assistant to Teacher | VMS SPED Teacher Unit moved to VHS | 7/24/2023 | 2023-2024 |
| Carroll, Kimberly | SMN to SMN | Title I Teacher Assistant to Teacher Assistant | Kaitlin Turek | 7/27/2023 | 2023-2024 |
| Conn-Miller, Jessica | VUE to VMS | Bookkeeper to Bookkeeper | Lateacha Reverse | 7/31/2023 | 2023-2024 |
| Couverette, Suzanne | SMMS to SMUE | Permanent Substitute to 5th Gr Teacher | Debbie Bellais | 8/11/2023 | 2023-2024 |
| Frioux, Angel | SMNE to SMNE | Teacher Assistant to Teacher Assistant | New Position | 7/27/2023 | 2023-2024 |
| Glynn, Bridgett | VMS to VHS | Permanent Substitute to Permanent Substitute | Alanha Johnson | 7/27/2023 | 2023-2024 |
| Goebel, Jillian | SMMS | Permanent Substitute to SPED Teacher Asst. | Michelle Massey | 7/27/2023 | 2023-2024 |
| Holland, Stephanie | SMN to SMN | Teacher Assistant to Teacher Assistant | Connie Thompson | 7/27/2023 | 2023-2024 |
| Johnson, Alanha | VHS to VMS | Permanent Substitute to Permanent Substitute | Bridgett Glynn | 7/27/2023 | 2023-2024 |
| Lafferty, Anita | SMUE to SMUE | SPED Teacher Asst. to Title I Teacher Asst. | New Position | 7/27/2023 | 2023-2024 |
| Lemco, Heather | SMN to SMN | Kindergarten Teacher Assistant to 1st Gr Teacher Assistant | Kindergarten Teacher Assistant Unit is moving to 1st Gr Teacher Assistant Unit | 7/27/2023 | 2023-2024 |
| Orr, Mackenzie | SMN to SMN | Teacher Assistant to Teacher Assistant | Stephanie Holland | 7/27/2023 | 2023-2024 |
| Reverse, Lateacha | VMS to VUE | Bookkeeper to Bookkeeper | Jessica Conn-Miller | 7/31/2023 | 2023-2024 |
| Thompson, Connie | SMN to SMN | Teacher Assistant to Teacher Assistant | Mackenzie Orr | 7/27/2023 | 2023-2024 |
| Turek, Kaitlin | SMN to SMN | 1st Gr Teacher Assistant to Title I 3rd Gr Teacher Assistant | Kimberly Carroll | 7/27/2023 | 2023-2024 |
| Williams, Clemencia | SMNE to SMUE | SPED Teacher Asst. to SPED Teacher Asst. | Anita Lafferty | 7/27/2023 | 2023-2024 |
| Administrator Recommendations (all recommendations are subject to verified background checks and drug tests) | | | | | |
| Employee | School/Dept. | Position | Replacing | Hire Date | Fiscal Year |
| Noblitt, Montgomery | District Office | Assistant Superintendent | Todd Boucher | 7/24/2023 | 2023-2024 |
| Administrator Resignations | | | | | |
| Employee | School/Dept. | Position | Resignation/Retirement | Separation Date | Fiscal Year |
| Morgan, Jerry J. | JCTC | Director of Technology Center | Retirement | 12/15/2023 | 2023-2024 |
| Administrator Transfers (informational purposes only) | | | | | |
| Employee | School/Dept. (From - To) | Position (From - To) | Effective Date | Replacing | Fiscal Year |
| | | | | | |
| Personnel Corrections | | | | | |
| Employee | School | Board Date | Correction/Change | | |
| Crenshaw, LaJeuna | SMMS | 7/10/2023 | Recommended with 3 years of experience, 17 years have been verified. Correct to 17 years of experience, Effective: 7/24/2023 | | |
| Gilbert, Casey | VMS | 7/10/2023 | Correction to the 23-24 Annual Supplemental Recommendation for the VHS Boys Powerlifting Supplement. Mr. Todd Alford was submitted in error to replace Joshua Trussell; however, it should have been Mr. Casey Gilbert with 18 years of coaching experience. | | |

Board Agenda Personnel Changes 8/14/23

| | | | |
|---|-------------------|-----------|---|
| Wells, Cora | Vancleave Transp. | 5/8/2023 | Left off of the 2023-2024 Non Certified Recommendations. Recommending with 9 years of as a Bus Aide experience for 2023-2024, Effective 7/27/2023. |
| Ferrell, Otis | SMAC Athletics | 7/10/2023 | Corrections: Recommended with 0 yrs of coaching experience on the SY 23-24 Annual Supplemental Recommendations; however, 11 years of previous coaching with JCSD have been verified. Also, last name was spelled as Ferrill and it should be Ferrell. |
| Substitutes (added to sub list since previous board meeting) | | | |
| Employee | | | |
| Bartos, Josef | | | |
| Beam, Ashlynn | | | |
| Cox, David | | | |
| Ferguson, Melinda | | | |
| Peters, Lyschel | | | |
| Williams, Jenna | | | |

Fund Code: _____

JACKSON COUNTY SCHOOL DISTRICT


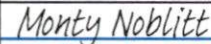

Business Office Initials: _____

Fund Code: _____

Employee Recommendation for Board Agenda

Federal Programs/Special Education Accountant: _____

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | | |
|--|---|-------------------|
| Today's Date | 07/31/2023 | |
| School/Department Name | Vanceleave High School | |
| Employee's Legal Name | See Attached List | |
| Address | 12424 Hwy. 57. Vanceleave, MS 39565 | |
| Employee ID# | | |
| Date of Birth | N/A | |
| Race (according to MSIS requirements) | N/A | |
| Sex (according to MSIS requirements) | N/A | |
| Phone Number | 2282833720 | |
| Certified or Non Certified | Certified | |
| Position | Before/After School Tutoring | |
| Start Date | 08/01/2023 | |
| Hours per Day for New Position | Not to Exceed 4 Hours Per Week | |
| Currently Employed by JCSD? | Yes | |
| If yes, position | Various Teaching Positions | |
| If yes, current number of hours per day? | 8 | |
| JOB # and APPLICATION # | N/A | |
| Fiscal Year | 2023-2024 | |
| Educator License Class (Attach Copy of License) | N/A | |
| Years Experience | N/A | |
| Name of Employee replacing (Attach Resignation Letter) | N/A | |
| School Board Agenda Date | 08/14/2023 | |
| Additional Comments | Please see attached list for Employee ID # | |
| | Attach Current Educator License | |
| Date fingerprints /drug test verified | N/A | |
| Principal |  <small>Dalia Holmes (Aug 1, 2023 10:16 CDT)</small> | Date: Aug 1, 2023 |
| Director | | Date: |
| Special Education | | Date: |
| Federal Programs/Student Services | | Date: |
| Assistant Superintendent |  <small>Monty Noblitt (Aug 1, 2023 10:48 CDT)</small> | Date: Aug 1, 2023 |
| Human Resources |  <small>Martha Harper (Aug 1, 2023 13:26 CDT)</small> | Date: Aug 1, 2023 |
| Superintendent | | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.

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If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.

Revised 07/28/2023

Balius, Kimberly D. (166) - English
Barnes, Laura A. (4472) - English
Bell, Britteny W. (6393) - Science
Bell, Jeremy T. (6299) – SPED Math
Blackmon, Derek K. (8248) - Science
Bonilla, Elizabeth M. (8208)
Brown, Jessica P. (6940) - Science
Carver, Leann R. (8427) - English
Furby, Cayla D. (5299) - Math
Haarala, Zachary R. (5985) - Math
Hood, Haley N. (492) - Math
Hunt, Roberta B. (2411) - Science
Johnson-Newman, Jenny H. (8483) - English
Mcdonald, Jason P. (7902) - History
McMurry, Deanna B. (7196) - English
Oliver, Matthew J. (7830) - History
Openshaw, Liam M. (7405) - Math
Raine, Ashley N. (856) - English
Rauch, Michael L. (8308) - History
Robbins, Amanda P. (3641) - Math
Rogers, Katie (7819) - Math
Sanderson, Jessica W. (6372) - English
Sherman, Amanda D. (7056) - Science
Smith, Kristen M. (6054) - Science
Thomas, Heather M. (4963) – SPED English
Tootle, Karen S. (5021) - Math
Vining, Katie L. (7776) - English

Fund Code: _____

JACKSON COUNTY SCHOOL DISTRICT


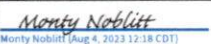

Business Office Initials: _____

Fund Code: _____

Employee Recommendation for Board Agenda

Federal Programs/Special Education Accountant: _____

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | | |
|--|---|-------------------|
| Today's Date | 08/03/2023 | |
| School/Department Name | East Central Middle School | |
| Employee's Legal Name | District After School Tutors | |
| Address | NA | |
| Employee ID# | see attached list | |
| Date of Birth | NA | |
| Race (according to MSIS requirements) | NA | |
| Sex (according to MSIS requirements) | NA | |
| Phone Number | 2282833170 | |
| Certified or Non Certified | Certified | |
| Position | District After School Tutors | |
| Start Date | 09/05/2023 | |
| Hours per Day for New Position | Not to exceed 5 hours per week | |
| Currently Employed by JCSD? | Yes | |
| If yes, position | Certified Teacher | |
| If yes, current number of hours per day? | 8 | |
| JOB # and APPLICATION # | NA | |
| Fiscal Year | 2023-2024 | |
| Educator License Class (Attach Copy of License) | NA | |
| Years Experience | NA | |
| Name of Employee replacing (Attach Resignation Letter) | NA | |
| School Board Agenda Date | 08/14/2023 | |
| Additional Comments | NA | |
| | Attach Current Educator License | |
| Date fingerprints /drug test verified | Current Employee | |
| Principal |  <small>Sherie Tanner (Aug 4, 2023 10:36 CDT)</small> | Date: Aug 4, 2023 |
| Director | | Date: |
| Special Education | | Date: |
| Federal Programs/Student Services | | Date: |
| Assistant Superintendent |  <small>Monty Noblitt (Aug 4, 2023 12:18 CDT)</small> | Date: Aug 4, 2023 |
| Human Resources |  | Date: Aug 4, 2023 |
| Superintendent | | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.

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If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.

Revised 07/28/2023

| Certified | Employee ID# |
|--------------------|---------------------|
| Bexley, Paulina | 8149 |
| Boothe, Devin | 8359 |
| Bosarge, ReJina | 440 |
| Brewer, Sarah | 5611 |
| Brister, Heather | 546 |
| Brooks, Carrie | 8043 |
| Brown, Fredrick | 8205 |
| Brown, Kerri | 5866 |
| Burgess, Winter | 7649 |
| Chavez, Brittney | 7657 |
| Davis, Marah Lexi | 7877 |
| Dearman, Penny | 1273 |
| Gabrich, Alexis | 7866 |
| Garrard, Stephen | 5972 |
| Giacone, Kim | 7131 |
| Guyton, Samantha | 1957 |
| Harry, Laura | 8258 |
| Hawes, Alison | 2104 |
| Hobdy, Courtney | 6460 |
| Hodges, Marcia | 2270 |
| Holland, Jennifer | 7820 |
| Johnston, Jennifer | 8361 |
| Kibby, Ashley | 2671 |
| Ledbetter, Lisa | 2855 |

| | |
|----------------------------------|-------------|
| Mallette, Ashley | 8099 |
| May, Johnathon | 3167 |
| McNease, Catherine | 2924 |
| Burrell, Courtney | 6337 |
| Nelson, Scott | 8263 |
| Oakes, Shayla | 8001 |
| Rawson, Heather | 8318 |
| Rhodes, Amy | 5750 |
| Settle, Teri | 4437 |
| Sherman, Andrea | 1503 |
| Simmons, Iris | 4553 |
| Smith, Keasha | 8064 |
| Stevens, Amanda | 1064 |
| Stewart, Susan V. | 7691 |
| Sutherland, Kim | 4838 |
| Tanner, Sherie | 4885 |
| Templeton, Monika | 8249 |
| Terry, Lindsey | 4945 |
| Tolar, Janna | 5007 |
| Waltman, James M. | 5227 |
| Williams, Amanda Kaye | 5932 |
| Williams, Amanda S. | 5470 |

Fund Code: _____

JACKSON COUNTY SCHOOL DISTRICT



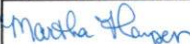
Business Office Initials: _____

Fund Code: _____

Employee Recommendation for Board Agenda

Federal Programs/Special Education Accountant: _____

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | | |
|--|---|-------------------|
| Today's Date | 08/07/2023 | |
| School/Department Name | St. Martin Middle School | |
| Employee's Legal Name | See attached list of Teachers. | |
| Address | n/a | |
| Employee ID# | see attached list of Teachers. | |
| Date of Birth | n/a | |
| Race (according to MSIS requirements) | n/a | |
| Sex (according to MSIS requirements) | n/a | |
| Phone Number | 228-283-3500 | |
| Certified or Non Certified | Certified | |
| Position | Tutor - District (Job 36) - After School Tutor | |
| Start Date | 08/15/2023 | |
| Hours per Day for New Position | 2 | |
| Currently Employed by JCSD? | Yes | |
| If yes, position | Teacher | |
| If yes, current number of hours per day? | 8 | |
| JOB # and APPLICATION # | n/a | |
| Fiscal Year | 2023-2024 | |
| Educator License Class (Attach Copy of License) | n/a | |
| Years Experience | n/a | |
| Name of Employee replacing (Attach Resignation Letter) | n/a | |
| School Board Agenda Date | 08/14/2023 | |
| Additional Comments | District funded. | |
| | Attach Current Educator License | |
| Date fingerprints /drug test verified | n/a | |
| Principal |  | Date: Aug 7, 2023 |
| Director | | Date: |
| Special Education | | Date: |
| Federal Programs/Student Services | | Date: |
| Assistant Superintendent |  <small>Monty Noblitt (Aug 7, 2023 12:13 CDT)</small> | Date: Aug 7, 2023 |
| Human Resources |  | Date: Aug 7, 2023 |
| Superintendent | | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.

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If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.

Revised 07/28/2023

SMMS - After School Tutor- FY24

| | |
|------|---------------------|
| 2328 | Bailey, Sindi |
| 6512 | Beebe, Justina |
| 7672 | Bourgeois, Amber |
| 8456 | Burke, Braeden |
| 8563 | Butler, Ouida |
| 757 | Callegari, Licia |
| 981 | Cole, Penny |
| 8681 | Cook, Judene |
| 8865 | Crenshaw, LaJeuna |
| 2360 | Cruthirds, Savannah |
| 1256 | Davis, Elenora |
| 8688 | DeGeorge, Shelley |
| 8219 | Dent, Elaine |
| 8429 | Ducharme, Leigh |
| 5967 | Easton, Jessica |
| 8215 | Eubanks, Ashley |
| 3031 | Foster, Martha |
| 8221 | Fox, Karla |
| 257 | Hart, Angela |
| 6505 | Hayden, Beth |
| 271 | Hebert, Tina |
| 2169 | Henson, Kristy |
| 2420 | Hust, Jessica |
| 7449 | Jackson, Tricia |
| 8080 | Jay, Sharon |
| 7277 | Johns, Sarah |
| 7151 | Jones, Tonia |
| 8846 | Keating, Colleen |
| 6483 | Kosztur, Dana |
| 8808 | Lee, June |
| 3197 | McClellan, Bryan |
| 8266 | McDougle, Olivia |
| 3312 | Medley, Sharon |
| 3336 | Mickelson, Jessica |
| 7990 | Parker, Angela |
| 6879 | Peterson, Alison |
| 6272 | Ponson, Stefanie |

| | |
|------|-----------------------|
| 4114 | Remillard, Aimee |
| 8217 | Richardson, Arnita |
| 8827 | Robinson, Kelly |
| 4256 | Rosetti, Lori |
| 8406 | Scrimpshire, Jennifer |
| 8726 | Smith, Tiffany |
| 8257 | Spragio, Brianna |
| 8633 | Stamey, Angela |
| 4951 | Thibodeaux, Sherleen |
| 7960 | Thone, Rachel |
| 5041 | Toche, Megan |
| 8877 | Toney, Shatarial |
| 8653 | Walley, Fabian |
| 8182 | Ware, Michaela |
| 8475 | Wilbert, Wanasha |

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | | |
|--|---|-------------------|
| Today's Date | 08/07/2023 | |
| School/Department Name | St. Martin Middle School | |
| Employee's Legal Name | See attached list of substitutes. | |
| Address | n/a | |
| Employee ID# | See attached list with ID# | |
| Date of Birth | n/a | |
| Race (according to MSIS requirements) | na/ | |
| Sex (according to MSIS requirements) | n/a | |
| Phone Number | 228-283-3500 | |
| Certified or Non Certified | Non-Certified | |
| Position | Substitute for Mentor Program | |
| Start Date | 07/31/2023 | |
| Hours per Day for New Position | 8 per day. Not to exceed 9 days in pay period. | |
| Currently Employed by JCSD? | Yes | |
| If yes, position | substitute | |
| If yes, current number of hours per day? | 8 | |
| JOB # and APPLICATION # | na/ | |
| Fiscal Year | 2023-2024 | |
| Educator License Class (Attach Copy of License) | n/a | |
| Years Experience | n/a | |
| Name of Employee replacing (Attach Resignation Letter) | n/a | |
| School Board Agenda Date | 08/14/2023 | |
| Additional Comments | \$65 a day except for Ballinger and Sapp \$70 a day both have an A degree. FY22 & FY23 SIG Funded. | |
| | Attach Current Educator License | |
| Date fingerprints /drug test verified | n/a | |
| Principal | <i>Wendell E. Ell</i> | Date: Aug 7, 2023 |
| Director | | Date: |
| Special Education | | Date: |
| Federal Programs/Student Services | <i>Kindy Wilbard</i> | Date: Aug 7, 2023 |
| Assistant Superintendent | <i>Monty Noblitt</i> <small>Monty Noblitt (Aug 8, 2023 12:10 CDT)</small> | Date: Aug 8, 2023 |
| Human Resources | <i>Martha Harper</i> | Date: Aug 8, 2023 |
| Superintendent | | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.**If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.**

| Mentor Subs | |
|--------------------|----------------------|
| 172 | Ballinger, Geraldine |
| 8802 | Chapman, Emily |
| 7764 | Horne, Sarah |
| 8279 | Kollister, Mary |
| 8494 | Lancon, Dawn |
| 3006 | Lowery, Patricia |
| 8337 | Sapp, Garrick |
| 8748 | Sullivan, Cassie |
| 9732 | Thames, Katie |
| 8765 | Waters, Elizabeth |
| 8315 | Woods, Alicia |
| 8896 | Ferguson, Melinda |
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Signature: *K. Schorn-Rocco*

**JACKSON COUNTY SCHOOL DISTRICT
Employee Recommendation for Board Agenda**Federal Programs/Special Education Accountant: K. Se**ALL Blanks Must Be Completed. Use N / A if no information is needed.**

| | | |
|--|---|-------------------|
| Today's Date | 08/03/2023 | |
| School/Department Name | St. Martin Middle School | |
| Employee's Legal Name | See attached list of Teachers. | |
| Address | n/a | |
| Employee ID# | see attached list | |
| Date of Birth | n/a | |
| Race (according to MSIS requirements) | n/a | |
| Sex (according to MSIS requirements) | n/a | |
| Phone Number | 228-283-3500 | |
| Certified or Non Certified | Certified | |
| Position | Curriculum Development | |
| Start Date | 08/05/2023 | |
| Hours per Day for New Position | Not to exceed 16 hours each. | |
| Currently Employed by JCSD? | Yes | |
| If yes, position | Teacher | |
| If yes, current number of hours per day? | 8 | |
| JOB # and APPLICATION # | n/a | |
| Fiscal Year | 2023-2024 | |
| Educator License Class (Attach Copy of License) | n/a | |
| Years Experience | n/a | |
| Name of Employee replacing (Attach Resignation Letter) | n/a | |
| School Board Agenda Date | 08/14/2023 | |
| Additional Comments | \$28.00 an hour - SIG 2022-2023 funded Saturday Academy - Teacher Collaboration & Curriculum Development | |
| | Attach Current Educator License | |
| Date fingerprints /drug test verified | n/a | |
| Principal | <i>Wendell Self</i> | Date: Aug 3, 2023 |
| Director | <i>Donna Donnie</i> | Date: 8-7-2023 |
| Special Education | | Date: |
| Federal Programs/Student Services | <i>Kindy Willard</i> | Date: Aug 3, 2023 |
| Assistant Superintendent | <i>M. H.</i> | Date: Aug 3, 2023 |
| Human Resources | <i>Martha Harper</i> | Date: Aug 3, 2023 |
| Superintendent | | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.

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If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.

Curriculum Development - Saturday Academy

| | |
|------|-------------------------|
| 7672 | Bourgeois, Amber |
| 8456 | Burke, Braeden |
| 981 | Cole, Penny |
| 8681 | Cook, Judene |
| 2360 | Cruthirds, Savannah |
| 5967 | Easton, Jessica |
| 8453 | Eriquenzao, Regina |
| 8661 | Gordon, Eric |
| 2169 | Henson, Kristy |
| 2420 | Hust, Jessica |
| 7449 | Jackson, Tricia |
| 7277 | Johns, Sarah |
| 8846 | Keating-Mallet, Colleen |
| 8065 | Lynn, Kaylin |
| 3197 | McClellan, Bryan |
| 3312 | Medley, Sharon |
| 8864 | Morris, Jeremy |
| 6879 | Peterson, Alison |
| 4114 | Remillard, Aimee |
| 8217 | Richardson, Arnita |
| 8827 | Robinson, Kelly |
| 8726 | Smith, Tiffany |
| 8257 | Spragio, Brianna |
| 8633 | Stamey, Angela |
| 7960 | Thone, Rachel |
| 5041 | Toche, Megan |
| 8877 | Toney, Shatarial |
| 5501 | Wilson, Justin |

Signature: 

NATIONAL BOARD RECOMMENDATIONS FOR 2023-2024

| Last Name, First Name | Location | Date of Issue | Expiration Date | Certificate Number |
|------------------------|---------------------------------------|---------------|-----------------|--------------------|
| BAILEY, ALESHA | JACKSON COUNTY SCHOOL DISTRICT (SPED) | 12/31/2021 | 12/31/2023 | 14052020 |
| CROCKER, HEATHER RHEA | JACKSON COUNTY SCHOOL DISTRICT (SPED) | 3/1/2022 | 12/31/2023 | 12134258 |
| PETERSON, CHRISTIN | JACKSON COUNTY SCHOOL DISTRICT (SPED) | 12/31/2021 | 12/31/2023 | 14063789 |
| CRUM, ASHLYNN | JACKSON COUNTY SCHOOL DISTRICT (SPED) | 12/31/2022 | 12/31/2023 | 14060283 |
| SEYMOUR, BETH | JACKSON COUNTY TECHNOLOGY CENTER | 12/7/2019 | 12/7/2024 | 3058881 |
| WAGES, REBECCA | JACKSON COUNTY TECHNOLOGY CENTER | 8/25/2017 | 6/30/2027 | 0341608 |
| KOEN, LISA J | EAST CENTRAL LOWER ELEMENTARY SCHOOL | 11/22/2002 | 12/31/2027 | 00827890 |
| PARKER, SABRINA W | EAST CENTRAL LOWER ELEMENTARY SCHOOL | 11/21/2008 | 11/21/2028 | 1174342 |
| CHAMPAGNE, MARY HOBODY | EAST CENTRAL UPPER ELEMENTARY SCHOOL | 11/9/2007 | 11/9/2027 | 1147905 |
| JONES, STEPHANIE | EAST CENTRAL UPPER ELEMENTARY SCHOOL | 11/21/2008 | 11/21/2028 | 01167143 |
| SMITH, KEASHA | EAST CENTRAL MIDDLE SCHOOL | 10/16/2010 | 7/31/2026 | 274109 |
| JONES, KATIE BELL | EAST CENTRAL HIGH SCHOOL | 11/19/2010 | 11/19/2030 | 02705316 |
| CAMPBELL, ASHLEY | ST MARTIN EAST ELEMENTARY SCHOOL | 12/16/2017 | 12/31/2027 | 03013717 |
| NGUYEN, TRAN | ST MARTIN EAST ELEMENTARY SCHOOL | 12/11/2021 | 12/31/2026 | 03094730 |
| SPRATLEY, JEANNE M | ST MARTIN EAST ELEMENTARY SCHOOL | 11/19/2010 | 11/19/2030 | 01205381 |
| MORAN, CRYSTINA | ST. MARTIN NORTH ELEMENTARY SCHOOL | 1/31/2022 | 12/31/2026 | 996481 |
| PAYNE, TRACI N | ST. MARTIN NORTH ELEMENTARY SCHOOL | 11/9/2007 | 11/9/2027 | 01124768 |
| HOWARD ROMERO, EMILY | ST. MARTIN MIDDLE SCHOOL | 11/7/2015 | 11/7/2025 | 02769724 |
| BARONICH, NICOLE L | ST MARTIN HIGH SCHOOL | 10/15/2011 | 10/31/2026 | 291184 |
| BRIDGES, CATHERINE | ST MARTIN HIGH SCHOOL | 12/16/2017 | 12/31/2027 | 03004721 |
| COLLIER, LATISHA | ST MARTIN HIGH SCHOOL | 12/12/2020 | 12/12/2025 | 03076535 |
| HOOD, HALEY | VANCLEAVE HIGH SCHOOL | 12/7/2019 | 12/7/2024 | 03032491 |
| HUMPHREYS, RICHARD | ST MARTIN HIGH SCHOOL | 12/16/2017 | 12/31/2027 | 03029467 |
| KUEHN, KATHRYN | ST MARTIN HIGH SCHOOL | 11/18/2005 | 11/18/2025 | 01119044 |
| SHIELDS, CARRIE | ST MARTIN HIGH SCHOOL | 11/18/2005 | 11/18/2025 | 01118513 |
| DUNSTON, MORGAN | VANCLEAVE UPPER ELEMENTARY SCHOOL | 11/17/2012 | 12/31/2027 | 02743098 |
| DOUGLAS, MONICA | VANCLEAVE UPPER ELEMENTARY SCHOOL | 12/13/2006 | 12/13/2026 | 01116326 |
| STEWART, ALEXANDRIA | VANCLEAVE UPPER ELEMENTARY SCHOOL | 12/7/2019 | 12/7/2024 | 03060834 |
| BELL, BRITTENY | VANCLEAVE HIGH SCHOOL | 12/12/2020 | 12/12/2025 | 03035466 |
| BELL, JEREMY | VANCLEAVE HIGH SCHOOL | 12/7/2019 | 12/7/2024 | 03014695 |
| TOOTLE, KAREN S | VANCLEAVE HIGH SCHOOL | 11/21/2008 | 11/21/2028 | 1168553 |
| VUYOVICH, REBECCA | VANCLEAVE MIDDLE SCHOOL | 12/10/2022 | 12/31/2025 | 03096677 |
| BAILEY, KATIE | VANCLEAVE HIGH SCHOOL | 11/9/2022 | 11/30/2027 | 1722668 |
| NOBLES, CONSTANCE | EAST CENTRAL UPPER ELEMENTARY | 12/10/2022 | 12/31/2027 | 03087010 |

The names listed above are the individuals to receive National Board Stipend of \$6,000.00 for the 2023-2024 academic school year.

Recommended by: Dr. Kimberly F. Williams

Mr. David Baggett
Superintendent

Date


7/31/23
Date

Mrs. Karen Glass
HR Director

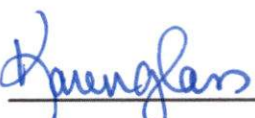
LOCAL SCHOOL TITLE I FACILITATOR RECOMMENDATION FOR 2023-2024

| Last Name, First Name | Location | Current Position |
|-----------------------|--------------------|---------------------|
| Rosetti, Amanda | St. Martin East | Teacher |
| Moran, Crystina | St. Martin North | School Counselor |
| Mitchell, Christy | St. Martin Upper | Teacher |
| Davis, Donna | East Central Lower | TST Interventionist |
| Jenne, Mari Anne | East Central Upper | TST Interventionist |
| Twilbeck, Katryna | Vancleave Lower | School Counselor |
| Jones, Frankie | Vancleave Upper | TST Interventionist |
| | | |
| | | |

The names listed above are the individuals to receive the Local School Title I Facilitator Supplement of \$1,000.00 for the 2023-2024 academic school year.

Recommended by: Dr. Kimberly F. Williams 

 Mr. David Baggett Date
 Superintendent


 _____ 1/31/23
 Mrs. Karen Glass Date
 Director of HR

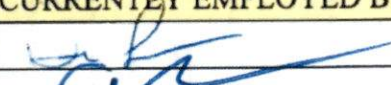

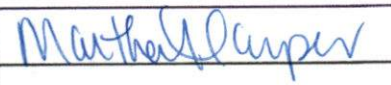
Fund Code: _____

**JACKSON COUNTY SCHOOL DISTRICT
Employee Recommendation for Board Agenda**

_____/_____/_____
Date to Central Office
Initials

Fund Code: _____

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | |
|--|---|
| Today's Date | 07/24/2023 |
| School Name | Vancleave Attendance Center |
| Employee's Legal Name | see attached |
| Address | see attached |
| Employee ID# | see attached |
| Date of Birth | see attached |
| Race (according to MSIS requirements) | see attached |
| Sex (according to MSIS requirements) | see attached |
| Phone Number | see attached |
| Certified or Non Certified | see attached |
| Position | EXTRA CURRICULAR GATE/GAME WORKER |
| Start Date | 08/10/2023 |
| Hours per Day for New Position | VARIES 2- 8 HOURS (SATURDAY TOURN) |
| Currently Employed by JCSD? | YES |
| If yes, position | see attached |
| If yes, current number of hours per day? | 8 |
| JOB # and APPLICATION # | n/a |
| Fiscal Year | 2023-2024 |
| Educator License Class (Attach Copy of License) | n/a |
| Years Experience | n/a |
| Name of Employee replacing (Attach Resignation Letter) | n/a |
| School Board Agenda Date | 08/14/2023 |
| Additional Comments | games are 2-4 hours/ Saturday tournaments up to 8 hrs |
| Attach Current Educator License | |
| Date fingerprints /drug test verified | CURRENTLY EMPLOYED BY JCSD |
| Principal / Director |  Date: 7/24/23 |
| Assistant Superintendent |  Date: 7/25/23 |
| SpEd Director/Federal Programs | Date: |
| ESSER | Date: |
| Human Resources |  Date: 7/27/2023 |
| Superintendent | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.

If this is a retired employee returning to work, notify the HUMAN RESOURCES immediately.

****VAC- RECOMMENDED EXTRA-CURRICULAR WORKERS****

| | NAME | | CERTIFIED/ NON CERTIFIED | CURRENT POSITION @JCSO |
|--|---------------------|--|-----------------------------|----------------------------------|
| | April Grimes | | Non Certified | VHS Substitute |
| | | | | |
| | Michael Rauch | | Non Certified | Teacher @ VHS |
| | | | | |
| | Lanetta Goff | | Non Certified | Vancleave Alternative Teacher |
| | | | | |
| | Jennifer Sharp Bang | | Non Certified | Registrar |
| | | | | |
| | Linda Kay Bryant | | Non Certified | SUBSTITUTE |
| | | | | |
| | Melissia B. Cates | | Non Certified | Teacher @ VMS |
| | | | | |
| | Warren West | | Non Certified | Teacher @ VHS |
| | | | | |
| | Kim Belton | | Non Certified | VAC Bus Driver |
| | | | | |
| | Andrea Oliver | | Non Certified | 1st Grade Teacher |
| | | | | |
| | Christine Loreman | | Non Certified | SPED Teacher- VLE |
| | | | | |
| | Bryan Giles | | Non Certified | SPED Teacher- VHS |
| | | | | |

Fund Code: _____

JACKSON COUNTY SCHOOL DISTRICT

Business Office Initials: _____

Fund Code: _____

Employee Recommendation for Board Agenda

Federal Programs/Special Education Accountant: _____

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | |
|--|---|
| Today's Date | 08/02/2023 |
| School/Department Name | East Central Attendance Center |
| Employee's Legal Name | Extra Curricular Gate Workers |
| Address | NA |
| Employee ID# | See attached list |
| Date of Birth | NA |
| Race (according to MSIS requirements) | NA |
| Sex (according to MSIS requirements) | NA |
| Phone Number | 228-283-3100 |
| Certified or Non Certified | Non-Certified |
| Position | Extra Curricular Gate Workers |
| Start Date | 08/07/2023 |
| Hours per Day for New Position | As Needed |
| Currently Employed by JCSD? | Yes |
| If yes, position | NA |
| If yes, current number of hours per day? | NA |
| JOB # and APPLICATION # | NA |
| Fiscal Year | 2023/2024 |
| Educator License Class (Attach Copy of License) | NA |
| Years Experience | NA |
| Name of Employee replacing (Attach Resignation Letter) | NA |
| School Board Agenda Date | 08/14/2023 |
| Additional Comments | See attached list of names & employee ID numbers |
| | Attach Current Educator License |
| Date fingerprints /drug test verified | Current JCSD Employees |
| Principal | Date: |
| Director | <u>Gary Long</u> Gary Long (Aug 3, 2023 06:53 CDT) Date: Aug 3, 2023 |
| Special Education | Date: |
| Federal Programs/Student Services | Date: |
| Assistant Superintendent | Date: Aug 3, 2023 |
| Human Resources | <u>Amy Steen</u> Amy Steen (Aug 3, 2023 12:35 CDT) Date: Aug 3, 2023 |
| Superintendent | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

Total hours employed per day may not exceed 8.

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If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.

Revised 07/28/2023

ECAC 2023/2024 Extra Curricular Gate workers

Odessa Graves-1863

Katie Tanner-7450

Steven Wien-6631

Pamela Ditsworth-1342

Delicia Holloway Lee-7814

Karen Dykes-1432

Thomas Clark-7957

Jerri Guthrie-1954

Kelbi Guthrie-1953

Winter Burgess-7619

Erica Davis-8231

Sarah Bayles-6251

Robin Roach-8349

Mickie Key-6110

Brandi Owenby-6105

Ashley Owenby-8113

Sheena Blair-7317

Kelley Weatherly-5277

Michelle Goff-1823

Fund Code: _____

JACKSON COUNTY SCHOOL DISTRICT



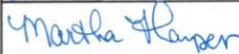
Business Office Initials: _____

Fund Code: _____

Employee Recommendation for Board Agenda

Federal Programs/Special Education Accountant: _____

ALL Blanks Must Be Completed. Use N / A if no information is needed.

| | | |
|--|---|-------------------|
| Today's Date | 08/09/2023 | |
| School/Department Name | SMAC Athletics | |
| Employee's Legal Name | See Attached List | |
| Address | 10700 Yellow Jacket Blvd. Ocean Springs, Ms 39564 | |
| Employee ID# | See Attached List | |
| Date of Birth | N/A | |
| Race (according to MSIS requirements) | N/A | |
| Sex (according to MSIS requirements) | N/A | |
| Phone Number | 2282833400 | |
| Certified or Non Certified | Select | |
| Position | Gate Workers | |
| Start Date | 08/08/2023 | |
| Hours per Day for New Position | N/A | |
| Currently Employed by JCSD? | Yes | |
| If yes, position | Various Positions | |
| If yes, current number of hours per day? | 7-8 | |
| JOB # and APPLICATION # | N/A | |
| Fiscal Year | 2023-2024 | |
| Educator License Class (Attach Copy of License) | N/A | |
| Years Experience | N/A | |
| Name of Employee replacing (Attach Resignation Letter) | N/A | |
| School Board Agenda Date | 08/14/2023 | |
| Additional Comments | N/A | |
| | Attach Current Educator License | |
| Date fingerprints /drug test verified | N/A | |
| Principal |  | Date: Aug 9, 2023 |
| Director | | Date: |
| Special Education | | Date: |
| Federal Programs/Student Services | | Date: |
| Assistant Superintendent |  | Date: Aug 9, 2023 |
| Human Resources |  | Date: Aug 9, 2023 |
| Superintendent | | Date: |

Forward original recommendation and all supporting documents to: Assistant Superintendent's Office and they will forward to Human Resources for further processing. The HR Director will secure all necessary signatures for Special Education or Federal Program positions.

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Total hours employed per day may not exceed 8.**If this is a retired employee returning to work, notify the HUMAN RESOURCES at HR@JCSD.MS immediately.**

Revised 07/28/2023

Tina Hebert #271

Cassandra Wallace #6836

Tiffany Montiforte #2676

Tammy Ware #5243

Magan Warden #7294

Rycki Chatman #8411

Banita Ford #1631

Laura Gentry #8310

Cassandra Denton #1305

Michelle Magee #3052

Bethany Dunkin #6003 (Name changed from Bethany Patterson)

John Lee #2869

Jeremiah Dunnings #8458

Jackson County School District Dropout Prevention Plan

2023–2024



Jackson County School District

Dropout Prevention Plan

2023-2024

Table of Contents

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Section I: School Board Approval

- School Board Signatures

- Section II: JCSD Dropout Prevention Plan
 - District Team
 - Data Summary
 - Plan

Note: The plan includes district and school-level plans in one document.

Section I: School Board Approval

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of this Board of Education.

The above and foregoing resolution approving the 2023-2024 JCSD Dropout Prevention Plan came before the Board of Education of the Jackson County School District at its meeting held on the 14th of August 2023, upon the motion of _____, duly seconded by _____.

The attendance and voting of the members of this Board of Education on said resolution is recorded as follows:

| <u>Board Member</u> | <u>For</u> | <u>Against</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------------|-------------------|-----------------------|-----------------------|----------------------|
| Glenn A. Dickerson | () | () | () | () |
| J. Keith Lee | () | () | () | () |
| Amy Dobson | () | () | () | () |
| Jory Howell | () | () | () | () |
| Amy Peterson | () | () | () | () |

RESOLUTION APPROVED AND ADOPTED, this the _____ day of _____, 2023.

BOARD OF EDUCATION OF THE
JACKSON COUNTY SCHOOL DISTRICT

ATTEST:

BOARD SECRETARY

Jory Howell

BOARD PRESIDENT

J. Keith Lee

Section II: JCSD Dropout Prevention Plan

District Team Members

| Team Member | Position |
|--------------------|--|
| Wilson Scarborough | St. Martin High School Principal |
| Raina Holmes | Vancleave High School Principal |
| James Hughey | East Central High School Principal |
| Dr. Tanya Sonnier | Director of Curriculum and Central Office Administration |
| Kimberly Williams | Director of Student Services & Federal Programs |
| Amber Raynor | Curriculum Specialist |
| Dr. Ashley Allred | Vancleave Middle School Principal |
| Missy Sherwood | St. Martin High School Counselor |

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Data Summary (Reminder: Graduation Cohort Data is always a school year behind)

- **Class of 2022, JCSD Graduation Rate – 92.1%**
 - East Central High School - 91.6 %
 - St. Martin High School - 90.39 %
 - Vancleave High School - 96.1%
- **Dropout Rate – 7.9 %**

Jackson County School District - 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objectives Addressed: District-Level Required Components

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Change | Activities |
|--|------------------------------|---|---|--------------|--|---|
| 1. Reducing the retention rates in grades kindergarten, first, and second grades | MSIS showing retention rates | Retention rates are less than 5% in grades K-2. | The number of students retained in K-2 grades will remain at or below 5% by May 2024. | Yes, Ongoing | Ongoing | <ol style="list-style-type: none"> 1. Project Read – Each K-2 teacher will complete Project Read training. 2. I-Ready and Ready Reading instruction will take place in all K-2 classrooms. |
| 2. Targeting subgroups that need additional assistance to meet graduation requirements | Graduation Rate Data | 92.1 (2022) graduation rate | The number of students who dropout will be reduced by May 2024. | Yes, Ongoing | 89.1% (2020) grad. rate has increased to 92.1 in 2022. | <ol style="list-style-type: none"> 1. Encourage students to take SREB Math and English courses which will substitute for remedial college courses if a student has a low ACT score. 2. Mentoring programs where teacher mentors will adopt “at-risk” students to meet individual needs and offer encouragement to help them toward successful promotion/ graduation. Provide credit accrual and recovery courses through Edgenuity to provide assistance in meeting graduation requirements. 3. Exercise the involvement of our career coach who has been placed on our campuses through a partnership with the Jackson County Chamber of Commerce. This coach is to target students to assist them in finding a passion, purpose and plan after graduation. |

Jackson County School District - 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objectives Addressed: District-Level Required Components

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Increase | Activities |
|---|---|---|---|------------|-------------------------------|---|
| 3. Developing dropout recovery initiatives that focus on students age seventeen (17) through twenty-one (21), who dropped out of school (i.e. Mississippi Works). | MSIS showing dropout students | Graduation rate has increased over the course of the past four years to 92.1% showing a decrease in the number of dropouts. | The number of dropout students who obtain a diploma or high school equivalency will increase by May 2024. | Ongoing | Ongoing | <ol style="list-style-type: none"> 1. High school principals and counselors will make every effort to prevent students from dropping out. Meetings with students and their families will be held to create exit plans that best fit the student to assist them in graduating. 2. IF a student does dropout, principals and¹⁷² counselors will make contact with dropout students to offer diploma recovery opportunities and/or referral to a local community college GED program, or military recovery program. |
| 4. Addressing how students will transition to the home school district from the juvenile detention centers. | Graduation rate data of juvenile detention center transfer students | Schools will work independently with the youth court to determine students in need | The graduation rate of juvenile detention center transfer students will be increased by May 2024. | Ongoing | Ongoing | <ol style="list-style-type: none"> 1. High school counselors will make contact with juvenile detention center transfer students to discuss career and future options. 2. A staff mentor will be assigned to each student. 3. Schools will offer credit accrual opportunities. |

Jackson County School District - 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objective Addressed: Design Principal 1: Ready for College and Career

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Increase | Activities |
|--|--|---|--|------------|---|---|
| <p>ECHS: Install College and Career courses in to master schedule.</p> <p>Provide technology through distribution of chrome books for every student.</p> | <p>CCR data from Accountability report.</p> <p>Certification reports</p> | <p>2022-2023 accountability points</p> <p>Career certifications</p> | <p>The number of CCR accountability points will increase by 2023-2024</p> | <p>N/A</p> | <p>N/A</p> | <ol style="list-style-type: none"> 1. Schedule juniors in CCR classes 2. Schedule students in vocational courses that provide hands-on training. 3. Cover ACT standards in CCR courses <p style="text-align: right;">173</p> |
| <p>SMHS: College Going Culture (1.7) Provide multiple mandatory visits to two or four year institutions throughout the school year.</p> | <p>College and Career Readiness accountability data</p> | <p>52 Readiness accountability points</p> | <p>College and Career Readiness accountability points will increase each year.</p> | <p>Yes</p> | <p>2018-2019: 49.1 Readiness Accountability Points (Could only count 95% of points earned due to new EL rules) (most recent data)</p> | <ol style="list-style-type: none"> 1. Juniors will have the opportunity to have one college visit in their 11th grade school year. 2. Seniors will have the opportunity to have two college visits in their 12 grade school year. |

| | | | | | | |
|---|---|--|---|------------|---|---|
| <p>SMHS: High School Course of Study – (1.2) The school will implement the academic supports necessary for every student to succeed and graduate college and career ready.</p> | <p>College and Career Readiness accountability data</p> | <p>52 Readiness accountability points</p> | <p>College and Career Readiness accountability points will increase each year.</p> | <p>Yes</p> | <p>2018–2019: 49.1 Readiness Accountability Points (Could only count 95% of points earned due to new EL rules) (most recent data)</p> | <ol style="list-style-type: none"> 1. Encourage students to take the SREB Math and English courses which will substitute for remedial college courses if a student has a low ACT score. 2. Encourage the ACT Workkeys as another avenue for success. 3. 9th-10th will participate in a practice ACT in the spring in order to work on weaknesses. 4. 11th grade will participate in the ACT in the fall and spring semesters. 5. CCR Teacher will provide baseline data for student's current ACT. Teachers will work throughout the school year to increase the ACT in individual categories by student need. |
| <p>SMHS: College Going Culture – (1.11) Students will be paired with professionals in high growth, sustainable wage fields in a formal mentoring program</p> | <p>College and Career Readiness accountability data</p> | <p>52 Readiness accountability points</p> | <p>College and Career Readiness accountability points will increase each year.</p> | <p>Yes</p> | <p>2018–2019: 49.1 Readiness Accountability Points (Could only count 95% of points earned due to new EL rules) (most recent data)</p> | <ol style="list-style-type: none"> 1. CCR and DC Smart Start classes will promote job shadowing and Workkeys on getting jobs once students have earned their diploma. 2. Career Coach will arrange job shadowing opportunities as well as set up interviews for students interested in working in industry after high school. 3. St. Martin High will host the “You are hired event” for all juniors where they will be interviewed by various members of industry. Furthermore, certain industries will give information about their business. |
| <p>VHS: College Credit – (1.6) Most students will enroll in some college courses while attending VHS.</p> | <p>Acceleration accountability data</p> | <p>47.35 Acceleration accountability points were gained in the 2022-2023 school year</p> | <p>The number of Acceleration accountability points will maintain or increase by 2023-2024 school year.</p> | <p>Yes</p> | | <ol style="list-style-type: none"> 1. More students will be recruited to enroll in college courses through providing a parent and student informational meeting with MGCCC in Jackson County. 2. VHS will offer a free dual credit course to juniors through our CCR class to familiarize them with the process of college coursework. 3. The VHS master schedule has been created to reflect multiple opportunities for students to receive college credit while on campus. 4. Students can take up to 8 Dual credit courses while on campus over a period of two years. |

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | <ol style="list-style-type: none"> 5. CCR classes will promote more students to become College and Career ready. 6. VHS will host a College and Career Fair in the fall inviting all parents and students. 7. The ACT initiative will allow more students to be eligible for dual credit courses. 8. Students that receive free or reduced lunch are eligible for free college courses, increasing the opportunity for students to take these classes. |
|--|--|--|--|--|--|--|

Jackson County School District – 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objective Addressed: Design Principal 2: Require Powerful Teaching and Learning

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Increase | Activities |
|---|------------------------|---------------------------|---|-----|------------------------|---|
| | | | | | | 175 |
| ECHS: Implement reward and incentive programs that will improve attendance. Administrative assistant will provide attendance reports to the attendance officer on a regular basis. | Yearly Attendance Rate | 2022-2023 Attendance rate | 2023-2024 school year attendance rate will increase | N/A | N/A | <ol style="list-style-type: none"> 1. Perfect attendance students for each semester will be recognized on Awards Day. 2. weekly jean days (Fridays) for students with no absences. 3. Kona Ice at break for monthly attendance rates over 95%. (provided by PTO) |

Jackson County School District – 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objective Addressed: Design Principal 3: Personalization

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Increase | Activities |
|---|--|--|---|----------------|------------------------|--|
| <p>VHS: Affective and Academic Support – (3.2) Students will be placed in the College and Career Readiness Course.</p> | <p>Student/Teacher advisor assignments, meeting sign-in sheets and agendas, lesson plans, student ACT data</p> | <p>Documents were reviewed. Prior ACT Data</p> | <p>All Juniors in the graduation Class of 2023 will be placed in the CCR course before graduation. As many current seniors as possible will also be strategically placed in the CCR course.</p> | <p>Ongoing</p> | <p>Ongoing</p> | <ol style="list-style-type: none"> 1. CCR Teacher will provide baseline data for student's current ACT. Teacher will work throughout the school year to increase the ACT in individual categories by student need. 2. CCR teacher will work with the Career Center teacher, Career Coach, and individual students in the class to determine a plan upon graduation: college or career? 176 3. CCR teacher will work to motivate students and prepare students by assisting them in resume writing, application processes and additional paperwork. 4. Numerous activities are planned to create student involvement in all areas that promote student attendance and student responsibility and citizenship throughout the campus through a variety of community service projects. 5. CCR Teacher will work with the College and Career Coach through the Jackson County Chamber of Commerce to promote awareness to student's futures and begin making personal connections for jobs and college scholarships. 6. CCR teacher will meet with each student individually to discuss their ACT and Workkeys score to promote awareness of their scores for future college or career plans and needs. |

Jackson County School District - 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objective Addressed: Design Principal 4: Redefine Professionalism

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Increase | Activities |
|---|---------------------|----------------------------------|--|------------|-------------------------------|--|
| <p>ECHS: Collaborative Work Orientation – (4.3) Teachers will observe peers in order to provide feedback for the purpose of improvement (share best practices). Teachers will also work together to restructure PLCs that will include the TST and assigned inclusion teacher for that subject.</p> | <p>Growth Rate</p> | <p>Growth rate for 2022-2023</p> | <p>The growth rate will maintain or improve by May 2024.</p> | <p>N/A</p> | <p>N/A</p> | <ol style="list-style-type: none"> 1. Teachers will observe one another in the classroom continuously throughout the year and provide positive, constructive feedback (best practices). 2. Re-structured PLCs will break down standards and list learning targets for students with learning strategies to help with mastery. 3. Teachers will be issued middle school score sheets in order to monitor their students' growth. |

Jackson County School District - 3000
DROPOUT PLAN PERFORMANCE INDICATORS AND PROPOSED PROGRAM ACTIVITIES
Revision 2023-2024

Stated Dropout Prevention Objective Addressed: Design Principal 5. Leadership

| Performance Indicators | Data Sources | Baseline Data | Timeline | Met | Actual Annual Increase | Activities |
|--|--|---|---|---------------------|------------------------|--|
| <p>ECHS: PLCs will be re-structured to include TST and inclusion teacher assigned to the core subject area.</p> | <p>Graduation rate ACT Report</p> | <p>Grad rate for 2023 ACT Comp. Avg.</p> | <p>The graduation rate will improve by May 2024 and the average ACT score will increase by Spring 2024.</p> | <p>No, On-going</p> | <p>N/A</p> | <ol style="list-style-type: none"> 1. PLCs will develop a target list for least mastered standards on state tests and implement strategies for each student. TST, Test Coordinator, inclusion teacher and Admin. will implement remediation plans for students retaking state tests. 2. Teachers plan and implement ACT workshops (Boot camp) for students to better prepare students for the ACT and improve scores and school/college success. Students will take an ACT prep course along with a college and career ready course. 3. PLCs will breakdown standards and prioritize target objectives from them. |

Justification of Purchase Memo

Date: August 2, 2023
RE: Kesler Science Purchase Justification

To whom it may concern:

Jackson County School District teachers have utilized Kesler Science, a global leader in science standards-based digital content for K-12, for the past year. This program is of the highest quality and students and teachers have become accustomed to the layout, design, and flow of the online software. In addition, the material provided is always current and relevant. Both Kesler Science and Generation Genius provided comparable quotes as both offer numerous online science lessons and instructional videos for use in the classroom. Even though the attached comparable quote is slightly less expensive, it is necessary and advantageous to provide consistency and continuity of services by continuing to subscribe to Kesler Science for the 2023-2024 school year.

Thank you for your consideration of this purchase.

A handwritten signature in blue ink that reads "Janyia Sanner". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

MEMO

DATE: August 7, 2023

TO: Ryan Earley, Business Manager,

JCSD School Board

David Baggett, Superintendent

FROM: Tanya Sonnier, Director of Curriculum and Instruction



RE: Curriculum Associates i-Ready Personalized Instruction

Curriculum Associates i-Ready Personalized Instruction is a sole source online program for reading and mathematics that helps determine student needs, personalize their learning, and monitors progress throughout the school year. It provides students with lessons based on their individual skill levels and needs, while keeping them engaged as they learn. Please see the attached sole source letter from Woody Paik.

Thank you for your consideration of this purchase.

This will be funded with FY23-24 District Curriculum funds.

2023 / 2024

Curriculum Associates®, LLC is pleased to confirm that we are the sole publisher and vendor of materials as shown in our current catalog and website www.curriculumassociates.com with the following exception:

- Curriculum Associates®, LLC is the exclusive distributor of the configuration shown for the Ready Common Core grades K & 1 Reading Teacher Support Package.
- i-Ready® Classroom may include manipulatives for which Curriculum Associates' supplier, hand2mind, Inc. ("H2M"), is not the sole purveyor. However, H2M is the exclusive distributor of the i-Ready® Classroom manipulative kits package configuration, which was designed and created as a result of a joint collaboration between Curriculum Associates and H2M.

Our materials are not sold to resellers in the United States and are available for purchase only through Curriculum Associates, LLC. If you need additional information, please contact our Customer Service Department at 1-800-225-0248.

Thank you for your interest and support of our materials.

Sincerely,



Woody Paik

Executive Vice President, Sales

Curriculum Associates

Prepared For:

Marsha Miller
Jackson Co SD
4700 Col Vickery Rd.
Vanceleave, MS 39565

5/15/2023

Dear Marsha Miller,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and/or services included. If you have any questions or would like any changes, please contact us.

| Implementation Starting: 2023-2024 | | Quote ID: 3268013 | Valid through: 12/31/2023 |
|------------------------------------|-----------|---------------------|---------------------------|
| Product | Net Price | | |
| i-Ready | | | \$6,850.00 |
| | | Shipping/Tax/Other: | \$0.00 |
| | | Total: | \$6,850.00 |

Thank you again for your interest in Curriculum Associates.

Sincerely

Andrea Shane
251-455-7695
ashane@cainc.com

Please submit this quote with your purchase order

The Jackson County School District Standard Contract Addendum attached hereto as Exhibit "A" is hereby incorporated into the Agreement between the parties.

Curriculum Associates

Quote ID: 326801.3 Date: 5/15/2023 Valid through: 12/31/2023

Prepared For:
 Marsha Miller
 Jackson Co SD
 4700 Col Vickery Rd,
 Vancleave, MS 39565
 mmj1263@jcsd.ms

Your Representative:
 Andrea Shane
 251-455-7695
 ashane@cainc.com

East Central HS 21700 Slider Rd, Moss Point, MS 39562

Total Building Enrollment: 30, Grade Range: 9 - 12

| Product Name | Grade | Item # | Qty | Net Price | Total |
|--|----------|---------|-----|------------------|------------|
| i-Ready Assessment and Personalized Instruction Math Per Student License 1 Year | Multiple | 13087.0 | 30 | \$34.25 | \$1,027.50 |
| i-Ready Assessment and Personalized Instruction Reading Per Student License 1 Year | Multiple | 13089.0 | 30 | \$34.25 | \$1,027.50 |
| | | | | Subtotal: | \$2,055.00 |
| | | | | Shipping: | \$0.00 |
| | | | | Tax: | \$0.00 |
| | | | | School Subtotal: | \$2,055.00 |

St Martin HS 11300 Yellow Jacket Rd, Ocean Springs, MS 39564

Total Building Enrollment: 30, Grade Range: 9 - 12

| Product Name | Grade | Item # | Qty | Net Price | Total |
|--|----------|---------|-----|------------------|------------|
| i-Ready Assessment and Personalized Instruction Math Per Student License 1 Year | Multiple | 13087.0 | 40 | \$34.25 | \$1,370.00 |
| i-Ready Assessment and Personalized Instruction Reading Per Student License 1 Year | Multiple | 13089.0 | 40 | \$34.25 | \$1,370.00 |
| | | | | Subtotal: | \$2,740.00 |
| | | | | Shipping: | \$0.00 |
| | | | | Tax: | \$0.00 |
| | | | | School Subtotal: | \$2,740.00 |

Vancleave HS 12424 Highway 57, Vancleave, MS 39565

Total Building Enrollment: 30, Grade Range: 9 - 12

| Product Name | Grade | Item # | Qty | Net Price | Total |
|--|----------|---------|-----|------------------|------------|
| i-Ready Assessment and Personalized Instruction Math Per Student License 1 Year | Multiple | 13087.0 | 30 | \$34.25 | \$1,027.50 |
| i-Ready Assessment and Personalized Instruction Reading Per Student License 1 Year | Multiple | 13089.0 | 30 | \$34.25 | \$1,027.50 |
| | | | | Subtotal: | \$2,055.00 |
| | | | | Shipping: | \$0.00 |
| | | | | Tax: | \$0.00 |
| | | | | School Subtotal: | \$2,055.00 |

Total

| | |
|---------------------|------------|
| Merchandise Total: | \$6,850.00 |
| Voucher/Credit: | \$0.00 |
| Estimated Tax: | \$0.00 |
| Estimated Shipping: | \$0.00 |

Total: \$6,850.00

Special Notes

F.O.B. N. Billerica, MA 01862
Shipping: Shipping based on MDSE total
Terms: Net 30 days pending credit approval
Fed. ID: #26-3954988

Please submit this quote with your purchase order

Y3

Curriculum Associates

Placing an Order

Email: Orders@cainc.com
Fax: 1-800-366-1158
Mail:
ATTN: CUSTOMER SERVICE DEPT
Curriculum Associates LLC
153 Rangeway Rd
North Billerica, MA 01862-2013

Please visit CurriculumAssociates.com for more information about placing orders or contact CA's customer service department (1-800-225-0248) and reference quote number for questions. Please attach quote to all signed purchase orders. If tax exempt, please submit a valid exemption certificate with PO and quote in order to avoid processing delays. Exemption certificates can also be submitted to exempt@cainc.com.

Shipping Policy

Unless otherwise noted, shipping costs are calculated as follows:

| Order Amount | Freight Amount |
|-----------------------|-----------------------|
| \$74.99 or less | Max charge of \$12.75 |
| \$75.00 to \$999.99 | 12% of order |
| \$1,000 to \$4,999.99 | 10% of order |

| Order Amount | Freight Amount |
|---------------------------|----------------|
| \$5,000.00 to \$99,999.99 | 9% of order |
| \$100,000 and more | 7% of order |

Please contact your local CA representative or customer service (1-800-225-0248) for expedited shipping rates. The weight limit for an expedited order is 500lbs.

The enhanced shipping and handling services listed below are available upon request subject to the availability of our carrier partners. Please notify us of these delivery requests prior to submitting your PO so that we can include the service on your quote appropriately:

- Interior Location Delivery \$50/shipment location
- White Glove Delivery Service \$350/shipment location

If our carrier partners are unable to deliver to the location instructed on the PO or you need to change the time or location of delivery, one or more of the following fees may be applicable:

- Delivery Address Change \$100/shipment location
- Freight Storage \$150/day/shipment location
- Freight Carrier Redelivery \$100/shipment location

Unless otherwise expressly indicated, the shipping terms for all deliveries is FOB CA's Shipping Point (whether to a CA or third party facility). Risk of loss and title is passed to purchaser upon transfer of the goods to carrier, standard shipping charges (listed above) are added to the invoice or included in the unit price unless otherwise specified.

Supply chain challenges outside of Curriculum Associates' control may impact inventory availability for print product. We recommend submission of purchase orders as soon as possible to help ensure timely delivery.

Payment Terms

Payment terms are as follows:

- With credit approval: Net 30 days
- Without credit approval: payment in full at time of order
- Accounts must be current before subsequent shipments are made

To ensure payment processing is timely and environmentally conscious, CA encourages ACH payments. If you would like to pay via ACH, please request remittance information by emailing AR@cainc.com.

Please send any payment notifications to payments@cainc.com. Credit card payments are only accepted for purchases under \$50,000.

Invoice Receipt Preference

CA is pleased to offer electronic invoice delivery. Electronic invoice delivery allows CA to deliver your invoice in a timely and environmentally friendly manner. To request electronic invoice delivery please contact the CA Accounts Receivable team at invoices@cainc.com or by fax (1-800-366-1158). Please reference your quote number, provide a valid email address where the invoice should be directed, and indicate you would like to opt into electronic invoice delivery.

Terms of Service

Customer's use of i-Ready® shall be subject to the i-Ready Terms and Conditions of Use, which can be found at i-ready.com/support. Customer's professional-development sessions will expire two years following the date of your purchase order and are subject to the Professional Development Terms of Service, which can be found at <https://www.curriculumassociates.com/PDTOS>.

Return Policy

Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased materials with pre-approval from CA's Customer Service department within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248 option 4) for return authorization and documentation. When returning material, please include your return authorization number and the return form that will be provided to you by CA's Return department. i-Ready®, Toolbox®, and BRIGANCE® Online Management Systems may be returned for a pro-rated refund for the remaining time left on the contract. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, Ready Classroom® student and teacher sets, and Magnetic Reading classroom kits.

**JACKSON COUNTY SCHOOL DISTRICT
STANDARD CONTRACT ADDENDUM**

WHEREAS the Jackson County School District is a political subdivision of the State of Mississippi and as such is restricted from entering into contracts and/or agreements with terms and/or provisions contrary to or prohibited by Mississippi Law.

NOW, therefore, in consideration of the mutual benefit to both parties, the undersigned contracting party, Curriculum Associates, LLC does hereby agree to the following standard terms, conditions and provisions of the Jackson County School District Standard Contract Addendum, and the same are hereby adopted and incorporated into, and shall apply to Curriculum Associates Quote ID: 326801.3 (Dated 5/15/2023) regarding i-Ready and the agreement between the parties as follows:

1. Term/No Automatic Renewal: Unless otherwise specified in the contract, the term of the contract or any renewal thereof shall only be for the current school year to which the agreement applies. There shall be no automatic renewals and if the contract does extend past that date, such contract will not be void but shall be voidable at the discretion of the School Board. Further, terms and provisions to the contrary notwithstanding, no contract can be entered into that binds a successor board.

EXHIBIT "A"

2. Renewal/Extension of Term: Any extension or renewal of the agreement between the parties is subject to approval by the Board of Education of the Jackson County School District and shall be subject to the terms of this addendum.

3. Governing Law: Mississippi law shall govern the interpretation of the agreement between the parties and any dispute that may arise between the parties. Nothing in the contract between the parties shall be interpreted to abridge, modify or reduce any of the defenses provided to the Jackson County School District by case law and/or statutes of the state of Mississippi.

4. Indemnity: The Jackson County School District shall not be subject to the terms of any provision or term in the contract requiring it to defend or indemnify any entity or party to the contract, and shall not be liable under any scenario for the other party's legal fees.

5. Venue/Exclusive Jurisdiction: The Courts of the State of Mississippi shall have exclusive jurisdiction of any dispute between the parties and the venue of said disputes shall be in Jackson County, Mississippi. Further, any entity or business which contracts with the Jackson County School District submits to the personal jurisdiction of the courts of Jackson County, Mississippi.

6. No waiver of Warranties: Notwithstanding any provisions to the contrary, any contract provision seeking to limit the Jackson County School District's recovery resulting from the breach of an express warranty or any implied warranty of merchantability or fitness for a particular purpose shall be of no force or effect.

7. No Waiver of Damages: Notwithstanding any provision to the contrary that may be found in the contract, supplemental terms or terms of use that may be referenced therein, any provision seeking to limit and/or waive the recovery by the Jackson County School District of any type of damages, including but not limited to consequential, special and/or punitive damages shall be of no force and effect. Further, any provision seeking to limit damages of the contracting party to the contract price or some other amount shall be of no force and effect.

8. Arbitration: The Jackson County School District shall not be subject to the terms of any provision contained in the contract, supplemental terms or terms of use that would require the Jackson County School District to submit the resolution of a dispute to binding arbitration and that any such term or provision requiring the same shall be deemed to be of no force or effect.

9. No Waiver of the Right of Trial by Jury: Notwithstanding any provision to the contrary, any provision seeking a waiver by the Jackson County School District to its right to a jury trial as to any aspect of a dispute between the parties hereto shall be of no force or effect.

10. No Waiver or Statute of Limitations: Notwithstanding any provision to the contrary, any provision seeking to limit or modify a statute of limitation for any purpose shall be of no force and effect.

11. No Waiver of Limitation of Rights or Remedies Under the Uniform Commercial Code: Notwithstanding any provision and/or language of the contract to the contrary, any provision seeking a waiver or to limit any rights and/or remedies of the Jackson County School District under the Uniform Commercial Code shall be of no force and effect.

12. Conflict of Terms: To the extent there is a conflict between the terms of this addendum or the terms of the contract, the terms of this addendum will control. Upon expiration or termination of this contract, the terms of this addendum shall survive and will apply with respect to any dispute that may exist between the parties.

13. Amendment: Even if not specifically provided for herein, the terms, conditions and provisions of the agreement between the parties regarding Curriculum Associates Quote ID: 326801.3 (Dated 5/15/2023) (pgs. 1-4);

Curriculum Associates i-Ready Terms and Conditions of Use, i-Ready Classroom and Teacher Toolbox Digital Products Terms and Conditions of Use (Pgs. 1-4; last updated 2/22/23), as well as any attachments thereto including but not limited to the current Curriculum Associates i-Ready Platform Data Handling and Privacy Statement and any other attendant documents are hereby amended and modified where necessary and applicable and to the extent necessary to comply with Mississippi law as set forth in the Mississippi Code of 1972, as amended, and as interpreted by the Mississippi Supreme Court.

Curriculum Associates, LLC:

Jackson County School District:



NAME & TITLE (SIGNED)

NAME & TITLE (SIGNED)

Robert Waldron, CEO

NAME & TITLE (PRINT)

NAME & TITLE (PRINT)

August 10, 2023

(DATE)

(DATE)

Renaissance

PO Box 8036, Wisconsin Rapids, WI 54495-8036
 Phone (800) 338-4204 | Fax (877) 280-7642
 Federal ID 39-1559474
 www.renaissance.com

Subscription Renewal

Vancleave Upper Elementary School - 92933
 13901 Highway 57
 Vancleave, MS 39565-8306
 Contact: Jessica Mitchell - (228) 826-4188
 Email: jcj3560@jcsd.ms

Quote # RPRNQ2966812

Reference ID 613169

Subscription Ends:

7/31/2023

Quote Summary

School Count: 1

| | |
|---------------------------------------|-----------------------|
| Renaissance Products & Services Total | \$1,898.00 |
| Shipping and Processing | \$0.00 |
| Sales Tax | \$0.00 |
| Grand Total | USD \$1,898.00 |

This quote includes: Renaissance Star Reading.

By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at <https://docs.renaissance.com/KM08es/R62416.pdf> which are incorporated herein by reference.
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy <https://docs.renaissance.com/R63870> directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context, and
- consents on behalf of parents/legal guardians to the collection, use, and disclosure of the personal information of children under the age of 13 with respect to use of the Renaissance Products and Services, as described in Renaissance's Children's Online Privacy Notice <https://docs.renaissance.com/R63871>

Handwritten signature: Mitchell 7/18/23

The Jackson County School District Standard Contract Addendum attached hereto as Exhibit "A" is hereby incorporated into the Agreement between the parties.

To accept this offer and place an order, please sign and return this Quote.
 Renaissance will issue an invoice for this Quote on the earlier of (a) the date you specify below or (b) the day before Your Subscription Period starts (Invoice Date). If you require a purchase order, you agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

Please check here if your organization requires a purchase order prior to invoicing: []

| | |
|----------------------------------|---|
| Renaissance Learning, Inc. | Vancleave Upper Elementary School - 92933 |
| <i>Ted Wolf</i> | By <i>Kim Tillman</i> |
| Name: Ted Wolf | Name: Kim Tillman |
| Title: VP - Corporate Controller | Title: Principal |
| Date: 7/14/2023 | Date: 7-12-23 |
| | Invoice Date: 7-14-23 |

Email: electronicorders@renaissance.com

If your billing address is different from the address at the top of this Quote, please add that billing address below.

Bill To:

If changes are necessary, or additional information is required, please contact your account executive at (800) 338-4204. Thank You

Renaissance

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Subscription Renewal

Quote #: RPRNQ2966812

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax (TPT). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% Oahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Subscription Renewal

Quote #: RPRNQ2966812

| Quote Details | | | | |
|---|-------------------------|----------|------------|-----------------------|
| Vancleave Upper Elementary School - 92933 | | | | |
| Products & Services | Subscription Period | Quantity | Unit Price | Total |
| Applications | | | | |
| Star Reading Subscription | 09/01/2023 - 07/31/2024 | 365 | \$5.20 | \$1,898.00 |
| Professional Services | | | | |
| Renaissance Smart Start Product Training (Included with purchase) | | 1 | \$0.00 | \$0.00 |
| Vancleave Upper Elementary School Total | | | | USD \$1,898.00 |

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Exhibit "A"

**JACKSON COUNTY SCHOOL DISTRICT
STANDARD CONTRACT ADDENDUM**

WHEREAS Vancleave Upper Elementary school is part of the Jackson County School District, a political subdivision of the State of Mississippi and as such is restricted from entering into contracts and/or agreements with terms and/or provisions contrary to or prohibited by Mississippi Law.

NOW, therefore, in consideration of the mutual benefit to both parties, the undersigned contracting party, Renaissance Learning, Inc., does hereby agree to the following standard terms, conditions and provisions of the Jackson County School District Standard Contract Addendum, and the same are hereby adopted and incorporated into, and shall apply to the Agreement between the Jackson County School District and Renaissance Learning, Inc. (Quote #RPRNQ2966812) (Reference ID: 613169) (Star Reading Subscription, subscription period 08/01/2023 – 07/31/2024) as follows:

1. Term/No Automatic Renewal: There shall be no automatic renewals. Further, terms and provisions to the contrary notwithstanding, no contract can be entered into that binds a successor board.

2. Renewal/Extension of Term: Any extension or renewal of the agreement between the parties is subject to approval by the Board of Education of the Jackson County School District and shall be subject to the terms of this addendum.

3. Governing Law: Mississippi law shall govern the interpretation of the agreement between the parties and any dispute that may arise between the parties.

4. Indemnity: The Jackson County School District shall not be subject to the terms of any provision or term in the contract requiring it to defend or indemnify any entity or party to the contract, and shall not be liable under any scenario for the other party's legal fees.

5. Venue/Exclusive Jurisdiction: The Courts of the State of Mississippi shall have exclusive jurisdiction of any dispute between the parties and the venue of said disputes shall be in Jackson County, Mississippi. Further, any entity or business which contracts with the Jackson County School District submits to the personal jurisdiction of the courts of Jackson County, Mississippi.

6. No waiver of Warranties: Notwithstanding any provisions to the contrary, any contract provision seeking to limit the Jackson County School District's recovery resulting from the breach of an express warranty or any implied warranty of merchantability or fitness for a particular purpose shall be of no force or effect.

7. No Waiver of Damages: Notwithstanding any provision to the contrary that may be found in the contract, supplemental terms or terms of use that may be referenced therein, any provision seeking to limit and/or waive the recovery by the Jackson County School District of any type of damages, including but not limited to consequential, special and/or punitive damages shall be of no force and effect. Further, any provision seeking to limit damages of the contracting party to the contract price or some other amount shall be of no force and effect.

8. Arbitration: The Jackson County School District shall not be subject to the terms of any provision contained in the contract, supplemental terms or terms of use that would require the Jackson County School District to submit the resolution of a dispute to binding arbitration

and that any such term or provision requiring the same shall be deemed to be of no force or effect.

9. No Waiver of the Right of Trial by Jury: Notwithstanding any provision to the contrary, any provision seeking a waiver by the Jackson County School District to its right to a jury trial as to any aspect of a dispute between the parties hereto shall be of no force or effect.

10. No Waiver or Statute of Limitations: Notwithstanding any provision to the contrary, any provision seeking to limit or modify a statute of limitation for any purpose shall be of no force and effect.

11. No Waiver of Limitation of Rights or Remedies Under the Uniform Commercial Code: Notwithstanding any provision and/or language of the contract to the contrary, any provision seeking a waiver or to limit any rights and/or remedies of the Jackson County School District under the Uniform Commercial Code shall be of no force and effect.

12. Conflict of Terms: To the extent there is a conflict between the terms of this addendum or the terms of the contract, the terms of this addendum will control. Upon expiration or termination of this contract, the terms of this addendum shall survive and will apply with respect to any dispute that may exist between the parties.

13. Amendment: Even if not specifically provided for herein, the terms, conditions and provisions of the Renaissance Learning, Inc. (Quote #RPRNQ2966812) (Pgs. 1-3) (Reference ID: 613169) and the Renaissance Learning, Inc. Terms of Service and License (Pgs. 1-10; Provisions 1-11 + Exhibits A-D), as well as the Renaissance Learning, Inc. U.S. Privacy Notice (at <https://www.renaissance.com/privacy/>) and any other document and/or documents made a part of the agreement between the parties are hereby amended and modified, where necessary and applicable and to the extent necessary to comply with Mississippi law as set forth

in the Mississippi Code of 1972, as amended, and as interpreted by the Mississippi Supreme Court.

Renaissance Learning, Inc.:

Ted Wolf
NAME & TITLE (SIGNED)

Ted Wolf, VP Global Controller
NAME & TITLE (PRINT)

7/27/2023
(DATE)

Jackson County School District:

NAME & TITLE (SIGNED)

NAME & TITLE (PRINT)

(DATE)

*Highlights of the FY24 Special Education
Application
(IDEA B & IDEA B-Preschool)*

IDEA B

- Funding for 40 Paraprofessionals' salary/benefits
- Funding for 13 LSC (Local Survey Committee) supplements (one per school)
- Funding to tuition agreement with the Jackson County Exceptional School
- Funding for 1 Physical Therapist and 2 Occupational Therapists' salary/benefits
- Funding for 4 Behavior Specialists, 1 Therapeutic Specialist, 2 Psychologists at 75%, and 2 Psychometrists' salary/benefits
- Funding for student insurance, child find, and equipment maintenance
- Funding for mental health/ABA services
- Funding for travel for PT, OT, SLP, District office staff
- Funding for 1 Speech Language Pathologist salary/benefits
- Funding for professional development
- Funding for 3 Case Managers, 1 Diagnostic Technician, and 1 Transition Specialist salary/benefits

IDEA B Preschool

- Funding for 3 Preschool teachers' salary/benefits at 30%
- Funding for 3 Preschool Paraprofessionals' salary/benefits at 70%
- Funding for mental health/ABA services



Fiscal Year 24
Board Approval Signature Page

District Name: Jackson County School District District Code: 3000

The following staff have reviewed the attached project application for the implementation of the special education program included in the Mississippi Comprehensive Automated Performance-based System (MCAPS).

By submitting this project plan, the local education agency representatives provide assurances that the plan has been authorized by the board of education of the local education agency, and the undersigned representatives have been duly authorized by formal action of the board to file this plan for, and on behalf of, the local education agency, and otherwise to act as the authorized representatives of the local education agency in connection with this plan. By signing this page, the local education agency is acknowledging that it understands and agrees to abide by the applicable assurances within this plan.

Any new or revised policies and/or procedures beyond the assurances agreed to in the project application must be submitted to the Mississippi Department of Education for approval prior to implementation.

Check the following that applies:

- There are no new or revised policies and/or procedures.
- The following new and/or revised policies and/or procedures are attached for review and approval:

The signatures below indicate approval of the expenditures and assurances described, including the budget pages.

Required Signatures:

[David Baggett](#) dbj3189@jcsd.ms
Superintendent (Printed Name) E-mail address

[08/14/2023](#)
Superintendent (Signature) Date

[J. Keith Lee](#) jkeithlee@jkeithlee.com
LEA Board President (Printed Name) E-mail address

[08/14/2023](#)
LEA Board President (Signature) Date

[Gwendolyn Stallworth](#) gsj3515@jcsd.ms
Special Education Director/Coordinator (Printed Name) E-mail address

[08/14/2023](#)
Special Education Director/Coordinator (Signature) Date

Fiscal Year 22 IDEA Assurances

The local education agency (LEA) makes the following assurances and provisions as required by Part B of the Individuals with Disabilities Education Improvement Act IDEA '04 (20 U.S.C. 1413), in accordance with IDEA Regulations, Subpart C-Local Educational Agency Eligibility, 300.200 through 300.213, and in accordance with state laws and regulations governing students with disabilities.

Allowable Costs: Costs incurred will be allowable under the principles established in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule [2 CFR Subpart E—Cost Principles].

Budget Modifications: The grantee will obtain an approved budget amendment when it is anticipated that claimed expenditures vary from the amount in the current approved budget.

Charter Schools and Their Students: Children with disabilities who attend public charter schools, and their parents will be accorded all of the rights under IDEA Part B. With respect to charter schools that are public schools of the LEA, the LEA will serve children with disabilities attending those charter schools in the same manner as the LEA serves children with disabilities in its other schools, including providing supplementary and related services on site at the charter school to the same extent it has a policy or practice of providing such services on the site to its other public schools. The LEA will provide funds to its charter schools on the same basis as the LEA provides funds to the LEA's other public schools and at the same time as the LEA distributes federal funds to the LEA's other public schools, consistent with the state's charter school law. If the charter school is a public school of the LEA, the LEA will be responsible for ensuring the requirements of the IDEA Part B are met. [34 CFR §300.209].

Civil Rights. The district or agency adheres to the provisions of Title VI of the Civil Rights Act of 1964, as amended (45 U.S.C. §§ 2000d, et seq.) and its implementing regulations (34 C.F.R. Part 100), prohibiting discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance.

The district or agency adheres to the provisions under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), prohibiting discrimination on the basis of disability in programs and activities receiving Federal financial assistance.

The district or agency adheres to the provisions under Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681 et seq.) prohibiting discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.

The district or agency adheres to the provisions under the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance.

Compliance with Statutes, Regulations, State Plan, and Applications: The grantee will comply with the State Plan and applicable statutes, regulations, and the approved project applications, and will use IDEA Part B funds in accordance with them. [34 CFR § 76.700].

Confidentiality: The grantee shall comply with provisions regarding confidentiality of student information. [Procedures for State Policy 74.19, Chapter 9].

Consistency with State Policies: The grantee has in effect policies, procedures, and programs that are consistent with the state policies and procedures established in accordance with 34 CFR §§300.101 through 300.163 and 300.165 through 300.174. [34 CFR §300.201].

Contracts and Procurement: The grantee will use its own procurement procedures that reflect applicable state and local laws and regulations, provided the procurements conform to applicable federal law and the standards in 2 CFR §§200.318-200.326 Procurement Standards.

Cooperation with Evaluation: The grantee will cooperate with the performance of any evaluation of the programs by the MDE or the U.S. Department of Education or by their contractors. [34 CFR §75.591, 75.700-75.702].

Coordinated Early Intervening Services (CEIS): The grantee will not use more than 15% of the amount the grantee receives under IDEA Part B to develop and implement coordinated, early intervening services for students in kindergarten through grade 12 who are not currently identified as needing special education or related services, but who need additional academic and behavioral support to succeed in a general education environment. If the grantee claims funds through CEIS under 34 CFR § 300.226, the grantee will annually report to the MDE the number of children who received academic or behavioral interventions funded with CEIS during the year the funds were expended. IDEA Part B funds will be used to supplement, and not supplant, funds made available under the ESEA for CEIS activities. [34 CFR §300.226]

Equipment: Equipment purchased in whole or in part with grant funds will be managed consistent with the provisions of 2 CFR §200.313.

Equitable Services for Parentally Placed Private School Students: To the extent consistent with the number and location of children with disabilities who are enrolled by their parents in private, including religious, elementary schools and secondary schools located in the school district served by the LEA, provision will be made for the participation of those children in the programs assisted or carried out under IDEA Part B grants in accordance with 34 CFR §§300.130 through 300.144. [34 CFR §300.132(a)].

Excess Costs. The funds allocated under Part B will be used only to pay the excess cost of providing special education and related services to children with disabilities in accordance with 34 C.F.R. § 300.202.

Excess Cost Calculation: The grantee will verify MDE’s computation of the minimum average amount to be spent for the education of each of its elementary and secondary students with disabilities under section 602(3) of the Act before it may use funds under Part B of the Act [34 CFR §300.16].

General Education Provision Act (GEPA). The district or agency adheres to the following requirements of Section 436 GEPA, 20 U.S.C. § 123e, in order to comply with the provisions contained in P.L. 108-446.

- a. The district and agency will administer each program in accordance with all statutes, regulations, program plans and applications applicable to that program.
- b. The control of funds under each program and title to property acquired with those funds will be in a public agency and a public agency will administer those funds and property.
- c. The district/agency will use fiscal control and fund accounting procedures that will ensure proper disbursement of and accounting for Federal funds paid to it under each program.
- d. None of these funds expended under any applicable program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
- e. The district/agency will provide reasonable opportunities for the participation by teachers, parents and other interested agencies, organizations and individuals in the planning for and operation of each program.
- f. Any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and other members of the general public.
- g. That, in the case of any project involving construction:
 - The project is not inconsistent with overall State plans for the construction of facilities and in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed by the Secretary of Education under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) in order to ensure that facilities constructed with the use of Federal funds are accessible to and usable by individuals with disabilities.
 - The district/agency has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in each program significant information from educational research, demonstrations and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.
- h. The LEA provides assurance that there are no barriers that may prevent students, teachers, etc. from accessing or participating in the Federally-funded project or activity (GEPA Section 427).
- i. If the LEA anticipates any barriers, the LEA will submit separate documentation to the Mississippi Department of Education (MDE) Office of Special Education (OSE) including identified barriers, a plan to address barriers, and steps taken to ensure equitable access to and participation in IDEA.

Information for MDE: The grantee will provide the WDPI with information necessary to carry out its duties under IDEA Part B, including, with respect to §§300.157 and 300.160, information relating to the performance of children with disabilities participating in programs carried out under IDEA Part B. [34 CFR §300.211].

IDEA 619 Funds. The district or agency assures that the funds made available under Preschool will only be used for providing services to three (3), four (4), and five (5) year old children with disabilities.

Lobbying Restrictions. As required by Section 1352, Title 31 of the U.S.C. for persons entering into a grant or cooperative agreement over \$100,000, the applicant assures that:

- a. No Federally-appropriated funds have been paid or will be paid by, or on behalf of the recipient, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.
- b. If any funds other than Federally-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with a Federal grant or cooperative agreement, the recipient shall complete and submit Standard Form-LLL “Disclosure Form to Report Lobbying” in accordance with its instructions along with the sub-grant application, contract or cooperative agreement to which the disclosure applies. This form is available upon request from the Mississippi Department of Education, Office of Special Education.
- c. The recipient shall require that the language of this certification be included in the award document for all sub-awards at all tiers (including sub-grant, contracts under grants and cooperative agreements and subcontracts) and all sub-recipients shall certify and disclose accordingly.

Maintenance of Effort: Except as provided in 34 CFR §§300.204 and 300.205, funds provided to the grantee will not be used to reduce the level of expenditures for the education of children with disabilities made by the grantee from local funds below the level of those expenditures for the preceding fiscal year. [34 CFR §300.203]

OMB Standard Form 424B: The grantee will comply with all applicable assurances in OMB Standard Forms 424B (Assurances for Non-Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood insurance; environmental standards; wild and scenic river systems; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and general agreement to comply with all applicable federal laws,

executive orders and regulations. <http://www.grants.gov/web/grants/forms/sf-424-family.html>

Personnel Development: The grantee will ensure all personnel necessary to carry out the IDEA Part B are appropriately and adequately prepared, subject to 34 CFR §300.156, Personnel qualifications and §2122 of the ESEA. [34 CFR §300.207]. Staff must be appropriately licensed.

Policies and Procedures Remain in Effect: Policies and procedures submitted to the MDE by the grantee in accordance with IDEA Part B will remain in effect until the grantee submits to MDE the modifications the MDE or the grantee determines necessary. [34 CFR § 300.220].

Programmatic Changes: The grantee will obtain the prior approval of the MDE whenever any of the following actions is anticipated: (1) Any revision of the scope or objectives of the project; (2) Changes in key persons where specified in the application or grant award; (3) A disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director; (4) Contracting out or otherwise obtaining services of a third party to perform activities central to the purpose of the award; (5) Changes in the amount of approved cost-sharing or matching provided by the subrecipient. [2 CFR §200.308(c)(1, 2, 3, 6, 7)].

Public Information: The grantee will make available to parents of children with disabilities and to the general public all documents relating to the eligibility of the grantee under IDEA Part B. [34 CFR §300.212].

Purchase of Instructional Materials: If the grantee chooses to coordinate with the National Instructional Materials Center (NIMAC), when purchasing instructional materials, the grantee will acquire those instructional materials in the same manner as the MDE, and subject to the conditions under 34 CFR §300.172 and the procedures set forth in the Guidance for Using Accessible Instructional Materials (AIM). If the grantee chooses not to coordinate with the NIMAC, the grantee has provided an assurance to the MDE that the grantee will provide instructional materials to blind persons or other persons with print disabilities in a timely manner. [34 CFR §300.210].

Records Regarding Migratory Children with Disabilities: The grantee will cooperate in the efforts under §1308 of the Elementary and Secondary Education Act to ensure the linkage of records pertaining to migratory children with disabilities for the purpose of electronically exchanging, among the states, health, and educational information regarding those children. [34 CFR §300.213].

Record Retention: The grantee will comply with the requirements of 2 CFR § 200.333, Record Retention and Access. The grantee will ensure records relating to the grant are maintained for a period of at least three years after the end of the project year, consistent with the grantee's record retention policy. If any litigation, claim, negotiation, audit or other action involving the records starts before the end of the period, the records will be retained until completion of the action and resolution of all issues.

Reporting: The grantee will ensure all required financial and program data is reported to the MDE timely on a schedule established by the MDE. The grantee will report to MDE using the accounts in the [MDE Accounting Manual for School Districts](#) [2 CFR §200.302(b)(2)]. The grantee will ensure all required financial and program data is reported to the MDE timely on a schedule established by the MDE.

Statewide and District Assessment. The district or agency assures it complies with the guidance listed in IDEA 2004, Section 612(a)(16)(A) which states “In general. – All children with disabilities are included in all general State and district-wide assessment programs, including assessments described under section 1111 of the Elementary and secondary Education Act of 1965, with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs”. The district or agency further assures that: A district-wide assessment is one that:

- a. is required by the local school system, not the State;
- b. is given to all students in every grade in all schools, or the same grade in all schools that have that grade; and,
- c. is not used to determine eligibility for special education as required in the Mississippi Department of Education, Office of Special Education Policies and Procedures.

If a district, or LEA, has an assessment that meets the criteria above, the LEA must take steps to ensure that the following are true:

1. Procedures must be in place to ensure that each IEP identifies any individual accommodation(s) that may be needed for a child with a disability to participate in the district-wide assessment(s).
2. Alternate assessments must be administered to children with disabilities whose IEP team has determined that they cannot participate in the standard administration of the district-wide assessment(s).

If the LEA reports publicly the results of its district-wide assessments, it must also report, with the same frequency and detail, as it reports on the assessment of nondisabled children, the following:

1. the number of children with disabilities participating in regular assessments and the number of those children with disabilities who were provided accommodations in order to participate in those assessments; (Note: If N size is 10 or less, the data should be suppressed.)
2. the number of children with disabilities participating in alternate assessments that are aligned with the State’s challenging academic content standards and challenging academic achievement standards;
3. the number of children with disabilities participating in alternate assessments based on alternate achievement standards; and
4. the performance of children with disabilities on regular assessments and on alternate assessments compared with and included in with the achievement of all children, including children with disabilities, on those assessments.

School-wide Programs Under Title I of the ESEA: If the grantee uses grant funds to carry out a school-wide program under section 1114 of the ESEA, the amount used will not exceed the amount received by the grantee divided by the number of children with disabilities in the grantee's jurisdiction and multiplied by the number of children with disabilities participating in the school-wide program. The grantee will consider the funds as federal IDEA Part B funds for the calculations required for the excess cost requirement at 34 CFR §§300.202(a)(2) and (a)(3). When using IDEA Part B funds for school-wide programs, the grantee will meet all of the requirements of the IDEA Part B with the exception of 34 CFR §300.202(a)(1). [34 CFR § 300.206].

Single Audit: Any entity that expends in total (all sources) \$750,000 or more in federal funds during a fiscal year (July 1 – June 30) is required to conduct a single audit. If a single audit is required, a copy of the audit report is to be mailed to the Mississippi Department of Education, Director of Internal Audit. [2 CFR §200.501]

Subrecipient Monitoring: The grantee will cooperate with the MDE to discharge MDE's sub-recipient monitoring responsibilities to ensure IDEA Part B awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and performance goals are achieved. [2 CFR §200.332)].

Text Messaging and E-Mailing While Driving: The grantee and their grant personnel are prohibited from text messaging while driving a government-owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or e-mail when driving. [Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009; <http://www.gpo.gov/fdsys/pkg/FR-2009-10-06/pdf/E9-24203.pdf>]

Time and Effort Reporting: For costs to be allowable, compensation for personal services must adhere to the Standards for Documentation of Personnel Expenses as identified in 2 CFR §200.430(i)(1). The sub-recipient must retain records that accurately reflect the work performed and be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated.

Tracking of IDEA Funds. The funds under Part B will not be commingled with State funds. Separate accounting systems that include an audit trail of the expenditures of the Part B funds will be utilized in accordance with the fiscal control and fund accounting procedures, 34 C.F.R. § 76.702. The district or agency assures that it will use fiscal control and fund accounting procedures that ensure proper distribution of and accounting for Federal funds in accordance with the Uniform Administrative Requirements Cost Principles (2 CFR Subpart E—Cost Principles)

Trafficking in Persons: The grant condition specified in 2 CFR §175.10 includes the following language: "I. Trafficking in persons. 1. You as the recipient, your employees, subrecipients under this award, and sub-recipients' employees may not i. Engage in severe forms of trafficking in persons during the period of time that the award is in

effect; ii. Procure a commercial sex act during the period of time that the award is in effect; or iii. Use forced labor in the performance of the award or subawards under the award.” A subrecipient is required to inform the federal agency immediately of any information received from any source alleging a violation of this condition. The federal agency may unilaterally terminate this award, without penalty, if a subrecipient is determined to have violated this condition.

Use of Amounts. The grantee will expend funds provided under this grant in accordance with applicable provisions of the IDEA Part B only to pay the excess costs of providing special education and related services to children with disabilities. IDEA Part B funds will be used to supplement state, local, and other federal funds and not to supplant those funds. [34 CFR § 300.202]. In accordance with 34 C.F.R. § 300.208, this requirement of Part B will not be violated if the district or agency utilizes Part B funds to:

- a. Allow one or more non-disabled child(ren) to benefit from special education and related services and supplementary aids and services, for the costs of providing such services in a regular class or other education-related setting to a child with a disability in accordance with the IEP of the child; and/or
- b. Develop and implement a fully integrated and coordinated services system in accordance with 34 C.F.R. § 300.208.

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - History Log

| Attention Needed | Date | User | Status (S)/Comment (C) | S/C |
|------------------|-------------------------|-----------------------|------------------------------------|-----|
| | 6/23/2023 7:52:09 AM | Kristina Schoon-Rocco | Status changed to 'Draft Started'. | S |
| | 6/22/2023 9:33:29 AM | Michael Gibbons | Status changed to 'Not Started'. | S |

Allocations

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Allocations

| | (1) | IDEA, Part B 611 (2) | IDEA Part B, Preschool 619 | Total |
|--------------------|-----|----------------------|----------------------------|----------------|
| Original | | \$2,316,585.00 | \$74,807.00 | \$2,391,392.00 |
| Reallocated | | \$0.00 | \$0.00 | \$0.00 |
| Additional | | \$0.00 | \$0.00 | \$0.00 |
| Released | | \$0.00 | \$0.00 | \$0.00 |
| Forfeited | | \$0.00 | \$0.00 | \$0.00 |
| Total | | \$2,316,585.00 | \$74,807.00 | \$2,391,392.00 |

Private School Parentally Placed

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Private Schools

| | | |
|--|---|-------|
| Number of private schools within school district | * | 0 |
| Number of total enrollment in private schools (from last year) | | 0 |
| Number of total enrollment in private schools (all students) | * | 0 |
| % Change from last year | | NaN % |
| If % change from last year exceeds +/- 10%, please provide an explanation. | | |
| Number of parentally-placed private school children evaluated based on December 1 count | * | 0 |
| Number of parentally-placed private school children determined to be children with disabilities based on the number of children evaluated (reported in the previous row). | * | 0 |
| Total number of parentally-placed private school children with disabilities eligible for services from the school district based on December 1 count (including new and previously identified) | * | 0 |
| Total number of parentally-placed private school children with disabilities served by the district during the current school year | * | 0 |

| | IDEA Part B (Ages 3-21) | IDEA Preschool (Ages 3-5) |
|--|-------------------------|---------------------------|
| Total number of parentally-placed private school children with disabilities eligible for services from the school district based on December 1 count (including new and previously identified) | 0 | 0 |
| Total number of eligible children with disabilities in school district (District count) | 1220 | 43 |
| Total School District Allocation | \$ 2,316,585.00 | \$ 74,807.00 |
| Divided by total number of eligible children with disabilities (District count plus private school count) | 1220 | 43 |
| Average allocation per eligible child | \$ 1898.840163934 | \$ 1739.697674418 |
| Multipled by the number of private school children with disabilities | 0 | 0 |
| Amount to be expended for private school children with disabilities | \$ 0 | \$ 0 |

* NOTE: Proportionate share is calculated using the previous year's Total Child Count

Private Placements in Private Facility

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Private Schools

N/A

| Facility Name | Number of Students |
|--|--------------------|
| * <input type="text" value="Select..."/> | * |
| Total | |

Related Documents

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Private Schools

| Required Documents | |
|---|---|
| Type | Document/Link |
| Private School Consultation Affirmation of IDEA [Upload at least 1 document(s)] | Private School Consultation Affirmation of IDEA |
| | FY24 Private School Consultation |

| Optional Documents | |
|-----------------------------|---------------------------------------|
| Type | Document/Link |
| Special Education Documents | FY24 Private Facility |

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - CEIS

Included below is data used to calculate the maximum CEIS set aside amount for your LEA. For LEAs budgeting required CCEIS or voluntary CEIS funds, an additional narrative is required below. LEAs maintain the flexibility to reserve CEIS funds from their IDEA Part B 611 allocation, 619 allocation, or any combination. For more information about budget flexibilities for mandatory CCEIS and voluntary CEIS, please refer to the information below.

| | | |
|---|----|--------------|
| Total 611 Allocation | \$ | 2,316,585.00 |
| Total 619 Allocation | \$ | 74,807.00 |
| Total Combined Allocation | \$ | 2391392 |
| CEIS Status | | Voluntary |
| Maximum CEIS Set Aside Amount (LEAs identified with significant disproportionality must reserve the maximum amount). | | |
| | \$ | 358708.8 |

Mandatory CCEIS

Under 34 CFR §300.646(d), LEAs identified with significant disproportionality with respect to the identification, placement, or discipline of students with disabilities are required to reserve exactly 15% of IDEA Part B Section 611 and 619 allocation to implement mandatory Comprehensive Coordinated Early Intervening Services (CCEIS). While the amount reserved for CCEIS must be exactly 15% of their total IDEA Part B Section 611 and 619 allocation, LEAs maintain the flexibility to reserve the amount from their IDEA Part B Section 611 allocation, 619 allocation, or any combination that results in the total amount reserved.

Voluntary CEIS

Under 34 CFR §300.226, LEAs may set aside up to 15% of their IDEA Part B Section 611 and Section 619 allocation, or any combination, to implement voluntary CEIS. LEAs have the discretion to reserve the amount of funds needed to implement CEIS activities up to 15% of their total IDEA Part B Section 611 and Section 619 allocations and maintain the flexibility to reserve the amount from their IDEA Part B Section 611 allocation, 619 allocation, or any combination that results in the total amount reserved. If an LEA finds that it will not expend funds reserved under voluntary CEIS, they may request for these funds to be transferred back towards their IDEA Part B Section 611 and Section 619 allocations at any time during the period of performance.

Upload all related documents for CEIS to your LEA Special Education SharePoint folder. Each LEA identified for significant disproportionality is required to upload its root cause analysis. To upload your LEA root cause analysis, use the following path: LEA Special Education SharePoint Folder > District Data > CEIS data > FY23

2) Narrative for Mandatory Use of Funds

List the areas of disproportionality for which mandatory CCEIS are required.

Describe the **targeted audience** for the mandatory CCEIS and their needs. Describe why the targeted group of students needs additional academic and behavioral support to succeed in a general education environment. This may include children from age 3 through grade 12, particularly, but not exclusively,

children in those groups that were significantly overidentified. It may include students with and without disabilities.

Describe in detail the activities or **intervening services** that your district will conduct for mandatory CCEIS and how the activities will address the identified root causes and contributing factors including any policies, procedures, or practices that are contributing to the significant disproportionality.

3) Narrative for Voluntary Use of Funds

Describe in detail 1) the targeted audience for the voluntary CEIS. Describe why the targeted group of students needs additional academic and behavioral support to succeed in a general education environment. (For voluntary CEIS, these must be students who are not currently identified as needing special education or related services).

2) the activities or intervening services that your district will conduct for CEIS and how the activities will support the identified needs of the targeted group of students based on data analysis. The data analysis may include addressing areas of disproportionality for which the LEA is not required to implement comprehensive CEIS.

Please note, LEAs must also include its final CEIS budgeted amounts and a narrative description under each function code of its IDEA Part B 611 and/or 619 budget submission using the appropriate CEIS/CCEIS budget tag.

LEA CEIS Student Data Tracker

All LEAs, whether mandatory or voluntary, are required to upload a student data tracker. Please note that the MDE will require LEAs to use the updated CEIS Student Data Tracker beginning FY22. The MDE recommends that LEAs track student-level data continuously throughout the school year. LEA CEIS student data trackers can be found in your LEA Special Education SharePoint folder.

^N
For years prior to FY 22, LEAs may still submit the prior CEIS Student Data Tracker. Prior years' CEIS student data trackers can be found in your LEA Special Education SharePoint folder.

For more information or questions regarding CEIS data in SharePoint, please contact the Mississippi Department of Education Office of Special Education Data Team at (601) 359-3498.

Budget

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

| Indirect Cost | |
|-------------------------------------|----------------|
| Total Contributing to Indirect Cost | \$2,316,585.00 |
| Indirect Cost Rate | 3.09% |
| Maximum Allowed for Indirect Cost | \$69,436.87 |

| Function Code | Total |
|---|-----------------------|
| 1220 - Special Education Programs | \$1,414,011.73 |
| 1225 - Private Facility Placement | \$0.00 |
| 1226 - University Based Program Placement | \$0.00 |
| 1270 - Remediation/Extended School Year Programs | \$0.00 |
| 1280 - Tutorial/Supplemental Educ. Services | \$0.00 |
| 1295 - Private School Participation | \$0.00 |
| 2110-2119 - Attendance and Social Work Services | \$0.00 |
| 2120-2129 - Guidance Services | \$0.00 |
| 2130-2139 - Health Services | \$234,975.99 |
| 2140-2149 - Psychological Services | \$422,041.72 |
| 2150-2159 - Speech Pathology and Audiology Services | \$54,947.78 |
| 2210-2219 - Improvement of Instruction Services | \$188,907.78 |
| 2220-2229 - Educational Media Services | \$0.00 |
| 2330 - Special Area Administration | \$1,000.00 |
| 2500-2590 - Business Services | \$0.00 |
| 2610-2690 - Operation and Maintenance | \$0.00 |
| 2710-2799 - Student Transportation Services | \$200.00 |
| 2730 - Monitoring Services | \$0.00 |
| 3900-3949 - Other Non-instructional Services | \$500.00 |
| 7110 - Indirect Cost Transfers Out | \$0.00 |
| Total | \$2,316,585.00 |
| Adjusted Allocation | \$2,316,585.00 |
| Remaining | \$0.00 |

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

1220 - Special Education Programs - \$1,414,011.73 ▼

Budget Detail

Narrative Description

Function Code: 1220 - Special Education Programs
Object Code: 100-199 - Employee Salaries
Use of Funds:
Location Code: JACKSON CO SCHOOL DIST (3000)
Quantity: 1.00
Cost: \$124,022.88
Line Item Total: \$124,022.88

(131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to one (1) transition specialist, four (4) full-time paraprofessionals from part B at 100%, three (3) located at the Jackson County Exceptional School and one (1) located at MGCCC LINC program, supervised by licensed teachers to work 180 days.

Function Code: 1220 - Special Education Programs
Object Code: 100-199 - Employee Salaries
Use of Funds:
Location Code: ST MARTIN HIGH SCHOOL (3000011)
Quantity: 1.00
Cost: \$102,255.46
Line Item Total: \$102,255.46

(131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to four (4) full-time paraprofessionals from part B at 100% supervised by licensed teachers to work 180 days.

 MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B

Function Code: 1220 - Special Education Programs
Object Code: 100-199 - Employee Salaries
Use of Funds:
Location Code: VANCLEAVE LOWER ELEMENTARY (3000026)
Quantity: 1.00

(131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities. Salaries to three (3) full-time paraprofessionals from part B at 100% , supervised by licensed teachers to work 180 days.

 (131015) Paraprofessionals (112) 70% IDEA Part B & 30% IDEA Part B Preschool: to assist special education teachers and students with disabilities. Salaries to one (1) full-time paraprofessionals from 70% part B and 30% part B Preschool, supervised by licensed teachers to work 180 days.

| | |
|--|---|
| Cost: <input type="text" value="\$84,027.57"/> Line Item Total: <input type="text" value="\$84,027.57"/> | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Function Code: 1220 - Special Education Programs Object Code: 100-199 - Employee Salaries Use of Funds: Location Code: ST. MARTIN MIDDLE SCHOOL (3000024) Quantity: <input type="text" value="1.00"/> Cost: <input type="text" value="\$81,037.27"/> Line Item Total: <input type="text" value="\$81,037.27"/> | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to four (4) full-time paraprofessional from part B at 100% , supervised by licensed teachers to work 180 days. MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Function Code: 1220 - Special Education Programs Object Code: 100-199 - Employee Salaries Use of Funds: Location Code: EAST CENTRAL UPPER ELEMENTARY (3000002) Quantity: <input type="text" value="1.00"/> Cost: <input type="text" value="\$70,458.44"/> Line Item Total: <input type="text" value="\$70,458.44"/> | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to three (3) full-time paraprofessionals from part B at 100% supervised by licensed teachers to work 180 days. MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Function Code: 1220 - Special Education Programs Object Code: 100-199 - Employee Salaries Use of Funds: Location Code: ST MARTIN EAST ELEMENTARY SCHOOL (3000014) Quantity: <input type="text" value="1.00"/> Cost: <input type="text" value="\$69,525.32"/> | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to three (3) full-time paraprofessionals from part B at 100% , supervised by licensed teachers to work 180 days. MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |

| | | |
|-------------------------|---|--|
| Line Item Total: | \$69,525.32 | |
| Function Code: | 1220 - Special Education Programs | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to three (3) full-time paraprofessionals from part B at 100% , supervised by licensed teachers to work 180 days. |
| Object Code: | 100-199 - Employee Salaries | |
| Use of Funds: | | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Location Code: | ST MARTIN N ELEMENTARY SCHOOL (3000010) | |
| Quantity: | 1.00 | |
| Cost: | \$67,044.80 | |
| Line Item Total: | \$67,044.80 | |
| Function Code: | 1220 - Special Education Programs | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to two (2) full-time paraprofessionals from part B at 100%, supervised by licensed teachers to work 180 days. |
| Object Code: | 100-199 - Employee Salaries | |
| Use of Funds: | | (131015) Paraprofessionals (112) 70% IDEA Part B & 30% IDEA PART B Preschool: to assist special education teachers and students with disabilities. Salaries to one (1) full-time paraprofessionals from 70% part B and 30% part B Preschool, supervised by licensed teachers to work 180 days. |
| Location Code: | EAST CENTRAL LOWER ELEMENTARY (3000022) | |
| Quantity: | 1.00 | |
| Cost: | \$64,697.24 | |
| Line Item Total: | \$64,697.24 | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Function Code: | 1220 - Special Education Programs | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to three (3) full-time paraprofessionals from part B at 100% supervised by licensed teachers to work 180 days. |
| Object Code: | 100-199 - Employee Salaries | |
| Use of Funds: | | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Location Code: | EAST CENTRAL HIGH SCHOOL (3000006) | |
| Quantity: | 1.00 | |
| Cost: | \$62,632.31 | |

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|-------------------------|--------------------------------------|--|
| Line Item Total: | \$62,632.31 | |
| Function Code: | 1220 - Special Education Programs | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities. Salaries to two (2) full-time paraprofessionals from part B at 100% , supervised by licensed teachers to work 180 days. |
| Object Code: | 100-199 - Employee Salaries | |
| Use of Funds: | | |
| Location Code: | VANCLEAVE UPPER ELEMENTARY (3000016) | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Quantity: | 1.00 | |
| Cost: | \$54,920.78 | |
| Line Item Total: | \$54,920.78 | |
| Function Code: | 1220 - Special Education Programs | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to two (2) full-time paraprofessionals from part B at 100% , supervised by licensed teachers to work 180 days. |
| Object Code: | 100-199 - Employee Salaries | |
| Use of Funds: | | |
| Location Code: | VANCLEAVE HIGH SCHOOL (3000020) | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B. |
| Quantity: | 1.00 | |
| Cost: | \$47,806.80 | |
| Line Item Total: | \$47,806.80 | |
| Function Code: | 1220 - Special Education Programs | (131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities. Salaries to two (2) full-time paraprofessionals from part B at 100%, supervised by licensed teachers to work 180 days. |
| Object Code: | 100-199 - Employee Salaries | |
| Use of Funds: | | |
| Location Code: | VANCLEAVE MIDDLE SCHOOL (3000018) | MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B |
| Quantity: | 1.00 | |
| Cost: | \$42,191.24 | |
| Line Item Total: | \$42,191.24 | |

Function Code: 1220 - Special Education Programs
Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: EAST CENTRAL MIDDLE SCHOOL (3000004)

Quantity: 1.00

Cost: \$30,181.64

Line Item Total: \$30,181.64

(131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to one (1) full-time paraprofessionals from part B at 100% supervised by licensed teachers to work 180 days.

MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B

Function Code: 1220 - Special Education Programs
Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: ST MARTIN UPPER ELEMENTARY (3000013)

Quantity: 1.00

Cost: \$28,669.11

Line Item Total: \$28,669.11

(131015) Paraprofessionals (112) 100% IDEA Part B: to assist special education teachers and students with disabilities and supervised by a licensed teacher. Salaries to two (2) full-time paraprofessionals from part B at 100% , supervised by licensed teachers to work 180 days.

MET chair (172): \$1,000.00 Supplement paid to school level coordinators. All paid 100% IDEA Part B

Function Code: 1220 - Special Education Programs
Object Code: 200-299 - Employee Benefits

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$46,563.13

Line Item Total: \$46,563.13

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for three (3) paraprofessional from Part B at 100%, one (1) transition specialist located at the high schools within the district, three (3) located at the Jackson County Exceptional School and one (1) located at the MGCCC LYNCS program..

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function Code: 1220 - Special Education Programs

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be

| | |
|---|--|
| <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> <p>Location Code: ST. MARTIN MIDDLE SCHOOL (3000024)</p> <p>Quantity: 1.00</p> <p>Cost: \$41,439.72</p> <p>Line Item Total: \$41,439.72</p> | <p>paid for four (4) paraprofessional from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> <p>FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000</p> |
| <p>Function Code: 1220 - Special Education Programs</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> <p>Location Code: VANCLEAVE LOWER ELEMENTARY (3000026)</p> <p>Quantity: 1.00</p> <p>Cost: \$41,365.92</p> <p>Line Item Total: \$41,365.92</p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for three (3) paraprofessional from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> <p>FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000</p> |
| <p>Function Code: 1220 - Special Education Programs</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> <p>Location Code: ST MARTIN HIGH SCHOOL (3000011)</p> <p>Quantity: 1.00</p> <p>Cost: \$39,136.00</p> <p>Line Item Total: \$39,136.00</p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for four (4) paraprofessional from ARP IDEA Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> <p>FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actual costs \$.21/1,000</p> |
| <p>Function Code: 1220 - Special Education Programs</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for two (2) paraprofessional from IDEA Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> |

Funds:

Location Code: EAST CENTRAL HIGH SCHOOL (3000006)

Quantity: 1.00

Cost: \$32,067.33

Line Item Total: \$32,067.33

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function Code: 1220 - Special Education Programs

Object Code: 200-299 - Employee Benefits

Use of Funds:

Location Code: EAST CENTRAL LOWER ELEMENTARY (3000022)

Quantity: 1.00

Cost: \$25,711.40

Line Item Total: \$25,711.40

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for two (2) paraprofessional from Part B at 100%. Benefits will be paid for one (1) paraprofessional from IDEA PART B at 70% and 30% IDEA PART B Preschool. Benefits will be paid for one (1) MET chair supplement.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function Code: 1220 - Special Education Programs

Object Code: 200-299 - Employee Benefits

Use of Funds:

Location Code: VANCLEAVE UPPER ELEMENTARY (3000016)

Quantity: 1.00

Cost: \$24,058.54

Line Item Total: \$24,058.54

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for four (4) paraprofessional from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function Code: 1220 - Special Education Programs

Object Code: 200-299 - Employee Benefits

Use of Funds:

Location Code: ST MARTIN EAST ELEMENTARY SCHOOL

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for three (3) paraprofessional from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in

| | |
|--|---|
| <p>Code: (3000014)</p> <p>Quantity: 1.00</p> <p>Cost: \$23,119.76</p> <p>Line Item Total: \$23,119.76</p> | <p>January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000</p> |
| <p>Function Code: 1220 - Special Education Programs</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> <p>Location Code: ST MARTIN N ELEMENTARY SCHOOL (3000010)</p> <p>Quantity: 1.00</p> <p>Cost: \$23,069.69</p> <p>Line Item Total: \$23,069.69</p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for three (3) paraprofessionals from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> <p>FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000</p> |
| <p>Function Code: 1220 - Special Education Programs</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> <p>Location Code: VANCLEAVE HIGH SCHOOL (3000020)</p> <p>Quantity: 1.00</p> <p>Cost: \$22,923.56</p> <p>Line Item Total: \$22,923.56</p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for two (2) paraprofessional from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> <p>FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000</p> |
| <p>Function Code: 1220 - Special Education Programs</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for two (2) paraprofessional from ARP IDEA Part B at 100%. Benefits will be paid for one (1) MET chair supplement.</p> |

Location EAST CENTRAL UPPER ELEMENTARY
Code: (3000002)

Quantity: 1.00

Cost: \$22,587.11

Line Item \$22,587.11
Total:

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function 1220 - Special Education Programs
Code:

Object Code: 200-299 - Employee Benefits

Use of
Funds:

Location VANCLEAVE MIDDLE SCHOOL (3000018)
Code:

Quantity: 1.00

Cost: \$21,509.16

Line Item \$21,509.16
Total:

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for two (2) paraprofessional from ARP IDEA Part B at 100%. Benefits will be paid for one (1) MET chair supplement.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function 1220 - Special Education Programs
Code:

Object Code: 200-299 - Employee Benefits

Use of
Funds:

Location ST MARTIN UPPER ELEMENTARY
Code: (3000013)

Quantity: 1.00

Cost: \$18,156.54

Line Item \$18,156.54
Total:

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for two (2) paraprofessional from Part B at 100%. Benefits will be paid for one (1) MET chair supplement.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function 1220 - Special Education Programs
Code:

Object Code: 200-299 - Employee Benefits

Use of
Funds:

Location EAST CENTRAL MIDDLE SCHOOL
Code: (3000004)

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for one (1) paraprofessional from IDEA Part B at 100%. Benefits will be paid for one (1) MET chair supplement.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

| | | |
|---|------------------------------------|--|
| Quantity: | 1.00 | |
| Cost: | \$12,633.01 | |
| Line Item Total: | \$12,633.01 | |
| Function Code: | 1220 - Special Education Programs | |
| Object Code: | 510-590 - Other Purchased Services | Cooperative Agreement: Tuition paid for kids enrolled in the Jackson County Exceptional School in the Pascagoula School District |
| Use of Funds: | JACKSON CO SCHOOL DIST (3000) | |
| Quantity: | 1.00 | |
| Cost: | \$90,000.00 | |
| Line Item Total: | \$90,000.00 | |
| Function Code: | 1220 - Special Education Programs | |
| Object Code: | 510-590 - Other Purchased Services | School Student Insurance expenses will be paid for students with disabilities who are participating in the LINCS program and have this support service listed on the IEP. Insurance will be paid at a rate of \$18.00 per child not to exceed \$500.00 |
| Use of Funds: | JACKSON CO SCHOOL DIST (3000) | |
| Quantity: | 1.00 | |
| Cost: | \$200.00 | |
| Line Item Total: | \$200.00 | |
| Total for 1220 - Special Education Programs: | | \$1,414,011.73 |
| Total for all other Function Codes: | | \$902,573.27 |
| Total for all Function Codes: | | \$2,316,585.00 |
| Adjusted Allocation: | | \$2,316,585.00 |
| Remaining: | | \$0.00 |

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

2130-2139 - Health Services - \$234,975.99 ▼

Budget Detail

Narrative Description

| | |
|---|--|
| <p>Function Code: 2130-2139 - Health Services</p> <p>Object Code: 100-199 - Employee Salaries</p> <p>Use of Funds:</p> <p>Location Code: JACKSON CO SCHOOL DIST (3000)</p> <p>Quantity: <input type="text" value="1.00"/></p> <p>Cost: <input type="text" value="\$177,317.34"/></p> <p>Line Item Total: <input type="text" value="\$177,317.34"/></p> | <p>(131010) Physical Therapist (1 11): One (1) Licensed Physical Therapist, contracted for 187 days to be paid 100% Part B Funds . The Physical Therapist will be utilized to provide therapy services to students qualifying for special education services of physical therapy on the IEP.</p> <p>(131011) Occupational Therapists (1 11): Two (2) licensed Occupational therapists, contracted for 187 days to be paid 100% Part B Funds. . The Occupational therapist will be utilized to provide therapy services to students qualifying for special education services for Occupational therapy on the IEP.</p> |
| <p>Function Code: 2130-2139 - Health Services</p> <p>Object Code: 200-299 - Employee Benefits</p> <p>Use of Funds:</p> <p>Location Code: JACKSON CO SCHOOL DIST (3000)</p> <p>Quantity: <input type="text" value="1.00"/></p> <p>Cost: <input type="text" value="\$55,158.65"/></p> <p>Line Item Total: <input type="text" value="\$55,158.65"/></p> | <p>Employee Benefits: All benefits will be prorated in accordance with salary for one physical therapist and two occupational therapist.</p> <p>FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000</p> |
| <p>Function Code: 2130-2139 - Health Services</p> <p>Object Code: 510-590 - Other Purchased Services</p> <p>Use of Funds:</p> <p>Location Code: JACKSON CO SCHOOL DIST (3000)</p> <p>Quantity: <input type="text" value="1.00"/></p> | <p>Staff Travel: in-district travel will be paid for special education staff to include Occupational and Physical Therapist who will serve special education students at school locations, home, or at alternate locations as specified on each IEP. Travel expenses will be paid for special education staff to conduct assessments, provide therapy, evaluations, as well as meetings with LSC's at school sites. OT/PT are district staff and travel throughout the Jackson County three school zones .</p> |

Cost: \$2,500.00

Line Item Total: \$2,500.00

Total for 2130-2139 - Health Services: \$234,975.99

Total for all other Function Codes: \$2,081,609.01

Total for all Function Codes: \$2,316,585.00

Adjusted Allocation: \$2,316,585.00

Remaining: \$0.00

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

2140-2149 - Psychological Services - \$422,041.72 ▼

Budget Detail

Narrative Description

Function Code: 2140-2149 - Psychological Services
Object Code: 100-199 - Employee Salaries
Use of Funds:
Location Code: JACKSON CO SCHOOL DIST (3000)
Quantity: 1.00
Cost: \$304,874.34
Line Item Total: \$304,874.34

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(131016) Behavior Specialist (1 11): Salary paid to four (4) full time, MDE licensed professional, contracted for 187 days, Positive Behavior Specialist; Unit 1 salary is based on MDE Allocation 55% PBS Funding 1130, 45% IDEA Part B Funds 2610 Unit 2 & 3 salary is 100% IDEA B, and Unit 4 is 50% IDEA B and 50% MAEP; PBS write and conduct FBA's, provide training, write and implement behavior intervention plans, and provide crisis management to all students receiving special education services 6-21 years old with behavioral issues. PBS will help train and provide professional development as well as receive training and professional development.

(131050) Therapeutic Specialist (1 11): one (1) Licensed Therapeutic Specialist supervised by MDE licensed teachers and/or MDE licensed administrator personnel Unit 1 (contracted for 187 days) salaries are paid 100% IDEA Part B Funds. Therapeutic Specialist write and conduct FBA's, provide training, write and implement behavior intervention plans, and provide crisis management to all students receiving special education services 6-21 years old with behavioral issues. Therapist will help train and provide professional development as well as receive training and professional development. Therapeutic salaries are paid 100% IDEA Part B Funds.

(131003) Psychologist (115): Salary paid to two (2) full time licensed school psychologist (Both units- contracted for 197 days) to conduct comprehensive assessments, parental involvement, risk assessments, and provide explanation of evaluation results. Units are to be paid 25% Part B Funds 2610, conducting comprehensive reevaluations for Special Education students, in state transfers, and out-of-state transfers ages 6-21 years old with a current eligibility, risk assessments, and to provide explanation of evaluation results and 75% District Funds. 1120, conducting initial eligibility paperwork for general education students referred for Special Education evaluations and risk assessments, and provide explanation of evaluation results.

(131004) Psychometrists (1 11): Salaries paid to two (2) full time licensed psychometrists contracted 192 days to conduct comprehensive assessments, provide parental involvement training, conducting initial eligibility paperwork for general education students referred for Special Education evaluations, and provide explanation of evaluation results, conducting comprehensive re-evaluations for Special Education students, in state transfers, and out-of-state transfer students ages 6-21 years old and provide explanation of evaluation results. Both units 192 days to be paid 100% Part B Funds.

Employee Benefits: All benefits will be prorated in accordance with salary for four BS, one Therapeutic Specialist, two Psychologists, and two Psychometrist.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$412 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function Code: 2140-2149 - Psychological Services
 Object Code: 200-299 - Employee Benefits

Use of Funds:
 Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00
 Cost: \$112,604.20
 Line Item Total: \$112,604.20

Professional specialists, who are licensed personnel if required, will be contracted for specialized services: and any other specialist deemed necessary as required to conduct follow-up evaluations and/or provide related services as specified on the IEP, ABA services or equivalent, or mental health services as needed. Contractual Service Providers will help train and provide professional development to students and special education teachers.. Valid contract and verification of EPLS are on file. This person will review our processes and provide training if necessary. All contractual personnel will have a contract on file and verification for SAM (System for Award Management) using www.sam.gov will be on file. **Contractual personnel are licensed personnel/licensed consultants.**

Function Code: 2140-2149 - Psychological Services
 Object Code: 310-349 - Professional and Technical Services

Use of Funds:
 Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00
 Cost: \$2,063.18
 Line Item Total: \$2,063.18

Staff travel: In-district travel will be paid for special education staff to include BS, therapeutic specialist, psychometrists, and psychologist who will serve special education students at home, schools, head start, or at alternate locations as specified on each IEP. Travel expenses will be paid for special education staff to conduct assessments, evaluations, therapy as well as meetings with LSC's at school sites.

Function Code: 2140-2149 - Psychological Services
 Object Code: 510-590 - Other Purchased Services

Use of Funds:
 Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00
 Cost: \$2,500.00
 Line Item Total: \$2,500.00

Total:

| | |
|--|----------------|
| Total for 2140-2149 - Psychological Services: | \$422,041.72 |
| Total for all other Function Codes: | \$1,894,543.28 |
| Total for all Function Codes: | \$2,316,585.00 |
| Adjusted Allocation: | \$2,316,585.00 |
| Remaining: | \$0.00 |

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

2150-2159 - Speech Pathology and Audiology Services - \$54,947.78 ▼

Budget Detail

Narrative Description

Function Code: 2150-2159 - Speech Pathology and Audiology Services

Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$39,358.64

Line Item Total: \$39,358.64

132002) Speech/Language Pathologists (115): Salaries paid to one (1) full time MDE licensed speech language teacher of three-, four-, and five-year-old students with disabilities receiving speech/language services. Based on the projected enrollment of 3- 4- 5 year students with disabilities, teacher Unit 1's (contracted for 187 days) salary is prorated at 100% Part B Funds.

Function Code: 2150-2159 - Speech Pathology and Audiology Services

Object Code: 200-299 - Employee Benefits

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$13,589.14

Line Item Total: \$13,589.14

Employee Benefits: All benefits will be prorated in accordance with salary. Benefits will be paid for one (1) full time MDE licensed speech language teacher of three-, four-, and five-year-old students with disabilities receiving speech/language services.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Function Code: 2150-2159 - Speech Pathology and Audiology Services

Object Code: 411-490 - Purchased Property Services

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 500.00

Equipment Repair and Maintenance: Includes shipping and freight charges, Expenses will be paid for the general repair and maintenance of special education equipment as needed. For example, maintenance of audiometers.

Cost: \$1.00

Line Item Total: \$500.00

Function Code: 2150-2159 - Speech Pathology and Audiology Services

Object Code: 510-590 - Other Purchased Services

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$1,500.00

Line Item Total: \$1,500.00

Staff travel: In-district travel will be paid for special education staff to include language/speech pathologists who will serve special education students at home, schools, head start, or at alternate locations as specified on each IEP. Travel expenses will be paid for special education staff to conduct assessments, evaluations, and therapy as well as meetings with LSCs at school sites.

Total for 2150-2159 - Speech Pathology and Audiology Services: \$54,947.78

Total for all other Function Codes: \$2,261,637.22

Total for all Function Codes: \$2,316,585.00

Adjusted Allocation: \$2,316,585.00

Remaining: \$0.00

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

2210-2219 - Improvement of Instruction Services - \$188,907.78 ▼

Budget Detail

Narrative Description

Function Code: 2210-2219 - Improvement of Instruction Services

Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$141,527.58

Line Item Total: \$141,527.58

(131006) Case Manager: Salary paid to three full time Case Managers. Licensed by MDE. All units contracted 232 days to be paid 78% IDEA Part B and 22% District.

Function Code: 2210-2219 - Improvement of Instruction Services

Object Code: 200-299 - Employee Benefits

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$47,380.20

Line Item Total: \$47,380.20

Employee Benefits: All benefits will be prorated in accordance with salary for three Case managers.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$437 and increases to \$459 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.21/1,000

Total for 2210-2219 - Improvement of Instruction Services: \$188,907.78

Total for all other Function Codes: \$2,127,677.22

Total for all Function Codes: \$2,316,585.00

Adjusted Allocation: \$2,316,585.00

Remaining: \$0.00

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

2330 - Special Area Administration - \$1,000.00 ▼

Budget Detail

Narrative Description

Function Code: 2330 - Special Area Administration

Object Code: 810-890 - Other Objects

Use of Funds: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$1,000.00

Line Item Total: \$1,000.00

Registration fees for conferences and professional development including but not limited to social-emotional learning, behavior, CPI training, and other state and national conferences. This is for the special education and general education staff.

Total for 2330 - Special Area Administration: \$1,000.00

235

Total for all other Function Codes: \$2,315,585.00

Total for all Function Codes: \$2,316,585.00

Adjusted Allocation: \$2,316,585.00

Remaining: \$0.00

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

2710-2799 - Student Transportation Services - \$200.00 ▼

Budget Detail

Narrative Description

Function Code: 2710-2799 - Student Transportation Services

Mileage for special education students needed to be transported by parents or nurses.
Mileage rate of .575 per mile

Object Code: 510-590 - Other Purchased Services

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$200.00

Line Item Total: \$200.00

Total for 2710-2799 - Student Transportation Services: \$200.00

Total for all other Function Codes: \$2,316,385.00

Total for all Function Codes: \$2,316,585.00

Adjusted Allocation: \$2,316,585.00

Remaining: \$0.00

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

3900-3949 - Other Non-instructional Services - \$500.00 ▼

Budget Detail

Narrative Description

Function Code: 3900-3949 - Other Non-instructional Services

Object Code: 510-590 - Other Purchased Services

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$500.00

Line Item Total: \$500.00

Other Uses: Communication expenses will include postage, advertising for Child Find, public forums, destruction of records, and other public review notices, and data storage.

Total for 3900-3949 - Other Non-instructional Services: \$500.00

237

Total for all other Function Codes: \$2,316,085.00

Total for all Function Codes: \$2,316,585.00

Adjusted Allocation: \$2,316,585.00

Remaining: \$0.00

Budget Overview

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

| Indirect Cost | |
|-------------------------------------|----------------|
| Total Contributing to Indirect Cost | \$2,316,585.00 |
| Indirect Cost Rate | 3.09% |
| Maximum Allowed for Indirect Cost | \$69,436.87 |

Filter by Location: ▼
[\[Download Data\]](#)

| Function Code | Object Code | 100-199 - Employee Salaries | 200-299 - Employee Benefits | 310-349 - Professional and Technical Services | 411-490 - Purchased Property Services | 510-590 - Other Purchased Services | 810-890 - Other Objects | Total |
|---|-------------|-----------------------------|-----------------------------|---|---------------------------------------|------------------------------------|-------------------------|--------------|
| 1220 - Special Education Programs | | 929,470.86 | 394,340.87 | 0.00 | 0.00 | 90,200.00 | 0.00 | 1,414,011.73 |
| 2130-2139 - Health Services | | 177,317.34 | 55,158.65 | 0.00 | 0.00 | 2,500.00 | 0.00 | 234,975.99 |
| 2140-2149 - Psychological Services | | 304,874.34 | 112,604.20 | 2,063.18 | 0.00 | 2,500.00 | 0.00 | 422,041.72 |
| 2150-2159 - Speech Pathology and Audiology Services | | 39,358.64 | 13,589.14 | 0.00 | 500.00 | 1,500.00 | 0.00 | 54,947.78 |
| 2210-2219 - Improvement of Instruction Services | | 141,527.58 | 47,380.20 | 0.00 | 0.00 | 0.00 | 0.00 | 188,907.78 |
| 2330 - Special Area Administration | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |

| Function Code | Object Code | 100-199 - Employee Salaries | 200-299 - Employee Benefits | 310-349 - Professional and Technical Services | 411-490 - Purchased Property Services | 510-590 - Other Purchased Services | 810-890 - Other Objects | Total |
|--|-------------|-----------------------------|-----------------------------|---|---------------------------------------|------------------------------------|-------------------------|--------------|
| 2710-2799 - Student Transportation Services | | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 | 200.00 |
| 3900-3949 - Other Non-instructional Services | | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 500.00 |
| Total | | 1,592,548.76 | 623,073.06 | 2,063.18 | 500.00 | 97,400.00 | 1,000.00 | 2,316,585.00 |
| | | | | | Adjusted Allocation | | Remaining | |
| | | | | | | | | 0.00 |

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

Budget Tag Summary

| Tag Group | Tag | Budget Amount |
|--------------|--|---------------|
| Use of Funds | Coordinated Early Intervening Services (CEIS) - Voluntary | \$0.00 |
| Use of Funds | Comprehensive Coordinated Early Intervening Services (CCEIS) - Mandatory | \$0.00 |

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Equipment Purchases

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611

N/A

Includes Equipment Having a Useful Life of More Than One Year



| Quantity | Description | School | Unit Cost | Total Cost | Justification for Purchase of Each Item |
|-----------|-------------|--------|-----------|------------|---|
| * | * | * ▼ | * \$ | \$ 0 | * |
| Total: \$ | | | | \$ | |

Related Documents

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA, Part B 611


Required Documents

| Type | Document Template | Document/Link |
|------|-------------------|---------------|
|------|-------------------|---------------|

| | | |
|--|---|--|
| IDEA Parental Involvement Public Comment Procedures [Upload at least 1 document(s)] |  Parental Involvement Procedures | |
| Board Approval Signature Page [Upload 1 document(s)] |  Board Approval Signature Page | |

Optional Documents

| Type | Document Template | Document/Link |
|------|-------------------|---------------|
|------|-------------------|---------------|

| | | |
|--|---|--|
| General Education Provision Act (GEPA) |  General Education Provisions Act (GEPA) | |
| Special Education Documents | N/A | |
| Revision Form | N/A | |

Budget

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

| Indirect Cost | |
|-------------------------------------|-------------|
| Total Contributing to Indirect Cost | \$74,807.00 |
| Indirect Cost Rate | 3.09% |
| Maximum Allowed for Indirect Cost | \$2,242.25 |

| Function Code | Total |
|---|--------------------|
| 1220 - Special Education Programs | \$72,170.00 |
| 1225 - Private Facility Placement | \$0.00 |
| 1226 - University Based Program Placement | \$0.00 |
| 1270 - Remediation/Extended School Year Programs | \$0.00 |
| 1280 - Tutorial/Supplemental Educ. Services | \$0.00 |
| 1295 - Private School Participation | \$0.00 |
| 2110-2119 - Attendance and Social Work Services | \$0.00 |
| 2120-2129 - Guidance Services | \$0.00 |
| 2130-2139 - Health Services | \$0.00 |
| 2140-2149 - Psychological Services | \$2,637.00 |
| 2150-2159 - Speech Pathology and Audiology Services | \$0.00 |
| 2210-2219 - Improvement of Instruction Services | \$0.00 |
| 2220-2229 - Educational Media Services | \$0.00 |
| 2330 - Special Area Administration | \$0.00 |
| 2500-2590 - Business Services | \$0.00 |
| 2610-2690 - Operation and Maintenance | \$0.00 |
| 2710-2799 - Student Transportation Services | \$0.00 |
| 2730 - Monitoring Services | \$0.00 |
| 3900-3949 - Other Non-instructional Services | \$0.00 |
| 7110 - Indirect Cost Transfers Out | \$0.00 |
| Total | \$74,807.00 |
| Adjusted Allocation | \$74,807.00 |
| Remaining | \$0.00 |

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

1220 - Special Education Programs - \$72,170.00 ▼

Budget Detail

Narrative Description

Function Code: 1220 - Special Education Programs

Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: VANCLEAVE LOWER ELEMENTARY (3000026)

Quantity: 1.00

Cost: \$19,820.00

Line Item Total: \$19,820.00

(132032) 3 & 4 year old Teacher (111) 30% IDEA Part B Preschool, 70% MAEP: Salaries to one (1) full time teacher of three and four year old's: (Unit 1, Unit 2, and Unit 3 all contracted for 187 days) Based upon projected enrollment of 3-4 year students with disabilities. Pre-School teachers will be hired and will receive training and professional development, to help address Indicator 7 (Preschool outcome).

(1311015) Paraprofessionals(112) 30% IDEA PART B Preschool & 70% IDEA B salary: to assist special education teachers and students with disabilities. Salaries to one (1) paraprofessional from part B Preschool at 100% , supervised by licensed teachers to work 180 days. Paraprofessionals are hired to assist special education students by providing additional support to help address indicator 7 preschool.

Function Code: 1220 - Special Education Programs

Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: EAST CENTRAL LOWER ELEMENTARY (3000022)

Quantity: 1.00

Cost: \$18,000.00

Line Item Total: \$18,000.00

(132032) 3 & 4 year old Teacher (111) 30% IDEA Part B Preschool, 70% MAEP: Salaries to one (1) full time teacher of three and four year old's: (Unit 1, Unit 2, and Unit 3 all contracted for 187 days) Based upon projected enrollment of 3-4 year students with disabilities. Pre-School teachers will be hired and will receive training and professional development, to help address Indicator 7 (Preschool outcome).

(1311015) Paraprofessionals(112) 70% IDEA PART B & 30% IDEA PART B Preschool salary : to assist special education teachers and students with disabilities. Salaries to one (1) paraprofessional from part B Preschool at 100% , supervised by licensed teachers to work 180 days. Paraprofessionals are hired to assist special education students by providing additional support to help address indicator 7 preschool.

Function Code: 1220 - Special Education Programs

Object Code: 100-199 - Employee Salaries

Use of Funds:

Location Code: ST MARTIN EAST ELEMENTARY SCHOOL (3000014)

Quantity: 1.00

(132032) 3 & 4 year old Teacher (111) 30% IDEA Part B Preschool, 70% MAEP: Salaries to one (1) full time teacher of three and four year old's: (Unit 1, Unit 2, and Unit 3 all contracted for 187 days) Based upon projected enrollment of 3-4 year students with disabilities. Pre-School teachers will be hired and will receive training and professional development, to help address Indicator 7 (Preschool outcome).

| | | |
|-------------------------|-----------------------------------|--|
| Cost: | \$14,800.00 | |
| Line Item Total: | \$14,800.00 | |
| Function Code: | 1220 - Special Education Programs | |
| Object Code: | 200-299 - Employee Benefits | |
| Use of Funds: | VANCLEAVE LOWER ELEMENTARY | |
| Location Code: | (3000026) | |
| Quantity: | 1.00 | |
| Cost: | \$7,600.00 | |
| Line Item Total: | \$7,600.00 | |
| Function Code: | 1220 - Special Education Programs | |
| Object Code: | 200-299 - Employee Benefits | |
| Use of Funds: | EAST CENTRAL LOWER ELEMENTARY | |
| Location Code: | (3000022) | |
| Quantity: | 1.00 | |
| Cost: | \$7,000.00 | |
| Line Item Total: | \$7,000.00 | |
| Function Code: | 1220 - Special Education Programs | |
| Object Code: | 200-299 - Employee Benefits | |
| Use of Funds: | ST MARTIN EAST ELEMENTARY SCHOOL | |
| Location Code: | (3000014) | |
| Quantity: | 1.00 | |
| Cost: | \$4,950.00 | |
| Line Item Total: | \$4,950.00 | |

Employee Benefits: All benefits will be prorated in accordance with salary 3 & 4 year old Teachers (111) 30% IDEA Part B Preschool, 70% MAEP Paraprofessional 100% benefits covered.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$412 increases to \$437 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.09/1,000

Employee Benefits: All benefits will be prorated in accordance with salary 3 & 4 year old Teachers (111) 30% IDEA Part B Preschool, 70% MAEP Paraprofessional 30% IDEA B Preschool and 70% IDEA B benefits covered.

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$412 increases to \$437 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.09/1,000

Employee Benefits: All benefits will be prorated in accordance with salary 3 & 4 year old Teachers (111) 30% IDEA Part B Preschool, 70% MAEP

FICA = 7.65%, Retirement = 17.4%, Health Ins. = \$412 increases to \$437 in January, Workers Comp. = .44%, and Life Insurance actually costs \$.09/1,000

Total:

| | |
|---|-------------|
| Total for 1220 - Special Education Programs: | \$72,170.00 |
| Total for all other Function Codes: | \$2,637.00 |
| Total for all Function Codes: | \$74,807.00 |
| Adjusted Allocation: | \$74,807.00 |
| Remaining: | \$0.00 |

Budget Detail

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

2140-2149 - Psychological Services - \$2,637.00 ▼

Budget Detail

Narrative Description

Function Code: 2140-2149 - Psychological Services

Object Code: 310-349 - Professional and Technical Services

Use of Funds:

Location Code: JACKSON CO SCHOOL DIST (3000)

Quantity: 1.00

Cost: \$2,637.00

Line Item Total: \$2,637.00

Professional specialists, who are licensed personnel if required, will be contracted for specialized services; and any other specialist deemed necessary as required to conduct follow-up evaluations and/or provide related services as specified on the IEP. ABA service or equivalent, or mental health services as needed. Contractual Service Providers will help train and provide professional development to students and special education teachers.. Valid contract and verification of EPLS are on file. This person will review our processes and provide training if necessary. All contractual personnel will have a contract on file and verification for SAM (System for Award Management) using www.sam.gov will be on file. **Contractual personnel are licensed personnel/licensed consultants.**

Total for 2140-2149 - Psychological Services: \$2,637.00

Total for all other Function Codes: \$72,170.00

Total for all Function Codes: \$74,807.00

Adjusted Allocation: \$74,807.00

Remaining: \$0.00

Budget Overview

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

| Indirect Cost | |
|-------------------------------------|-------------|
| Total Contributing to Indirect Cost | \$74,807.00 |
| Indirect Cost Rate | 3.09% |
| Maximum Allowed for Indirect Cost | \$2,242.25 |

Filter by Location: ▼
[\[Download Data\]](#)

Object Code 100-199 - Employee Salaries 200-299 - Employee Benefits 310-349 - Professional and Technical Services Total

| Function Code | 100-199 - Employee Salaries | 200-299 - Employee Benefits | 310-349 - Professional and Technical Services | Total |
|------------------------------------|-----------------------------|-----------------------------|---|------------------|
| 1220 - Special Education Programs | 52,620.00 | 19,550.00 | 0.00 | 72,170.00 |
| 2140-2149 - Psychological Services | 0.00 | 0.00 | 2,637.00 | 2,637.00 |
| Total | 52,620.00 | 19,550.00 | 2,637.00 | 74,807.00 |
| | | | Adjusted Allocation | 74,807.00 |
| | | | Remaining | 0.00 |

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

Budget Tag Summary

| Tag Group | Tag | Budget Amount |
|--------------|--|---------------|
| Use of Funds | Coordinated Early Intervening Services (CEIS) - Voluntary | \$0.00 |
| Use of Funds | Comprehensive Coordinated Early Intervening Services (CCEIS) - Mandatory | \$0.00 |

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Equipment Purchases

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

N/A

Includes Equipment Having a Useful Life of More Than One Year

| Quantity | Description | School | Unit Cost | Total Cost | Justification for Purchase of Each Item |
|----------|-------------|--------|---------------|------------|---|
| * | * | * ▼ | * \$ | \$ 0 | * |
| | | | Total: | \$ | |

Related Documents

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - IDEA Part B, Preschool 619

Required Documents

This page is currently not accepting Related Documents.

Assurances

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Assurances

Fiscal Year 24 IDEA Assurances

* The local education agency (LEA) makes the following assurances and provisions as required by Part B of the Individuals with Disabilities Education Improvement Act IDEA '04 (20 U.S.C. 1413), in accordance with IDEA Regulations, Subpart C-Local Educational Agency Eligibility, 300.200 through 300.213, and in accordance with state laws and regulations governing students with disabilities.

Allowable Costs: Costs incurred will be allowable under the principles established in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule [2 CFR Subpart E-Cost Principles].

Budget Modifications: The grantee will obtain an approved budget amendment when it is anticipated that claimed expenditures vary from the amount in the current approved budget.

Charter Schools and Their Students: Children with disabilities who attend public charter schools and their parents will be accorded all of the rights under IDEA Part B. With respect to charter schools that are public schools of the LEA, the LEA will serve children with disabilities attending those charter schools in the same manner as the LEA serves children with disabilities in its other schools, including providing supplementary and related services on site at the charter school to the same extent it has a policy or practice of providing such services on the site to its other public schools.

The LEA will provide funds to its charter schools on the same basis as the LEA provides funds to the LEA's other public schools and at the same time as the LEA distributes federal funds to the LEA's other public schools, consistent with the state's charter school law. If the charter school is a public school of the LEA, the LEA will be responsible for ensuring the requirements of the IDEA Part B are met. [34 CFR §300.209].

Civil Rights. The district or agency adheres to the provisions of Title VI of the Civil Rights Act of 1964, as amended (45 U.S.C. §§ 2000d, et seq.) and its implementing regulations (34 C.F.R. Part 100), prohibiting discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance.

The district or agency adheres to the provisions under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), prohibiting discrimination on the basis of disability in programs and activities receiving Federal financial assistance.

The district or agency adheres to the provisions under Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681 et seq.) prohibiting discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.

The district or agency adheres to the provisions under the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance.

Compliance with Statutes, Regulations, State Plan, and Applications: The grantee will comply with the State Plan and applicable statutes, regulations, and the approved project applications, and will use IDEA Part B funds in accordance with them. [34 CFR § 76.700].

Confidentiality: The grantee shall comply with provisions regarding confidentiality of student information. [Procedures for State Policy 74.19, Chapter 9].

Consistency with State Policies: The grantee has in effect policies, procedures, and programs that are consistent with the state policies and procedures established in accordance with 34 CFR §§300.101 through 300.163 and 300.165 through 300.174. [34 CFR §300.201].

Contracts and Procurement: The grantee will use its own procurement procedures that reflect applicable state and local laws and regulations, provided the procurements conform to applicable federal law and the standards in 2 CFR §§200.318-200.326 Procurement Standards.

Cooperation with Evaluation: The grantee will cooperate with the performance of any evaluation of the programs by the MDE or the U.S. Department of Education or by their contractors. [34 CFR §75.591, 75.700-75.702].

Coordinated Early Intervening Services (CEIS): The grantee will not use more than 15% of the amount the grantee receives under IDEA Part B to develop and implement coordinated, early intervening services for students in kindergarten through grade 12 who are not currently identified as needing special education or related services, but who need additional academic and behavioral support to succeed in a general education environment. If the grantee claims funds through CEIS under 34 CFR § 300.226, the grantee will annually report to the MDE the number of children who received academic or behavioral interventions funded with CEIS during the year the funds were expended. IDEA Part B funds will be used to supplement, and not supplant, funds made available under the ESEA for CEIS activities. [34 CFR §300.226]

Equipment: Equipment purchased in whole or in part with grant funds will be managed consistent with the provisions of 2 CFR §200.313.

Equitable Services for Parentally Placed Private School Students: To the extent consistent with the number and location of children with disabilities who are enrolled by their parents in private, including religious, elementary schools and secondary schools located in the school district served by the LEA, provision will be made for the participation of those children in the programs assisted or carried out under IDEA Part B grants in accordance with 34 CFR §§300.130 through 300.144. [34 CFR §300.132(a)].

Excess Costs:The funds allocated under Part B will be used only to pay the excess cost of providing special education and related services to children with disabilities in accordance with 34 C.F.R. § 300.202.

Excess Cost Calculation: The grantee will verify MDE's computation of the minimum average amount to be spent for the education of each of its elementary and secondary students with disabilities under section 602(3) of the Act before it may use funds under Part B of the Act [34 CFR §300.16].

General Education Provision Act (GEPA). The district or agency adheres to the following requirements of Section 436 GEPA, 20 U.S.C. § 123e, in order to comply with the provisions contained in P.L. 108-446.

- a. The district and agency will administer each program in accordance with all statutes, regulations, program plans and applications applicable to that program.
- b. The control of funds under each program and title to property acquired with those funds will be in a public agency and a public agency will administer those funds and property.
- c. The district/agency will use fiscal control and fund accounting procedures that will ensure proper disbursement of and accounting for Federal funds paid to it under each program.
- d. None of these funds expended under any applicable program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
- e. The district/agency will provide reasonable opportunities for the participation by teachers, parents and other interested agencies, organizations and individuals in the planning for and operation of each program.
- f. Any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and other members of the general public.
- g. That, in the case of any project involving construction:
 - The project is not inconsistent with overall State plans for the construction of facilities and in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed by the Secretary of Education under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) in order to ensure that facilities constructed with the use of Federal funds are accessible to and usable by individuals with disabilities.

- The district/agency has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in each program significant information from educational research, demonstrations and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.

Information for MDE: The grantee will provide the WDPI with information necessary to carry out its duties under IDEA Part B, including, with respect to §§300.157 and 300.160, information relating to the performance of children with disabilities participating in programs carried out under IDEA Part B. [34 CFR §300.211].

IDEA 619 Funds The district or agency assures that the funds made available under Preschool will only be used for providing services to three (3), four (4), and five (5) year old children with disabilities.

Lobbying Restrictions. As required by Section 1352, Title 31 of the U.S.C. for persons entering into a grant or cooperative agreement over \$100,000, the applicant assures that:

a. No Federally-appropriated funds have been paid or will be paid by, or on behalf of the recipient, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal,

b. If any funds other than Federally-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with a Federal grant or cooperative agreement, the recipient shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying" in accordance with its instructions along with the sub-grant application, contract or cooperative agreement to which the disclosure applies. This form is available upon request from the Mississippi Department of Education, Office of Special Education.

c. The recipient shall require that the language of this certification be included in the award document for all sub-awards at all tiers (including sub-grant, contracts under grants and cooperative agreements and subcontracts) and all sub-recipients shall certify and disclose accordingly.

Maintenance of Effort: Except as provided in 34 CFR §§300.204 and 300.205, funds provided to the grantee will not be used to reduce the level of expenditures for the education of children with disabilities made by the grantee from local funds below the level of those expenditures for the preceding fiscal year. [34 CFR §300.203]

OMB Standard Form 424B: The grantee will comply with all applicable assurances in OMB Standard Forms 424B (Assurances for Non-Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood insurance; environmental standards; wild and scenic river systems; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and general agreement to comply with all applicable federal laws, executive orders and regulations. <http://www.grants.gov/web/grants/forms/sf-424-family.html>

Personnel Development: The grantee will ensure all personnel necessary to carry out the IDEA Part B are appropriately and adequately prepared, subject to 34 CFR §300.156, Personnel qualifications and §2122 of the ESEA. [34 CFR §300.207]. Staff must be appropriately licensed.

Policies and Procedures Remain in Effect: Policies and procedures submitted to the MDE by the grantee in accordance with IDEA Part B will remain in effect until the grantee submits to MDE the modifications the MDE or the grantee determines necessary. [34 CFR § 300.220].

Programmatic Changes: The grantee will obtain the prior approval of the MDE whenever any of the following actions is anticipated: (1) Any revision of the scope or objectives of the project; (2) Changes in key persons where specified in the application or grant award; (3) A disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director; (4) Contracting out or otherwise obtaining services of a third party to perform activities central to the purpose of the award; (5) Changes in the amount of approved cost-sharing or matching provided by the subrecipient. [2 CFR §200.308(c)(1, 2, 3, 6, 7)].

| | |
|---|---|
| <p>Public Information: The grantee will make available to parents of children with disabilities and to the general public all documents relating to the eligibility of the grantee under IDEA Part B. [34 CFR §300.212].</p> <p>Purchase of Instructional Materials: If the grantee chooses to coordinate with the National Instructional Materials Center (NIMAC), when purchasing instructional materials, the grantee will acquire those instructional materials in the same manner as the MDE, and subject to the conditions under 34 CFR §300.172 and the procedures set forth in the Guidance for Using Accessible Instructional Materials (AIM). If the grantee chooses not to coordinate with the NIMAC, the grantee has provided an assurance to the MDE that the grantee will provide instructional materials to blind persons or other persons with print disabilities in a timely manner. [34 CFR §300.210].</p> <p>Records Regarding Migratory Children with Disabilities: The grantee will cooperate in the efforts under §1308 of the Elementary and Secondary Education Act to ensure the linkage of records pertaining to migratory children with disabilities for the purpose of electronically exchanging, among the states, health and educational information regarding those children. [34 CFR §300.213].</p> <p>Record Retention: The grantee will comply with the requirements of 2 CFR § 200.333, Record Retention and Access. The grantee will ensure records relating to the grant are maintained for a period of at least three years after the end of the project year, consistent with the grantee's record retention policy. If any litigation, claim, negotiation, audit or other action involving the records starts before the end of the period, the records will be retained until completion of the action and resolution of all issues.</p> <p>Reporting: The grantee will ensure all required financial and program data is reported to the MDE timely on a schedule established by the MDE. The grantee will report to MDE using the accounts in the MDE Accounting Manual for School Districts, 2 CFR §200.302(b)(2)]. The grantee will ensure all required financial and program data is reported to the MDE timely on a schedule established by the MDE.</p> | <p>Statewide and District Assessment. The district or agency assures it complies with the guidance listed in IDEA 2004, Section 612(a)(16)(A) which states "In general. - All children with disabilities are included in all general State and district-wide assessment programs, including assessments described under section 1111 of the Elementary and secondary Education Act of 1965, with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs". The district or agency further assures that: A district-wide assessment is one that:</p> <ol style="list-style-type: none"> a. is required by the local school system, not the State; b. is given to all students in every grade in all schools, or the same grade in all schools that have that grade; and, c. is not used to determine eligibility for special education as required in the Mississippi Department of Education, Office of Special Education Policies and Procedures. <p>If a district, or LEA, has an assessment that meets the criteria above, the LEA must take steps to ensure that the following are true:</p> <ol style="list-style-type: none"> 1. Procedures must be in place to ensure that each IEP identifies any individual accommodation(s) that may be needed for a child with a disability to participate in the district-wide assessment(s). 2. Alternate assessments must be administered to children with disabilities whose IEP team has determined that they cannot participate in the standard administration of the district-wide assessment(s). <p>If the LEA reports publicly the results of its district-wide assessments, it must also report, with the same frequency and detail, as it reports on the assessment of nondisabled children, the following:</p> <ol style="list-style-type: none"> 1. the number of children with disabilities participating in regular assessments and the number of those children with disabilities who were provided accommodations in order to participate in those assessments; (Note: If N size is 10 or less, the data should be suppressed.) 2. the number of children with disabilities participating in alternate assessments that are aligned with the State's challenging academic content standards and challenging academic achievement standards; 3. the number of children with disabilities participating in alternate assessments based on alternate achievement standards; and 4. the performance of children with disabilities on regular assessments and on alternate assessments compared with and included in with the achievement of all children, including children with disabilities, on those assessments. |
|---|---|

School-wide Programs Under Title I of the ESEA: If the grantee uses grant funds to carry out a school-wide program under section 1114 of the ESEA, the amount used will not exceed the amount received by the grantee divided by the number of children with disabilities in the grantee's jurisdiction and multiplied by the number of children with disabilities participating in the school-wide program. The grantee will consider the funds as federal IDEA Part B funds for the calculations required for the excess cost requirement at 34 CFR §§300.202(a)(2) and (a)(3). When using IDEA Part B funds for school-wide programs, the grantee will meet all of the requirements of the IDEA Part B with the exception of 34 CFR §300.202(a)(1). [34 CFR § 300.206].

Single Audit: Any entity that expends in total (all sources) \$750,000 or more in federal funds during a fiscal year (July 1 - June 30) is required to conduct a single audit. If a single audit is required, a copy of the audit report is to be mailed to the Mississippi Department of Education, Director of Internal Audit. [2 CFR §200.501]

Subrecipient Monitoring: The grantee will cooperate with the MDE to discharge MDE's sub-recipient monitoring responsibilities to ensure IDEA Part B awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and performance goals are achieved. [2 CFR §200.332].

Text Messaging and E-Mailing While Driving: The grantee and their grant personnel are prohibited from text messaging while driving a government-owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or e-mail when driving. [Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009; <http://www.gpo.gov/fdsys/pkg/FR-2009-10-06/pdf/E9-24203.pdf>]

Time and Effort Reporting: For costs to be allowable, compensation for personal services must adhere to the Standards for Documentation of Personnel Expenses as identified in 2 CFR §200.430(i)(1). The sub-recipient must retain records that accurately reflect the work performed and be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated.

Tracking of IDEA Funds. The funds under Part B will not be commingled with State funds. Separate accounting systems that include an audit trail of the expenditures of the Part B funds will be utilized in accordance with the fiscal control and fund accounting procedures, 34 C.F.R. § 76.702. The district or agency assures that it will use fiscal control and fund accounting procedures that ensure proper distribution of and accounting for Federal funds in accordance with the Uniform Administrative Requirements Cost Principles (2 CFR Subpart E-Cost Principles)

Trafficking in Persons: The grant condition specified in 2 CFR §175.10 includes the following language: "I. Trafficking in persons. 1. You as the recipient, your employees, subrecipients under this award, and sub-recipients' employees may not i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect; ii. Procure a commercial sex act during the period of time that the award is in effect; or iii. Use forced labor in the performance of the award or subawards under the award." A subrecipient is required to inform the federal agency immediately of any information received from any source alleging a violation of this condition. The federal agency may unilaterally terminate this award, without penalty, if a subrecipient is determined to have violated this condition.

Use of Amounts. The grantee will expend funds provided under this grant in accordance with applicable provisions of the IDEA Part B only to pay the excess costs of providing special education and related services to children with disabilities. IDEA Part B funds will be used to supplement state, local, and other federal funds and not to supplant those funds. [34 CFR § 300.202]. In accordance with 34 C.F.R. § 300.208, this requirement of Part B will not be violated if the district or agency utilizes Part B funds to:

- a. Allow one or more non-disabled child(ren) to benefit from special education and related services and supplementary aids and services, for the costs of providing such services in a regular class or other education-related setting to a child with a disability in accordance with the IEP of the child; and/or
- b. Develop and implement a fully integrated and coordinated services system in accordance with 34 C.F.R. § 300.208.

Related Documents

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Assurances

Required Documents

This page is currently not accepting Related Documents.

JACKSON CO SCHOOL DIST (3000) Public District - FY 2024 - Special Education - Rev 0 - Special Education Checklist

This checklist is a means of communication between MDE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, MDE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application will be approved.
- If the application contains items that are marked as Attention Needed, the application will be returned to the LEA with a status of not approved. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where MDE may provide notes to explain those items. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application for approval. If MDE determines that the item has been corrected, Attention Needed will be changed to OK by the MDE Reviewer. If the items that were marked Attention Needed still have not been corrected, the application will be returned again to the LEA with a status of not approved.
- Applications that contain no items that are marked Attention Needed will be approved.

Checklist Description ([Collapse All](#) [Expand All](#))

| | |
|---|----------------|
| <input type="checkbox"/> 1. Private School Parentally Placed | Not Reviewed ▼ |
| 1.01 Number of private schools within the district. No number entered. | |
| 1.02 Number of total enrollment in private schools (from last year). Automatically populated. | |
| 1.03 Number of total enrollments in private schools (all students). No number entered. | |
| 1.04 If the % change from last year exceeds +/- 10%, please provide an explanation. | |
| 1.05 Number of parentally-placed private school children evaluated based on December 1 count. No number entered. | |
| 1.06 Number of parentally-placed private school children determined to be children with disabilities based on the number of children evaluated (reported in the previous row). No number entered. | |
| 1.07 Total number of parentally-placed private school children with disabilities eligible for services from the school district based on December 1 count (including new and previously identified). No number entered. | |
| 1.08 Total number of parentally-placed private school children with disabilities served by the district during the current school year. No number entered. | |
| 1.09 Total number of parentally-placed private school children with disabilities eligible for services from the school district, based on December 1 count (including new and previously identified): (a) IDEA Part B (Ages 3-21). Automatically populated. (b) IDEA Preschool (Ages 3-5). Please note, LEAs should only include eligible kindergarten students (Ages 3-5) in this count. No number entered. | |
| 1.10 Total number of eligible children with disabilities in school district (District count). Automatically populated. | |
| 1.11 Total School District Allocation: IDEA Part B (Ages 3-21) and IDEA Preschool (Ages 3-5). Automatically populated. | |
| 1.12 Divided by total number of eligible children with disabilities (District count plus private school count): IDEA Part B (Ages 3-21) and IDEA Preschool (Ages 3-5). Automatically populated. | |
| 1.13 Average allocation per eligible child: IDEA Part B (Ages 3-21) and IDEA Preschool (Ages 3-5). Automatically populated. | |
| 1.14 Multiplied by the number of private school children with disabilities: IDEA Part B (Ages 3-21) and IDEA Preschool (Ages 3-5). Automatically populated. | |
| 1.15 Amount to be expended for private school children with disabilities. Automatically populated. The total of the two may be budgeted in one or a combination of the FY24 budgets in Function code 1295. (a) IDEA Part B (Ages 3-21) Minimum amount to be expended. (b) IDEA Preschool (Ages 3-5) Minimum amount to be expended. | |
| <input type="checkbox"/> 2. Private Placements in Private Facility | Not Reviewed ▼ |
| 2.01 If there are no students placed in a private facility, check N/A box. | |
| 2.02 If there are students placed in a private facility, select facility and enter the number of students. If at any time, this number changes this form must be updated. | |
| 2.03 If students are indicated ensure funds are budgeted in one or a combination of the FY24 budgets in Function 1225 . | |
| <input type="checkbox"/> 3. Related Documents | Not Reviewed ▼ |
| 3.01 Private School Consultation Affirmation of IDEA. (a) If there are private schools within your school district, this form must be uploaded into MCAPS for each school within the geographic boundaries of the district. (b) If there are no private schools within the geographic boundaries of your school district, the LEA must upload a signed statement on school district letterhead indicating that there are no private schools within the district into MCAPS. | |
| <input type="checkbox"/> 4. Coordinating Early Intervening Services | Not Reviewed ▼ |
| 4.01 CEIS page - If you are not budgeting funds for CEIS, either required or voluntary, no action is necessary. | |
| 4.02 CEIS page - If required, the district must fill out section 2. Narrative for Mandatory Use of Funds: (a) List the areas of disproportionality for which mandatory CCEIS are required. No narrative included. (b) Describe the targeted audience for the mandatory CCEIS and their needs. Describe why the targeted group of students needs additional academic and behavioral support to succeed in a general education environment. This may include children from age 3 through grade 12, particularly, but not exclusively, children in those groups that were significantly overidentified. It may include students with and without disabilities. No narrative included. (c) Describe in detail the activities or intervening services that your district will conduct for mandatory CCEIS and how the activities will address the identified root causes and contributing factors including any policies, procedures, or practices that are contributing to the significant disproportionality. No narrative included. | |
| 4.03 CEIS page - If voluntary, the district must fill out section 3. Narrative for Voluntary Use of Funds: (a) Describe the targeted audience for the voluntary CEIS. Describe why the targeted group of students needs additional academic and behavioral support to succeed in a general education environment (for voluntary CEIS, these must be students who are not currently identified as needing special education or related services). No narrative included. (b) Describe in detail the activities or intervening services that your district will conduct for CEIS and how the activities will support the identified needs of the targeted group of students based on data analysis. The data analysis may include addressing areas of disproportionality for which the LEA is not required to implement comprehensive CEIS. No narrative included. | |
| 4.04 Go to the "Sections" page of MCAPS under "Budget", select function code, object code, location code, and the appropriate budget tag to start | |

budgeting the CEIS amount, whether required or voluntary. Note, LEAs identified as "required" must budget exactly 15% of its total IDEA Part B (611), and IDEA Part B Preschool (619), award. LEAs selecting to set aside voluntary CEIS may budget any amount, not to exceed 15%.

5. IDEA, Part Budget 611

Not Reviewed

- 5.01 Budget all IDEA Part B funds according to the (a) function codes and (b) object codes.
- 5.02 Salaried personnel must have the MSIS code, title of position, quantity, contract days, all job duties, and all funding sources. (a) MSIS code is missing. (b) Title of position is missing. (c) If you place a "1" in the quantity box and it represents more than "1", the number of positions must be indicated in narrative description. (d) Contract days are missing. (e) If the personnel are performing more than one cost objective, all job duties must be indicated in the narrative description. (f) If the personnel are performing more than one cost objective, all funding sources must be indicated in the narrative description using prorated percentages. Note: The number of positions and locations for salaries and benefits must match.
- 5.03 Substitute Pay must indicate in the narrative description the rate of pay. If substitutes are contracted, it must be indicated in the narrative description (a) Statement missing that all contractual personnel will have a contract on file and verification for SAM (System for Award Management) using www.sam.gov will be on file.
- 5.04 Salary supplements must indicate in the narrative description how many, title of position, how much if the budget amount is a total amount, and the reason why. (a) How many is missing. (b) Title of position is missing. (c) How much each personnel receives is missing. (d) The reason for the supplement is missing.
- 5.05 Stipends must indicate in the narrative description title of position, how much each personnel is receiving if the budget amount is a total amount, and the reason why. (a) Title of position is missing. (b) How much each personnel receives is missing. (c) The reason for the stipend is missing.
- 5.06 Employee benefits must indicate in the narrative description what benefits are being paid with their corresponding amounts and/or percentages (a.) Statement missing that all employee benefits will be prorated according to the portion of the salary paid from each funding source (b) One or more benefits are missing Note: The number of positions and locations for salaries and benefits must match.
- 5.07 Contractual services must indicate in the narrative description that the contractual personnel are licensed personnel. (b) Each contractual personnel will have to be budgeted according to their function code. Example: Speech-Language Pathologist will be budgeted under function code 2150-2159 (c) Statement missing that all contractual personnel will have a contract on file and verification for SAM (System for Award Management) using www.sam.gov will be on file. (c) Statement missing that contractual personnel are licensed personnel.
- 5.08 Equipment Repair and Maintenance must indicate in the narrative description what type of equipment will be utilized. Each piece of equipment that requires repairing will be budgeted under its corresponding function code.
- 5.09 Office supplies must include a description of what type of supplies are needed, including a brief description in the narrative. (a) Office supplies must be budgeted under corresponding function codes. (b) Who will use and the purpose of these supplies is not stated in the narrative description. (c) Shipping and handling charges statement is missing.
- 5.10 Evaluation supplies must include what type of supplies are needed, including a brief description in the narrative description. (a) Evaluation supplies must be budgeted under corresponding function codes. (b) Who will utilize these supplies is not stated in the narrative description. (c) Shipping and handling charges statement is missing.
- 5.11 Instructional supplies must include what type of supplies are needed, including a brief description in the narrative description. (a) Instructional supplies must be budgeted under corresponding function codes. (b) Who will utilize these supplies and purpose not stated in the narrative description. (c) Shipping and handling charges statement is missing.
- 5.12 Staff travel is for in district travel (out-of-district travel is considered professional development and must be coded under function code 2210-2219 for all special education staff). (a) Indicate in narrative description who is traveling, where, and why. (b) Indicate in narrative description if traveling is for professional development or staff travel in district to serve special education students (c) All staff in district travel must be budgeted according to their corresponding function codes. Example: Psychologist in district travel would be coded under 2140-2149 Psychological Services.
- 5.13 Professional development must be budgeted; this is a requirement. There is no set amount. (a) No funds budgeted for professional development. (b) Subsistence not indicated, if included or not. (c) All professional development must be budgeted to the corresponding object code.
- 5.14 Other items budgeted must include what, the purpose, and who will be utilizing the items in the narrative description.

6. IDEA, Part B 611 Equipment Purchases

Not Reviewed

- 6.01 Equipment purchases page - If no equipment will be purchased, check the N/A box.
- 6.02 Equipment purchases page - All equipment must be listed on this page with a justification. (a) No equipment listed but funds budgeted for equipment in budget narrative. (b) Total equipment does not match total amount budgeted in the narrative. (c) No justification given for equipment. (d) The school or location does not match location in budget narrative. (e) Unit cost is missing. (f) Shipping and handling are not indicated in the justification.
- 6.03 In the budget narrative of MCAPS, the location code must match the school location on the equipment purchases page. (a) The locations do not match. (b) No location indicated.

7. IDEA, Part B 611 Related Documents

Not Reviewed

- 7.01 Board Approval Signature Page. (a) Not uploaded into MCAPS. (b) Signature is missing. (c) Information on policies/procedures, nothing checked. (d) If new policies, listing of new policies not provided. Note: Parental involvement procedures must be completed prior to board approval.
- 7.02 Parental Involvement Procedures form must be completed prior to board approval and with backup documentation. (a) Not uploaded into MCAPS. (b) No dates on form. (c) Nothing is checked in section 3. (d) No backup documentation uploaded into MCAPS, such as sign-in sheets, advertisements, agendas, etc.
- 7.03 Bus Letter if applicable must be uploaded under special documents located in the related documents sections. (a) Bus letter should be on LEA letterhead with superintendent signature. (b) Bus letter should state the reason for the bus, who's paying the bus driver, and maintenance of bus. (c) Bus is added to the equipment purchase page and amount is budgeted.

8. IDEA Part B Preschool 619 Budget

Not Reviewed

- 8.01 Budget all Preschool funds according to the (a) function codes (b) object codes
- 8.02 Salaried personnel must have the MSIS code, title of position, quantity, contract days, all job duties, and all funding sources. (a) MSIS code is missing. (b) Title of position is missing. (c) If you place a "1" in the quantity box and it represents more than "1", the number of positions must be indicated in narrative description. (d) Contract days are missing. (e) If the personnel are performing more than one cost objective, all job duties must be indicated in the narrative description. (f) If the personnel are performing more than one cost objective, all funding sources must be indicated in the narrative description using prorated percentages. Note: The number of positions and locations for salaries and benefits must match.
- 8.03 Substitute Pay must indicate in the narrative description the rate of pay. If substitutes are contracted, it must be indicated in the narrative description. (a) Statement missing that all contractual personnel will have a contract on file and verification for SAM (System for Award Management) using www.sam.gov will be on file.
- 8.04 Salary supplements must indicate in the narrative description how many, title of position, how much if the budget amount is a total amount, and

the reason why. (a) How many are missing. (b) Title of position is missing. (c) How much each personnel receives is missing. (d) The reason for the supplement is missing.

8.05 Stipends must indicate in the narrative description title of position, how much each personnel is receiving if the budget amount is a total amount, and the reason why. (a) Title of position is missing. (b) How much each personnel receives is missing. (c) The reason for the stipend is missing.

8.06 Employee benefits must indicate in the narrative description what benefits are being paid with their corresponding amounts and/or percentages (a) Statement missing that all employee benefits will be prorated according to the portion of the salary paid from each funding source (b) One or more benefits are missing. Note: The number of positions and locations for salaries and benefits must match.

8.07 Contractual services must indicate in the narrative description that the contractual personnel are licensed personnel. (a) Each contractual personnel will have to be budgeted according to their function code. Example: Speech Language Pathologist will be budgeted under function code 2150-2159. (b) Statement missing that all contractual personnel will have a contract on file and verification for SAM (System for Award Management) using www.sam.gov will be on file. (c) Statement missing that contractual personnel are licensed personnel.

8.08 Equipment Repair and maintenance must indicate in the narrative description what type of equipment will be utilized. Each piece of equipment which needs repairing will be budgeted under its corresponding function code.

8.09 Office supplies must indicate in the narrative description what type of supplies are needed, including a brief description. (a) Office supplies will be budgeted under corresponding function codes. (b) Who will utilize these supplies not stated in the narrative description. (c) Shipping and handling charges statement is missing.

8.10 Evaluation supplies must indicate in the narrative description what type of supplies are needed, including a brief description. (a) Evaluation supplies will be budgeted under corresponding function codes. (b) Who will utilize these supplies not stated in the narrative description. (c) Shipping and handling charges statement is missing.

8.11 Instructional supplies must indicate in the narrative description what type of supplies are needed, including a brief description. (a) Instructional supplies will be budgeted under corresponding function codes. (b) Who will utilize these supplies not stated in the narrative description. (c) Shipping and handling charges statement is missing.

8.12 Staff travel is for in district travel (out-of-district travel is considered professional development and must be coded under function code 2210-2219 for all special education staff). (a) Indicate in narrative description who is traveling, where, and why (b) Indicate in narrative description if traveling is for professional development or staff travel in district to serve special education students (c) All staff in district travel must be budgeted according to their corresponding function codes. Example: Psychologist in district travel would be coded under 2140-2140 Psychological Services.

8.13 Professional development must be budgeted, this is a requirement, there is not set amount (a) No funds budgeted for professional development (b) Subsistence not indicated, if included or not (c) All professional development must be budgeted to the corresponding object code.

8.14 Other items budgeted must indicate in the narrative description what, and whom will be utilizing the items

9. IDEA Part B Preschool 619 Equipment Purchases

Not Reviewed ▼

9.01 Equipment purchases page, if no equipment will be purchased check the N/A box.

9.02 Equipment purchases page, all equipment must be listed on this page with justification. (a) No equipment listed but funds budgeted for equipment in budget narrative. (b) Total equipment does not match total amount budgeted in the narrative. (c) No justification given for equipment. (d) The school or location does not match location in budget narrative. (e) Unit cost is missing. (f) Shipping and handling are not indicated in the justification.

9.03 In the budget narrative of MCAPS, the location code must match the school location on the equipment purchases page. (a) The locations do not match. (b) No location indicated.

Independent Contractor Agreement/Service Agreement

This agreement ("Agreement") is entered into as of the 27th day of July, 2023, by Katlyn Green, Speech Therapy Services, LLC, hereinafter referred to as "the VENDOR" and Jackson County School District, hereinafter referred to as "the BOARD."

The Board and the Vendor agree to the terms and conditions set forth below.

The Vendor and the Board agree:

1. Scope of Services:

- a. The Vendor will provide the Board with speech and language therapy services rendered by a qualified, state licensed, and ASHA certified speech-language pathologist.
- b. The Vendor will provide services as described as direct and indirect therapy services as indicated on each student's Individualized Education Program (IEP) that shall include but is not limited to: planning, therapy, assessments, report and IEP writing, participating in IEP reviews and parent conferences, consultations with classroom teachers and other staff members, management of required documentation and attendance, and related travel as warranted.
- c. The Vendor will provide all agreed upon services via means of virtual format (i.e., Zoom).
- d. The Vendor will provide and administer informal and formal assessment by means of virtual format (i.e., Zoom) using personal resources including digital assessment kits.
- e. The Board will provide the Vendor with required assessment and screening materials including testing protocols for all requested digital assessments.
- f. The Board will provide technology requirements needed for successful teletherapy services including but not limited to designated speech therapy spaces to facilitate lessons, computers with Zoom capabilities, cameras, headphones, and microphones as needed.
- g. The Vendor will provide direct and indirect services not to exceed 20 hours per week.
- h. Maintenance caseload of no more than 20 students under active therapy services.

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2. Term and Termination:

- a. The term of this Agreement shall commence on the 1st day of August, 2023, unless terminated earlier in accordance with the terms and conditions set forth.
- b. Termination without cause: Either party has the right to terminate this Agreement without cause by giving 30 days written notice.
- c. Termination with cause: Either party reserves the right to terminate this Agreement immediately if the other party fails to comply with any terms or conditions of the Agreement and such failure continues for 15 days following receipt of written notice.

3. Compensation:

- a. The Vendor agrees to provide speech and language therapy services to the Board until the 24th day of May, 2024, excluding those days as determined by the district as holidays or school closings.
- b. The rate established by mutual agreement shall be per fully qualified, licensed, and certified speech-language pathologist at a rate of \$ 75 per hour for both direct and indirect services.
- c. The Board will provide payment to the Vendor within 30 days of receipt of a submitted invoice or a 10% invoice increase will be applied for late payment.

4. Independent Contractor:

- a. Both parties agree that the terms of the Agreement do not constitute a formation of a partnership, joint venture, employer-employee, or other relationship and no form of agency exists between the parties.
 - b. The Board agrees to submit a W-9 form with Vendor submitting a completed W-9 form and Request for Taxpayer Identification Number and Certification with social security number/federal identification number.
5. Insurance/License:
- a. The Vendor agrees to maintain professional liability and malpractice insurance with the following minimum limits of liability: \$1,000,000 per occurrence and \$3,000,000 in the aggregate and provide the Board with proof of insurance upon request.
 - b. The Vendor is licensed by the State of Mississippi in the performances of the services provided herein and agrees to provide proof upon request.
6. General:
- a. This Agreement shall be governed by the State of Mississippi, and governing regulatory rules, all which are incorporated herein.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed and to each represent that their respective signatory whose signature appears below is fully authorized to execute this Agreement.

BOARD

By: _____

Name: _____

Title: _____

Date: _____

VENDOR

By: _____

Name: _____

Title: _____

Date: _____



Jackson County School District, MS

Jackson County School District
MS

Gwendolyn Stallworth
Director of Special Education
gsj3515@jcsd.ms

Reference: 20230726-121304543
Quote created: July 26, 2023
Quote expires: August 25, 2023

Amplio Learning Technologies Inc.
600 N Broad Street Suite 5
#3443
Middletown, Delaware 19709
United States

Prepared by: Andy Merideth

andrew.merideth@ampliolearning.com

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Products & Services

| PRODUCTS & SERVICES | QUANTITY | DESCRIPTION | UNIT PRICE | PRICE |
|--|----------|---|------------------|---------------|
| Amplio Platform Subscription - Speech Language | 400 | Student licenses - Waived during the Pilot Term | \$0.00 / year | \$0.00 / year |
| Amplio Platform Educator Subscription | 40 | *Per Educator/ Per School Year waived during pilot term | \$0.00 / year | \$0.00 / year |
| SUBTOTALS | | | | |
| Annual subtotal | | | | \$0.00 |

| | |
|-----------------|---------------|
| ***Total | \$0.00 |
|-----------------|---------------|

Comments

Per Year in line item(s)= Per Order Form Term

Order Form Term Period: August 1, 2023 to July 31, 2024

* Waived during pilot term

**One Educator license is granted free of charge per 10 Student licenses, per product. For additional Educator Licenses: \$50 per Educator/license

***Final amount subject to Section 3.b of the terms

Purchase terms

1. By executing this Order Form, Entity hereby agrees to the provisions of this Order Form and the provisions of Amplio's Terms and Conditions, SaaS Service Level Agreement ("SLA"), and Privacy Policy, which can be found at <https://go.ampliolearning.com/legal/>.
2. Services:
 - a. **Amplio Platform Subscription** means user licenses for the Speech Language product of Amplio's Platform and includes implementation and technical support and training, all in accordance with the SLA. Only MTA or Esperanza trained interventionists may use the Educator license of the Reading Remediation/Dyslexia Intervention product. Platform Subscriptions are provided for the Pilot Term only. Platform 1 Educator license is granted free of charge per 10 Student licenses, per product.
 - b. **Annual Onboarding Support** means guidelines, instructional materials, coordination and consultative support regarding best practices for Clever/Classlink setup, Educator and Student onboarding, licensure assignment, caseloads setup, and school management.
3. Billing and Payment:
 - a. Services are billed in advance.
 - b. Billing is according to the quantities detailed in the Order Form for each type of Services, or if higher, according to the actual number served during the applicable period.
 - c. Payment terms for all Services are Net 30. Delayed payment shall incur a default charge of 1.5% per month, or the maximum legal interest rate, whichever is lower.
 - d. Payment to be made by check payable to Amplio Learning Technologies Inc. or via wire transfer to the following bank account: Bank Name: Bank of America, Account No. 446053156183, Routing Number: 052001633
 - e. The prices and fees listed in the Order Form are exclusive of all taxes and Amplio shall have no liability for any taxes other than taxes on Amplio's net income. If applicable, a copy of your Sales Tax Exemption Certificate must be returned with this Order Form.
4. Grant Program: The pilot permits Entity to evaluate Amplio's Platform. Entity agrees to provide Amplio feedback (including surveys, questionnaires, etc.) through its End Users using the Platform, as reasonably requested by Amplio.
5. Entity may terminate this Order Form by giving Amplio 30 days prior written notice, provided however that Entity shall remain liable for all payments for the remainder of the Term and Entity shall not be entitled to any refund or credit for any unused term.
6. The following sections from Amplio's Terms and Conditions, shall apply also to all Services, with the necessary changes and modifications: End User Responsibility, Right to Use, Ownership and Intellectual Property Rights, Confidentiality, Information Security and Privacy Protection, Export Compliance and Anti-Corruption, Term and Termination, Disclaimer, Warranties and Limitations on Liability, Indemnity and Miscellaneous.

Accepted and Agreed. Each of Amplio and Entity have executed this Order Form by their duly authorized representative.

Signature

Date

Printed name

Amplio

Signature

Date

Printed name

Independent Contractor Agreement/Service Agreement

This Agreement ("Agreement") is entered into as of the 26th day of July, 2023 by Lakendra N. Brewer, hereinafter referred to as "the VENDOR" and Jackson County School District, hereinafter referred to as "the Board".

The Board and the Vendor agree to the terms and conditions set forth below and is accompanying Exhibits, attached incorporated herein.

The Vendor and the Board Agree:

1. Scope of Services:
 - a. The Vendor will provide the Board with speech and language therapy services rendered by qualified, state licensed, and ASHA certified speech-language pathologist.
 - b. The Vendor will provide the Board with speech and language therapy services as indicated on each student's Individual Education Program (IEP) that shall include, but is not limited to: planning, therapy, assessments, report and IEP writing, participation in IEP review and parent conferences, related travels, consultations with classroom teachers and other staff members, management of required documentation and attendance.
 - c. Case management of students, if applicable.
 - d. The Board will provide required assessment, screening, and therapy materials as well as forms, materials, and any additional technology required for the provision of services within the district.
 - e. The Board will provide an adequate space/room for both individual and group therapy sessions.
 - f. Maintenance of a caseload of no more than 22 students under active therapy services.
2. Term and Termination
 - a. The term of this Agreement shall commence on 1st of Aug, 2023 unless terminated earlier in accordance with the terms and conditions set forth.
 - b. Termination without Cause: Either party has the right to terminate the Agreement without cause by giving 30 days written notice.
 - c. Termination with cause: Either party reserves the right to terminate this Agreement immediately if the other party fails to comply with any terms or conditions of this Agreement and such failure continues for 15 days following receipt of written notice.
3. Compensation
 - a. To provide Speech-Language Therapy Services to Board until 24th day of May, 2024 excluding those days as determined by the district as holidays or closings.
 - b. The rate established by mutual agreement shall be per fully qualified, licensed, and certified speech language pathologist at a rate of \$75 per hour for direct and indirect services.
 - c. The Board will provide the payment to the Vender within 30 days of receipt of a submitted invoice.
4. Independent Contractor

- b. Board agrees to submit W-9 form with Vendor submitting a completed W-9 form and Request for Taxpayer Identification Number and Certification with social security number/federal identification number.
- 5. Insurance/License
 - a. The Vendor agrees to maintain professional liability and malpractice insurance with the following minimum limits of liability: 1,000,000 Per occurrence and \$ 3,000,000 in the aggregate and provide Board with proof of insurance upon request.
 - b. The Vendor is licensed by the State of Mississippi in the performances of the Services provided herein and agrees to provide proof upon request.
- 6. General
 - a. This agreement shall be governed by the State of Mississippi, and governing regulatory rules, all which are incorporated herein.

IN WITNESS THEROF, the parties hereto have caused this Agreement to be executed and do each represent that their respective signatory whose signature appears below if fully authorized to execute this Agreement.

BOARD
 Name: _____
 Title: _____
 Date: _____

VENDOR
 Name: Lakendra N. Brewer
 Title: Speech-Language Pathologist
 Date: July 26, 2023



School Counseling Consulting Agreement

This agreement is made on August 7, 2023 between the American School Counselor Association (ASCA), 277 S Washington St., Suite 390, Alexandria, VA 22314, and Jackson County School District, 4700 Colonel Vickrey Rd. Vanleave, MS 39565.

It is agreed that ASCA will provide the services of ASCA certified trainer on six (6) agreed upon training dates throughout the course of a two-year period to provide the following services: Districtwide Training and Implementation of the ASCA National Model.

It is agreed that ASCA will be paid the total sum of **\$28,826.00** for this program. The Year 1 payment is \$14,413.00 and the Year 2 payment is \$14,413.00. Training dates are to be determined and mutually agreed upon between the district and trainer(s). If the school or district decides to cancel this training after submitting a signed contract the district will be responsible for the reimbursement of any non-refundable or non-transferable travel expenses that may have been already incurred.

All intellectual property rights in and to this training ("the Event"), the content and all materials distributed at or in connection with the Event are owned by the American School Counselor Association ("ASCA"). The district may not use or reproduce or allow anyone to use or reproduce, any of ASCA's trademarks, and/or any materials distributed at or in connection with the Event for any reason without the prior written permission of ASCA and the presenting speaker. Further, during the term of this agreement and for one year after, it is agreed that the district will not hire or otherwise engage the services of the ASCA Certified trainer assigned on this project in any other capacity without prior written consent of ASCA.

For Jackson County School District
Mr. David Baggett, Superintendent

for American School Counselor Association
Jill Cook, Executive Director

A handwritten signature in cursive script that reads "Jill Cook".

Signature

Signature

Date

August 7, 2023
Date

Please sign and return via email to jwalsh@schoolcounselor.org, or e-fax to: 703-997-7572 to the attention of Jen Walsh.



Quote

FROM:

American School Counselor Association
 277 S Washington St
 Suite 390
 Alexandria, VA 22314

ATTN. TO:

Jackson County School District
 4700 Colonel Vickrey Rd.
 Vancleave, MS 39565

| Program | Description | Amount |
|--|--|--------------------|
| Districtwide Training and Implementation of the ASCA National Model For Jackson City School District Not to exceed 14 schools Not to exceed 39 school counselors | <ul style="list-style-type: none"> • 6 training days throughout a 2-year period • Training includes trainer's fee • Trainer's travel • Reviews/feedback of submitted school plans • Access to district's own ASCA National Model Portal <p style="text-align: center;">See pgs. 5-10 for a full description</p> | \$28,826.00 |
| Due after Training Day 1, Year 1 \$ 14,413.00 Due after Training Day 1, Year 2 \$ 14,413.00 | | |
| Total: \$28,826.00 | | |



Districtwide Training & Implementation of the ASCA National Model

The American School Counselor Association (ASCA) believes school counseling is an integral component of student success. An effective school counseling program helps school counselors ensure that all students have access to a developmental curriculum for academic achievement, career development and social/emotional well-being that will lead to improved student outcomes for college and career readiness.

In working towards this goal, ASCA offers a Districtwide ASCA National Model Training and Implementation Program for all district school counselors to include professional development, school counseling program implementation and district program evaluation over a two-year period. In this partnership, ASCA will provide training, consultation and program evaluation designed specifically to meet the district's unique needs. The district will allocate six professional development days for all school counselors and provide support, access and logistical coordination throughout the two year program.

Expected Outcomes:

1. 100% of the district's schools participating in the training program will document a fully implemented school counseling program at the end of the two year period.
2. 100% of the district's school counselors participating in the training program will demonstrate results of the school counseling program on student achievement, attendance and/or behavior.
3. District administrators participating in the training program will be able to articulate results of the school counseling program for all students.
4. 10-15% of the district's schools participating in the training program will submit an application for the Recognized ASCA Model Program (RAMP) Award by October 2026.

Training: Two Year Training and Implementation Schedule

The training series is designed to lead the district's school counselors through the development, implementation, evaluation and improvement of a comprehensive school counseling program built on school-specific data. The training will consist of six full-day workshops presented over the course of two school years. The workshops will be presented to groups of up to about 40 school counselors with one trainer per group. More than 40 counselors will require additional trainers. Each session will review and build on information from the previous session. Additionally, participants will discuss and assess the tasks assigned during the previous session. School administrators are encouraged to attend part or all of one or more of the sessions.

The following outline describes the components of the two-year training program. The schedule may be adjusted based on the needs and progress of participants. Assignments listed below are written for the school rather than an individual except where noted.

Submitting Assignments for Review through the District's ASCA National Model Portal

ASCA will provide the district with its own version of the ASCA National Model Portal. One school counselor from each school will establish a unique account for the school, and all assignments will



be uploaded in the portal for review. All submissions submitted by established deadlines will be reviewed by the trainer or others with established knowledge of comprehensive school counseling programs. Each school will receive feedback on each submitted item including strengths and areas for improvement before the next training session. School counselors will have the opportunity to revise as necessary.

District level staff will have the capability to access all school documents. In addition, district staff will have capabilities to search all school documents based on keywords that are common to education and school counseling trends.

Recognized ASCA Model Program (RAMP) - The portal has the capability to submit applications seamlessly to ASCA for the RAMP award process. District staff will have the ability to review any application before submission, and when approved by the district, the application can be submitted by district level staff with the push of a button.

Evaluation

ASCA will provide school counseling program evaluators to review school plans, provide feedback, and coordinate district evaluation. At the end of the two-year period, ASCA will provide the district with a report of the results of school counseling implementation, focusing on student outcomes and changes in school data over the two year period.

ASCA and District's Responsibilities

ASCA will provide the trainers and all training materials, including copies of the following publications for each school counselor: *ASCA National Model: A Framework for School Counseling Programs*, *Making DATA Work*, *ASCA National Model Implementation Guide*, and *Implementation Guide: Student Standards*. Trainers will be available for consultation with the district's administrators and individual school counselors between sessions.

District staff will be responsible to:

- Reserve six dedicated professional development days for all school counselors,
- Provide oversight of the implementation of comprehensive school counseling program in district schools, which includes providing school counselors with baseline student data to be used for program planning and the collection of school data as a result of the school counseling program to be compared to baseline data.
- Share aggregate student data as allowed by district policies.
- Share training handouts electronically to all participants and make paper copies if desired.
- Provide support for implementation of the ASCA National Model Portal
- Provide meeting space, logistical coordination and scheduling, and support for the training, including release time for all school counselors to attend the six professional development sessions
- Provide support to school counselors to complete training assignments
- Provide encouragement to district administrators to participate in the program



AGENDA

SESSION 1, Year 1

Learning objectives:

After attending Session 1, you should be able to:

1. Describe the ASCA National Model
2. Explain three types of data collected in a school counseling program
3. Complete the School Data Summary
4. Create Annual Student Outcome Goal Plan
5. Create a Closing-the-Gap Action Plan
6. Complete Column 1 of the Use-of-Time 5 Day Calculator
7. Navigate ASCA National Model Portal

| Time | Topic |
|--------------------|--|
| 8:00 a.m. | Welcome and Overview of ASCA National Model, 4th Edition |
| 9:30 a.m. | Start Where You Are <ul style="list-style-type: none"> ✓ Program Assessment ✓ Data Literacy |
| 11 a.m.—12:00 p.m. | Lunch |
| 12:00 p.m. | Goal Development <ul style="list-style-type: none"> ✓ Overview of Data ✓ School Data Summary ✓ Annual Student Outcome Goal Plan ✓ Closing the Gap Action Plan ✓ Create the Mindsets & Behaviors pre-assessment |
| 2:15 p.m. | Use-of-Time 5-Day Calculator |
| 2:45 p.m. | Questions |

| Preparation Work (completed prior to training) | Portal Submissions (uploaded on due date) | Ongoing Work |
|---|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Read the ASCA National Model, Executive Summary <input type="checkbox"/> Read the “Mindsets and Behaviors for Student Success: K-12 College-and-Career Readiness Standards for Every Student” found here. <input type="checkbox"/> Complete the School Counseling Program Assessment <input type="checkbox"/> Bring school improvement plan goals to first training | <ul style="list-style-type: none"> <input type="checkbox"/> School Data Summary (per school) <input type="checkbox"/> Annual Student Outcome Goal Plan (per counselor) <input type="checkbox"/> Closing-the-Gap Action Plan (per counselor) | <ul style="list-style-type: none"> <input type="checkbox"/> Administer the Mindsets & Behaviors pre-assessment to identified students <input type="checkbox"/> Complete column 1 of first semester Use-of-Time 5-Day Calculator (per counselor) |



SESSION 2, Year 1

Learning objectives:

After attending Session 2, you should be able to:

- Create Mission and Vision statements
- Utilize ASCA Student Standards (Mindsets & Behaviors for Student Success: K12 College & Career Readiness Standards for Every Student)
- Explain data collection and analysis
- Calculate and analyze Mindsets & Behaviors pre assessment data
- Analyze time usage (using Use-of-Time 5 Day Calculator)
- Draft Annual Calendar

| Time | Topic |
|-----------------------|--|
| 8:00 a.m. | Feedback, Themes and Questions from last training |
| 8:30 a.m. | Use-of-Time 5 Day Calculator (Continued) |
| 9:30 a.m. | Define Your Program <ul style="list-style-type: none"> • Beliefs • Vision • Mission |
| 11:00 a.m.-12:00 p.m. | Lunch |
| 12:00 p.m. | Student Standards: ASCA Mindsets & Behaviors for Student Success |
| 12:30 p.m. | Continue work on the Closing the Gap Action Plan: Calculating/Analyzing Pre-Assessment Data |
| 1:30 p.m. | Introduce Annual and Weekly Calendars |
| 2:45 p.m. | Questions |

| Preparation Work (completed prior to training) | Portal Submissions (uploaded on due date) | Ongoing Work |
|---|---|---|
| <input type="checkbox"/> Bring Use-of-Time 5-Day Calculator with column 1 completed (per counselor) <input type="checkbox"/> Bring the Mindsets & Behaviors pre-assessment results | <input type="checkbox"/> School Counseling Vision Statement (per school) <input type="checkbox"/> School Counseling Mission Statement (per school) <input type="checkbox"/> Revised Closing-the-Gap Action Plan, including pre-assessment averages (per counselor) <input type="checkbox"/> Completed/Revised Use-of-Time Calculator (per counselor) | <input type="checkbox"/> Continue implementing Closing-the-Gap Action Plan <input type="checkbox"/> Adopt Beliefs, Vision and Mission statements <input type="checkbox"/> Continue working on Annual Calendar |



SESSION 3, Year 1

Learning objectives:

After attending Session 3, you should be able to:

1. Develop Closing-the-Gap Results Reports
2. Finalize Classroom & Group Mindsets & Behaviors Action Plan
3. Identify purpose of Annual Administrative Conference
4. Clarify specific session content for School Counseling Advisory Council meetings

| Time | Topic |
|-------------------------|---|
| 8:00 a.m. | Feedback, Themes and Questions from last training Closing-the-Gap Action Plan–Progress check |
| 9:00 a.m. | Classroom and Group Mindsets & Behaviors Action Plan |
| 9:30 a.m. | Check in: Annual Calendar |
| 10:00 a.m. | Closing-the-Gap Results Report |
| 11:00 a.m. - 12:00 p.m. | Lunch |
| 12:00 p.m. | Advisory Council |
| 1:00 p.m. | Annual Administrative Conference |
| 2:45 p.m. | Questions |

| Preparation Work (completed prior to training) | Portal Submissions (uploaded on due date) | Ongoing Work |
|---|--|---|
| <input type="checkbox"/> Bring draft of Annual Calendar <input type="checkbox"/> Be prepared to share Closing-the-Gap Action Plan progress | <input type="checkbox"/> Classroom and Group Mindsets & Behaviors Action Plan (per school) <input type="checkbox"/> Annual Calendar (per school) <input type="checkbox"/> Completed Spring Use-of-Time Calculator (per counselor) <input type="checkbox"/> Closing-the-Gap Action Plan/Results Report (per counselor) | <input type="checkbox"/> Draft Annual Administrative Conference Template (per counselor - to use in the fall) <input type="checkbox"/> Draft Advisory Council invitation, membership list, and first semester agenda |



SESSION 4, Year 2

Learning objectives:

After attending Session 4, you should be able to:

1. Review/refine Classroom & Group MB Action Plan
2. Write Lesson Plans (classroom)
3. Review and refine annual calendar
4. Explain the School Counseling Advisory Council
5. Complete the Annual Administrative Conference template (per counselor)

| Time | Topic |
|-----------------------|--|
| 8:00 a.m. | Feedback, Themes and Questions from last training <ul style="list-style-type: none"> • Annual Calendar • Use-of-Time 5 Day Calculator • Classroom & Group Mindsets & Behavior Action Plan |
| 9:00 a.m. | Review goals and data |
| 10:00 a.m. | Advisory Council: Minutes & Presentation |
| 11:00 a.m.—12:00 p.m. | Lunch |
| 12:00 p.m. | Annual Administrative Conference |
| 1:00 p.m. | Lesson Plans: Levels of Evidence & Classroom Instruction |
| 2:00 p.m. | Focused Work |
| 2:45 p.m. | Questions |

| Preparation Work (completed prior to training) | Portal Submissions (uploaded on due date) | Ongoing Work |
|--|--|--|
| <input type="checkbox"/> Bring questions regarding last year's content/tasks <input type="checkbox"/> Bring Annual Administrative Conference template draft (per counselor) <input type="checkbox"/> Bring Advisory council invitation, membership list, first semester agenda | <input type="checkbox"/> New School Data Summary (per school) <input type="checkbox"/> New Annual Student Outcome Goal Plans (per counselor) <input type="checkbox"/> New Closing-the-Gap Action Plan/Results Report (per counselor) <input type="checkbox"/> Classroom Instruction lesson plan (per counselor) <input type="checkbox"/> Advisory Council minutes (per school) <input type="checkbox"/> Advisory Council presentation (per school) <input type="checkbox"/> Annual Administrative Conference (per counselor) | <input type="checkbox"/> Implement new ASOG work and CTG work <input type="checkbox"/> Schedule 1 st and 2 nd semester Adv C meetings <input type="checkbox"/> Send invitation to 1 st semester Adv C meeting <input type="checkbox"/> Create Adv C presentation <input type="checkbox"/> Conduct 1 st semester Adv C meeting <input type="checkbox"/> Write 1 st semester Adv C minutes |



SESSION 5, Year 2

Learning objectives:

After attending Session 5, you should be able to:

1. Write Lesson Plans (Small Group)
2. Complete results reports (Classroom, Small Group, Closing-the-Gap)
3. Create a clear and concise graph conveying student impact at a glance
4. Develop end-of-year presentation
5. Identify best practices in reporting program results to stakeholders

| Time | Topic |
|-------------------------|--|
| 8:00 a.m. | Feedback, Themes and Questions from last training <ul style="list-style-type: none"> • Lesson Plans • Advisory Council • Annual Administrative Conference |
| 9:00 a.m. | Lesson Plans – Small Group |
| 10:00 a.m. | Focused Work |
| 11:00 a.m. – 12:00 p.m. | Lunch |
| 12:00 p.m. | Results Reports <ul style="list-style-type: none"> • Classroom Instruction • Small Group • Closing-the-Gap Creating effective data results graphs |
| 1:00 p.m. | End of Year Presentation Planning |
| 1:45 p.m. | Focused Work Time |
| 2:45 p.m. | Questions |

| Preparation Work (completed prior to training) | Portal Submissions (uploaded on due date) | Ongoing Work |
|--|---|---|
| <input type="checkbox"/> Bring questions/feedback for lesson plans, advisory council, and annual administrative conference | <input type="checkbox"/> Closing-the-Gap Results Report (per counselor) <input type="checkbox"/> End-of-year presentation draft (saved as PDF) | <input type="checkbox"/> End of Year Presentation (per school) <input type="checkbox"/> Read RAMP Rubric |



SESSION 6, Year 2

Learning objectives:

After attending Session 6, you should be able to:

- Advocate for school counseling program using Results Reports
- Deliver annual school presentation (goals, three classroom lessons, small group, closing-the-gap)
- Consider RAMP

| Time | Topic |
|-------------------------|---|
| 8:00 a.m. | End of Year Presentations (Every school to participate) |
| 11:00 a.m. – 12:00 p.m. | Lunch |
| 12:00 p.m. | Sustainability |
| 1:00 p.m. | RAMP |
| 2:00 p.m. | Know Your Why |
| 2:45 p.m. | Questions |

| Preparation Work (completed prior to training) | Portal Submissions (uploaded on due date) | Ongoing Work |
|---|--|---|
| <input type="checkbox"/> Bring initial Program Assessment | | <input type="checkbox"/> Complete Program Assessment <input type="checkbox"/> Compare/contrast Program Assessments |



Jackson County School District

English Learner & Immigrant *PROCEDURAL MANUAL*



Superintendent

Mr. David Baggett

Director of Federal Programs & Student Services

Dr. Kimberly Williams

EL Interventionist/Coordinator

Mrs. Anastasia Harris



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FORWARD

The purpose of this document is to provide support to Jackson County School District in its effort to serve the needs of English Learners. The materials in this document are intended to provide educators with appropriate services and resources necessary for English Learners to attain English proficiency and reach high academic standards.

This document is based on the Mississippi English Learner Guidelines: Regulations, Funding Guidance, and Instructional Supports 2018 and the U.S. Department of Education’s English Learner Toolkit for State and Local Education Agencies. To ensure consistency in understanding the purpose and to accomplish successful implementation, key sections of the MS EL Guidelines have been duplicated.



INTRODUCTION

Jackson County School District is located on the Mississippi Gulf Coast, enrolling over 8900 students in 14 schools with an EL population near 3% with over 10 languages spoken.

The mission of our EL program is to optimize individual student learning for success in a global community. We believe in the importance of equity, excellence, growth mindset, relationships, relevance, and positive and respectful cultures.

This English Learner plan adopts the Mississippi Department of Education's (MDE) newly revised policies, procedures and guidelines to ensure compliance with Title III of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA) of 2015 which addresses requirements serving students who are English learners and or immigrant children and youth. As required by MDE, the plan will be reviewed for Board approval annually.

This plan provides the procedures and practices necessary for ensuring all EL students enrolled in Jackson County School District receive a high-quality education. These guidelines will heighten awareness of the importance of our English Learners making growth and meeting the requirements of the state, as well as supporting the vision of being a district of A-level schools.

Definition of English Learner

The U.S. Department of Education (ED) defines an English Learner as an individual, "who comes from an environment where a language other than English that has had a significant impact on the individual's level of English language proficiency," thereby impacting the student's English language proficiency where difficulties in speaking, reading, writing, and comprehension the English language may be sufficient to deny the individual;

- the ability to meet the State's proficient level of achievement on State assessment;
- the ability to successfully achieve in classrooms where the language of instruction is English;
- or the opportunity to participate fully in society.

RIGHTS OF ENGLISH LEARNERS AND THEIR FAMILIES

The following federal laws clarify the obligation of every school not only to enroll students from diverse language backgrounds but also to provide the foundation for guidance in establishing an equitable, quality education for Mississippi students, including ELs:

- Title VI of the Civil Rights Act of 1964
- May 25, 1970, Memorandum
- Lau vs. Nichols – 1974
- Equal Education Opportunities Act of 1974
- Plyler vs. Doe – 1982
- Presidential Executive Order 13166
- Title III of the No Child Left Behind Act of 2001

IDENTIFICATION AND PLACEMENT

Guidelines for Registration:

The Jackson County School District will provide a free and equitable education to all school age children who live within the boundaries of JCSD, regardless of immigration status. Several laws protect the rights of English Learners (ELs) and their families, particularly during the enrollment process. These protections are provided because many EL students' levels of transiency and lack of English proficiency make them a particularly vulnerable population.

When enrolling students, JCSD will not request any information from students or their parents or guardians in order to deny access to public schools on the basis of race, color, or national origin.

Jackson County School District requires the following documents when enrolling a student unless otherwise indicated as optional:

1. Birth Certificate
2. Proof of Immunization
3. 2 Proofs of Residency

Parent(s) or Legal Guardian(s) must be present when enrolling their child. A child will not be enrolled if a parent(s) or legal guardian(s) is not present at the time of enrollment.

Grade level placement:

ELs should be placed at their age-appropriate grade level. Some situations allow for exceptions. If a student is less than seven years old and has not attended school before, it is often best to place the student in kindergarten. Grade level placement should be on a case-by-case basis, using information available such as previous school records (if available) and personal history.

Transferring Foreign Credits:

The school guidance counselor should be trained in assessing non-U.S. school transcripts for appropriate awarding of credits. Students should not be required to repeat content classes they had in their native language just because of their lack of English skills. Every effort should be made to review previous school records and transcripts to evaluate and award transfer credits.

Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education [or its designee(s)] is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student within thirty (30) days after filing for transfer. Notice of the administering of such test(s) shall be given to the applicant not less than five (5) days prior to the date of the administration of such test. {MS Code § 37-15-33} (7 Miss. Admin. Code Pt. 3, Ch. 36, R. 36.1, R. 36.2, R. 36.3, R. 36.4)

Definitions:

An English Learner (EL) may be defined as:

- a. A student who was not born in the United States or whose native language is other than English and comes from an environment where a language other than English is dominant.
- b. A student who is a Native American of Alaska or a native resident of the outlying areas and comes from an environment where a language other than English has had a significant impact on such individual's level of English language proficiency.
- c. A student who is migratory and whose native language is other than English and comes from an environment where a language other than English is dominant.

Immigrant Children and Youth are individuals who:

- a. are ages 3 through 21;
- b. were not born in the U.S, "state" means the 50 states, the District of Columbia, and the Commonwealth of Puerto Rico (Section 3127 of ESEA). Children born to U.S. citizens abroad (e.g., children born on a military base overseas) maybe be considered immigrants if they meet all the criteria in the definition of immigrant; and
- c. have not been attending one or more schools in any one or more states for more than three full academic years. A full academic year is 10 months of school attendance, kindergarten through 12th grade. If a student has been in different school districts and even different states, the number of months that the student has been in school in any one or more states must not add up to total of more than 3 full academic years.

Procedures:

In order to effectively serve EL students and make appropriate educational decisions, procedures are necessary for the identification, assessment, and placement of these students. The Jackson County School District will follow Steps 1-3 for identifying and placing a student in the EL program.

Step 1- Identification

Parents/guardians are asked to complete the Home Language Survey (HLS) during the online registration process. To ensure that all students receive the education services they need, we are required to ask questions about students' language backgrounds on a Home Language Survey (HLS). The answers to the following questions will tell us if a student's proficiency in English should be evaluated and help us to ensure that important opportunities to receive programs and services are offered to students who need them. A copy of the HLS can be found in the appendix of this document.

The questions of the HLS are as follows:

1. What is the dominant language most often spoken by the student?
2. What is the language routinely spoken in the home, regardless of the language spoken by the student?
3. What language was first learned by the student?
4. Does the parent/guardian need interpretation services?
5. Does the parent/guardian need translated materials?
6. What was the date the student first enrolled in a school in the United States?
7. In what country was the student born?

If any question indicates a language other than English is spoken in the home, the student is referred to the EL teacher for further assessment.

Step 2- Initial Assessment

A student whose home language survey indicates the need for a placement test must be administered within thirty (30) days of enrollment at the beginning of the school year. Students who register after the beginning of the school year must be assessed within ten (10) school days.

The placement test assesses English proficiency in all four domains of language development - listening, speaking, reading, and writing - as well as comprehension, to ensure that a student's language needs are properly identified and addressed through the district's EL program.

Students who were previously administered with the state board approved placement assessment or have taken the annual state-adopted English Language Proficiency Test (ELPT) do not need to be rescreened. The assessment will be administered by a School Counselor.

The student's placement test report must be placed in their cumulative record along with the original copy of the home language survey.

Step 3-Parental Notification

Parents of a student who qualifies for English language services shall be sent a notice of placement and services within thirty days of the start of the school year or within ten days for students ruled eligible enrolling after the initial day of school. The notice may either be mailed to the parent or guardian or sent home with the student. The LEA and EL Coordinator will invite the parent or guardian to a conference further explaining the ruling or the services that will be provided. The notification must include all of the required elements, including the right to opt out. Parents may decline EL services at any time by written request.

Any parent or guardian whose child is receiving or is eligible to receive EL services have the right to decline or opt his or her child out of any or all EL services. The district will provide guidance in a language parents or guardians can understand to ensure that they understand their child's rights, the range of EL services that their child could receive, and the benefits of such services to ensure that the parent or guardian's decision to opt out is informed and voluntary.

After ELs have been identified using the LAS Links Placement Test, the district must provide ELs with appropriate language assistance services and programs, commonly known as "EL Services and Programs." The district has the flexibility to choose the EL services and programs that meet civil rights requirements and best meet the needs of their EL population.

Parents are encouraged to respond to the notification for the student to participate in the district's EL program; parents do have the right to waive EL services and decline any services provided. However, the student remains in the EL program. If a student has been identified as an EL, the student is still required by federal law to take the annual ELPT until the student meets state exit criteria, regardless of parental refusal of services.

Step 4- Program Placement:

The Mississippi Department of Education requires each student designated as an EL to have a Language Service Plan (LSP), which must be updated annually until the student exits the EL program. The Student Evaluation Team (SET) must meet to develop the LSP at the beginning of each academic school year. This team must be composed of teachers

(including EL teachers), administrators, counselors, and parents or guardians. The team will meet quarterly to evaluate the student’s progress and make necessary adjustments. A copy of the LSP must be provided to all teachers who work with the EL student. The LSP must contain the following:

- Student’s demographic information
- Date of first enrollment in a U.S. school
- Yearly ELPT scores
- Classroom accommodations
- State testing accommodations
- Signatures of SET members

After ELs have been identified using the LAS Links Placement Test, LEAs must provide ELs with appropriate language assistance services and programs, commonly known as “EL services and programs”. The LEAs have the flexibility to choose the EL services and programs that meet civil rights requirements and best meet the needs of their EL population. The goal for students who are ELs is that they attain fluency in English, master the state’s academic content standards as demonstrated by proficiency on the state’s required student assessments, and pass any other state required tests. ELs must be placed age-appropriately in the mainstream classroom. This provides them with access to challenging, grade-level content instruction, and the opportunity to interact with their English-speaking peers and is considered generally to be the least restrictive educational environment.

When EL students enroll in U.S. schools for the first time at the secondary level, steps will be taken to ensure they have access to a high school diploma. To ensure ELs have access to the foundational skills needed to be successful in high school and ensure access to graduation, Jackson County School District will place students in academic courses sequentially. English I, II, III, and IV will be offered, scheduled, and taught in sequential order. Simultaneous enrollment is acceptable in situations where a student failed a course and needs to simultaneously enroll. EL students will not be placed out of sequence to prevent them from taking required assessments.



Step 5- Exiting and Monitoring:

Exiting:

English Learners are required to obtain proficiency on the state approved English Language Proficiency Test to officially exit the EL program.

ESSA requires states to have uniform exit criteria. All students including students with disabilities will no longer meet the definition of an EL when they meet the state’s definition of “proficient” in English. The following guidance is from the Mississippi Department of Education’s Office of Student Assessment.

07. Action: Revise English Language Proficiency Test (ELPT) score requirements for English Learners (EL) to exit EL status [Goals 1, 2, 3, and 4 – MBE Strategic Plan]

Background Information: The Every Student Succeeds Act (ESSA), which reauthorizes the Elementary and Secondary Education Act (ESEA), requires that states establish and implement standardized English Learner entrance and exit procedures. On July 14, 2016, the State Board of Education approved the exit criteria for English Learners (EL) to exit EL status. The student is required to obtain the following proficiency levels on the LAS Links ELPT.

Students Exiting the Program and Monitoring Exited Students:

Students may exit the EL program by achieving the following scores on the LAS Links English Proficiency assessment. (These are the only criteria allowed for a student to exit the program.)

1. Overall Proficiency Score – Level 4 or 5 AND
2. Reading Proficiency Score – Level 4 or 5 AND
3. Writing Proficiency Score – Level 4 or 5.

An EL student with a disability can be “exited” from EL status when he or she no longer meets the definition of an EL. This occurs when the student meets the State’s definition of “proficient” in English. The student’s EL status cannot be removed based solely on the fact the student has an IEP.

LAS Links: Overall 4-5, Reading 4-5, Writing 4-5

This item references Goals 1, 2, 3 and 4 of the Mississippi Board of Education 2016-2020 Strategic Plan.

Source: MDE, Jan. 19, 2017 Agenda Items

Monitoring:

After students have exited EL status, their academic progress is monitored for 4 years. Monitoring will be conducted and documented quarterly, with a LEA/SET team reviewing monitored student's grades, assessments, and other related data. If an exited EL is not progressing academically as expected and monitoring suggests a persistent language need, the student will be re-evaluated using the state adopted ELPT to determine if the student needs additional language services. The district will retest using the LAS Links Placement Test to see if the student needs to be offered additional language assistance. If the student re-enters the EL program based on the results of the placement test, the parent's consent for reentry will be requested.

EL Instructional Services:

The Jackson County School District utilizes multiple methods for providing EL instruction. EL teachers provide daily standards-based language instruction as specified in the students' LSP. In addition to the EL teachers, all Jackson County School District teachers are language teachers. All teachers should hold ELs to the same high academic standards expected of all students; however, content teachers must understand to do this, differentiated instruction, modifications, and accommodations must be provided to each EL for instruction and assessment to be meaningful and to meet individual needs as required by law.

Jackson County School District serves EL students through:

1. Pull-Out Model- It is a challenge to meet English as a Second Language (ESL) students' needs for English language learning during an already packed school schedule. Jackson County School District prefers for EL teachers to work directly with students. Teachers use set curriculum with lesson plans to teach students language acquisition skills. The pull-out model can benefit your students in several ways, including:
 - More individualized support
 - A low-risk setting
 - The ability for teachers to closely assess student progress
 - Flexible grouping opportunities for enhanced student support
2. Sheltered English Instruction- This is a method of teaching English Language Learners that fits the recommended model of culturally responsive education. The goal of SI is to help ELLs develop content knowledge, language proficiency, and academic skills at the same time. The program instructs students to speak, read, and write in English. Strategies that are associated with this pedagogy foster academically focused student talk, intra and interdependent problem-solving skills, effective collaboration, and healthy cross-cultural communication skill development.

3. Content-Based Instruction-This model consists of the content-based instruction focusing on content rather than language in a general classroom setting. Simply stated, the language becomes a tool for learning new things instead of the topic. ESL classes can help school-age children with listening, reading and writing skills; these classes can also help them develop conversational and culturally appropriate speaking skills. This helps students make logical connections between ideas, words and objects. Proponents of content-based learning believe that this approach is the most effective method for language acquisition.

Language Service Plan:

Each student identified as an English Learner must have a Language Service Plan (LSP) per Mississippi Department of Education guidelines. Language Service Plans are updated annually until the student exits the EL program. The LSP must contain the student's demographic information, date of first enrollment in a US school, yearly LAS Links scores, and state/classroom accommodations. The SET must meet to develop the LSP at the beginning of each academic school year. The SET is composed of the student's teachers, EL teacher, administrators, counselor, and parents/guardians. The team will meet quarterly to evaluate the student's progress and make necessary adjustments. A copy of the LSP must be provided to all teachers who work with the EL student.

The SET should use the following guidelines for implementation of the Language Service Plan:

1. Convene as needed to discuss changes or adjustments in the EL's instructional services.
2. Review student's progress in language acquisition and academic achievement annually.
3. Identify accommodations needed on state assessments. Additional classroom strategies and accommodations should be identified as appropriate.
4. Communicate in a timely manner the student's LSP with faculty and staff who interact with and provide instruction for the student.

GRADING

Grading/Retention Guidelines for English Learners:

Per State and Federal Guidelines, it is a violation of a student's civil right to be retained/penalized due to limited language proficiency during the initial stages of language acquisition. Under Title VI of the Civil Rights Act of 1964 (Title VI) and the Equal Educational Opportunities Act of 1974 (EEOA), schools must ensure that EL students are placed appropriately and can participate meaningfully and equally in education programs. Students receiving language supports and accommodations should have this information notated on their report cards and all stakeholders must be informed. Parents/ guardians of EL students must have a clear understanding of their child(s) true academic performance in a language they understand.

EL students who have already been identified in Jackson County School District will remain in the EL program if they leave the district for a district in another state or country and return to the Jackson County School District. The EL student will only be removed if he or she has met the criteria to exit the EL program set forth by MDE.

Elementary ELs should not be placed more than one grade level behind their peers. Retention is strongly discouraged, except in rare cases where it can be documented that language proficiency is not the likely cause for academic difficulties.

At the high school level, credits must be awarded based on transcripts provided by the students/parents/guardians, even if the course work was taken in another country. If transcripts are in a language other than English, translations will be sought so credits can be awarded appropriately. ELs must be provided with access to Advanced Placement, dual credit, and other advanced courses. ELs must receive language support to assist them in accessing academic content, just as they would if they were in other less accelerated academic courses.

EL Data:

Once a student has been identified as an EL, the district must ensure the student is correctly marked in their student data package. This information will transfer over to MSIS once the district has submitted their data to MDE. Districts should ensure each column on the EL roster screen of MSIS is completed. This information should be updated monthly.

English Learner English Language Proficiency Assessment:

The Elementary and Secondary Act (ESEA) and Every Student Succeeds Act (ESSA) requires that all students identified as English Learners be assessed for English language proficiency on an annual basis. The current approved English language assessment is the LAS Links English

Proficiency Assessment. The assessment is currently administered in the Spring. The LAS Links English Proficiency Assessment measures four domains:

1. Speaking
2. Listening
3. Reading
4. Writing

Students taking this assessment may or may not have reasonable accommodations when taking this assessment. The Mississippi Testing Accommodations Manual outlines the accommodations available for students who have been identified as English Learners.

Scores from the LAS Links English Proficiency assessment are usually received during the summer following the assessment. Score reports will be sent to parents or guardians at the beginning of the next school year. Copies of the score reports are placed in the student's cumulative folder. Reports for students who transfer to another school during the summer months are included with the record sent to the new school.

Grading and Retention:

As students are working to learn English during the initial stages of language acquisition, it is a violation of their Civil Rights to retain them due to limited language proficiency. Schools must ensure that EL students are placed appropriately and can participate meaningfully and equally in educational programs as noted in Title VI of the Civil Rights Act of 1964 (Title VI) and the Equal Opportunities Act of 1974.

Retention is not generally recommended for ELs. Though the decision to promote or retain will be made on a case-by-case basis, and the decision to retain an EL must be accompanied by documentation demonstrating that appropriate accommodations and modifications were employed throughout the school year to ensure compliance with federal requirements. ELs should be carefully evaluated before retention is recommended to ensure that the lack of English skills is not being mistaken for poor achievement.

Annual Measurable Achievement Outcomes

Adequate Yearly Progress for subgroups/ELs are required to meet State academic standards on MAAP. In order to ensure measurable progress of ELs, our Annual Measurable Achievement Outcomes are to:

1. decrease the percent of students not exiting ESL services within five years,
2. increase the percent of ELs with initially strong oral language production skills who exit within three years,
3. increase the percent of ELs making sufficient growth toward English proficiency, as measured by the LAS Links
4. making adequate yearly progress for the district's English learner and immigrant student populations (as measured by academic assessments included in the state's accountability and assessment system in the areas of mathematics, reading/language arts, and science).

LAS Links is administered, annually, to all English learners in Mississippi to include students whose parents have waived language services. It is a standards-based, criterion referenced English language proficiency test designed to measure English learners' social and academic proficiency and progress in English. It assesses social and instructional English as well as the language associated with language arts, mathematics, science, and social studies within the school context across the four language domains of speaking, listening, reading, and writing. Proficiency performance levels are: Beginning, Early Intermediate, Intermediate, Proficient, and Above Proficient.

English Language Learners and other Program Services

Guidelines for Gifted Education Students:

In the identification of ELs for gifted services, students must meet the criteria determined by the state, LEA, or school.

Gifted students who are also ELs should receive programming services designed to develop their specific area(s) of strength or ability and should be conducted in the language that would give the student the greatest advantage for optimal learning and performance. This does not preclude continuing English language instruction and developing proficiency in English use; developing English proficiency should complement and supplement, not substitute for, the development of the student's significant strengths and abilities.

The time spent in the development of English proficiency should not take precedence over appropriate instruction and learning in the student's areas of strength and talent. For example,

a mathematically gifted, non-English proficient student should receive advanced and accelerated mathematics instruction and opportunities to perform at optimal levels. The language of instruction should serve the optimal development of the student's mathematics ability. The student should spend as much quality time in high-level mathematics learning and production as would a highly English proficient, mathematically gifted student.

Guidelines for Students with Disabilities:

As with other populations, one expects a range of abilities among students whose English proficiency is limited. The difficulty often comes in determining whether a learning problem is related only to the English language issue or whether there is an actual disability present. Students learning English, because of their cultural and linguistic background, have special instructional needs. When a student is having difficulty mastering specific skills, it is important for the teacher to accommodate the instructional strategies and/or instructional pace for the student. Just because the student requires accommodations to his/her program does not necessarily mean that he/she has a disability or that he/she should be referred to special education.

If, however, the student continues to have difficulty after consistent language accommodations and instructional interventions have been attempted for a reasonable amount of time and the interventions from Tiers 1 and 2 have not resolved the issues, the student should be referred to the SET.

Knowledge of second language acquisition, along with the following information, is essential in determining the possible need for different interventions or future referrals for additional services:

At this point, one of two things may happen: (1) the SET may recommend additional interventions and accommodations for the classroom. If these supports are successful, the student may be served successfully in the general education classroom with the recommended supports in place. If the additional interventions and accommodations are not successful, (2) the SET can then make a referral to the Multi-disciplinary Evaluation Team (MET) to determine the need for a comprehensive assessment. If the student qualifies as a student with a disability under the Individuals with Disabilities Education Act (IDEA), he/she may be served through the special education program.

Depending on the extent of the student's disability, it may be appropriate for the general education teacher, EL teacher, and the special education teacher to work collaboratively in order to meet the needs of the student. The fact that an EL has a disability does not replace the need for language assistance. The plan for providing language assistance and support should be delineated in the student's Individual Education Plan (IEP). ELs should be dually served through both programs. In the event another means of support will be more beneficial to the student,

the Special Education team and the EL teacher should work together to determine the most effective plan and to provide needed support for implementation.

The SET and the Special Education Committee members should meet together to set both language and academic goals for ELs identified in SPED based on their areas of expertise.

Specific procedures for special education assessment are provided in the Mississippi Policies and Procedures Regarding Children with Disabilities under the Individuals with Disabilities Education Act Amendments of 2004, State board policy 74.19. Proficiency assessment in both English and the child's first language can identify the dominant language for the purpose of further evaluation and assessment if needed. Non-verbal tests are another alternative. All students who qualify for services under IDEA, regardless of the type or degree of disability, share certain rights and needs, including:

- The right to a free and appropriate public education,
- The right to an Individualized Education Program (IEP) specifying the student's unique needs along with the special education and related services the student is to receive,
- The need to have cognitive, linguistic, academic, and social/emotional characteristics considered and appropriate environmental modifications or accommodations made.

Guidelines for ELs and Multi-Tiered Systems of Support (MTSS):

Response to Intervention (RTI) integrates assessment and intervention within a multi-level prevention system to maximize student achievement and to reduce discipline infractions.

With RTI, schools identify students at risk for poor learning outcomes, monitor student progress, provide evidence-based interventions, and adjust the intensity and nature of those interventions depending on a student's responsiveness and identify students with learning disabilities or other disabilities (National Center on Response to Intervention). EL students are eligible for intervention services, and EL teachers will assist with the documentation process.

Parent and Family Engagement:

Jackson County School District has a legal obligation to communicate meaningfully with Limited English Proficient (LEP) parents and families and to adequately notify them of information about any program, service or activity called to the attention of non-LEP parents. Successful communication provides LEP parents, guardians, and families with the school-related information they need to make informed decisions about, and be helpful participants in, their children's education. This may include but not be limited to information about language assistance programs, special education and related services, Individualized Education Program (IEP) meetings, grievance procedures, notices of nondiscrimination, student discipline policies

and procedures, registration and enrollment, report cards, requests for parent or guardian permission for student participation in district or school activities, parent-teacher conferences, parent handbooks, and gifted programs.

Jackson County School District will provide information to LEP parents and guardians with documents in a language they can understand when necessary.

JCSD Screener Information and Assessments for ELs

State-adopted English Language Proficiency Assessment

| Grades | Test | Used to determine levels of student's | When |
|--------|----------------------|---|---|
| K-12 | LAS Links Screener | English development in the language domains for screening and placement | Within 30 days of enrolling* or within 10 of enrollment |
| K-12 | LAS Links Assessment | English development in the language domains for progress monitoring | Annually in March |

The LAS Links yields an overall composite score based on the language domains tested. Adhere to the following guidelines when determining eligibility for placement in the English language instruction educational program:

LAS Links Screener Proficiency Ranges for K – 12

| Overall Proficiency Ranges | Placement Test Overall Proficiency Level |
|--|---|
| <p><u>Grades K-1</u> RANGE 1–21 - Not Proficient RANGE 22–30 – Approaching Proficient RANGE 31- 36 - Proficient</p> <p><u>Grades 2 -3</u> RANGE 1–21 - Not Proficient RANGE 22–32 – Approaching Proficient RANGE 33- 41 - Proficient</p> <p><u>Grades 4 -5</u> RANGE 1–17 - Not Proficient RANGE 18–27 – Approaching Proficient RANGE 28- 41 - Proficient</p> <p><u>Grades 6 -8</u> RANGE 1–17 - Not Proficient RANGE 18–27 – Approaching Proficient RANGE 28- 41 - Proficient</p> <p><u>Grades 9 -12</u> RANGE 1–18 - Not Proficient RANGE 19–29 – Approaching Proficient RANGE 30- 41 - Proficient</p> | <p style="text-align: center;">NP AP P</p> <p style="text-align: center;">Interpretation of Overall Proficiency Level</p> <p>Not Proficient (NP) Not Proficient Students exhibit limited productive and receptive control of lexical, syntactic, and phonological skills.</p> <p>Approaching Proficient (AP) Approaching Proficient students communicate somewhat adequately across grade-level language demands in social, school, and academic contexts. However, errors may interfere with their communication and comprehension. The students exhibit a limited range of productive and receptive control of lexical, syntactic, phonological, and discourse features.</p> <p>Proficient (P) Proficient students communicate effectively across grade-level appropriate language demands in social, school, and academic contexts. The students exhibit productive and receptive control of lexical, syntactic, phonological, and discourse features.</p> |

LAS Links for grades K-12

When the LAS Links is administered to students from second semester of grade 1 through grade 12, the criteria for eligibility will follow these guidelines:

- A student who scores at **31 or higher** on the LAS Links is deemed **ineligible** for language assistance services.
- If the student scores **less than 30** on the LAS Links, the student is deemed **eligible** for language assistance services.

Immigrant Introduction

Currently, there are over 4.7 million foreign born individuals enrolled in pre-kindergarten to postsecondary education, representing 6% of the total student population. Another 20 million students are the children of foreign-born parents.

As a nation of immigrants, America has benefited from the vitality and enthusiasm brought to its shores by those seeking a better life. Successful immigrant and refugee integration efforts build the capacity of schools and early learning programs, communities, organizations, and other stakeholders to support the civic, linguistic, and economic integration of immigrants.

The programmatic efforts of the U.S. Department of Education (ED) support a number of immigrant populations, including immigrant children (e.g., unaccompanied youth) and the children of immigrants, Deferred Action for Childhood Arrivals (DACA) children and youth, immigrant families, adult immigrants (e.g. refugees, asylees), foreign-born professionals, migrant students, teachers of English learners and foreign languages, and receiving communities. ED's initiatives geared toward learners, teachers, schools and communities support all three pillars of immigrant integration: civic, economic, and linguistic integration.

Definition of Immigrant ESEA Sec. 3201(5)

According to the ESEA, an Immigrant:

- are ages 3 through 21;
- was not born in any state or U.S. territory;
- children born to U.S. citizens abroad;
- has not been attending one or more schools in any one or more states for more than three full academic years;
- may or may not be ELs;
- children of U.S. military personnel
- children of NATO families;
- children of visiting faculty;
- children who are temporarily residing in the U.S. because of parental employment; and
- students on exchange visitor visas or exchange high school student visas.

Definition of a Refugee

According to U.S. Department of Education's Newcomer Tool Kit (2016), a refugee is an individual who has fled his or her country of origin because of past persecution or a fear of future persecution based upon race, religion, nationality, political opinion, or membership in a particular social group.

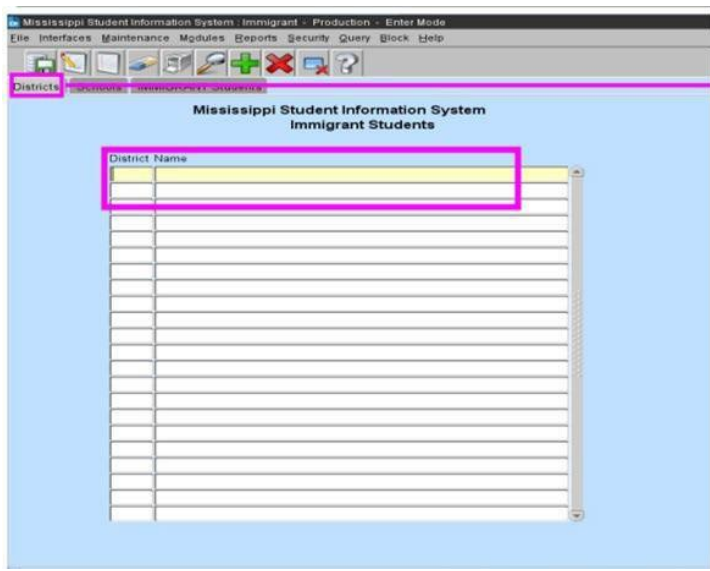
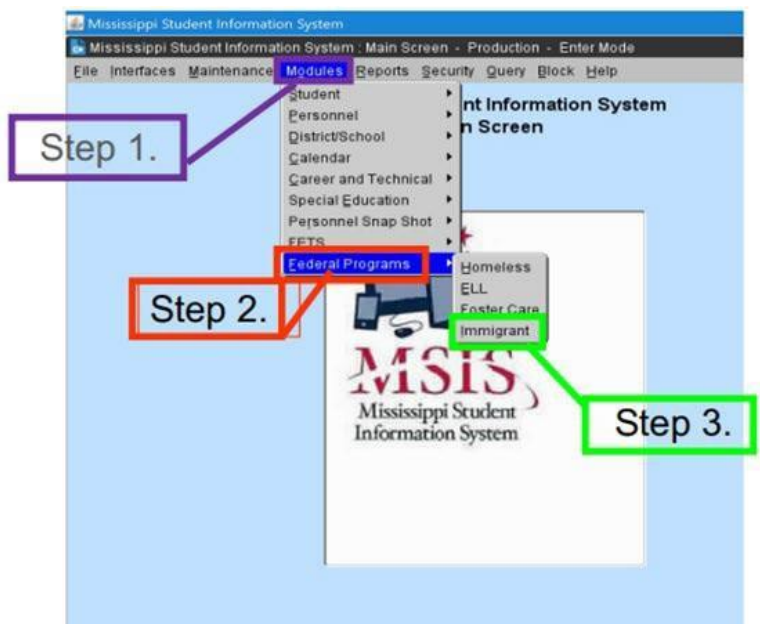
ESEA Title III Program funds must be used to:

- upgrade program objectives and effective instructional strategies; Sec. 3115(d)(1);
- improve the instructional program for ELs by identifying, acquiring, and upgrading curricula, instructional materials, educational software, and assessment procedures; Sec. 3115(d)(2);
- provide tutorials and academic or vocational education for ELs; Sec. 3115(d)(3)(A)
- develop and implement elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services; Sec. 3115(d)(4);
- provide intensified instruction, which may include materials in a language that the student can understand, interprets, and translate; Sec. 3115(d)(3)(B);
- improve the English proficiency and academic achievement of ELs; Sec. 3115(d)(5);
- provide community participation programs, family literacy services, and parent outreach and training activities to ELs and their families; Sec. 3115(d)(6)(A);
- assist parents in helping their children to improve their academic achievement and become active participants in the education of their children; Sec. 3115(d)(6)(B);
- improve the instruction of ELs by providing for the acquisition or development of educational technology or instructional materials and access to electronic networks for materials, training, and communication; Sec. 3115(d)(7);
- offer early college high school programs/courses designed to help English learners achieve success in postsecondary education Sec. 3115(d)(8); and
- carry out other activities that are consistent with the programs Sec. 3115(d)(9).

MSIS – Immigrant Module

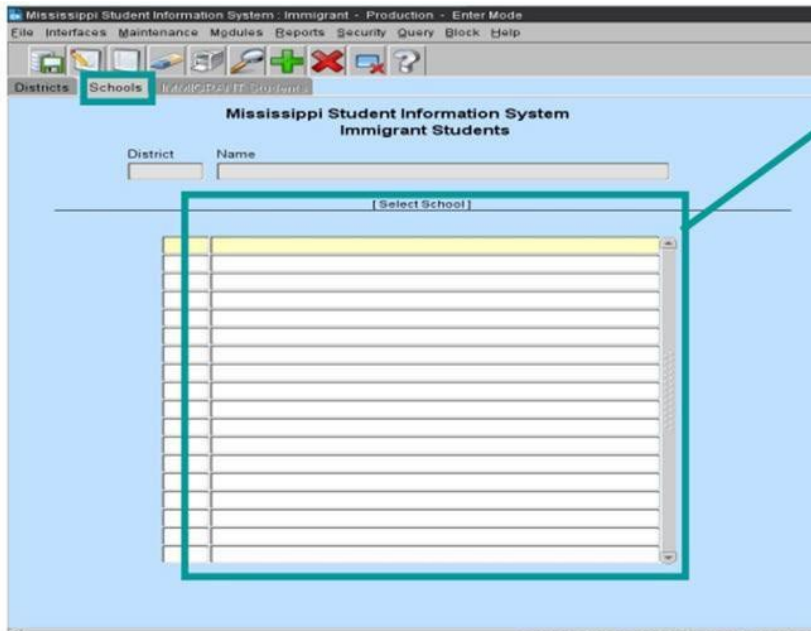
Accessing the Immigrant Module in MSIS

1. Select **Modules** from the MSIS Main Screen
2. Next select **Federal Programs** from the drop box.
3. Finally select **Immigrant** from the Federal Programs drop box.



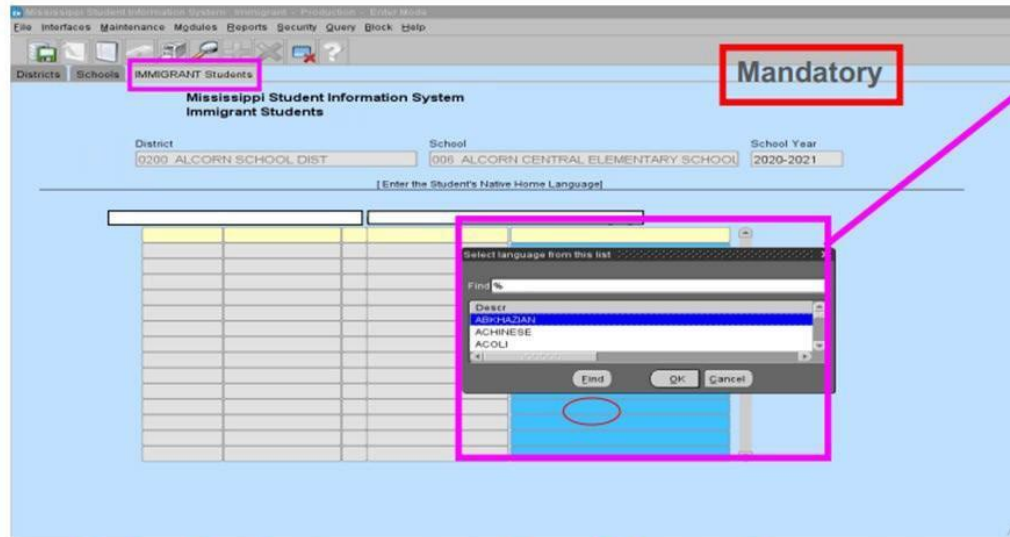
Districts Tab

The school district in which you are currently employed will appear in a box in the District tab.



Schools Tab

Please select a school within the district.



Immigrant Student Tab

Immigrant student's **Native Home Language** must be entered in this section.

Codes for the Representation of Name of Languages

Native Home Language

- The native language at birth or most commonly spoken in the home.
- **If a language spoken is not in the drop-down list, please select the standard language of the home country.**
- Additional information on the language families is contained on the [Ethnologue website](#).
- Native Home Language
- **Note:** Reset the Immigrant student indicator to “N” in the SAP after Month 9 data district submission is complete.

Resources for Teachers

The following compilation of resources is provided to assist classroom teachers with effective instruction and assessment, differentiation, parent engagement activities, and available content area graphic organizers designed to aid in the comprehension and proficiency of English Learners.

Academic language and English learners

Teachers who work with ELs will find English as a Second Language (ESL), English for Speaking of Other Language (ESOL), English Learner (EL), English as a Foreign Language (EFL) reading/writing skill-building activities and ideas to help PreK-3, 4- 8, and 9-12 students with acquiring Academic Language. Color in Colorado! offers a webcast on Academic Language and English Learners. The webcast features Dr. Robin Scarcella of the University of California at Irvine. Dr. Scarcella provides an overview of academic language instruction for English Learners, as well as teaching strategies, activity ideas, and recommended resources.

<http://www.colorincolorado.org/webcasts/academiclanguage/>

English Learners with Learning Disabilities (ELLO)

Do you know how to tell the difference between an EL student with a learning disability or an EL having difficulties in learning an academic language? Many times, it is difficult to identify the difference because the student is being quiet or we think the student is nonverbal. In this webcast from Color in Colorado, Dr. Elsa Cardenas-Hagan discusses effective assessment and instructional strategies for English Learners with disabilities. Dr. Cardenas-Hagan is a bilingual speech language pathologist. This webcast discusses effective assessment and instructional strategies for English Learners with learning disabilities, as well as ways to help encourage the active involvement of parents of ELs with learning disabilities in their children's schools.

<http://www.colorincolorado.org/webcasts/disabilities/>

Strategies for Teaching English Learners

If you are like many teachers, your classroom is becoming more linguistically diverse. While this diversity occurs, teachers are asking, "How can I assist this student to learn English and become proficient?" Scholastic has an article that includes advice from veteran teachers on how to most effectively serve English Learners.

<http://www.scholastic.com/teachers/article/strategies-teaching-english-languagelearners>

High School English Learners and Mathematics

WIDA has a blog titled "Using the Can-Do Descriptors in a High School Math Class," which provides strategies mainstream and EL teachers can use to instruct high school students in math. The blog highlights how to differentiate classroom instruction or classroom assessment according to the student's language proficiency level. (NOTE: Any Reference to WIDA is for resource purposes only. LAS Links is the new diagnostic assessment administered to EL students upon enrollment in a Mississippi public school.)

<http://www.widaatwcer.blogspot.com/2012/05/using-can-do-descriptors-in-highschool.html>

Graphic Organizers for Content Instruction

Graphic organizers make content area information more accessible to English Learners by converting complex information into manageable chunks. One of the roles of EL and bilingual specialists is to encourage mainstream teachers to employ teaching techniques which make content area information more accessible to second language learners. Content materials present text which is too dense for ELs. You might teach your students to use graphic organizers such as webs, Venn diagrams, and charts to help them better comprehend texts. The link provides various downloadable activities that can be used in the classroom.

http://www.everythingsl.net/in-services/graphic_organizers.php

Let's Read It Again: Comprehension Strategies for English Learners

One of the most effective ways to engage ELs and help them comprehend and read English is through repeated readings and retellings of appealing bilingual picture books. Using *Con Mi Hermano/With My Brother* by Eileen Roe, second grade Spanish-speaking ELs identify the main idea of the story, construct meaning from text and illustrations, and learn English words. Students then demonstrate their knowledge and practice writing in English by writing a poem and a retelling of the story. This lesson (which can be adapted using bilingual books in other languages and for older students) also has older struggling readers read with younger students. Finally, English-speaking students in regular classrooms learn Spanish words for familiar people and objects. The following link from ReadWriteThink is a good resource for lesson planning and activities. This is a K-2 activity with an estimated time of five 30-minute sessions.

<http://www.readwritethink.org/classroom-resources/lesson-plans/read-again-comprehension-strategies-1045.html>

Acrostic Poems

In this online interactive writing poetry activity from ReadWriteThink, students can learn about and write acrostic poems. An acrostic poem uses the letters in a word to begin each line of a poem. All lines of the poem relate to or describe the main topic word. As part of the online tool, students brainstorm words to prepare themselves to write their poems and can save their work

in progress to revise and edit, reinforcing elements of the writing process. Students can also print their finished acrostic poems or proudly show off their work by emailing it to a friend or family member.

<http://www.readwritethink.org/classroom-resources/student-interactives/acrosticpoems30045.html>.

Understanding the "Silent Period" with English Learners

If you have a new EL in your class who is not speaking, do not assume that they are not learning. According to language researcher Stephen Krashen, most new learners of English will go through a "silent period/" where they are unwilling or unable to communicate orally, even though they understand much of what is going on around them. They are not comfortable speaking in the new language, because it is difficult for them to express their thoughts orally. Children in this silent period should not be forced to speak before they are ready. They need time to listen to others talk, digest what they hear, and observe their fellow classmates' interactions with each other. Their silence does not mean they are not learning the language. The following link from Choice Literacy has a helpful article by Andie Cunningham and Ruth Shagoury to assist teachers with understanding non-verbal English Learners.

<https://www.choiceliteracy.com/articles-detailview.php?id=47>.

LAS links Frequently Asked Questions

The Office of Student Assessment provides an overview of answers to commonly asked questions about Mississippi's new LAS Links assessment.

https://districtaccess.mde.k12.ms.us/studentassessment/PublicAccess/Special_Populations/EnglishLearners/ELPTLASLinksAssessmentSystemQ-A-December2015.pdf

Bilingual Dictionary Listing

The Mississippi Office of Student Assessment provides a list of recommended bilingual word-toward and technical dictionaries for use with EL students.

https://districtaccess.mde.k12.ms.us/studentassessment/Public%20Access/Special_Populations/English%20Learners/Suggested%20List%20of%20Bilingual%20Dictionaries%20for%20ELL%20Students.pdf

U.S. Department of Education EL Tool Kit

In 2015, the U.S. Department of Education's Office of English Language Acquisition released the English Learner Tool Kit, a 10-chapter resource that contains an overview of EL policies and needs, sample tools, and EL resources.

<http://www2.ed.gov/about/offices/list/oela/englishlearner-toolkit/index.htm1>

APPENDICES

- A. Glossary of terms
- B. Rights of English Learners
- C. Home Language Survey
- D. Procedures for Participation in Athletics or Mississippi
High School Activities Association Programs
- E. JCSD Policy: IK- English Learner Policy
- F. EL Registration Flowchart
- G. JCSD EL PROCEDURES CHART
- H. Procedures for Monitoring an English Learner Exited from EL Services

APPENDIX A GLOSSARY

Common Acronyms

Programs

| | |
|-------|--|
| EEOA | Equal Educational Opportunities Act |
| ELD | English Language Development |
| EL | English Learner |
| ESSA | Every Student Succeeds Act |
| LEA | Local Education Agency |
| MDE | Mississippi Department of Education |
| NCELA | National Clearinghouse for English Language Acquisition and Language Instruction Educational |
| OELA | Office of English Language Acquisition |
| SEA | State Education Agency |
| SET | Student Evaluation Team |
| USDOE | United States Department of Education |

Common Terms:

Accommodation: Adapting language (spoken or written) to make it more understandable to second language learners. In assessment, accommodations may be made to the presentation, response method, setting, or timing/scheduling of the assessment.

Alternative Assessment: Assessment that is different from a traditional paper-and-pencil test. This type of assessment usually examines how well a student can perform a realistic task.

Bicultural: Identifying with the cultures of two different language groups. To be bicultural is not necessarily the same as being bilingual, and vice-versa (Baker, 2000).

Biliteracy: The ability to effectively communicate or understand thoughts and ideas through two languages' grammatical systems and vocabulary, using their written symbols.

Bilingualism: Defining bilingualism is problematic since individuals with varying bilingual characteristics may be classified as bilingual. One approach is to recognize various categories of bilingualism such as bilingual ability through the determination of bilingual proficiency that includes consideration of the four language dimensions: listening, speaking, reading, and writing.

Carnegie Unit: A standard measure of high school work indicating the minimum amount of time that instruction in a subject has been provided. Awarding of one Carnegie unit indicates that a minimum of 140 hours of instruction has been provided in regular and laboratory classes over a school year; awarding of ½ Carnegie unit indicates that a minimum of 70 hours has been provided.

Culture Shock Cycle: Euphoria, during this initial phase the student will experience a period of excitement over the newness of the surroundings. Culture shock refers to the symptoms ranging from mild irritability to deep psychological panic and crisis. Anomie, a stage of gradual, tentative and vacillating recovery. Some problems of the acculturation process are solved while others linger.

Individuals become more empathetic with other persons in the second culture and more accepting of the new surroundings. It is also described as homelessness in that individuals do not feel bound to the native culture nor fully adapted to the second one. Assimilation, this stage represents near or full recovery as shown by acceptance of the new culture and self-confidence in the "new" person who has developed in the new culture.

Cultural Diversity: Understanding that students come from a variety of ethnic, geographic, economic and religious backgrounds and how these diverse cultural and/or academic backgrounds impact the instructional process.

Dominant Language: The language with which the speaker has greater proficiency and/or uses most often.

English Learner (EL): The language in the No Child Left Behind Act of 2001 identifies language minority students as limited English proficient students or LEPs. However, the Mississippi Department of Education follows the suggestion of the National Research Council with the identification of these students as English language learners or ELs since this term highlights the positive aspect of the English language acquisition process. The terms for EL and LEP may be used interchangeably. According to Title III of the No Child Left Behind Act of 2001, an English language learner is and individual:

- (A) Who is aged 3 through 21; was not born in the United States or whose native language is a language other than English and comes from an environment where a language other than English is dominant; or is a Native American or Alaska Native or who is a native resident of the outlying areas and comes from an environment where a language other than English has had a significant impact on such individual's level of English language proficiency; or · is migratory and whose native language is other than English and comes from an environment where a language other than English is dominant; and
- (B) Who has sufficient difficulty speaking, reading, writing, or understanding the English language and whose difficulties may deny such individual the opportunity to learn successfully in classrooms where the language of instruction is English or to participate fully in our society.

Home Language Survey (HLS): Form completed by parents/guardians that gives information about a student's language background. Must be on file for every EL student.

Immigrant Child: According to Title III of the No Child Left Behind Act of 2001, an immigrant child is an individual who: (A) is aged 3 through 21; (B) was not born in any State; and (C) has not been attending one or more schools in anyone or more States for more than three (3) full academic years.

Informed Parental Consent: The permission of a parent to enroll their child in an EL program, or the refusal to allow their child to enroll in such a program, after the parent is provided effective notice of the educational options and the district's educational recommendation.

Interpreter: A person who translates orally from one language to another.

Interventions: All students are entitled to appropriate instructional interventions. Interventions may include alternative strategies and assessments and additional time to learn the curriculum.

Interventions provide additional opportunities for students to master the curriculum. They differ from modifications since interventions do not include changing or deleting objectives in the curriculum. EL classes are appropriate instructional interventions for EL students. Core content courses delivered through a sheltered approach are also appropriate interventions for EL students.

Language Educational Program: According to Title III of the No Child Left Behind Act of 2001, language educational program means an instruction course:

- (A) in which ELs are placed for the purpose of developing and attaining English proficiency, while meeting challenging State academic content and student academic achievement standards; and
- (B) that may make instructional use of both English and a child's native language to enable the child to develop and attain English proficiency, and may include the participation of English proficient children if such course is designed to enable all participating children to become proficient in English and a second language.

Language Proficiency: Refers to the degree to which the student exhibits control over the use of language, including the measurement of expressive and receptive language skills in the areas of phonology, syntax, vocabulary, and semantics and including the areas of pragmatics or language use within various domains or social circumstances. Proficiency in a language is judged independently and does not imply a lack of proficiency in another language.

Local Education Agency (LEA): Also referred to as a school district.

Migrant Child: Migratory child means a child who is, or whose parent, spouse or guardian is, a migratory agricultural worker or migratory fisher and who, in the preceding thirty-six (36) months, has moved from one school district to another to obtain or accompany such parent, spouse, or guardian in order to obtain temporary or seasonal employment in agricultural or fishing industry as a principal means of livelihood.

Native Language: The first language learned in the home, or the home language. Often, it continues to be the students' stronger language in terms of competence and function.

Office for Civil Rights (OCR): The Office of Civil Rights of the U.S. Department of Education is responsible for enforcing Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, national origin, disability, sex, or age.

Parent Involvement: Any program or activity that encourages parents to become involved in their child's education; for example, conferences, volunteering, helping the child with

homework, attending workshops on parenting.

Phase or Stage: Periods of language development that area typically used in discussion of language ability instead of ages to refer to a child's progress in second language development.

Primary Language: The language of most benefit in learning new and difficult information.

Pull-out: A program model in which a paraprofessional or tutor pulls students from their classes for small group or individual work. Also, a paraprofessional or tutor may serve students in a small group within the regular classroom setting.

Push-in: when the English teacher comes into the general education classroom and aids the English language learners.

Student Evaluation Team (SET): A group of educators who meet to discuss possible interventions for students experiencing difficulty in school.

Syntax: The study of the sentence patterns of a language and the rules that govern the correctness of the sentence.

Teachers of English to Speakers of Other Languages (TESOL): This is the international professional organization.

Title I: Title I of the No Child Left Behind Act of 2001 supports programs to assist economically disadvantaged students and students at-risk of not meeting educational standards. The reauthorized Title I makes it clear that EL students are eligible for services on the same basis as other students.

Title III: Title III of the No Child Left Behind Act of 2001 ensures that EL students, including immigrant children and youth, develop English proficiency and meet the same academic content and academic achievement standards that other children are expected to meet. Title III effectively establishes national policy by acknowledging the needs of EL students and their families.

Title VI: Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities that receive federal financial assistance.

Total Physical Response (TPR): Communicative approach where students respond with actions,

not words first. Instruction is accomplished through the use of commands.

Translator: A person (or computer program or application) that translates written documents from one language to another. This term is used simultaneously with the term interpreter.

Waiver: Official document needed for parents who decline the services of the language instruction educational program while the student is considered EL. In these cases, a waiver is required. The waiver must state that students are held accountable for meeting all grade level expectations regarding Mississippi curriculum and state mandated standardized testing.

Appendix B

Rights of English Learners

- 1964 Civil Rights Act, Title VI

What the law says

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” 42 U.S.C. § 2000d.

What this means

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive Federal financial assistance. Public institutions (like schools) must provide equal quality of educational services to everyone including those who are Limited English Proficient (LEP). Title VI covers all educational programs and activities that receive Federal financial assistance from the United States Department of Education.

- May 25, 1970, Memorandum

What the law says

“The purpose of this memorandum is to clarify policy on issues concerning the responsibility of LEAs to provide equal educational opportunity to national origin minority group children deficient in English language skills.”

What this means

Where inability to speak and understand the English language excludes national origin-minority group children from effective participation in the education program offered by a LEA, the LEA must take affirmative steps to rectify the language deficiency in order to open its instructional program to these students. School districts have the responsibility to notify national origin- minority group parents of school activities, which are called to the attention of other parents. Such notice in order to be adequate may have to be provided in a language other than English.

- Lau v. Nichols (US Supreme Court Decision 1974)

What the law says

The failure of school system to provide English language instruction to

national origin students who do not speak English, or to provide them with other adequate instructional procedures, denies them a meaningful opportunity to participate in the public educational program, and thus violates § 601 of the Civil Rights Act of 1964, which bans discrimination based "on the ground of race, color, or national origin," in "any program or activity receiving Federal financial assistance," and the implementing regulations of the Department of Health, Education, and Welfare. Pp. 414 U. S. 565-569.

What this means

The Supreme Court stated that these students should be treated with equality among the schools. Among other things, Lau reflects the widely-accepted view that a person's language is so closely intertwined with their national origin (the country someone or their ancestors came from) that language-based discrimination is effectively a proxy for national origin discrimination.

- 1974 – Equal Education Opportunities Act

What the law says

The Equal Education Opportunities Act of 1974 states: “No state shall deny equal educational opportunity to an individual based on his or her race, color, sex, or national origin by the failure of an educational agency to take appropriate action to overcome language barriers that impede equal participation by its students in its instructional programs.”

What this means

The EEOA prohibits discriminatory conduct, including segregating students on the basis of race, color or national origin, and discrimination against faculty and staff serving these groups of individuals, as it interferes with their equal educational opportunities. Furthermore, the EEOA requires LEAs to take action to overcome students' language barriers that impede equal participation in educational programs.

- Plyler v. Doe (U.S. Supreme Court Decision 1982)

What the law says

“The illegal aliens who are plaintiffs in these cases challenging the statute may claim the benefit of the Equal Protection Clause, which provides that no State shall „deny to any person within its jurisdiction the equal protection of the laws” . . . The undocumented status of these children does not establish a sufficient rational basis for denying them benefits that the State affords other residents . . . No national policy is perceived that might justify the State

in denying these children an elementary education.” -457

U.S. 202

What this means:

The right to public education for immigrant students regardless of their legal status is guaranteed. Schools may not require proof of citizenship or legal residence to enroll or provide services to immigrant students.

- Schools may not ask about the student or a parent’s immigration status.
 - Parents are not required to give a Social Security number.
 - Students are entitled to receive all school services.
-
- Presidential Executive Order 3166

What the law says

“Entities receiving assistance from the federal government must take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access to the programs, services, and information those entities provide.”

What this means:

Recipients of federal assistance are required to help students overcome language barriers by implementing consistent standardized language assistance programs for LEP. In addition, persons with limited English proficiency cannot be required to pay for services to ensure their meaningful and equitable access to programs, services, and benefits.

- Title III of the No Child Left Behind Act of 2001

What the law says

Title III of the No Child Left Behind (NCLB) Act requires that all English language learners (ELs) receive quality instruction for learning both English and grade-level academic content. NCLB allows local flexibility for choosing programs of instruction, while demanding greater accountability for ELs' English language and academic progress.

What this means

Under Title III, states are required to develop standards for English Language Proficiency and to link those standards to the state's Academic Content Standards. Schools must make sure that ELs are part of their state's accountability system and that ELs' academic progress is followed over time by:

- establishing learning standards, that is, statements of what children in that state should know and be able to do in reading, math, and other subjects at various grade levels; creating annual assessments (standardized tests, in most states) to measure student progress in reading and math in grades 3-8 and once in high schools;
- setting a level (cut-off score) at which students are considered proficient in tested areas; and
- reporting to the public on what percentages of students are proficient, with the information broken down by race, income, disability, language proficiency, and gender subgroups.

APPENDIX C



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS
STUDENT INFORMATION

Student Name: _____ Grade: _____
First
Middle
Last

Date of Birth: _____ Gender: _____ School: _____

1. What is the dominant language **most often** spoken by the student? _____

2. What is the language **routinely** spoken in the home, regardless of the language spoken by the student? _____

3. What language was **first** learned by the student? _____

4. Does the parent/guardian need **interpretation** services? ____ Yes ____ No

If so, what language?

5. Does the parent/guardian need **translated** materials? ____ Yes ____ No

If so, what language? _____

6. What was the date the student first enrolled in a school in the United States? _____
MM/YYYY

7. In what country was the student born? _____

Parent / Guardian Signature

Date (MM/DD/YYYY)

**District
Use
Only**

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |

APPENDIX D



MISSISSIPPI HIGH SCHOOL ACTIVITIES ASSOCIATION
CELEBRATING 100 YEARS

Procedures for Participation in Athletics or Mississippi High School Activities Association Programs

The process for referral of an EL student is the same as the process outline for all students:

1. Any member of the EL student's set team or other representative may notify or make the coach aware of the student's interest to participate.
2. Meet eligibility requirements established by MDE, MHSAA, and the OSD, including a health clearance from a physician and other health related requirements as applicable.
3. Attend try-outs with other students or request a private try-out if entering after the initial try-out period, as allowed by MHSAA rules.
4. If selected to participate based on ability, the student must adhere to all discipline and academic requirements set by MHSAA, the OSD, and individual coaches, band directors, or activity sponsors.
 - a. Not all sports or activities have a number of players allowed on the team based on ability. Therefore, a student would simply make the coach aware if he/she wishes to participate and follow all practice and game rules as instructed by the coach according to the MHSAA and the OSD regulations.

APPENDIX E

JCSD Policy: IK- English Learner Policy

The Jackson County School District assures that it will comply with the following for English Learners (EL):

1. The district will identify English Learners (EL) through a home language survey, which will be completed by all students during registration.
2. The district will provide equal access to all district programs and services for all English Learners (EL).
3. The district will provide appropriate and comparable staff training, professional development opportunities, and instructional materials for serving English Learners (EL).
4. The district will monitor and maintain student records and provide support services as indicated.
5. The district will invite parental involvement and maximize attempts to communicate with parents in their native language.
6. The district English Learner (EL) program will be administered under the direction of the Director of Federal Programs and EL Coordinator.

Purpose:

The purpose of the English Learner Policy is to outline the procedures the Jackson County School District (JCSD) will follow to ensure that all non-English speaking students are provided a free appropriate public education and any additional services required to attain proficiency in the English language.

Enrollment:

The Jackson County School District will provide a free and equitable education to all school age children who live within the boundaries of JCSD, regardless of immigration status. Several laws protect the rights of English Learners (ELs) and their families, particularly during the enrollment process. These protections are provided because many EL students' levels of transiency and lack of English proficiency make them a particularly vulnerable population.

When enrolling students, JCSD will not request any information from students or their parents or guardians in order to deny access to public schools on the basis of race, color, or national origin.

Jackson County School District requires the following documents when enrolling a student unless otherwise indicated as optional:

1. Birth Certificate
2. Proof of Immunization
3. 2 Proofs of Residency

Parent(s) or Legal Guardian(s) must be present when enrolling their child. A child will not be enrolled if a parent(s) or legal guardian(s) is not present at the time of enrollment.

Identification of English Learner:

The Home Language Survey (HLS) must be completed for each new student registering with the JCSD. The HLS is used to identify students whose first language is not English. The HLS should remain in the student’s cumulative folder until graduation. If any response on the HLS indicates the use of a language other than English by the student or an individual in the home, then further assessment must be conducted to determine the student’s English language proficiency.

The LAS Links Placement Test is be used to determine the level of English proficiency and to facilitate appropriate instructional and program placement decisions. Students identified by the HLS during registration whose first language is a language other than English at the beginning of the school year must be assessed for English-language proficiency within 30 calendar days of initial day of enrollment. Students who register after the beginning of the school year and indicate on the home language survey that their first language is a language other than English must be assessed within 10 school days of enrollment. The assessment will be administered by a School Counselor.

The student’s placement test report must be placed in their cumulative record along with the original copy of the home language survey.

EL students who have already been identified in Jackson County School District will remain in the EL program if they leave the district for a district in another state or country and return to the Jackson County School District. The EL student will only be removed if he or she has met the criteria to exit the EL program set forth by MDE.

Elementary ELs should not be placed more than one grade level behind their peers. Retention is strongly discouraged, except in rare cases where it can be documented that language proficiency is not the likely cause for academic difficulties.

At the high school level, credits must be awarded based on transcripts provided by the students/parents/guardians, even if the course work was taken in another country. If transcripts are in a language other than English, translations will be sought so credits can be awarded appropriately. ELs must be provided with access to Advanced Placement, dual credit, and other advanced courses. ELs must receive language supports to assist them in accessing academic content, just as they would if they were in other less accelerated academic courses.

When EL students enroll in U.S. schools for the first time at the secondary level, steps will be taken to ensure they have access to a high school diploma. To ensure ELs have access to the foundational skills needed to be successful in high school and ensure access to graduation, Jackson County School District will place students in academic courses sequentially. English I, II, III, and IV will be offered, scheduled, and taught in sequential order. Simultaneous enrollment is acceptable in situations where a student failed a course and needs to simultaneously enroll. EL students will not be placed out of sequence to prevent them from taking required assessments.

Parent Notification:

Parents of a student who qualifies for English language services shall be sent a notice of placement and services within thirty days of the start of the school year or within ten days for students ruled eligible enrolling after the initial day of school. The notice may either be mailed to the parent or guardian or sent home with the student. The Student Evaluation Team (SET) will invite the parent or guardian to a conference further explaining the ruling or the services that will be provided. The notification must include all of the required elements, including the right to opt out. Parents may decline EL services at any time by written request.

Any parent or guardian whose child is receiving or is eligible to receive EL services has the right to decline or opt his or her child out of any or all EL services. The district will provide guidance in a language parents or guardians can understand to ensure that they understand their child's rights, the range of EL services that their child could receive, and the benefits of such services to ensure that the parent or guardian's decision to opt out is informed and voluntary.

After ELs have been identified using the LAS Links Placement Test, the district must provide ELs with appropriate language assistance services and programs, commonly known as "EL Services and Programs." The district has the flexibility to choose the EL services and programs that meet civil rights requirements and best meet the needs of their EL population.

Language Service Plans:

Each student identified as an English Learner must have a Language Service Plan (LSP) per Mississippi Department of Education guidelines. Language Service Plans are updated annually until the student exits the EL program. The LSP must contain the student's demographic information, date of first enrollment in a US school, yearly LAS Links scores, and state/classroom accommodations. The SET must meet to develop the LSP at the beginning of each academic school year. The SET is composed of the student's teachers, EL teacher, administrators, counselor, and parents/guardians. The team will meet quarterly to evaluate the student's progress and make necessary adjustments. A copy of the LSP must be provided to all teachers who work with the EL student.

EL Data:

Once a student has been identified as an EL, the district must ensure the student is correctly marked in their student data package. This information will transfer over to MSIS once the district has submitted their data to MDE. Districts should ensure each column on the EL roster screen of MSIS is completed. This information should be updated monthly.

English Learner English Language Proficiency Assessment:

The Elementary and Secondary Act (ESEA) and Every Student Succeeds Act (ESSA) requires that all students identified as English Learners be assessed for English language proficiency on an annual basis. The current approved English language assessment is the LAS Links English Proficiency Assessment. The assessment is currently administered in the Spring.

The LAS Links English Proficiency Assessment measures four domains:

1. Speaking
2. Listening
3. Reading
4. Writing

Students taking this assessment may or may not have reasonable accommodations when taking this assessment. The Mississippi Testing Accommodations Manual outlines the accommodations available for students who have been identified as English Learners.

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Scores from the LAS Links English Proficiency assessment are usually received during the summer following the assessment. Score reports will be sent to parents or guardians at the beginning of the next school year. Copies of the score reports are placed in the student's cumulative folder. Reports for students who transfer to another school during the summer months are included with the record sent to the new school.

Grading and Retention:

As students are working to learn English during the initial stages of language acquisition, it is a violation of their Civil Rights to retain them due to limited language proficiency. Schools must ensure that EL students are placed appropriately and can participate meaningfully and equally in educational programs as noted in Title VI of the Civil Rights Act of 1964 (Title VI) and the Equal Opportunities Act of 1974.

Retention is not generally recommended for ELs. Though the decision to promote or retain will be made on a case-by-case basis, and the decision to retain an EL must be accompanied by documentation

demonstrating that appropriate accommodations and modifications were employed throughout the school year to ensure compliance with federal requirements. ELs should be carefully evaluated before retention is recommended to ensure that the lack of English skills is not being mistaken for poor achievement.

Students Exiting the Program and Monitoring Exited Students:

Students may exit the EL program by achieving the following scores on the LAS Links English Proficiency assessment. (These are the only criteria allowed for a student to exit the program.)

1. Overall Proficiency Score – Level 4 or 5 AND
2. Reading Proficiency Score – Level 4 or 5 AND
3. Writing Proficiency Score – Level 4 or 5.

An EL student with a disability can be “exited” from EL status when he or she no longer meets the definition of an EL. This occurs when the student meets the State’s definition of “proficient” in English. The student’s EL status cannot be removed based solely on the fact the student has an IEP.

Students who have achieved the proficiency levels above and exited the program must be monitored for a period of four academic years. Monitoring must be conducted and documented quarterly by the SET. Monitored students who are not achieving at a satisfactory level may be considered for placement in the EL program. The district will retest using the LAS Links Placement Test to see if the student needs to be offered additional language assistance.

English Learner Services and Instructional Support:

Students identified as English Learners must be provided with appropriate English Learner language assistance services. The district will provide English Learners with access to the content of the Mississippi College and Career Readiness Standards and other services, including special education, gifted education, and extracurricular programs, as needed.

ELs will have meaningful access to the core curriculum, such as math, science, social studies and language arts, while learning English. While the district's EL program focuses in part on language acquisition, both the EL teacher and academic teachers should work together to ensure that students are mastering the academic language needed to be successful.

The goal for students who are ELs is that they attain fluency in English, master the state's academic content standards, and pass any other state required tests.

Parent and Family Engagement:

Jackson County School District has a legal obligation to communicate meaningfully with Limited English Proficient (LEP) parents and families and to adequately notify them of information about any program, service or activity called to the attention of non-LEP parents. Successful communication provides LEP parents, guardians, and families with the school-related information they need to make informed decisions about, and be helpful participants in, their children's education. This may include but not be limited to information about language assistance programs, special education and related services, Individualized Education Program (IEP) meetings, grievance procedures, notices of nondiscrimination, student discipline policies and procedures, registration and enrollment, report cards, requests for parent or guardian permission for student participation in district or school activities, parent-teacher conferences, parent handbooks, and gifted programs.

Jackson County School District will provide information to LEP parents and guardians with documents in a language they can understand when necessary.

EL Registration Flowchart

Complete the Home Language Survey

Student populates on HLS & is **new to the US schools.**

1. If **new to US schools**, alert counselor and send copy of HLS with enrollment date to EL coordinator within 2 school days of enrollment.

2. Counselor gives newcomer the LAS Links between school days 2-5 of enrollment. Counselor sends parent letter of invitation to LSP meeting by end of school day 6 enrolled.

3. Counselor works with EL Coordinator to schedule meeting between school day 8-10. EL coordinator arranges interpretation services, generates LSP, and facilitates meeting. EL teacher acquires all necessary signatures & returns signed acceptance letter to counselor. Counselor or registrar creates chart.

Student populates on HLS & **enrolled less than 12 months in US. Schools.**

1. If **enrolled in US schools less than 12 months**, registrar marks the following on the record request form: **current Language Service Plan & ELP placement & annual ELPT scores**. Send copy of request to EL coordinator within 2 school days.

2. Registrar alerts counselor and EL coordinator of records received for EL services within day 4 of enrollment; if no response, registrar emails EL coordinator.

3. Counselor & EL Coordinator work together to determine if transfer of LSP is appropriate or if LAS Links placement test needs to be administered.

4. Once course of action is determined, counselor and EL Coordinator follow steps # 2-3 of blue directions as appropriate within 10 school days of enrollment. Enrollment is day 1.

Student populates on the HLS & previously **enrolled in US more than 12 months.**

1. If **enrolled in US schools more than 12 months**, registrar marks the following on the record request form: **current Language Service Plan & ELP placement & annual ELPT scores**. Send copy of request to EL coordinator within 2 school days.

2. Registrar alerts counselor and EL coordinator of records received for EL services within day 4 of enrollment; if no response, registrar emails EL coordinator.

3. Counselor & EL Coordinator work together to determine appropriate course of action for LSP. Once course of action is determined, both follow step 3 of blue directions as appropriate within 10 school days of enrollment. Enrollment is day 1. MDE EL Guidelines step 2 & 3.

APPENDIX G



ELL Procedures

STEP 1

Student registers and parent/guardian completes the **Home Language Survey**. If language other than English is indicated and/or documentation, parent report of prior eligibility is presented, proceed to Step 2. If English only is indicated **DO NOT** proceed to Step 2. The student is **NOT ELIGIBLE** for EL services.

STEP 2

If the student is possibly eligible for EL services, the Registrar will inform the counselor and EL Interventionist. The counselor will then conduct the **LAS Links Screener**.

STEP 3

1. The School counselor will complete the Las Links Screener, and, notify the EL interventionist & EL school tutor when a student meets the criteria. The school counselor will inform the JCSD EL personnel of eligibility.
2. The counselor sends the **English Learner Notification Letter** to parent/guardian, and notifies the EL Interventionist, EL Tutor and SET.
3. The EL Interventionist prepares LSP. The meeting will be held with SET members present

STEP 4

1. Signed copies of LSP are given to parent/guardian, all teachers, and STC (Recipients sign **LSP Acceptance Notice**).
2. Original LSP is filed in **green** EL folder and placed in the cumulative folder along with all other EL documentation (i.e. HLS, LAS Links Screener, prior EL history).

STEP 5

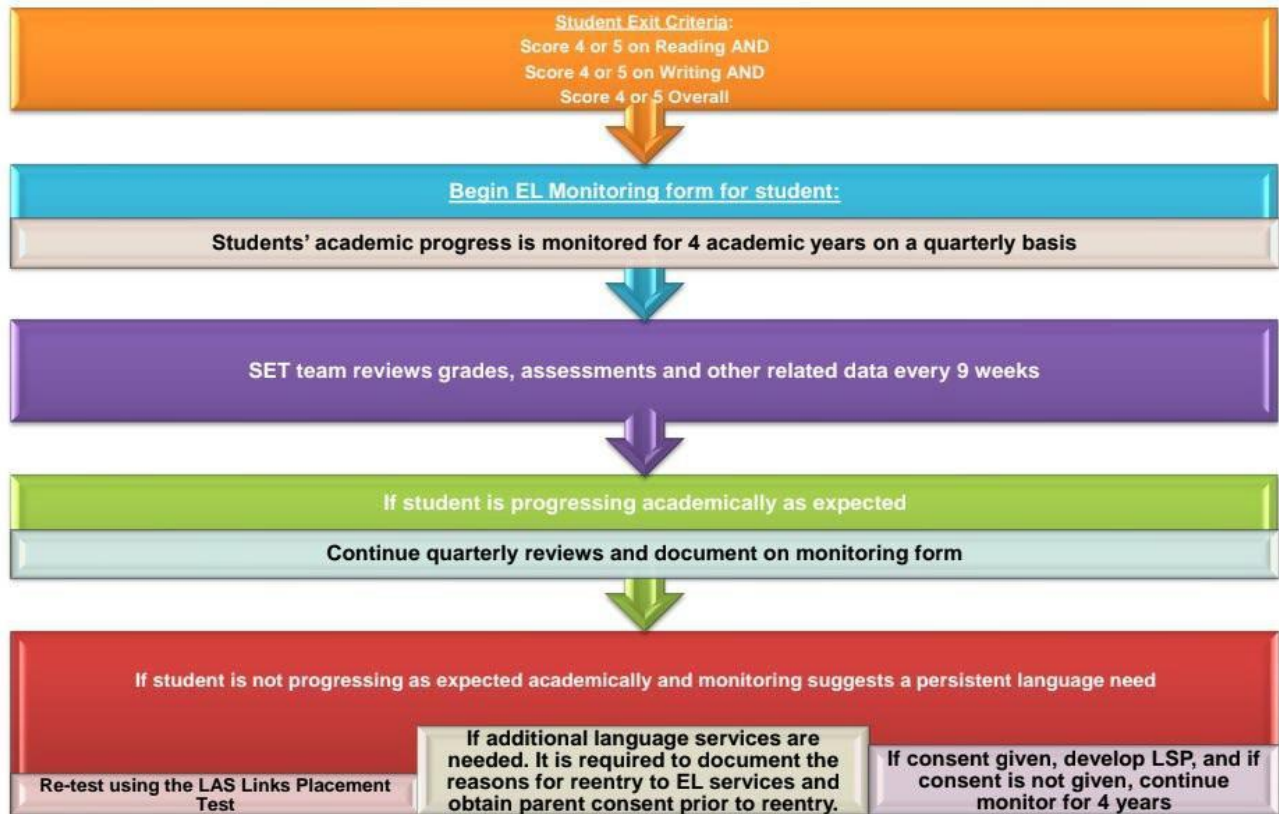
1. The School Educational Team (SET) meets to review LSP quarterly with the parent/guardian.
2. Student takes ELPT – If student scores below proficient in Writing, Reading and Overall – EL Services continue for the following school year.

STEP 6

Exit Criteria: Student takes ELPT and student scores:
4 or 5 for Reading AND
4 or 5 for Writing AND
4 or 5 Overall
Student exits services and moves to Monitored status

APPENDIX H

Procedures for Monitoring an English Learner Exited from EL Services



Jackson County School District

Federal Funding PROCEDURAL MANUAL



SUPERINTENDENT

Mr. David Baggett

OFFICE OF FEDERAL PROGRAMS

Dr. Kimberly Williams.....*Director of Federal Programs
& Student Services*

Mr. Ryan Earley.....*Business Manager*

Ms. Gwendolyn Stallworth.....*Special Education Director*

Mrs. Branda Stewart.....*Special Education Coordinator*

Mrs. Kristina Schoon-Rocco.....*Federal Grant Accountant*

Mrs. Leslie Tillman.....*Federal Programs Coordinator*

Mrs. Anastasia Harris.....*EL Coordinator*

Mrs. Shelly Barnett.....*Homeless Liaison/Foster Care Point of Contact*

JACKSON COUNTY SCHOOL DISTRICT STRATEGIC PLAN GOALS

1. Increased student achievement
2. Sound Financial Management
3. Improved Facilities and Infrastructure
4. Positive Educational Experience
5. Effective Leadership
6. Decrease Safety Incidents

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A. ACCOUNTING SYSTEMS AND FISCAL CONTROLS

Fiscal Controls: Allowable Cost

Section A-1

Jackson County School Policy DFC

FEDERAL AID TO SCHOOL DISTRICTS

ISSUE DATE: 5-18-98 Revised: 12-8-14

The Jackson County School District (JCSD) strives to provide the best educational opportunities possible for the children in the district by seeking as many sources of revenue as possible to supplement the funds provided by local taxation and the basic aid program offered by the state.

Therefore, the district shall participate in federal financial assistance programs which provide direct educational and auxiliary services or opportunities to students enrolled in the school. The following procedures shall be employed when administering federal programs:

1. Federal funds will not be used for partisan political activity of any kind by any person or organization involved in the administration of federal-assisted programs. Prohibited expenditures shall include but not limited to the purchase of partisan political materials, contributions to any candidate for public office, and use of school property, equipment or employees in support of a candidate(s).
2. No person shall, on the grounds of race, sex, color, national origin, age, religion or disability, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or in part, by federal funds.
3. The local school district may use federal funds so restricted (i.e. - Title I, Title VII, etc.) only to supplement and to the extent practical, increase the level of nonfederal funds that would, in the absence of federal funds, be made available for the education of pupils participating. In order to assure equitable distribution of funds, the school district will not use federal funds so restricted to provide services to students that the district is required to furnish.
4. A school district management system will require that federal draws be made to minimize the time elapsed between the transfer of funds from the Mississippi Department of Education (MDE) and the disbursement of funds by the local school district.
5. The school district will observe all applicable state and federal laws and guidelines regarding receipts, expenditures, accounting and reports for materials and equipment received from federal funds.

6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.

7. The combined fiscal effort per student or the aggregate expenditures of the district from state and local funds for free public education for the school year will be at least ninety (90) percent of the combined fiscal effort per student or aggregate expenditures for the preceding year, unless specifically waived by the state.

8. Title I, P.L. 94-142, P.L. 99-457, and P.L. 89-313 funds will be used to provide programs which, taken as a whole, are at least comparable to services being provided in areas not receiving Title I funds.

9. The Title I project will be based on an annual assessment of educational needs.

10. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs.

11. The District will enter all approved MDE Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE.

12. The District will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, align with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law.

13. The District will adhere to all guidelines prescribed in OMB Circular A-87, Appendix B.8.h regarding compensation for personal services which states, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification.

These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

Legal Reference: Mississippi Code Section 37-7-301

References: Improving America's School Act; P.L. 94-142, P.L. 99-457, P.L. 89- 313; Accreditation Requirements of the State Board of Education, Bulletin 171, (1997) OMB Circular A-87, Federal Administration section of 34 CFR 80.20(b)(4) and 80.30; OMB Circular A-87, Appendix B.8.h

PROGRAM ALLOWABILITY

All costs charged to federal programs must be allowable in accordance with the Subpart E-Cost Principles. Prior to the purchase of any equipment, supplies, or the expenditure of any funds charged to federal programs, the Federal Programs Director must approve the expenditure through the school district's financial software prior to the purchase. In addition, all costs charged to the program must be: (1) necessary, reasonable and allocable, (2) conform with the federal law and all federal program terms, (3) be consistent with state and local policies, (4) must be consistently treated the same, (5) must be in accordance with General Accounting A Procedures (GAAP), (6) adequately documented, (7) not included in the match, and (8) must consider both cost reductions and cash refunds in any applicable credits (as indicated in § 200.406). All program purchases must be clearly aligned to the provision of federal program in question.

As the final approving agent for the expenditure of all federal program funds, the Federal Programs Director must authorize all purchases as outlined in the district's purchasing procedures in advance of all purchases. Program guidelines prohibit the use of federal program funds to: provide incentives to participants, supplant other local, state, or federal initiatives, purchase foods, provide services outside of the scope of the program's intended purpose, or purchase other materials or services that are strictly forbidden by federal or state guidelines.

The Federal Programs Director reviews each federal program expenditure to ensure that all expenditures are necessary, reasonable, and allowable (and have supporting documentation to support such) and then provides approval only for those activities as outlined in the federal award plan.

TITLE I, Part A: IMPROVING BASIC PROGRAMS OPERATED BY LOCAL EDUCATIONAL AGENCIES

Guidance on Allowable and Unallowable Expenditures

Below is a general overview of allowable and unallowable activities to support Title I, Part A program planning activities.

| Allowable Expenditures | Unallowable Expenditures |
|---|--|
| <ul style="list-style-type: none"> ● Academic Support for At Risk Students (AIS, RTI, counseling, credit recovery, etc.): <ul style="list-style-type: none"> ○ Certified teachers and teaching assistants ○ Guidance counselors, social workers and other professionals providing supplemental services ○ Proportional benefits for Title I salaries ○ Equitable services for private school students ○ Pre-K, summer and extended day programs ○ Transportation for Title I extended day and summer programs if not otherwise available ● Support Staff for Title I Programs: <ul style="list-style-type: none"> ○ Teacher Aides (non-instructional services) ○ Data management staff for Title I only ○ Secretary and/or clerks for Title I only ○ Title I Coordinators and administrators ○ Stipends for principals outside contract hours ○ Nurses for summer and extended day Title I programs ● Title I program supplies and materials: <ul style="list-style-type: none"> ○ Supplemental instructional materials ○ Computer aided instruction software for AIS ○ Diagnostic and progress monitoring materials ○ Title I data management software ○ Nutritional snacks for Title I students during extended day and summer programs ○ Technology to upgrade the educational program of a SWP ● Title I Parent and Family Engagement: <ul style="list-style-type: none"> ○ Parent Liaison or Coordinator ○ Consultants ○ Stipends for staff to plan for or participate in Title I activities outside contract hours ○ Costs for activities including materials, transportation, childcare, and light refreshments ● Professional Development aligned with Title I: <ul style="list-style-type: none"> ○ Stipends and/or substitutes for staff ○ Educational Consultants ○ Reasonable supplies and materials for PD | <ul style="list-style-type: none"> ● Core instruction or mandated services: <ul style="list-style-type: none"> ○ Teachers providing core instruction ○ Base pay for principals (contract hours) ○ Superintendents and Deputies with districtwide responsibilities ○ Special Education services (OT, PT, Speech) ○ Part 154 services for English Learners ○ Mandated guidance counselors, social workers, nurses, etc. ○ Direct reimbursements to private schools. ○ Costs for standardized screening to determine student eligibility for AIS ○ Cost for administering, scoring and reporting results for mandated state assessments ● Supplies and materials: <ul style="list-style-type: none"> ○ Food and refreshments for staff activities, including working lunches ○ Costs for basic reading series or materials for core instruction ○ Promotional items, such as T-shirts, caps, tote bags, imprinted pens, and key chains ○ Door prizes, movie tickets, gift certificates, pass to amusement parks, etc. ○ Ceremonies, banquets, or celebrations ● Professional Development: <ul style="list-style-type: none"> ○ PD that is stand-alone, 1-day, or short-term workshops not aligned to a schoolwide plan or school improvement initiative |

| Allowable Expenditures | Unallowable Expenditures |
|--|--|
| <ul style="list-style-type: none"> • Conference costs that meet state and federal guidelines https://www2.ed.gov/policy/fund/guid/uniform-guidance/faqs-grantee-conferences.doc • Other <ul style="list-style-type: none"> ○ Field trips aligned with academic content or to access humanities experiences ○ Costs for Concurrent or Dual Enrollment Programs (tuition, fees, books and instructional materials) ○ Advanced humanities courses | <ul style="list-style-type: none"> • Other: <ul style="list-style-type: none"> ○ Field trips for entertainment or recreational purposes only ○ Construction, Remodeling, or Renovation ○ Costs that do not meet federal Supplement/Not Supplant guidelines |

Use of Funds in Targeted Assistance and Schoolwide Plan Schools

Targeted Assistance Schools

Title I-A funds may only be used to meet the needs of children identified as being in the greatest need of services. Students must be selected using multiple, educationally-related, objective criteria. In a targeted assistance program, all costs must be supplemental and limited to services for eligible students.

Schoolwide Schools

Title I-A funds are used to upgrade the entire educational program in a school and, all students may benefit from the use of Title I-A funds. Activities must be part of the schoolwide plan and support an identified academic need through the school’s comprehensive needs assessment. In addition to supplemental services, schoolwide schools may provide elective courses to prepare or support low-achieving students to take advanced courses, preschool enrichment programs, and programs to improve outcomes for students with disabilities and English learners. For more information see the federal guidance regarding use of funds in a Schoolwide Program: <https://www2.ed.gov/policy/elsec/leg/essa/essaswpguidance9192016.pdf>

Required Title I Reserves

Homeless Reserve

All LEAs that receive Title I Part A funds must reserve funds for services for homeless students. LEAs should conduct a needs assessment to determine the reserve amount and clearly show these funds in the Title I budget.

Parent and Family Engagement Reserve (Formerly Parent Involvement)

LEAs with Title I allocations greater than \$500,000 must reserve an amount equal to 1% of the Title I, Part A allocation and allocate 90% of those funds to Title I schools for Parent and Family Engagement activities. These funds must be clearly identified in the Title I budget.

For additional assistance on allowable and unallowable Title I A costs districts may contact the Mississippi Department of Education Director of Federal Programs 601-359-3499

Section A-2

Jackson County School Policy DJEA

Purchasing Authority

ISSUE DATE: 12-10-2007 REVISED: 02-14-2022

“Purchasing agent” shall mean superintendent. Pursuant to the authority granted by Section 37- 39-15, Mississippi Code 1972 as amended, this School Board hereby designates other individuals as “purchasing agents” subject to the limitations set forth below.

1. In addition to the superintendent, the school board hereby designates the business manager and purchasing agent as “purchasing agents” with general authority to negotiate for and purchase the commodities and services necessary for the operation of the school district, within the limits of budget categories and purchasing law.

The purchasing agents of this school board, before entering upon their official duties in such capacity, shall furnish a good and sufficient surety bond in the penal sum of Fifty Thousand Dollars (\$50,000.00). Section 37-39-21 (1987)

GENERAL AUTHORITY

All agencies and governing authorities shall purchase their commodities and printing; contract for fire insurance, automobile insurance, casualty insurance (other than workers' compensation) and liability insurance; contract for garbage collection or disposal; contract for sewage collection or disposal; and contract for public construction as provided by law. Section 31-7-13 (For purchase of commodities, see Section 31-7-12.)

A. \$5,000.00 or less purchases which do not involve an expenditure of more than Five Thousand Dollars (\$5,000.00), exclusive of freight or shipping charges, may be made without advertising or otherwise requesting competitive bids. Provided, however, that nothing contained in this paragraph shall be construed to prohibit any agency or governing authority from establishing procedures which require competitive bids on purchases of Five Thousand Dollars (\$5,000.00) or less. Section 31-7-13 (a)

B. Purchases Over \$5,000.00 but Not Over \$50,000.00 See Section 31-7-13 (b)

C. Purchases Over \$50,000.00 See Section 31-7-13(c)

D. Lowest and Best Bid Decision Procedure See Section 31-7-13 (d)

The results of all competitive bid openings shall be tabulated and presented to the school board at its next regular or special meeting.

E. All federal purchases of goods (commodities) between \$5,001 to \$50,000 and services between \$10,001 to \$250,000 must have two (2) price quotes from qualified sources. Any federal services over \$250,000 will need to follow the competitive bidding process outlined in the Uniform Administrative Requirement (2 CFR 200.320(c)-(d))

F. Federal purchases cannot be done through sole source providers unless:

- Emergency not permitting delay
- Awarding agency expressly authorizes noncompetitive proposals
- After solicitation of number of sources, competition is determined inadequate (must document vendors contacted and result)

Procedure

All expenditures charged to federal programs must be allowable in accordance with Subpart E- Cost Principles. The written JCSD Federal Programs Purchasing Procedures must be followed for all federal program expenditures. The Federal Grant Accountant and/or the Federal Programs Coordinator will check the expenditure for allow-ability. The final approving agent for all federal programs expenditures is the Federal Programs Director.

Jackson County School Policy DJEG

Purchase Orders and Contract

ISSUE DATE: 6 - 19 - 2000 REVISED: 2 - 16 - 2012

One of the most important aspects of control over expenditures is an efficient and effective system of purchasing. The purchasing system of the Jackson County School District includes purchase requisitions and purchase orders.

1. Purchase requisitions are documents filled out by requesting departments/divisions/schools or teachers requesting that the purchasing department buy the items requested. A requisition is the device by which management realizes that there is a need for materials.
2. Purchase orders are documents issued by the school district to vendors ordering the items requested by departments/divisions/schools or teachers. A purchase order is the device by which management places an order. Accepting a purchase order by a vendor affects a legally binding contract. The purchase order gives the vendor authority to ship the required items and binds the district for payment.
3. The District will refrain from awarding grants or subgrants when conflicts of interests exist. Education Department of General Administrative Regulations (EDGAR) defines a "conflict of interest" as arising when any of the following has a financial or other interest in the firm selected for award:
 - a. The employee, officer, or agent
 - b. Any member of that person's immediate family
 - c. That person's business partner
 - d. An organization which employs, or is about to employ, any of the above or has a financial or other interest in the firm selected for award.

Employees of the District are not permitted to solicit or accept gratuities, favors, or anything of monetary value for personal gain from contractors, potential contractors, or subcontractors. Violations of this policy may result in disciplinary action and/or legal ramifications.

Using the documents above, the purchasing process will work as follows:

1. Purchase requisitions are to be prepared by school district personnel whenever there is a request for materials. All requisitions require approval by the principal of the school or director of the department. Requisitions originating at the schools must be approved by the Assistant Superintendent of the respective attendance center. The requisition will be reviewed to ensure that it will not exceed the budget. Once approved, this requisition will be forwarded to the Business Manager's office.
2. When a properly prepared and approved requisition is received by the Business Manager's office, it will be reviewed to ensure that the requisition is in compliance with public purchasing law requirements.
3. Once the public purchasing law requirements are fulfilled, a purchase order will be issued, the issuance of which is official notice to the vendor that the order should be filled.

4. When ordered materials are received, the vendor's invoice shall be signed by the person receiving the material and returned to the Business Manager's office.
5. Prior to paying any claim, the accounts payable clerk will match the following documents: Purchase requisitions, purchase order, & vendor invoice

All purchase orders shall be pre-numbered and controlled. Requisitions do not require prenumbering.

A purchase order log shall be maintained by purchase order number. This log will allow for follow-up on unfilled orders, as well as allowing for the school district to determine the dollar value of outstanding purchase orders. The purchase order log shall, at a minimum, contain the following information: purchase order number, date issued, vendor name, description and amount.

Open purchase orders to vendors are acceptable if items have been bid and the bids properly accepted by the school board in their official minutes. Open purchase orders to vendors are only good for the duration of the bid and no bid shall exceed two fiscal years. This bid should be for a period, established by the school board, to ensure budgetary control over the purchase of such commodities.

LEGAL REFERENCE: Mississippi Code, Sections 31-7-1, 31-7-12, 31-7-13, and 37-39-1 et seq.
Financial Accounting Manual for Mississippi Public School Districts

Jackson County School Policy DJEJ

Payment Procedures

ISSUE DATE: 04-21-2022

In addition to prepayments laid out in Policy DK—Student Activities Fund Management and Policy DJDAA—Travel Reimbursements, the Superintendent and School Business Manager are authorized to release payment warrants to vendors prior to school board approval under the following circumstances:

1. Payments on contractual obligations approved by the board if the contract includes specific deposit/payment/invoice terms
2. Public utility bills
3. Postage up to \$500 per school or department
4. Fuel reimbursements up to \$250 per employee when using a school vehicle
5. Grant fund expenses that require payment in order to meet liquidation deadlines, not to exceed approved grant amounts, and only after goods have been delivered or services have been rendered
6. Instances where the period between verification of invoice and the next board meeting is greater than 45 days {MS 31-7-305(2)}

The Superintendent and Business Manager should use discretion with the goal to limit the number of prepayments each month. Discretion should consider whether proper planning was performed, whether the circumstances were unexpected and/or outside of the district's control, and ramifications if prepayment is not made. All prepayments will be ratified by the school board at the next regularly scheduled meeting.

Legal Reference: MS Code as cited and MS 31-7-305

JCSD Federal Programs Purchasing Procedures

JCSD Federal Programs Purchasing Procedures



Revised 7/10/2023

TITLE I, Part A: IMPROVING BASIC PROGRAMS OPERATED BY LOCAL EDUCATIONAL AGENCIES

Guidance on Allowable and Unallowable Expenditures

Below is a general overview of allowable and unallowable activities to support Title I, Part A program planning activities.

| Allowable Expenditures | Unallowable Expenditures |
|---|--|
| <ul style="list-style-type: none"> ● Academic Support for At Risk Students (AIS, RTI, counseling, credit recovery, etc.): <ul style="list-style-type: none"> ○ Certified teachers and teaching assistants ○ Guidance counselors, social workers and other professionals providing supplemental services ○ Proportional benefits for Title I salaries ○ Equitable services for private school students ○ Pre-K, summer and extended day programs ○ Transportation for Title I extended day and summer programs if not otherwise available ● Support Staff for Title I Programs: <ul style="list-style-type: none"> ○ Teacher Aides (non-instructional services) ○ Data management staff for Title I only ○ Secretary and/or clerks for Title I only ○ Title I Coordinators and administrators ○ Stipends for principals outside contract hours ○ Nurses for summer and extended day Title I programs ● Title I program supplies and materials: <ul style="list-style-type: none"> ○ Supplemental instructional materials ○ Computer aided instruction software for AIS ○ Diagnostic and progress monitoring materials ○ Title I data management software ○ Nutritional snacks for Title I students during extended day and summer programs ○ Technology to upgrade the educational program of a SWP ● Title I Parent and Family Engagement: <ul style="list-style-type: none"> ○ Parent Liaison or Coordinator ○ Consultants ○ Stipends for staff to plan for or participate in Title I activities outside contract hours ○ Costs for activities including materials, transportation, childcare, and light refreshments ● Professional Development aligned with Title I: <ul style="list-style-type: none"> ○ Stipends and/or substitutes for staff ○ Educational Consultants ○ Reasonable supplies and materials for PD | <ul style="list-style-type: none"> ● Core instruction or mandated services: <ul style="list-style-type: none"> ○ Teachers providing core instruction ○ Base pay for principals (contract hours) ○ Superintendents and Deputies with districtwide responsibilities ○ Special Education services (OT, PT, Speech) ○ Part 154 services for English Learners ○ Mandated guidance counselors, social workers, nurses, etc. ○ Direct reimbursements to private schools. ○ Costs for standardized screening to determine student eligibility for AIS ○ Cost for administering, scoring and reporting results for mandated state assessments ● Supplies and materials: <ul style="list-style-type: none"> ○ Food and refreshments for staff activities, including working lunches ○ Costs for basic reading series or materials for core instruction ○ Promotional items, such as T-shirts, caps, tote bags, imprinted pens, and key chains ○ Door prizes, movie tickets, gift certificates, pass to amusement parks, etc. ○ Ceremonies, banquets, or celebrations ● Professional Development: <ul style="list-style-type: none"> ○ PD that is stand-alone, 1-day, or short-term workshops not aligned to a schoolwide plan or school improvement initiative |

| Allowable Expenditures | Unallowable Expenditures |
|--|--|
| <ul style="list-style-type: none"> • Conference costs that meet state and federal guidelines https://www2.ed.gov/policy/fund/guid/uniform-guidance/faqs-grantee-conferences.doc • Other <ul style="list-style-type: none"> ○ Field trips aligned with academic content or to access humanities experiences ○ Costs for Concurrent or Dual Enrollment Programs (tuition, fees, books and instructional materials) ○ Advanced humanities courses | <ul style="list-style-type: none"> • Other: <ul style="list-style-type: none"> ○ Field trips for entertainment or recreational purposes only ○ Construction, Remodeling, or Renovation ○ Costs that do not meet federal Supplement/Not Supplant guidelines |

Use of Funds in Targeted Assistance and Schoolwide Plan Schools

Targeted Assistance Schools

Title I-A funds may only be used to meet the needs of children identified as being in the greatest need of services. Students must be selected using multiple, educationally-related, objective criteria. In a targeted assistance program, all costs must be supplemental and limited to services for eligible students.

Schoolwide Schools

Title I-A funds are used to upgrade the entire educational program in a school and, all students may benefit from the use of Title I-A funds. Activities must be part of the schoolwide plan and support an identified academic need through the school’s comprehensive needs assessment. In addition to supplemental services, schoolwide schools may provide elective courses to prepare or support low-achieving students to take advanced courses, preschool enrichment programs, and programs to improve outcomes for students with disabilities and English learners. For more information see the federal guidance regarding use of funds in a Schoolwide Program: <https://www2.ed.gov/policy/elsec/leg/essa/essaswpguidance9192016.pdf>

Required Title I Reserves

Homeless Reserve

All LEAs that receive Title I Part A funds must reserve funds for services for homeless students. LEAs should conduct a needs assessment to determine the reserve amount and clearly show these funds in the Title I budget.

Parent and Family Engagement Reserve (Formerly Parent Involvement)

LEAs with Title I allocations greater than \$500,000 must reserve an amount equal to 1% of the Title I, Part A allocation and allocate 90% of those funds to Title I schools for Parent and Family Engagement activities. These funds must be clearly identified in the Title I budget.

For additional assistance on allowable and unallowable Title I A costs districts may contact the Mississippi Department of Education Director of Federal Programs 601-359-3499

Fiscal Controls: Accounts Management

Section A-3

Limit Access to Accounting System

The Jackson County School District (JCSD) utilizes a complete financial accounting software that includes the following modules: General Ledger, Accounts Payable, Capital Assets, Payroll, Marathon Administration, Remote Link, Remote Link Administration, and Human Resources. The Business Manager of the JCSD is the sole software administrator that has the ability to set up users, assign activity rights, and assign access to federal program funds to these users.

Users must be employees of the JCSD to be added as a user in the financial accounting software. Each new hire, transfer within district, or termination is reviewed by the Business Manager to determine if a new user needs to be created or an existing user needs modified or disabled.

Segregate Duties within Accounting System

Each user may be assigned to one or more modules and assigned to view or edit rights in each module. Only the Purchasing and Accounts Payable Bookkeepers in the Business Office have edit rights in the Accounts Payable and Capital Assets modules. Only the Payroll Bookkeepers in the Business Office have edit rights in the Payroll module. Only Human Resource Secretaries, Human Resource Bookkeeper, and Human Resources Manager have edit rights in the Human Resources module. Only the Business Manager has edit rights in the Marathon Administration module. Only the Business Manager and Assistant Business Manager have edit rights in the General Ledger module. No other positions within the district have edit rights in the Accounts Payable, Capital Assets, Payroll, General Ledger, Human Resources, or Marathon Administration modules. No users from the Federal Programs Office have edit rights in these modules.

Many users have view only rights to the General Ledger, Accounts Payable, Capital Assets, and Payroll. There are three users from the Federal Programs Office that have view only rights to these modules – Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator.

The Remote Link module is used by users outside of the Business Office including all school campuses and departments. This module is where users can make requests for purchases, employee time, employee leave, asset transfers, asset discards, and budget amendments. These requests are approved at the school/department by the supervisor within Remote Link and then at least one more secondary level described below in the Remote Link Administration module. Here are three users from the Federal Programs Office that have access to Remote Link – Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator.

The Remote Link Administration module is used by District Administrators to provide secondary approval of requests mentioned above. The secondary approval process is determined by assigned locations and/or assigned funds that they control. The JCSD has up to 4 secondary approval levels depending on location and fund source. There are two users from the Federal Programs Office that have access to Remote Link Administration – Federal Programs Director and Federal Grant Accountant.

Protect Against Unauthorized Obligations of Federal Funds

Schools/locations in the financial accounting software determine the line items that users of those locations have access to. Each line item of the federal grant application is assigned to only one unique school/location within the financial accounting software. Only that school/location has the ability to make purchase requests using those federally funded line items. Purchases using federal funds at the school level can only be done if all the following steps are followed in the financial accounting software:

1. A purchase request is done by a school user in Remote Link using a federal fund line item.
2. The purchase request is approved by the school supervisor in Remote Link.
3. If the purchase is being made using a technology tagged line item then the Technology Director approves the purchase request in Remote Link Administration.
4. The purchase request is approved by the Federal Grant Accountant in Remote Link Administration.
5. The purchase request is approved by the Federal Programs Director in Remote Link Administration.
6. The purchase request is approved by the Business Manager in Remote Link Administration

Section A-4

Prevent Over-obligation of Federal Funds

The Jackson County School District (JCSD) has controls in place via its financial accounting software to protect against over-obligation of federal funds. Once the district receives approval of its federal grant application, the approved budget is loaded into the financial accounting system (FAS) manually such that the approved budget matches the FAS budget line item by line item. In addition, JCSD keeps a separate fund for each grant type and year so that expenses and carryover can be monitored across multiple years.

Purchase requests can only be made in Remote Link if there is an available budget in that line item. The financial accounting software will not allow purchases for line items if the purchase would put the balance in the budget at less than \$0. The available budget for each line item is calculated by the software by starting with the approved federal grant budget, subtracting invoices paid to date, subtracting open purchase orders, and subtracting open purchase requests. The financial accounting software also has the ability to warn or not allow payments to be made if there is not enough budget for that line item to make a claim against that line item.

Prevent Duplicate Payments

Claim requests can only be made after submitting a unique PO, a unique invoice, and a signed receiving document. The financial accounting software will not allow an invoice number to be used more than once Fiscal Controls: Account Maintenance

Section A-5

Periodically Review Accounts

The Federal Grant Accountant reviews federal grant purchases on a daily basis to make sure expenses are in the grant plan and charged against the appropriate grant and fiscal year. The Federal Grant Accountant also reviews federal grant payroll expenses on a monthly basis to make sure expenses are in the grant plan and charged against the appropriate grant and fiscal year. Lastly, the Federal Grant Accountant performs and documents monthly reconciliation of federal grant general ledger accounts and uses this reconciliation to prepare requests for reimbursement by general ledger line item from each federal grant awarded to the JCSD.

Findings

Compliance Indicator A-5: The LEA/Subgrantee maintains written policy and/or procedures to periodically review its accounts to ensure that all transactions (including refunds and recoded transactions) have been accurately and properly recorded.

The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed.

Corrective Action Plan as of January 06, 2020

- The Federal Programs Director and the Business Manager will meet with the Grant Accountant annually to ensure that she is properly trained to implement the procedures listed below:
 - The Federal Grant Accountant will review federal grant purchases on a daily basis to make sure expenses are in the grant plan and charged against the appropriate grant and fiscal year.
 - The Federal Grant Accountant also reviews federal grant payroll expenses on a monthly basis to make sure expenses are in the grant plan and charged against the appropriate grant and fiscal year.
 - The Federal Grant Accountant performs and documents monthly reconciliation of federal grant general ledger accounts and uses this reconciliation to prepare requests for reimbursement by general ledger line item from each federal grant awarded to the JCSD.
 - The Federal Grant Accountant will prepare fiscal snapshots for all grants on a monthly basis for Administration/Principal Meetings after ensuring that all transactions (including refunds and recoded transactions) have been accurately and properly recorded after all monthly Board meetings.

Section A-6

Budget with Approved Funding Application

Per **Jackson County School District (JCSD) Policy DFC** "The District will enter all approved MDE Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE."

Once the JCSD receives approval of its federal grant application the approved amounts are loaded into the financial accounting software by the Business Manager. The Business Manager obtains the approved application from the Mississippi Grant Information System and enters that approved grant application line item by line item into JCSD's financial accounting software. After all grant budgets have been entered, the Business Manager and Federal Programs Director meet to review each line item entered.

In addition, JCSD keeps a separate fund for each grant application so that expenses and carryover can be monitored across multiple fiscal years. After the conclusion of the first year of the grant the unspent amount is carried over to the next fiscal year and entered as the beginning budget balance.

Findings

Compliance Indicator A-6: The LEA/Subgrantee maintains written policy and/or procedures to ensure that the LEA's budget and accounting record align with the approved funding application, maintaining separate accounting records for each federal grant which reflects the approved line items and amount by program year.

The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed.

The LEA also failed to properly align budget and accounting records with the funding application, including the budgeting of carryover funds.

Furthermore, the LEA failed to accurately enter the FY17 or FY18 MDE approved MCAPS Title I, Title II, and Title IV budgets into Marathon, their accounting software. Discussion with the current and former Federal Program Directors and their staff revealed the Federal Programs office used Excel spreadsheets to monitor budget balances during FY17 and FY18.

Corrective Action Plan as of January 06, 2020

- The Federal Programs Director and the Business Manager will meet with the Federal Grant Accountant annually to ensure that she is properly trained to implement the procedures listed below:
 - The Federal Programs Director will meet with the Federal Grant Accountant and the Business Manager periodically or when federal grant applications are approved to ensure that all funds that were outlined in MCAPS are accurately reflected in the JCSD accounting system: Marathon.
 - Budgets will be entered into Marathon by the Business Manager and a meeting will be scheduled by the Federal Grant Accountant with the Federal Programs Director to review and compare the MCAPS funding application funding amounts (line items) with the Marathon budget report to ensure alignment.
 - The Federal Grant Accountant will ensure that a separate fund for each grant application is kept in Marathon, so that expenses and carryover can be monitored across multiple fiscal years.
 - After the conclusion of the first year of the grant, The Federal Grant Accountant will make sure that the unspent amount is carried over to the next fiscal year and entered as the beginning budget balance into Marathon.

B. PERIOD OF AVAILABILITY AND CARRYOVER

Carryover Procedures

Section B-1

Jackson County School District (JCSD) is permitted to carry over federal funds not expended within the fiscal year awarded to the next fiscal year. While the law permits JCSD to carry over funds for the full 27-month period of availability, JCSD is expected to expend the fiscal year allocation within that fiscal year, (i.e., the first 15 months). An approved original budget is required before carryover funds can be applied. The table below provides carryover procedures and requirements for each federal program. (CFR §76.709-710; Sec. 412(b) of the General Education Provisions Act (GEPA), 20 U.S.C. 1225(b).)

| Program | Carryover Procedures |
|---|---|
| Title I, Part A - Improving the Academic Achievement of the Disadvantaged | Title I, Part A of the Elementary and Secondary Education Act of 1965 (ESEA) as amended by Every Student Succeeds Act (ESSA) permits JCSD to carry over Title I funds not expended within the fiscal year awarded to the next fiscal year (Sec 1127). While the law permits JCSD to carry over funds, JCSD is encouraged to expend the fiscal year allocation within that fiscal year. The law specifies requirements for the expenditure of carryover funds exceeding the 15-percent carryover limitation. However, the waiver process allows JCSD to request waivers from the Mississippi Department of Education (MDE) once every three years when the JCSD fails to expend at least 85-percent of the allocated funds within the fiscal year. |
| Title I, Part A – School Improvement 1003(a) | SIG 1003(a) does not provide for carryover of unused funds. |
| Title II, Part A – Supporting Effective Instruction | ESSA permits JCSD to carryover 100% of Title II, Part A funds. Unless there are extenuating circumstances, funds set aside for equitable services must be expended in the year in which they are allocated. |
| Title IV, Part A – Student Support and Academic Enrichment | JCSD may obligate Title IV, Part A funds during the federal fiscal year for which the funds were appropriated and during the succeeding federal fiscal year for a total period of 27 months of availability. When funds are carried over, JCSD must ensure that they have a process and internal controls in place to track unspent funds from the prior year in addition to the current year fund requirements and be able to show how total funds were spent according to the Title IV, A focus area. While there are no restrictions for the carryover of Title IV, Part A funds, JCSD with carryover funds more than 25-percent of their allocation may be monitored and/or provided technical assistance to address the excessive carryover amounts. |

ESSA made no changes to the Title I carryover rules, with one exception: funds for equitable services to nonpublic school students. ESSA states that funds allocated to JCSD for educational services and other benefits to eligible private school children must be obligated in the first fiscal year for which the funds are received by the JCSD. (See ESSA Section 1117(a)(4)(B).) Accordingly, these funds may not be carried over.

The Federal Grant Accountant will monitor federal fund expenditures during the school year to minimize the amount of funds carried forward.

DUTIES AND RESPONSIBILITIES:

Accounting Responsibilities

- Reviews and maintains general ledger accounts and budgets for each federal grant.
- Prepares necessary journal entries to federal grant general ledger accounts.
- Performs and documents monthly reconciliation of federal grant general ledger accounts and budgets.
- Prepares request for reimbursement by general ledger line item from each federal grant on a monthly basis.
- Prepares documentation of grant expenses, including purchase orders, invoices, check disbursements, and payroll expenses.
- Reviews federal grant purchases on a daily basis to make sure expenses are in the grant plan and charged against the appropriate grant and fiscal year.
- Reviews federal grant payroll expenses on a monthly basis to make sure expenses are in the grant plan and charged against the appropriate grant and fiscal year.
- Updates federal grant budgets as allocations change and grants carryover to next fiscal year.
- Maintains constant communication with other federal grant stakeholders with respect to available budget balances for each federal grant.
- Assists with the following: External audits, records research and special requests.
- Assists in the preparation of financial statements and reports.
- Maintains appropriate backup as it relates to grant reporting and requests for reimbursement.
- Ensures accounting records are in compliance with federal EDGAR requirements.
- Creates and manages relating to fiscal compliance for federal grants.
- Supports Payroll, Accounts Payable and other finance staff as it relates to federal grants.
- Other duties as assigned.

The future goal through the first 15 months, the generally anticipated rate of draw for JCSD running full year federal program funded supports and services are as follows:

| | | | | |
|---------------|----------------------|--|----------------|----------------------|
| October 31st | up to 27% funds used | | April 30th | up to 67% funds used |
| November 30th | up to 33% funds used | | May 31st | up to 73% funds used |
| December 31st | up to 40% funds used | | June 30th | up to 80% funds used |
| January 31st | up to 47% funds used | | July 31st | up to 87% funds used |
| February 28th | up to 53% funds used | | August 31st | up to 93% funds used |
| March 31st | up to 60% funds used | | September 30th | 100% funds used |

At the completion of the first 15 months, the Mississippi Department of Education (MDE) permits JCSD to carryover allowable unused funds to the JCSD for continued use during the remainder of the 27-month period of availability. MDE will monitor to ensure that the JCSD is drawing down these older funds prior to accessing newer funds.

JCSD uses a separate unique fund number for each grant year application to monitor spending from one fiscal year to the next. The fund does not change from one fiscal year to the next.

Findings

Compliance Indicator B-1: The LEA has board policy and/or procedures in place to demonstrate the process for the following:

- **ensuring that it meets the limitations on the amount of carryover funds or otherwise minimize the amount of funds it carries over into a subsequent fiscal year**
- **monitoring award balances during the fiscal year**
- **planning for carryover funds, when applicable, for the subsequent fiscal year**
- **clearly capturing the separate fiscal year funding**
- **ensuring that carryover funds are prioritized over the use of current years funds.**

The District provided a written procedure to demonstrate the process for the following:

- ensuring that it meets the limitations on the amount of carryover funds or otherwise minimize the amount of funds it carries over into a subsequent fiscal year
- monitoring award balances during the fiscal year
- planning for carryover funds, when applicable, for the subsequent fiscal year
- clearly capturing the separate fiscal year funding
- ensuring that carryover funds are prioritized over the use of current years funds.

The District failed to follow its written procedures of the following:

- monitoring award balances during the fiscal year
- planning for carryover funds, when applicable, for the subsequent fiscal year

In reviewing documentation, FY17 Carryover funds were not accurately recorded for year 2 of the FY17 project. Carryover budgets were not entered correctly in Marathon. The Federal Program office used Excel spreadsheets to monitor budget balances during FY17 and FY18.

Corrective Action Plan as of January 06, 2020

- The Federal Programs Director and the Business Manager will meet with the Federal Grant Accountant annually to ensure that she is properly trained to implement the procedures listed below:
 - Using the chart below as a guide/gauge, monthly snapshots will be prepared and uploaded to TitleCrate by the Federal Grant Accountant and distributed to all principals, assistant superintendents, superintendent, and the business manager by the Federal Programs Director.

| | | | | |
|---------------|----------------------|--|----------------|----------------------|
| October 31st | up to 27% funds used | | April 30th | up to 67% funds used |
| November 30th | up to 33% funds used | | May 31st | up to 73% funds used |
| December 31st | up to 40% funds used | | June 30th | up to 80% funds used |
| January 31st | up to 47% funds used | | July 31st | up to 87% funds used |
| February 28th | up to 53% funds used | | August 31st | up to 93% funds used |
| March 31st | up to 60% funds used | | September 30th | 100% funds used |

- The Federal Grant Accountant will review all requisitions and instruct administrators and the Federal Programs Coordinator to utilize carryover funds when applicable. Communication will be via written email or phone call.
- The Federal Programs Director will meet with the Federal Grant Accountant and the Business Manager periodically or when federal grant applications are approved to ensure that all funds that were outlined in MCAPS are accurately reflected in the JCSD accounting system: Marathon.
- Budgets will be entered into Marathon by the Business Manager and a meeting will be scheduled by the Federal Grants Accountant with the Federal Programs Director to review and compare the MCAPS funding application funding amounts (line items) with the Marathon budget report to ensure alignment.
- The Federal Grant Accountant will ensure that a separate fund for each grant application is kept in Marathon, so that expenses and carryover can be monitored across multiple fiscal years.
- After the conclusion of the first year of the grant, The Federal Grant Accountant will make sure that the unspent amount is carried over to the next fiscal year and entered as the beginning budget balance into Marathon.

C. AUDIT REQUIREMENTS

AUDIT RESOLUTION

Section C-1

CONTACT PERSON RESPONSIBLE FOR CORRECTIVE ACTION PLAN

Dr. Kimberly Williams, Federal Programs Director
Mr. Ryan Earley, Business Manager
P.O. Box 5069
Vanceleave, MS 39565
Phone Number (228) 283-3000

Section C-2

CORRECTIVE ACTION PLAN

The Federal Programs Director, Federal Grant Accountant and Federal Programs Coordinator (herein referred to as Federal Programs staff) will ensure that all Title I expenditures match with the approved Mississippi Grant Information System Budget and will balance the funds on a monthly basis. The annual Federal Consolidated application will be done timely.

The Business Office will support the Federal Programs staff with all adjusting journal entries. Fund draw downs will not be done until collaboration between the Business Manager and Federal Programs staff has taken place.

Improvements regarding effective communication between the Business Office and Federal Programs staff will occur and ensure both are abreast of any changes being made to the federal programs plan.

TRAVEL (EDGAR 200.474):

Who is entitled to reimbursement and is it program related?

Professional Development with Federal Programs

What authorization is required (including appropriate federal programs supervisor)?

See JCSD Travel Request/Reimbursement flow chart below

What are the reimbursement guidelines for mileage, meals or per diem, lodging, airfare, miscellaneous charges?

See Procedure in Section D-1 below

What procedures/forms are required for reimbursement?

See JCSD Federal Programs Purchasing Procedure flow chart below

How are reimbursements approved for payments (including appropriate federal programs supervisor)?

See JCSD Federal Programs Purchasing Procedure flow chart below

D. INTERNAL CONTROLS

Control Environment

Section D-1

Jackson County School Policy GAA Professional Educator Code of Conduct

DATE: 9-12-11

Mississippi Educator Code of Ethics and Standards of Conduct Code

The Jackson County School Board adopts the following MS Educator Code of Ethics and Standards of Conduct developed and adopted by the MS Department of Education. All employees will receive a copy of the MS Educator Code of Ethics and Standards of Conduct and will sign a statement agreeing to abide by the standards.

Mississippi Educator Code of Ethics and Standards of Conduct Code 1717

Each educator, upon entering the teaching profession, assumes a number of obligations, one of which is to adhere to a set of principles, which defines professional conduct. These principles are reflected in the following code of ethics, which sets forth to the education profession and the public it serves standards of professional conduct and procedures for implementation.

This code shall apply to all persons licensed according to the rules established by the Mississippi State Board of Education and protects the health, safety, and general welfare of students and educators.

Ethical conduct is any conduct, which promotes the health, safety, welfare, discipline and morals of students and colleagues.

Unethical conduct is any conduct that impairs the license holder's ability to function in his/her employment position or a pattern of behavior that is detrimental to the health, safety, welfare, discipline, or morals of students and colleagues.

Any educator or administrator license may be revoked or suspended for engaging in unethical conduct relating to an educator/student relationship (Standard 4). Superintendents shall report to the Mississippi Department of Education license holders who engage in unethical conduct relating to an educator/student relationship (Standard 4).

Code of Ethics Standards

Standard 1: Professional Conduct

An educator should demonstrate conduct that follows generally recognized professional standards.

1.1. Ethical conduct includes, but is not limited to, the following:

1. Encouraging and supporting colleagues in developing and maintaining high standards
2. Respecting fellow educators and participating in the development of a professional teaching environment
3. Engaging in a variety of individual and collaborative learning experiences essential to professional development designed to promote student learning
4. Providing professional education services in a nondiscriminatory manner
5. Maintaining competence regarding skills, knowledge, and dispositions relating to his/her organizational position, subject matter and pedagogical practices
6. Maintaining a professional relationship with parents of students and establish appropriate communication related to the welfare of their children

1.2. Unethical conduct includes, but is not limited to, the following:

1. Harassment of colleagues
2. Misuse or mismanagement of tests or test materials
3. Inappropriate language on school grounds or any school-related activity
4. Physical altercations
5. Failure to provide appropriate supervision of students and reasonable disciplinary actions

Standard 2. Trustworthiness

An educator should exemplify honesty and integrity in the course of professional practice and does not knowingly engage in deceptive practices regarding official policies of the school district or educational institution.

2.1. Ethical conduct includes, but is not limited to, the following:

1. Properly representing facts concerning an educational matter in direct or indirect public expression
2. Advocating for fair and equitable opportunities for all children
3. Embodying for students the characteristics of honesty, diplomacy, tact, and fairness

2.2. Unethical conduct includes, but is not limited to, the following:

1. Falsifying, misrepresenting, omitting, or erroneously reporting any of the following:
 - a. employment history, professional qualifications, criminal history, certification/recertification
 - b. information submitted to local, state, federal, and/or other governmental agencies
 - c. information regarding the evaluation of students and/or personnel
 - d. reasons for absences or leave
 - e. information submitted in the course of an official inquiry or investigation
2. Falsifying records or directing or coercing others to do so

Standard 3. Unlawful Acts

An educator shall abide by federal, state, and local laws and statutes and local school board policies.

3.1 Unethical conduct includes, but is not limited to, the commission or conviction of a felony or sexual offense. As used herein, conviction includes a finding or verdict of guilty, or a plea of nolo contendere, regardless of whether an appeal of the conviction has been sought or situation where first offender treatment without adjudication of guilt pursuant to the charge was granted.

Standard 4. Educator/Student Relationship

An educator should always maintain a professional relationship with all students, both in and outside the classroom.

4.1. Ethical conduct includes, but is not limited to, the following:

1. Fulfilling the roles of mentor and advocate for students in a professional relationship. A professional relationship is one where the educator maintains a position of teacher/student authority while expressing concern, empathy, and encouragement for students.
2. Nurturing the intellectual, physical, emotional, social and civic potential of all.
3. Providing an environment that does not needlessly expose students to unnecessary embarrassment or disparagement.
4. Creating, supporting, and maintaining a challenging learning environment for all students

4.2. Unethical conduct includes, but is not limited to the following:

1. Committing any act of child abuse
2. Committing any act of cruelty to children or any act of child endangerment
3. Committing or soliciting any unlawful sexual act
4. Engaging in harassing behavior on the basis of race, gender, national origin, religion or disability
5. Furnishing tobacco, alcohol, or illegal/unauthorized drugs to any student or allowing a student to consume alcohol or illegal/unauthorized drugs
6. Soliciting, encouraging, participating or initiating inappropriate written, verbal, electronic, physical or romantic relationship with a student.

Examples of these acts may include but not be limited to:

1. sexual jokes
2. sexual remarks
3. sexual kidding or teasing
4. sexual innuendo
5. pressure for dates or sexual favors
6. inappropriate touching, fondling, kissing or grabbing
7. rape
8. threats of physical harm
9. sexual assault
10. electronic communication such as texting
11. invitation to social networking
12. remarks about a student's body
13. consensual sex

Standard 5. Educator Collegial Relationships

An educator should always maintain a professional relationship with colleagues, both in and outside the classroom

5. Unethical conduct includes but is not limited to the following:

1. Revealing confidential health or personnel information concerning colleagues unless disclosure serves lawful professional purposes or is required by law
2. Harming others by knowingly making false statements about a colleague or the school system
3. Interfering with a colleague's exercise of political, professional, or citizenship rights and responsibilities
4. Discriminating against or coercing a colleague on the basis of race, religion, national origin, age, sex, disability or family status
5. Using coercive means or promise of special treatment in order to influence professional decisions of colleagues

Standard 6. Alcohol, Drug and Tobacco Use or Possession

An educator should refrain from the use of alcohol and/or tobacco during the course of professional practice and should never use illegal or unauthorized drugs

6.1. *Ethical conduct includes, but is not limited to, the following:*

1. *Factually representing the dangers of alcohol, tobacco and illegal drug use and abuse to students during the course of professional practice*

6.2. *Unethical conduct includes, but is not limited to, the following:*

1. *Being under the influence of, possessing, using, or consuming illegal or unauthorized drugs*
2. *Being on school premises or at a school-related activity involving students while documented as being under the influence of, possessing, or consuming alcoholic beverages. A school-related activity includes but is not limited to, any activity that is sponsored by a school or a school system or any activity designed to enhance the school curriculum such as club trips, etc. which involve students.*
3. *Being on school premises or at a school-related activity involving students while documented using tobacco.*

Standard 7. Public Funds and Property

An educator shall not knowingly misappropriate, divert, or use funds, personnel, property, or equipment committed to his or her charge for personal gain or advantage.

7.1. *Ethical conduct includes, but is not limited to, the following:*

1. *Maximizing the positive effect of school funds through judicious use of said funds*
2. *Modeling for students and colleagues the responsible use of public property*

7.2. *Unethical conduct includes, but is not limited to, the following:*

1. *Knowingly misappropriating, diverting or using funds, personnel, property or equipment committed to his or her charge for personal gain*
2. *Failing to account for funds collected from students, parents or any school related function*
3. *Submitting fraudulent requests for reimbursement of expenses or for pay*
4. *Co-mingling public or school-related funds with personal funds or checking accounts*
5. *Using school property without the approval of the local board of education/governing body*

Standard 8. Remunerative Conduct

An educator should maintain integrity with students, colleagues, parents, patrons, or businesses when accepting gifts, gratuities, favors, and additional compensation.

8.1. ***Ethical conduct includes, but is not limited to, the following:***

1. Insuring that institutional privileges are not used for personal gain
2. Insuring that school policies or procedures are not impacted by gifts or gratuities from any person or organization

8.2. Unethical conduct includes, but is not limited to, the following:

1. Soliciting students or parents of students to purchase equipment, supplies, or services from the educator or to participate in activities that financially benefit the educator unless approved by the local governing body.
2. Tutoring students assigned to the educator for remuneration unless approved by the local school board
3. The educator shall neither accept nor offer gratuities, gifts, or favors that impair professional judgment or to obtain special advantage. (This standard shall not restrict the acceptance of gifts or tokens offered and accepted openly from students, parents, or other persons or organizations in recognition or appreciation of service)

Standard 9. Maintenance of Confidentiality

An educator shall comply with state and federal laws and local school board policies relating to confidentiality of student and personnel records, standardized test material, and other information covered by confidentiality agreements.

9.1. Ethical conduct includes, but is not limited to, the following:

1. Keeping in confidence information about students that has been obtained in the course of professional service unless disclosure serves a legitimate purpose or is required by law
2. Maintaining diligently the security of standardized test supplies and resources

9.2. Unethical conduct includes, but is not limited to, the following:

1. Sharing confidential information concerning student academic and disciplinary records, health and medical information family status/income and assessment/testing results unless disclosure is required or permitted by law.
2. Violating confidentiality agreements related to standardized testing including copying or teaching identified test items, publishing or distributing test items or answers, discussing test items, and violating local school board or state directions for the use of tests
3. Violating other confidentiality agreements required by state or local policy

Standard 10. Breach of Contract or Abandonment of Employment

An educator should fulfill all of the terms and obligations detailed in the contract with the local school board or educational agency for the duration of the contract.

10.1 Unethical conduct includes, but is not limited to, the following:

1. Abandoning the contract for professional services without prior release from the contract by the school board
2. Refusing to perform services required by the contract.

PROFESSIONAL DEVELOPMENT WITH FEDERAL PROGRAMS

Federal Programs funds may be used to provide training opportunities for teachers, assistant teachers and other professional staff. The following will be included in the project application narrative: specific information regarding the topics of training being provided, who the targeted audience is, who will provide the training, and how it will be paid. Funds may also be used for professional staff to attend training. Specific consultants or individual groups do not have to be specified.

Travel Request/Reimbursement Flowchart

JCSD Federal Programs Travel Request/Reimbursement Flowchart



One person cannot be reimbursed for all rooms, flights, & etc. Travel should be consistent across all attendees.

Each employee **MUST** complete the Travel & Expense Voucher, Itemized Meal Expense, & Claim Docket Submission Checklist for Travel Reimbursement to receive reimbursement!!

REVISED 6/30/2022

Control Activities and Risk Mitigation

Section D-2

Jackson County School Policy GAA

MISSISSIPPI EDUCATOR CODE of ETHICS and STANDARDS of CONDUCT CODE

DATE: 9-12-11

Standard 7. Public Funds and Property

An educator shall not knowingly misappropriate, divert, or use funds, personnel, property, or equipment committed to his or her charge for personal gain or advantage.

7.1. Ethical conduct includes, but is not limited to, the following:

1. Maximizing the positive effect of school funds through judicious use of said funds
2. Modeling for students and colleagues the responsible use of public property

7.2. Unethical conduct includes, but is not limited to, the following:

1. Knowingly misappropriating, diverting or using funds, personnel, property or equipment committed to his or her charge for personal gain
2. Failing to account for funds collected from students, parents or any school related function
3. Submitting fraudulent requests for reimbursement of expenses or for pay
4. Co-mingling public or school-related funds with personal funds or checking accounts
5. Using school property without the approval of the local board of education/governing body

Standard 8. Remunerative Conduct

An educator should maintain integrity with students, colleagues, parents, patrons, or businesses when accepting gifts, gratuities, favors, and additional compensation.

8.1. Ethical conduct includes, but is not limited to, the following:

1. Insuring that institutional privileges are not used for personal gain
2. Insuring that school policies or procedures are not impacted by gifts or gratuities from any person or organization

8.2. Unethical conduct includes, but is not limited to, the following:

1. Soliciting students or parents of students to purchase equipment, supplies, or services from the educator or to participate in activities that financially benefit the educator unless approved by the local governing body.
2. Tutoring students assigned to the educator for remuneration unless approved by the local school board

3. The educator shall neither accept nor offer gratuities, gifts, or favors that impair professional judgment or to obtain special advantage. (This standard shall not restrict the acceptance of gifts or tokens offered and accepted openly from students, parents, or other persons or organizations in recognition or appreciation of service)

FRAUD, WASTE, ABUSE, AND CORRUPTION PROCEDURES

Anyone and all reports of suspicious activity and/or suspected fraud, waste, abuse, or corruption, shall be investigated. The Jackson County School District shall not tolerate fraud, waste, abuse, or corruption and will be thoroughly investigated to determine if disciplinary, financial recovery, and or criminal action should be taken.

Procedures and Responsibilities

1. Anyone suspecting fraud, waste, abuse, or corruption whether it pertains to local, state, or federal programs, shall report his or her concerns to the Superintendent and/or Federal Programs Director located at 4700 Colonel Vickrey Road, Vancleave, MS 39565.

2. Any employee (part-time staff, full-time staff and contractors) who receives a report of suspected fraudulent activity MUST report this information within the next business day. The employee should contact the Superintendent and/or Federal Programs Director at 228-826-1757. Employees have the responsibility to report suspected fraud, waste, or abuse. All reports can be made in confidence.

3. The district shall conduct investigations of employees, providers, contractors, or vendors against which reports of suspicious activity are made. All investigations shall be thorough and complete in nature and shall occur in a prompt manner after the report is received. If necessary, the person reporting the fraudulent activity will be contacted for additional information.

Confidentiality

All reports of suspected fraud, waste, abuse, or corruption must be handled under the strictest confidentiality. Only those directly involved in the investigation should be given information. Informants may remain anonymous but should be encouraged to cooperate with the investigators and should provide as much detail and evidence of alleged fraudulent act if possible.

Findings

Compliance Indicator D-2: The LEA has board policy and/or procedures in place to demonstrate controls that protect against waste, fraud and abuse for identifying and assessing risks to compliance and successful operation within different elements of the organization and how to respond to any identified risks.

The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documents that could substantiate that policy or procedure is being followed.

Corrective Action Plan as of January 06, 2020

- The Federal Programs Director, the Federal Grant Accountant, and the Business Manager will review all requisitions, and reach out to school/department administrators for any questionable purchases via email, and solicit additional documentation when necessary.
- Additionally, the Federal Programs department will meet with each individual school/department and discuss possible expenditures, assist in identifying risks, protecting against fraud, waste, and abuse of federal funds.

Internal Controls Monitoring and Evaluation

Section D-3

SECTIONS 7-7-201 to 7-7-215, MISSISSIPPI CODE of 1972

The state department of audit is hereby authorized and empowered to post-audit and investigate the financial affairs and all transactions involving the school funds of the county including the minimum education program funds and supplementary district school funds, and to make separate and special audits thereof, as now provided by Sections 7-7-201 to 7-7-215, Mississippi Code of 1972. ' 37-61-29 SINGLE AUDIT ACT Mississippi Public School Districts will have single audits performed annually by the Mississippi State Auditor's Office or by an independent accounting firm. The Mississippi State Department of Education shall have cognizant agency responsibilities for all Mississippi public school districts. School districts should contact the audit resolution officer with the Mississippi State Department of Education to resolve any audit findings that affect federal programs in their districts. The Mississippi Public School Accountability Standard for this policy is standard 4.

LEGAL REF.: MS CODE as cited Mississippi Public School Accountability Standards Financial Accounting Manual for Mississippi Public School District

| Findings |
|---|
| Compliance Indicator D-3: The LEA has board policy and/or procedures in place to demonstrate the evaluation of the performance of its internal controls systems, who will conduct evaluation, who will monitor compliance with internal controls requirements/ effectiveness of the internal controls system, and how the results of evaluation of its internal controls will be revised or implemented. |
| The LEA failed to provide a written policy and/or procedure to demonstrate the evaluation of the performance of its internal controls systems, who will conduct evaluation, who will monitor compliance with internal controls requirements/ effectiveness of the internal controls system, and how the results of evaluation of its internal controls will be revised or implemented. |

Corrective Action Plan as of January 06, 2020

- The state department of audit is hereby authorized and empowered to post-audit and investigate the financial affairs and all transactions involving the school funds of the Jackson County School District including the minimum education program funds and supplementary district school funds, and to make separate and special audits thereof, as now provided by Sections 7-7-201 to 7-7-215,
- Jackson County School District will have single audits performed annually by the Mississippi State Auditor's Office or by an independent accounting firm. **The Mississippi Public School Accountability Standard/or this policy is standard 4.**
- An independent accounting firm also tests internal controls annually and provides an opinion on whether any deficiencies exist in those internal controls.

RECORDS RETENTION and ACCESS (EDGAR 200.303(e), 200.333):

What are the WRITTEN policies/procedures to document internal controls?

See Section D

What policy/procedures safeguard personally identifiable information?

JCSD Policy JRAB (FERPA)

How does the policy/procedures address record retention for five (5) years?

JSCD Policy JRAB

E. RECORDS AND INFORMATION MANAGEMENT

Section E-1 - E-4

Confidentiality

As stated in JCSD's student and faculty handbook, "The Jackson County School District adheres to the requirements outlined in the Family Education Right to Privacy Act (FERPA)." To this end, we will train our staff that deal with personally identifiable information to ensure the integrity and security of information at the beginning of the school year. This includes payroll, budgeting, personnel, etc. We will also take measures to limit access to our internal running systems by password protecting them and only allowing necessary access. In addition, JCSD will utilize the MCAPS User Agreement Forms and keep on file in the JCSD Office of Federal Programs.

Personally Identifying Information (PII)

JCSD only accesses PII when it has a need to know for the information as it relates to official duties. The procedures are based on guidance from the Handbook for Safeguarding Sensitive Personally Identifiable Information (March, 2012; Homeland Security)

1. Never leave Sensitive PII in hard copy unattended and unsecured. Physically secure Sensitive PII (e.g., in a locked drawer, cabinet, desk, or safe) when not in use or not otherwise under the control of a person with a need to know. Sensitive PII may be stored in a space where access control measures are employed to prevent unauthorized access by members of the public or other persons without a need to know (e.g., a locked room or floor, or other space where access is controlled).
2. Try not to send Sensitive PII using a fax machine. If possible, scan and then encrypt the document(s) and email it. If the information must be sent by fax, do not send Sensitive PII to a fax machine without contacting the recipient to arrange for its receipt. You can email Sensitive PII without protection if the recipient's need for the information is related to his or her official duties.
3. JCSD must report all privacy incidents, whether suspected or confirmed, to the Human Resource Director immediately.
4. Adhere to district policy for Mississippi Student Information Systems (MSIS)/data collection, FERPA, and student records.
5. Follow retention and disposal policies for Sensitive PII

Jackson County School Policy GAR

PROFESSIONAL PERSONNEL RECORDS

DATE: 5-10-04

The JCSD shall keep personnel records on all full-time employees. It shall be the responsibility of the Superintendent or his designated representative to keep said records up-to-date and complete. All records shall be maintained within HIPPA compliance guidelines (Health Insurance Portability and Accountability Act of 1996).

All information contained in an employee's record shall be considered confidential and shall not be transmitted to other persons or agencies outside JCSD without written approval by said employee or unless subpoenaed by an authority. Some information in the employees' files, such as the Confidential Recommendation Forms, shall be considered confidential and under no circumstances shall such information be viewed by the employee.

All professional staff must have on file in the central office a contract, a valid educator license, an application, W-4 forms (State and Federal), retirement membership forms, affidavit of teaching experience, college transcript, copy of Social Security card, Employment Eligibility Verification (Form I-9), background check form, and insurance election form. These documents must be on file in the central office before any funds shall be paid to any teacher under contract for the school session.

Jackson County School Policy GAA

MISSISSIPPI EDUCATOR CODE OF ETHICS AND STANDARDS OF CONDUCT CODE

DATE: 9-12-11

Standard 9. Maintenance of Confidentiality

An educator shall comply with state and federal laws and local school board policies relating to confidentiality of student and personnel records, standardized test material, and other information covered by confidentiality agreements.

9.1. Ethical conduct includes, but is not limited to, the following:

1. Keeping in confidence information about students that has been obtained in the course of professional service unless disclosure serves a legitimate purpose or is required by law
2. Maintaining diligently the security of standardized test supplies and resources

9.2. Unethical conduct includes, but is not limited to, the following:

1. Sharing confidential information concerning student academic and disciplinary records, health and medical information family status/income and assessment/testing results unless disclosure is required or permitted by law.
2. Violating confidentiality agreements related to standardized testing including copying or teaching identified test items, publishing or distributing test items or answers, discussing test items, and violating local school board or state directions for the use of tests
3. Violating other confidentiality agreements required by state or local policy

Jackson County School Policy JRAC

DATA COLLECTION POLICY AND PROCEDURAL GUIDELINES HANDBOOK

DATE: 8-1-05 Revised: 4-22-13

1.0 Introduction and Overview

1.1 Purpose

In accordance and cooperation with HB 1251, which gives the Office of the State Auditor the authority to determine the correctness and accuracy of all reports made to the State Department of Education by any school district or school official concerning the number of educable students in any school district, the number of students enrolled in any school district, the number of students in average daily attendance in any school district, and the number of students being transported or entitled to transportation to any of the public schools of this state, the JCSD will set the following Data Collection Policies and Procedures to help ensure this quality data.

1.2 Components of Data Quality

JCSD's data will contain the following components:

1. **Objectivity:** Data is accurate, unbiased and presented in a clear, complete, well documented manner. Objectivity will be achieved by using appropriate data sources and sound analytical techniques, by using proven methods, and by carefully reviewing the content of all information and reports.
2. **Integrity:** Data will not be compromised through corruption or falsification.
3. **Transparency:** Our data will have clear description of methods, data sources, assumptions, outcomes and related information that allow users to understand the data.
4. **Reproducibility:** Our data can be reproduced by others by using the documented methods, assumptions and data sources in order to achieve comparable findings.
5. **Utility:** Data produced by the district will be useful and available to the intended audience. The requirements, recommendations and examples in this guide will improve data quality for our district.

1.3 Policy Audience

It is important for all staff of the JCSD understand the issues involved in data collection & data entry, and recognize that these issues reflect the values of JCSD.

JCSD believes that good data is an integral part of teaching, learning and managing the school enterprise. Everyone who has a role in student outcomes-teachers, administrators, counselors, office support staff, school board members and others, must share this belief. Because good data is as much a resource as staff, books and computers, a wise education system is willing to invest time and money in achieving useful information, and respect the effort taken to produce it. Therefore, through the implementation of this Data Collection Policy and Procedure Guidelines, JCSD will actively foster this belief and environment.

2.0 Roles and Responsibilities

A data process that collects quality data is well planned, has staff members that are well trained and know their roles and responsibilities, and have needed tools and resources. In this section, we have identified the critical roles and responsibilities.

2.1 School Board

The primary role of JCSD School Board is to set policy for the school district. The Superintendent and Administrative Staff develop procedures and regulations for carrying out board policy. There are four (4) key leadership roles in setting board policy: vision, structure, accountability, and advocacy. In the area of data collection, the JCSD School Board formulates policies based on state and federal laws, as well as, local district needs and staff requirements.

Responsibilities

1. Setting Data Collection Policy
2. Understanding the impact data has on funding programs - Allocating appropriate resources to enable schools to meet the ever-increasing need for data collection and data entry
3. Investing in computer hardware and software as a routine cost of doing business

2.2 Superintendent

It is the Superintendent's responsibility to enhance the educational program of students, to improve student achievement, and to see that district policies are implemented. It is the Superintendent's responsibility to foster an environment and culture of quality data that will result in reliable data that is useful for evaluating the instructional program and student achievement, and for pointing out areas of success and places where improvements are needed. It will enable the district to have confidence in the information that is collected, and, most importantly, will allow the district to make effective decisions.

Responsibilities

1. Set education benchmarks that use data to measure student achievement.
2. Support the development of a Culture of Quality Data in the district through an effective professional development program.
3. Encourage Principals to make data-driven, building-level decisions.
4. Support the staff in the promotion of more efficient data collection procedures, the use of technology to decrease data entry errors, and the movement toward applications that are "interoperable" (i.e., that interact with each other using a minimum amount of programming resources).
5. Support the allocation of funding to provide schools with the appropriate resources to enter data.
6. JCSD will select a data coordinator.

2.3 Principal

Our Principal serves as the chief instructional leader and is ultimately responsible for data collection and reporting in the school. The Principal has the responsibility to report data as accurately as possible. The Principal must ensure that the school's information is accurately reflected in the data.

Responsibilities

1. Check reports for accuracy and reasonableness before "signing off" and sending to the district.
2. Periodically spot-check source documents against data, to ensure that required data (e.g., medical information) is being entered correctly.
3. Ensure that staff has access to appropriate technology tools.
4. Attend meetings and training about data requirements.
5. Provide district data personnel with recommendations for improvements in data collection procedures.

6. Allow and encourage staff to attend training in their areas of expertise.
7. Use a variety of training strategies, including the “train-the-trainer” model, when necessary.
8. Work with staff and the district to develop and use standard procedures for data entry and reporting.
9. Provide trained staff to assist data entry personnel during peak periods (enrollment, scheduling, etc.).
10. Understand and communicate laws and regulations that affect data at school (e.g., the Family Educational Rights and Privacy Act of 1974 [FERPA] and the Health Insurance Portability and Accountability Act of 1996 [HIPAA]).
11. Support and monitor district data security policies and procedures.
12. Utilize data to make daily instructional decisions.
13. Provide an environment conducive to accurate data entry.

2.4 Teacher/Counselor

Our Teachers/Counselors/MSIS personnel and Registrars are responsible for entering or supplying timely and accurate data regarding students, as required.

Responsibilities

1. Attend training on the use of data in the instructional program.
2. Identify barriers to effective data entry and communicate these to the Principal or other appropriate personnel.
3. Respect the privacy and confidentiality of student data by protecting data from students and unauthorized personnel.
4. Follow JCSD data security policies and procedures.
5. Enter data accurately and in a timely manner.
6. Check work for accuracy and completeness.
7. Share good ideas and best practices about data entry with your peers.
8. Check calendar for data reporting deadlines so that you can allocate time for data entry.

2.5 Office Staff

Office staff is responsible for entering important data accurately and completely, maintaining data security, and understanding how the data will be used. JCSD recognizes that this position is critical to its data collection effort. Therefore, it is important that this position is taken seriously and provided sufficient resources.

Responsibilities

1. Enter data accurately and in a timely manner.
2. Attend professional development training.
3. Follow appropriate instructions and documentation.
4. Identify barriers to effective data entry procedures and communicate these to the principal, or other appropriate personnel.
5. Implement the district data security policies and procedures (e.g., change passwords frequently, do not share passwords, treat data confidentially, etc.).
6. Check work and run appropriate edit reports.
7. Ask for help when an error is made.
8. Identify a peer who does similar work to facilitate sharing of ideas and best practices can occur.
9. Check calendar for data reporting deadlines.

2.6 MSIS Primary Contact

Serves the administrator by ensuring that the statistical information reviewed represents data that has been entered accurately and collected systematically. The MSIS contact person assists the information reporting process through staff development and collaboration with the various offices and programs responsible for producing data and information.

Responsibilities

1. Coordinate the data collection process.
2. Provide professional development for staff members. These sessions include Demonstrations that incorporate hands-on training, enabling data entry personnel to become used to the actual data entry screens; examples that actually reflect situations that will be encountered; handbooks or guidebooks, with copies of data entry screens, systematic instructions, and the rationale for entering the data; descriptions of the procedures for obtaining assistance (e.g., help desk phone number, online and/or e-mail query process); and, copies of the reports created from the data, enabling trainees who enter information to have a sense of how their work affects the operation of the school.
3. Assist schools in resolving discrepancies in information before reports are forwarded.
4. Develop a process that allows staff to request new reports or modifications of existing reports.
5. Collaborate with the District Technology Director or Coordinator to enhance the ability of computer programs to determine effective editing procedures for reports and other information.

2.7 Director of Technology

This position maintains and secures the hardware, software, and network that allows staff to enter, store, secure, and transfer data.

Responsibilities

1. Ensure that effective security measures, including password protection, are in place.
2. Work with the data coordinator and other staff involved with data entry to develop efficient editing and data verification procedures.
3. Work with the data coordinator to provide technical assistance with professional development and dissemination programs.
4. Provide a help desk and/or an online help area for data entry staff.
5. Develop an electronic audit trail to determine potential flaws at each of the various stages of data collection.

3.0 Data Collecting and Reporting Requirements and Timeline

3.1 Data Timeline/Calendar

The district has developed a calendar of due dates and timelines that will provide the necessary information.

The Data Timeline and Calendar indicates due dates for reports, data entry, designated holidays, designated days or weeks set aside for testing, and identifies the staff person responsible for implementation.

The district will provide sufficient time and resources for data collection.

Classroom/Office Maintenance Procedures for Technology

Routine maintenance of technology items can help to extend the life and the appearance of the items purchased within the district. Using the below guidelines, Jackson County School District believes it is providing a responsible maintenance schedule for the investment of received federal funds. This schedule should be performed at least 4 times per academic school year (once per nine-weeks). While these procedures may be used for any technology asset at the district, this is required for ALL assets purchased with Federal Funds.

Computers

Computers whether notebooks or desktops have requirements to keep them up to date. While the update process is maintained in technology, the computers must be turned on to install the updates. If the computers are used on a regular basis, they should automatically be up to date.

However, one can verify this by clicking the start menu, then settings (the gear icon), then click on Update and security, then on Windows Update. On this screen, you can click on check for updates.

This is the only maintenance of software that should be performed by anyone other than the Information Technology Department. First, dust should be removed from the keyboard and other crevices of the case. Vacuuming is preferred since it removes the dust, but compressed air may be used to dislodge the dust. If using compressed air, the computer should be turned off and unplugged. Areas to vacuum or apply compressed air would include the keyboard, vent holes in desktop cases, and the power supply. When using compressed air always hold the can in the upright position. Tilting or inverting the can causes the contents to come out in liquid form and could cause injury. The asset, other than the screen should be wiped down using an alcohol dampened linen cloth, or a disinfectant wipe. Do not use disinfectant wipes on the screen. If the screen has no buildup, simply wipe the screen with a dry microfiber cloth. If there is a buildup or stubborn spot on the screen, the cloth may be dampened with distilled water or a 50/50 solution of white vinegar and distilled water.

Peripherals

Other peripherals such as mice, headphones, and other items that interconnect with computers and are handled should be cleaned with disinfectant wipes before and after each use.

Printers

Printers should be wiped on the outside only. There is no cleaning that should be done on the inside of a laser printer.

Promethean Panels and Boards

Prometheans panels and boards should use the same process as cleaning LCD Monitors. First, wipe with a dry microfiber wipe. If there is buildup that is still there, the cloth may be dampened with either distilled water or a 50/50 solution of white vinegar and distilled water.

4.0 District Wide Common Data Collection Methods and Uniform Data

4.1 District Wide Common Data Collection Methods

JCSD has established and will utilize uniform procedures for entering student data at the school level. The procedures listed below will be followed:

Authorized Data Entry Personnel

Each school will have a list of authorized personnel for any student data entry and their email addresses on file for the auditor.

Student Enrollment

1. Acquire student demographic data from guardian.
2. Verify residency of student. Two proofs of residency should be provided by the parent/guardian and verified by JCSD staff for each student upon enrollment into JCSD for each school year. All students should have the Residency Verification Checklist in their cumulative folders.
3. Student data is entered into Student Information System (SIS) office program.
4. Check for student's MSIS number, acquire an MSIS number if one is not found.
5. Determine special needs and refer to Local Survey Chair (LSC) Chairperson.
6. Verify the expiration date for the student's immunization record.

Out of District Students

1. Any out of district student enrolling should have proper documentation of district approval on file in the cumulative folder.

Transfer-In Students

1. Request withdrawal form from previous school.
2. Verify residency of student. Two proofs of residency should be copied and filed for each student upon enrollment into JCSD for each school year. All students should have the Residency Verification Checklist in their cumulative folders.
3. Determine whether in-state transfer or out-of-state transfer. Note: Out of state students are required to provide initial registration requirements information.
4. Complete school registration forms.
5. Determine grade placement or special needs.
6. Enter Student data into SIS using the appropriate entry code.
7. Verify MSIS number or obtain one if needed.
8. Request the MSIS release and records for in-coming students.

Dropouts or Transfer-Out Students

Complete withdrawal form for student. Student is withdrawn in SIS using the appropriate withdrawal code. Comply with requests for MSIS release and records request from other schools.

Timeline for Transfers/Releases of Students in MSIS

All transfers and releases will be completed within 24 hours of the request. A daily log will be kept as documentation of all transfers and releases.

Attendance

Daily attendance is entered every period by either authorized office personnel or individual classroom teachers.

Check-ins and checkouts are done by authorized office personnel.

Corrections to daily attendance are updated at a minimum of at least one time per week. Example: Correcting absences to tardiness, etc. or unexcused to excused. All excuses should be date stamped upon receipt.

Cumulative Records

The auditor's office will be reviewing cumulative folders at random. The cumulative folders should be current regarding the items listed below:

1. Residency Verification Sheets signed and dated by District Personnel
2. Immunization records with current date;
3. Date of Birth;
4. Current address that agrees with student demographic information from SIS.
5. Primary phone number from SIS.

The auditors' office will verify the previous year's graduation data.

The auditor's office will check the Carnegie units for the graduates of the previous year to verify eligibility for graduation.

The auditor's office will check cumulative folders for mandated test scores.

Monthly Attendance Reports

1. The MSIS Pre-Approved report is completed at the end of each reporting month.
2. The numbers are checked for accuracy and the reports are balanced based on the formula provided by the Mississippi Department of Education (MDE).
3. The reports are forwarded to the district MSIS Coordinator.
4. The MSIS Coordinator verifies the school level attendance report once the school has cleared the reporting month.
5. Each school should print the page from MSIS indicating the school has completed a successful file for that reporting month to be kept on file. Each school will also print (once the district as a whole has cleared the reporting month) and file necessary attendance reports (see below) on a monthly basis.

The auditor's office will review this report to verify timely reporting.

The following reports will be filed at each reporting school monthly for auditing purposes:

Month one file should include a student roster by grade for the 9th month of the previous school year, and student roster on the 16th day of school for the current year. (The reports will assist in tracking NO SHOWS and completion of the Summer Activity report.)

Student list by grade on last day of month

Holding Area Absences Report – from MSIS

Holding Area Student Entries – from MSIS

Holding Area Student Withdrawals – from MSIS

Monthly Attendance Pre-Approved Report – from SIS

Monthly Attendance Post – Approved – from MSIS

Monthly Student Absence's Report which shows the excused/unexcused absences. Monthly Student Discipline Report for any daily files reported within 72 hours – from the Discipline Administrator/MSIS Contact

Student Release from Report – MSIS

Student Release to Report – from MSIS

Student Roster by Grade at the End of Each Month – from MSIS

Student Roster Holding Area Report – from MSIS

Student Transfer Report – from MSIS

Student Transfer to Report – from MSIS

Additional reports required by the auditor's office.

Transportation report

Graduate report from previous year (High Schools Only)

Excused Absences

Two absences each 9 weeks will be considered excused with a written parent note. All other excused absences will require a doctor's excuse for the student's illness, injury, or medical condition. Absences caused by the following shall be treated the same as doctor excused absences: Absences caused by court ordered appearances, absences ordered by a health officer, by the State Board of Health or appropriate school official, absences due to the death or serious illness of a member of the immediate family.

Excused absences will be verified by hard copy of parent note or doctor's excuse. Note: Please date stamp the excuses for auditing purposes.

Truancy Reporting

The truant officer should be notified upon the 5th unexcused absence within two (2) school days or within five (5) calendar days, whichever is less. Documentation of notification should be on file in the cumulative folder. Note: The auditor will verify the documentation with the truant officer assigned to the school.

Scheduling

Each child is given a schedule based on the requirements for the grade level in which the child is enrolled. The schedule will reflect individual educational needs. Secondary schedules will include courses to meet graduation requirements.

To accommodate scheduling in special areas for students, sometimes a period is added outside a normal day for personnel reporting purposes.

Discipline

Authorized personnel will enter discipline incidents/dispositions on a daily basis for reporting purposes.

Possession of weapons, violent acts against another student, and possession/distribution of drugs, and bomb threats are offenses that are reported and uploaded daily.

Special Education

1. Data entry for those students who are to be marked with a (Y) indicator for Special Education reporting purposes will be done in a timely manner.
2. Special Education rosters will reflect the number of students being served in the appropriate grade level for Grades 52, 54, 56, and 58. All resource students being served for Special Education needs will also have an indicator of (Y).
3. The student schedule should reflect the Special Education course numbers in which the student is being served.
4. The removal of Special Education services will be reported in a timely manner to personnel in charge of data entry.
5. Daily student files are sent after month one for any student having the Special Education indicator activated or for any student being removed from Special Education services. (This is crucial for the December 1 count to be accurate.)

Backup and Storage of Student Data

1. Back up student data regularly.
2. Store all student data on hard copy up to 5 years.
3. Transcript, grades, and attendance are kept on insert sheets in cumulative folder indefinitely for every student.
4. Hard copies, cumulative folders, backup tapes, cd's, etc., are kept in a locked file cabinet in administrative office.

DISTRICT LEVEL

Authorized Personnel

A list of authorized personnel will be on file as follows with email addresses:

1. Superintendent
2. Assistant Superintendent
3. Federal Programs Director
4. MSIS Coordinator
5. Technology Coordinator
6. Special Education Director
7. Special Education Case Manager

Student Data

1. Student data from each school is transmitted to the central office data bank on the last school day of each month.
2. Monthly days taught files and monthly student data files are built from the data uploaded to the district server by the district MSIS Coordinator.
3. The days taught files and the monthly student files are sent to MSIS at the Mississippi Department of Education at the end of each month.
4. The files are processed by the state and the monthly attendance report is retrieved from MSIS once each school is processed and cleared for the reporting month.
5. The monthly attendance report is requested from each school for the month and verified against the report retrieved from MSIS for accuracy.
6. Once the report is verified, the MSIS Coordinator completes the district approval process for the reporting month. All schools in the district are to be completed and approved by the 10th day of each reporting month.
7. Ninth month should be cleared ten days after the last student day of the school year.

Daily Student Files

1. Daily student files are built by the district MSIS Coordinator for any discipline incidents that are to be reported within 72 hours.
2. Daily student files are also submitted for any changes in Special Education indicators.
3. The auditor's office will request to see the successful transmission report for daily student files to verify timely reporting for discipline incidents required within 72 hours.

4.2 Uniform Data Business Rules

JCSD will uniform data business rules for the following critical data.

1. Demographic Data Elements
2. Student Data Elements
3. Personnel Data Elements
4. Teacher Data Elements

5.0 Data Collecting and Reporting Process

The District recognizes that the ability of the information or data we have to meet our needs can help us only to the extent that they are accurate and reflective of the outcomes and processes that they are meant to represent. If data is collected haphazardly, without clear procedures and sufficient resources, the data may not be interpretable or may be.

6.0 Data Validation and Error Correction

Data is submitted to JCSD MSIS Coordinator for verification. If errors are found, the MSIS Coordinator contacts the school staff for corrections before data is uploaded to MDE. Special Education data is verified by the Director of Special Education and Special Education Case Manager.

Personnel data is reviewed by the District Office's Assistant Superintendent.

7.0 Data Protection and System Security

7.1 Passwords

Password Security Policy

7.2 Storage/ Backup

Method of data backup

Format in which records are stored (printouts, diskettes, etc.)

Backup Location

Retention Cycle

7.3 Physical Infrastructure

Location and Security of Server

Location and Security of Access Points (Workstations)

7.4 Data Collection Systems Security and Maintenance

User Level Security

Screen Level Security

Report Level Security

Data/Field Level Security

7.5 Public Information Request Process

Procedure to Handle Public Information Request Authorization to Distribute School Information

7.6 Security Documents

Oath of Confidentiality

Acceptable Use Policy

7.6.1 Oath of Confidentiality forms are submitted to MDE for MSIS purposes for all district/school users. Copies of forms are kept on file in the district office.

7.6.2 The Internet/Network Acceptable/Appropriate Use Policy requires signatures by students/personnel on a yearly basis. Copies are maintained at the school/district office.

8.0 Resources Commitment

8.1 Training

Professional Development Training Activities

District-Wide training activities with all personnel responsible for student data entry will be held at a minimum of twice yearly. All personnel will be notified by the district MSIS Coordinator of any new information required by the Mississippi Department of Education. JCSD staff will also attend the MIS Data Conference, SIS Annual Conference and other trainings provided by MDE or SIS.

8.2 Staff Allocation

Each school in JCSD at least one staff member assigned as a data clerk. This staff member is responsible for data input and uploading to the MSIS Coordinator.

8.3 Technology Infrastructure

Hardware – Each school as well as the Central Office has computers whose sole purpose is data management.

Software - JCSD's software package is Software Technology Incorporated. (SIS)

Appendix "A"

Data Timeline Calendar

JULY

- MSIS comes down on July 01 to create student records for the new school year.
- Districts may submit Summer School Data Files (SSD files) to MSIS from now to September 30.
- Districts may submit Initial Student Load Transaction files (ISL files to MSIS from June 1 to September 30.
- Districts (Public, Special, and Non-Public) can roll Personnel data from last school year and begin working on Personnel for the new school year from now to September 30.
- Districts should update District and School Demographics for the new school year and make changes during the school year as needed.
- Run Prior Year Graduate/Completer and Promotion Reports and distribute to districts for verification.
- Allow access to ACCRED Live Data Reports.
- Business Managers can start submitting financial data on July 1st.
- Update MAEP Salary Schedule in MSIS.

AUGUST

- Districts are still able to submit Summer School Data Files (SSD files) to MSIS.
- Districts are still able to submit Initial Student Load Transaction files (ISL files) to MSIS.
- Districts (Public, Special, and Non-Public) are still able to work on Personnel for the new school year.
- Notify all non-public districts that wish to receive accreditation by MDE to update their personnel for the current school year.
- The post-graduate plans for the students who are prior-year graduates/completers should be entered in MSIS by August 31, 2006 using the Post-Graduate Plans screen.

When the screen is accessed you will see all of the schools in your district. The information should only be entered on schools with a grade 12.

SEPTEMBER

- Districts that are sending Summer School Data files (SSD files) must submit them by September 30th.
- Initial Student Load Transaction files (ISL files) may be submitted to MSIS until September 30th.
- Any adjustments to graduate/completers and promotions must be on the Update Student Grades screen (Update Promotion tab) by September 30th before each school sends a Month 01 file.
- Each school should have MSIS IDs and ownership of all their students before September 30th.
- Districts can begin to submit Month 01 MDT & MSD files midday on September 30th.
- Make sure that all indicators for Title I eligibility are correctly set for Schoolwide and Targeted-Assistance Title I schools.
- Personnel must be entered and approved by each district by September 30th.
- Certification update for MSIS is run weekly.

OCTOBER

- Districts must clear Month 01 MSD files by October 10th.
- After Month 01 MSD files are approved and completed, districts will be able to verify personnel in MSIS. This is the first opportunity for districts to verify. During the month of October, districts should correct any personnel issues and continue to update & approve personnel in MSIS.
- Financial files due in MSIS no later than October 15. (Note: On October 16, MIS runs a report for the State Auditor indicating all districts who have not submitted Financial files)
- Certification update for MSIS is run weekly.
- MAEP & Accreditation edits are run as districts are approved.
- Verify indicators for School-Wide and Targeted-Assistance Title I. The Office of Innovative Support will send a memo to each district with Targeted - Assistance schools asking that corrections be made by the end of November.

- Run reports for Fall Enrollment Book:

Net Membership by Race and Gender – School Totals

Net Membership by Race and Gender – District Totals

Net Membership by Race and Gender – State Totals

NOVEMBER

- Districts must clear Month 02 MSD files by November 10th.
- After the district is approved and completed, this is the last chance to view personnel data in MSIS before the December snapshot. During November, districts will continue to make updates to personnel in MSIS. They should approve their personnel whenever changes are made so that the MAEP and Accreditation edits will run at night on their data. The districts will not have the opportunity to make changes to personnel after submitting files in December.
- Updates to Special Education students using Special Education screens must be made.
- Certification update for MSIS is run weekly.
- MAEP and Accreditation edits are run as districts are approved.
- Generate Math and Science Teacher/Student reports for CCSSO.
- Make all changes to Targeted-Assistance Title I schools before December submissions.

DECEMBER

- Beginning December 1st Certification update for MSIS is run daily.
- MAEP and Accreditation edits are run as districts are approved.
- On December 1st only DSD files are processed, all other files are held until the next day for processing.
- Snapshot of December 1 Special Education data is taken.
- Districts must clear Month 03 MSD files by December 10th.
- District Approval is not processed on Month 04 files until the snapshot is taken.
- Data for Ed Directory is pulled from MSIS.
- All districts (public, non-public, and special) should have all personnel data entered in MSIS by December 10th so that the data will be included on the snapshot and all year-end personnel reports can run from the snapshot data.
- Districts will continue to make updates to personnel in MSIS until the deadline on December 10 at which time the rights to General/Schedule Entry screen are taken away from the districts. Districts can make updates to Personnel only if requested to do so by a program office in MDE. Remove access to Special Education Student Update Screen.
- Update Course Codes table as requested by Curriculum office for the coming school year. Changes can be made to the Course Code table throughout the year but most of the changes are done now. Note: Certain changes cannot be made until school is out.

- Title I indicators for Targeted-Assistance Schools become the official source of data for Title I eligibility and participation reporting.
- Reports for the SAR (Superintendent's Annual Report) must be run for the appropriate MDE office.

School Districts by Type of Organized Unit

School Board Members

Public School Districts by Size (Enrollment)

Public Schools by Size (Enrollment)

Number of Public Schools

State Totals by Grade, Elementary Category, and Secondary Category for:

1. Net Membership Month 01 (Enrollment), Average Daily Attendance (does not include Pre-Kindergarten – Grade 62 and Special Education Pre-Kindergarten – Grade 52) for Month 01,

2. Cumulative Enrollment, and Average Daily Membership (does not include Pre-Kindergarten – Grade 62 and Special Education Pre-Kindergarten – Grade 52) for Month 01

State Totals of Traditional Graduates by Race and Sex

State Totals of Diploma Graduates, Certificate Recipients, GED Credential Recipients, Occupational Diploma Recipients and Total Graduates/Completers

State Totals Promotions and Non-promotions by Grade with percentages

State Totals of Dropouts by Grade Level with percentages based on Month 01 enrollment.

State Totals for Public School Personnel – Certified Staff and Non-Certified Staff broken down by categories with number and average salary for each category and sub-category.

Age and Experience of Superintendents

Age and Experience of Assistant Superintendents

State Totals for Number and Average Salaries According to Training for Superintendents, Instructional Personnel, and Classroom Teachers

State Totals for Instructional Personnel - Number and Average Salary

State Totals for Training of Instructional Personnel

State Totals for Number and Average Salary of Classroom Teachers

State Totals for Number of Minimum Program Unit Teachers by Years of Experience

State Totals for Instructional Personnel by Years of Experience

Net Membership Month 01 by District

Average Daily Attendance for Months 01-09 by District

Enrollment and Attendance Ranking by District based on Month 01

Average Salaries of Certified Instructional Personnel by District

Classroom Teachers Report by District containing Total Classroom Teachers, Pupils in ADA per Classroom Teacher, Average Salary Classroom Teachers, and Average Salary Instructional Personnel

JANUARY

- Snapshot of personnel data must be taken.
- Once the snapshot is taken all year-end personnel reports should be run.
- Districts must clear Month 04 MSD files by January 10th.
- Rights to the General/Schedule Entry screen must be given back to the districts.

FEBRUARY

- Districts must clear Month 05 MSD files by February 10th.

MARCH

- Districts must clear Month 06 MSD files by March 10th.
- Data is due to USDOE Common Core Data (CCD). This includes:

Free/Reduced Lunch data by school

Net Membership by Grade by School

LEP date count by district

Migrant count by district and school

Special Ed count by district

FTE count by school

School and District Demographics

Personnel Data by CCD Category by School and by District

Graduate/Completer data by District

Dropout data for Grades 07-12 by District

- Data for the Report Card is due. This includes:

Graduation Rate by School and District

Number of Dropouts by district

Attendance as a % of Enrollment for Month 01

Net Membership Month 01 (Enrollment) by race/gender district total with percentages Net Membership Month 01 by school

Number of Teachers with Advanced Degrees by district

Number of AP courses by district

Number of Carnegie Units taught by district

Free/Reduced Lunch by district

Number of Emergency Licenses by district

Number of Gifted Students by district

APRIL

- Districts must clear Month 07 MSD files by April 10th.
- Run reports for Dropouts/Graduates Report:

Dropouts Yearly Report

Dropouts by Reasons

Dropouts by School by Race/Gender

Graduate Rate by District

Graduates by Race

Graduates by Sex

GED Completers by Race/Gender

MAY

- Districts must clear Month 08 MSD files by May 10th.
- District should enter the next school year's calendar in MSIS District Events by end of May.

JUNE

- Processing of Month 09 files will be June 30th at the latest. Remember, each district has 10 days from the last day of classes to approve the Month 09 files.
- Districts must use the Year End Student Transfer screen to move students from one school to another before records are built for the new school year.
- Summer Program Report Entry screen must be completed by all schools that host a summer program of some kind per Accreditation.
- Initial Student Load Transaction files (ISL files) may be sent from June 1 to September 30. This is only for students who are under the age of 7 by September 1st and need MSIS Ids.
- Update MSIS Reference Manual for the new school year and post it on the MSIS web page.
- Course code changes are made for the upcoming school year. Course code files are created for vendors to update SAP's.

**MISSISSIPPI STUDENT INFORMATION SYSTEM
 School District Level/School Level
 User Security Profile
 (Form MSIS-2: submit one form for each MSIS user)**

(Please print or type information.)

District Name: _____ **District Number:** _____

School Name: _____ **School Number:** _____

Type of User Request (Check one):
 ___ New ___ Modify ___ Delete

Requested Effective Date: _____

Legal Name: _____

Title: _____ **SSN (last 4-digits):** _____

Phone: _____ **E-Mail Address:** _____

Based on the access role definitions, check the level(s) of use required for this user:

| District Level Users - ONLY | School Level Users - ONLY | General |
|---|--|---|
| <input type="checkbox"/> (1) Personnel | <input type="checkbox"/> (1) Personnel | <input type="checkbox"/> (1) General User |
| <input type="checkbox"/> (2) Special Education | <input type="checkbox"/> (2) Student Administrator | <input type="checkbox"/> (2) Grade Assignment |
| <input type="checkbox"/> (3) Student Administrator | | <input type="checkbox"/> (3) Teacher Support Team |
| <input type="checkbox"/> (4) Career Technical Education | | <input type="checkbox"/> (4) View Student Data |
| <input type="checkbox"/> (5) Superintendent | | |
| <input type="checkbox"/> (6) Federal Programs | | |
| <input type="checkbox"/> (7) Food Service | | |
| <input type="checkbox"/> (8) Business Manager | | |

Signature of authorized Primary MSIS district contact Date
 (This must be an original signature in blue ink)

MIS OFFICE USE ONLY:

Approved By: _____ **Date:** _____

Revised 06/2018

**STATEMENT OF CONFIDENTIALITY AND
NON-DISCLOSURE OF RELEASED INFORMATION
(MUST be completed by ALL Users)**

I understand that data maintained by the systems listed below in the **Application Section**, hereinafter referred to as **MDE Systems**, is sensitive and confidential. **I acknowledge the access to and release of information from MDE Systems is governed by the Family Educational Rights and Privacy Act of 1974 and Section 37-15-1, et seq. of the Mississippi Code of 1972, Annotated, as amended.** I further acknowledge that this data may only be accessed and used for legitimate educational interests **and is sensitive, confidential, and not subject to disclosure.**

I agree that I shall not release MDE Systems data unless authorized to do so according to applicable laws, rules and regulations, neither shall I access and use the information contained therein except for legitimate educational interests.

I acknowledge that I fully understand that the release by me of this information to any unauthorized person could subject me to disciplinary action including termination and/or criminal and civil penalties imposed by law.

Application Section:

Mississippi Student Information System (MSIS)

Mississippi Alternate Assessment of Extended Curriculum Framework (MAAECF)

SIGNATURE:

(Please sign in blue ink)

PRINTED NAME:

(Please print in blue ink)

TITLE:

DISTRICT/SCHOOL:

DATE:

FERPA Training Procedures

At the beginning of the school year JCSD requires all employees to take a mandatory online FERPA training through Safe Schools.

FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

School officials with legitimate educational interest;

Other schools to which a student is transferring;

Specified officials for audit or evaluation purposes;

Appropriate parties in connection with financial aid to a student;

Organizations conducting certain studies for or on behalf of the school;

Accrediting organizations;

To comply with a judicial order or lawfully issued subpoena;

Appropriate officials in cases of health and safety emergencies; and

State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service.

Jackson County School Policy JRAB

NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) FOR ELEMENTARY AND SECONDARY INSTITUTIONS

DATE: 8-23-04

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Right and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

1. The right to inspect and review the student's educational records within 45 days of the day the district receives a request for access.
Parents or eligible students should submit to the school principal or appropriate school official, a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.
Parents or eligible students may ask the Jackson County School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records except to the extent that FERPA authorizes disclosure without consent.
One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member including health or medical staff and law enforcement unit personnel; a person serving on the School Board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request to officials of another school district in which a student seeks or intends to enroll, the district discloses educational records without consent.

The district discloses directory information regarding its students. Directory information means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It may include, the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

The parent or eligible student has the right to refuse to let the district designate any or all types of information about the student as directory information. The parent or eligible student must notify the principal (or designee) in writing within five (5) days of receipt of the Handbook and Code of Conduct for Students and Parents that he or she does not want any or all of those types of information about the student designated as directory information. Otherwise, consent is implied for the Jackson County School District to release directory information to others including military recruiters as outlined below.

In the event that the school district provides either post secondary educational institutions or perspective employers of secondary student's access to its school campuses, it must also provide military recruiters the same type of access. The school district must also provide, upon request of military recruiters, the names of students, their addresses, and telephone numbers unless the secondary school student or the parent has requested that the school not release this information without prior written parental consent.

The district may disclose directory information about former students without meeting these conditions.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, S.W.
Washington, D.C. 20202-4605

Legal Reference: Section 438 of the General Education Provisions Act (PL. 93-380) November 17, 1974
Section 37-15-1, 37-15-3; Mississippi Code of 1972 45, C.F.R. Part 99, 45 CFR Part 121A

Jackson County School Policy IJ-R

INTERNET/TECHNOLOGY ACCEPTABLE USE POLICY

DATE: 6-15-09 Revised: 11-15-12, 2 -13-17, & 8 - 31- 20

Internet Acceptable Use Policy

Introduction

The Internet is an electronic communications network that provides vast, diverse, and unique resources. The goal of the Jackson County School District in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. The Jackson County School District provides computer equipment, computer services, and Internet access for primarily educational purposes. The purpose of providing these resources is to improve learning and

teaching through research, teacher training, collaboration, dissemination, and the use of global communication resources. The system administrators (authorized faculty, staff, and administrators) are employees of the Jackson County School District and are authorized and required to monitor authorized activity on school network facilities. The Director of Information Technology has the responsibility of implementing this policy throughout the district. Any device that is in violation of this policy may be removed by the Director at any time. Any person in violation of this policy will be reported to the appropriate administrator for disciplinary action. Because of its enormous size, the Internet's potential is boundless. However, with such great potential for education also comes some potential for abuse. This policy outlines the guidelines and defines a contract for appropriate Internet use.

Overview

Jackson County School District is CIPA (Children's Internet Protection Act) compliant. CIPA requires schools and libraries to put into place Internet safety policies. The Internet safety policy must include filtering or otherwise blocking access to "visual depictions" of obscene material, child pornography and material that is "harmful to students" when students are accessing the Internet. Online activities of students may be monitored by the authorized individuals. Any inappropriate activity by students will be reported to the appropriate school authority for appropriate action.

Internet Safety

Jackson County School District will educate students in the appropriate use of online behavior. This will be achieved via classroom instruction before October of each school year. Any students that arrive after training will be trained individually.

Personal Safety

1. Users will not disclose use, disseminate or divulge personal and/or private information about themselves, students or any others including personal identification information, etc. Jackson County School District will not disclose personal information about students on websites or any other insecure media – such as their full name home or email address, telephone number, or social security number.
2. Users will immediately report to the Jackson County School District authorities any attempt by other Internet users to engage in inappropriate conversations or personal contact.

Illegal and/or Unacceptable Usage

1. Users will not access, transmit or retransmit any material(s) in furtherance of any illegal act or conspiracy to commit any illegal act in violation of local, state, or federal law or regulations and/or school district policy.
2. Users will not access, transmit, or retransmit: copyrighted materials (including plagiarism), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and/or any other material that is inappropriate to students.
3. In some circumstances, students may be allowed to take computers or other devices home. Regardless of the location, this policy applies to ALL DEVICES. All actions performed on any District Owned device is under the oversight of this policy.
4. No devices that provide any networking services, recording devices, or remote access devices or software may be used on the network or devices connected to the network without the permission of the Director of Information Technology. This includes but is not limited to wireless routers, WiFi access points, wired routers, personal digital assistants, recording devices of any sort, or any software to allow remote access from off premise. The Director of Information Technology may remove any device from the network at any time.

5. Users will not access, transmit, or retransmit any material that promotes violence or the destruction of persons or property by devices including, but not limited to, the use of firearms, explosives, fireworks, smoke bombs, incendiary devices, or other similar materials unless it is directly related to an assignment given by a teacher.
6. Users will not use the network for any illegal activity including, but not limited to, unauthorized access including hacking, phishing, and spoofing.
Users will not access, transmit, or retransmit language that may be considered offensive, defamatory, or abusive, (e.g., "cyberbullying").
7. Users will not access, transmit or retransmit information that could cause danger or disruption or engage in personal attacks, including prejudicial or discriminatory attacks.
8. Users will not access, transmit or retransmit information that could cause danger or disruption or engage in personal attacks, including prejudicial or discriminatory attacks.

System Resource Limits

1. Users will only use the Jackson County School District system for educational and career development activities and limited, high quality self-discovery activities as approved by the Jackson County School District. Users shall not use the JCSD Internet for commercial or for profit purposes.
2. Users will not download large files or engage in activity that degrades access to the Internet for the general use.
3. Users will not to send, forward, or post chain letters or engage in "spamming" (that is, sending an annoying or unnecessary message to large numbers of people), send/forward mass email files that do not contain educational/instructional content across the district network.
4. Users will not access or read other employees e-mail unless approved by the Superintendent.
5. Users will immediately notify his/her teacher or other school administrator in the case of accidentally or intentionally accessing inappropriate information.
6. Users will not provide access to the Jackson County School District's technology for third parties without prior agreement of Jackson County School District.
7. Users will not attempt to damage computer equipment or software or attempt to alter software configuration of computing resources.
8. Users will not allow anyone to work on Jackson County School District computers and network equipment without permission of the Information Technology Director. Students are NOT to be allowed to work on equipment or download software on computers without the authorization of the Jackson County School District Technology Staff.
9. Under no conditions should a user provide his/her password to another person or use another person's password to access other's data.
10. Users will not use the district network with deliberate activities that are considered a waste of staff effort (computer/network support staff) and or network resources.
11. All use should serve an instructional purpose and be educational in nature.
12. Use of proxies or any means to bypass the content filter is strictly prohibited and will result in strict disciplinary action.

Temporary Provisions Based on the 2020 Equity in Distance Learning Act (EDLA)

The following provisions are temporary and will be in effect as long as equipment funded by the EDLA is in use within Jackson County School District.

- Students, parents or guardians, and staff agree that they may be charged fees or fines for intentional loss or damage to devices assigned to them as a part of a 1:1 initiative.
- Jackson County School District shall assume control of ownership and liability for devices and other equipment purchased under the EDLA grant program until the devices and/or other equipment:
 - No longer serves the school or related school purposes for which it was acquired and is sold by public auction under Section 17-25-25;
 - Is sold to students in Grade 12 under the provisions of Section 37-7-459; or
 - Is traded into a vendor as part of a subsequent purchase
 - Is discarded as allowed by district policy

User Rights and Responsibilities

1. Users have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. Exceptions will be for academic research by a staff member with the approval of school administration. The Jackson County School District uses hardware and software resources to filter websites. The filter assists in the protection of our students by attempting to prevent inappropriate content on the Internet. Even though the district makes every effort to block inappropriate and offensive content, there is no guarantee of blocking such content via the Internet. The School District cannot be liable for events involving the access of inappropriate material. Sites are blocked due categorization made by companies outside control of the School District. Many times sites can be categorized contrary to the District's thoughts. Employees may request the technology department to review the site. If the site is blocked due to being categorized incorrectly, the site will be added to an allow list for educational use.
2. Employees, students, and visitors shall not use an outside Internet connection, such as using a cellular connection to access the Internet on school premises, as this violates CIPA regulations. All Internet traffic MUST flow through the filter to be CIPA compliant. (See Policy IJ-R)
3. Jackson County School District will fully cooperate with local, state, or federal officials in any investigation related to illegal activities or any other electronic evidence required that would be conducted through the user's Internet account, e-mail accounts, and school computers.
 - a. The school district does not provide server space for teacher or student data storage use. Each teacher is provided a computer. Computer labs are provided for student use. While data may be stored on teacher and/or student computers, there are no backups performed by the school or district on a regular basis. Any technology owned by the district may be separated from use at the discretion of the Superintendent at any time.
 - b. The school district provides e-mail accounts for all employees and students. However, email for students is enabled only at the discretion of the school Principal, through the Assistant Superintendent and Superintendent. All in-bound and out-bound e-mail is being

archived and stored for eDiscovery purposes for a period of one year. Deleted email will remain searchable for eDiscovery purposes for a period of a year from the point that the message was received. Undeleted email remains regardless. Certain positions in the district may have associated email that would be beneficial to retain after an employee leaves the district. In such cases, only the Superintendent may authorize the retention of the account as well as specify who may access it. Jackson County staff members should refrain from using any e-mail account other than district e-mail when conducting all school related business. By federal law, the use of personal e-mail accounts to conduct school business is subject to discovery.

4. Users should not expect files stored on a school-based computer to remain private. Authorized staff may periodically inspect folders and logs or network usage may be kept. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal law, state law or federal law. Parents of student users maintain the right to inspect the contents of their child's user files.

5. Individual schools within JCSD may create additional guidelines and procedures consistent with and within the boundaries of this policy. Such guidelines and procedures will be appropriate for the electronic information resources being used and the students served at the school.

6. Students may access electronic mail (email) only in response to educational curriculum requirements as assigned by the teacher. Personal use of email for correspondence is not allowed on school technology for Jackson County School District students.

7. Users will report a virus message found on a computer system to the building/school technology assistant or an administrator and disconnect the system from the network immediately.

8. Users will report any security issue of a questionable nature to the proper building administrative authority and/or the system administrator.

9. Use of the Jackson County School District computers and Internet is a privilege, not a right. Unacceptable and/or illegal use may result in denial, revocation, suspension and/or cancellation of the user's privileges, as well as disciplinary action imposed by school officials.

10. The school district may include a process for the student to appeal the decision to deny, suspend, revoke or cancel Internet privileges.

11. Personal technology may be used within the district using wireless technologies. However, should the technology be categorized as disruptive, it may be disabled through a centralized means with no warning.

12. Teachers, staff, and administrative personal PCs or laptops will not be connected to the district wired network due to virus issues. Visitor notebook computers may be connected to the district wireless network. Employees should understand fraternizing with students via the Internet/Social Media is prohibited. The District realizes social media sites are very popular. Employees should exercise extreme caution if and when posting information to these sites. Once information is posted, it is there for anyone to view and often share with others. All Jackson County School District employees should understand that inappropriate material and/or conduct posted on social media sites can adversely affect the employee's ability to carry out the responsibilities of his or her job.

Consequences for Failure to Follow Terms and Conditions of the Jackson County School District Appropriate Use Policy

Users of any Jackson County computer system should be aware that they are accessing property of the Jackson County School District and that system is intended for educational purposes. Users agree to the terms and conditions of the Internet Acceptable Use Policy. Users agree to avoid any violation of state or federal laws*. Users are hereby informed that

they are entitled to no expectation of privacy in their use of technology resources or access of the Internet. Users' computer usage and Internet access may be monitored at any time. Consequences of violating this policy may include paying for damages, denial of access to technology, detention, suspension, expulsion or other actions applicable under the school disciplinary policy, or state or federal law. At the discretion of the Jackson County School District, law enforcement authorities may be involved and any violations of local, state, and/or federal law may result in criminal or civil prosecution.

State Statutes: Ms. Code, 1972

SEC 97-5-27. Disseminating sexual material to children, penalties

SEC 97-29-45. Obscene electronic and telecommunications, penalties

SEC. 97-45-3. Computer fraud, penalties

SEC. 97-45-5. Offense against computer users, penalties

SEC. 97-45-7. Tampering with computer equipment, penalties

SEC. 95-45-9. Offense against intellectual property, penalties.

Federal Statutes:

18 USCS 2510 (1988) Electronic Communications Privacy Act

18 USCS 1030 (1991) Computer Fraud and Abuse Act

Federal Legislation:

S652: Telecommunications/Communications Decency Act

S984: Parental Rights and Responsibilities Act

Signatures

1. Each user will read the Jackson County Computer/Internet Appropriate Use Agreement that states that they understand and will abide by the terms and conditions as stated.
2. Each user further understands that some Internet violations are unethical or may constitute a criminal offense resulting in legal action and understands that access to the Internet will be supervised by Jackson County School District personnel. Provisions of this agreement will be reviewed with students on an annual basis. Lastly, each user further understands that the Jackson County School District is not responsible for the actions of individual users or the information they may access.
3. The AUP will be signed either physically or electronically by the student, a student's parent, any teacher, administrator, and staff using computers on campus.
4. The AUP must be signed each year.
5. Human Resources will keep a copy of all employee signatures whether electronic or physical. The individual schools will keep a copy of the student signatures in their E-Rate Binders. These must be stored for ten (10) years.
6. This Computer/Internet Appropriate Use Policy is a legal and binding document between the Jackson County School District, its students, faculty and staff, and the administration.

**Computer/Network/Internet
APPROPRIATE USE POLICY AGREEMENT
Administrator/Teacher/Staff Agreement
(Please go to our website to obtain the printable form)**

I have read the Jackson County School District Computer/Network/Internet Acceptable Use Policy. I agree to follow the rules contained in this Policy. I understand that if I violate the rules outlined in this policy, it may adversely affect my ability to carry out the responsibilities of my job for which I'm hired. Violation of this policy may terminate my access to the Internet and email, and I may face other disciplinary measures.

This may be done through the Human Resources site for professional training.

Signature _____ Date _____

**Computer/Network/Internet
APPROPRIATE USE POLICY AGREEMENT
Student Agreement**

Student agreement signatures are collected as a component of Internet safety training and will be on file in the E-Rate binder at the individual schools.

Jackson County School Policy JR

STUDENT RECORDS

DATE: 4-9-98

JCSD requires that a Mississippi cumulative record be maintained for each student currently enrolled in a school and that permanent records be kept in perpetuity for every person who has enrolled or is enrolled in a school. Contents of these records shall include, but not be limited to, the following:

1. Pupil's legal name and address
2. Pupil's birthdate, as verified by a certified birth certificate
3. Annual attendance record
4. Courses taken and grades or proficiency level earned
5. Health information, including immunization records
6. Results of standardized tests required by the State of Mississippi
7. Date of withdrawal or graduation
8. The date of any expulsion from the school system and a description of the student's act or behavior resulting in the expulsion
9. Any other information determined by the State Board of Education

Student records are collected, maintained, and disseminated as required by MS Code 37-15- 1 through 37-15-3, the Family Educational Rights and Privacy Act of 1974, 20 USC Section 1232, and the Confidentiality Section of P.L. 94-142.

Active permanent records are to be maintained in a secure and fire-resistant location in each school until the student withdraws or graduates at which time the record may be transferred and/or placed on photographic film or microfilm in a central, fire-resistant depository.

The cumulative record (folder) shall contain the same information as the permanent record, as well as results of standardized tests and other information required by JCSD school board policies or prescribed by the State Board of Education.

Active cumulative records are to be maintained in a secure, fire-resistant location in each school. In the event a pupil transfers to a public school, then the cumulative folder shall be furnished to the head of the school to which the pupil transfers; if a pupil transfers to a private school, then a copy of the cumulative folder shall be furnished to the head of the school to which the pupil transfers. The permanent record shall be kept permanently by the school district from which the pupil transfers.

The district school board may order that cumulative folders, exclusive of the permanent record, may be destroyed after the permanent record is inactive for five or more years. At no time may a permanent record of a student be destroyed.

In an effort to protect the students' records of academic performance, the JCSD School Board directs principals and counselors to store the permanent and cumulative records in the

same location within the school building. State guidelines will be followed in the storing of these records.

JCSD School Board further directs the principal to dismiss from school any student whose parents/guardians fail to furnish the school with the following information:

1. Pupil's date of birth, as verified by a certified birth certificate. Any child enrolling in Kindergarten or Grade 1 shall present a certified birth certificate upon enrollment. Any child in Grades 2 through 12 not in compliance at the end of sixty (60) days from the opening of the fall term shall be suspended until in compliance.
2. Parents' address
3. Record of attendance and grades
4. Immunization record (blue slip)
5. Other information as the State Board of Education may prescribe

The day(s) which the student misses as a result of not having this information on file will be unexcused.

To comply with the Family Educational Rights and Privacy Act of 1974, the Board has adopted written guidelines (JCSD Policy JRAD) which specify which district personnel shall have access to student records for the purposes of planning, implementing and reviewing students' instructional programs.

The following procedure will be used in the recording of grades on a pupil's cumulative and permanent records:

1. In the event a student does not receive credit for a subject because of excessive absences, expulsion, or drops out of school, NC will be recorded in the applicable place on the student's cumulative record and permanent record.
2. When a student completes a subject, the actual grade the student earned will be recorded in the appropriate place on the student's cumulative record and permanent record.

Reference: Mississippi Public School Accountability Standards

Legal Reference: MS Code Sections 37-15-1 through 37-15-3; Family Educational Rights and Privacy Act of 1974, 20 USC Section 1232.

Retention requirements for records

Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of five years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. The only exceptions are the following:

- a. If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.
- b. Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition.

Methods for collection, transmission and storage of information

Federal entity should, whenever practical, collect, transmit, and store Federal award-related information in open and machine-readable formats rather than in closed formats or on paper. When original records are electronic and cannot be altered, there is no need to create and retain paper copies. When original records or paper electronic versions may be substituted through the use of duplication or other forms of electronic media provided that they are subject to periodic quality control reviews, provide reasonable safe guards against alteration, and remain readable.

Section E-5

Jackson County School District will give parents the option to “Opt-Out” of the Institution of Higher Learner (IHL) through our SAM7 online student registration.

| Field | Permissions Fields | Required |
|-------------------------------------|--------------------|----------------------------------|
| Web Publicity | | <input checked="" type="radio"/> |
| Newspaper Publicity | | <input checked="" type="radio"/> |
| Network Use | | <input checked="" type="radio"/> |
| PII | | <input checked="" type="radio"/> |
| PE Waiver | | <input type="radio"/> |
| Yearbook | | <input checked="" type="radio"/> |
| Corporal Punishment | | <input checked="" type="radio"/> |
| Armed Forces Recruiters and IHL PII | | <input checked="" type="radio"/> |
| Paperless Reports | | <input type="radio"/> |
| Permissions/Waiver Document Upload | | <input type="radio"/> |

EQUIPMENT EDGAR 200.313-314):

How does the LEA/Subgrantee define equipment?

Per Jackson County School District (JCSD) policy DPA, JCSD considers equipment that costs at least \$500.00 and all highly walkable items.

What are the inventory/equipment procedures, including physical inventory policy (at least once every two years)?

See Section F-3

How does the LEA/Subgrantee conduct sale and/or disposition of equipment, including highest possible return? (Must include a policy for equipment with a value greater than \$5,000, even if n/a to system)?

See Section F-7 and F-8

What are the policy/procedures for adequate maintenance of equipment?

See Section F-5

F. Equipment Management

Section F-1

Jackson County School District Policy DPA

CAPITALIZATION OF FIXED ASSETS

DATE: 8-19-96 Revised: 10-17-22

The Jackson County School District shall maintain detailed subsidiary records documenting the valuation (cost at date of purchase or fair market value at date of donation) of buildings and equipment under the General Fixed Assets Account Group for an item that costs at least \$1000 and all highly walkable items. For a complete listing of required inventory items, refer to the Mississippi Public School Asset Management Manual. Expenditures made for the renovation of buildings and major repairs to buildings that add square footage to the building shall also be capitalized.

The Jackson County School District will not depreciate assets accounted for in the General Fixed Assets Account Group since depreciation is not required by Generally Accepted Accounting Principals. However, should the district account for assets in the Proprietary Fund Group, the straight-line method of depreciation will be used.

The district does not intend to capitalize interest on acquired assets since it is not currently required by Generally Accepted Accounting Principals.

The district will not capitalize infrastructure because it is not presently required by generally-accepted accounting principles.

The School District will use the following fixed asset classification.

Land - This includes all land owned by the school district.

Buildings - This includes all buildings owned by the district, such as school buildings, administration buildings, athletic field houses, gymnasiums, and portable classrooms.

Building Improvements - This includes major roof replacements, complete central heat/air unit and major wiring upgrades for technology/cable systems.

Improvements other than buildings - This includes athletic fields, lighting, bleachers, and other improvements that cannot be directly associated with a particular building.

Mobile equipment - This includes all school buses and district-owned automobiles, trucks and vans. This classification also includes all lawn maintenance equipment, tractors, etc.

Furniture and equipment - This includes all furniture and equipment contained in the buildings of the school district that meet the asset capitalization requirements of the school district.

Leased property under capital leases - This includes all fixed assets that are being acquired under a lease/purchase agreement.

Construction in progress - This includes all buildings and facilities that are currently under construction.

Data elements consist of identifying characteristics that will be recorded for all fixed assets. It is important that the school district initially identify the data elements to satisfy both internal and external reporting requirements. When applicable, the school district will capture the following required data elements for all fixed assets:

1. Major asset class
2. Acquisition date
3. Location Code (refer to SDE codes)
4. Identification tag number
5. Description, including serial and model numbers
6. Acquisition cost
7. Funding source
8. Check/purchase order numbers

The district will tag all fixed assets that are capitalized. It will not be necessary to tag automobiles, trucks, buses or real property. The district may desire to tag assets that are not capitalized. Tags will be different from those used for capitalized assets.

The tag for capitalized fixed assets will contain a number or bar code and the inscription Property of Jackson County School District (JCSD). In the addition to the tag, the inventory number and JCSD number will be written on the property with a permanent marker when practical or engraved if necessary. All capitalized assets are to be properly tagged within a reasonable period of time after acquisition of that asset.

The school district will produce the following reports.

1. Summary of fixed assets: This report is a fixed asset summary by major fixed asset classification that includes a summary of additions and deletions by major fixed asset classification. This report must be prepared in a monthly basis.
2. Fixed asset additions: This report includes a detailed listing of additions by major fixed asset classification. This report must be prepared on a monthly basis.
3. Fixed asset deletions: This report includes a detailed listing of deletions by major fixed asset classification. This report must be prepared on a monthly basis.
4. Detailed listing of fixed assets: This report is a detailed listing of all fixed assets by major fixed asset classification. This report must be prepared on an annual basis.

The school district business office will be responsible for maintaining the fixed asset accountability system. The business office will record fixed assets using paid invoices at the time of acquisition and each location will pull the Capital Asset report and tag their locations' fixed assets.

The Business Office will notify the fixed asset manager at each location of the annual inventory deadline. The fixed asset manager will pull the Capital Asset report and verify their inventory. The Attendance Center Assistant Superintendents, Vocational Director, Food Service Director, Special Education Director, Transportation Director, Business Manager, Accreditation/Federal Programs Director, or other administrators will be responsible for signing the physical inventory forms to verify the assets listed on the annual inventory that are in their custody.

The Administrator who authorizes the purchase requisition will be assigned stewardship of the fixed asset and will be responsible for reporting all break-ins and thefts of properties to the Sheriff's office and will furnish a copy of the Sheriff's report to the School Board.

Write-offs or other adjustments to the fixed asset accounting records, brought about as a result of the physical inventory, must be approved by the school board.

The school board will approve the disposition of properties which are no longer useable or needed by the district and any trade-ins of property used in the purchase of new property prior to any disposition or trade of property. The school board must declare equipment and vehicles surplus before they can be used for spare parts.

Section F-2

Per the **Jackson County School District Policy DPA**, the School District Business Office will be responsible for maintaining the fixed asset accountability system. The business office will record fixed assets using paid invoices at the time of acquisition and will forward inventory tags to the Assistant Superintendents at each attendance center or appropriate Administrator/Director.

Procedure

The capital assets module of the financial software utilized by the JCSD houses all the districts inventory. In this module the following items for each fixed asset can be found: the description of the equipment, make, model, serial number, acquisition date, cost, vendor, fund source from which the equipment was purchased, physical location by building and room located, JCSD inventory number, the equipment's condition, as well as the disposal date if applicable.

Section F-3

Per the Jackson County School District Policy DPA, the school district will produce the following reports.

Summary of fixed assets:

This report is a fixed asset summary by major fixed asset classification that includes a summary of additions and deletions by major fixed asset classification. This report must be prepared on a monthly basis.

Fixed asset additions:

This report includes a detailed listing of additions by major fixed asset classification. This report must be prepared on a monthly basis.

Fixed asset deletions:

This report includes a detailed listing of deletions by major fixed asset classification. This report must be prepared on a monthly basis.

Detailed listing of fixed assets:

This report is a detailed listing of all fixed assets by major fixed asset classification. This report must be prepared on an annual basis.

The Business Office will prepare inventory forms necessary to verify inventories annually. The Attendance Center Assistant Superintendents, Vocational Director, Food Service Director, Special Education Director, Transportation Director, Business Manager, Accreditation/Federal Programs Director, or other Administrators will be responsible for signing the physical inventory forms to verify the assets listed on the annual inventory that are in their custody.

Section F-4

Per the **Jackson County School District Policy DPA**

The Administrator who authorizes the purchase requisition will be assigned stewardship of the fixed asset and will be responsible for reporting all break-ins and thefts of properties to the Sheriff's office and will furnish a copy of the Sheriff's report to the School Board.

Jackson County School District Policy EBCA

VANDALISM PROTECTION

ISSUE DATE: 9-7-95

If any pupil shall willfully destroy, cut, deface, damage, or injure any school building, equipment or other school property, he shall be liable to suspension or expulsion and his parents or person or persons in loco parentis shall be liable for all damages. Citizens, students and law enforcement are urged by this school board to cooperate in reporting any incidents of vandalism in property belonging to the district and the name(s) of the person or persons believed to be responsible. Each employee of this district shall report to the principal of the school every incident of vandalism known to him or her, and, if known, the names of those responsible. The school officials are authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property.

Cross Reference: EG – Insurance Management

Legal Reference: Mississippi Code 37-11-19

| |
|---|
| Findings |
| <p>Compliance Indicator F-4: A control system to ensure adequate safeguards to prevent loss, damage or theft of the property (includes notifying local law enforcement and ensuring that a police report is filed when it is discovered equipment has been stolen).</p> <p>The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed.</p> |
| Corrective Action Plan as of January 06, 2020 |
| <ul style="list-style-type: none"> • The HR Director will utilize SafeSchools Program to ensure that all JCSD employees are properly trained and/or made aware of Policy DPA upon hire. School Administrators will oversee the review of policy EBCA with students annually. • The Administrator who authorizes the purchase requisition will be assigned stewardship of the fixed asset and will be responsible for reporting all break-ins and thefts of properties to the Sheriff's office and will furnish a copy of the Sheriff's report to the School Board. • If any pupil shall willfully destroy, cut, deface, damage, or injure any school building, equipment or other school property, he shall be liable to suspension or expulsion and his parents or person or persons in loco parentis shall be liable for all damages. • Each employee of this district shall report to the principal of the school every incident of vandalism known to him or her, and, if known, the names of those responsible. The school officials are authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property. |

Section F-5

Jackson County School District Policy EBCA

VANDALISM PROTECTION

ISSUE DATE: 9-7-95

If any pupil shall willfully destroy, cut, deface, damage, or injure any school building, equipment or other school property, he shall be liable to suspension or expulsion and his parents or person or persons in loco parentis shall be liable for all damages.

Citizens, students and law enforcement are urged by this school board to cooperate in reporting any incidents of vandalism in property belonging to the district and the name(s) of the person or persons believed to be responsible. Each employee of this district shall report to the principal of the school every incident of vandalism known to him or her, and, if known, the names of those responsible.

The school officials are authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property.

Cross Reference: EG – Insurance Management

Legal Reference: Mississippi Code 37-11-19 Damaging School Property

To stay in compliance with the MS Public School Asset Management Manual and school board policy, please adhere to the following processes effective immediately for any lost or stolen property:

Lost Property

Report to the Business Office with completed lost or stolen affidavit signed by the property manager and employee assigned the asset. This form will be submitted to the board agenda by the Business Office and included in the board minutes.

Stolen Property

Report to the Business Office with completed lost or stolen affidavit signed by the property manager and employee assigned the asset. You also must include a copy of the Sheriff's report. This form and Sheriff report will be submitted to the board agenda by the Business Office and included in the board minutes.

Lost or Stolen Property Affidavit

See attachment for a copy of the affidavit referenced above. This affidavit can also now be found on the district website under Business Office > Forms > Fixed Assets. If possible, have the property manager and employee responsible sign in the presence of a notary at your school. If not possible, we have notaries at Central Office and Business Office that they can sign in front of.

Exhibit N.A.-1

LOST OR STOLEN PROPERTY AFFIDAVIT

SCHOOL DISTRICT

ADDRESS

ADDRESS

Location of Property: _____ Date: _____

| <u>Description</u> | <u>Inventory Number</u> | <u>Report Date Number</u> | <u>Cost or Purchased</u> | <u>Value</u> |
|--------------------|-------------------------|---------------------------|--------------------------|--------------|
|--------------------|-------------------------|---------------------------|--------------------------|--------------|

Detailed Explanation of Loss: (In case of theft, robbery or mysterious disappearance, show the name of the Sheriff's Office notified and the date the loss was discovered. If such loss was not reported to a Sheriff's Office at the time of the discovery, give a complete explanation of such failure.)

WE HEREBY STATE UNDER OATH THAT THE ABOVE FACTS ARE TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

Board President _____ Date

Property Manager _____ Date

Employee Responsible for Property _____ Date

THIS DATE PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for _____ County, in the State of Mississippi, the above named individuals, who, being first duly sworn, state on their oaths that the above facts are true and correct to the best of their knowledge.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the ____ day of _____, 19__.

Procedure

The Jackson County School (JCSD) district's technology department assists in maintaining the JCSD computers and computer equipment including any computers and equipment purchased with title funds.

JCSD has entered into a contract to maintain and service the JCSD school districts copiers including copiers purchased with title funds.

| |
|--|
| Findings |
| Compliance Indicator F-5: Adequate maintenance Procedures to keep the property in good condition. The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed. |
| Corrective Action Plan as of January 06, 2020 |
| <ul style="list-style-type: none">• The Local School Facilitator and/or the School Principal of each Title school will be responsible for the maintenance of federally-funded property to maintain good condition of said property.• <u>Using the Classroom/office Maintenance Log</u>, Jackson County School District believes it is providing a responsible maintenance schedule for the investment of received federal funds. This schedule should be performed at least 4 times per academic school year (once per nine-weeks). <i>While these procedures may be used for any technology asset at the district, this is required for ALL assets purchased with Federal Funds.</i> |

Section F-6

Jackson County School District Policy DPA

Fixed asset deletions:

This report includes a detailed listing of deletions by major fixed asset classification. This report must be prepared on a monthly basis.

Write-offs or other adjustments to the fixed asset accounting records, brought about as a result of the physical inventory, must be approved by the School Board.

The School Board will approve the disposition of properties which are no longer useable or needed by the district and any trade-ins of property used in the purchase of new property prior to any disposition or trade of property. The School Board must declare equipment and vehicles surplus before they can be used for spare parts.

Procedure

When a fixed asset becomes obsolete, the personnel overseeing the inventory for that location submits a disposal request form on a monthly basis. The Technology Department and the Assistant Superintendents of each attendance center will review the disposal request report. The disposal request report is then sent to be reviewed and approved at the monthly school board meeting. Once the disposal items are approved by the School Board, the Business Office will then dispose of the item from the capital asset module of the financial accounting software.

Section F-7

Procedure

When original or replacement equipment acquired with federal funds is no longer needed, obsolete or broken, the equipment may be retained, transferred, sold or disposed, if it is not needed in any other federally funded project or program. The condition, value and age of the equipment will determine the course of action for the equipment. The Jackson County School District (JCSD) will dispose of equipment in a way that ensures the highest possible return for the school district. The JCSD will ensure that records are kept and made available for monitors and auditors as to how the equipment was retained, transferred, sold or disposed.

Section F-8

Procedure

2 C.F.R. 200.313(e)

(2) Except as provided in § 200.312 Federally-owned and exempt property, paragraph (b), or if the Federal awarding agency fails to provide requested disposition instructions within 120 days, items of equipment with a current per-unit fair-market value in excess of \$5,000 may be retained by the non-Federal entity or sold. The Federal awarding agency is entitled to an amount calculated by multiplying the current market value or proceeds from sale by the Federal awarding agency's percentage of participation in the cost of the original purchase. If the equipment is sold, the Federal awarding agency may permit the non-Federal entity to deduct and retain from the Federal share \$500 or ten percent of the proceeds, whichever is less, for its selling and handling expenses.

If the equipment is sold, JCSD will advertise and accept sealed bids with a minimum bid established. The capital assets module of the financial software utilized by JCSD computes the gain/loss when an asset is disposed of. It takes into consideration all necessary aspects of the gain/loss calculation. A disposal report can be pulled from this module. This module houses the price determination of the equipment.

Section F-9

Procedure

The equipment purchased for Federal Programs is tied to the program through the Jackson County School District's (JCSD) financial accounting software system. The capital assets module of the JCSD accounting software houses all the necessary information related to the equipment. It details the description of the equipment, make, model, serial number, acquisition date, cost, vendor, fund source from which the equipment was purchased, physical location by building and room located, JCSD inventory number, the equipment's condition, as well as the disposal date if applicable, the purchase order number and date issued, check number and date issued, and the claim number. The purchase order and purchase requisition for the original purchase of the equipment can also be located in the accounts payable module of the JCSD financial accounting software system.

G. PERSONNEL

Personnel Systems Controls

Section G-1- G-3

Time and Effort Procedures

Federal Staff Certification in compliance with the Office of Management and Budget (OMB) A-87, Appendix B to Part 225, 8(h).

Semi-Annual Certifications

All employees who are 100% federally funded and work on a single cost objective must complete a semi-annual certification. The semi-annual certification must be:

1. Completed at least every six (6) months;
2. Be signed by the employee and the supervisor with direct knowledge of the work being performed;
3. Reflect an after-the-fact distribution of the actual activity; and
4. Account for the total activity for which each employee is compensated.

Personnel Activity Report (PAR)

All employees who are federally funded must complete a PARs that supports the distribution of their salaries/wages that meet the following standards:

1. Reflect an after-the-fact distribution of the actual activity;
2. Account for the total activity for which each employee is compensated;
3. Are prepared monthly & coincide with one or more pay periods; and
4. Are signed by the employee and their immediate supervisor.

Procedures

The semi annual certification forms are sent to the principal/director by email. In this correspondence they are instructed to review for accuracy, sign, and date on the last working day of the work period in blue ink, and submit by the deadline given to the Federal Programs Director and Federal Programs Coordinator. Missing certifications or signatures are followed up by contacting the principal/director. Certifications are filed in the Federal Programs Office by reporting period.

Findings

Compliance Indicator G-1: The LEA/Subgrantee has board policy and/or procedures in place to demonstrate:

- **that specific officials are designated to approve employee time and effort documentation and charges that have first hand knowledge of work performed**
- **the internal process to evaluate the accuracy and reliability of its time and effort system**
- **where employees are funded 100% with a single federal award, the LEA has on file certifications that the**
- **employees worked solely on that program for the period covered by the certification. Certificates are completed at least twice a year**
- **employees who work on multiple activities funded from different sources have personnel activity records that support the distribution of their salaries/wages.**

The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed.

The following Federal expenditures are Questioned Cost due to LEA's failure to follow its policy and/or procedure to demonstrate:

- the internal process to evaluate the accuracy and reliability of its time and effort system
- where employees are funded 100% with a single federal award, the LEA has on file certifications that the employees worked solely on that program for the period covered by the certification.
- Certificates are completed at least twice a year for employees who work on multiple activities funded from different sources have personnel activity records that support the distribution of their salaries/wages.

Upon review of the LEA's MSIS Month 9 Personnel report and Payroll Distribution Report, it was found that the LEA paid the salary of the nurse located at school 26 with 2211 funds while paying the salaries of two nurses located at schools 02 and 16 with 1120 funds. This suggests that rules in place for Supplement not Supplant were violated.

The LEA also failed to maintain accurate Time and Effort documentation, (Semi-Annuals and PARs) for these employees.

Corrective Action Plan as of January 06, 2020

- Local Title I/SIG School Administrators and FP Director will certify and approve all federally-funded employee time and effort reports (Semi-Annual & PAR).
- Each administrator will review time and effort reports monthly and Local School Facilitators will upload signed documents into Title I Crate.
- Using the Monthly Personnel Activity Report with a list of activities, local administrators will determine if reconciliation is needed after reviewing all activities performed by the federally-funded employee.
- The local administrator will then notify the Federal Grant Accountant of any non-federally-funded work that will need to be reimbursed using district funding.

Findings

Compliance Indicator G-2: The LEA/Subgrantee has personnel activity documentation that meets the following standards:

- **reflect an after-the-fact distribution of the actual activity and signed by employee at least monthly and**
- **reconcile actual cost to budgeted amounts at least quarterly based on monthly activity reports (cost charged to federal awards are adjusted as necessary).**

The LEA provided a written policy and/or procedure; however, the policy and/or procedure did not fully address the indicator, such as:

- reconcile actual cost to budgeted amounts at least quarterly based on monthly activity reports (cost charged to federal awards are adjusted as necessary).

The LEA also failed to produce source documentation that could substantiate the policy and/or procedure is being followed.

Corrective Action Plan as of January 06, 2020

- Using the Monthly Personnel Activity Report with a list of activities, local administrators will determine if reconciliation is needed after reviewing all activities performed by the federally-funded employee.
- The local administrator will then notify the Federal Grant Accountant of any non-federally-funded work that will need to be reimbursed using district funding.

Semi-Annual Certification Procedures

The school/department designee should retrieve the blank semi-annual certifications off of the JCSD Federal Programs website.

The principal/director is to verify the following information is correct:

1. The employee is in a 100% federally funded position during the semester.
2. The dates are the first and last working day of the semester for that employee.
3. The position and funding source for that employee is correct.
4. The employee has signed the certification in **blue ink** and dated the last working day of that semester.
5. The principal/director has signed the certification in **blue ink** and dated the last working day of that semester.

******It is the school/department's responsibility to have a Semi-Annual Certification filled out if an employee that is 100% federally funded leaves before the semester ends. It will need to be dated the last day they worked. The employee and principal/director need to sign it dated the last working day as well.**

Once all information is verified on the semi-annual certification by the principal/director for each employee, the school/department certifications are to be scanned **in color** and emailed to the Federal Programs Director, the Federal Grant Accountant, and the Federal Programs Coordinator on the last day of that semester.

The Federal Programs Coordinator will contact the school/department designee and the principal/director with any issues concerning missing certifications or errors.

SIG Semi-Annual Certifications are to be filed in the schools SIG documentation.

Title Semi-Annual Certifications are to be uploaded in Title1Crate by the Local School Title I Facilitator for their campus.

District Title and all ESSER Semi-Annual Certifications are to be uploaded in Title1Crate by the Federal Programs Coordinator by the reporting period. They are filed in the Federal Programs Office Semi-Annual Certifications binder as well.

Fringe Benefits

Section G-4

Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to, the costs of leave (vacation, family-related, sick, or military), employee insurance, pensions, and unemployment benefit plans.

Purchase/Procurement (EDGAR 200.318-326 and Uniform Guidance Appendix II to 2 CFR Part 200):

What are the WRITTEN procurement procedures (EDGAR 80.36)?

See Jackson County School District(JCSD) Federal Programs Purchasing Procedures in Section H-1

Who is authorized to make purchases (routine, special, emergency, etc.)?

Purchase requisitions can be submitted for approval by the Title I school secretary at the school level and the Federal Programs Bookkeeper at the district level.

What authorization are required (requisition, purchase order, etc.) including appropriate federal programs supervisor?

At the school level the Title I school principal, Federal Programs Bookkeeper and/or Federal Grants Accountant, Federal Programs Director and the Business Manager must authorize all purchases.

At the district level the Federal Grants Accountant, Federal Programs Director and the Business Manager must authorize all purchases.

When are bids required?

See highlighted E. and F. area in Section H-1

What is the bidding process and acceptance criteria?

Per JCSD policy DJEA

Lowest and Best Bid Decision Procedure See Section D 31-7-13 (d) The results of all competitive bid openings shall be tabulated and presented to the school board at its next regular or special meeting.

What exemptions from competitive bidding are in place, if applicable?

See highlighted F. area in Section H-1

What is the policy for vendor relations?

See Section H-6, H-7, H-8, and H-9

Findings

Compliance Indicator G-4: The LEA/Subgrantee has board policy and/or procedures in place that ensure that fringe benefits charged to the program are reasonable and in compliance with requirements.

The LEA failed to provide a written policy and/or procedure to ensure that fringe benefits charged to the program are reasonable and in compliance with requirements.

Corrective Action Plan as of January 06, 2020

- Federally funded employees are provided the same fringe benefit opportunities as non-federally funded employees. These opportunities include but are not limited to medical insurance, life insurance, workers compensation insurance, and a pension. Any benefits paid to federally funded employees are paid at the same percentage as the salary being funded by federal programs.

H. PROCUREMENT

LEA/Subgrantee Procurement Process

Section H-1

Jackson County School District Policy DJEA

Purchasing Authority

ISSUE DATE: 12-10-2007 REVISED: 02-14-2022

“Purchasing agent” shall mean superintendent. Pursuant to the authority granted by Section 37- 39-15, Mississippi Code 1972 as amended, this school board hereby designates other individuals as “purchasing agents” subject to the limitations set forth below.

1. In addition to the superintendent, the school board hereby designates the business manager and purchasing agent as “purchasing agents” with general authority to negotiate for and purchase the commodities and services necessary for the operation of the school district, within the limits of budget categories and purchasing law.

The purchasing agents of this school board, before entering upon their official duties in such capacity, shall furnish a good and sufficient surety bond in the penal sum of Fifty Thousand Dollars (\$50,000.00). Section 37-39-21 (1987)

GENERAL AUTHORITY

All agencies and governing authorities shall purchase their commodities and printing; contract for fire insurance, automobile insurance, casualty insurance (other than workers' compensation) and liability insurance; contract for garbage collection or disposal; contract for sewage collection or disposal; and contract for public construction as provided by law. Section 31-7-13 (For purchase of commodities, see Section 31-7-12.)

GENERAL AUTHORITY

All agencies and governing authorities shall purchase their commodities and printing; contract for fire insurance, automobile insurance, casualty insurance (other than workers' compensation) and liability insurance; contract for garbage collection or disposal; contract for sewage collection or disposal; and contract for public construction as provided by law. Section 31-7-13 (For purchase of commodities, see Section 31-7-12.)

A. \$5,000.00 or Less purchases which do not involve an expenditure of more than Five Thousand Dollars \$5,000.00, exclusive of freight or shipping charges, may be made without advertising or otherwise requesting competitive bids. Provided, however, that nothing contained in this paragraph shall be construed to prohibit any agency or governing authority from establishing procedures which require competitive bids on purchases of Five Thousand Dollars (\$5,000.00) or less. Section 31-7-13 (a)

B. Purchases Over \$5,000.00 but Not Over \$50,000.00 See Section 31-7-13 (b)

C. Purchases Over \$50,000.00 See Section 31-7-13(c)

D. Lowest and Best Bid Decision Procedure See Section 31-7-13 (d)

The results of all competitive bid openings shall be tabulated and presented to the school board at its next regular or special meeting.

E. All federal purchases of goods (commodities) between \$5,001 to \$50,000 and services between \$10,001 to \$250,000 must have two (2) price quotes from qualified sources. Any federal services over \$250,000 will need to follow the competitive bidding process outlined in the Uniform Administrative Requirement (2 CFR 200.320(c)-(d))

F. Federal purchases cannot be done through sole source providers unless: • Emergency not permitting delay • Awarding agency expressly authorizes noncompetitive proposals • After solicitation of number of sources, competition is determined inadequate (must document vendors contacted and result)

LEGAL REFERENCE: Mississippi Code as cited and 37-39-1 et seq. Jackson County School District

Jackson County School District Policy DJEAB

Purchasing Procedures

ISSUE DATE: 6-19-00 Revised: 12-8-14

All purchases by this school district which will be paid for with public funds shall be made pursuant to the purchasing laws of the State of Mississippi. (Mississippi Code 31-7-1 et seq.) In addition, the District will adhere to the requirements set forth in Section D of the Financial Accounting Manual for Mississippi Public School Districts, which states, "The person receiving the goods and services by comparison of items received to the items ordered as detailed on the purchase order. The receiving report should be signed and dated once acceptance has been made. In the absence of a receiving report, the vendor's invoice should be signed and dated by the person receiving the goods and/or services once acceptance has been made."

It is the intention of the School Board to purchase competitively without prejudice and to seek maximum educational value for each and every dollar expended.

The School Board shall insure that the school district shall maintain a list of supplies and equipment, including quality specifications when applicable, regularly used in this district. The list shall be used by the School Board in obtaining competitive bids for supplies or equipment to be purchased and shall be available to any interested person. (37-39-5)

In connection with the purchase of necessary supplies or equipment for regular school operations, this School Board may, in its discretion, designate as its purchasing agent or agents such school official or officials as deemed appropriate and may authorize such agent or agents to make purchases of supplies and equipment subject to competitive bid requirements in Section 37-7-1 et seq.

Supplies that are perishable or foods purchased for use in connection with the school lunch and homemaking programs shall be exempted from competitive bid requirements. However, the School Board shall adopt and place in its minutes definite policies for guidance of the purchasing agent(s) in connection with purchases of perishable supplies or foods which are unstable or variable in price. Such policies shall have the effect of law, and any violations shall be subject to the penalties as provided by law. (37-39-15)

Purchases of items regularly used in connection with school operation shall not be made in small quantities for the purpose of circumventing the law requiring competitive bids or quotations, but shall be purchased by contract whenever feasible. School Boards shall have the authority, however, to award such contracts for supplies or equipment to be delivered to different points in the school district or county, to different bidders, when the best interests of the district or county warrant such action. Reasons for awarding such contracts to different bidders for different areas in the district shall be recorded on the minutes of the School Board. In no event shall the price paid exceed the lowest and best bid received. (37-39-17)

This School Board hereby declares that it is essential to the efficient operation of this school district that adequate supplies of goods and services continue to be available from private sources; that the good name and credit of the district may be promoted by timely and responsible payment of just claims; and that fair compensation be awarded suppliers when payments of their claims are delayed without justification.

The Superintendent or Business Manager shall mail or otherwise deliver checks for the payment of goods and services no later than forty-five (45) days after receipt of the invoice and receipt, inspection and approval of the goods or services; however, in the event of a bona fide dispute, the school district shall pay only the amount not disputed.

If a warrant or check, as the case may be, in payment of an invoice is not mailed or otherwise delivered within forty-five (45) days after receipt of the invoice and receipt, inspection and approval of the goods and services, the school district shall be liable to the vendor in addition to the amount of the invoice, for interest at a rate of one and one-half percent (1-1 ½ %) per month or portion thereof on the unpaid balance from the expiration of such forty-five day period until such time as the warrant or check is mailed or otherwise delivered to the vendor. The provisions of this paragraph shall apply only to undisputed amounts for which payment has been authorized. In the case of an error on the part of the vendor, the forty-five-day period shall begin to run upon receipt of a corrected invoice by the school district and upon compliance with the other provisions of this section. The school district shall be responsible for initiating the penalty payments required by this subsection and shall use this subsection as authority to make such payments. Also, at the time of initiating such penalty payment, the school district shall specify in writing an explanation of the delay and shall attach such explanation to the requisition for payment of the penalty or to the file copy of the check issued by the school district, as the case may be.

In the event of a bona fide dispute as to an invoice, or any portion thereof, the dispute shall be settled within thirty (30) days after interest penalties could begin to be assessed, if it were not for the dispute.

If a warrant or check, as the case may be, in payment of an invoice, subject to a prior dispute, is not mailed or otherwise delivered within thirty (30) days after settlement of the dispute, the school district shall be liable to the vendor, in addition to the amount of the invoice, for interest at a rate on one and one-half percent (1-1 ½ %) per month or portion thereof on the unpaid balance from the expiration of said thirty-day period until such time as the warrant or check is mailed or otherwise delivered to the vendor. At the time of initiating such penalty payment, the school district shall specify in writing an explanation of the delay and shall attach such explanation to the requisition for payment of the penalty or to the file copy of the check issued by the school district, as the case may be. The interest penalty prescribed in this paragraph shall be in lieu of the penalty provided in subsection (3). Section 31-7-305 (1986)

This school district shall monthly notify the State Fiscal Management Board of the number and dollar amount of late payments made by the school district along with the amounts of interest paid and the specific steps being taken to reduce the incidence of late payments.

If the terms of the invoice provide a discount for payment in less than forty-five (45) days, the school district shall preferentially process it and use all diligence to obtain the savings by compliance with the invoice terms, if it would be cost effective. Section 31-7-30 (2) (3) (1986)

Whenever a vendor brings formal administrative or judicial action to collect interest due under this act, the school district shall be required to pay any reasonable attorney's fees if the vendor prevails. Section 31-7-309 (1986)

SALES TAX PAYMENT PROCEDURE FOR ITEMS PURCHASED FOR RESALE

For each and every item purchased by a school or department, regardless of price, that is to be resold to students and/or the public, there shall be paid at the time of purchase full sales taxes (7%) to the vendor from whom the item is being purchased.

1. The rule applies only to those items being resold, i.e., pencils, paper, books, shirts, calendars, candy, candles, etc. Those items consumed in the education process remain tax exempt.
2. Tax is not to be added to the price of an item and collected at the time of resale. The price of an item may be increased to recoup the tax paid.
3. Each requisition, purchase order, and invoice for an item that is to be resold shall have "For Resale" written thereon.
4. Orders for resale items and orders for supplies shall not be included on the same purchase order or requisition.

LEGAL REFERENCE: Mississippi Code, as cited above.

Procedure

When JCSD procures goods and services under a Federal grant, in general, the same policies and procedures it uses for procurements from its non-Federal funds must be followed. However, the most restrictive of the federal and state purchasing laws apply. All purchases must be reasonable, necessary, fair, and allocable.



**Jackson County School District
Claim Docket Submission Checklist
for Goods and Services**

Federal Programs Use ONLY:

File Name: _____
FPC Initials: _____ Date: _____
FGA Initials: _____
Claim Docket: _____
Claim #: _____
Uploaded in Title1Crate: _____

Purchase Order Payment

Please submit the following documents IN ORDER outlined below:

- Signed invoice
- Emailed the Purchasing Agent
- Uploaded invoice in Marathon
- Emailed the Federal Programs Office
- PO # _____
- Last approved requisition
- School Board approved trip request form with board approved stamp date, if applicable
- Quote Justification Form, two comparable quotes, or sealed bids with tabulation sheet
- School Board approved contract and/or product information, if applicable
- Evidence of receipt of goods or services (packing slips or email if there is not a packing slips)
- Purchase explanation attached, if applicable
- SAM.GOV information attached for purchases \$25,000 & over
- Asset Number Request Form uploaded in Marathon (**Fixed Asset Purchases only**)

If a Professional Development purchase, please describe the timeline of implementation of knowledge gained from the professional development opportunity:

****CAN THIS PO BE CLOSED?** YES NO

*****PLEASE SCAN ALL DOCUMENTS TO THE FEDERAL PROGRAMS
COORDINATOR AND THE FEDERAL GRANT ACCOUNTANT*****

Revised 7/5/2023

Section H-2

Avoidance of Acquisition of Unnecessary or Duplicative Items

Per **Jackson County School District Policy DJEAB** "It is the intention of the School Board to purchase competitively without prejudice and to **seek maximum educational value for each and every dollar expended.**"

The Federal Programs Director (FPD) is actively involved in limiting unnecessary or duplicative items when the project application is built. Since the FPD consolidates the requests from each school, the FPD is in the unique position to identify purchases that would be duplicative across schools.

When these situations present themselves, the Federal Programs Director will consolidate these purchases as much as possible to reduce duplication and sometimes purchase these items out of the district's cost pool.

The FPD actively limits travel to conferences to only a few schools. When those schools return from the conferences they are expected to share what they have learned with other schools within the district.

Section H-3

Analyzing the Procurement Process to Determine the Most Economical Approach

Per Jackson County School District Policy DJEAB “It is the intention of the School Board to purchase competitively without prejudice and to **seek maximum educational value for each and every dollar expended.**”

“The School Board shall insure that the school district shall maintain a list of supplies and equipment, including quality specifications when applicable, regularly used in this district. The list shall be used by the School Board in **obtaining competitive bids for supplies or equipment to be purchased** and shall be available to any interested person.”

Jackson County School District Policy DJEA

“GENERAL AUTHORITY All agencies and governing authorities shall purchase their commodities and printing; contract for fire insurance, automobile insurance, casualty insurance (other than workers' compensation) and liability insurance; contract for garbage collection or disposal; contract for sewage collection or disposal; and contract for public construction as provided by law. Section 31-7-13 (For purchase of commodities, see Section 31-7-12.)

A. \$5,000.00 or Less purchases which do not involve an expenditure of more than Five Thousand Dollars \$5,000.00, exclusive of freight or shipping charges, may be made without advertising or otherwise requesting competitive bids. Provided, however, that nothing contained in this paragraph shall be construed to prohibit any agency or governing authority from establishing procedures which require competitive bids on purchases of Five Thousand Dollars (\$5,000.00) or less. Section 31-7-13 (a)

B. Purchases Over \$5,000.00 but Not Over \$50,000.00 See Section 31-7-13 (b)

C. Purchases Over \$50,000.00 See Section 31-7-13(c)

D. Lowest and Best Bid Decision Procedure See Section 31-7-13 (d)

The results of all competitive bid openings shall be tabulated and presented to the school board at its next regular or special meeting.

E. All federal purchases of goods (commodities) between \$5,001 to \$50,000 and services between \$10,001 to \$250,000 must have two (2) price quotes from qualified sources. Any federal services over \$250,000 will need to follow the competitive bidding process outlined in the Uniform Administrative Requirement (2 CFR 200.320(c)-(d))

F. Federal purchases cannot be done through sole source providers unless:

- Emergency not permitting delay
- Awarding agency expressly authorizes noncompetitive proposals
- After solicitation of number of sources, competition is determined inadequate (must document vendors contacted and result)”

Outside of the above district policies, each school is encouraged to get the best possible price even if the purchase does not require multiple quotes or sealed bids.

Section H-4

Procedure

The Federal Programs Coordinator and/or the Federal Grant Accountant prepares and checks the procurement package then submits the invoice into the Jackson County School District (JCSD) financial accounting system for the business office to review. A complete copy of the procurement package will be kept on file in the Federal Programs Department. The procurement package includes the signed invoice, packing slips or delivery receipts if applicable, purchase order and purchase requisition. If purchase requires quotes they must be attached. Upon receipt at the business office the invoice is reviewed for payment and a claim number is assigned. The invoice information is entered into the JCSD financial accounting system for the upcoming JCSD School Board claim docket. A claim docket check sheet is then printed. The claim docket check sheet includes: vendor name, amount of invoice to be paid, claim number, purchase order number, purchase order date, school board docket date, invoice number, invoice date, invoice status, purchase order status, expense account line and amount of the expense line. The procurement package is then checked against the claim docket check sheet line per line to ensure accuracy of payment to the vendor. Items verified are: vendor name, amount of invoice to be paid, claim number, purchase order number, purchase order date, School Board docket date, invoice number, invoice date, invoice status, purchase order status, expense account line and amount of the expense line. If there is an error it must be corrected before the claim docket is presented to the School Board for payment. The procurement package is also reviewed to make sure all required signatures are on the invoice and that the package is complete and in order. Once this process is complete, the claim is ready to be approved by the JCSD School Board for payment. This process occurs monthly for the preparation of the JCSD School Board docket.

Findings

Compliance Indicator H-4: The LEA/Subgrantee has board policy and/or procedures to review and/or audit the content of its procurement files to ensure completeness of its procurement records and outlines the frequency that it is performed.

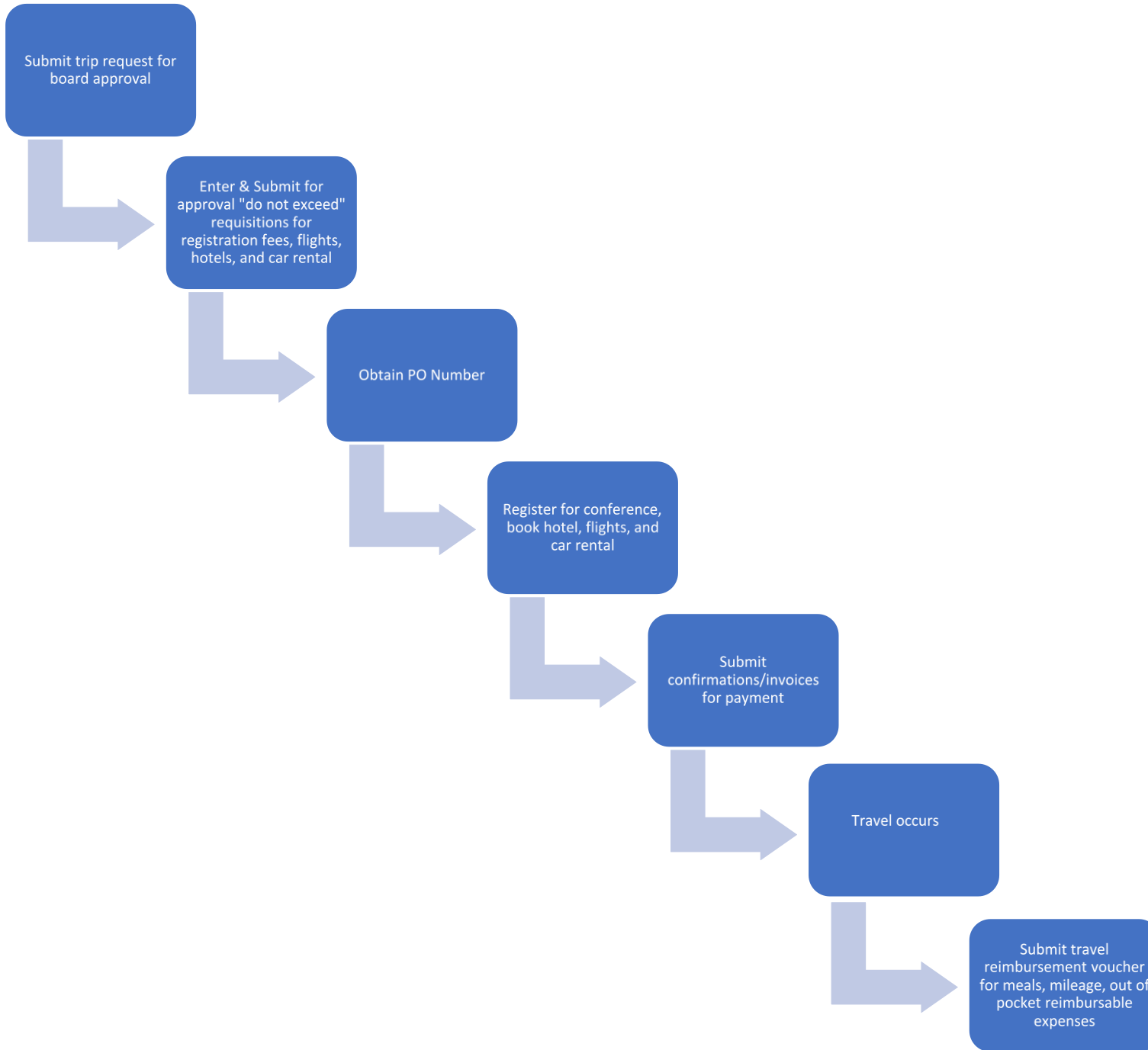
The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed.

The accounts payable documentation for travel did not contain hotel receipts to support hotel expenditures, nor did they have agendas or other proof of attendance at workshops or training sessions.

Corrective Action Plan as of January 06, 2020

The Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator will train all local school secretaries and Local School Title I Facilitators annually in travel procedures and all required documentation to ensure that a completed procurement packet is consistently accurate across the district.

- **New Travel Procedure Handout**



Travel Highlights:

-All travel (local and non-local) using federal funds must be board approved **prior to** securing the registration, hotels, airfare, etc. (Use the Travel Request Form found on the Business Office Website).

-Purchase Orders are required for registration fees, hotels, airline tickets, and rental cars. Purchase Orders should be secured **prior to** registering or booking.

-Ideally, registration fees should be paid via check with an invoice to the conference prior to the conference.

-Ideally, hotels should be paid via check prior to the conference or via check taken to with the attendee to check-in. This hopefully will avoid some tax for at least MS and FL hotels.

-One person cannot be reimbursed for all the rooms.

-Travel should be consistent across all attendees.

-Federal Programs travel and expense vouchers do not require a signature by the Asst Supt./Supt. just Federal Programs Director signature is needed. Please send them to Federal Programs Coordinator with the claim docket checklist & all the pertinent items. The Federal Programs Coordinator will review the travel reimbursement request and forward to the Federal Programs Director for her signature. The travel request form does still require all the signatures listed.

-Additional detailed travel procedures and flowcharts can be found in our Federal Programs Manual on our website.

-If you have any questions, please contact the Federal Programs Department.

In an effort to ensure that we follow state, local, and federal rules for requesting purchase orders, especially for the various components of trips, we are outlining the procedure to encumber funds for flights, registration fees, and hotels.

1. First, A Trip request must be **board approved** prior to beginning a requisition in Marathon.

2. Next, A requisition will be entered into Marathon using the terms “will not exceed” and the amount for all flights, registration fees, and hotels. Remember two quotes and the Quote Justification form will need to be submitted for each Title requisition.
 - a. If district Title funds will be utilized, then the Federal Programs Coordinator will create a requisition with the "will not exceed" amount and **the PO# will be sent to the school/department utilizing the Title funds.**

 - b. Then the school/department will send the quote justification and the two quotes to the Federal Programs Coordinator, so that we have an accurate amount for the requested need.

3. **Lastly, ONLY AFTER A PO# IS ISSUED AND DISTRUBUTED, CAN EMPLOYEES BOOK FLIGHTS, HOTELS, AND COMPLETE REGISTRATIONS. (The invoice/receipt/confirmation must have date after the PO date.)**



**Jackson County School District
Claim Docket Submission Checklist
for Travel Reimbursement**

Federal Programs Use ONLY:

File Name: _____
FPC Initials: _____ Date: _____
FGA Initials: _____ Claim Docket: _____
Claim #: _____ Amount: _____
Date uploaded in Title1Crate: _____

| Travel Reimbursements | |
|-----------------------|---------|
| Name: | School: |

- Travel & Expense Voucher with all required signatures
- Mileage and mileage verification
- Itemized Meal Expense Form and meal receipts
- Hotel receipt showing a zero balance
- Airfare receipts Confirmation #: _____
- Rental Car/Taxi/Shuttle/Other transportation receipt
- Parking fees
- Other receipts incurred on trip that were School Board Approved
- Travel Request Form with School Board Approved stamp
- Agenda from the conference, workshop, or training
- PO# if applicable: _____

Notes:

****CAN THIS TRAVEL BE CLOSED?** YES NO

*****PLEASE SCAN ALL DOCUMENTS TO THE FEDERAL PROGRAMS
COORDINATOR AND THE FEDERAL GRANT ACCOUNTANT*****

Revised 7/5/2023

General Purchase Requirements

Section H-5

Federal Cost Principles (Part 200.403-200.405)

Jackson County School District Policy DFC

Federal Aid To School Districts

Issue Date: 5-18-98

Revised: 12-8-14

"The following procedures shall be employed when administering federal programs:

* 6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.

* 13. The District will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, aligned with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law."

Jackson County School District assigns the responsibility of determining expense allowability, reasonableness, and allocability to the Federal Programs Director. The Federal Programs Director conducts this analysis when reviewing project applications each year and also when approving purchase requisitions that contain Federal Program funding sources. In addition, the Federal Grant Accountant reviews purchase requisitions to make sure the purchase is in the approved project application plan.

Contractor Oversight

Section H-6

Competition (Part 200.319)

The Jackson County School District (JCSD) conducts its procurement transactions in a manner providing full and open competition. The JCSD: district does not:

- place unreasonable requirements on firms in order for them to qualify to do business;
- require unnecessary experience and excessive bonding;
- noncompetitive pricing practices between firms or between affiliated companies;
- noncompetitive contracts to consultants that are on retainer contracts;
- organizational conflicts of interest;
- specifying only a brand name product.

Methods of Procurement to be Followed (Part 200.320)

Jackson County School District Policy DJEA

Purchasing Authority

ISSUE DATE: 12-10-2007 REVISED: 02-14-2022

GENERAL AUTHORITY

All agencies and governing authorities shall purchase their commodities and printing; contract for fire insurance, automobile insurance, casualty insurance (other than workers' compensation) and liability insurance; contract for garbage collection or disposal; contract for sewage collection or disposal; and contract for public construction as provided by law. Section 31-7-13 (For purchase of commodities, see Section 31-7-12.)

A. \$5,000.00 or Less purchases which do not involve an expenditure of more than Five Thousand Dollars \$5,000.00, exclusive of freight or shipping charges, may be made without advertising or otherwise requesting competitive bids. Provided, however, that nothing contained in this paragraph shall be construed to prohibit any agency or governing authority from establishing procedures which require competitive bids on purchases of Five Thousand Dollars (\$5,000.00) or less. Section 31-7-13 (a)

B. Purchases Over \$5,000.00 but Not Over \$50,000.00 See Section 31-7-13 (b)

C. Purchases Over \$50,000.00 See Section 31-7-13(c)

D. Lowest and Best Bid Decision Procedure See Section 31-7-13 (d) The results of all competitive bid openings shall be tabulated and presented to the school board at its next regular or special meeting.

E. All federal purchases of goods (commodities) between \$5,001 to \$50,000 and services between \$10,001 to \$250,000 must have two (2) price quotes from qualified sources. Any federal services over \$250,000 will need to follow the competitive bidding process outlined in the Uniform Administrative Requirement (2 CFR 200.320(c)-(d))

F. Federal purchases cannot be done through sole source providers unless:

- Emergency not permitting delay
- Awarding agency expressly authorizes noncompetitive proposals
- After solicitation of number of sources, competition is determined inadequate (must document vendors contacted and result)

Section H-7

Monitor Work of Contractors (Part 200.318)

The school or department that makes a purchase request using federal funds is responsible for confirming that the contractor performs in accordance with the terms, conditions, and specifications of their contracts or purchase orders. The school or department confirms the performance by signing an invoice or receiving document given to it by the contractor. This signed invoice or receiving document is one of several items that make up the procurement file before the contractor is paid.

Section H-8

Contractors Fail to Perform

In the event a contractor fails to perform according to the purchase order or contract, the Jackson County School District (JCSD) will seek one of several remedies:

- a. Cancel purchase order or contract in its entirety;
- b. Modify purchase or contract to reduce charges consistent with performance received;
- c. Delay performance until a further date, however, payment will not be made until performance is completed;
- d. File performance claim on contractor's performance bond; or
- e. Take legal action to insure performance by contractor

Section H-9

Conflict of Interest (Part 200.318)

No employee, officer or agent of the Jackson County School District (JCSD) shall participate in selection or in the award or administration of a contract supported by Federal Program funds if a conflict of interest, real or apparent, would be involved.

Conflicts of interest arise when one of the following has a financial or other interest in the firm selected for the award:

- a. The employee, officer or agent;
- b. Any member of his immediate family;
- c. His or her partner;
- d. An organization which employs or is about to employ one of the above.

The JCSD employees, officers or agents shall neither solicit nor accept gratuities, favors, or anything of material monetary value from contractors, potential contractors, or parties to sub-agreements.

Procurement Files

Section H-10

The Federal Programs Coordinator and/or the Federal Grants Accountant submits the procurement package to the Business Office. A copy of the complete procurement package will be kept in the Federal Programs Department. The procurement package includes the signed invoice, packing slips or delivery receipts if applicable, purchase order and purchase requisition. If the purchase requires quotes or contracts, they must be attached to the procurement package. Once received into the Business Office, the responsibility for the procurement package shifts to the Accounts Payable personnel. The procurement package is keyed, reviewed, and filed into file cabinets by month in claim number order. The procurement package is housed at the business office in file cabinets until the external audit is completed for the fiscal year. The business office entrance is secured by Access Control System. Visitors are screened before access is allowed to the building, unless they have an approved badge. The Business Office is not left unattended during Business Office hours and when the office is closed the doors are securely locked and the alarm system is activated. Once the audit is complete, the procurement package is boxed, labeled and sent to a secure off-site location for storage.

Suspension and Debarment

Section H-11

The Jackson County School District (JCSD) maintains a SAM.GOV account for purchases of \$25,000 and over to verify it does not contract with parties that have been suspended or debarred. All vendors awarded contracts are checked against the SAM.GOV database.

I. INDIRECT COST

Section I-1

The Mississippi Department of Education (MDE) calculates the district indirect cost rate for the Jackson County School District (JCSD) each fiscal year based on the U.S. Department of Education requirements. These rates are posted on the MDE website. When preparing grant applications, the district indirect cost amount must not exceed the percentage allowed in the state's calculation. If the JCSD decides to apply an indirect cost rate the Federal Programs Director must work with the Business Manager for the calculation of the indirect cost dollar amount.

If indirect costs are included in the project application, then at the conclusion of the fiscal year the Business Manager will apply the indirect cost rate provided by MDE against the district's expenses it considers indirect according to the guidance of determining what is indirect costs per Part 200.414. This indirect cost is applied uniformly across the district's federally funded programs if the grant award permits it.

Section I-2

After the Business Manager calculates the indirect costs and performs a journal entry to recognize the indirect costs against Federal Program funds, the Federal Grant Accountant will review the individual expense line items to ensure that no double charges exist against the Federal Program funds.

In the event that excess indirect costs are identified, the Federal Grant Accountant and the Business Manager will work together to correct the journal entry prior to request for reimbursement against the grant for the indirect expenses.

The above process is only completed if indirect costs are included in the project application.

BUDGET AND BUDGET REVISIONS (EDGAR 200.403-408):

Who is responsible for the budget/revision?

Federal Program Director/Federal Grant Accountant

When is the budget/revision prepared?

Once the comprehensive needs assessment has been submitted

Who must approve the budget/revision (including journal entries)?

Business Manager

Where is the approved budget/revision filed in MCAPS?

Inside of the related documents section of each title program.

Who is responsible for line-item transfers and transfers between major budget categories?

Federal Programs Director and Business Manager

What are the procedures for Federal programs budget changes or revisions?

See revision IN Section J-1 below

What are the procedures for allow ability of cost?

See Section A below

J. BUDGETING AND ACTIVITIES

Budgets Preparations

Section J-1

Jackson County School Policy DFC

FEDERAL AID TO SCHOOL DISTRICTS

DATE: 5-18-98 Revised: 12-8-14

The Jackson County School Board strives to provide the best educational opportunities possible for the children in the district by seeking as many sources of revenue as possible to supplement the funds provided by local taxation and the basic aid program offered by the state.

Therefore, JCSD shall participate in federal financial assistance programs which provide direct educational and auxiliary services or opportunities to students enrolled in the school. The following procedures shall be employed when administering federal programs:

1. Federal funds will not be used for partisan political activity of any kind by any person or organization involved in the administration of federal-assisted programs. Prohibited expenditures shall include but not limited to the purchase of partisan political materials, contributions to any candidate for public office, and use of school property, equipment or employees in support of a candidate(s).
2. No person shall, on the grounds of race, sex, color, national origin, age, religion or disability, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or in part, by federal funds.
3. The local school district may use federal funds so restricted (i.e. - Title I, Title VII, etc.) only to supplement and to the extent practical, increase the level of nonfederal funds that would, in the absence of federal funds, be made available for the education of pupils participating. In order to assure equitable distribution of funds, the school district will not use federal funds so restricted to provide services to students that the district is required to furnish.
4. A school district management system will require that federal draws be made to minimize the time elapsed between the transfer of funds from the State Department of Education and the disbursement of funds by the local school district.
5. The school district will observe all applicable state and federal laws and guidelines regarding receipts, expenditures, accounting and reports for materials and equipment received from federal funds.
6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.
7. The combined fiscal effort per student or the aggregate expenditures of the district from state and local funds for free public education for the school year will be at least ninety (90) percent of the combined fiscal effort per student or aggregate expenditures for the preceding year, unless specifically waived by the state.

8. Title I, P.L. 94-142, P.L. 99-457, and P.L. 89-313 funds will be used to provide programs which, taken as a whole, are at least comparable to services being provided in areas not receiving Title I funds.

9. The Title I project will be based on an annual assessment of educational needs.

10. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs.

11. JCSD will enter all approved Mississippi Department of Education (MDE) Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE.

12. JCSD will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, aligned with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law.

13. JCSD will adhere to all guidelines prescribed in Office of Management and Budget (OMB) Circular A-87, Appendix B.8.h regarding compensation for personal services which states, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

Legal Reference: Mississippi Code Section 37-7-301

References: Improving America's School Act; P.L. 94-142, P.L. 99-457, P.L. 89- 313;

Accreditation Requirements of the State Board of Education, Bulletin 171, (1997) OMB

Circular A-87, Federal Administration section of 34 CFR 80.20(b)(4) and 80.30; OMB

Circular A-87, Appendix B.8.h

Budget preparation, approval and revision procedures

Preparation and Approval

1. The Federal Programs Director will base the budget on the needs identified on the Comprehensive Needs Assessment (CNA). The CNA information will be based on academic achievement for all students in the school particularly the needs of those students who are failing, or at risk of failing, to meet the challenging state academic standards. This plan must be developed over a one-year period.

2. The Vision team which consists of parents, Teachers Assistants, Teachers, Representatives from each Education Department, & Principals from each campus meet and use the data from the CNA.

3. The Federal Programs Director prepares the budget and it's reviewed with Title 1 School Principals, Curriculum Director, Business Manager, and Superintendent.

4. Notify the public of the Funding Year Plan and submit for JCSD School Board approval.

5. Submit to Mississippi Department of Education (MDE) for approval.

Revision

1. Federal Programs Director/Federal Grant Accountant will meet with schools who need revision and have a justification for that revision.
2. Federal Programs Director/Federal Grant Accountant reviews the plan to see if the plan needs to be adjusted
3. If adjustments are necessary the Federal Programs Director/Federal Grant Accountant then makes the revision in Mississippi Grant Informational System.
4. Federal Programs Director/Federal Grant Accountant submits it for approval to the Business Manager.
5. After approval from the Business Manager, it then gets submitted to the Mississippi Department of Education (MDE).
6. After approval from MDE, it then gets submitted to the Superintendent for approval.

Section J-2

The Building Principals will submit a Budget Narrative Form to the Federal Programs Director. In the narrative, they will explain their annual education needs assessment. If the Federal Programs Director approves the need then it is input in Mississippi Grant Information System.

Section II-E FY24 **Title I**, Budget Narrative

FY24 Title I Plan School-wide BUDGET NARRATIVE

District: Jackson County School District School: _____

Indicate the use of funds.

The following categories should be used: Supplies, Travel, Contractual, Salaries/Benefits, Administration, Equipment, and Others. Use the description column to detail the computations used to arrive at the total amount indicated for each category. This information should include a detailed description of the costs and a clear, concise description of the computations used to arrive at the total amounts indicated. A sample budget is provided on the previous page. *Expenditures should reflect cost district-wide (to include Central Office and all schools).*

| CATEGORY | AMOUNT | DESCRIPTION |
|--|-----------|-------------|
| SALARIES / BENEFITS (100-199) / (200-299) | | |
| Purchased Professional and Technical Services (300-399) | | |
| Purchased Property Services (400-499) | | |
| Other Purchased Services (500-599) | | |
| SUPPLIES – Supplies (600-699) | | |
| EQUIPMENT – Property (700-799) | | |
| Other Objects (800-899) | | |
| Other Use of Funds (900-999) | | |
| TOTAL | \$ | |

Principal Signature: _____ Special Education Director Signature: _____

Curriculum Director Signature: _____ Technology Director Signature: _____

Assistant Superintendent of Curriculum & Instruction Signature: _____

Federal Programs Director Signature: _____

TITLE/ SIG BUDGET NARRATIVE FLOW CHART

STEP 1: Federal programs will disseminate the allocations.

STEP 2: Meet with your School Leadership Team to develop your Title/SIG plan.

STEP 3: Meet with the Special Education, Technology, & Curriculum Directors to discuss the projected plan and obtain their signatures.

*STEP 4: The Federal Programs Director/Federal Grant Accountant/Federal Programs Coordinator will schedule a meeting for final review and MCAPS submission.
(Please be prepared to finalize your plan)*

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Section J-3

The Curriculum Director will oversee the instructional programs that are being implemented at the school level based on their school assessments of educational needs. Also, the Federal Programs Director will meet with each Principal/Director to evaluate the programs and activities that are being implemented based off their Comprehensive Needs Assessment. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs. Each school year the Federal Programs Director sends out a parent survey to be completed online.

| |
|---|
| Findings |
| Compliance Indicator J-3: The LEA/Subgrantee has board policy and/or procedures to ensure that every effort is made to coordinate efforts and implement activities across programs featuring similar goals, objectives or action steps. |
| The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed. |
| Corrective Action Plan as of January 06, 2020 |
| During Principal Meetings where the Curriculum Director , FP Director, and all principals are present to discuss all instructional activities ; additionally, individual meetings will be held with principals to discuss supple mental activities in the school LEA plan |

JCSD Resources: Plan for 2023-2024 for Software (Revised 7/27/23)

| Resource | Purpose | District | Other | District | Other Funding | District | Other | Funding Source |
|--|--|--------------|--------------|--------------|-----------------|------------|--------------|--|
| Canvas Learning Management / Instructure | Online subscription to a website that provides a mechanism for housing and otherwise managing curriculum. (K-12) | \$ 77,880.00 | \$- | \$- | \$ 77,880.00 | | \$94,710.00 | ESSER III |
| CorelDraw | Design software for fabrication | \$ 1,500.00 | \$- | \$- | \$ 1,500.00 | | \$1,979.14 | ESSER III |
| Discovery Ed | Instructional Videos (K-12) | \$- | \$- | \$- | \$ 52,136.00 | | \$26,068.00 | ESSER III |
| Edgenuity - Sept renewal | Online courses for - 12th grades (Yearly | \$- | \$ 36,460.00 | \$- | \$ 36,460.00 | \$750.00 | \$42,000.00 | ESSER III |
| Edmentum - July | Adaptive Intervention | \$- | \$ 18,466.00 | \$- | \$ 18,466.00 | | \$15,966.00 | ESSER III |
| Flocabulary/ | Flocabulary: Online | \$- | \$ 75,395.55 | \$- | \$ 75,395.55 | | \$73,582.00 | ESSER III |
| Gizmos | Online math and science simulation program | | | | \$ 42,627.85 | | \$42,627.86 | ESSER III |
| Imagine Math/ | Adaptive Intervention | \$- | \$ 26,400.00 | \$- | \$ 33,000.00 | \$- | \$- | MDE |
| Instructure - | Online testing tool used | \$- | \$ 57,655.89 | \$- | \$ 136,826.11 | | \$121,249.21 | ESSER III |
| Kesler Science | Supplemental science | \$ 11,718.00 | | \$ 11,718.00 | | | \$13,230.00 | ESSER III |
| KUTA Math | Math Assessment and | \$ 6,092.00 | \$- | \$- | \$- | \$- | \$- | Paid for in District |
| Lexia Learning | Online intervention for | \$- | \$ 16,250.00 | \$- | \$ 16,250.00 | | \$16,500.00 | ESSER III |
| MackinVIA- | Online e-book | \$- | \$ 7,250.00 | \$- | \$ 7,250.00 | | \$5,000.00 | ESSER III |
| MyOn | Online e-book | \$- | \$116,699.65 | \$- | \$- | | \$60,449.76 | District |
| Problem Attic | Online platform with | \$ 11,635.00 | \$- | \$ 11,635.00 | \$- | | \$11,635.00 | ESSER III |
| Ready Teacher | Blended learning | | | | | | | |
| Ready Math | Blended learning for | \$- | \$449,251.65 | \$- | \$ 449,251.65 | | \$74,629.57 | ESSER III |
| iReady | Formative assessment | \$ 5,400.00 | \$- | \$- | \$ 5,400.00 | | \$6,850.00 | ESSER III |
| Reflex Math | Math supplemental online | \$- | \$ 17,930.00 | \$- | \$ 47,820.15 | | \$20,758.50 | ESSER III |
| Renaissance | Reading comprehension | \$ - | \$- | \$ 34,851.68 | \$- | | \$45,005.90 | District |
| School Status | Data dashboard, teacher | \$- | \$ 49,500.00 | \$- | \$ 49,500.00 | | \$102,997.40 | ESSER III |
| Turn-It- | Turn It In reveals content | \$ 24,235.00 | \$- | \$ 24,235.00 | \$- | \$8,731.80 | | District |
| USA Test Prep | Online instructional | \$- | \$ 21,547.50 | \$- | \$ 21,547.50 | | \$32,505.00 | ESSER III |
| | | \$141,779.17 | \$942,786.24 | \$ 82,439.68 | \$ 1,124,609.98 | | \$807,743.34 | |
| | 2020-2021 Total: | \$ | 1,084,565.41 | \$ | 1,207,049.66 | | | |
| | | | | | \$2,249,219.96 | | | 2 year amount |
| | | | | | \$ 2,426,291.88 | | | per MCAPS ESSER III as of April 2022 |
| | | | | | \$ 1,301,681.90 | | | Difference |
| | | | | | -\$807,743.34 | | | |
| | | | | | \$493,938.60 | | | Software Balance as of July 2023 |

Section J-4

Federal funded expenditures are supplemental to schools' budgets. Federal funds are only used to supplement and, to the extent practical, increase the level of funds that would, in the absence of federal funds, be made available from non-federal sources for the education of students participating in federal programs. Title I funds are not used to take the place (supplant) of local, state, or other federal funding and are not provided to participating Title I children when the same services are provided to non-Title I children with non-federal funds.

The programs/activities provide supplemental services to programs that are required by federal, state, and local law. Federal funds do not support programs that were paid with state or local funds unless there has been evidence of precipitous decline. The Federal Programs Director approves all expenditures to ensure supplanting is not taking place.

Section J-5

Revision

1. Federal Programs Director/Federal Grant Accountant will meet with schools who need revision and have a justification for that revision.
2. Federal Programs Director/Federal Grant Accountant reviews the plan to see if the plan needs to be adjusted.
3. If adjustments are necessary the Federal Programs Director/Federal Grant Accountant then makes the revision in Mississippi Grant Information System.
4. Federal Programs Director/Federal Grant Accountant submits it for approval to the Business Manager.
5. After approval from the Business Manager, it then gets submitted to the Mississippi Department of Education (MDE).
6. After approval from MDE, it then gets submitted to the Superintendent for approval.

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| Findings |
| Compliance Indicator J-5: The LEA/Subgrantee has board policy and/or procedures that outline the process that will be followed to amend an approved application. |
| The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed. |
| Corrective Action Plan as of January 06, 2020 |
| The Federal Programs Director and/or Federal Programs Grant Accountant will hold a meeting with all schools to discuss revision s of all Title budgets. Monthly Snapshots are given to school to aid in determining their short falls or overages. |

Cost Effectiveness and Sustainability

Section J-6 - J-7

Jackson County School District (JCSD) will be implementing strategies to address school needs, including a description of how such strategies will provide opportunities for all children, including each of the subgroups of students to meet the challenging State academic standards, use methods and instructional strategies that strengthen the academic program in the school, increase the amount and quality of learning time, and help provide an enriched and accelerated curriculum. This may include programs, activities, and courses necessary to provide a well-rounded education; and address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

Findings

Compliance Indicator J-6: The LEA/Subgrantee has board policy and/or procedures that evaluate the relative value received from different types of expenditures made using program funds.

The LEA failed to provide a written policy and/or procedure that evaluate the relative value received from different types of expenditures made using program funds.

Corrective Action Plan as of January 06, 2020

The Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator will train all local school secretaries and Local School Title I Facilitators annually on how to complete the JCSD Quote Justification form and all required documentation to ensure that a completed procurement packet is consistently accurate across the district.

The Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator will train all local school secretaries and Local School Title I Facilitators annually on how to complete the JCSD Claim Docket Submission Checklist form and all required documentation to ensure that a completed procurement packet is consistently accurate across the district.

- **JCSD Quote Justification Form**
- **JCSD Claim Docket Submission Checklist Form**



**Jackson County School District Federal Procurement
TITLE/SIG Quote Justification Form**

If the purchase is \$25,000 or more you will need to request the SAM.GOV vendor information from the Federal Programs Office

Vendor Name: _____ Expiration Date: _____

(Check one selection below and make sure to attach purchase explanation)

Is this purchase price considered to be reasonable based on:

Research Experience Purchase history Other information (Attach explanation)

Is this purchase in the Title/SIG school/department plan? YES NO

Is this purchase an allowable Title/SIG expense? *See Federal Programs manual* YES NO

Have you compared this purchase with similar products or services to obtain the best price?
(Two comparable quotes are required) YES NO

| 1st Quote | 2nd Comparable Quote |
|---|----------------------------|
| Vendor Name: _____ | Vendor Name: _____ |
| Total Amount Quoted: _____ | Total Amount Quoted: _____ |
| If contract, date of school board approval and dates of contract: _____ | |

Notes: _____

| Funding source codes and cost | |
|-------------------------------|---------------|
| Funding source code: _____ | Amount: _____ |
| Funding source code: _____ | Amount: _____ |
| Funding source code: _____ | Amount: _____ |

| Purchase Justification |
|---|
| <p>1. Please provide specific language from your Title/SIG plan on the justification for this purchase:</p> |
| <p>2. If this purchase is for PD training, please explain how this training will be utilized and what funds were used in the past for this purchase:</p> |

| | | |
|--|------------|-------|
| Principal/Asst. Sup/Director's Printed Name: | Signature: | Date: |
| | | |
| Federal Programs Director's Printed Name: | Signature: | Date: |
| | | |

Revised 7/5/2023



**Jackson County School District
Claim Docket Submission Checklist
for Goods and Services**

Federal Programs Use ONLY:

File Name: _____
FPC Initials: _____ Date: _____
FGA Initials: _____
Claim Docket: _____
Claim #: _____
Uploaded in Title1Crate: _____

Purchase Order Payment

Please submit the following documents IN ORDER outlined below:

- Signed invoice
- Emailed the Purchasing Agent
- Uploaded invoice in Marathon
- Emailed the Federal Programs Office
- PO # _____
- Last approved requisition
- School Board approved trip request form with board approved stamp date, if applicable
- Quote Justification Form, two comparable quotes, or sealed bids with tabulation sheet
- School Board approved contract and/or product information, if applicable
- Evidence of receipt of goods or services (packing slips or email if there is not a packing slips)
- Purchase explanation attached, if applicable
- SAM.GOV information attached for purchases \$25,000 & over
- Asset Number Request Form uploaded in Marathon (**Fixed Asset Purchases only**)

If a Professional Development purchase, please describe the timeline of implementation of knowledge gained from the professional development opportunity:

****CAN THIS PO BE CLOSED?** YES NO

*****PLEASE SCAN ALL DOCUMENTS TO THE FEDERAL PROGRAMS
COORDINATOR AND THE FEDERAL GRANT ACCOUNTANT*****

Revised 7/5/2023

Findings

Compliance Indicator J-7: The LEA/Subgrantee has board policy and/or procedures that provides a process for factoring the sustainability of the program activities into decisions regarding the use of the program funds.

The LEA failed to provide a written policy and/or procedure that provides a process for factoring the sustainability of the program activities into decisions regarding the use of the program funds.

Corrective Action Plan as of January 06, 2020

- Annual CNA provides valuable information to determine a programs sustainability. The Federal Programs Director will share results from the Annual CNA with the vision team.
- The Annual Report Card will also be shared at the vision team meeting by the Curriculum Director.
- The LEA conducts an annual curriculum questionnaire that prompts feedback from all teachers and administrators concerning the effectiveness and fiscal feasibility of program activities. These results are compiled as a program needs assessment, which drives budget development each year. This process is directly overseen by the Curriculum Director.

K. ALLOCATIONS

Sub-Award Applications

Section K-1

Jackson County School District (JCSD) will follow the guidelines set by the Federal, State, & Local funds by the following:

1. Counselors will submit the Average Daily Attendance (ADA) enrollments to their Building Principal.
2. The Building Principal will submit the ADA enrollment to the Assistant Superintendent of their attendance center.
3. Assistant Superintendents will evaluate the student/teacher ratio and other needs based on the ADA enrollments to determine how many teacher units they need. Once the determinations are made they will submit it to the Federal Programs Director and Business Manager. The Federal Programs Director will review their request and determine the federal funds supplement used in state and local funds. The Business Manager will review/approve all other non-personnel/student supply needs.
4. The Superintendent will then review and submit the final determination to the School Board for approval.

TITLE 1 WITHIN – DISTRICT ALLOCATIONS

Section K-2

Determining School Allocations

Jackson County School District (JCSD) must determine which school attendance areas are eligible to participate in Title I Part A. The ranking is based on the percentage (not the number) of low-income children in each school based on the March free/reduced lunch count.

- Percent poverty for each school is typically determined by comparing the number of children attending each school Average Daily membership (ADM) with the number of low-income children for the same school (i.e., those eligible for free or reduced-price lunch based on household applications). Children included in the counts must be the total number of students in the school based on the school grade span designation (e.g., K-5, PK-5, 9-12, etc.).
- Districts may choose to use Direct Certification data for all schools or just for the schools that will participate in the Community Eligibility Provision (CEP).
- Schools are to be rank ordered from high to low.

JCSD must reserve the amounts generated by private school children from low-income families who reside in participating public school attendance areas to provide services to eligible private school children.

All schools above 75% must be served (i.e., provided with an allotment) unless comparable services can be demonstrated or all schools in the district are above 75%. This must happen prior to serving any schools below 75% poverty. Once the schools above 75% are served, the district may serve any other schools in rank order down to those at or above 35% poverty. When deciding which schools to serve under 75%, JCSD has the option to:

- (1) continue serving schools in the district-wide ranking; or
- (2) serve schools in rank order by grade span groupings (e.g., K-5, K-8, etc.). Schools must not be skipped within the rank order method selected by JCSD.

School Allocations

Once JCSD decides which schools to serve, a minimum allocation is determined for each school. The minimum allocation calculated by allotting the minimum Per Pupil Allocation (PPA) for every low-income student enrolled in the school. Typically, not all schools who qualify for Title I funding are served, which means the amount allocated to the schools will be greater than the minimum required allocation.

School Wide Programs

School Wide Program (SWP) are outlined in Section 1114 of ESSA. This model allows the most flexibility in the use of Title I funds. In order to operate a SWP, the school must be at least 40% poverty and must have a SWP that addresses the required SWP components.

1. **Opportunities for all children** – SWP must include a description of the strategies that the school will be implementing to address school needs, including a description of how such strategies will provide opportunities for all children to meet the challenging state academic standards. Particular focus should be given to the subgroups of students viewed for accountability purposes: economically disadvantaged, students from major racial and ethnic groups, children with disabilities, and EL's.

2. **Strong, well-rounded program** – The SWP must use methods and instructional strategies that strengthen the academic program in the school, increase the amount and quality of learning time, and help provide an enriched and accelerated curriculum, which may include programs, activities, and courses necessary to provide a “well-rounded education.”

3. **Allowable activities** – The SWP must address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging state academic standards, through activities that may include:

Counseling, school-based mental programs, specialized instructional support services, mentoring services, and other strategies to improve students' skills outside the academic subject areas;

Preparation for and awareness of opportunities for postsecondary education and the workforce, which may include career and technical education programs and broadening secondary school students' access to coursework to earn postsecondary credit while still in high school (such as AP, IB, dual, or concurrent enrollment, or early college high schools);

Implementation of a schoolwide tiered model to prevent and address behavior problems, and early intervening services, coordinated with similar activities and services carried out under IDEA.

Providing professional development and other activities to teachers, paraprofessionals, and other school personnel to improve instruction and use of data from academic assessments, and to recruit and retain effective teachers, particularly in high-need subjects; and

Strategies to assist preschool children in the transition from early childhood education programs such as Head Start, the literacy program under Title II, or state-run preschool programs to elementary school programs.

In addition to a description of these program components, it is essential that the SWP plan identify every specific federal, state, or local program that is consolidated in the SWP. Because the SWP enjoys flexibility for those programs combined in the SWP, the plan must clearly identify each program that is combined so that auditors or program reviewers have no questions about the extent of this flexibility. The importance of this list of consolidated programs cannot be overstated.

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| Findings |
| Compliance Indicator K-2: The LEA has policy and/or procedures for determining site level allocations using Title I funds. |
| The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed. |
| Corrective Action Plan as of January 06, 2020 |
| <ul style="list-style-type: none"> We have individual meetings with Title Schools to discuss financial needs for supplemental instructional activities. An agenda is pre-set, and meeting notes are included. Additional topics for discussion may be added as needed. E resides in Jackson County School District. |

L. MAINTENANCE OF EFFORT (MOE)

MOE Calculation/Review Process

Section L

Maintenance of Effort Procedures

Maintenance of effort (MOE) is a fiscal calculation for two consecutive years to demonstrate that school district expenditures from State and local funds meet or exceed the required amount necessary for Title I funding. The procedure ensures that Title I, Part A (federal) funds are used by the district to provide educational services that are additional to the regular services provided through Local and State funds.

Monitoring Process

The district will monitor district and federal expenditures by location to ensure maintenance of effort is met. The Business Manager, Assistant Superintendent, Superintendent, Federal Grant Accountant, and Federal Programs Director will review budgets bi-annually.

Expenditures

The Mississippi Department of Education considers the district's state and local fund expenditures including those for administration, instruction, attendance and health services, pupil transportation services, operation and maintenance of facilities, fixed charges, food service and pupil services. Expenditures to be excluded expenditures for community services, capital outlay, debt service or supplemental expenses made because of a presidentially declared disaster are not to be included in the determination. Any expenditure made from funds provided by the Federal government is to be excluded.

Fiscal requirements

Four fiscal requirements related to the expenditure of regular State and Local funds must be met by the district. The district must:

1. Maintain State and local effort;
2. Provide services in project areas with State and local funds that are at least comparable to services provided in areas not receiving Part A services; and
3. Use Part A funds to supplement, not supplant regular non-Federal funds.
4. Monitor district and federal expenditures by location to ensure maintenance of effort is met. The Business Manager will review budgets throughout the year.

Failure to Meet the Requirement

If a district fails to meet the MOE requirement, Mississippi Department of Education (MDE) must reduce the amount of funds allocated under the programs covered by the MOE requirement. In any fiscal year in the exact proportion by which the district fails to maintain effort by falling below 90 percent of either the combined fiscal effort per student or aggregate expenditures through which method is most favorable to the district.

Waiver

MDE may waive the MOE requirement in the cases of exceptional or uncontrollable circumstances such as a natural disaster; or a precipitous decline in the financial resources of the district.

Waiver Process:

1. MDE will contact the district if MOE is not met.
2. The district will notify MDE if they want to request a waiver.
3. MDE will request waivers on behalf of the district
4. MDE will notify the district of the status of the waiver.

| Findings |
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| <p>Compliance Indicator L-1: The LEA has board policy and/or procedures in place to demonstrate:</p> <ul style="list-style-type: none">• the calculation of MOE• process if it fails to meet the MOE requirements• the monitoring process used during the fiscal year to ensure it meets the MOE requirements for expenditures levels. <p>The LEA provided a written policy and/or procedure; however, the LEA failed to produce source documentation that could substantiate the policy and/or procedure is being followed.</p> |

Corrective Action Plan as of January 06, 2020

- The calculation of MOE is to be done every year during the budgeting process by the Business Office.
- In the spring of the fiscal year, the Business Office and Federal Programs work together to estimate if MOE is on track to be met at the end of the year.
- If it is not on track due to unexpected changes in personnel or other items, then an amendment to the plan is made to accommodate MOE by year end.

M. COMPARABILITY

Comparability Calculations

Section M-1 – M-2

Title I Comparability – Equivalency of Staff, Resources and Supplies

To meet the comparability requirements contained in Title I Assurances, it shall be the policy of the Jackson County School District (JCSD) to adhere to the following as noted in JCSD Policy DFC #8 (See Below):

1. Maintain equivalency among schools in the allocation of teachers, administrators, and auxiliary personnel.
2. Maintain equivalency among schools in the provision of curriculum materials and instructional supplies.
3. Maintain a district-wide salary schedule.
4. Allocate all resources to schools on an equitable basis based upon the projected student enrollment for the ensuing school year, the grade level of the school, the unique needs of the specific school community and the instructional program to be served. The superintendent or his or her designee shall develop procedures for compliance with this policy and shall maintain records that are updated biennially documenting the district's compliance with this policy.

JCSD Policy DFC

FEDERAL AID TO SCHOOL DISTRICTS

ISSUE DATE: 5-18-98 Revised: 12-8-14

The Jackson County School Board strives to provide the best educational opportunities possible for the children in the district by seeking as many sources of revenue as possible to supplement the funds provided by local taxation and the basic aid program offered by the state.

Therefore, the district shall participate in federal financial assistance programs which provide direct educational and auxiliary services or opportunities to students enrolled in the school. The following procedures shall be employed when administering federal programs:

1. Federal funds will not be used for partisan political activity of any kind by any person or organization involved in the administration of federal-assisted programs. Prohibited expenditures shall include but not limited to the purchase of partisan political materials, contributions to any candidate for public office, and use of school property, equipment or employees in support of a candidate(s).
2. No person shall, on the grounds of race, sex, color, national origin, age, religion or disability, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or in part, by federal funds.
3. The local school district may use federal funds so restricted (i.e. - Title I, Title VII, etc.) only to supplement and to the extent practical, increase the level of nonfederal funds that would, in the absence of federal funds, be made available for the education of pupils participating. In order to assure equitable distribution of funds, the school district will not use federal funds so restricted to provide services to students that the district is required to furnish.
4. A school district management system will require that federal draws be made to minimize the time elapsed between the transfer of funds from the State Department of Education and the disbursement of funds by the local school district.
5. The school district will observe all applicable state and federal laws and guidelines regarding receipts, expenditures, accounting and reports for materials and equipment received from federal funds.
6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.
7. The combined fiscal effort per student or the aggregate expenditures of the district from state and local funds for free public education for the school year will be at least ninety (90) percent of the combined fiscal effort per student or aggregate expenditures for the preceding year, unless specifically waived by the state.
8. Title I, P.L. 94-142, P.L. 99-457, and P.L. 89-313 funds will be used to provide programs which, taken as a whole, are at least comparable to services being provided in areas not receiving Title I funds.
9. The Title I project will be based on an annual assessment of educational needs.
10. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs.
11. The District will enter all approved MDE Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE.

12. The District will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, aligned with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law.

13. The District will adhere to all guidelines prescribed in OMB Circular A-87, Appendix B.8.h regarding compensation for personal services which states, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

Legal Reference: Mississippi Code Section 37-7-301 References: Improving America's School Act; P.L. 94-142, P.L. 99-457, P.L. 89313; Accreditation Requirements of the State Board of Education, Bulletin 171, (1997) OMB Circular A-87, Federal Administration section of 34 CFR 80.20(b)(4) and 80.30; OMB Circular A-87, Appendix B.8.h

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| Findings |
| Compliance Indicator M-2: The LEA has a board policy and/or Procedures in place to monitor comparability throughout the school year. |
| The LEA failed to provide a written policy and/or procedure to monitor comparability throughout the school year. |
| Corrective Action Plan as of January 06, 2020 |
| <ul style="list-style-type: none"> An agenda from discussions with the Asst Superintendents & Superintendent to discuss teacher unit allocations will be provided to the Federal Program Director. The agenda will include meeting notes which show comparability in teacher allocations among all Title I schools. |

Procedures

Demonstrating comparability is a prerequisite for receiving Title I, Part A funds. Because Part A allocations are made annually, comparability is an annual requirement. JCSD will develop written procedures for complying with the comparability of services requirement and implement those procedures annually. The comparability report is submitted annually to the Mississippi Department of Education (MDE) Office of Federal Programs. The comparability requirement does not apply if the JCSD has only one building in each grade span. JCSD may also exclude schools with one hundred or fewer students from its comparability determinations. The certifying official must be a district administrator whose salary is not paid by Title I.

1. Comparability Compliance: It is the responsibility of the JCSD Office of Federal Programs to ensure that JCSD remains in compliance with the comparability requirement set forth in ESEA Section 1120A(c). To be eligible to receive Title I funds, JCSD must use state and local funds to provide services in Title I schools that are at least comparable to services provided in non-Title I schools. If JCSD serves all of its schools with Title I funds within a particular grade span, JCSD must use state and local funds to provide services that are substantially comparable in each school.

2. Deadlines: JCSD shall perform the comparability calculations annually. It is essential that the calculations be made as close to the beginning of the school year as possible, but in no event later than (Date To Be Determined) to allow for any necessary reallocation of resources with minimum disruption to students should any school be found not to be receiving comparable services. When submitting the comparability report to MDE annually, JCSD will follow the MDE deadline for reporting.

3. Determining schools to be included: The JCSD Federal Programs Office will determine which public schools are a part of JCSD are to be included in making comparability calculations. Refer to the MDE Comparability Handbook for Title I Schools for additional details regarding schools to be included and the USDE Non Regulatory Guidance, Title I Fiscal Issues.

4. Actual data: JCSD must use actual and reliable data from schools to make the calculation. Student enrollment and instructional staff full-time equivalent (FTE) data used to compute comparability are collected between the dates of September 1st-30th annually and submitted to MDE, Office of Federal Programs. JCSD determines if students will be counted as either "weighted" or "unweighted" FTE. The documents needed, such as staff directories, staff schedules, instructional staff FTE documentation/spreadsheets, building resource schedules, enrollment data, payroll records, free and reduced lunch data, etc., will be collected. JCSD should include in their written comparability procedures how JCSD will determine which instructional staff and/or the instructional supplies and materials to be used in comparability calculations.

* For example, JCSD uses the pupil-teacher ratio option procedures and should specify or define instructional staff (excluding federally-funded staff) to be used in comparability calculations. JCSD should consistently include the categories of staff members in the ratios for both Title I and the comparison schools. Instructional staff may include teachers and other personnel assigned to schools who provide direct instructional services, such as music, art, and physical education teachers, guidance counselors, speech therapists, and librarians, as well as other personnel who provide services that support instruction such as school social workers and psychologists. Whether paraprofessionals are included in comparability determination depends on procedures JCSD has developed. Consistent with the requirement in Title I that a paraprofessional supported with Title I funds may only provide instructional support under the direct supervision of a teacher, JCSD should consider carefully whether a paraprofessional supported with state and local funds should be considered as an instructional staff member in comparability determinations. If JCSD determines to include paraprofessionals, paraprofessionals who assist in the instruction of students should only be counted as half of a full-time equivalency (.5 FTE). In addition, JCSD should take care not to include paraprofessionals not involved in providing instructional support in its comparability determinations.

* JCSD should also specify in their written procedures those staff paid with state and local funds that are to be excluded from the comparability calculations. Excluded staff should include staff paid from private funds and those that do not provide direct instructional services such as cafeteria workers, custodians, nurses, playground aids, student teachers, and volunteers, etc.

5. Method: Comparability will be established using the MDE Forms(s) online template (Form A, Form B1 and/or Form B2) and one of the methods identified below. JCSD has flexibility in selecting which method will be used and it must be uniformly applied district-wide.

* If the Assurance ensures the internal process that (a) ensures salaries are comparable in all schools, (b) confirms schools are equivalent in teachers, administrators, and other staff, and (c) verifies curriculum/instructional materials and supplies are equivalent.

* If the pupil-teacher ratio option is selected, then ensure the procedures include a definition of non-federal instructional staff.

* If the instructional materials option is chosen, then ensure the procedures include a definition of instructional materials.

6. Reallocation: If the calculation indicates that a school is not receiving comparable services, notify the Superintendent immediately. JCSD will then take immediate steps to reallocate resources as early in the school year as possible and with minimum disruption to the learning environment. If any Title I school is not comparable, then JCSD must adjust school resources to achieve comparability in the same school year. Appropriate steps may include, but are not limited to, reallocation of materials or supplies, or reassignment of personnel.

The Superintendent, Federal Programs Director, Federal Grant Accountant, Human Resources Director and Business Manager will meet to discuss effective means to become compliant with comparability. Appropriate adjustments to personnel, equipment, and other material for ensuring compliance with Title I - A comparability requirements will be amended and documented accordingly. Title I - A funding will be reallocated according to the approved program plan. A copy of the process to become comparable will be placed on file at JCSD and submitted to the MDE Office of Federal Programs no later than November 1st of the current year.

7. Records: The JCSD Federal Programs Office must ensure that all comparability reports, records and source documentation demonstrating the methods and results of JCSD's comparability analysis are retained for five years for audit purposes. JCSD will maintain up-to-date records of having established and implemented an agency-wide salary schedule, a policy to ensure equivalence among schools in teachers, administrators, and other staff, and a policy to ensure equivalence among schools in the provision of curriculum materials and supplies.

8. Designate an office to take complaints: The Federal Programs Director in the Office of Federal Programs will be responsible for handling complaints that a school is not receiving comparable services.

COMPARABILITY FORMS (See Attached):

-  [FY19 Comparability Form A](#)
-  [FY19 Comparability Form B1](#)
-  [FY19 Comparability Form B2](#)
-  [FY19 Comparability Handbook](#)
-  [FY19 Comparability Report Assurances](#)

N. EQUITABLE SERVICES

Provision of Equitable Services

Section N-1

Jackson County School District (JCSD) engages in meaningful consultation with public and private schools in an ongoing fashion throughout the school year. The Federal Programs Director has an annual meeting with private school leaders. The Federal Programs Director will also visit each private school campus no less than one time per fiscal year. JCSD strives to treat all private school officials with the utmost courtesy and respect. Each child that is in a private school is a member of the JCSD community and their education is of utmost importance even if it is conducted by a private organization. The families that choose to send their students to private schools are members of our community and their confidentiality and feedback will be honored. To that end, JCSD realizes that ongoing communication with private school officials is paramount in continuing a “workable” relationship. Emails, phone calls and “drop by” (central office) visits are welcomed and encouraged. Meaningful consultation is a challenge for both JCSD and the private schools. However, a checklist will be used to aid in this process. JCSD ensures that the topics on the checklist will be discussed during consultation. These items and a brief description of each are listed below:

- Identification of eligible students – JCSD abides by the ESSA regulations in clarifying who is eligible to receive services under the equitable services provision. In order for a student to receive equitable services the following must apply:
 - a. Attend a private school (regardless of where it is located)
 - b. Reside in a Title I-participating public school attendance area of JCSD (Regardless of whether the private school the student attends is located in JCSD) (sometimes referred to as “residence eligible”); and
 - c. Be identified by JCSD, through multiple educationally related objective criteria, as failing or at risk of failing to meet the state standards, or other standards relevant to private school students.

- Services to be provided to students – JCSD adheres to the ESSA types of services that are authorized under the law and in addition to the statute (ESSA Section 1117(a)(1)(A), administrators must look to the nonregulatory guidance, which was developed in the context of constitutional requirements and the U.S. Supreme Court case law. JCSD may directly provide or contract for the provision of the following:
 - a. Instructional services provided on the premises of the private school with appropriate safeguards, at the public school site, or in mobile vans or portable units
 - b. Evaluations to determine the progress being made in meeting students' academic needs
 - c. Counseling
 - d. Mentoring
 - e. One-on-one tutoring
 - f. Dual or concurrent enrollment
 - g. Educational radio and television
 - h. Computer equipment and materials, as well as other technology
 - i. Mobile educational services and equipment
 - j. Extended-day services
 - k. Family literacy services
 - l. Computer assisted instruction
 - m. Home tutoring
 - n. Take-home computers

ESSA adds that these services and benefits may be provided individually or in combination, as requested by the private school officials to best meet the needs of the children served.

- How, where and by whom will services be provided? The Elementary and Secondary Education Act (ESEA) equitable services provisions require a governmental entity to provide benefits to private school students, even if enrolled in religious schools. A tutor that is selected by JCSD will be employed through JCSD, paid through our payroll system, and tutor at the designated private school. These services cannot exceed 19 hours a week per tutor. Any dispute or issue arising with tutors will be dealt with the private school official and the Federal Programs Director jointly, as applicable.

How will services be academically evaluated for effectiveness – Title I regulations require that private school students participating in the Title I program must be assessed, that the assessments must be used to evaluate the success or failure of the program, and the results of that evaluation must be used to evaluate the success or failure of the program, and the results of that evaluation must be used to modify the program to remedy flaws. JCSD must provide participating private school students with an equitable opportunity to meet the state standards. In some instances, however, it is not appropriate to hold private school students to the state standards, since these standards may not necessarily be aligned with the private school curriculum. In such a case, JCSD, in consultation with private school officials, must develop alternative standards that provide reasonable promise of those children achieving the high levels called for by the state's standards.

- Size and scope of services that will be provided – Currently JCSD employs ELA and Mathematics tutors, ELL and homeless resources for eligible students.
- Data source to be used to determine effectiveness – A nationally normed assessment is used (e.g. Stanford Achievement Test).
- How and when decision about delivery of services will be made (third party contractor) – A major source of monitoring findings is JCSD failure to properly administer third-party contracts for provision of equitable services. Contracting for provision of such services does not mean that JCSD can simply hand over responsibility for the program to the contractor or delegate oversight to the private school. JCSD must continue to administer the program, including conducting all aspects of timely and meaningful consultation, rather than simply ensuring that the contractor has “stepped into the shoes” of JCSD. If a contractor is hired, JCSD must continue to maintain control of funding, retain title over equipment and property, and monitor to ensure that the contractor adheres to federal legal requirements as well as the terms of the contract. In the spring consultation, private school officials will be asked about their preferences regarding delivery of services and any third-party contractors. If third party contractors are used the private school officials will have the option of sitting on the committee to evaluate Request for Quote's (RFQ's) or Request for Proposal's (RFP's).

Complaint Process

Private schools can launch a complaint with the district or state regarding the way the district handles their programmatic or fiscal issues. Of course, any issues or concerns we try to address as soon as they arise, however, if an issue is in debate the state Ombudsman can be called upon to help solve any dispute.

Private school officials have the right to file a complaint with JCSD if they believe that JCSD officials have not complied with appropriate procedures as stated in the “Services Provided to Students” above.

Private school officials are asked to reference the following **JCSD Policy KN** for information regarding Public Complaint.

JCSD Policy KN

TITLE 1 – PUBLIC COMPLAINTS

ISSUE DATE: 9-7-95

To meet the requirements of Hawkins/Stafford Elementary and Secondary School Improvement Amendments of 1988 (P.L. 100-297), the following procedures will be used in the Jackson County School District for receiving and resolving complaints concerning violations of Title I policies and for conducting on-site investigations for such complaints. For the purpose of this policy, a complaint is a signed written statement, which includes an allegation that a requirement applicable to the Title I JCSD program has been violated, and information that supports this allegation.

1. The complainant will meet with the principal of the school involved in the complaint, the Title I Coordinator, and the School Parent Advisory Council to discuss the complaint. Every effort will be made to resolve the complaint without further proceedings.
2. Failure to resolve the complaint will necessitate the following procedure:
 - a. Within three (3) days of the receipt of written complaint, the Superintendent and Title I Coordinator will acknowledge receipt of the complaint in writing.
 - b. Within five (5) working days of the acknowledgement of the complaint, the complainant will be afforded an opportunity for an informal hearing with school representatives, at which time oral and written testimony may be taken.
 - c. Failure to resolve the complaint in an informal setting will necessitate a formal hearing on the matter. The complainant will have ten (10) days from the date of the informal hearing to make a written request for a formal hearing. The Superintendent's office shall make, where feasible, an on-site investigation of the complaint.
 - d. A formal hearing will be conducted by a committee composed of three (3) Parent Advisory Council members; representatives from the Superintendent's office, two (2) or more school board members, and a principal of a district school (not involved in the complaint). The hearing will provide opportunity for the complainant or complainant's representative, or both, and the school system involved to submit evidence and to question parties to the dispute and any of their witnesses. (It is recommended that both parties use tape recorders and that the school district provide the services of a court reporter.) Only allegations listed in the complaint will be discussed.
 - e. The entire procedure, from the time of receipt of the complaint to a satisfactory resolution, shall be completed within a period not to exceed thirty (30) days.
 - f. The complainant has the right to appeal the final resolution of the committee of the school system to the Title I Office of the State Education Agency within thirty (30) days after the receipt of the written decision. The State Title I Office may visit the site as is deemed necessary.
 - g. The local school system shall disseminate, free of charge, information concerning these procedures to interested parties, including District and School Parent Advisory Councils, within ten (10) working days after the resolution of the complaint.

Complaint Process (cont.)

If after consulting with JCSD, the Private school official feels like their complaint has not been met, then they also have the right to file a complaint with the MDE if they believe that JCSD officials have not complied with appropriate legal requirements. Specifically, private school officials have the right to file a complaint with MDE asserting that:

1. JCSD did not engage in consultation that was meaningful and timely,
2. JCSD did not give due consideration to the views of the private school official; or
3. JCSD did not make a decision that treats the private school students equitably as required by ESSA. (See ESSA Section 1117(b)(6).)

In addition, any dispute involving the poverty data on private school students may be appealed to the state. (See ESSA Section 1117(c)(2).)

As part of its complaint, the private school official must inform MDE with the basis of JCSD's noncompliance, and JCSD must forward the appropriate documentation to MDE in response. (See ESSA Section 1117(b)(6)(B).)

MDE is required to have complaint procedures in place that conform to applicable statute and regulation. The General Provisions of ESSA (Title VIII) newly require that MDE must provide a written resolution to a complaint filed under ESSA within 45 days. (See ESSA Section 8503(a).)

ESSA adds a specific remedy for JCSD's failure to provide equitable services that was not previously included in the ESSA statute. It can be viewed as a state-level "bypass" that mirrors the federal "bypass" discussed below. The law states that MDE must provide the required services under Title I to eligible private school students either directly or through contracts with public or private agencies, organizations, and institutions, if the appropriate private school officials have met two private agencies, organizations, and institutions, if the appropriate private school officials have met two criteria: the private school officials have requested that MDE provide such services directly; and the private school officials have demonstrated, in accordance with the state's complaint procedure, that JCSD has not met the legal requirement to provide equitable services to private school students. (See ESSA Section 1117(b)(6)(C).) This is a significant remedy that could result in greatly increased involvement of the state in districts that have a history of struggles between JCSD and private school officials.

If MDE's resolution is not satisfactory, private school officials may appeal to the U.S. Secretary of Education. No later than 30 days following the written response by MDE, or in the event MDE fails to resolve the complaint within the new 45-day time limit under ESSA, the private school official may appeal to the Secretary. Such an appeal must be accompanied by a copy of MDE's written response, if available, and a complete statement of the reasons supporting the appeal. ESSA mandates that the Secretary must complete an investigation of the complaint and resolve the appeal within 90 days after receipt of the appeal (which is faster than the 120 days allotted under ESSA). (See ESSA Section 8503(b).)

JCSD and MDE will ensure that private school officials are made aware of complaint procedures.

Parent and Family Engagement

Students in private schools that receive Title I services are also eligible for parent and family engagement opportunities. As a district, we extend an invitation of any parent activities to the private schools that participate in Title I services. Private schools are also encouraged to engage parents at their campus and are allotted fund through their Title I budget to do so.

Refer to **JCSD Policy DFC #10** as follows:

JCSD Policy DFC

FEDERAL AID TO SCHOOL DISTRICTS

ISSUE DATE: 5-18-98 Revised: 12-8-14

The Jackson County School Board strives to provide the best educational opportunities possible for the children in the district by seeking as many sources of revenue as possible to supplement the funds provided by local taxation and the basic aid program offered by the state.

Therefore, the district shall participate in federal financial assistance programs which provide direct educational and auxiliary services or opportunities to students enrolled in the school. The following procedures shall be employed when administering federal programs:

1. Federal funds will not be used for partisan political activity of any kind by any person or organization involved in the administration of federal-assisted programs. Prohibited expenditures shall include but not limited to the purchase of partisan political materials, contributions to any candidate for public office, and use of school property, equipment or employees in support of a candidate(s).
2. No person shall, on the grounds of race, sex, color, national origin, age, religion or disability, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or in part, by federal funds.
3. The local school district may use federal funds so restricted (i.e. - Title I, Title VII, etc.) only to supplement and to the extent practical, increase the level of nonfederal funds that would, in the absence of federal funds, be made available for the education of pupils participating. In order to assure equitable distribution of funds, the school district will not use federal funds so restricted to provide services to students that the district is required to furnish.
4. A school district management system will require that federal draws be made to minimize the time elapsed between the transfer of funds from the State Department of Education and the disbursement of funds by the local school district.
5. The school district will observe all applicable state and federal laws and guidelines regarding receipts, expenditures, accounting and reports for materials and equipment received from federal funds.

6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.
7. The combined fiscal effort per student or the aggregate expenditures of the district from state and local funds for free public education for the school year will be at least ninety (90) percent of the combined fiscal effort per student or aggregate expenditures for the preceding year, unless specifically waived by the state.
8. Title I, P.L. 94-142, P.L. 99-457, and P.L. 89-313 funds will be used to provide programs which, taken as a whole, are at least comparable to services being provided in areas not receiving Title I funds.
9. The Title I project will be based on an annual assessment of educational needs.
10. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs.
11. The District will enter all approved MDE Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE.
12. The District will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, aligned with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law.
13. The District will adhere to all guidelines prescribed in OMB Circular A-87, Appendix B.8.h regarding compensation for personal services which states, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

Legal Reference: Mississippi Code Section 37-7-301 References: Improving America's School Act; P.L. 94-142, P.L. 99-457, P.L. 89313; Accreditation Requirements of the State Board of Education, Bulletin 171, (1997) OMB Circular A-87, Federal Administration section of 34 CFR 80.20(b)(4) and 80.30; OMB Circular A-87, Appendix B.8.h

Title I, Part A – Improving the Academic Achievement of the Disadvantaged

After timely and meaningful consultation with appropriate private school officials, JCSD must provide such children, on an equitable basis and individually or in combination, as requested by the officials to best meet the needs of such children, special educational services, and instructional services (including evaluations to determine the progress being made in meeting such students' academic needs). The activities may include counseling, mentoring, one-on-one tutoring, or other benefits such as dual or concurrent enrollment, educational radio and television, computer equipment and materials, other technology, and mobile educational services and equipment that address their needs; JCSD must also ensure that teachers and families of the children participate, on an equitable basis, in services and activities developed pursuant to Sec. 1116. Such educational services or other benefits, including materials and equipment, shall be secular, neutral, and nonideological. Services must benefit eligible students, their teachers, and families and not the private school (34 CFR Sec. 76.658).

Title II, Part A – Supporting Effective Instruction

JCSD in providing private schools equitable services may do so in accordance with all allowable Use of Funds except class size reduction (see Fiscal Changes, 2016 P-3). Title II, Part A focuses on professional development, recruitment and retention.

Title IV, Part A – Student Support and Academic Enrichment

JCSD in providing private school equitable services under Title IV, Part A must do so in accordance with all allowable use of funds. The use of funds must be to address the purpose of the Title IV, Part A Grant, which is to expand well-rounded educational opportunities for students, to promote safe and healthy students, and to support the effective use of technology to better engage students and expand their access to and use of technology as a learning tool. In applying percentage/portion requirements for the use of funds, the services provided to private schools should be considered within the whole of JCSD's overall use of funds and not applied separately to the funds used for private school services.

- Professional development activities for school officials and staff – any professional development that is funded through a federal program is available to the participating private schools. Emails are sent to alert the private school officials to these opportunities if dates are not known in consultation. In addition to this, private schools that participate in Title II are also asked to list the needs they have for professional development and a plan for this is created.

Section N-2

Calculating Equitable Services

JCSD derives the allocation used to serve eligible non-public school students based on three factors:

- The number of private school students
- From low-income families
- Who reside in a participating public school attendance area

JCSD calculates the allocation for nonpublic school students by utilizing the three criteria listed above, as a function of the districts "ranking and serving" rules according to the following steps:

- 1. Rank public school areas: highest to lowest** - JCSD must rank its public school attendance areas in rank order, typically based on poverty but also may consider grade span. In identifying and ranking attendance areas, JCSD should, if possible, take into consideration the number of low-income private school students who reside in each and every attendance area in JCSD; however, in some cases this could be burdensome, because it would mean counting private school students in areas that have a small chance of being served. For this reason, the U.S. Education Department (ED) guidance allows JCSD to rely only on the count of poor public school students when identifying and ranking school attendance areas.
- 2. Identify participating areas** - JCSD must decide where to draw the line in this ranked list of attendance areas to determine participation in the Title I program. All schools "above the line" will become "participating" attendance areas; all areas below that line will not receive a Title I allocation.
- 3. Calculate the Per Pupil Allocation (PPA) for each area** - JCSD must calculate the per pupil allocation that applies to every child of low-income family on that area.
- 4. Calculate allocation amount for each area (*Must include non-public low-income number)** - JCSD calculates the amount of funding for each area, based on the total number of low-income students from both public and private schools.
- 5. Reserve nonpublic amount (*PPA x number of nonpublic low-income in each area)** - JCSD sets aside the amount of these allocations that were generated by nonpublic school students, to be used to provide services to eligible students who reside in participating public school attendance areas and are identified as at risk of failing to meet the state academic standards (regardless of family income level).

Equitable services for private schools are calculated based upon the formulas in the Mississippi Grant Information System application.

Equitable Services Worksheets (See Attached):

Equitable Services - Title I

Equitable Services - Title II

SECTION N-3

Equitable Services to Students in Private Schools/Professional Development to Teachers

Private school teachers of eligible private school students are entitled to participate, on an equitable basis, in services and activities contemplated under Title I. Thus, consultation with private school officials must detail some explanation of professional development for these private school teachers.

Professional development services for private school teachers are subject to some constraints not applicable to services provided to public school teachers. The guidance explains how to work within these constraints.

Generally, professional development funds may be used for the benefit of all private school teachers (not necessarily those teachers providing the Title I services to eligible Title I students). However, the professional development must be focused on how these private school teachers can meet the needs of the Title I students whom they serve in their regular classrooms. It would be inappropriate to use funds to improve the general instructional program of the private school. Instead, the funds should be used to show private school teachers how to address the needs of Title I students better, such as by providing information on research-based reading and mathematics instruction for academically struggling students.

It should be noted that funds for professional development of private school teachers are also available under other ESSA formula grant programs, such as the Title II professional development program and the Title III English language acquisition program. U.S. Education Department (ED) encourages the coordination of professional development opportunities under these various programs, as long as the respective limitations and objectives of each program are respected.

SECTION N-4

Equipment/Supplies for Equitable Services

The Title I statute, as well as the U.S. Constitution, requires that educational services or other benefits, including materials and equipment, be secular, neutral and nonideological. (See ESSA Section 1117(a)(2).) In addition, JCSD must maintain control of all federal funds. The regulations require the JCSD to keep title to and exercise continuing administrative control of all materials, supplies, equipment and property that JCSD acquires with Title I funds for the benefit of eligible private school students.

(See 34 CFR 200.67) (This requirement that JCSD remain in control of all federal funds was another area of frequent compliance problems noted in U.S. Education Department (ED) monitoring reports.)

Although JCSD maintains title and control, it may place equipment and supplies in a private school for the period of time needed for the program. Certain safeguards must be maintained, however. For instance, the regulations state that JCSD must ensure that the equipment and supplies placed in a private school are used only for Title I purposes and can be removed from the private school without remodeling the private school facility. JCSD is required to remove the equipment and supplies from the private school if JCSD no longer needs these items to provide the Title I service, or if removal is necessary to avoid unauthorized use of the items for other than Title I purposes. (See 34 CFR 200.67 and 34 CFR 76.661.) ED monitoring reports emphasized the importance of maintaining a current inventory of Title I-funded equipment located in the private schools.

JCSD is not permitted to use Title I funds for repairs, minor remodeling, or construction of private school facilities. (See 34CFR 200.67 and 34 CFR 76.662.)

Federal funds may not be used for the needs of the private school itself, or for the general needs of children in the private school. (See 34 CFR 76.658.) Rather, the Title I funds must be used in a targeted fashion to supplement, and in no case supplant, services that would, in the absence of the Title I services, be made available to participating private school students.

JCSD is considered the fiduciary and is legally responsible for operating a program in compliance with the law. JCSD will be held accountable for any misexpenditure of funds or irregularity in the program.

Any equipment purchased for a private school is maintained by JCSD through appropriate inventory "numbering" and auditing. Any maintenance needed to equipment must be provided by JCSD. Any installation of technology must be done by JCSD. Private schools are asked to not seek an outside vendor for any installation or maintenance that needs to be done to equipment or supplies. All purchases of private schools go through JCSD's financial accounting system. The requests come to the Office of the Federal Grant Accountant and Federal Programs Coordinator, and then they enter the requisition into JCSD's financial accounting system. The Federal Program Director then approves or denies the requisition as appropriate.

Forms for Equitable Services to Private Schools School Year 2019-20 (FY20) (See Attached):

Equitable Services Consultation Checklist SY 2019-20 (FY20)

Equitable Services Timeline SY 2019-20 (FY20)

Final Equitable Services Plan and Written Affirmation SY 2019-20 (FY20)

Household Income, Address and Grade Survey SY 2019-20 (FY20)

Initial Contact Letter and Intent to Participate SY 2019-20 (FY20)

Private School Voluntary Partial Waiver of Participation in Equitable Services

Transferability Affirmation of Consultation - Instructions and Form SY 2019-20 (FY20)

O. DATA QUALITY

Review Process

Section O-1 – O-5

The Jackson County School District (JCSD) Federal Programs Department trains school Counselors, Registrars, and Mississippi Student Information System (MSIS) personnel to report the Federal Programs (Title I, II, IV) data to the public and to the Mississippi Department of Education (MDE) in a high quality manner. Therefore, JCSD personnel ensures that the data is reported in a timely, accurate, complete, valid, and reliable manner to the public and MDE.

JCSD Policy JRAC

DATA COLLECTION POLICY AND PROCEDURAL GUIDELINES HANDBOOK

ISSUE DATE: 8-1-05 Revised: 4-22-13

1.0 Introduction and Overview

1.1 Purpose

In accordance and cooperation with HB 1251, which gives the Office of the State Auditor the authority to determine the correctness and accuracy of all reports made to the State Department of Education by any school district or school official concerning the number of educable students in any school district, the number of students enrolled in any school district, the number of students in average daily attendance in any school district, and the number of students being transported or entitled to transportation to any of the public schools of this state, the Jackson County School District will set the following Data Collection Policies and Procedures to help ensure this quality data.

1.2 Components of Data Quality

The Jackson County School District's data will contain the following components:

1. **Objectivity:** Data is accurate, unbiased and presented in a clear, complete, well-documented manner. Objectivity will be achieved by using appropriate data sources and sound analytical techniques, by using proven methods, and by carefully reviewing the content of all information and reports.
2. **Integrity:** Data will not be compromised through corruption or falsification.
3. **Transparency:** Our data will have clear description of methods, data sources, assumptions, outcomes and related information that allow users to understand the data.
4. **Reproducibility:** Our data can be reproduced by others by using the documented methods, assumptions and data sources in order to achieve comparable findings.
5. **Utility:** Data produced by the district will be useful and available to the intended audience. The requirements, recommendations and examples in this guide will improve data quality for our district.

1.3 Policy Audience

It is important for all staff of the Jackson County School District to understand the issues involved in data collection data entry and recognize that these issues reflect the values of the school district.

The Jackson County School District believes that good data is an integral part of teaching, learning and managing the school enterprise. Everyone who has a role in student outcomes-teachers, administrators, counselors, office support staff, school board members and others, must share this belief. Because good data is as much a resource as staff, books and computers, a wise education system is willing to invest time and money in achieving useful information, and respect the effort taken to produce it. Therefore, through the implementation of this Data Collection Policy and Procedure Guidelines, the Jackson County School District will actively foster this belief and environment.

2.0 Roles and Responsibilities

A data process that collects quality data is well planned, has staff members that are well trained and know their roles and responsibilities, and have needed tools and resources. In this section, we have identified the critical roles and responsibilities.

2.1 School Board

The primary role of the School Board is to set policy for the school district. The Superintendent and Administrative Staff develop procedures and regulations for carrying out board policy. There are four (4) key leadership roles in setting board policy: vision, structure, accountability and advocacy. In the area of data collection, the School Board formulates policies based on state and federal laws, as well as, local district needs and staff requirements.

Responsibilities

- Setting Data Collection Policy
- Understanding the impact data has on funding programs
 - Allocating appropriate resources to enable schools to meet the ever-increasing need for data collection and data entry
- Investing in computer hardware and software as a routine cost of doing business

2.2 Superintendent

It is the Superintendent's responsibility to enhance the educational program of students, to improve student achievement, and to see that district policies are implemented. It is the Superintendent's responsibility to foster an environment and culture of quality data that will result in reliable data that is useful for evaluating the instructional program and student achievement, and for pointing out areas of success and places where improvements are needed. It will enable the district to have confidence in the information that is collected, and, most importantly, will allow the district to make effective decisions.

Responsibilities

- Set education benchmarks that use data to measure student achievement.
- Support the development of a Culture of Quality Data in the district through an effective professional development program.
- Encourage principals to make data-driven, building-level decisions.
- Support the staff in the promotion of more efficient data collection procedures, the use of technology to decrease data entry errors, and the movement toward applications that are "interoperable" (i.e., that interact with each other using a minimum amount of programming resources).
- Support the allocation of funding to provide schools with the appropriate resources to enter data.
- The district will select a data coordinator.

2.3 Principal

Our Principal serves as the chief instructional leader and is ultimately responsible for data collection and reporting in the school. The Principal has the responsibility to report data as accurately as possible. The Principal must ensure that the school's information is accurately reflected in the data.

Responsibilities

- Check reports for accuracy and reasonableness before "signing off" and sending to the district.
- Periodically spot-check source documents against data, to ensure that required data (e.g., medical information) is being entered correctly.
- Ensure that staff has access to appropriate technology tools.
- Attend meetings and training about data requirements.
- Provide district data personnel with recommendations for improvements in data collection procedures.

- Allow and encourage staff to attend training in their areas of expertise.
- Use a variety of training strategies, including the “train-the-trainer” model, when necessary.
- Work with staff and the district to develop and use standard procedures for data entry and reporting.
- Provide trained staff to assist data entry personnel during peak periods (enrollment, scheduling, etc.).
- Understand and communicate laws and regulations that affect data at school (e.g., the Family Educational Rights and Privacy Act of 1974 [FERPA] and the Health Insurance Portability and Accountability Act of 1996 [HIPAA]).
- Support and monitor district data security policies and procedures.
- Utilize data to make daily instructional decisions.
- Provide an environment conducive to accurate data entry.

2.4 Teacher/Counselor

Our Teachers are responsible for entering or supplying timely and accurate data regarding students, as required.

Responsibilities

- Attend training on the use of data in the instructional program.
- Identify barriers to effective data entry and communicate these to the Principal or other appropriate personnel.
- Respect the privacy and confidentiality of student data by protecting data from students and unauthorized personnel.
- Follow district data security policies and procedures.
- Enter data accurately and in a timely manner.
- Check work for accuracy and completeness.
- Share good ideas and best practices about data entry with your peers.
- Check calendar for data reporting deadlines so that you can allocate time for data entry.

2.5 Office Staff

Office staff is responsible for entering important data accurately and completely, maintaining data security, and understanding how the data will be used. The district recognizes that this position is critical to its data collection effort. Therefore, it is important that this position is taken seriously and provided sufficient resources.

Responsibilities

- Enter data accurately and in a timely manner.
- Attend professional development training.
- Follow appropriate instructions and documentation.
- Identify barriers to effective data entry procedures and communicate these to the Principal, or other appropriate personnel.
- Implement the district data security policies and procedures (e.g., change passwords frequently, do not share passwords, treat data confidentially, etc.)

- Check work and run appropriate edit reports.
- Ask for help when an error is made.
- Identify a peer who does similar work to facilitate sharing of ideas and best practices can occur.
- Check calendar for data reporting deadlines.

2.6 Mississippi Student Information System (MSIS) Primary Contact

The Mississippi Student Information System (MSIS) Primary contact serves as the administrator by ensuring that the statistical information reviewed represents data that has been entered accurately and collected systematically. The MSIS contact person assists the information reporting process through staff development and collaboration with the various offices and programs responsible for producing data and information.

Responsibilities

- Coordinate the data collection process.
- Provide professional development for staff members.
 - These sessions include
 - Demonstrations that incorporate hands-on training, enabling data entry personnel to become used to the actual data entry screens; examples that actually reflect situations that will be encountered; handbooks or guidebooks, with copies of data entry screens, systematic instructions, and the rationale for entering the data; descriptions of the procedures for obtaining assistance (e.g., help desk phone number, online and/or e-mail query process); and, copies of the reports created from the data, enabling trainees who enter information to have a sense of how their work affects the operation of the school.
- Assist schools in resolving discrepancies in information before reports are forwarded.
- Develop a process that allows staff to request new reports or modifications of existing reports.
- Collaborate with the District Technology Director or Coordinator to enhance the ability of computer programs to determine effective editing procedures for reports and other information.

2.7 Director of Technology

This position maintains and secures the hardware, software, and network that allows staff to enter, store, secure, and transfer data.

Responsibilities

- Ensure that effective security measures, including password protection, are in place.
- Work with the data coordinator and other staff involved with data entry to develop efficient editing and data verification procedures.
- Work with the data coordinator to provide technical assistance with professional development and dissemination programs.
- Provide a helpdesk and/or an online help area for data entry staff.
- Develop an electronic audit trail to determine potential flaws at each of the various stages of data collection.



Monthly MSIS Data Submission
Certification Form
(Federal Programs)

2.1 ASSIGNMENT OF DISTRICT ACCREDITATION STATUSES

The CSA determines the annual accreditation status of all public school districts in the Fall of each school year based on verified accreditation data from the previous school year. An annual district accreditation status is assigned based on compliance with Process Standards. Information concerning district compliance with Process Standards is reported to the CSA on an annual basis. (See Policy 2.2 below.) **The district superintendent and school principals are responsible for ensuring that all data reported to the MDE are true and accurate as verified by supporting documentation on file in the school district. Reporting false information is a violation of the accreditation requirements set forth by the SBE and may result in the downgrading of the district's accreditation status.**

➤ Please verify that the following school data are accurate in SAM7 for the Month _____ (reporting month number) MSIS upload. After the monthly upload, please run all required reports for your school records.

- _____ 1. Homeless, ELL, Foster Care Student Information
- _____ 2. Student Discipline
- _____ 3. Student Attendance
- _____ 4. Student Schedules
- _____ 5. Special Education indicators/identification
- _____ 6. Student Grades (H/S-Month 2, 5, 7, and 9; All other grades Month 9)
- _____ 7. New Kindergarten Data (Monthly)
- _____ 8. Historical Data (month 9 only)
- _____ 9. Teacher Schedules (correct course codes)
- _____ 10. Section 504 Indicator

The MSIS clerk will review all data and ensure that all data uploaded into MSIS are true and accurate, and can be verified by supporting documentation on file at the local school in the Jackson County School district. Your signature below acknowledges the statement above to be true.

Local School MSIS Clerk: _____
(Signature) (Date)

Local School Principal: _____
(Signature) (Date)

District Superintendent: _____
(Signature) (Date)

(Upon receipt of this signed document, Mrs. Shelly Barnett will close out your school's monthly MSIS data submission)

3.0 Data Collecting and Reporting Requirements and Timeline

3.1 Data Timeline/Calendar

The district has developed a calendar of due dates and timelines that will provide the necessary information.

The Data Timeline and Calendar indicates due dates for reports, data entry, designated holidays, designated days or weeks set aside for testing, and identifies the staff person responsible for implementation.

The district will provide sufficient time and resources for data collection.

*** See Appendices for Data Timeline Calendar**

4.0 District Wide Common Data Collection Methods and Uniform Data

4.1 District Wide Common Data Collection Methods

The Jackson County School District has established and will utilize uniform procedures for entering student data at the school level. The procedures listed below will be followed:

Authorized Data Entry Personnel

Each school will have a list of authorized personnel for any student data entry and their email addresses on file for the auditor.

Student Enrollment

1. Acquire student demographic data from guardian.
2. Verify residency of student. Two proofs of residency should be provided by the parent/guardian and verified by school district staff for each student upon enrollment into the school district for each school year. All students should have the Residency Verification Checklist in their cumulative folders.
3. Student data is entered into SIS office program.
4. Check for student's MSIS number, acquire an MSIS number if one is not found.
5. Determine special needs and refer to LSC Chairperson.
6. Verify the expiration date for the student's immunization record.

Out of District Students

1. Any out of district student enrolling should have proper documentation of district approval on file in the cumulative folder.

Transfer-In Students

1. Request withdrawal form from previous school.
2. Verify residency of student. Two proofs of residency should be copied and filed for each student upon enrollment into the school district for each school year. All students should have the Residency Verification Checklist in their cumulative folders.
3. Determine whether in-state transfer or out-of-state transfer. Note: Out of state students are required to provide initial registration requirements information.
4. Complete school registration forms.
5. Determine grade placement or special needs.
6. Enter Student data into SIS using the appropriate entry code.
7. Verify MSIS number or obtain one if needed.
8. Request the MSIS release and records for in-coming students.

Dropouts or Transfer-Out Students

Complete withdrawal form for student.

Student is withdrawn in SIS using the appropriate withdrawal code.

Comply with requests for MSIS release and records request from other schools.

Timeline for Transfers/Releases of Students in MSIS

All transfers and releases will be completed within 24 hours of the request. A daily log will be kept as documentation of all transfers and releases.

Attendance

Daily attendance is entered every period by either authorized office personnel or individual classroom teachers.

Check-ins and checkouts are done by authorized office personnel.

Corrections to daily attendance are updated at a minimum of at least one time per week. Example: Correcting absences to tardies, etc. or unexcused to excused.

All excuses should be date stamped upon receipt.

Cumulative Records

The auditor's office will be reviewing cumulative folders at random. The cumulative folders should be current regarding the items listed below:

- Residency Verification Sheets signed and dated by District Personnel
- Immunization records with current date;
- Date of Birth; - Current address that agrees with student demographic information from SIS.- Primary phone number from Student Information System (SIS).

The auditors' office will verify the previous year's graduation data.

The auditor's office will check the Carnegie units for the graduates of the previous year to verify eligibility for graduation.

The auditor's office will check cumulative folders for mandated test scores.

Monthly Attendance Reports

1. The MSIS Pre-Approved report is completed at the end of each reporting month.
2. The numbers are checked for accuracy and the reports are balanced based on the formula provided by the Mississippi Department of Education.
3. The reports are forwarded to the district MSIS coordinator.
4. The MSIS coordinator verifies the school level attendance report once the school has cleared the reporting month.
5. Each school should print the page from MSIS indicating the school has completed a successful file for that reporting month to be kept on file. Each school will also print (once the district as a whole has cleared the reporting month) and file necessary attendance reports (see below) on a monthly basis.

The auditor's office will review this report to verify timely reporting.

The following reports will be filed at each reporting school monthly for auditing purposes:

Month one file should include a student roster by grade for the 9th month of the previous school year, and student roster on the 16th day of school for the current year.

(The reports will assist in tracking NO SHOWS and completion of the Summer Activity report.)

Student list by grade on last day of month

Holding Area Absences Report – from MSIS

Holding Area Student Entries – from MSIS

Holding Area Student Withdrawals – from MSIS

Monthly Attendance Pre-Approved Report – from MSIS

Monthly Attendance Post – Approved – from MSIS

Monthly Student Absence's Report which shows the excused/unexcused absences

Monthly Student Discipline Report for any daily files reported within 72 hours – from the Discipline Administrator/MSIS Contact

Student Release From Report – MSIS

Student Release To Report – from MSIS

Student Roster by Grade at the End of Each Month – from MSIS

Student Roster Holding Area Report – from MSIS

Student Transfer Report – from MSIS

Student Transfer To Report – from MSIS

Additional reports required by the auditor's office.

Transportation report

Graduate report from previous year (High Schools Only)

Excused Absences

Two absences each 9 weeks will be considered excused with a written parent note. All other excused absences will require a doctor's excuse for the student's illness, injury, or medical condition. Absences caused by the following shall be treated the same as doctor excused absences: Absences caused by court ordered appearances, absences ordered by a health officer, by the State Board of Health or appropriate school official, absences due to the death or serious illness of a member of the immediate family.

Excused absences will be verified by hard copy of parent note or doctor's excuse. Note: Please date stamp the excuses for auditing purposes.

Truancy Reporting

The truant officer should be notified upon the 5th unexcused absence within two (2) school days or within five (5) calendar days, whichever is less. Documentation of notification should be on file in the cumulative folder. Note: The auditor will verify the documentation with the truant officer assigned to the school.

Scheduling

Each child is given a schedule based on the requirements for the grade level in which the child is enrolled. The schedule will reflect individual educational needs. Secondary schedules will include courses to meet graduation requirements.

To accommodate scheduling in special areas for students, sometimes a period is added outside a normal day for personnel reporting purposes.

Discipline

Authorized personnel will enter discipline incidents/dispositions on a daily basis for reporting purposes.

Possession of weapons, violent acts against another student, and possession/distribution of drugs, and bomb threats are offenses that are reported and uploaded daily.

Special Education

1. Data entry for those students who are to be marked with a (Y) indicator for special education reporting purposes will be done in a timely manner.
2. Special education rosters will reflect the number of students being served in the appropriate grade level for Grades 52, 54, 56, and 58. All resource students being served for special education needs will also have an indicator of (Y).
3. The student schedule should reflect the special education course numbers in which the student is being served.
4. The removal of special education services will be reported in a timely manner to personnel in charge of data entry.
5. Daily student files are sent after month one for any student having the special education indicator activated or for any student being removed from special education services. (This is crucial for the December 1 count to be accurate.)

Backup and Storage of Student Data

1. Back up student data regularly.
2. Store all student data on hard copy up to 5 years.
3. Transcript, grades, and attendance are kept on insert sheets in cumulative folder indefinitely for every student.
4. Hard copies, cumulative folders, backup tapes, cd's, etc., are kept in a locked file cabinet in the administrative office.

DISTRICT LEVEL

Authorized Personnel

A list of authorized personnel will be on file as follows with email addresses:

- Superintendent
- Assistant Superintendent
- MSIS Coordinator
- Technology Coordinator
- Special Education Director
- Special Education Case Manager

Student Data

1. Student data from each school is transmitted to the central office data bank on the last school day of each month.
2. Monthly days taught files and monthly student data files are built from the data uploaded to the district server by the district MSIS coordinator.
3. The days taught files and the monthly student files are sent to MSIS at the Mississippi Department of Education at the end of each month.
4. The files are processed by the state and the monthly attendance report is retrieved from MSIS once each school is processed and cleared for the reporting month.
5. The monthly attendance report is requested from each school for the month and verified against the report retrieved from MSIS for accuracy.
6. Once the report is verified, the MSIS Coordinator completes the district approval process for the reporting month. All schools in the district are to be completed and approved by the 10th day of each reporting month.
7. Ninth month should be cleared ten days after the last student day of the school year.

Daily Student Files

1. Daily student files are built by the district MSIS Coordinator for any discipline incidents that are to be reported within 72 hours.
2. Daily student files are also submitted for any changes in Special Education indicators.
3. The auditor's office will request to see the successful transmission report for daily student files to verify timely reporting for discipline incidents required within 72 hours.

4.2 Uniform Data Business Rules

The District has uniform data business rules for the following critical data.

- Demographic Data Elements
- Student Data Elements
- Personnel Data Elements
- Teacher Data Elements

5.0 Data Collecting and Reporting Process

The District recognizes that the ability of the information or data we have to meet our needs can help us only to the extent that it is accurate and reflective of the outcomes and processes that it is meant to represent. If data is collected haphazardly, without clear procedures and sufficient resources, the data may or may not be interpretable.

6.0 Data Validation and Error Correction

Data is submitted to the District MSIS Coordinator for verification. If errors are found, the MSIS Coordinator contacts the school staff for corrections before data is uploaded to the Mississippi Department of Education. Special Education data is verified by the Director of Special Education and Special Education Case Manager.

Personnel data is reviewed by the District Office's Federal Programs Director.

7.0 Data Protection and System Security

7.1 Passwords

Password Security Policy

7.2 Storage/ Backup

Method of data backup

Format in which records are stored (printouts, diskettes, etc.)

Backup Location

Retention Cycle

7.3 Physical Infrastructure

Location and Security of Server

Location and Security of Access Points (Workstations)

7.4 Data Collection Systems Security and Maintenance

User Level Security

Screen Level Security

Report Level Security

Data/Field Level Security

7.5 Public Information Request Process

Procedure to Handle Public Information Request

Authorization to Distribute School Information

7.6 Security Documents

Oath of Confidentiality

Acceptable Use Policy

7.6.1 Oath of Confidentiality forms are submitted to MDE for MSIS purposes for all district/school users. Copies of forms are kept on file in the district office.

7.6.2 The Internet/Network Acceptable/Appropriate Use Policy requires signatures by students/personnel on a yearly basis. Copies are maintained at the school/district office

8.0 Resources Commitment

8.1 Training

Professional Development Training Activities

District-Wide training activities with all personnel responsible for student data entry will be held at a minimum of twice yearly. All personnel will be notified by the district MSIS Coordinator of any new information required by the Mississippi Department of Education (MDE).

District staff will also attend the MSIS Data Conference, SIS Annual Conference and other trainings provided by MDE or SIS.

8.2 Staff Allocation

Each school in the Jackson County School District has at least one staff member assigned as a data clerk. This staff member is responsible for data input and uploading to the MSIS Coordinator.

8.3 Technology Infrastructure

Hardware – Each school as well as the Central Office has computers whose sole purpose is data management.

Software - The district's software package is Student Information System (SIS).



Monthly MSIS Data Submission Certification Form
(Federal Programs)

2.1 ASSIGNMENT OF DISTRICT ACCREDITATION STATUSES

The CSA determines the annual accreditation status of all public school districts in the Fall of each school year based on verified accreditation data from the previous school year. An annual district accreditation status is assigned based on compliance with Process Standards. Information concerning district compliance with Process Standards is reported to the CSA on an annual basis. (See Policy 2.2 below.) **The district superintendent and school principals are responsible for ensuring that all data reported to the MDE are true and accurate as verified by supporting documentation on file in the school district. Reporting false information is a violation of the accreditation requirements set forth by the SBE and may result in the downgrading of the district's accreditation status.**

➤ Please verify that the following school data are accurate in SAM7 for the Month _____ (reporting month number) MSIS upload. After the monthly upload, please run all required reports for your school records.

- 1. Homeless, ELL, Foster Care Student Information
- 2. Student Discipline
- 3. Student Attendance
- 4. Student Schedules
- 5. Special Education indicators/identification
- 6. Student Grades (H/S-Month 2, 5, 7, and 9; All other grades Month 9)

The MSIS clerk will review all I have ensured that all data uploaded into MSIS are true and accurate, and can be verified by supporting documentation on file at the local school in the Jackson County School district. Furthermore, the

Local School MSIS Clerk: _____
(Signature) (Date)

Local School Principal: _____
(Signature) (Date)

District Superintendent: _____
(Signature) (Date)

(Upon receipt of this signed document, Mrs. Shelly Barnett will close out your school's monthly MSIS data submission)

P. GENERAL FISCAL REQUIREMENTS

Section P-1

FUNDS OBLIGATED AND LIQUIDATED

Jackson County School District (JCSD) is notified via Mississippi Department of Education (MDE) of the actual allocation and of the authority to expend funds for federal grants. As in the past, the original project applications are based on a projected allocation.

- All districts are allotted a preliminary allocation of funds from MDE. The State will provide a final allocation upon release from U.S. Department of Education (U.S.D.E.) and/or when all outstanding forms and backup documentation have been received from JCSD. Reference **JCSD Policy DFC #12 (See below)**.
- Request for Funds should be computed by the Federal Grant Accountant. Completed request should be forwarded to the Business Manager for submission to MDE. Office of Accounting/MDE transfers will be sent to the JCSD's bank account three (3) working days prior to the end of the month. It is important for JCSD to keep track of when a given portion of funds becomes available for obligation and when it lapses. In any given year, the funds available to JCSD for Title I services may consist of a blend of current-year and prior-year funds. Generally, the oldest funds should be used first.
- It is important to obligate any balance remaining for the expiring grants by September 30th of each year.
- Federal grants typically run for 27 months: 1st 12 months 85% of the grant should be encumbered or expended, next 12 months the additional 15% of the grant should be encumbered or expended and the final 3 months the grant is in liquidation and all monies should be expended at this time.

JCSD Policy DFC

FEDERAL AID TO SCHOOL DISTRICTS

ISSUE DATE: 5-18-98 Revised: 12-8-14

The Jackson County School Board strives to provide the best educational opportunities possible for the children in the district by seeking as many sources of revenue as possible to supplement the funds provided by local taxation and the basic aid program offered by the state.

Therefore, the district shall participate in federal financial assistance programs which provide direct educational and auxiliary services or opportunities to students enrolled in the school. The following procedures shall be employed when administering federal programs:

1. Federal funds will not be used for partisan political activity of any kind by any person or organization involved in the administration of federal-assisted programs. Prohibited expenditures shall include but not limited to the purchase of partisan political materials, contributions to any candidate for public office, and use of school property, equipment or employees in support of a candidate(s).
2. No person shall, on the grounds of race, sex, color, national origin, age, religion or disability, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or in part, by federal funds.
3. The local school district may use federal funds so restricted (i.e. - Title I, Title VII, etc.) only to supplement and to the extent practical, increase the level of nonfederal funds that would, in the absence of federal funds, be made available for the education of pupils participating. In order to assure equitable distribution of funds, the school district will not use federal funds so restricted to provide services to students that the district is required to furnish.
4. A school district management system will require that federal draws be made to minimize the time elapsed between the transfer of funds from the State Department of Education and the disbursement of funds by the local school district.
5. The school district will observe all applicable state and federal laws and guidelines regarding receipts, expenditures, accounting and reports for materials and equipment received from federal funds.
6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.
7. The combined fiscal effort per student or the aggregate expenditures of the district from state and local funds for free public education for the school year will be at least ninety (90) percent of the combined fiscal effort per student or aggregate expenditures for the preceding year, unless specifically waived by the state.
8. Title I, P.L. 94-142, P.L. 99-457, and P.L. 89-313 funds will be used to provide programs which, taken as a whole, are at least comparable to services being provided in areas not receiving Title I funds.
9. The Title I project will be based on an annual assessment of educational needs.
10. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs.
11. The District will enter all approved MDE Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE.

12. The District will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, aligned with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law.

13. The District will adhere to all guidelines prescribed in OMB Circular A-87, Appendix B.8.h regarding compensation for personal services which states, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

Legal Reference: Mississippi Code Section 37-7-301

References: Improving America's School Act; P.L. 94-142, P.L. 99-457, P.L. 89313; Accreditation Requirements of the State Board of Education, Bulletin 171, (1997) OMB Circular A-87, Federal Administration section of 34 CFR 80.20(b)(4) and 80.30; OMB Circular A-87, Appendix B.8.h

Section P-2, P-3

Draw Downs

Procedures for Submission of Federal Cash Transaction Report

Cash Management is the process of requesting and receiving funds. The Federal Grant Accountant (FGA) is responsible for the preparation of the Request for Funds for federal programs "drawing down funds." The FGA prepares the request for funds each month using the budget reports which reflects the revenues and expenditures for a specific fund for the previous month. The FGA runs reports to determine cash needs. Reference **JCSD Policy DFC #5 (See Below)**.

Federal funds cannot be drawn down prior to travel occurring. To this end, the FPD will make note of the amount requested for travel and withhold that amount until travel has occurred from the Draw Down Request. [34 CFR 76.707]

Procedures for Drawing Federal Funds

The district requests funds in a timely manner. Requests are to be received at the Mississippi Department of Education (MDE) by the designated deadline. The Federal Grant Accountant is responsible for the preparation of the Request for Funds. The FGA prepares the request for funds each month using the budget reports which reflects the revenues and expenditures for a specific fund for the previous month. This is also when travel that has not occurred is subtracted out of the draw down request.

The Business Manager runs reports to determine cash needs each month and sends the hardcopy of these reports to the OFP to document communication between the two departments. The JCSD receives instructions from MDE for the preparation of the request for funds. These instructions are maintained on file at JCSD.

It is imperative that all financial records and supporting documentation be maintained on a timely basis and includes accurate and reliable information. All funds received shall be entered into JCSD's financial accounting system and reconciled monthly to ensure accountability and accuracy. Reference **JCSD Policy DFC #4 (See Below)**.

JCSD Policy DFC

FEDERAL AID TO SCHOOL DISTRICTS

ISSUE DATE: 5-18-98 Revised: 12-8-14

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Therefore, the district shall participate in federal financial assistance programs which provide direct educational and auxiliary services or opportunities to students enrolled in the school. The following procedures shall be employed when administering federal programs:

1. Federal funds will not be used for partisan political activity of any kind by any person or organization involved in the administration of federal-assisted programs. Prohibited expenditures shall include but not limited to the purchase of partisan political materials, contributions to any candidate for public office, and use of school property, equipment or employees in support of a candidate(s).
2. No person shall, on the grounds of race, sex, color, national origin, age, religion or disability, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or in part, by federal funds.
3. The local school district may use federal funds so restricted (i.e. - Title I, Title VII, etc.) only to supplement and to the extent practical, increase the level of nonfederal funds that would, in the absence of federal funds, be made available for the education of pupils participating. In order to assure equitable distribution of funds, the school district will not use federal funds so restricted to provide services to students that the district is required to furnish.
4. A school district management system will require that federal draws be made to minimize the time elapsed between the transfer of funds from the State Department of Education and the disbursement of funds by the local school district.
5. The school district will observe all applicable state and federal laws and guidelines regarding receipts, expenditures, accounting and reports for materials and equipment received from federal funds.

6. The school district will follow all applicable federal guidelines in determining services that are allowed and will adhere to all restrictions in the approved project applications.
7. The combined fiscal effort per student or the aggregate expenditures of the district from state and local funds for free public education for the school year will be at least ninety (90) percent of the combined fiscal effort per student or aggregate expenditures for the preceding year, unless specifically waived by the state.
8. Title I, P.L. 94-142, P.L. 99-457, and P.L. 89-313 funds will be used to provide programs which, taken as a whole, are at least comparable to services being provided in areas not receiving Title I funds.
9. The Title I project will be based on an annual assessment of educational needs.
10. Parental involvement and support will be encouraged and implemented as required by federal guidelines in all federal programs. Parents/guardians will be asked to participate in and will be kept abreast of their child's instructional progress in all federal programs.
11. The District will enter all approved MDE Title budgets and budget amendments into its accounting software as required by MDE to ensure alignment and tracking of federal funds approved by MDE.
12. The District will ensure all Title budgets and expenditures for all federal programs are: allocable, reasonable and necessary, meets program intent and purposes, aligned with approved application and amendments on file at MDE, and obligated and liquidated in accordance with the approved plan within the approved grant period according with federal and state law.
13. The District will adhere to all guidelines prescribed in OMB Circular A-87, Appendix B.8.h regarding compensation for personal services which states, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

Legal Reference: Mississippi Code Section 37-7-301

References: Improving America's School Act; P.L. 94-142, P.L. 99-457, P.L. 89313; Accreditation Requirements of the State Board of Education, Bulletin 171, (1997) OMB Circular A-87, Federal Administration section of 34 CFR 80.20(b)(4) and 80.30; OMB Circular A-87, Appendix B.8.h

Findings

Compliance Indicator P-2: Funds are drawn down from MCAPS or requested regularly in correlation to expenditures.

Upon review of the LEA's MCAPS application and the LEA's accounting reports, it was found that the LEA is not drawing down or requesting funds in correlation to expenditures.

The LEA made the first FY18 Title I and Title II Request for Funds on June 11, 2018. The LEA did not request funds for Title IV during FY18.

Corrective Action Plan as of January 06, 2020

The following process below will be done for all grants for a ll years beginning with FYI 9 beginning July 151 •

- MCAPS records will corroborate the monthly requests for funds.
- After the FYI 8 Monitoring, the Federal Grant Accountant, Business Manager, and the Assistant Business Manager developed a process to address the need to request funds on a monthly basis with expert input from the FY18 monitor , who was a former business manager.
- The Federal Grant Accountant reviews the prior monthly expenditures and presents the Business Manager and the Assistant Business Manager with potential journal entries.
- The Business Manager & the Assistant Business Manager reviews the submission and all necessary journal entries are made by the Assistant Business Manager.
- The Federal Grant Accountant then pulls and UPDATED expenditure budget report for the prior month and utilizes that report to key in the request for funds into MCAPS.
- Once the requests is keyed into MCAPS, the Federal Grant Accountant notifies the Business Manager and Assistant Business Manager so that they can review the requests entered into MCAPS by the Federal
- Grant Accountant.
- The final approval and submission is completed by the Business Manager.

Findings

Compliance Indicator P-3: Funds are being requested and reported as expended monthly to satisfy the intent of each federal program.

Upon review of the LEA's MCAPS application and district accounting reports, it was found that the LEA is not requesting and expending funds monthly to satisfy the intent of each federal program.

The LEA made the first FY18 Title I and Title II Request for Funds on June 11, 2018. The LEA did not request funds for Title IV during FY18.

Corrective Action Plan as of January 06, 2020

The following process below will be done for all grants for all years beginning with FYI 9 beginning July 1 s t •MCAPS records will corroborate the monthly requests for funds.

- After the FYI 8 Monitoring, the Federal Grant Accountant, Business Manager, and the Assistant Business Manager developed a process to address the need to request funds on a monthly basis with expert input from the FYI 8 monitor , who was a former business manager.
- The Federal Grant Accountant reviews the prior monthly expenditures and presents the Business Manager and the Assistant Business Manager with potential journal entries.
- The Business Manager & the Assistant Business Manager reviews the submission and all necessary journal entries are made by the Assistant Business Manager.
- The Federal Grant Accountant then pulls and UPDATED expenditure budget report for the prior month and utilizes that report to key in the request for funds into MCAPS.
- Once the requests is keyed into MCAPS, the Federal Grant Accountant notifies the Business Manager and Assistant Business Manager so that they can review the requests entered into MCAPS by the Federal Grant Accountant.
- The final approval and submission is completed by the Business Manager.

Q. Title I, PART A

Section Q-1

In the Jackson County School District (JCSD), federal funds are only used to supplement non-federal fund sources for the education of our students that participate in federal programs. Particular care is given to ensure that the expenses are reasonable and necessary. To the extent practical, JCSD uses federal funds to increase the level of funds that would be available from the non-federal sources.

Title I funds are not used to supplant local and/or other federal funding and are not provided to participating Title I children when the same services are provided to non-Title I children with non-federal funds. The federal programs director will review the expenditures to ensure that expenses are supplementing not supplanting non-federal funds. The federal programs director approves all expenditures to confirm that supplanting is not taking place. The following questions should be answered NO and are considered when a federal programs expenditure is proposed:

Am I supplanting?

- **If we did not have federal funds to pay for the item or service, would other non-federal funds be used to procure the item or service?**
- **Was the item or service purchased with non-federal funds in prior years?**
- **Was the item or service provided to students in Title I schools and to students in (non-Title I) schools with non-federal funds?**

JCSD uses its own Budgeting Methodology that incorporates a combination of student to staff ratios and per pupil budget allocations. This budgeting methodology is made without regard to a school's Title status or Title funding. JCSD maintains a state and federal budget that documents the personnel and non-personnel budget line items by funding source (Local/State vs. Federal).

The Assistant Superintendents and Superintendent as a group evaluate student enrollment data to determine the staffing needed at each school using pre-determined staffing ratio targets and staffing thresholds without regard to Title status. Once a decision has been made regarding staffing this data is passed along to the Business Manager and/or Assistant Business Manager whom are responsible for the calculation of the personnel costs. Any money left over from projected state and local revenues are used to equitably distribute service and supply money to each school based on factors such as square footage, enrollment, number of schools, number of programs at each school, etc. At no point is Title status considered in the equitable allocation of service and supply money. The Business Manager and/or Assistant Business Manager maintain the state and local budget which is updated and presented to the board each month as new information comes in during the budgeting process.

The Business Manager and Federal Programs Director work together to produce the Comparability report each fiscal year. The comparability report when complete is uploaded into the Mississippi Grant Information System.

The Federal Programs Director works with the schools receiving Title funds to supplement the staffing and resources the schools are receiving from state and local funds. The Principals of each Title school are responsible for developing a plan to use its Title funding to improve the performance of its school. JCSD Local/State budgeting methodology used to prove supplement not supplant is uploaded into Mississippi Grant Information System. The actual Local/State/Federal budget calculation is kept in the Business Office.

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|--|
| Findings |
| Compliance Indicator Q-1: Title I funds are used to supplement funds made available from non-federal sources. |
| Upon review of the District's MSIS Month 9 Personnel report and Payroll Distribution Report, it was found that the District paid the salary of the nurse located at school 26 with 2211 funds while paying the salaries of two nurses located at schools 02 and 16 with 1120 funds. This suggests that rules in place for Supplement not Supplant were violated. See Compliance Indicator G-1. |
| Corrective Action Plan as of January 06, 2020 |
| <ul style="list-style-type: none">• Please see the attached Spreadsheet outlining 50% district pay & 50% Federal Funds for all Title I funded |

Section Q-2

Jackson County School District (JCSD) uses a cost pool for the services of the Federal Programs office in administering the management of Federal Program funds. The cost pool is taken off the top of the district's Federal allocation for Federal Programs. The Federal Programs office uses its cost pool to cover the costs of personnel (salary and benefits) which include a Federal Programs Director, a Federal Grant Accountant, and a Federal Programs Coordinator. Besides personnel of the Federal Programs Office, the cost pool funds are used to purchase supplies, equipment, professional development, and travel of the Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator.

Each of the positions funded by the Cost Pool are required to document their time spent on Federal Programs on a daily/weekly/yearly basis. The Federal Programs Director monitors the time sheets and adjusts its funding percentages for these positions if the actual time spent on Federal Programs deviates from the initial plan. If changes are needed to the plan to match actual time spent then a revision to the plan is made.

When personnel are documenting their time as Federal Programs, the personnel are working strictly on Federal Programs activities outlined in their job descriptions. The job descriptions of the Federal Programs Director, Federal Grant Accountant, and Federal Programs Coordinator support the decision to fund these positions out of Federal Program Funds.

Section Q-3

Jackson County School District does not currently transfer funds between its Federal funds. All cost pool funds are taken off the top and put in its own fund for budgeting purposes. All cost pool expenditures are taken as they occur and expensed to the cost pool. If changes are needed to the cost pool expenditures because of a change in funding percentages of personnel, journal entries are done after the plan revision is approved.

| |
|---|
| Findings |
| Compliance Indicator Q-3: Documentation is on file to support that all transfers are made in accordance with consolidated administration and all fiscal records are maintained to reflect the transfers. |
| The LEA failed to produce source documentation that could substantiate that all transfers are made in accordance with consolidated administration and all fiscal records are maintained to reflect the transfers. |
| Discussion with the former Federal Programs Director and staff who still work in the district revealed multiple journal entries for the FY17 budget were made without the knowledge of the Federal Program Director or the Federal Program Coordinator. |
| Corrective Action Plan as of January 06, 2020 |
| <ul style="list-style-type: none">• The Federal Grant Accountant is responsible for recommending any and all journal entries to the Business Manager/Assistant Business Manager.• The Business Manager/Assistant Business Manager is responsible for actually making the journal entries. If the Business Manager deems that a journal entry is necessary, he will notify the Federal Grant Accountant and provide her with a copy of the journal entry and the supporting documentation |

R. Title II, PART A

Section R-1

Federal law states that, "Funds made available under this title shall be used to supplement, and not supplant, non-federal funds that would otherwise be used for activities authorized under this title." Jackson County School District (JCSD) uses Title II, Part A funds only to:

a. supplement educational program activities provided with state and local funds. JCSD may not use Title II, Part A funds to pay for activities that, in the absence of these funds, would be provided with state and local funds.

b. fund only the professional development activities that supplement those mandated locally or by the state and can supplement those discretionary professional development activities that JCSD would fund in the absence of other local and/or state funding sources.

Section R-2

Procedure

Jackson County School District (JCSD) uses no more than the maximum percent allowed for indirect costs. This amount has been approved in the Mississippi Grant Information System Application and Budget. Any administrative costs exceeding the approved amount must be accompanied by a justification that details how the administrative costs are reasonable and necessary.

S. Title III, Part A, ENGLISH LANGUAGE ACQUISITION

Section S-1

At this time, Jackson County School District (JCSD) has not made an application for Title III funds. If Title III funds are received by JCSD, all federal requirements will be followed.

Section S-2

This section is not applicable at this time because Jackson County School District (JCSD) has not made an application for Title III funds. If Title III funds are received by JCSD, all federal requirements will be followed.

T. TITLE IV, PART A

Section T-1

Jackson County School District (JCSD) receives \$30,000 or more in Title IV program funds and must conduct a comprehensive needs assessment that includes, at a minimum, a focus on three content areas:

- Well-rounded educational opportunities;
- Safe and healthy students; and
- Effective use of technology.

If JCSD receives less than \$30,000, we must use funds for at least one of the focus areas.

- Activities to support well-rounded educational opportunities;
- Activities to support safe and healthy students; and/or
- Activities to support effective use of technology.

(No more than 15% of that designated portion will be used for technology infrastructure). JCSD may spend up to 2% on administration.

Section T-2

Based on the results of the comprehensive needs assessment, JCSD is receiving \$30,000 or more and will use the funding as follows:

- at least 20 percent of funds for activities to support well-rounded educational opportunities;
- at least 20 percent of funds for activities to support safe and healthy students; and
- a portion of funds for activities to support effective use of technology.

(However, no more than 15% of that designated portion can be used for technology infrastructure).

Section T-3

If JCSD receives less than \$30,000, we will use funds for at least one of the focus areas.

- Activities to support well-rounded educational opportunities;
- Activities to support safe and healthy students; and/or
- Activities to support effective use of technology.

(No more than 15% of that designated portion can be used for technology infrastructure) JCSD may spend up to 2% on administration.

JCSD will not use Title IV, Part A funds for medical services or drug treatment or rehabilitation, except for integrated student supports, specialized instructional support services, or referral to treatment from impacted students, which may include students who are victims of, or witnesses to, crime or who illegally use drugs.

Section T-4

The purpose of JCSD TITLE IV program is to provide all students with a well-rounded education and access to an enriched curriculum and educational experience (Section 4107(a))

A well-rounded education:

- Helps students make important connections among their studies, their curiosities, their passions, and the skills they need to become critical thinkers and productive members of society.

Promotes a diverse set of learning experiences that engage students across a variety of course activities and programs in subjects such as English, reading/language arts, writing, and science.

Allowable Activities as Outlined in Section 4107

1. College and Career Guidance and Counseling programs, such as:

- Postsecondary education and career awareness and exploration activities.
- Training counselors to effectively use labor market information in assisting students with postsecondary education and career planning.
- Financial literacy and federal financial aid awareness activities.

2. Programs and activities that use music and the arts as tools to support student success through the promotion of constructive student engagement, problem solving and conflict resolution.

3. Programming and activities to improve instruction and student engagement in science, technology, engineering, and mathematics (including computer science), such as:

- Increasing access to high quality courses for students through grade 12 who are members of groups underrepresented in such subject fields (as female students, minority students, English learners, children with disabilities, and economically disadvantaged students) to high-quality courses.
- Supporting the participation of low-income students in nonprofit competitions related to STEM subjects (such as robotics, science research, invention, mathematics, computer science, and technology competitions).
- Providing hands-on learning and exposure to science, technology, engineering, and mathematics and supporting the use of field-based or service learning to enhance the students' understanding of STEM subjects.
- Supporting the creation and enhancement of STEM focused specialty schools.
- Facilitation collaboration among schools, after school programs, and informal program

Personnel to improve the integration of programming and instruction in the identified subjects.

- Integrating other academic subjects, including the arts, into STEM subject programs to increase participation in STEM subjects, improve attainment of skills related to STEM subjects, and promote well-rounded education.

4. Efforts to raise student academic achievement through accelerated learning programs, such as:

- Reimbursing low-income students to cover part or all the costs of accelerated learning examination fees if the low-income students are enrolled in accelerated learning courses and plan to take accelerated learning examinations.

- Increasing the availability of and the enrollment in accelerated learning courses, accelerated learning examinations, dual or concurrent enrollment programs, and early college high school courses.
5. Activities to promote the development, implementation and strengthening of programs to teach traditional American history, civics, economics, geography, or government education.
 6. Foreign language instruction.
 7. Environmental education.
 8. Programs and activities that promote volunteerism and community involvement.
 9. Programs and activities that support educational programs that integrate multiple disciplines, such as programs that combine arts and mathematics.
 10. Other activities and programs to support student access to, and success in, a variety of well-rounded education experiences.

Safe and Healthy Students (Sect. 4108)

The second purpose of JCSD TITLE IV program is to improve school conditions for student learning by providing activities to support safe and healthy students. When students are healthy and feel safe and supported, they are more likely to succeed in school.

The term "safe and healthy" refers to a school environment that fosters a safe and supportive environment for learning, student physical and mental health, and any other activities that cut across both areas as determined by the State or JCSD, with the purpose of providing all students access to a safe and healthy educational experience.

A safe and healthy school environment may be described as a "positive school climate", and the components of a positive school climate described as "conditions for learning". There are many activities that promote a safe and healthy school environment; the following provides a few of the examples as outlined in the law.

Allowable Activities as Outlined in Section 4108

1. Activities that are coordinated with other schools and community-based services and programs.
2. Foster safe, healthy, supportive and drug-free environments that support student academic achievement.
3. Activities that promote the involvement of parents in the activity or program.
4. May be conducted in partnership with an institution of higher education, business, nonprofit organization, community-based organization, or other public or private entity with a demonstrated record of success in implementing activities described within this section.
5. Drug and violence prevention activities and programs that are evidence-based including:
 - Programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes.

Professional development and training for school and specialized instructional support personnel and interested community members in prevention, education, early identification, intervention mentoring, recovery support services and, where appropriated, rehabilitation referral, as related to drug and violence prevention.

6. School-based mental health services, including early identification of mental health symptoms, drug use, and violence, and appropriate referrals to direct individuals to group counseling services, which may be provided by school-based mental health service providers.

- School-based mental health service partnership programs that:
 - i. Are conducted in partnership with a public or private mental health entity or health care entity.
 - ii. Provide comprehensive school-based mental health services and supports and staff development for school and community personnel working in the school that are:
 - a. Based upon trauma-informed practices that are evidenced-based.
 - b. Coordinated with early intervening services provided under Individuals with Disabilities Education Act (IDEA) (where appropriate).
 - c. Provided by qualified mental and behavioral health professionals who are certified or licensed by the State and practicing within their area of expertise.

7. Programs or activities that:

- Integrate health and safety practices into school or athletic programs.
- Support a healthy, active lifestyle, including nutritional education and regular, structured physical education activities and programs, that may address chronic disease management with instruction led by school nurses, nurse practitioners, or other appropriate specialists or professionals to help maintain the well-being of students.
- Help prevent bullying and harassment.
- Improve instructional practices for developing relationship building skills, such as effective communication, and improve safety through the recognition and prevention of coercion, violence, or abuse, including teen and dating violence, stealing, domestic abuse, and sexual violence and harassment.
- Provide mentoring and school counseling to all students, including children who are at risk of academic failure, dropping out of school, involvement in criminal or delinquent activities, or drug use and abuse.
- Establish or improve school dropout and reentry programs.
- Establish learning environments and enhance students' effective learning skills that are essential for school readiness and academic success, such as by providing integrated systems of student and family supports.

8. High-quality training for school personnel, including specialized instructional support personnel, related to:

- Suicide prevention,
- Effective and trauma-informed practices in classroom management,
- Crisis management and conflict resolution techniques,

Human trafficking,

- School-based violence prevention strategies,
- Drug abuse prevention, including educating children facing substance abuse at home, or
- Bully and harassment prevention.

9. Child sexual abuse awareness and prevention programs or activities, such as programs or activities designed to provide:

- Age-appropriate and developmentally-appropriate instruction for students in child sexual abuse awareness and prevention, including how to recognize child sexual abuse and how to safely report child sexual abuse.
- Information to parents and guardians of students about child sexual abuse awareness and prevention, including how to recognize child sexual abuse and how to discuss child sexual abuse with a child.

10. Designing and implementing a locally-tailored plan to reduce exclusionary discipline practices in elementary and secondary schools that:

- Is consistent with best practices.
- Includes strategies that are evidence-based.
- Is aligned with the long-term goal of prison reduction.

11. Implementation of schoolwide positive behavioral interventions and supports, including through coordination with similar activities carried out under IDEA, to improve academic outcomes and school conditions for learning.

12. Designating a site resource coordinator at a school or JCSD to provide a variety of services such as:

- Establishing partnerships within the community to provide resources and support for schools.
- Ensuring that all service and community partners are aligned with the academic expectations of a community school to improve student success.
- Strengthening relationship between schools and communities.

13. Pay for success initiative aligned with the purposes of this section.

Effective Use of Technology (Sect. 4109)

The third purpose of the JCSD TITLE IV grant is to improve the effective use of technology and thus improve the academic achievement and digital literacy of all students.

Allowable Activities as Outlined in Section 4109

1. Providing educators, school leaders, and administrators with the professional learning tools, devices, content, and resources to:

- Personalize learning to improve student academic achievement.
- Discover, adapt, and share relevant high-quality educational resources.
- Use technology effectively in the classroom, including by administering computer-based assessments and blended learning strategies.
- Implement and support school-wide and district-wide approaches for using technology to inform instruction, support teacher collaboration, and personalize learning.

2. Building technological capacity and infrastructure, which may include:

- Procuring content and ensuring content quality.
- Purchasing devices, equipment and software applications to address readiness shortfalls.

3. Developing or using effective or innovative strategies for the delivery of specialized or rigorous academic courses and curricula using technology, including digital learning technologies and assistive technology.

4. Carrying out blended learning projects, which shall include:

- Planning activities, which may include development of new instructional models (including blended learning technology software and platforms), the purchase of digital instructional resources, initial professional development activities, and one-time information technology purchases, except that such expenditure may not include expenditures related to significant construction or renovation of facilities.

- Ongoing professional development for Teachers, Principals, other school leaders, or other personnel involved in the project that is designed to support the implementation and academic success of the project.

5. Providing professional development in the use of technology (which may be provided through partnerships with outside organizations) to enable teachers and instructional leaders to increase student achievement in the areas of science, technology, engineering, and mathematics, including computer science.

6. Providing students in rural, remote and underserved areas with the resources to take advantage of high-quality digital learning experience, digital resources, and access to online courses taught by effective educators.

- A special rule within ESSA states that no more than 15 percent of funds in this content area may be spent on technology infrastructure, including devices, equipment, software applications, platforms, digital instructional resources and/or other one-time IT purchases.

- The 15% special rule does not apply to the total JCSD TITLE IV sub grant JCSD may receive. To clarify, JCSD may not spend more than 15 percent of funding in this content area on devices, equipment, software applications, platforms, digital instructional resources, and/or other one-time IT purchases.

Section T-5

Supplement, Not Supplant:

Districts may not use Title IV program funds for the cost of activities in the three Title IV program content areas: well-rounded education, safe and healthy students, and technology, if the cost of those activities would have otherwise been paid with State or local funds in the absence of Title IV program funds. Sect. 4110(e)(1)(A)

Federal Civil Rights: Title IV grant recipients must comply with Federal civil rights laws that prohibit discrimination based on race, color, national origin, sex, disability, and age.

Uniform Guidance: Cost Principles Under 2 CFR 200.403 the Uniform Guidance cost principles apply to the use of Title IV program funds, including the standards below:

- Prior Approval (§200.407)
- Allowable (§200.403)
- Allocable to the program (§200.405)
- Adequately documented

U. ESSA TRANSFERABILITY

Section U-1

Transfers of funds between formula programs is not a current practice of the Jackson County School District. If a transfer of funds between formula programs becomes necessary we will follow all requirements for the transfer of funds.

AA. TITLE I, PART A: LEA-LEVEL RESERVATIONS AND ALLOCATIONS TO TITLE I SCHOOLS

Section AA-1

- At this time, JCSD LEA will not use Title I or Title II funds to provide financial awards and incentives for eligible teachers and instructional coaches in schools that are Title-I eligible and have been identified for Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), or Additional Targeted Support and Improvement (ATSI) (ESEA 2015).
- However, if at any time the JCSD LEA intends to use these funds, the JCSD LEA will follow the following guidelines:

FAQs for LEA staff:

| | Title I, Part A | Title II, Part A |
|--|---|--|
| How much funding can I reserve for these rewards and incentives? | You may reserve up to 5% of your final Title I allocation, including funds transferred into Title I (ESEA 2015). The amount of funds allocated for equitable participation for eligible private school students will not change as a result of this reservation. | You may use any amount of your Title II, Part A funds (ESEA 2015). The amount of funds allocated for equitable participation for private schools will not change as a result of this reservation. |
| Which educators are eligible? | All teachers serving in a Title I-eligible school identified for CSI, TSI, or ATSI are eligible. Instructional coaches in those same schools are eligible if they have a teaching license and provide professional development. | |
| How do I budget for this in WISEgrants? | The process is similar to that for other reservations. Enter the amount in the "Financial Incentives" field on the Title I Plan Reservations screen, and budget for incentives and rewards in the personnel section of the budget. | Budget for incentives and rewards in the personnel section of the budget. |

| | Title I, Part A | Title II, Part A |
|--|--|------------------|
| When can I pay an educator an incentive? | Be sure to follow your LEA's policy. However, if you pay an incentive at the beginning of the school year, you must not liquidate and claim the incentive pay until after the services have been satisfactorily provided in accordance with the contract (OMB 2014). | |
| When can I claim reserved funds? | You may submit claims once the services tied to the incentive pay have been rendered (OMB 2014). | |
| What types of rewards and incentives are allowable? | The law does not specify. * Working with stakeholders can be very helpful when thinking about which rewards and incentives are most likely to increase equitable outcomes for students. | |
| What happens if my school's identification changes mid-year? | You have the option to change your rewards and incentives if your identification changes. Decisions should be based on the best interests of schools, teachers, and students. You can make changes to your reservation within the appropriate application in WISEgrants. | |

*The law does not specify which types of financial incentives and rewards are allowable. You might consider the following options:

- Incentives for effective teachers who take on instructional leadership roles within their schools identified as CSI, TSI, and ATSI
- Incentives that attract, support, reward, and retain the most effective teachers at Title I eligible schools identified as CSI, TSI, and ATSI

Section AA-2

- At this time, JCSD LEA will not use Title I or Title II funds to provide transportation for school choice for students in schools that are Title-I eligible and have been identified for Comprehensive Support and Improvement (CSI), (ESEA 2015).
 - If funds are ever reserved, the JCSD LEA will maintain the following evidence:
 - Financial records showing the reserved funds were spent
 - Documentation of transportation services for students in CSI schools

Section AA-3

- The JCSD LEA does reserve 20% of Title I funds for "Cost Pool" for the administration of Title I programs.
 - Marathon expenditure reports and/or procurement packages will be maintained yearly, showing how these reserved funds were spent.

Section AA-4

- JCSD LEA will maintain financial records and documentation of the benefit the district initiative provided for all served Title I schools showing how reservations for district-managed initiatives were spent and utilized.

Section AA-5

- The JCSD LEA will use free & reduced lunch counts from March to determine school ranking and serving for Title I schools.
- The JCSD LEA will not serve any schools below 40% poverty. All elementary schools in JCSD are currently considered Title I eligible.
 - A list of schools that receive Title I funding with budget/allocation information from Marathon will be maintained at both the district and school level.

BB. TITLE I, PART A: GENERAL REQUIREMENTS

Section BB-1

TESTING PROGRAMS – II

The Board of Education of the Jackson County School district, pursuant to 37-16-5, shall periodically assess student performance and achievement in each school. Such assessment programs shall be based upon local goals and objectives which are compatible with the state's plan for education and which supplement the minimum performance standards approved by the State Board of Education. Data from district assessment programs shall be provided by the State Department of Education when such data is required in order to evaluate specific instructional programs or processes or when the data is needed for other research or evaluation projects. This district may provide acceptable, compatible district assessment data to substitute for any assessment data needed at the state level when State Department of Education certifies that such data is acceptable for the purposes of Section 37-16-3, as pursuant 37-16-5 (1983).

The district adheres to all requirements of the Mississippi Assessment System.

The district adheres to all testing guidelines and procedures prescribed by the State Board of Education.

- It is unlawful for anyone knowingly and willfully to do any of the following acts regarding mandatory uniform tests administered to students as required by the State Department of Education and the General Educational Development Test (GED):
 - give examinees access to test questions prior to testing;
 - copy or reproduce all or any portion of any secure test booklet;
 - coach students during testing or alter or interfere with responses in any way;
 - make answer keys available to examinees;
 - fail to account for all secure test materials before, during, and after testing; or
 - participate in, direct, aid, counsel, assist in, encourage or fail to report any of the acts prohibited in this section.
- Any person violating any provisions or subsection (1) of this section is guilty of a misdemeanor and upon conviction shall be fined not more than One Thousand Dollars (\$1,000.00), or be imprisoned for not more than ninety (90) days or both. Upon conviction, the State Board of Education may suspend or revoke the administrative or teaching credentials, or both, of the person convicted.
- The district attorney shall investigate allegations of violations of this section, either on its own initiative following a receipt of allegations, or at the request of a school district or the State Department of Education.
- The district attorney shall furnish to the State Superintendent of Education a report of the findings of any investigation conducted pursuant to this section.

- The State Board of Education shall establish statistical guidelines to examine the results of state mandated tests to determine where there is evidence of testing irregularities resulting in false or misleading results in the aggregate or composite test scores of the class, grade, age group, or school district. When said irregularities are identified, the State Superintendent of Education may order that any group of students identified as being required to retake the test do so at the state's expense under state supervision. The school district shall be given at least thirty (30) days notice before the next test administration and shall comply with the order of the State Superintendent of Education. The results from the second administration of the test shall be for all uses of that data. The State Board of Education shall establish statistical guidelines to examine the results of state

All students seeking to transfer from any school, public or private, within or outside of the boundaries of the State of Mississippi, to this school district may be required to take a test to determine the grade and class to which the pupil shall be assigned at the time of pupil transfer.

The principal shall administer the test or tests to such pupil or pupils as shall apply for transfer to such school. Such test or tests shall be administered within thirty days after the filing of each such application for transfer. Notice of the giving of such test shall be given to the applicant not less than five days prior to the date of the administration of such test.

No transfer of a pupil shall be effected until the test is given and the pupil is assigned according to the grade and class for which the test shows he is best suited. No pupil shall be assigned to a grade and the class more than three (3) grades above or below the grade or class that the pupil would have been assigned to had the pupil remained in the school from which the transfer is being made. Pending the administration of the test herein provided for and its grading and an assignment based thereon, the superintendent of the school district or the principal to which the pupil seeks admission may assign the pupil temporarily to a grade and class comparable to that in which the pupil would have been had the pupil continued in the school from which the transfer was being made.

If any student is transferred or reassigned within the school district by order of the school board as designated by the law of the State of Mississippi and not at his own request, the requirement of that pupil's taking the standardized test shall be waived. Likewise, if a pupil shall transfer from one school district to another school district in the manner provided and required by the laws of the State of Mississippi, the requirement of such pupil taking the standardized test shall be waived, as pursuant to 37-15-33.

Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited by a regional or state agency is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student.

Legal Reference: MS Code 37-16-1 through 3; 37-16-4; 37-16-5; 37-15-33

Reference: Accreditation Requirements of the State Board of Education, Bulletin 171

Section BB-2

- The Annual Report Card will be posted at the bottom of the JCSD website homepage

[2021-2022 District Report Card](#)

[2022-2023 District Calendar](#)

[2022-2023 Dropout Prevention Plan](#)

[2023-2024 District Calendar](#)

JACKSON COUNTY SCHOOL DISTRICT

[Site Map](#)

Address: 4700 Col Vickrey Rd Vancleave, MS 39565 P: (228) 283-3000

- JCSD will utilize the annual Comprehensive Needs Assessment survey (the link will be located on the homepage for 1 month beginning in January and ending in February) and the Vision Team to engage all stakeholders in designing the Title I program. The link will be located on the District's homepage.

The screenshot shows a web browser window with the URL jcsd.ms/Page/8409. The navigation menu includes: HOME, OUR DISTRICT, COVID-19, DEPARTMENTS, FOR PARENTS, EAST CENTRAL, ST. MARTIN, VANCELEAVE, JTC, and VACANCIES. The main content area is titled "Comprehensive Needs Assessments" and lists the following links:

- [2022 Results](#)
- [2021 Results](#)
- [2020 Results](#)
- [2019 Results](#)
- [2018 Results](#)
- [2017 Results](#)
- [2016 Results](#)

- Each LEA Title I school will also convene Title I meetings with representatives from each stakeholder group.
- Stakeholders will be able to access the Title IV-A Needs Assessment on the JCSD Federal Programs website.
- Documentation of stakeholder engagement will be uploaded to Title I Crate and maintained as hard copies at the district/school level.

Section BB-4

TESTING PROGRAMS – II

The Board of Education of the Jackson County School district, pursuant to 37-16-5, shall periodically assess student performance and achievement in each school. Such assessment programs shall be based upon local goals and objectives which are compatible with the state's plan for education and which supplement the minimum performance standards approved by the State Board of Education. Data from district assessment programs shall be provided by the State Department of Education when such data is required in order to evaluate specific instructional programs or processes or when the data is needed for other research or evaluation projects. This district may provide acceptable, compatible district assessment data to substitute for any assessment data needed at the state level when State Department of Education certifies that such data is acceptable for the purposes of Section 37-16-3, as pursuant 37-16-5 (1983).

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 - give examinees access to test questions prior to testing;
 - copy or reproduce all or any portion of any secure test booklet;
 - coach students during testing or alter or interfere with responses in any way;
 - make answer keys available to examinees;
 - fail to account for all secure test materials before, during, and after testing; or
 - participate in, direct, aid, counsel, assist in, encourage or fail to report any of the acts prohibited in this section.
- Any person violating any provisions or subsection (1) of this section is guilty of a misdemeanor and upon conviction shall be fined not more than One Thousand Dollars (\$1,000.00), or be imprisoned for not more than ninety (90) days or both. Upon conviction, the State Board of Education may suspend or revoke the administrative or teaching credentials, or both, of the person convicted.
- The district attorney shall investigate allegations of violations of this section, either on its own initiative following a receipt of allegations, or at the request of a school district or the State Department of Education.
- The district attorney shall furnish to the State Superintendent of Education a report of the findings of any investigation conducted pursuant to this section.
- The State Board of Education shall establish statistical guidelines to examine the results of state mandated tests to determine where there is evidence of testing irregularities resulting in false or misleading results in the aggregate or composite test scores of the class, grade, age group, or school district. When said irregularities are identified, the State Superintendent of Education may order that any group of students identified as being required to retake the test do so at the state's expense under state supervision. The school district shall be given at least thirty (30) days notice before the next test administration and shall comply with the order of the State Superintendent of Education. The results from the second administration of the test shall be for all uses of that data.

All students seeking to transfer from any school, public or private, within or outside of the boundaries of the State of Mississippi, to this school district may be required to take a test to determine the grade and class to which the pupil shall be assigned at the time of pupil transfer.

The principal shall administer the test or tests to such pupil or pupils as shall apply for transfer to such school. Such test or tests shall be administered within thirty days after the filing of each such application for transfer. Notice of the giving of such test shall be given to the applicant not less than five days prior to the date of the administration of such test.

No transfer of a pupil shall be effected until the test is given and the pupil is assigned according to the grade and class for which the test shows he is best suited. No pupil shall be assigned to a grade and the class more than three (3) grades above or below the grade or class that the pupil would have been assigned to had the pupil remained in the school from which the transfer is being made. Pending the administration of the test herein provided for and its grading and an assignment based thereon, the superintendent of the school district or the principal to which the pupil seeks admission may assign the pupil temporarily to a grade and class comparable to that in which the pupil would have been had the pupil continued in the school from which the transfer was being made.

If any student is transferred or reassigned within the school district by order of the school board as designated by the law of the State of Mississippi and not at his own request, the requirement of that pupil's taking the standardized test shall be waived. Likewise, if a pupil shall transfer from one school district to another school district in the manner provided and required by the laws of the State of Mississippi, the requirement of such pupil taking the standardized test shall be waived, as pursuant to 37-15-33.

Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited by a regional or state agency is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student.

Legal Reference: MS Code 37-16-1 through 3; 37-16-4; 37-16-5; 37-15-33 Reference: Accreditation Requirements of the State Board of Education, Bulletin 171

MULTI-TIERED SYSTEM OF SUPPORT - IEI

In accordance to State Board Policy Part 3: Chapter 41: Intervention (adopted January 21, 2005 and revised September 2015), the Jackson County School District shall require an instructional model designed to meet the academic and behavioral needs of every student. The model shall consist of three tiers of instruction.

Tier 1: Quality classroom instruction based on MS Curriculum Frameworks

Tier 2: Focused supplemental instruction

Tier 3: Intensive interventions specifically designed to meet the individual needs of students

Teachers should use progress monitoring information to (a) determine if students are making adequate progress, (b) identify students as soon as they begin to fall behind, and (c) modify instruction early enough to ensure each and every student gains essential skills. Monitoring of student progress is an ongoing process that may be measured through informal classroom assessment, benchmark assessment instruments and large-scale assessments.

Screeners will be administered to assist in the identification of students in need of interventions:

1. All students in Kindergarten and Grades 1 through 3 shall be administered a state-approved screener within the first 30 days of school and repeated at mid-year and at the end of the year to identify any deficiencies in reading.
2. Universal Behavior Screeners will be administered 3 times a year. The screener will address externalizing behavior and internalizing behavior.
3. A dyslexia screener will be administered in the spring of kindergarten and the fall of 1st grade as outlined in policy IEBA.

If strategies at Tiers 1 and 2 are unsuccessful, students must be referred to the Teacher Support Team. The TST is the problem-solving unit responsible for interventions developed at Tier 3. Each school must have a Teacher Support Team (TST) implemented in accordance with the process developed by the Mississippi Department of Education. The chairperson of the TST shall be the school principal as the school's instructional leader or the principal's designee. The designee may not be an individual whose primary responsibility is special education.

Interventions will be:

- designed to address the deficit areas;
- research based;
- implemented as designed by the TST;
- supported by data regarding the effectiveness of interventions.

Monitoring of student progress is an ongoing process that may be measured through informal classroom assessment, benchmark assessment instruments and large-scale assessments.

After a referral is made, the TST must develop and begin implementation of an intervention(s) within two weeks. No later than eight weeks after implementation of the intervention(s) the TST must conduct a documented review of the interventions to determine success of the intervention. No later than 16 weeks after implementation of the intervention(s), a second review must be conducted to determine whether the intervention is successful. If the intervention(s) is determined to be unsuccessful, then the student will be referred for a comprehensive assessment.

In accordance with the Literacy-Based Promotion Act of 2013, each student who exhibits a substantial deficiency in reading at any time, as demonstrated through:

- A. performance on a reading screener approved or developed by MDE, or
- B. through locally determined assessments and teacher observations conducted in Kindergarten and Grades 1 through 3, or
- C. through statewide end-of-the-year assessments or approved alternate yearly assessments in Grade 3, must be given intensive reading instruction and intervention immediately following the identification of the reading deficiency. A student who was promoted from Grade 3 to Grade 4 under a good cause exemption of the Literacy-Based Promotion Act must be given intensive reading instruction and intervention. The intensive intervention must include effective instructional strategies and appropriate teaching methodologies necessary to assist the student in becoming a successful reader, able to read at or above grade level, and ready for promotion to the next grade.

In addition to failure to make adequate progress following Tiers 1 and 2, students will be referred to the TST for interventions as specified in guidelines developed by MDE if any of the following events occur:

- A. Grades 1-3: A student has failed one (1) grade;
- B. Grades 4-12: A student has failed two (2) grades;
- C. A student failed either of the preceding two grades and has been suspended or expelled for more than twenty (20) days in the current school year; OR
- D. A student scores at the lowest level on any part of the Grade 3 or Grade 7 statewide accountability assessment.
- E. A student is promoted from Grade 3 to Grade 4 under a good cause exemption of the Literacy-Based Promotion Act.

Referrals to the Teacher Support Team must be made within the first twenty (20) school days of a school year if the student meets any of the criteria A-D E stated above.

- JCSD uses I-Ready as our progress monitoring tool. Documentation of monitoring and supporting student progress to strengthen academic programs and improve school conditions for students will be uploaded into Title I Crate.

Section BB-5

PROFESSIONAL PERSONNEL QUALIFICATIONS AND DUTIES – GBBA

All instructional personnel or any personnel with a salary based on the teacher or administrative pay scale shall be licensed in accordance with state law and regulation of the Mississippi Department of Education. Such licensure and/or transcript of credits from an accredited institution shall be on file in the office of the Human Resources Department prior to the issuance of the first salary check. Exception: Employee may receive pay under a qualified contingency contract pending certification and/or verification of experience.

QUALIFICATIONS AND DUTIES:

All professional staff employed in the school district are properly licensed and endorsed with the following exceptions:

1. The professional staff in each school is comprised of no more than 5% of individuals who are working outside the area or areas of endorsement.
2. The teaching staff in each school is comprised of no more than 5% of non-licensed teaching personnel who teach for no more than three periods a day and who have been approved by the Office of Educator Licensure.

An appropriate license is required of the Superintendent, principals, librarians, and high school guidance counselors.

Secondary teachers endorsed in an academic subject area may teach in their academic subject area in departmentalized elementary grades 5 and 6.

Assistant principals who are not properly endorsed may be included in the 5% working outside their area of endorsement, provided they do not act in the place of the principal.

Individuals holding Expert Citizen license are appropriately endorsed and are not included in the 5% limit.

The school district employs a school business officer/administrator whose qualifications meet criteria established by the Mississippi Department of Education and whose primary job responsibilities are conducting, supervising, and/or directing the financial affairs and operations of the school district.

A district staff member other than the Superintendent is designated to supervise and evaluate all components of the transportation program.

Any salary adjustments based on obtaining a higher degree must be from an accredited institution. Official transcripts verifying accreditation and degree conferred will be required prior to a pay upgrade.

Legal Ref: Mississippi Public School Accreditation Standards

MS Code 37-3-2(6) (e-f)
State Board of Education Policy GBBA
Payroll procedures Policy DJC

Section BB-6

- Each Title I school will maintain documentation/evidence of transition activities for students in Early Childhood programs to Elementary. This documentation will be uploaded to Title I Crate

Section BB-7

- Each Title I school will maintain documentation/evidence of reducing overuse of discipline practices that removes students from the classroom. Each campus has a school counseling program and PBIS support. This documentation will be uploaded to Title I Crate.

Section BB-8

- Currently, all Title I schools in JCSD are elementary schools.

Section BB-9

- Each school will maintain a copy of teacher certifications and other credentials for all certified teachers and paraprofessionals serving students in Title I schools to ensure that state licensure requirements are met.

Section BB-10

EQUAL EDUCATIONAL OPPORTUNITIES - JAA

Every pupil of the district will have equal educational opportunities regardless of race, color, creed, sex, disability, religion or marital status.

No student shall be excluded on such basis from participating in or having access to any course offerings, athletics, counseling, employment assistance, and extra-curricular activities.

School board policies follow federal laws related to nondiscriminatory practices in the operation of the school district.

Reference: Mississippi Public School Accountability Standards Legal Reference:

Mississippi Code 37-15-35

1972 Educational Amendments, Title IX; 45 CFR Part 86 1964
Civil Rights Act, Title VI
1973 Rehabilitation Act, Section 503 and Section 504
45 CFR Part 84
Brown v. Board of Education, 347 U.S. 483 (1954)

SCHOOL ADMISSIONS-JBC

Adopted: 8-6-07 Revised: 10-7-19

The Jackson County School District exists to provide publicly supported education to district residents. A child's residence is the residence of his or her parents or full legal guardian. The Jackson County School District will not recognize or accept general guardianship documents for "health and school purposes only. Partial guardianship of the student by a resident within the district will not be recognized as meeting full legal guardianship.

The district will enroll non-resident students only to the extent required by law or under extreme circumstances as appropriate under procedures outlined by the State Board of Education and with the approval of the Jackson County School Board.

Wards of a public welfare department living in foster homes within the district are considered as residents of the district.

District approved exchange students residing in a home within the district are considered as having legal residence.

Students who are married, but who have not reached the age of majority, shall be considered majority, provided they have residence within the bounds of the Jackson County School District.

The parent or legal guardian of students attending schools of the Jackson County School District will be required to show proof of residence as required by the Mississippi State Board of Education in the following manner:

Procedure I

Definition of residence for school attendance purposes:

The student physically resides full time, weekdays/nights and weekends, with the parent or guardian, at a place of abode located within the limits of the school district.

1. All schools will require students who are seeking to enroll in the school district to register at the school they are assigned to attend. If registering at the beginning of the school year, parents may submit residency documentation during the days and times designated for Residency Verification. Appointments will be made for parents who need to verify residency at any other time. The school district shall verify the residency of each student.
2. Any new student enrolling or entering the school district or any continuing students whose residence has changed will be required to verify their residence address as herein provided as a part of the registration process. New enrollees to the district will register by appointment as set by the school.
3. The parents or guardians of continuing students whose residency has not changed shall provide proof of residency in person at a time designated by the District. All students, continuing and new to the district must register using the District's Online Registration Process.

Procedure II

Each new student or student whose residence has changed must establish his or her residency in the following manner:

STUDENTS LIVING with PARENTS or GUARDIAN

The parent or legal guardian of a student seeking to enroll must provide the school district with a least two of the items numbered (1) through (6) below as verification of their address. No documents with a post office box as an address will be accepted

1. Filed Homestead Exemption Application Form
2. Mortgage Statement or property deed; No property tax documents
3. Apartment or home lease
4. Current Utility bills; (Per MDE, NO cut-off or disconnect notices); No car/home insurance statements; no cell phone bills; no hunting licenses; Bill must be current, within 30 days of date of registration
5. Driver's license or Mississippi State-Issued Identification Card; (Must show current address)
6. Automobile registration; (Must be current year's registration, not expired)

At a minimum, the district shall maintain in a file a written instrument identifying the types of documents used to verify each student's residency and copies of any relevant guardianship petition or decree.

When satisfactory evidence is presented that a family with school age children plans to move into the school district, the Assistant Superintendent of the Attendance Center, which the student(s) will attend may waive the residency requirement for a period of time, not exceed 30 days, during which time the family will provide transportation for the student(s). In all cases the Superintendent of Education shall be notified in writing from the Attendance Center of the circumstances surrounding the enrollment of such student(s) within one week of admission. If, at the conclusion of the 30-day waiver, the family is unable to provide sufficient and verifiable proof of residency, the school age children will be withdrawn until sufficient and verifiable proof of residency is presented and approved by the Attendance Center Assistant Superintendent.

HOMELESS STUDENTS

When a child is determined to be homeless as defined by the Stewart B. McKinney Act 42 USC Sections 11431(1), and 11432(e) (4) and 11302(a), the school district shall consider and take enrollment action that is in the best interest of the child pursuant to 42 USC 11432(e) (3).

PARENTS/LEGAL GUARDIANS without PERMANENT RESIDENCE (AFFIDAVITS)

1. The non-parent claiming district residency must meet the criteria of subparagraph (a) through (6), required of a parent or legal guardian.
2. In addition to providing two proofs of residency, the district resident must provide the district official with an affidavit stating his or her relationship to the parent/guardian, and certify that the parent/guardian will be living at his/her abode full time with the student, and provide documentation fully explaining the reason(s) (other than school attendance zone or district preference)for this arrangement. The local school board or its designee will make the necessary factual determinations under subsection II.1(c)(2).

An Affidavit of Residency for a student(s) will remain in effect for 30 calendar days for which it is filed. Use of an Affidavit of Residency may not be allowed for more than one time during an academic school year or more than once in the student's school tenure in Jackson County School District. If any irregularity regarding the validity of an Affidavit is discovered, that parent/guardian will not be allowed to utilize an Affidavit of Residency option and the Jackson County Resident establishing residency for the parent/guardian will not be allowed to provide residency for any other parent/guardian through an Affidavit. Residency may be verified by the School Resource Officer and/or School Administrator between the hours of 3:00 pm and 9:00 pm.

STUDENTS LIVING with NON-CUSTODIAL ADULT

Examples of situations where "in loco parentis" authority of an adult should be recognized to establish residency of the minor include but are not limited to the following:

1. Death, serious illness, or incarceration of the child's parent(s) or guardian(s); (documentation required)
2. Abandonment of the child
3. Child abuse or neglect
4. Unstable family relationships or undesirable conditions in the home of the child's parents or guardians having a detrimental effect on the child
5. Students enrolled in recognized exchange programs residing with host families.

Whenever appropriate the person who has assumed responsibility for the care and custody of the child shall be required to obtain legal guardianship of the child. The requirements of Section II. 1(a) and (c) above are minimum requirements and the school district may require additional documentation and verification at any time.

In cases of guardianship, no temporary enrollment shall be processed except by the Assistant Superintendent of the District and/or by her designee and only in emergency circumstances. Temporary enrollment may be granted for no more than 30 days. If after 30 days, the adult seeking registration of student(s) cannot provide legal guardianship documentation, a referral to the Department of Human Services (DHS) will be made. Pending review of guardianship by DHS, student(s) will remain enrolled in Jackson County School District.

The provisions of this policy do not apply to students who reside outside the school district, but who have legally transferred into the school district

The requirements of Section II.1 (a) are minimum requirements and the school district may require additional documentation and verification at any time.

JACKSON COUNTY

School District

Residency Verification

Student Name: _____ DOB: _____ Grade: _____
Parent/Legal Guardian Name: _____
Address: _____ City: _____ Zip: _____
Telephone: _____
(Primary) (Work/Alternate)

I, the parent/legal guardian, do verify that the proofs of residency submitted to Jackson County School District are a true and accurate representation of my legal residence.

Parent/Guardian Signature

Date

Parent/Guardian to complete top only

=====

OFFICE USE ONLY:

Two Proofs of Residency

- ___ Filed Homestead Application Form
- ___ Mortgage documents or property deed
- ___ Apartment or Home Lease
- ___ Current utility bills; ALL bills presented should be within 30 days of the date of registration. (NO car/home insurance statements; NO cell phone bills)
- ___ VALID Driver's License or MS State-Issued ID Card with current address
- ___ Automobile Registration (current; not expired)

I, the employee of Jackson County School District, do verify that I have seen and approved this student's residency documents as indicated on this form.

District Employee Signature

Date

Registration Checklist

- Yes No -Updated Immunization Compliance (Form 121 or 122) (REQUIRED FOR INCOMING 7th Graders)
- Yes No -Legal Paperwork (custody, adoption, name change, guardianship)

Returning Students

JACKSON COUNTY

School District

Affidavit of Residency Instructions

PLEASE BE ADVISED: AFFIDAVIT OF RESIDENCY IS VALID FOR 30 DAYS FROM THE DATE IT IS EXECUTED. PARENTS OR GUARDIANS WHO FAIL TO PROVE RESIDENCY WITHIN 30 DAYS OF ENROLLING WITH AN AFFIDAVIT WILL HAVE THEIR STUDENT(S) UNENROLLED BY THE 30TH DAY OR THE FRIDAY OF THE 4 WEEK.

If a parent or guardian is using an affidavit from a LEGAL JACKSON COUNTY RESIDENT to prove residency, the LEGAL RESIDENT must produce TWO MDE approved forms of residency documentation (listed below) matching the address stated on the affidavit. The LEGAL RESIDENT must produce PHOTO ID for Notary and Central Office.

The parent/legal guardian of the student(s) must present a PHOTO ID matching the parent name on the student(s) birth certificate or custody paperwork. All custody paperwork must be executed by a court of law.

After the Affidavit is notarized, the parent/guardian and Legal Resident should present the two approved forms of residency documentation, IN THE NAME OF THE LEGAL RESIDENT AND MATCHING THE ADDRESS LISTED ON THE AFFIDAVIT, to the Central Office.

Two of the below listed documents are required to establish residency:

- A) FILED HOMESTEAD EXEMPTION FORMS;
- B) MORTGAGE STATEMENT; PROPERTY DEED; (NO PROPERTY TAX DOCUMENTS)
- C) APARTMENT OR HOME LEASE;
- D) UTILITY BILLS; **NO CUTOFF OR DISCONNECT NOTICES WILL BE ACCEPTED AS PER MDE MANDATES; (NO CELL PHONE BILLS; NO CAR/HOME INSURANCE STATEMENTS; NO HUNTING LICENSES; BILL MUST BE CURRENT, WITHIN 30 DAYS OF REGISTRATION)**
- E) DRIVERS LICENSE OR MISSISSIPPI STATE IDENTIFICATION CARD; (MUST SHOW CURRENT ADDRESS)
- F) AUTOMOBILE REGISTRATION; MUST BE CURRENT YEAR'S REGISTRATION, NOT EXPIRED)

******* PLEASE NOTE: NO NOTARY SERVICES WILL BE PROVIDED BY JACKSON COUNTY SCHOOL DISTRICT. PLEASE HAVE PAPERWORK DULY NOTARIZED PRIOR TO SUBMITTING RESIDENCY DOCUMENTATION TO THE CENTRAL OFFICE *******

Please call 228/826-0190 and ask for Shelly Barnett to schedule an appointment.

Procedures:

1. Please have attached form signed and notarized
2. Call Central Office to schedule an appointment
3. When completing the process at Central Office, PARENT/GUARDIAN MUST PRESENT:
 - (a) photo ID that matches a parent name on the student(s) birth certificate (or custody papers)
 - (b) 2 forms of residency documentation (**MATCHING THE ADDRESS ON THE NOTARIZED AFFIDAVIT**) obtained from the LEGAL RESIDENT
 - (c) completed, notarized affidavit

PLEASE BE ADVISED:

Residency may be verified by the School Resource Office and/or by School Administrator between the hours of 3:00 pm and 9:00 pm.



Affidavit of Residency
(Valid for 30 days from date of execution)

Student(s) Name: _____

School(s) Name: _____

Parent's/Guardian's Name (Please Print): _____

Section 37-25-29 of the Mississippi Code of 1972-Mississippi State Board of Education Policy and District Policy JBC Admissions Policy require students to live with a parent or legal guardian in the Jackson County School district. Affidavit of Residency shall be valid for 30 days from the date of execution.

Parent/Legal Guardian swears that:

- I am actually residing on a full-time basis at the address listed below which is situated within the boundaries of the Jackson County School District.
- I am the parent/guardian listed above, and the student is residing with me on a full-time basis at the address listed below.
- I have been advised of the residency requirements of the state law, Mississippi State Board of Education Policy, and the School District policy. I understand that if the student is not actually residing with me at the address given above, the student will be immediately withdrawn from school in the Jackson County District and I will not be allowed to establish residency through an Affidavit for any other registration(s) in the Jackson County School District.

Signature of Parent/Guardian

Identification Presented

Jackson County Resident (LEGAL RESIDENT) Name: _____

Jackson County Resident Address: (No P.O. Boxes) _____

Legal resident understands that if it becomes apparent that parent/guardian and their student(s) are not residing with Legal Resident at the address listed above, Legal Guardian will not be allowed to establish residency for any other individual in the Jackson County School District.

Signature of Jackson County Resident
(LEGAL RESIDENT who is providing residency paperwork)

Identification Presented

I verify that the persons listed above presented the identification listed above and personally appeared before me, the undersigned, on this the _____ day of _____, 20____, within my jurisdiction.

(Notary Public)
Please make sure seal is legible. Thank you.

CC. TITLE I, PART A: GENERAL MCKINNEY-VENTO HOMELESS EDUCATION REQUIREMENTS

Section CC-1

- The JCSD LEA will reserve approximately \$100 for every student identified as homeless in the Month 9 MSIS report from the preceding school year. These funds will be reserved to meet the educational needs of homeless students.
- The JCSD LEA will reserve sufficient Title I funds to provide services to homeless students who attend non-Title I schools that are comparable to those provided to students in Title I schools. These services may include providing educationally related support services to children in shelters and other locations where homeless children live. Services will be provided to assist homeless students to effectively take advantage of educational opportunities. In addition to serving homeless children and youths who attend non-Title I schools, the homeless set aside will be used by the JCSD LEA with both Title I and non-Title I schools to provide services to homeless students in Title I schools that are not ordinarily provided to other Title I students.
- Title I, Part A funds may be used to provide a wide variety of services to homeless students. In addition to providing services to assist homeless students in meeting the State's challenging academic standards, Title I, Part A funds may be used to provide services to homeless children and youths, including those in Title I schools, that may not ordinarily be provided to other Title I students. (ESEA section 1113(c)(3)(C)(ii)). For example, to help homeless students effectively take advantage of educational opportunities, an LEA may use Title I, Part A funds to provide, where appropriate, items or services including, but not limited to—
 - Items of clothing, particularly if necessary to meet a school's dress or uniform requirement;
 - Clothing and shoes necessary to participate in physical education classes;
 - Student fees that are necessary to participate in the general education program;
 - Personal school supplies such as backpacks and notebooks;
 - Birth certificates necessary to enroll in school;
 - Immunizations;
 - Medical and dental services;
 - Eyeglasses and hearing aids;
 - Counseling services to address anxiety related to homelessness that is impeding learning;
 - Outreach services to students living in shelters, motels, and other temporary residences;
 - Extended learning time (before and after school, Saturday classes, summer school) to compensate for lack of quiet time for homework in shelters or other overcrowded living conditions;
 - Tutoring services, especially in shelters or other locations where homeless students live;
 - Parental involvement specifically oriented to reaching out to parents of homeless students;
 - Fees for AP and IB testing;
 - Fees for college entrance exams such as SAT or ACT; and
 - GED testing for school-age students.

- Two principles govern the use of Title I, Part A funds to provide such services to homeless students. First, the services must be reasonable and necessary to assist homeless students to take advantage of educational opportunities. (ESEA section 1113(c)(3)(A); 2 CFR § 200.403(a)). Second, Title I, Part A funds must be used only as a last resort when funds or services are not available from other public or private sources, such as the USDA's National School Lunch Program and Breakfast Program, public health clinics, or local discretionary funds (sometimes provided by the PTA) used to provide similar services for economically disadvantaged students generally. (See ESEA section 1115(e)(2)).
- Spending is monitored and tracked using the accounting system: Marathon. All requisitions, using the Title I homeless set aside, will originate at the district level.

Section CC-2

EDUCATION of the HOMELESS SCHOOL AGE CHILDREN – JQN

All school-age children, including homeless, who live within Jackson County School District, shall be eligible to attend the district's schools, Homeless students in the district will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held, A liaison for students in homeless situations will be designated by the district to carry out duties as required by law.

The district will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted to the district school in the attendance area in which the student is actually living or to the student's school of origin as requested by the parent and in accordance with the student's best interest. Transportation will be provided to and from district school or school of origin in a manner that would be in the best interest of the child as determined by the district Homeless Liaison for homeless students.

The Superintendent of Education has the authority to designate a student as homeless based on criteria outlined in this policy and the McKinney Vento Homeless Assistance Act. If, it is determined by the Superintendent that a child or his/her parents are attempting to use a designation of homeless to change schools for reasons other than those delineated in the McKinney Vento Act (i.e. athletics, school choice or other non-related reason), the Superintendent may deny a homeless designation.

The district utilizes this policy as it guideline to explain the rights of homeless students and there responsibilities of the schools to meet their needs and eliminate barriers to school attendance. This information shall also be disseminated in writing and by other means designed to raise awareness of these rights and responsibilities to staff, homeless families and students, the public, and homeless service providers.

DEFINITIONS

For the purposes of this policy, children are deemed to be homeless under the following conditions:

1. A child who is lacking a fixed regular and adequate nighttime residence and who has a primary nighttime residence that IS a publicly or privately operated shelter designed to provide temporary living accommodations, a temporary residence prior to being placed in an institution, or a place not designed or ordinarily used as a regular sleeping accommodation for human beings.
2. A child who IS placed in a transitional or emergency shelter before placement in a foster home or home for neglected children
3. A child who is temporarily living in a trailer park or camping area due to lack of adequate living accommodations.
4. A child who is living in doubled-up accommodations due to loss of housing or other similar situation.
5. A child who is placed in a foster home due to lack of shelter space.
6. A migratory child who is staying in accommodations not fit for human habitation.
7. A child who has run away from home and lives In a runaway shelter, abandoned building, the street, or other Inadequate accommodations
8. A child who is placed in a state institution because s/he has no other place to live.
9. A child who has been abandoned by his/her family and is staying in a hospital.
10. A child whose parents or guardian will not permit him/her to live at home and who lives on the street, or other inadequate accommodations.
11. School-age unwed mothers or expectant mothers who are living in homes for unwed mothers because they have no other available living accommodations.

SERVICES TO BE PROVIDED

1. Pursuant to and in compliance with the requirements of the Stewart B. McKinney Homeless Assistance Act of 1990, 42USC11431, it shall be the policy of this school district, to the extent practicable under requirements relating to education established by state law, that each eligible child of a homeless Individual and each eligible homeless youth will have access to a free appropriate education comparable to the education provided the children of district residents who are non-homeless, without isolation or stigma.
2. The placement of an eligible homeless child or youth will take Into consideration the best interests of the homeless child or youth and placement requests made by a parent
3. The choice of placement in either the "school of origin" or the school serving the "place of abode" will take place regardless of whether the child or youth is living with the homeless parent(s) or has been temporarily placed elsewhere by the parent(s).
4. Provided the homeless child or youth meets eligibility criteria, he/she will be provided transportation services; compensatory education programs for the disadvantaged; educational programs for the handicapped and for students with limited English proficiency; programs in vocational education; programs for the gifted and talented; and school meals programs.
5. Any and all records ordinarily kept by this school district, including immunization records, academic records, birth certificates, guardianship records, evaluations for special services and programs shall be kept on homeless children and youth and shall be forwarded in a timely fashion should a child or youth enter a new school or school district; and in a manner consistent with S1232g of Title 20

6. Should this school district receive assistance un S11432 of the Act, It shall coordinate with local social service agencies and other agencies or programs providing services to such children or youth and their families

7. Should this school district ever receive assistance under S11432 of the Act, it shall designate a homelessness liaison to insure that homeless children and youth enroll in and succeed in the schools of their district; and, homeless families, children and youth receive educational services for which they are eligible, and referrals to health care services, dental services, mental health services, and other appropriate services.

8. The homelessness liaison shall inform school personnel, service providers and advocates working with homeless families of the duties of the liaison.

9. This school district has and will continue to review and revise, to the extent practicable under the requirements relating to education established by state law, any policies that may act as barriers to the enrollment of homeless children and youth in schools selected in accordance with paragraphs 2 3 and 4 above

10. In reviewing and revising such policies, to the extent practicable under the requirements relating to education established by state law, consideration shall be given to Issues concerning transportation, requirements of immunization, residency, birth certificates, school records, or other documentation and guardianship.

11. Disputes which may arise regarding the assignment of a homeless child or youth will be promptly resolved according to the provisions of Policy JBCCA - Assignment of Pupils. Other issues or disputes will be directed to the attention of the school official responsible for that particular matter for prompt resolution. If this dispute cannot be resolved locally, any aggrieved party may make written request for a review of the matter to:

**Coordinator of the Homeless Program
Mississippi Department of Education
P. O. Box 771
Jackson, MS 39205**

Should the homeless child be living with a parent designee, a person with whom the parents have placed the child but who is not a legal guardian, school officials shall communicate directly with the parent designee concerning any school-related matters involving the homeless child and, in addition, shall use their best efforts to communicate the same information to the respective parent(s).

If a dispute arises over any issued covered in this policy, the school where the dispute arises will provide the parent/guardian or unaccompanied homeless youth with a written explanation of its decision and the right to appeal and will refer the parent/guardian or youth to Director of Student Services/Federal Programs in the Jackson County School District Office immediately. The Superintendent shall designate the Director of Student Services/Federal Programs in the district office to investigate and report complaints that are believed to be in non-compliance with the Stewart B. McKinney Homeless Assistance Amendment Act and/or issues that deal with the educational placement of homeless children and youth which cannot be resolved at the attendance center. If a parent or guardian has a complaint, he/ she should go first to the building principal. If the dispute cannot be resolved at this point, then it should be presented to the Assistant Superintendent of the Attendance Center. If the dispute is not resolved at this point, it will be presented to the Director of Student Services/Federal Programs in the district office. If the dispute cannot be resolved at this level, a request will be made to the State Department of Education's Coordinator of the Homeless Program for a formal review. The review must be requested in writing immediately after the dispute takes place. The parent/guardian or youth will be given every opportunity to participate in the resolution of the dispute.

Reference: Stewart B. McKinney Act, P.L. 100-77
Mississippi Code 37 -13-91; 37-15-9; 37-7-301;
41-23-37; 37-3 -49; 37-15-1 through 37-15-3
National School Lunch Act, 1946
Family Educational Rights and Privacy Act, 1974

LEGAL REF: McKinney-Vento Homeless Education Assistance Improvements Act of 2001
P L. 107-110 (No Child Left Behind Act of 2001)

CROSS REF: Policies JAA - Equal Educational Opportunities
JBCCA - Assignment of Pupils
IB - Instructional Goals

Section CC-3

- The JCSD LEA has designated a liaison for homeless children and youth, who will attend all mandatory MDE trainings and national trainings to improve competence in assisting identified homeless students in JCSD.

Section CC-4

- Copies of flyers have been posted in all school locations and the district office that identify the State and District homeless liaison for all stakeholders and local families. All school counselors will be trained annually at the EOY school counselor meeting, and throughout the year if updates in procedure take place.

HOMELESS Procedures-

1. When a parent/guardian completes the Title IX form, at the time of registration, and marks one of the situations listed at the bottom of the form, **the school counselor will interview** the parent and make sure that they have a clear understanding of the circumstances.
 - a. Unaccompanied Homeless Youth (Child does not reside with a parent or legal guardian)
 - b. Family resides in substandard housing (Lacks or has inadequate utilities, excessive holes in floors, cardboard walls/windows, camping ground, etc).
 - c. Child/family resides in temporary or public/private operated shelter (Runaway, domestic violence, substance abuse, emergency, etc.) Temporarily child/family resides with relatives or friends (due to loss of job, housing, income or similar reason) Please explain: _____
 - d. Child/family resides in non-sub-standard domiciles or on the “streets” (tents, vehicles, buses, abandoned buildings, condemned areas, etc.)
 - e. Parent/guardian in placement of institution (i.e. jail/prison, mentally ill facility, etc)
 - f. Child who is initially housed in an emergency placement by DHS and awaiting foster care placement.
2. Then the counselor will send the Title IX forms (part 1 and 2) & Caregiver Authorization form, if applicable, to **Mrs. Shelly Barnett and Dr. Kimberly Williams** and make every effort to inform me of any extenuating circumstances in a brief synopsis.
3. I will review the form and decide on whether the student should be considered as homeless. If the student is considered homeless then the following must occur:
 - a. The counselor must mark the student as homeless in SAM7 (Go to the students folder, then to the At-Risk tab, scroll down and click on edit, and check the box next to “homeless” under the At-Risk section).
 - b. Please store all forms in the student’s cumulative folder for a period of one academic school year. *(This documentation will need to be removed from the cumulative folder at the end of the year).*
 - c. **Shelly Barnett** will send Food Services a copy of the homeless student’s Title IX (form 1) for their records.
4. Once you upload for the month, please go into MSIS (under the view student data to make sure that the title x indicator has turned to “y” instead of “n”. If the student was marked in SAM7 before you upload, then all should go well.
5. **A student is marked homeless for 1 year, and will have to re-apply every year. Please clear out all of your homeless indicators in SAM7 at the end of the school year after your final Month 9 upload to MSIS.**

Section CC-5

- Each Attendance Center in the JCSD LEA the Assistant Superintendent oversees transportation for all students. If a homeless student requires transportation, the school personnel will contact the Assistant Superintendent to arrange transportation services for the homeless student. The attendance transportation supervisor may have to communicate with the parent to ensure that the student is transported to and from the school of origin.

Section CC-6

- Comparable services are offered to other students in all JCSD LEA schools. The CTE Director, SPED Director, Child Nutrition Director, Curriculum Director, and Gifted Coordinator will maintain documentation that demonstrates that training is provided to all school personnel to ensure that homeless students are equally identified for assistive services and other academic programs that their peers are identified for annually.

Section CC-7

- All JCSD school counselors and other administrative personnel will collaborate with state, local, non-profit and social service agencies or programs to ensure that the needed services are available to homeless children and youth.

Section CC-8

- Each school in the JCSD LEA will identify the educational needs of all students, which will include the educational needs of homeless students and unaccompanied homeless youth. The JCSD Curriculum Director will work with all instructional leaders within the district to ensure that educational supports are in place for homeless children and youth.

Section CC-9

- The JCSD LEA has not instituted a public preschool program. However, JCSD LEA has a Special Education Pre-K program overseen by the Special Education Director.

Section CC-10

- The JCSD LEA school counseling program is comprehensive and focuses on the needs of students to ensure that they can make the most of their educational experience. The program addresses key aspects, including academic achievement, career guidance and support for social and emotional challenges. Homeless students have equal access to the school counselor assigned to them. The school counselor will maintain sign-in logs to document student visitations.

DD. TITLE I, PART A: FOSTER CARE

Section DD-1

- The JCSD LEA has designated a foster care point of contact and listed the name of the employee in MSIS and contacted the regional foster care/child welfare department.

Section: J Students

Policy JQO Foster Care Plan

Policy:

Foster Care Plan

The Jackson County School District is dedicated to promoting high achievement and educational stability to those students in foster care. The District will collaborate with the Mississippi Department of Education (MDE), the Mississippi's Child Welfare Agency, and the Mississippi Department of Child Protection Services (MDCPS) as needed to provide educational services for students in foster care.

DEFINITIONS

1. Best Interest Determination (BID) – refers the collaborative process between MDCPS and local school districts based on the individual student's unique best interests. The determination involves input from multiple parties to make decisions about whether a student placed in foster care should continue to attend his or her school of origin.
2. School of Origin – refers to the school that a student was attending at the time of placement in foster care or the last school the student attended, despite a change in home. To ensure continuity in education, remaining in the school of origin is preferred.
3. School District of Origin – refers to the Mississippi school district in which a school of origin is physically located.

DISTRICT POINT OF CONTACT (POC)

The District will maintain a staff person who is designated as the District's POC for students in foster care. The POC will follow all requirements as set forth in MDE Rule 30.8.

The District will provide MDE will the name and contact information of the District POC at the beginning of each school year. The POC and his/her contact information will be posted on the District's website for ease of contact. Any changes to the District POC before the end of the academic year will be provided to the MDE POC.

BEST INTEREST DETERMINATION (BID)

The District will coordinate with MDCPS to finalize a BID within seven (7) school days from the date the District is notified, by MDCPS, of child's placement in foster care or change in the child's living arrangement, except in emergency removal situations.

During the BID determination period, the District will ensure the child is permitted to remain in his or her school of origin and the District will document how transportation shall be provided, arranged, and funded during the pendency of the BID decision. See Policy EDA

The BID decision will involve input from multiple, relevant parties who have the authority to make decisions regarding the child in foster care, and who have the knowledge and expertise

about the child and the child's circumstances to determine whether a student in foster care should continue to attend his or her school of origin. These parties may include:

1. MDCPS representative;
2. Student, if applicable;
3. Child's foster family;
4. Individual from receiving school district;
5. Counselor;
6. Guardian Ad Litem; and,
7. Biological Parent, if determined by MDCPS or Court Order.

If there is disagreement regarding school placement for a student in foster care, MDCPS is the final decision maker. Students should continue to attend their schools of origin while BIDs are determined.

The District will consider all factors relating to a child's best interest. In evaluating the appropriateness of the current educational setting, the District will consider:

1. Appropriateness of the current educational setting (the school of origin),
2. Proximity to the school in which the child is enrolled (the school of origin) at the time of placement in foster care,
3. Preferences of the child's parent(s) or education decision maker(s) (individual legally authorized by the court to make educational decisions for a child in foster care);
4. Holistic and well-informed determination, utilizing a variety of student-centered factors including, but not limited to –
 - a. Student's age and grade level;
 - b. Student's preference, when age appropriate;
 - c. Student's attachment to the school, including meaningful relationships with staff and peers;
 - d. Placement of the student's sibling(s);
 - e. Distance/length of time to travel to/from school;
 - f. Time of academic year, academic performance, and skills;
 - g. Current educational goals and services; anticipated length of time in placement, and whether reunification is the family goal;
 - h. Number of placements to date;
 - i. Child's participation in specialized instruction (e.g., gifted programming, career technical education program, College Credit Plus, Advanced Placement classes);
 - j. Availability of required special education and/or related services in a school other than the school of origin when the student has an identified disability under IDEA or Section 504;
 - k. Availability of language services in a school other than the school of origin when the student has been identified as an English learner;
 - l. Child's ability to earn full academic credit, the ability to proceed to the next grade, or the ability to graduate on time;
 - m. School climate, peer support, supportive adults, and involvement in extracurricular activities;

- n. Availability and quality of the services in the school to meet the child's educational and socioemotional needs;
 - o. Impact the commute to and from school would have on the child, based on developmental functioning. For children with disabilities, consider the IDEA's federal requirements when determining best interest;
 - p. Any other relevant factors pertinent to the child.
5. Whether the student needs to remain in the school of origin for a limited time (e.g., until the end of the school year, the end of a testing or grading period).
 6. Determine if it is appropriate to revisit the question of whether it is in the student's best to remain in the school of origin or enroll locally, and if so, document a specific time to reassess; and,
 7. NOT consider the cost of transportation when determining a child's best interest.

REMAIN IN SCHOOL OF ORIGIN

When the District has determined that it is in the best interest of the child to remain in the school of origin, the District will document in the individualized student's plan regarding how transportation will be provided, arranged, and funded for the student.

The District will document, in collaboration with MDCPS, the Transportation Plan that supports the District's obligations under state and federal law and follows all guidelines in MDE Rule 30.8, in order for the student to receive transportation services on the first day of the student's attendance. See also policy EDA.

LEAVE SCHOOL OF ORIGIN

When the District has determined it is in the best interest of the child to leave the school of origin, the enrolling district will:

1. Ensure enrollment in the new school takes place on the same day the student is enrolled, even if the child is unable to provide records normally required for enrollment.
 - a. A student in foster care must be enrolled by a MDCPS representative.
 - b. The District will confirm, in writing, the person responsible for making educational decisions. If a student is removed, from the school, by anyone other than a MDCPS employee the district will notify MDE immediately, unless a court order state otherwise.
 - c. The District will contact the school last attended (school of origin), within one (1) school day of enrollment, to obtain relevant academic and other records.
2. Update the student database and contact information for the student within one (1) school day of notification of enrollment from the custodial agency (MDCPS).
3. Ensure the student is assigned to a school in the district in the same manner and according to the same process used for all other students in the district.
4. Give foster children transferring into the District credit for full and/or partial coursework completed at their school of origin, in accordance with the District's policy on transfer credits.
5. Ensure each student in foster care shall be provided services comparable to other students in the school of attendance.
6. Ensure that it is documented that a student was withdrawn prior to the best interest determination, if applicable.

STUDENT RECORDS

Upon receipt of a written request for school records from a new school, the school district of origin shall forward, in a manner consistent with state and federal law, a complete copy of the records of the student in foster care. Information needed by the receiving school district shall include, but is not limited to:

1. Proof of age;
2. Immunization records;
3. Cumulative education file, if the child is attending a public school.
4. Copy of the current IEP, if the child is eligible for special education services;
5. Copy of the current Section 504 Plan, if the child has a Section 504;
6. Copy of health records kept by the school; and,
7. Any other pertinent information needed to assist the enrolling school in providing appropriate educational services.

The inability to receive records shall not delay student enrollment. Once a foster student is disenrolled by MDCPS, no other sharing of information shall occur. The District will comply with all state and federal law in order to protect student privacy.

LEGAL REF: 20 U.S.C. §§ 6311(g)(1)(E); 6312(c)(5); Uninterrupted Scholars Act (USA), P.L. No: 112-278; Every Student Succeeds Act (ESSA); Equal Educational Opportunities Act of 1974 (EEOA); Family Educational Rights and Privacy Act (FERPA)

Section DD-2

BEST INTEREST DETERMINATION FORM

The presumption is that a student will remain in the current school; a student should only change schools if remaining in the current school is not in their best interest. **The caseworker or custodial agency point of contact should complete this worksheet in collaboration with school personnel and other supportive adults in the child's life. (School Counselors may have to facilitate completion of this form).** For continuity of care, this worksheet and all supporting documentation are to be maintained in the child's records.

- Report cards and progress reports
- Discipline Records
- Student Achievement
- Evaluations
- Attendance Data
- Written Input from absent participants
- IEP or 504 Plan
- Transcript with Current credits, if high school
- Other

BEST INTEREST DETERMINATION FOSTER CARE SCHOOL PLACEMENT FORM

| BID Timeframe | | | | |
|---|--|---|-----------|--|
| <p>A BID must be completed every time a youth comes into care or there is a placement change while in care. BID conferences/meetings with the school district POC must take place within five (5) business days of a child entering foster care or changing placement.</p> <p style="background-color: yellow; text-align: center;">The youth shall not be withdrawn/enrolled until a BID is completed.</p> | | | | |
| Student Information | | | | |
| Student Name: (first, middle, last) | Grade: | Date of BID: | | |
| Address/District of Residence: | MSIS: | IEP Ruling <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| School/District of Origin: | | <small>(enter school name)</small> | | |
| Mississippi Department of Child Protection Services Information | | | | |
| Case Worker: _____ | COR: | Phone: () ___-___ | | |
| ASWS: _____ | | Phone: () ___-___ | | |
| Determination | | | | |
| <input type="checkbox"/> The student shall remain in the district/school in which the child was enrolled at the time of placement (school of origin). Name of School District/School: <small>(enter school name)</small> | | | | |
| <input type="checkbox"/> Based on the best interest determination, a change in school placement is recommended. In accordance with ESSA, the child will be enrolled in the district/school of current residence (receiving school). Name of School District/School: <small>(enter school name)</small> | | | | |
| NOTE: If a change in educational placement is necessary, enrollment in the new school must take place immediately . All educational records must be provided to the receiving school. * An IEP Placement meeting should be scheduled with the new school district's POC. | | | | |
| BID Participants | | | | |
| Title | Participated | Printed Name | Signature | Agree with Determination |
| Student | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Birth Parent(s) if applicable | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| MDCPS POC- Case Worker or Supervisor | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Guardian Ad Litem | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| POC for School of Origin | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| POC for New School District (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| IEP Team Member (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Foster Parent (If applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Ed. Decision Maker (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

| | | | |
|---|--|--|--|
| Other | <input type="checkbox"/> Yes <input type="checkbox"/> No | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Supporting Documentation | | | |
| <p>Indicate and attach any supporting documentation which was used in making this best interest determination interest. Send documentation to the receiving school district if applicable. (The following is checklist of sample documents that may be considered. The list is not intended to be exhaustive.)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Report cards <input type="checkbox"/> Progress reports <input type="checkbox"/> Achievement data (test scores) <input type="checkbox"/> Attendance data <input type="checkbox"/> IEP or 504 Plan <input type="checkbox"/> E-mails or correspondence from individuals consulted <input type="checkbox"/> Disciplinary referrals <input type="checkbox"/> Health reports/records <p style="color: red;">A copy of the BID form must be sent to the receiving school district and Bid@mdcps.ms.gov. When applicable, a copy of the BID form must be sent to the group home and/or treatment facility.</p> | | | |

| |
|--|
| BID Impasse |
| <p>The COR Worker must forward the BID Packet to the MDCPS Education Unit if an impasse is reached between the LEA and MDCPS. The LEA POC must forward a copy to the MDE Compulsory School Attendance Unit if an impasse is reached.</p> |

MSIS ID: _____

Current District/School: _____

Potential New District/School: _____

Schools the Student Previously Attended (if known):

Supporting Documentation Attached:

Guide to Determine Student's School Placement

1. How long has the student attended this school? How well is he or she performing academically?
2. How many schools has the student attended over the past few years? This year? How have past school transfers impacted the student?
3. How is the current school serving the student's academic needs, including gifted or special education, vocational opportunities, and other interests? How could the new school serve these needs?
4. What are the student's academic and career goals? How would changing schools affect the student's ability to earn full academic credit, proceed to the next grade, graduate on time or receive an industry credential?
5. How is the current school serving the student's social, emotional, and cultural needs? Does the student access school-based supportive services? How could the new school serve these needs?
6. Describe the nature, quality, and duration of the student's relationships in the current school. Specifically consider whether the student has a meaningful and supportive relationship with an adult at the school of origin. Consider where the student's siblings go to school, if applicable.
7. Does the current school climate support the student's needs? Does the student have peer support? Is he or she involved in extracurricular or other activities?
8. Is the student's new living arrangement expected to be short- or long-term? How is this impacted by the school selection?
9. How would the commute to the current school impact the student? Consider the child's age and developmental functioning as well as the length of the commute with various modes of transportation (e.g., car, school bus).
10. If the student must change schools, is it possible to time the transfer so that it coincides with the end of the quarter/semester/school year or following an event that is significant to the student? Consider the academic calendars of the new school and the current school.
11. What other factors did the team consider when making this decision?

Determination at end of meeting:

Initial Placement or Change in Placement

It is in the best interest of the student TO remain in the school of origin.

- A permanent transportation plan for the student should be in place within five school days of the best interest determination, per the agreed upon transportation procedure.
- While permanent transportation is arranged, interim transportation must be provided to ensure there is no disruption in the student's education.

It is in the best interest of the student NOT TO remain in the school of origin.

- The student will be immediately enrolled in the new school. The new school will request the student's records the same day from the school of origin. Enrollment means attending and actively participating in class.
- The school of origin will send all of the student's records within one school day (e.g., cumulative record, grades, reading plan, IEP, etc.).
- If the student is currently receiving special education services, he/she will need to continue special education services the receiving school district.

Date of Meeting: _____

Meeting Facilitator: (School Counselor) _____

Child's Name: _____

Grade: _____

Custodial agent representative and contact information:



Foster Care Procedure

Identifying Foster Care Students

The Child Protective Service (CPS) will identify for the LEA when a student is placed in foster care is attending or is to be enrolled in Jackson County School District. CPS will also be responsible for notifying JCSD of any foster care living placement changes.

Request to Participate in Best Interest Determination

CPS will notify JCSD immediately upon learning that a student attending JCSD has been placed in foster care or will be moved to a new home placement that is located outside the JCSD and a best interest decision must be made.

Notice of Final Best Interest Decision:

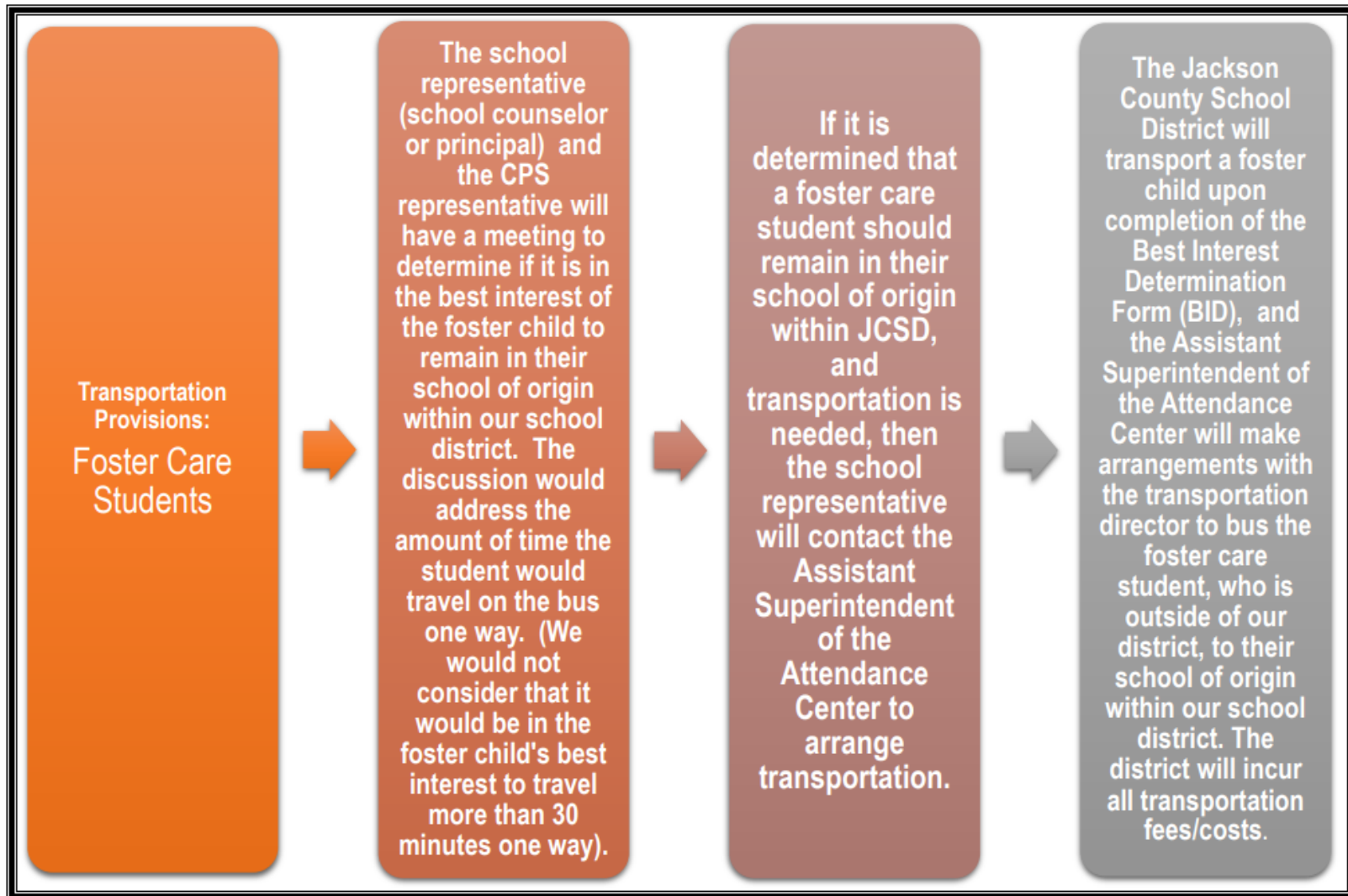
1. When it is determined that it is in a student's best interest not to remain at their school of origin after being placed or changing foster care living placement CPS will contact the school counselor and together they will complete a BID for the student.

OR

2. When it is determined that it is in a student's best interest to remain in their school of origin after changing foster care placement to reside outside of JCSD; CPS must notify JCSD of the final decision and submit a BID form to the school. This decision determines the need for the parties to collaborate under this agreement and procedure to establish the most cost-effective transportation available for the student.

Section DD-3

Foster Care Transportation Flowchart





TRANSPORTATION

Some children in foster care may need transportation to remain in their school of origin. Any child in foster care needing transportation to their school of origin must promptly receive transportation services. If the child remains in their school of origin and moves outside the current school's attendance zone, the LEA must collaborate with the local MDCPS to develop and implement clear written transportation procedures in accordance with 34 C.F.R. § 299.13(c)(1)(ii). The two entities must establish a system that expedites transportation for children placed in foster care. The goal is to maintain educational stability for the student. There are various modes of transportation available for students. Examples of no-cost or low-cost options for transportation that LEAs and the MDCPS could explore include whether:

- MDCPS will arrange for the child to be dropped off at a school bus stop for the school of origin;
- MDCPS will arrange for the foster parent or other designee to transport the child to school (mileage reimbursable through foster care maintenance payments);
- MDCPS and the LEA will review pre-existing bus routes or stops close to the foster care placement that cross district boundaries, such as bus routes for magnet schools and transportation for homeless students as required by the McKinney-Vento Act;
- MDCPS and the LEA will determine if the child is already eligible for transportation covered by other programs;
- MDCPS and LEA will address how the child welfare agency will use foster care maintenance payments and administrative funds to pay for transportation to the school;
- MDCPS and LEA will specify how "additional costs" of transportation will be calculated, to delineate clearly the LEA's responsibility to provide transportation when there are no additional costs;

- MDCPS and LEA will specifically describe how transportation to the school of origin will be provided in situations where there are no additional costs; and
- MDCPS and LEA will specify the timing and procedures for the child welfare agency to reimburse the LEA for transportation costs.

In the event of a dispute between the LEA and MDCPS concerning the cost of transportation, the two entities must consider what is in the best interest of the student. If the disagreement continues, the cost will be divided equally between the LEA and MDCPS. The dispute shall be brought before the state appointed POCs (Toni Kersh, MDE and Julie Propst, MDCPS). Current transportation expenses shall remain in effect until a decision is rendered to maintain the student's status quo.

Funding Source for Transportation: In addition to state and local funds that may be available for providing transportation, certain federal funds may be available to cover additional transportation costs to the school of origin for students in foster care. Districts may use Title I funds to pay for additional costs needed to transport children in foster care to their schools of origin.

Additionally, Title IV-E funds which are earmarked for the child welfare training program was created as part of the Child Welfare and Adoption Assistance Act of 1980 (P.L. 96-272) to support training in both foster care and adoption services. These funds are provided through the Mississippi Department of Child Protection Services to aid with reasonable transportation costs that will enable foster care students to attend his or her school of origin. LEAs will need to consult with MDCPS regarding individual student's eligibility of Title IV-E child welfare funds. It is important to note that if a foster care student receives Title IV-E reimbursement, it is only available for the federal portion of transportation costs, LEAs are responsible for the non-federal portion. Cost-sharing to meet the match requirements for federal reimbursement is allowable, and is one way for LEAs and MDCPS to collaboratively meet their

responsibilities for providing transportation and maximize use of available federal funds. The following will aid the LEA

Multiple factors are utilized in determining reasonable transportation, including costs, distance, and duration. The MDCPS has sole authority in determining which cost to include in a child's foster care maintenance payment. These factors must be considered and part of the plan developed collaboratively between the LEA and local MDCPS.

Furthermore, the *Every Student Succeeds Act* requires that districts must ensure that transportation is provided for a child in foster care, regardless of whether the district provides transportation otherwise. This requirement includes students in foster care who attend public preschools. If an LEA offers a public preschool education, an LEA must meet the Title I requirements for children in foster care in preschool, including ensuring that a child in foster care remains in his or her preschool of origin, unless a determination is made that it is not in the child's best interest. (See *Elementary and Secondary Education Act* Section 1111(g)(1)(E)).

Additional costs incurred in providing transportation to the school of origin should reflect the difference between what an LEA otherwise would spend to transport a student to his or her assigned school and the cost of transporting a child in foster care to his or her school of origin. U.S. Departments of Education and Health and Human Services (2016), *Non-Regulatory Guidance: Ensuring Educational Stability for Children in Foster Care-Question 27*.

EE. TITLE I, PART A: EARLY CHILDHOOD

Section EE-1 thru EE-3

- The JCSD LEA does not reserve funds for Early Childhood education.

FF. TITLE I, PART A: PARENT AND FAMILY ENGAGEMENT/PARENTAL NOTIFICATIONS

Section FF-1

- Each Title I school, along with the district office, will receive no less than 1% of the total Title I allocation awarded to the district. This funds are equally distributed among the schools, and the district will receive the remaining portion.
- During our bi-annual Vision Team meeting, parents and other stakeholders from the school district are given an opportunity to express their thoughts about expending the Title I parent and family engagement funds.
- The JCSD LEA will use district parent and family engagement funds to disseminate information, supporting programs that reach parents, supporting schools and nonprofit organizations in providing PD for the LEA and school personnel regarding parent and family engagement strategies, or engaging in other activities that are consistent with activities outlined in the JCSD LEA parent and family engagement policy.

Section FF-2

TITLE 1 PARENT and FAMILY MEMBER INPUT - LAA

The Jackson County School District acknowledges the importance of Parent Family Member Input and Involvement as a vital, integral part of the implementation of its Title I program. It is the District's goal to increase parental and family member input and meaningful involvement at the District and School level. To accomplish this goal, the District shall:

1. Convene a district wide and/or building level annual meeting of the parents of Title I schools to:
 - a. Discuss the development of the District's and school's Title I plan.
 - b. Discuss the process of reviewing and providing input into the improvement of the district and school plan.
 - c. Discuss with parents the activities and programs available through Title I funding.
 - d. Inform parents of their right to provide input in the design and implementation of the Title I program.
 - e. Provide parents an opportunity to establish mechanisms for maintaining a continuous communication among parents, teachers, administrators, and Title I personnel through the website, meetings, on-line communication tools, surveys, and newsletters. This information will be given to parents in a language or manner that is understandable to parents.
2. Maintain a copy of this policy on the District's website and to make copies of the policy available to Title I parents without access to internet.
3. The District will provide coordination and technical assistance and other necessary supports to assist Title I schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance through meetings at the district and school level, professional development activities and the District's Vision Team.

4. District Title I personnel will be available to assist schools in building capacity for strong parental involvement by the following:
 - a. Disseminating information from the State Department regarding the assessment model and mandated academic standards.
 - b. Providing materials and trainings in the area of parent involvement.
 - c. Provide training to all Title I staff in appropriate means of communicating to parents, especially parents of English Language Learners.
5. Coordinate, to the extent possible, Title I parental involvement with programs such as Head Start, State-run preschool programs and other programs for early intervention
6. Assess annually the effectiveness of parental involvement policy in improving academic quality of the schools served and to determine if modifications are needed to increase parental participation through needs assessments, surveys, and the Vision Team.
7. Support the training of parents to work with their children in the home and to participate in activities which build good home and school partnerships.
8. Provide parents of Title I schools with reports on the children's progress.
9. Adopt parental compacts annually with parent input.
10. Schools will discuss with parents how the compact relates to the child's individual achievement.
11. Provide activities, meetings, etc. at various times of the day to meet the needs of parents.

Section FF-3

- Each school will maintain its own written school-level parent and family engagement plan onsite, which will describe how the school will carry out required parental engagement.

Section FF-4

- Each Title I school will maintain its documentation of annual Title I meetings and evidence of parent involvement in the planning, review, and improvement of Title I programs. Parents will have an opportunity to comment on Title I schoolwide plans during Title I meetings and on the annual Comprehensive Needs Assessment survey.

Section FF-5

- Each Title I school will disseminate school-parent compacts that will address all required components.

Section FF-6

- The JCSD LEA and each Title I school will carry out required activities to build capacity. Information and/or materials to assist parents in understanding state academic assessments, Title I requirements, and how to monitor their student's academic progress.

Section FF-7

- Each Title I school in the JCSD LEA will notify parents that they may request information from the Title I school about the professional qualifications of the student's classroom teachers.

Section FF-8

- Each Title I school in the JCSD LEA will provide information to each parent on the level of achievement and academic growth of the student on each of the Title I required state assessments during parent conferences and/or Title I meetings.

Section FF-9

- If any course is taught by a teacher, who does not meet relevant state certification or licensure requirements for 4 or more consecutive weeks, the Title I school will notify parents of each child assigned to the course in a written notice in a timely manner. All JCSD LEA teachers are certified and has maintained current state certification.

Section FF-10

- Each Title I school will provide notifications to parents on assessment participation requirements. If an assessment provides parents with the option to opt-out, parents will be notified of their rights by the Title I school.

Section FF-11

- The Title I school will provide parents of EL students with a letter to notification for students who have been identified as eligible for the LIEP. The letter will include the reasons for their child's identification, the child's current level of English proficiency, and the method of instruction used in the LIEP program in the JCSD LEA.
- Parents will also be asked to participate in a meeting to develop a LSP and a discussion about their student's academic achievement, which will include requirements for grade promotion and graduation.
- The specific exit requirement from the LIEP program will be explained to parents of ELs during LSP meetings.
- All EL documentation will be housed in the cumulative folder at all schools in the JCSD LEA.

Section FF-12

- All local Title I schools will maintain documentation of outreach to parents of EL students. Parents are invited to all Title I meetings.

Section FF-13

- Each Title I school will maintain documentation of letters or notices sent to parents in a language the parents can understand.
- Each Title I school will maintain documentation of meetings in a language the parents can understand.

GG. TITLE I, PART A: SCHOOLWIDE PROGRAMS

Section GG-1

- The JCSD LEA will use the March free/reduced lunch counts provided by the Director of Child Nutrition. These counts will be used to ensure that only elementary schools with 40% poverty operate a school-wide program. This will be reflected in the JCSD LEA consolidated funding application annually. All documentation will be maintained at the district-level.

Section GG-2

- The JCSD LEA will conduct an annual Comprehensive Needs Assessment survey. This survey will provide insight into the needs of the district and school Title I programs. All Title I schools will document their school-wide plans in MCAPs, and maintain documentation of this plan in Title I Crate. These plans will describe the strategies the school will implement to address the school's needs that were indicated in the survey by teachers, students, parents and other community members.
- All purchases are approved in Marathon after reviewing school-wide plans to ensure that the expenditure was detailed in the School LEA plan.

Section GG-3

- The JCSD LEA will conduct meetings to discuss revisions of school-wide plans at least once per year. Each Title I school will monitor student progress and determine if the results indicate a need for revision of the school-wide program.
- Monthly fiscal snapshots are provided to each Title I school by the Federal Grant Accountant, and will be uploaded to Title I Crate. This information will also be distributed to the Superintendent of the JCSD and the Assistant Superintendents.

HH. TITLE I, PART A: TARGETED ASSISTANCE PROGRAMS

Section HH-1 & HH-2

- The JCSD LEA does not operate targeted assistance programs. However, all students in the JCSD LEA will be provided with the opportunity to meet the challenging State academic standards.

JJ. EQUITABLE SERVICES

Section JJ-1

- The JCSD LEA does not have any Private Schools within its jurisdiction with an intent to participate in Title programs.
- Surrounding school districts that have students who live in the JCSD attendance zone, whose parents have elected to send these students to private schools, will be entitled to equitable services depending on their age and their free/reduced lunch status. The school district will provide the JCSD LEA with documentation to aid in determining the reservation of funds needed for the private school.

Section JJ-2

- The JCSD LEA will maintain documentation to show evidence of a communication and/or consultation with the private school within the district.

Section JJ-3-JJ-6

- The JCSD LEA does not have any Private schools within its jurisdiction with an intent to participate in Title programs.

Section JJ-7

- The JCSD LEA Federal Grant Accountant will reach out to the surrounding school district with JCSD students in attendance to obtain an invoice for equitable services.

KK. TITLE I, PART A: SERVICES FOR NEGLECTED CHILDREN (MANDATORY NEGLECTED SET-ASIDE)

Section KK-1 thru KK-3

- The JCSD LEA does not house any local institutions for neglected children or community day programs for neglected children in the LEA; therefore, the JCSD LEA does not reserve and funds for this set-aside.

LL. TITLE I, PART D, SUBPART 2: PREVENTION AND INTERVENTION PROGRAMS FOR CHILDREN WHO ARE NEGLECTED, DELINQUENT, OR AT-RISK

Section LL-1 thru LL-9

- The JCSD LEA does not house any local institutions for neglected, delinquent or at-risk children or community day programs for neglected children in the LEA; therefore, the JCSD LEA does not reserve and funds for this set-aside.

MM. TITLE II PART A: SUPPORTING EFFECTIVE INSTRUCTION

Section MM-1

- The JCSD LEA will prioritize Title II funds for schools identified for school improvement, (CSI, TSI, or ATSI). Using a needs assessment and meetings with each school leadership team, the Federal Programs Director and the Federal Grant Accountant will develop a spending plan that will address the needs of these schools.
- Additionally, the Title-II funded instructional coaches will support these schools as needed.

Section MM-2

- The JCSD LEA will use data from state assessments when planning Title II Part A activities and the Comprehensive Needs Assessment and the School Improvement Needs Assessment surveys will be utilized to all stakeholders to aid in the decision-making

Section MM-3

- The JCSD LEA will meet with the Curriculum Director to ensure that the JCSD district Professional Development plan is only supplemented with Title II funds. The Curriculum Director will develop the district's PD budget and solicit additional funds when needed. The school administrative team may also express their PD needs via email, principal/face-to-face meetings, or in surveys.

Section MM-4

- The JCSD Curriculum Director will develop a strategic plan, instructional plan and/or a professional development plan to meet Mississippi's challenging academic standards.

Section MM-5

- The JCSD Curriculum Director will maintain documentation of the evidence-based requirements that supports the professional development activities implemented within the district. Each school utilizing Title II funds to participate in on/off-campus professional development activities will maintain documentation of the evidence-based requirements that supports the high quality professional development engaged in.

Section MM-6

- The JCSD LEA will not utilize funds for class size reduction in schools across the entire grade span to a level that is evidence-based.

NN. ENGLISH LEARNER (EL) PROGRAM AND TITLE III (LANGUAGE INSTRUCTION FOR ENGLISH LEARNERS & IMMIGRANT STUDENTS)

Section NN-1

English Learner Policy - IK

The Jackson County School District assures that it will comply with the following for English Learners (EL):

1. The district will identify English Learners (EL) through a home language survey, which will be completed by all students during registration.
2. The district will provide equal access to all district programs and services for all English Learners (EL).
3. The district will provide appropriate and comparable staff training, professional development opportunities, and instructional materials for serving English Learners (EL).
4. The district will monitor and maintain student records and provide support services as indicated.
5. The district will invite parental involvement and maximize attempts to communicate with parents in their native language.
6. The district English Learner (EL) program will be administered under the direction of the Director of Federal Programs and EL Coordinator

Purpose:

The purpose of the English Learner Policy is to outline the procedures the Jackson County School District (JCSD) will follow to ensure that all non-English speaking students are provided a free appropriate public education and any additional services required to attain proficiency in the English language.

Enrollment:

The Jackson County School District will provide a free and equitable education to all school age children who live within the boundaries of JCSD, regardless of immigration status. Several laws protect the rights of English Learners (ELs) and their families, particularly during the enrollment process. These protections are provided because many EL students' levels of transiency and lack of English proficiency make them a particularly vulnerable population.

When enrolling students, JCSD will not request any information from students or their parents or guardians in order to deny access to public schools on the basis of race, color, or national origin.

Jackson County School District requires the following documents when enrolling a student unless otherwise indicated as optional:

- Birth Certificate
- Proof of Immunization
- 2 Proofs of Residency

Parent(s) or Legal Guardian(s) must be present when enrolling their child. A child will not be enrolled if a parent(s) or legal guardian(s) is not present at the time of enrollment.

Identification of English Learner:

The Home Language Survey (HLS) must be completed for each new student registering with the JCSD. The HLS is used to identify students whose first language is not English. The HLS should remain in the student's cumulative folder until graduation. If any response on the HLS indicates the use of a language other than English by the student or an individual in the home, then further assessment must be conducted to determine the student's English language proficiency.

The LAS Links Placement Test is to be used to determine the level of English proficiency and to facilitate appropriate instructional and program placement decisions. Students identified by the HLS during registration whose first language is a language other than English at the beginning of the school year must be assessed for English-language proficiency within 30 calendar days of initial day of enrollment. Students who register after the beginning of the school year and indicate on the home language survey that their first language is a language other than English must be assessed within 10 school days of enrollment. The assessment will be administered by a School Counselor.

The student's placement test report must be placed in their cumulative record along with the original copy of the home language survey.

EL students who have already been identified in Jackson County School District will remain in the EL program if they leave the district for a district in another state or country and return to the Jackson County School District. The EL student will only be removed if he or she has met the criteria to exit the EL program set forth by MDE.

Elementary ELs should not be placed more than one grade level behind their peers. Retention is strongly discouraged, except in rare cases where it can be documented that language proficiency is not the likely cause for academic difficulties.

At the high school level, credits must be awarded based on transcripts provided by the students/parents/guardians, even if the course work was taken in another country. If transcripts are in a language other than English, translations will be sought so credits can be awarded appropriately. ELs must be provided with access to Advanced Placement, dual credit, and other advanced courses. ELs must receive language supports to assist them in accessing academic content, just as they would if they were in other less accelerated academic courses.

When EL students enroll in U.S. schools for the first time at the secondary level, steps will be taken to ensure they have access to a high school diploma. To ensure ELs have access to the foundational skills needed to be successful in high school and ensure access to graduation, Jackson County School District will place students in academic courses sequentially. English I, II, III, and IV will be offered, scheduled, and taught in sequential order. Simultaneous enrollment is acceptable in situations where a student failed a course and needs to simultaneously enroll. EL students will not be placed out of sequence to prevent them from taking required assessments.

Parent Notification:

Parents of a student who qualifies for English language services shall be sent a notice of placement and services within thirty days of the start of the school year or within ten days for students ruled eligible enrolling after the initial day of school. The notice may either be mailed to the parent or guardian or sent home with the student. The Student Evaluation Team (SET) will invite the parent or guardian to a conference further explaining the ruling or the services that will be provided. The notification must include all of the required elements, including the right to opt out. Parents may decline EL services at any time by written request.

Any parent or guardian whose child is receiving or is eligible to receive EL services has the right to decline or opt his or her child out of any or all EL services. The district will provide guidance in a language parents or guardians can understand to ensure that they understand their child's rights, the range of EL services that their child could receive, and the benefits of such services to ensure that the parent or guardian's decision to opt out is informed and voluntary.

After ELs have been identified using the LAS Links Placement Test, the district must provide ELs with appropriate language assistance services and programs, commonly known as "EL Services and Programs." The district has the flexibility to choose the EL services and programs that meet civil rights requirements and best meet the needs of their EL population.

Language Service Plans:

Each student identified as an English Learner must have a Language Service Plan (LSP) per Mississippi Department of Education guidelines. Language Service Plans are updated annually until the student exits the EL program. The LSP must contain the student's demographic information, date of first enrollment in a US school, yearly LAS Links scores, and state/classroom accommodations. The SET must meet to develop the LSP at the beginning of each academic school year. The SET is composed of the student's teachers, EL teacher, administrators, counselor, and parents/guardians. The team will meet quarterly to evaluate the student's progress and make necessary adjustments. A copy of the LSP must be provided to all teachers who work with the EL student.

EL Data:

Once a student has been identified as an EL, the district must ensure the student is correctly marked in their student data package. This information will transfer over to MSIS once the district has submitted their data to MDE. Districts should ensure each column on the EL roster screen of MSIS is completed. This information should be updated monthly.

English Learner English Language Proficiency Assessment:

The Elementary and Secondary Act (ESEA) and Every Student Succeeds Act (ESSA) requires that all students identified as English Learners be assessed for English language proficiency on an annual basis. The current approved English language assessment is the LAS Links English Proficiency Assessment. The assessment is currently administered in the Spring.

The LAS Links English Proficiency Assessment measures four domains:

- Speaking
- Listening
- Reading
- Writing

Students taking this assessment may or may not have reasonable accommodations when taking this assessment. The Mississippi Testing Accommodations Manual outlines the accommodations available for students who have been identified as English Learners.

Scores from the LAS Links English Proficiency assessment are usually received during the summer following the assessment. Score reports will be sent to parents or guardians at the beginning of the next school year. Copies of the score reports are placed in the student's cumulative folder. Reports for students who transfer to another school during the summer months are included with the record sent to the new school.

Grading and Retention:

As students are working to learn English during the initial stages of language acquisition, it is a violation of their Civil Rights to retain them due to limited language proficiency. Schools must ensure that EL students are placed appropriately and can participate meaningfully and equally in educational programs as noted in Title VI of the Civil Rights Act of 1964 (Title VI) and the Equal Opportunities Act of 1974.

Retention is not generally recommended for ELs. Though the decision to promote or retain will be made on a case-by-case basis, and the decision to retain an EL must be accompanied by documentation demonstrating that appropriate accommodations and modifications were employed throughout the school year to ensure compliance with federal requirements. ELs should be carefully evaluated before retention is recommended to ensure that the lack of English skills is not being mistaken for poor achievement.

Students Exiting the Program and Monitoring Exited Students:

Students may exit the EL program by achieving the following scores on the LAS Links English Proficiency assessment. (These are the only criteria allowed for a student to exit the program.)

- Overall Proficiency Score – Level 4 or 5 AND
- Reading Proficiency Score – Level 4 or 5 AND
- Writing Proficiency Score – Level 4 or 5.

An EL student with a disability can be "exited" from EL status when he or she no longer meets the definition of an EL. This occurs when the student meets the State's definition of "proficient" in English. The student's EL status cannot be removed based solely on the fact the student has an IEP.

Students who have achieved the proficiency levels above and exited the program must be monitored for a period of four academic years. Monitoring must be conducted and documented quarterly by the SET. Monitored students who are not achieving at a satisfactory level may be considered for placement in the EL program. The district will retest using the LAS Links Placement Test to see if the student needs to be offered additional language assistance.

English Learner Services and Instructional Support:

Students identified as English Learners must be provided with appropriate English Learner language assistance services. The district will provide English Learners with access to the content of the Mississippi College and Career Readiness Standards and other services, including special education, gifted education, and extracurricular programs, as needed.

ELs will have meaningful access to the core curriculum, such as math, science, social studies and language arts, while learning English. While the district's EL program focuses in part on language acquisition, both the EL teacher and academic teachers should work together to ensure that students are mastering the academic language needed to be successful.

The goal for students who are ELs is that they attain fluency in English, master the state's academic content standards, and pass any other state required tests.

Jackson County School District will provide ELs with a language assistance program that is educationally sound and proven successful. Federal law does not require any particular program or method of instruction. An EL should be given at least 30 minutes of direct language instruction in a day in the English language. This instruction can occur within the regular classroom setting.

The Multi-Tiered System of Supports (MTSS) is a framework for effective team-based problem solving that is data informed, evidence-based, and flexible enough to meet the academic and behavioral needs of all students. With MTSS, schools identify struggling students, monitor student progress, provide evidence-based interventions, and adjust the intensity and nature of those interventions depending on a student's responsiveness. Schools also identify students with learning disabilities, language barriers, and/or other disabilities. English Learner students with learning disabilities can also be identified using this methodology.

English Learner Programs, Staffing and Resources:

Jackson County School District currently provides individualized or small group services to the students identified as English Learners. Students work with an EL tutor during a time that does not interfere with regular classroom instruction. Necessary resources are provided by the school district to conduct the program.

Parent and Family Engagement:

Jackson County School District has a legal obligation to communicate meaningfully with Limited English Proficient (LEP) parents and families and to adequately notify them of information about any program, service or activity called to the attention of non-LEP parents. Successful communication provides LEP parents, guardians, and families with the school-related information they need to make informed decisions about, and be helpful participants in, their children's education. This may include but not be limited to information about language assistance programs, special education and related services, Individualized Education Program (IEP) meetings, grievance procedures, notices of nondiscrimination, student discipline policies and procedures, registration and enrollment, report cards, requests for parent or guardian permission for student participation in district or school activities, parent-teacher conferences, parent handbooks, and gifted programs.

Jackson County School District will provide information to LEP parents and guardians with documents in a language they can understand when necessary.

Section NN-2



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Student Name: _____ Grade: _____
First Middle Last

Date of Birth: _____ Gender: _____ School: _____

1. What is the dominant language **most often** spoken by the student?
2. What is the language **routinely** spoken in the home, regardless of the language spoken by the student?
3. What language was **first** learned by the student?
4. Does the parent/guardian need **interpretation** services? ___ Yes ___ No
 If so, what language?
5. Does the parent/guardian need **translated** materials? ___ Yes ___ No
 If so, what language?
6. What was the date the student first enrolled in a school in the United States? _____
MM/YYYY
7. In what country was the student born?

Parent / Guardian Signature

Date (MM/DD/YYYY)

DISTRICT USE ONLY

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Tên học sinh: _____ Lớp: _____

Qua trung đầu tiên

Ngày sinh: _____ Giới tính: _____ Trường học: _____

1. Ngôn ngữ chủ yếu mà học sinh thường nói nhất là gì?
2. Ngôn ngữ được sử dụng thường xuyên trong nhà là gì, bất kể ngôn ngữ của học sinh là gì?
3. Học sinh học ngôn ngữ nào đầu tiên?
4. Phụ huynh / người giám hộ có cần dịch vụ thông dịch không? ____ Có ____ không
Nếu vậy, ngôn ngữ gì?
5. Phụ huynh / người giám hộ có cần tài liệu dịch không? ____ Có ____ không
Nếu vậy, ngôn ngữ gì?
6. Ngày sinh viên đầu tiên đăng ký vào một trường học ở Hoa Kỳ là ngày nào? Ngày _____ MM / YYYY
7. Học sinh được sinh ra ở nước nào?

Ngày Chữ ký của Phụ huynh / Người giám hộ _____ (MM / DD / YYYY)

District Use Only

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Vietnamese

Nome do aluno: _____ Nota:

Primeiro meio último

Data de Nascimento: _____ Gênero: _____
 Escola: _____

1. Qual é a língua dominante mais falada pelo aluno?
2. Qual é a língua rotineiramente falada em casa, independentemente do idioma falado pelo aluno?
3. Que linguagem foi primeiramente aprendida pelo aluno?
4. Os pais / responsáveis precisam de serviços de interpretação? ____ Sim não
 Se sim, qual idioma?
5. Os pais / responsáveis precisam de materiais traduzidos? ____ Sim não
 Se sim, qual idioma?
6. Qual foi a data em que o aluno se inscreveu em uma escola nos Estados Unidos?
 _____ MM /
- AAAA
7. Em que país nasceu o aluno?

_____ Data de Assinatura dos Pais / Responsável (MM / DD /
 AAAA)

District Use Only

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Portuguese

Имя учащегося: _____ Оценка: _____

Первый Средний Последний

Дата рождения: _____ Пол: _____

Школа: _____

1. На каком доминирующем языке чаще всего разговаривает студент?

2. На каком языке обычно говорят дома, независимо от языка, на котором говорит студент?

3. Какой язык впервые выучил студент?

4. Нужны ли родителю / опекуну услуги переводчика? ____ Да нет
 Если да, то на каком языке?

5. Нужны ли родителю / опекуну переведенные материалы? ____ Да нет
 Если да, то на каком языке?

6. Какова была дата, когда ученик впервые поступил в школу в Соединенных Штатах?
 _____ MM / YYYY

7. В какой стране родился студент?

_____ Дата подписи родителя / опекуна
 ГГГГ)

(MM / DD /

District Use Only

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Russian Traditional

Imya uchashchegosya: _____ Otsenka:

Pervyy Sredniy Posledniy

Data rozhdeniya: _____ Pol: _____

Shkola: _____

1. Na kakom dominiruyushchem yazyke chashche vsego razgovarivayet student?

2. Na kakom yazyke obychno govoryat doma, nezavisimo ot yazyka, na kotorom govorit student?

3. Kakoy yazyk vpervye vyuchil student?

4. Nuzhny li roditelyu / opekunu usluzhi perevodchika? ____ Da net
 Yesli da, to na kakom yazyke?

5. Nuzhny li roditelyu / opekunu perevedennyye materialy? ____ Da net
 Yesli da, to na kakom yazyke?

6. Kakova byla data, kogda uchenik vpervye postupil v shkolu v Soyedinennykh Shtatakh?
 _____ MM /
 YYYY

7. V kakoy strane rodilsya student?

_____ Data podpisi roditelya / opekuna
 (MM / DD / GGGG)

(MM / DD /

District Use Only

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Russian Simplified

Nombre del estudiante: _____ Grado: _____

 Primer medio último

Fecha de nacimiento: _____ Sexo: _____ Escuela: _____

1. ¿Cuál es el idioma dominante más hablado por el estudiante?

2. ¿Cuál es el idioma que se habla habitualmente en el hogar, independientemente del idioma que hable el estudiante?

3. ¿Qué idioma aprendió el estudiante por primera vez?

4. ¿El padre / tutor necesita servicios de interpretación? ____ Si no
 Si es así, ¿en qué idioma?

5. ¿El padre / tutor necesita materiales traducidos? ____ Si no
 Si es así, ¿en qué idioma?

6. ¿Cuál fue la fecha en que el estudiante se matriculó por primera vez en una escuela en los Estados Unidos? _____
 MM / YYYY

7. ¿En qué país nació el estudiante?

 Firma del padre / tutor Fecha (MM / DD / YYYY)

| |
|---|
| District Use Only |
| <input type="checkbox"/> Designated English Learner on the LAS Links Screener |

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |



HOME LANGUAGE SURVEY

FOR K-12 SCHOOL DISTRICTS

STUDENT INFORMATION

Spanish

Isoning shogirdi nomi: _____ Baholash: _____

Birinchi O'rta Oxirgi

Tug'ilgan sana: _____ Jins: _____ Maktab: _____

1. Talabalarning eng ko'p gapiradigan tili nima?

2. Talaba tilidan qat'i nazar, uyda muntazam ravishda gapirish nimani anglatadi?

3. Talaba qaysi tilni birinchi o'rgandi?

4. Ota-onaning / tarjimonning talqin qilish xizmatlari kerakmi? ____Ha ____Yo'q

Agar shunday bo'lsa, qanday til?

5. Ota / vasiyning tarjima materiallariga muhtojligi bormi? ____Ha ____Yo'q

Agar shunday bo'lsa, qanday til?

6. Shogird Amerika Qo'shma Shtatlaridagi maktabga ilk bor kirgan kuni qanday bo'ldi? _____
MM/YYYY

7. Shogird qaysi mamlakatda tug'ilgan? _____

Ota / Guardian imzosi

Sana (MM/DD/YYYY)

District Use Only

Designated English Learner on the LAS Links Screener

DOCUMENTATION OF LAS LINKS SCREENER FOR STUDENT

| Date | Speaking Score | Listening Score | Reading Score | Writing Score | Composite Score |
|------|----------------|-----------------|---------------|---------------|-----------------|
| | | | | | |
| | | | | | |

Section NN-3



ELL Procedures

STEP 1

Student registers and parent/guardian completes the **Home Language Survey**. If language other than English is indicated and/or documentation, parent report of prior eligibility is presented, proceed to Step 2. If English only is indicated **DO NOT** proceed to Step 2. The student is **NOT ELIGIBLE** for EL services.

STEP 2

If the student is possibly eligible for EL services, the Registrar will inform the counselor and EL Interventionist. The counselor will then conduct the **LAS Links Screener**.

STEP 3

1. The School counselor will complete the Las Links Screener, and, notify the EL interventionist & EL school tutor when a student meets the criteria. The school counselor will inform the JCSD EL personnel of eligibility.
2. The counselor sends the **English Learner Notification Letter** to parent/guardian, and notifies the EL Interventionist, EL Tutor and SET.
3. The EL Interventionist prepares LSP. The meeting will be held with SET members present

STEP 4

1. Signed copies of LSP are given to parent/guardian, all teachers, and STC (Recipients sign **LSP Acceptance Notice**).
2. Original LSP is filed in **green** EL folder and placed in the cumulative folder along with all other EL documentation (i.e. HLS, LAS Links Screener, prior EL history).

STEP 5

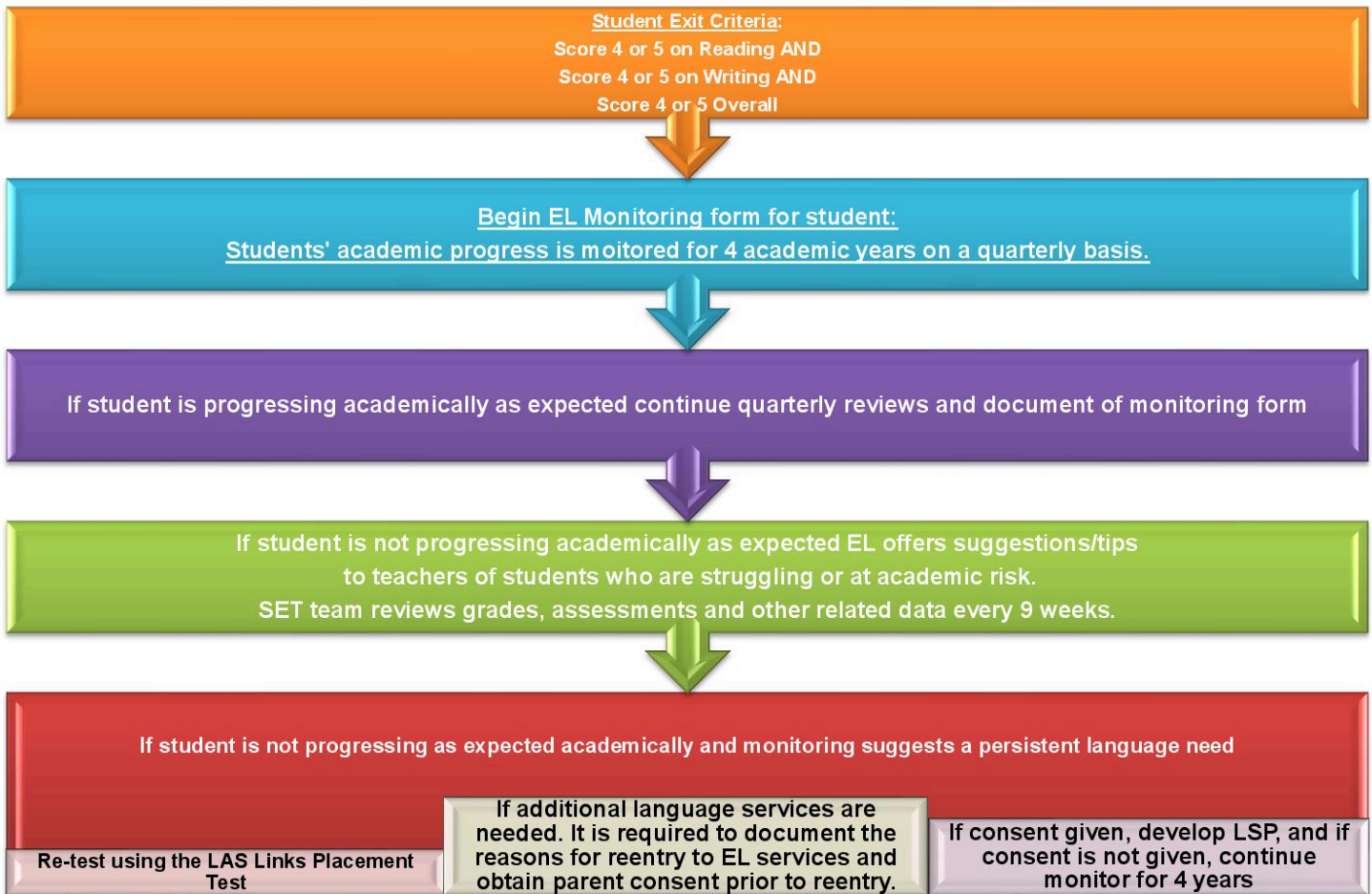
1. The School Educational Team (SET) meets to review LSP quarterly with the parent/guardian.
2. Student takes ELPT – If student scores below proficient in Writing, Reading and Overall – EL Services continue for the following school year.

STEP 6

Exit Criteria: Student takes ELPT and student scores:
4 or 5 for Reading AND
4 or 5 for Writing AND
4 or 5 Overall
Student exits services and moves to Monitored status

- ELL Monitoring Procedures

Procedures for Monitoring an English Learner Exited from EL Services



- JCSD EL Parent Notification (5) languages



Jackson County School District

English Learner (EL) Parent Notification Letter for ELL Services

Date: _____

To the Parent/Legal Guardian of _____

Dear Parent/Legal Guardian:

Based on the Las Links Placement screener results, the Jackson County School District has determined that your child should receive English Language Learner services as a part of their educational program. We have created an academic environment for your child that best accommodates his/her language needs. We believe that the ELL services we offer will be helpful to your child, but if for some reason you do not want him/her to receive these services, please notify your child's school counselor, _____ at (228) _____.

(Return this letter to the school counselor at your earliest convenience)

A meeting has been scheduled for (Date) _____ (Time) _____ to create your child's Language Service Plan, which is an individualized plan for each English Learner. Your child's language development and academic progress is of the utmost concern to our school district, and we would like you to be a part of the School Educational Team (SET) to aid in developing and approving the plan for your child's English language acquisition.

_____ Yes, I will attend the meeting as scheduled.

_____ No, I will not be able to attend the meeting. However, I am aware that my child is eligible for ELL services and that I have the right to opt out of these services by providing a written request.

_____ I am unable to attend at the scheduled time please call me at _____ to reschedule.

(Parent signature)

(Phone)

(Date)



Distrito escolar del condado de Jackson

Carta de notificación a los padres de estudiantes de inglés (EL) para los servicios de ELL

Fecha: _____

Para el padre / tutor legal de _____

Estimado padre / tutor legal:

Sobre la base de los resultados del cribador de colocación de Las Links, el Distrito Escolar del Condado de Jackson ha determinado que su hijo debe recibir servicios de Aprendices del Idioma Inglés como parte de su programa educativo. Hemos creado un entorno académico para su hijo que se adapta mejor a sus necesidades lingüísticas. Creemos que los servicios de ELL que ofrecemos serán útiles para su hijo, pero si por alguna razón usted no desea que él / ella reciba estos servicios, notifique a su hijo.

consejero escolar, _____ al (228) _____.

(Devuelva esta carta al consejero escolar lo antes posible)

Se ha programado una reunión para (Fecha) _____ (Hora) _____ para crear el Plan de Servicio de Idiomas de su hijo, que es un plan individualizado para cada Aprendiz de inglés. El desarrollo del lenguaje y el progreso académico de su hijo son de la mayor preocupación para nuestro distrito escolar, y nos gustaría que usted forme parte del Equipo de Educación Escolar (SET) para ayudarlo a desarrollar y aprobar el plan para la adquisición del idioma inglés de su hijo.

_____ Sí, asistiré a la reunión según lo programado.

_____ No, no podré asistir a la reunión. Sin embargo, soy consciente de que mi hijo es elegible para los servicios de ELL y que tengo el derecho de optar por no recibir estos servicios mediante una solicitud por escrito.

_____ No puedo asistir a la hora programada, llámeme al _____ para reprogramar.

(Firma del padre)

(Teléfono)

(Fecha)

Spanish



Distrito Escolar do Condado de Jackson

English Learner (EL) Carta de Notificação aos Pais para os Serviços ELL

Encontro: _____

Para o pai / responsável legal de _____

Prezado Pai / Responsável Legal:

Com base nos resultados do rastreamento da Las Links Placement, o Distrito Escolar do Condado de Jackson determinou que o seu filho deve receber serviços de Aprendizagem da Língua Inglesa como parte do seu programa educacional. Criamos um ambiente acadêmico para o seu filho que melhor acomoda suas necessidades de idioma. Acreditamos que os serviços de ELL que oferecemos serão úteis para o seu filho, mas se por algum motivo você não quiser que ele receba esses serviços, notifique o seu filho.

conselheiro escolar, _____ em (228) _____.

(Devolva esta carta ao conselheiro da escola o mais cedo possível)

Uma reunião foi agendada para (Data) _____ (Horário) _____ para criar o Plano de Serviço de Idioma do seu filho, que é um plano individualizado para cada aluno de inglês. O desenvolvimento do idioma e o progresso acadêmico do seu filho é a maior preocupação para o distrito escolar, e gostaríamos que você fizesse parte da Equipe Educacional Escolar (SET) para ajudar a desenvolver e aprovar o plano para a aquisição da língua inglesa de seu filho.

_____ Sim, vou participar da reunião conforme programado.

_____ Não, não poderei participar da reunião. No entanto, estou ciente de que meu filho é elegível para serviços de ELL e que tenho o direito de optar por não receber esses serviços fornecendo uma solicitação por escrito.

_____ Eu não posso comparecer no horário agendado, por favor me ligue no _____ para remarcar.

(Assinatura pai)

(telefone)

(data)

Portuguese



Trường học quận Jackson

Thư thông báo cho phụ huynh học tiếng Anh (EL) cho các dịch vụ ELL

Ngày: _____

Gửi tới Phụ huynh / Người giám hộ hợp pháp của _____

Kính gửi phụ huynh / người giám hộ hợp pháp:

Dựa trên kết quả sàng lọc Vị trí Las Links, Khu học chánh Jackson County đã xác định rằng con bạn sẽ nhận được các dịch vụ Học tiếng Anh như một phần của chương trình giáo dục của chúng. Chúng tôi đã tạo ra một môi trường học thuật cho con bạn đáp ứng tốt nhất nhu cầu ngôn ngữ của trẻ. Chúng tôi tin rằng các dịch vụ ELL mà chúng tôi cung cấp sẽ hữu ích cho con bạn, nhưng nếu vì lý do nào đó bạn không muốn con nhận được các dịch vụ này, vui lòng thông báo cho nhân viên tư vấn của trường con của bạn, _____ tại (228) _____.

(Trả lại thư này cho nhân viên tư vấn của trường một cách thuận tiện sớm nhất)

Một cuộc họp đã được lên lịch cho (Ngày) _____ (Thời gian) _____ để tạo Kế hoạch Dịch vụ Ngôn ngữ của con bạn, đây là một kế hoạch cá nhân cho mỗi Người học Tiếng Anh. Sự phát triển ngôn ngữ và tiến bộ học tập của con bạn là mối quan tâm lớn nhất đối với khu học chánh của chúng tôi và chúng tôi muốn bạn là thành viên của Nhóm Giáo dục Trường học (SET) để hỗ trợ phát triển và phê duyệt kế hoạch tiếp thu ngôn ngữ tiếng Anh của con bạn.

_____ Vâng, tôi sẽ tham dự cuộc họp theo lịch trình.

_____ Không, tôi sẽ không thể tham dự cuộc họp. Tuy nhiên, tôi biết rằng con tôi đủ điều kiện nhận các dịch vụ ELL và tôi có quyền từ chối các dịch vụ này bằng cách cung cấp một yêu cầu bằng văn bản.

_____ Tôi không thể tham dự vào thời gian đã định, xin vui lòng gọi cho tôi theo số _____ để sắp xếp lại.

(Chữ ký phụ huynh)

(Điện thoại)
559

(Ngày)

Vietnamese



Школьный округ округа Джексон

Письмо об уведомлении родителей
изучающего английский язык (EL) для услуг ELL

Дата: _____

Родителю / Законному Опекуну _____

Уважаемый родитель / законный опекун!

На основании результатов скрининга Las Links Placement школьный округ округа Джексон определил, что ваш ребенок должен получать услуги для изучающих английский язык в рамках своей образовательной программы. Мы создали академическую среду для вашего ребенка, которая наилучшим образом соответствует его / ее языковым потребностям. Мы считаем, что предлагаемые нами услуги ELL будут полезны для вашего ребенка, но если по какой-то причине вы не хотите, чтобы он / она получал эти услуги, сообщите об этом вашему ребенку.

школьный консультант, _____ в (228) _____.

(Верните это письмо школьному консультанту при первой возможности)

Встреча была запланирована на (Дата) _____ (Время) _____ для составления плана языкового обслуживания вашего ребенка, который представляет собой индивидуальный план для каждого изучающего английский язык. Развитие языка вашего ребенка и его успеваемость имеют первостепенное значение для нашего школьного округа, и мы хотели бы, чтобы вы были частью школьной образовательной команды (SET), чтобы помочь в разработке и утверждении плана для изучения английского языка вашим ребенком.

_____ Да, я буду присутствовать на собрании в соответствии с графиком.

_____ Нет, я не смогу присутствовать на собрании. Однако я знаю, что мой ребенок имеет право на получение услуг ELL и что я имею право отказаться от этих услуг, предоставив письменный запрос.

_____ Я не могу присутствовать в назначенное время, пожалуйста, позвоните мне в _____, чтобы перенести.

(Родительская подпись)

(Телефон)

(Дата)



Shkol'nyy okrug okruga Dzhekson

Pis'mo ob uvedomlenii roditeley izuchayushchego angliyskiy yazyk (EL) dlya uslug ELL

Data: _____

Roditelyu / Zakonnomu Opekunu _____

Uvazhayemyy roditel' / zakonnyy opekun!

Na osnovanii rezul'tatov skrininga Las Links Placement shkol'nyy okrug okruga Dzhekson opredelil, chto vash rebenok dolzhen poluchat' uslugi dlya izuchayushchikh angliyskiy yazyk v ramkakh svoey obrazovatel'noy programmy. My sozdali akademicheskuyu sredu dlya vashogo rebenka, kotoraya nailuchshim obrazom sootvetstvuyet yego / yeye yazykovym potrebnostyam. My schitayem, chto predlagayemye nami uslugi ELL budut polezny dlya vashogo rebenka, no yesli po kakoy-to prichine vy ne khotite, chtoby on / ona poluchal eti uslugi, soobshchite ob etom vashemu rebenku.

shkol'nyy konsul'tant, _____ v (228) _____.

(Vernite eto pis'mo shkol'nomu konsul'tantu pri pervoy vozmozhnosti)

Vstrecha byla zaplanirovana na (Data) _____ (Vremya) _____ dlya sostavleniya plana yazykovogo obsluzhivaniya vashogo rebenka, kotoryy predstavlyayet soboy individual'nyy plan dlya kazhdogo izuchayushchego angliyskiy yazyk. Razvitiye yazyka vashogo rebenka i yego uspeyayemost' imeyut pervostепенnoye znachenije dlya nashego shkol'nogo okruga, i my khoteli by, chtoby vy byli chast'yu shkol'noy obrazovatel'noy komandy (SET), chtoby pomoch' v razrabotke i utverzhdanii plana dlya izucheniya angliyskogo yazyka vashim rebenkom.

_____ Da, ya budu prisutstvovat' na sobranii v sootvetstvii s grafikom.

_____ Net, ya ne smogu prisutstvovat' na sobranii. Odnako ya znayu, chto moy rebenok imeyet pravo na polucheniye uslug ELL i chto ya imeyu pravo otkazat'sya ot etikh uslug, predostaviv pis'mennyy zapros.

_____ YA ne mogu prisutstvovat' v naznachennoye vremya, pozhaluysta, pozvonite mne v _____, chtoby perenesti.

(Roditel'skaya podpis')

(Telefon)

(Data)



Jekson okrugi maktabi tumani

English Learner (QO'LNING) ELL Xizmatlari uchun ota-ona bayonnomasi maktubi

Sana: _____

_____ Ota / Huquq Himoyachiga

Hurmatli Ota / Huquq Himoyachisi:

Las Link Joylashuvi natijalari asosida, Jekson Oklaxa tumani farzandingiz ingliz tilini o'rganuvchi xizmatlarini o'z ta'lim dasturlari doirasida olishlari kerakligini aniqladi. Farzandingiz uchun uning til ehtiyojlarini eng yaxshi moslashtiradigan ilmiy muhit yaratdik. Biz taqdim etayotgan ELL xizmatlari sizning bolangiz uchun foydali bo'ladi deb hisoblaymiz, ammo agar u sizni ushbu xizmatlardan foydalanishni istamasangiz, iltimos, bolaning

maktab maslahatchisi, _____ (228) _____.

(Maktab maslahatchisiga bu xatni sizga eng qulay tarzda qaytaring.)

Har bir ingliz tilini o'rganuvchisining individual rejasini yaratish uchun (Sana) _____ (Vaqt) _____ uchun yig'ilish o'tkazildi. Farzandingizning tilini rivojlanishi va ilmiy taraqqiyoti bizning maktab tumanimiz uchun juda tashvishlidir va sizga farzandingizning ingliz tilini o'rganish rejasini ishlab chiqish va tasdiqlashda yordam berish uchun sizni Maktab ta'limi jamoasi (SET) tarkibida bo'lishingizni istaymiz.

_____ Ha, men uchrashuvga rejalashtirilgan tarzda qatnashaman.

_____ Yo'q, uchrashuvga qatnasha olmayman. Biroq, farzandim ELL xizmatlariga muvofiqligini bilaman va yozma ariza berib, ushbu xizmatlardan voz kechishga haqim bor.

_____ Men rejalashtirilgan vaqtda qatnasha olmayman, iltimos, menga qo'ng'iroq qiling _____ qayta rejalashtirish.

(Ota-ona imzo)

(Telefon)

(Sana)

• **Elevation Sample**

Jackson County School District
LSP
11/1/2021

LSP

Student Information

| | | | | | |
|---------------------|--|-----------------|--|--------------------|--|
| Student | | Grade Level | | School | |
| Student ID | | ELP Designation | | LEP Status | |
| Home Language | | Native Language | | Enrolled in US | |
| Years in US Schools | | Birth Country | | City/Town of Birth | |
| Date of Birth | | | | | |

English Language Proficiency Tests

Each LEP student takes an English Proficiency test when they enroll and each spring. Each student receives a proficiency level in each domain (listening, speaking, reading, and writing) based on their raw scores. Once the student achieves specific levels in all four domains, and meets additional district and state exit criteria, they will no longer be considered an LEP student and will not receive LEP services.

| Test Name and Date | Results | | | | |
|-----------------------|------------------|---|---|---|---|
| LAS Links 3/1/2021 | Overall | | | | |
| | 1 | 2 | 3 | 4 | 5 |
| | (521) | | | | |
| | Listening | | | | |
| | 1 | 2 | 3 | 4 | 5 |
| | (510) | | | | |
| | Speaking | | | | |
| | 1 | 2 | 3 | 4 | 5 |
| (507) | | | | | |
| Oral | | | | | |
| 1 | 2 | 3 | 4 | 5 | |
| (508) | | | | | |
| Reading | | | | | |
| 1 | 2 | 3 | 4 | 5 | |
| (524) | | | | | |
| Writing | | | | | |
| 1 | 2 | 3 | 4 | 5 | |
| (546) | | | | | |
| Comprehension | | | | | |
| 1 | 2 | 3 | 4 | 5 | |
| (517) | | | | | |
| Literacy | | | | | |
| 1 | 2 | 3 | 4 | 5 | |
| (535) | | | | | |

Descriptors

No Descriptors available

Standardized Test Results

No Standardized Test Results available

LEP Services

No LEP Services available

Goals

| Academic Period | Domain | Goal | Progress |
|------------------|-----------|--|-----------|
| 2021/2022 - Year | Listening | <p>6-8 Listening: Level 3 Student moving to Level 4 Student will move from a Level 3 (Developing) to a Level 4 (Expanding) in Listening by demonstrating mastery of the following Can Do Descriptors:</p> <ul style="list-style-type: none"> ▪ Categorize content-based examples from oral directions ▪ Match main ideas of familiar text read aloud to visuals • Use learning strategies described orally • Identify everyday examples of content-based concepts described orally | No status |

- Associate oral language with different time frames (e.g., past, present, future)

| | | | |
|------------------|----------|---|-----------|
| 2021/2022 - Year | Reading | <p>6-8 Reading: Level 3 Student moving to Level 4 Student will move from a Level 3 (Developing) to a Level 4 (Expanding) by demonstrating mastery of the following Can Do Descriptors:</p> <ul style="list-style-type: none"> • Identify topic sentences, main ideas, and details in paragraphs • Identify topic sentences, main ideas, and details in paragraphs • Identify multiple meanings of words in context (e.g., cell, tables) • Use context clues • Make predictions based on illustrated text • Identify frequently used affixes and root words to make/extract meaning (e.g., un-, re-, -ed) • Differentiate between fact and opinion • Answer questions about explicit information in texts • Use English dictionaries and glossaries | No status |
| 2021/2022 - Year | Speaking | <p>6-8 Speaking: Level 3 Student moving to Level 4 Student will move from a Level 3 (Developing) to a Level 4 (Expanding) by demonstrating mastery of the following Can Do Descriptors:</p> <ul style="list-style-type: none"> • Begin to express time through multiple tenses • Retell/rephrase ideas from speech • Give brief oral content-based presentations • State opinions • Connect ideas in discourse using transitions (e.g., but, then) • Use different registers inside and outside of class • State big/main ideas with some supporting details • Ask for clarification (e.g., self-monitor) | No status |
| 2021/2022 - Year | Writing | <p>6-8 Writing: Level 4 Student moving to Level 5 Student will move from a Level 4 (Expanding) to a Level 5 (Bridging) by demonstrating mastery of the following Can Do Descriptors:</p> <ul style="list-style-type: none"> • Create multiple-paragraph essays • Justify ideas • Produce content-related reports • Use details/examples to support ideas • Use transition words to create cohesive passages • Compose intro/body/conclusion • Paraphrase or summarize text • Take notes (e.g., for research) | No status |

Classroom Accommodations/Modifications

The following Classroom Accommodations/Modifications are to be used throughout the year in the regular classroom for this student.

- Read the test directions (but not the test items)- repeating and/or paraphrasing the directions, if needed
- Additional time to complete assignments and tests

Accommodations

The next section shows the testing situation for this particular student. Based on each LEP student's ELP scores, the State has created a cut score chart which gives LEAs guidance into what Accommodations they can make for the student's testing. The Accommodations listed below will be used by the student during standardized testing. All Accommodations must be implemented in the classroom.

| Test Period | Test Name | Accommodations |
|------------------|-----------|---|
| 2021/2022 - Year | MAAP ELA | <ul style="list-style-type: none"> • Until, in test administrator's judgement, the pupil can no longer continue • Read test directions (not items), repeating and/or paraphrasing if needed |
| 2021/2022 - Year | MAAP Math | <ul style="list-style-type: none"> • Until, in test administrator's judgement, the pupil can no longer continue |

- Onsite review of the Las Links Placement Test results

Section NN-4



ELL Procedures

STEP 1

Student registers and parent/guardian completes the **Home Language Survey**. If language other than English is indicated and/or documentation, parent report of prior eligibility is presented, proceed to Step 2. If English only is indicated **DO NOT** proceed to Step 2. The student is **NOT ELIGIBLE** for EL services.

STEP 2

If the student is possibly eligible for EL services, the Registrar will inform the counselor and EL Interventionist. The counselor will then conduct the **LAS Links Screener**.

STEP 3

1. The School counselor will complete the Las Links Screener, and, notify the EL interventionist & EL school tutor when a student meets the criteria. The school counselor will inform the JCSD EL personnel of eligibility.
2. The counselor sends the **English Learner Notification Letter** to parent/guardian, and notifies the EL Interventionist, EL Tutor and SET.
3. The EL Interventionist prepares LSP. The meeting will be held with SET members present

STEP 4

1. Signed copies of LSP are given to parent/guardian, all teachers, and STC (Recipients sign **LSP Acceptance Notice**).
2. Original LSP is filed in **green** EL folder and placed in the cumulative folder along with all other EL documentation (i.e. HLS, LAS Links Screener, prior EL history).

STEP 5

1. The School Educational Team (SET) meets to review LSP quarterly with the parent/guardian.
2. Student takes ELPT – If student scores below proficient in Writing, Reading and Overall – EL Services continue for the following school year.

STEP 6

Exit Criteria: Student takes ELPT and student scores:
 4 or 5 for Reading AND
 4 or 5 for Writing AND
 4 or 5 Overall
 Student exits services and moves to Monitored status

- ELL Monitored Status Documentation

APPENDIX B *(continued)*

Exit/Monitor Status Documentation

(for Students meeting qualifications to exit EL Services)

This form should be completed by the individual responsible for exiting and monitoring the individual student.

| | | | |
|---|---------------|--|---------------|
| STUDENT NAME | | DATE OF BIRTH | |
| PARENT/GUARDIAN NAME | | | |
| PHONE | (home) | (work) | (cell) |
| HOME/SCHOOL COMMUNICATION to parent/guardian requested in: | | <input type="checkbox"/> English OR <input type="checkbox"/> Native Language: <input type="checkbox"/> Oral OR <input type="checkbox"/> Written | |
| PERSON RESPONSIBLE FOR COMPLETING THIS FORM | | | |
| YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 |
| | | | |

| | | | | |
|--|-----------------|-----------------|-----------------|-----------------|
| EL EXIT INFORMATION | | | | |
| EXIT Eligibility Date | | | | |
| To be eligible for exit from EL status, students must earn a 4 or 5 on the Reading, Writing, and Overall on the LAS Links assessment. Criteria determining exit from EL status (scores from the ELPT): | | | | |
| Date of test: | | | | |
| LISTENING | SPEAKING | READING* | WRITING* | OVERALL* |
| | | | | |

| | | | | | | | | | | | |
|---|--|------------------------------------|----|---|---------------------|---|---------------------|----|----|----|----|
| MONITORING | | | | | | | | | | | |
| Start Date | | Date of Parent Notification | | Expected date for CONCLUSION OF MONITOR STATUS <i>(Minimum of 4 years)</i> | | | | | | | |
| REPORT CARD AND STATE ASSESSMENT RESULTS | | | | | | | | | | | |
| YEAR 1 | | | | | YEAR 2 | | | | | | |
| Grade level: | | School Name: | | | Grade level: | | School Name: | | | | |
| | | Q1 | Q2 | Q3 | Q4 | | | Q1 | Q2 | Q3 | Q4 |
| ELA | | | | | | ELA | | | | | |
| Math | | | | | | Math | | | | | |
| Science | | | | | | Science | | | | | |
| Social Studies | | | | | | Social Studies | | | | | |
| Other | | | | | | Other | | | | | |
| Other | | | | | | Other | | | | | |
| State Assessment Results: | | | | | | State Assessment Results: | | | | | |
| Is student on track to graduate on time? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | | Is student on track to graduate on time? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |

Exit/Monitor Status Documentation
(for Students meeting qualifications to exit EL Services)

| MONITORING, continued | | | | | | | | | | |
|---|----|-----------------------------|----|--|---|----|--------------|----|----|--|
| Start Date | | Date of Parent Notification | | Expected date for CONCLUSION OF MONITOR STATUS <i>(Minimum of 4 years)</i> | | | | | | |
| REPORT CARD AND STATE ASSESSMENT RESULTS | | | | | | | | | | |
| YEAR 3 | | | | | YEAR 4 | | | | | |
| Grade level: | | School Name: | | | Grade level: | | School Name: | | | |
| | Q1 | Q2 | Q3 | Q4 | | Q1 | Q2 | Q3 | Q4 | |
| ELA | | | | | ELA | | | | | |
| Math | | | | | Math | | | | | |
| Science | | | | | Science | | | | | |
| Social Studies | | | | | Social Studies | | | | | |
| Other | | | | | Other | | | | | |
| Other | | | | | Other | | | | | |
| State Assessment Results: | | | | | State Assessment Results: | | | | | |
| Is student on track to graduate on time? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | Is student on track to graduate on time? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |

If the information on this form indicates that the former EL student is struggling, indicate steps that will be taken to support the student and the results:

- Student was referred for intervention services (appropriate documentation must be completed)
- Student was referred for Counseling
- Student was referred for rescreening for EL services. In order for students to be re-entered in the EL program, they must retake the LAS Links placement test and meet qualifications. **(This should only be done if language is considered the primary cause for academic struggles.)**

COMMENT(S)(Indicate steps taken to support the student):

Section NN-5

- All of our Title I schools are school-wide programs which service all students within the school.

Section NN-6

- EL student assessment reports will serve as documentation of participation in state-wide state-mandated assessments

Section NN-7

- EL student assessment reports will serve as documentation of participation in state-wide state-mandated assessments

Section NN-8

- District Test Security Training agenda and signature page will serve as documentation of training certified School Test Coordinators and EL Departmental staff on the language proficiency instrument.

Section NN-9

- Title I schools will upload School-wide plans
- JCSD LEA utilizes the following educational resources to improve EL language proficiency:
 - Phonics For Reading
 - Foursquare Writing
 - Great Leaps
 - Let's Go
 - Lexia Core 5
 - Lexia Powerup
 - Imagine Learning
 - I-Ready
- We use data from Lexia and Imagine Learning to track student English language improvement.

Section NN-10

- Title I schools provide parents with communication in a language that parents can understand. Each school will maintain documentation as evidence of providing home communication and /or forms in a parent's native language. These documents will also be uploaded to TitleICrate

Section NN-11

- Currently, JCSD LEA has certified teachers in EL instructional positions and one paraprofessional.

Section NN-12

- Professional development opportunities will be afforded to lead teachers and EL instructors throughout the JCSD.

Section NN-13

- Progress monitoring documentation will be compiled annually using state-wide assessments and promotion/retention data.

Section NN-14

- The JCSD LEA does not receive Title III funds nor does it receive funding for immigrant students.

OO. TITLE IV, PART A: STUDENT SUPPORT AND ACADEMIC ENRICHMENT

Section OO-1

- The JCSD LEA will conduct a comprehensive needs assessment annually to improve access to and opportunities for a well-rounded education for all students, to improve school conditions for student learning in order to create a safe and healthy environment and to improve access to personalized learning experiences supported by technology and professional development for the effective use of data and technology.

Section OO-2

- During the bi-annual Vision Team meeting, parents, teachers, principals, and other school personnel members will have an opportunity to provide input regarding activities funded by Title IV, Part A activities. Potential activities are as follows:

Activities to Support Well-Rounded Educational Opportunities:

- Science, technology, engineering, and mathematics (STEM)
 - Increasing access for groups of underrepresented students to high-quality courses
 - Supporting participation in nonprofit competitions
 - Providing students hands-on learning and exposure to STEM, including through field-based and service learning
 - Integrating other academic subjects such as the arts into STEM curricula
- Music and arts
- Foreign language instruction
- Accelerated learning programs
 - Reimbursing low-income students to cover all or part of the costs of AP, IB, or other accelerated learning program exams
 - Increasing the availability of AP or IB programs, dual or concurrent enrollment programs, and other accelerated learning options
- Career and college counseling/guidance
 - Counseling programs and services
 - Programs offering assistance in applying for college entrance and financial aid
 - Advising on academic and occupational training
 - Transition programs
- Social and Emotional Learning (SEL)
 - Activities and interventions in SEL that build resilience, self-control, empathy, persistence, and other social and behavioral skills
- Environmental Education
 - Activities and educational opportunities related to environmental issues.

Activities to Support Safe and Healthy Students:

- Training school personnel in drug, violence, trafficking, and trauma
- Implementing programs that educate students and school personnel about bullying and harassment prevention
- Implementing drug and violence prevention programs
- Building school and community relationships to expand access to community resources including, but not limited to, mental health programs and crisis intervention
- Suicide prevention programs
- Implementing programs that support dropout prevention and re-entry
- Providing local educational agencies with resources that are evidence-based addressing ways to integrate health and safety practices into school or athletic programs, including physical and nutrition education
- Provide school-based health services, including chronic disease management
- Social Emotional Learning (SEL) including, but not limited to: interventions that build resilience, self-control, empathy, persistence, and other social and behavioral skills
- Culturally responsive teaching and professional development of implicit bias
- Reducing use of exclusionary discipline practices and promoting supportive school discipline
- Supporting local educational agencies to expand access to or coordinate resources for school-based counseling and mental health programs, such as through school-based mental health services partnership programs
- Designating a site resource coordinator at a school or LEA to establish partnerships within the community
- Implementing child sexual abuse awareness and prevention programs that are age appropriate and developmentally appropriate for students or that provide information to parents and guardians of students about sexual abuse awareness and prevention
- Implementing school wide positive behavioral interventions and supports

Activities to Support the Effective Use of Technology:

**Note: A Special Rule in the SSAE program states that no more than 15% of funds for activities to support the effective use of technology may be used “for purchasing technology infrastructure as described in subsection (a)(2)(B), which includes technology infrastructure purchased for the activities under subsection (a)(4)(A).” To clarify, LEAs or consortiums of LEAs may not spend more than 15% of funding in this content area on devices, equipment, software applications, platforms, digital instructional resources and/or other one-time IT purchases. (ESEA section 4109(b)).*

- Provide professional development opportunities directly related to improving the use of educational technology. Note: Professional development activities should be sustained, (not stand-alone, one-day, or short term workshops), intensive, collaborative, job-embedded, data-driven, and classroom-focused.
- Provide personalized learning that is meaningful and relevant to learners, driven by their interests, and often self-initiated
- Developing or using effective innovative strategies for the delivery of specialized or rigorous academic course and curricula through the use of technology, including digital learning technologies and assistive technology, which may include increased access to online dual or concurrent enrollment opportunities, career and technical courses, and programs leading to a recognized postsecondary credential
- Providing students in rural, remote, and underserved areas with the resources to take advantage of high-quality digital learning experiences, digital resources, and access to online courses taught by effective educators
- Implement digital citizenship initiatives that include strategies to address student safety
- Implement school- and district-wide approaches to inform instruction, support teacher collaboration, and personalize learning including, but not limited to creating learning communities composed of students, fellow educators, museums, libraries, experts in various disciplines around the world, community organizations, and families
- Making instructional content widely available through open educational resources

Information for Allowable Activities was excerpted from the Non-Regulatory Guidance Student Support and Academic Enrichment Grants.

Section OO-3

- Each school within the JCSD LEA will periodically evaluate the effectiveness of the Title-IV, Part A funded activities and submit documentation to the JCSD Federal Programs department.
- The JCSD LEA will utilize the Comprehensive Needs Assessment survey, along with other stakeholder input from the bi-annual Vision Team meetings and monthly principal meetings, to set objectives and intended outcomes for its Title IV, Part A activities.

Section OO-4

- The JCSD LEA equally distributes funding among all secondary schools. Additionally Title IV, Part A funds are equally distributed amongst all JCSD comprehensive school counseling programs. If a school does not elect to utilize the funds, the funds will be offered to the remaining schools. Emails are sent to all Middle and High school principals and all school counselors detailing funding amounts and the objectives for these amounts.

PP. TITLE IV, PART B: 21st Century Community Learning Centers

Section PP-1 thru PP-32

- The JCSD LEA does not reserve funding for 21st Century Community Learning Centers; and the JCSD LEA does not receive funds for this program.

QQ. TITLE V, PART B, SUBPART 2: RURAL EDUCATION INITIATIVE

Section QQ-1 thru QQ-2

- The JCSD LEA does not reserve funding for Rural Education Initiative; and the JCSD LEA does not receive funds for this program.

RR. TITLE IX, PART A - SUBGRANTEES ONLY MCKINNEY-VENTO ACT SEC. 723

Section RR-1 thru RR-2

- The JCSD LEA is not a subgrantee for the McKinney-Vento Act Sec. 723; and the JCSD LEA does not receive funds for this program.



Homeless and Foster Care Manual

2023-2024

JCSD Superintendent, Mr. David Baggett

Federal Program Director, Dr. Kimberly Williams

Homeless Liaison, Mrs. Shelly Barnett

Foster Care POC, Mrs. Shelly Barnett

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JCSD

Homeless Education

Plan

Introduction

The Jackson County School District is dedicated to ensuring each child who is homeless has equal access to the same free, appropriate public education available to other students. This commitment includes services to preschool students and unaccompanied youth who are homeless.

McKinney-Vento Law

The McKinney-Vento Homeless Assistance Act (Act) requires all school districts to maintain compliance. The McKinney-Vento Act specifies rights for homeless students. Every school district must designate a McKinney-Vento Liaison to assist in identifying, supporting, and ensuring the rights of homeless students and families. These rights include waiving certain requirements, such as proof of residency, when students are enrolling and allowing categorical eligibility for certain services, such as free lunch. The McKinney-Vento Act also state:

- Students who are homeless may attend their school of origin or the school where they are temporarily residing.
- Parents or guardians of homeless students must be informed of educational and related opportunities.
- Students who are homeless may enroll without school, medical, or similar records.
- Students who are homeless and their families receive referrals to health, dental, mental health, substance abuse, housing, and other needed services.
- Students who are homeless have a right to transportation to school.
- Students must be provided a statement explaining why they are denied any service or enrollment.
- Students must be enrolled in school and receive services, such as transportation, while disputes are being settled.
- Students are automatically eligible for Title I services.
- School districts must reserve a portion of Title IA funds to serve homeless students.
- School districts must review and revise policies that serve as barriers to homeless students.
- Schools must post information in the community regarding the rights of homeless students and unaccompanied youth in schools and other places where homeless families may frequent and written in a language they can understand.

- School districts must identify a McKinney-Vento Liaison to assist students and their families

JCSD Homeless Policy JQN

Section: J Students

Policy Code: JQN Education for Homeless Children and Youth

Policy:

Education of the Homeless School Age Children

All school-age children, including the homeless, who live within the Jackson County School District, shall be eligible to attend the district's schools, Homeless students in the district will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held, A liaison for students in homeless situations will be designated by the district to carry out duties as required by law.

The district will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted to the district school in the attendance area in which the student is actually living or to the student's school of origin as requested by the parent and in accordance with the student's best interest. Transportation will be provided to and from district school or school of origin in a manner that would be in the best interest of the child as determined by the district Homeless Liaison for homeless students.

The Superintendent of Education has the authority to designate a student as homeless based on criteria outlined in this policy and the McKinney Vento Homeless Assistance Act. If, it is determined by the Superintendent that a child or his/her parents are attempting to use a designation of homeless to change schools for reasons other than those delineated in the McKinney Vento Act (i.e. athletics, school choice or other non-related reason), the Superintendent may deny a homeless designation.

The district utilizes this policy as it guideline to explain the rights of homeless students and the responsibilities of the schools to meet their needs and eliminate barriers to school attendance. This information shall also be disseminated in writing and by other means designed to raise awareness of these rights and responsibilities to staff, homeless families and students, the public, and homeless service providers.

Definition

For the purposes of this policy, children are deemed to be homeless under the following conditions:

1. A child who is lacking a fixed regular and adequate nighttime residence and who has a primary nighttime residence that IS a publicly or privately-operated shelter designed to provide temporary living accommodations, a temporary residence prior to being placed in an institution, or a place not designed or ordinarily used as a regular sleeping accommodation for human beings.
2. A child who IS placed in a transitional or emergency shelter before placement in a foster home or home for neglected children
3. A child who is temporarily living in a trailer park or camping area due to lack of adequate living accommodations.
4. A child who is living in doubled-up accommodations due to loss of housing or another similar situation.
5. A child who is placed in a foster home due to lack of shelter space.
6. A migratory child who is staying in accommodations not fit for human habitation.
7. A child who has run away from home and lives in a runaway shelter, abandoned building, the street, or other Inadequate accommodations
8. A child who is placed in a state institution because s/he has no other place to live.
9. A child who has been abandoned by his/her family and is staying in a hospital.
10. A child whose parents or guardian will not permit him/her to live at home and who lives on the street, or other inadequate accommodations.
11. School-age unwed mothers or expectant mothers who are living in homes for unwed mothers because they have no other available living accommodations.

SERVICES TO BE PROVIDED

1. Pursuant to and in compliance with the requirements of the Stewart B. McKinney Homeless Assistance Act of 1990, 42USC11431, it shall be the policy of this school district, to the extent practicable under requirements relating to education established by state law, that each eligible child of a homeless Individual and each eligible homeless youth will have access to a free appropriate education comparable to the education provided the children of district residents who are non-homeless, without isolation or stigma.
2. The placement of an eligible homeless child or youth will take into consideration the best interests of the homeless child or youth and placement requests made by a parent
3. The choice of placement in either the "school of origin" or the school serving the "place of abode" will take place regardless of whether the child or youth is living with the homeless parent(s) or has been temporarily placed elsewhere by the parent(s).
4. Provided the homeless child or youth meets eligibility criteria, he/she will be provided transportation services; compensatory education programs for the

disadvantaged; educational programs for the handicapped and for students with limited English proficiency; programs in vocational education; programs for the gifted and talented; and school meals programs.

5. Any and all records ordinarily kept by this school district, including immunization records, academic records, birth certificates, guardianship records, evaluations for special services and programs shall be kept on homeless children and youth and shall be forwarded in a timely fashion should a child or youth enter a new school or school district; and in a manner consistent with S1232g of Title 20
6. Should this school district receive assistance un S11432 of the Act, It shall coordinate with local social service agencies and other agencies or programs providing services to such children or youth and their families
7. Should this school district ever receive assistance under S11432 of the Act, it shall designate a homelessness liaison to ensure that homeless children and youth enroll in and succeed in the schools of their district; and, homeless families, children and youth receive educational services for which they are eligible, and referrals to health care services, dental services, mental health services, and other appropriate services.
8. The homelessness liaison shall inform school personnel, service providers and advocates working with homeless families of the duties of the liaison.
9. This school district has and will continue to review and revise, to the extent practicable under the requirements relating to education established by state law, any policies that may act as barriers to the enrollment of homeless children and youth in schools selected in accordance with paragraphs 2 3 and 4 above
10. In reviewing and revising such policies, to the extent practicable under the requirements relating to education established by state law, consideration shall be given to Issues concerning transportation, requirements of immunization, residency, birth certificates, school records, or other documentation and guardianship.
11. Disputes which may arise regarding the assignment of a homeless child or youth will be promptly resolved according to the provisions of Policy JBCCA - Assignment of Pupils. Other issues or disputes will be directed to the attention of the school official responsible for that particular matter for prompt resolution. If this dispute cannot be resolved locally, any aggrieved party may make written request for a review of the matter to:

**Coordinator of the Homeless Program
Mississippi Department of Education
P. O. Box 771
Jackson, MS 39205**

Should the homeless child be living with a parent designee, a person with whom the parents have placed the child but who is not a legal guardian, school officials shall communicate directly with the parent designee concerning any school-related matters involving the homeless child and, in addition, shall use their best efforts to communicate the same information to the respective parent(s).

If a dispute arises over any issued covered in this policy, the school where the dispute arises will provide the parent/guardian or unaccompanied homeless youth with a written explanation of its decision and the right to appeal and will refer the parent/guardian or youth to Director of Student Services/Federal Programs in the Jackson County School District Office immediately. The Superintendent shall designate the Director of Student Services/Federal Programs in the district office to investigate and report complaints that are believed to be in non-compliance with the Stewart B. McKinney Homeless Assistance Amendment Act and/or issues that deal with the educational placement of homeless children and youth which cannot be resolved at the attendance center. If a parent or guardian has a complaint, he/ she should go first to the building principal. If the dispute cannot be resolved at this point, then it should be presented to the Assistant Superintendent of the Attendance Center. If the dispute is not resolved at this point, it will be presented to the Director of Student Services/Federal Programs in the district office. If the dispute cannot be resolved at this level, a request will be made to the State Department of Education's Coordinator of the Homeless Program for a formal review. The review must be requested in writing immediately after the dispute takes place. The parent/guardian or youth will be given every opportunity to participate in the resolution of the dispute.

Reference: Stewart B. McKinney Act, P.L. 100-77 Mississippi Code 37 -13-91; 37-15-9; 37-7-301; 41-23-37; 37-3 -49; 37-15-1 through 37-15-3 National School Lunch Act, 1946 Family Educational Rights and Privacy Act, 1974

LEGAL REF: McKinney-Vento Homeless Education Assistance Improvements Act of 2001 P L. 107-110 (No Child Left Behind Act of 2001)

CROSS REF: Policies JAA - Equal Educational Opportunities JBCCA - Assignment of Pupils IB - Instructional Goals

Foster Care Law

Students in foster care often experience unplanned school changes and the process of changing schools, together with delays in enrollment and transfer of school records, can have an enormously disruptive impact on the academic progress of children in foster care. Studies have shown that children in foster care face a greater risk of adverse educational outcomes compared to their peers not in foster care, including an increased likelihood of grade retention and gaps in academic achievement, high school graduation rates, and postsecondary enrollment.¹ Recognizing these challenges, with the enactment of the Every Student Succeeds Act (ESSA), Title I, Part A (Title I) of the Elementary and Secondary Education Act of 1965 (ESEA) now includes vital new protections to support these students in achieving educational stability and success in

school. As State and local educational agencies (SEAs and LEAs) begin planning for implementation of these protections in collaboration with State and local child welfare agencies, the U.S. Departments of Education (ED) and Health and Human Services (HHS) would like to provide important information regarding the new requirements. The new foster care provisions under Title I of the ESEA (hereinafter all references to the ESEA are to the ESEA as amended by the ESSA) are intended to minimize disruptions for children in foster care by requiring SEAs and LEAs to collaborate with child welfare agencies to ensure educational stability for children in foster care. These provisions build upon the existing educational stability provisions and the emphasis on cross-agency collaboration in the Fostering Connections to Success and Increasing Adoptions Act of 2008 (Fostering Connections Act). At the State level, section 1111(g)(1)(E) of the ESEA requires an SEA to collaborate with the State agency responsible for administering State plans under the Fostering Connections Act to ensure the educational stability of children in foster care. Among other things, this includes assurances that (1) a child in foster care will remain in the child's school of origin, unless a determination is made that it is not in the child's best interest to remain in that school, and (2) if a determination is made that it is not in the child's best interest to remain in the school of origin, the child will be immediately enrolled in a new school, even if the child is unable to produce records normally required for enrollment. These requirements will help ensure that children in foster care experience minimal disruption to their education during moves and placement changes.

JCSD Foster Care Policy JQO

Section: J Students

Policy Code: JQO Foster Care Plan

Foster Care Plan

The Jackson County School District is dedicated to promoting high achievement and educational stability to those students in foster care. The District will collaborate with the Mississippi Department of Education (MDE), the Mississippi's Child Welfare Agency, and the Mississippi Department of Child Protection Services (MDCPS) as needed to provide educational services for students in foster care.

DEFINITIONS

1. **Best Interest Determination (BID)** – refers the collaborative process between MDCPS and local school districts based on the individual student's unique best interests. The determination involves input from multiple parties to make

decisions about whether a student placed in foster care should continue to attend his or her school of origin.

2. School of Origin – refers to the school that a student was attending at the time of placement in foster care or the last school the student attended, despite a change in home. To ensure continuity in education, remaining in the school of origin is preferred.
3. School District of Origin – refers to the Mississippi school district in which a school of origin is physically located.

DISTRICT POINT OF CONTACT (POC)

The District will maintain a staff person who is designated as the District's POC for students in foster care. The POC will follow all requirements as set forth in MDE Rule 30.8.

The District will provide MDE with the name and contact information of the District POC at the beginning of each school year. The POC and his/her contact information will be posted on the District's website for ease of contact. Any changes to the District POC before the end of the academic year will be provided to the MDE POC.

BEST INTEREST DETERMINATION (BID)

The District will coordinate with MDCPS to finalize a BID within seven (7) school days from the date the District is notified, by MDCPS, of child's placement in foster care or change in the child's living arrangement, except in emergency removal situations.

During the BID determination period, the District will ensure the child is permitted to remain in his or her school of origin and the District will document how transportation shall be provided, arranged, and funded during the pendency of the BID decision. See *Policy EDA*

The BID decision will involve input from multiple, relevant parties who have the authority to make decisions regarding the child in foster care, and who have the knowledge and expertise about the child and the child's circumstances to determine whether a student in foster care should continue to attend his or her school of origin. These parties may include:

1. MDCPS representative;
2. Student, if applicable;
3. Child's foster family;
4. Individual from receiving school district;
5. Counselor;
6. Guardian Ad Litem; and,
7. Biological Parent, if determined by MDCPS or Court Order.

If there is disagreement regarding school placement for a student in foster care, MDCPS is the final decision maker. Students should continue to attend their schools of origin while BIDs are determined.

The District will consider all factors relating to a child's best interest. In evaluating the appropriateness of the current educational setting, the District will consider:

1. Appropriateness of the current educational setting (the school of origin),
2. Proximity to the school in which the child is enrolled (the school of origin) at the time of placement in foster care,
3. Preferences of the child's parent(s) or education decision maker(s) (individual legally authorized by the court to make educational decisions for a child in foster care);
4. Holistic and well-informed determination, utilizing a variety of student-centered factors including, but not limited to –
 - a. Student's age and grade level;
 - b. Student's preference, when age appropriate;
 - c. Student's attachment to the school, including meaningful relationships with staff and peers;
 - d. Placement of the student's sibling(s);
 - e. Distance/length of time to travel to/from school;
 - f. Time of academic year, academic performance, and skills;
 - g. Current educational goals and services; anticipated length of time in placement, and whether reunification is the family goal;
 - h. Number of placements to date;
 - i. Child's participation in specialized instruction (e.g., gifted programming, career technical education program, College Credit Plus, Advanced Placement classes);
 - j. Availability of required special education and/or related services in a school other than the school of origin when the student has an identified disability under IDEA or Section 504;
 - k. Availability of language services in a school other than the school of origin when the student has been identified as an English learner;
 - l. Child's ability to earn full academic credit, the ability to proceed to the next grade, or the ability to graduate on time;
 - m. School climate, peer support, supportive adults, and involvement in extracurricular activities;
 - n. Availability and quality of the services in the school to meet the child's educational and socioemotional needs;
 - o. Impact the commute to and from school would have on the child, based on developmental functioning. For children with disabilities, consider the IDEA's federal requirements when determining best interest;
 - p. Any other relevant factors pertinent to the child.
5. Whether the student needs to remain in the school of origin for a limited time (e.g., until the end of the school year, the end of a testing or grading period).

6. Determine if it is appropriate to revisit the question of whether it is in the student's best to remain in the school of origin or enroll locally, and if so, document a specific time to reassess; and,
7. NOT consider the cost of transportation when determining a child's best interest.

REMAIN IN SCHOOL OF ORIGIN

When the District has determined that it is in the best interest of the child to remain in the school of origin, the District will document in the individualized student's plan regarding how transportation will be provided, arranged, and funded for the student.

The District will document, in collaboration with MDCPS, the Transportation Plan that supports the District's obligations under state and federal law and follows all guidelines in MDE Rule 30.8, in order for the student to receive transportation services on the first day of the student's attendance. *See also policy EDA.*

LEAVE SCHOOL OF ORIGIN

When the District has determined it is in the best interest of the child to leave the school of origin, the enrolling district will:

1. Ensure enrollment in the new school takes place on the same day the student is enrolled, even if the child is unable to provide records normally required for enrollment.
 - a. A student in foster care must be enrolled by a MDCPS representative.
 - b. The District will confirm, in writing, the person responsible for making educational decisions. If a student is removed, from the school, by anyone other than a MDCPS employee the district will notify MDE immediately, unless a court order state otherwise.
 - c. The District will contact the school last attended (school of origin), within one (1) school day of enrollment, to obtain relevant academic and other records.
2. Update the student database and contact information for the student within one (1) school day of notification of enrollment from the custodial agency (MDCPS).
3. Ensure the student is assigned to a school in the district in the same manner and according to the same process used for all other students in the district.
4. Give foster children transferring into the District credit for full and/or partial coursework completed at their school of origin, in accordance with the District's policy on transfer credits.
5. Ensure each student in foster care shall be provided services comparable to other students in the school of attendance.
6. Ensure that it is documented that a student was withdrawn prior to the best interest determination, if applicable.

STUDENT RECORDS

Upon receipt of a written request for school records from a new school, the school district of origin shall forward, in a manner consistent with state and federal law, a complete copy of the records of the student in foster care. Information needed by the receiving school district shall include, but is not limited to:

1. Proof of age;
2. Immunization records;
3. Cumulative education file, if the child is attending a public school.
4. Copy of the current IEP, if the child is eligible for special education services;
5. Copy of the current Section 504 Plan, if the child has a Section 504;
6. Copy of health records kept by the school; and,
7. Any other pertinent information needed to assist the enrolling school in providing appropriate educational services.

The inability to receive records shall not delay student enrollment. Once a foster student is disenrolled by MDCPS, no other sharing of information shall occur. The District will comply with all state and federal law in order to protect student privacy.

LEGAL REF: 20 U.S.C. §§ 6311(g)(1)(E); 6312(c)(5); Uninterrupted Scholars Act (USA), P.L. No: 112-278; Every Student Succeeds Act (ESSA); Equal Educational Opportunities Act of 1974 (EEOA); Family Educational Rights and Privacy Act (FERPA)

Homeless

Requirements

Jackson County School District is required to maintain compliance with the McKinney-Vento Act which provides specific rights for homeless students. Every school district must designate a McKinney-Vento Liaison to assist in identifying, supporting, and ensuring the rights of homeless students and families. These rights include waiving certain requirements, such as proof of residency, when students are enrolling and allowing categorical eligibility for certain services, such as free lunch. The Act also states:

- Students who are homeless may attend their school of origin or the school where they are temporarily residing.
- Parents or guardians of homeless students must be informed of educational and related opportunities.
- Students who are homeless may enroll without school, medical, or similar records.
- Students who are homeless and their families receive referrals to health, dental, mental health, substance abuse, housing, and other needed services.
- Students who are homeless have a right to transportation to school.
- Students must be provided a statement explaining why they are denied any service or enrollment.
- Students must be enrolled in school and receive services, such as transportation, while disputes are being settled.
- Students are automatically eligible for Title I services.
- School districts must reserve a portion of Title IA funds to serve homeless students.
- School districts must review and revise policies that serve as barriers to homeless students.
- Schools must post information in the community regarding the rights of homeless students and unaccompanied youth in schools and other places where homeless families may frequent and written in a language they can understand.
- School districts must identify a McKinney-Vento Liaison to assist students and their families.

Definition

Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (per Title IX, Part A of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act) defines *homeless* as follows:

The term "homeless children and youths"--

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and

(B) includes--

(i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;*

(ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));

(iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

Procedures

District

1. When a parent/guardian completes the Title IX form, at the time of registration, and marks one of the situations listed at the bottom of the form, **the school counselor will interview** the parent and make sure that they have a clear understanding of the circumstances.
 - a. Unaccompanied Homeless Youth (Child does not reside with a parent or legal guardian)
 - b. Family resides in substandard housing (Lacks or has inadequate utilities, excessive holes in floors, cardboard walls/windows, camping ground, etc).
 - c. Child/family resides in temporary or public/private operated shelter (Runaway, domestic violence, substance abuse, emergency, etc.)
Temporarily child/family resides with relatives or friends (due to loss of job, housing, income or similar reason) Please explain: _____
 - d. Child/family resides in non-sub-standard domiciles or on the "streets" (tents, vehicles, buses, abandoned buildings, condemned areas, etc.)

- e. Parent/guardian in placement of institution (i.e. jail/prison, mentally ill facility, etc)
 - f. Child who is initially housed in an emergency placement by DHS and awaiting foster care placement.
2. Then the counselor will send the Title IX forms (part 1 and 2) & Caregiver Authorization form, if applicable, to **the Federal Programs Director and the Homeless Liaison** and make every effort to inform them of any extenuating circumstances in a brief synopsis.
3. The Homeless Liaison will review the form and decide on whether the student should be considered as homeless. If the student is considered homeless then the following must occur:
 - a. The counselor must mark the student as homeless in SAM7 (Go to the student's folder, then to the At-Risk tab, scroll down and click on edit, and check the box next to "homeless" under the At-Risk section).
 - b. Please store all forms in the student's cumulative folder for a period of one academic school year. ***(This documentation will need to be removed from the cumulative folder at the end of the year).***
 - c. **The Homeless Liaison** will send Food Services a copy of the homeless student's Title IX (form 1) for their records.
4. Once each school uploads MSIS MSD files for the month, please go into MSIS (under the view student data to make sure that the title x indicator has turned to "y" instead of "n". If the student was marked in SAM7 before you upload, then all should go well.
5. **A student is marked homeless for 1 year, and will have to re-apply every year. Please clear out all of your homeless indicators in SAM7 at the end of the school year after your final Month 9 upload to MSIS.**

Chapter 40 McKinney-Vento Homeless Education Dispute Resolution Procedure

1. INTRODUCTION

The McKinney-Vento Homeless Assistance Act (Act) acknowledges that disputes may arise between a local educational agency (LEA) and the parent or guardian of a homeless child or youth, or unaccompanied youth, when the LEA seeks to place him or her in a school other than the school of origin or the one requested by the parent, guardian, or unaccompanied youth. Guidance regarding the definition of homeless, the responsibilities of the LEA in serving homeless children and youth, school selection, eligibility and enrollment is provided in the Act. The Act includes dispute resolution among the required duties of the LEA liaison and the State Educational Agency (SEA). The following procedures are specified in the Act:

a. Enrollment: Immediately enroll the homeless child or youth in the school preferred by the parent, guardian or unaccompanied youth until the dispute is settled and all available appeals have been exhausted. The statutory definition of “enroll” includes attending classes and participating fully in school activities.

b. Written explanation: Written explanations provided by the LEA shall be in a manner and form understandable to the parent, guardian, or unaccompanied youth of any decisions related to school selection, eligibility or enrollment made by the school or LEA, including the rights of the parent, guardian, or unaccompanied youth to appeal such decisions.

c. Parent/Guardian/Unaccompanied Youth Rights: It is the responsibility of the LEA to inform the parent or guardian, or unaccompanied youth of the McKinney-Vento rights and the dispute resolution process. While the dispute is being resolved, the child or children in question must be enrolled in school and receive all services for which they are eligible, including transportation services. If the dispute is concerning the school of “best interest,” the child must be

enrolled in the school preferred by the parent/guardian or unaccompanied youth.

2. ADMINISTRATIVE PROCEDURE

The Mississippi Department of Education (MDE), Office of Federal Programs, has adopted a dispute resolution process at the local and state levels. If a dispute arises regarding the eligibility, school selection, or school enrollment of a homeless child or youth, or unaccompanied youth, the following procedures are to be followed:

Local Educational Agency Level: If the LEA makes a determination regarding school selection or enrollment that would result in the child or youth attending a school other than the one requested by the parent, guardian, or unaccompanied youth, a written explanation shall be provided in a manner and form understandable to the parent, guardian, or unaccompanied youth. The parent, guardian, or unaccompanied youth shall

be informed of the right to appeal and the written decision shall include a statement of the

right to appeal to the LEA superintendent. The dispute resolution process shall be initiated at the local level by the parent/guardian or unaccompanied youth who wishes to appeal the school district's decision. The LEAs shall develop written policies and procedures with timelines that govern the dispute resolution process and shall include, at a

minimum, the following:

- a.** Each LEA is required to have a designated McKinney-Vento liaison. In addition, each school should have a contact who has been trained on the McKinney-Vento Act.
- b.** If the parent, guardian or unaccompanied youth disagrees with the LEA's decision and wishes to appeal to the LEA superintendent or his/her designee, the parent, guardian, or unaccompanied youth shall file a request for dispute resolution with the LEA liaison by completing a dispute resolution form or submitting a written request after receiving notification of the LEA's decision. The LEA superintendent's designee shall be someone other than the LEA liaison. The parent, guardian, or unaccompanied youth shall be informed of the right to appeal and the LEA superintendent's written decision shall include a statement of the right to appeal to the local school board of education.
- c.** If the parent, guardian, or unaccompanied youth disagrees with the LEA superintendent's decision and wishes to appeal to the local board of education, the parent, guardian, or unaccompanied youth shall inform the LEA liaison of the intent to appeal. The LEA liaison shall ensure an appointment is made for the next, regularly scheduled board meeting to address the dispute. The LEA liaison shall also provide the parent,

guardian, or unaccompanied youth with the documentation collected up to that point, including the parent, guardian or unaccompanied youth's request for dispute resolution, the LEA liaison's and local superintendent's written decisions and any other additional information submitted by the parent, guardian, or unaccompanied youth. The parent, guardian, or unaccompanied youth shall be informed of the right to appeal and the local school board of education's written decision shall include a statement of the right to appeal to the MDE if aggrieved.

State Educational Agency Level: Appeals made to the MDE shall be submitted in writing, signed by the complainant, and forwarded by the LEA. The following steps are to be taken:

- a.** Address the complaint to:
Mississippi Department of Education
Office of Federal Programs
State Homeless Education Coordinator
359 North West Street, Suite 111
Jackson, MS 39205
- b.** The complaint shall include the following:
 1. A description of the situation that prompted the dispute
 2. The name(s) and age(s) of the homeless child or youth
 3. The name(s) of the LEA and personnel involved
 4. A description of the attempts that were made to resolve the issue at the local level, including copies of any documentation used in making the decisions.
- c.** The State Homeless Coordinator will gather needed information from statements of the parties involved and forward the information to the Executive Director of the Office of Federal Programs, along with a recommendation for resolution or for further investigation.
- d.** Within ten (10) business days after receiving a complaint, the Executive Director of the Office of Federal Programs will recommend a resolution and will inform interested parties, in writing, of the decision.
- e.** If the parent, guardian, or unaccompanied youth disagrees with the decision, that party may, within ten (10) business days, appeal to the State Superintendent. This appeal shall be made in writing and state why the party disagrees with the decision of the Executive Director of the Office of Federal Programs.

f. Within ten (10) business days after receiving an appeal, the State Superintendent or his/her designee will render a final administrative decision and notify all parties in writing.
If the parent, guardian, or unaccompanied youth disagrees with the decision of the State Superintendent in a matter concerning homeless children or youth, the party may request a review of the decision by the United States Secretary of Education in accordance with 34 CFR Part 299.11.

Visit the Mississippi Department of Education website, Office of Federal Programs, Title IX, Part A Education for the Homeless Children and Youth Program (McKinney-Vento) for more information.

Sources:

42 U.S. Code § 11432(g)(1)(C) (Rev. 2017);
42 U.S. Code § 11432(g)(3)(E)(i)-(iv) (Rev. 2017);
Miss. Code Ann. § 37-3-11(c) (Rev. 2017);
Miss. Code Ann. § 37-1-3 (Rev. 2017)

Transportation

Section 7.2 School of Origin Transportation Requirements

The McKinney-Vento Act requires every state and its LEAs to adopt policies and practices to ensure that transportation is provided at the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison), to and from the school of origin in accordance with the following, as applicable. If the homeless child or youth:

- 1) continues to live in the area served by the LEA in which the school of origin is located, transportation to and from the school of origin shall be provided or arranged by the LEA in which the school of origin is located [42 U.S.C. § 11432(g)(1)(J)(iii)(I)].
- 2) begins living in an area served by another LEA but remains enrolled in the school of origin, the LEA of origin and the LEA in which the homeless child or youth is living shall agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin. If the LEAs are unable to agree upon such method, the responsibility

and costs for transportation shall be shared equally [42 U.S.C. § 11432(g)(1)(J)(iii)].

The law requires LEAs to coordinate inter-district activities with other LEAs, specifically mentioning the coordination of transportation [42 U.S.C. § 11432(g)(5)(A)(ii)]. It is important to note that this requirement applies to all LEAs whether or not they receive subgrant funds and whether or not they provide transportation to other students.

Homeless children and youth have the right to remain in their school of origin for the duration of homelessness, in any case in which a family becomes homeless between academic years or during the academic year, and for the remainder of the academic year, if the child or youth becomes permanently housed during an academic year [42 U.S.C. § 11432(g)(3)(A)].


Related to transportation, “The State and its LEAs in the State will adopt policies and practices to ensure that transportation is provided, at the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison), to and from the school of origin” [42 U.S.C. § 11432(g)(1)(J)(iii)].

Liaisons must ensure that “...the parent or guardian of a homeless child or youth, and any unaccompanied youth, is fully informed of all transportation services, including transportation to the school of origin...and is assisted in accessing transportation to the school that is selected...” [42 U.S.C. §.11432(g)(6)(A)(viii)].


Flowchart

Homeless Transportation Flowchart

When the school representative (school counselor) is made aware that the homeless student is in need of transportation they will notify their building Principal.



The principal will contact the Assistant Superintendent and the Transportation Director to ensure transportation is provided for the qualifying homeless student.



The Transportation Director will communicate with the parent/legal guardian on arranging transportation to ensure the education services of the student is not interrupted.

Appendices

Title IX, Part A

JACKSON COUNTY

School District

“Raising the Standard”

Title IX, Part A

Education for Homeless Children and Youth Program

Student Identification

For

Referral and Eligibility Form

Section I: Student Information, Fill in all blanks if Possible.

Student Name: _____

Current Age: _____ Current Grade: _____ Sex: _____ Race: _____

Parent/Guardian Name: _____

Mailing Address: _____

Home Phone #: _____ Work Phone #: _____

Section II: Eligibility Criteria

____ Unaccompanied Homeless Youth (Child meets the definition of homeless and does not reside with a parent or legal guardian)

____ Family resides in substandard housing (Lacks or has inadequate utilities, excessive holes in floors, cardboard walls/windows, camping ground, etc).

____ Child/family resides in temporary or public/private operated shelter (Runaway, domestic violence, substance abuse, emergency, etc.)

____ **Temporarily** child/family resides with relatives or friends (due to loss of job, housing, income or similar reason)

Please explain: _____

____ Child/family resides in non-sub-standard domiciles or on the “streets” (tents, vehicles, buses, abandoned buildings, condemned areas, etc.)

____ Parent/guardian in placement of institution (i.e. jail/prison, mentally ill facility, etc)

____ Child who is initially housed in an emergency placement by DHS and awaiting foster care placement.

If one or more of the above items are marked, parent must complete Displaced Student Residency Form.

Title IX Displaced Student Residency Form

JACKSON COUNTY

School District

"Raising the Standard"

Displaced Student Residency Form

Editable

This form is intended to address the requirements of the McKinney-Vento Act (Title IX, Part A of the Every Student Succeeds Act). The question below is to assist in determining if the student meets the eligibility criteria for services provided under the McKinney-Vento Act. In the event that the child is not staying with his/her parent(s) or guardian(s), use the caregiver authorization form to address guardianship issues.

Where does the student sleep at night? (Click in box to check; use tab key to move between lines for typing answers)

- in a shelter
- in a motel/hotel
- in a foster home
- in a car
- at a campsite
- in another location that is not appropriate for people
- temporarily with more than one family in a home (Due to loss or hardship)

Name of School: _____ Grade: _____

Name of Student: _____ Date of Birth: _____
mm/dd/yyyy

I, (name) _____, declare as follows:

I am the parent/legal guardian of (name of student) _____ who is of school age and is seeking enrollment in (name of school district) _____.

Since (date) _____, our family has not had a permanent residence.
mm/dd/yyyy

Under penalty of perjury under the laws of this state, I declare that the information provided here is true and correct and of my own personal knowledge and that, if called upon to testify, I would be competent to do so:

Name of person completing this form: _____

Signature: _____ Date: _____
mm/dd/yyyy

Address: _____

Phone number: _____ E-mail address: _____
xxx-xxx-xxxx

I can be reached for emergencies at : _____

Jackson County School District

Caregiver Authorization Form



Caregiver Authorization Form

This form is intended to address the McKinney-Vento Homeless Assistance Act (P.L. 107-110) requirement that homeless children have access to education and other services for which they are eligible. The McKinney-Vento Homeless Assistance Act states specifically that barriers to enrollment must be removed. In some cases, a child or youth who is homeless may not be able to reside with his/her parent or guardian; however, this fact does not nullify the child's/youth's right to receive a free, appropriate public education.

Instructions:

Complete this form for a child/youth presenting himself/herself for enrollment while not in the physical custody of a parent or guardian.

- To authorize the enrollment in school of a minor, complete items 1 through 4 and sign the form.
- To authorize the enrollment and school-related medical care of a minor, complete all items and sign the form.

I am 18 years of age or older and have agreed to fulfill the role of caregiver for the minor named below.

1. Name of Minor: _____

2. Minor's date of birth: _____

3. My name (adult giving authorization): _____

4. My home address: _____

5. Check one or both (for example, if one parent was advised and the other could not be located):

I have advised the parent(s) or other person(s) having legal custody of the minor as to my intent to authorize medical care and have received no objection.

I am unable to contact the parent(s) or legal guardian(s) at this time to notify them of my intended authorization.

6. My date of birth: _____

7. My state driver's license or identification card number: _____

I declare under penalty of perjury under the laws of the State of Mississippi that the foregoing information is true and correct.

Signature: _____

Date: _____

JCSD

Foster Care

Education Plan

Foster Care

Requirements

Jackson County School District will collaborate with MDCPS to implement the educational stability provisions for students in foster care. JCSD will work closely with MDCPS, during the best interest determination, to ensure that processes and procedures are in place to meet the unique needs of students in foster care including:

- Students in public preschool – Districts must meet the educational stability requirements for children in foster care who were enrolled in preschool at their time of placement in a foster home.
- English language learners (ELLs) - students identified as having limited English proficiency in speaking, listening, reading, or writing English through procedures established by school districts. Title VI and the Equal Educational Opportunities Act of 1974 (EEOA) require public schools to ensure that all English learner students, including English learner students in foster care, can participate meaningfully and equally in educational programs.

JCSD Foster Care Point of Contact

Given that educational stability for children in foster care provisions will largely be implemented at the local level, LEAs must designate a Point of Contact. The contact information for the LEA point of contact should be made public so the designee may be easily reached when required. Roles and responsibilities of the LEA point of contact may include:

- Coordinating implementation of the Title I, Part A provisions, as it relates to Foster Care provisions outlined in the Every Student Succeeds Act;
 - Leading the development of a process for making the best interest determination;
 - Documenting the best interest determination; 7 Educational Stability for Children in Foster Care December 2016
 - Facilitating the transfer of records for immediate enrollment;
 - Facilitating data sharing with the MDCPS consistent with Family Education Rights to Privacy Act and other privacy protocols;
 - Developing and coordinating local transportation procedures;
 - Managing best interest determinations and transportation cost disputes;
 - Ensuring that children in foster care are enrolled in and regularly attending school;
- and,

- Coordinating and implementing the child's IEP if applicable. If the child is a child with a disability the school of origin should collaborate with the new school to ensure services begin day one.

Best Interest Determination (BID)

The LEA and MDCPS must collaborate to determine or ensure a determination is made as to whether it is in the child's best interest to remain in his/her school of origin. The school of origin is defined as the school in which a child is enrolled at the time of initial foster care placement or at the time a change in foster placement is made. The custodial agency must notify the school and district within one school day of the child being placed in foster care or of a change in the foster child's living arrangement. A district must ensure that a child in foster care remains in his or her school of origin unless a determination is made that it is not in the child's best interest to do so. The LEA must take into consideration all factors relating to a child's best interest. Although there is flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, to make a holistic and well-informed determination, a variety of student-centered factors should be considered such as:

- The child's participation in specialized instruction (e.g., gifted programming, career technical education program, College Credit Plus, Advanced Placement classes); 8 Educational Stability for Children in Foster Care December 2016
- The availability of required special education and/or related services in a school other than the school of origin when the student has an identified disability under IDEA or Section 504;
 - The availability of language services in a school other than the school of origin when the student has been identified as an English language learner pursuant to Title VI and the Equal Educational Opportunities Act;
 - The student's ability to earn full academic credit, the ability to proceed to the next grade, or the ability to graduate on time;
- School climate, peer support, supportive adults, and involvement in extracurricular activities;
- The availability and quality of the services in the school to meet the child's educational and socioemotional needs;
 - The impact the commute to and from school would have on the student, based on developmental functioning. For children with disabilities, the Fostering Connections Act, and Individuals with Disabilities Education Act (IDEA) federal requirements are to be factored in when determining best interest; and
 - The cost of transportation or the appropriate services should not be a consideration when determining a child's best interest. Best interest determinations are only required when there is a potential change in the school; however, the custodial agency should inform the student's school and district the next school day when there is an out of home placement or a change in placement. This process will ensure the LEA has

correct information. The LEA must update the student database and contact information for the student upon notification. Timely notification allows the school and district to adjust necessary services and interventions (e.g., counseling, school-based health services) for the student. When it is not in the best interest of the child to remain in his or her school of origin, a child must be immediately enrolled in his or her new school even if the student doesn't have the necessary documentation for enrollment.

Procedures

District

Identifying Foster Care Students

The Child Protection Services (CPS) will identify for the LEA when a student is placed in foster care is attending or is to be enrolled in Jackson County School District. CPS will also be responsible for notifying JCSD of any foster care living placement changes.

Request to Participate in the Best Interest Determination

CPS will notify JCSD immediately upon learning that a student attending JCSD has been placed in foster care or will be moved to a new home placement that is located outside the JCSD and a best interest decision must be made.

Notice of Final Best Interest Decision

1. When it is determined that it is in a student's best interest not to remain at their school of origin after being placed or changing foster care living placement CPS will contact the school counselor and together they will complete BID for the student.

O R

2. When it is determined that it is in a student's best interest to remain in their school of origin after changing foster care placement to reside outside of JCSD; CPS must notify JCSD of the final decision and submit a BID form to the school. This decision determines the need for the parties to collaborate under this agreement and procedure to establish the most cost- effective transportation available for the student.

Disputes

Transportation

Some children in foster care may need transportation to remain in their school of origin. Any child in foster care needing transportation to their school of origin must promptly receive transportation services. If the child remains in their school of origin and moves outside the current school's attendance zone, the LEA must collaborate with the local MDCPS to develop and implement clear written transportation procedures in accordance with 34 C.F.R. § 299.13(c)(1)(ii). The two entities must establish a system that expedites transportation for children placed in foster care. The goal is to maintain educational stability for the student. There are various modes of transportation available for students. Examples of no-cost or low-cost options for transportation that LEAs and the MDCPS could explore include whether:

1. MDCPS will arrange for the child to be dropped off at a school bus stop for the school of origin;
2. MDCPS will arrange for the foster parent or other designee to transport the child to school (mileage reimbursable through foster care maintenance payments);
3. MDCPS and the LEA will review pre-existing bus routes or stops close to the foster care placement that cross district boundaries, such as bus routes for magnet schools and transportation for homeless students as required by the McKinney-Vento Act;
4. MDCPS and the LEA will determine if the child is already eligible for transportation covered by other programs;
5. MDCPS and LEA will address how the child welfare agency will use foster care maintenance payments and administrative funds to pay for transportation to the school;
6. MDCPS and LEA will specify how "additional costs" of transportation will be calculated, to delineate clearly the LEA's responsibility to provide transportation when there are no additional costs;
7. MDCPS and LEA will specifically describe how transportation to the school of origin will be provided in situations where there are no additional costs; and
8. MDCPS and LEA will specify the timing and procedures for the child welfare agency to reimburse the LEA for transportation costs.

In the event of a dispute between the LEA and MDCPS concerning the cost of transportation, the two entities must consider what is in the best interest of the student. If the disagreement continues, the cost will be divided equally between the LEA and MDCPS. The dispute shall be brought before the state appointed POCs (MDE and MDCPS).

Current transportation expenses shall remain in effect until a decision is rendered to maintain the student's status quo.

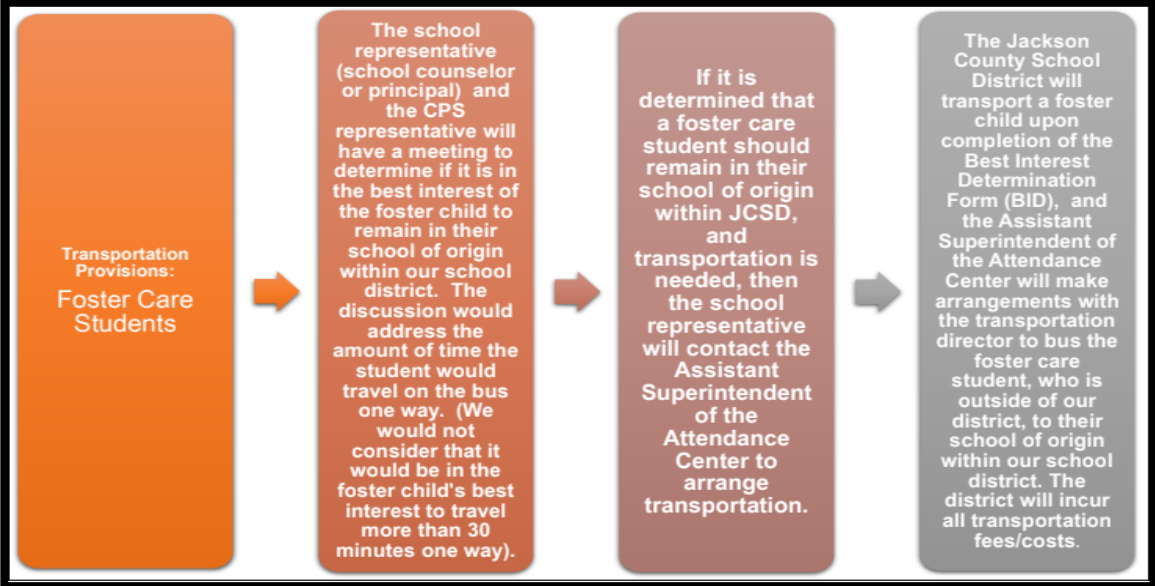
Funding Source for Transportation: In addition to state and local funds that may be available for providing transportation, certain federal funds may be available to cover additional transportation costs to the school of origin for students in foster care. Districts may use Title I funds to pay for additional costs needed to transport children in foster care to their schools of origin. Additionally, Title IV-E funds which are earmarked for the child welfare training program was created as part of the Child Welfare and Adoption Assistance Act of 1980 (P.L. 96-272) to support training in both foster care and adoption services. These funds are provided through the Mississippi Department of Child Protection Services to aid with reasonable transportation costs that will enable foster care students to attend his or her school of origin. LEAs will need to consult with MDCPS regarding individual student's eligibility of Title IV-E child welfare funds. It is important to note that if a foster care student receives Title IV-E reimbursement, it is only available for the federal portion of transportation costs, LEAs are responsible for the non-federal portion. Cost-sharing to meet the match requirements for federal reimbursement is allowable, and is one way for LEAs and MDCPS to collaboratively meet their responsibilities for providing transportation and maximize use of available federal funds. The following will aid the LEA

Multiple factors are utilized in determining reasonable transportation, including costs, distance, and duration. The MDCPS has sole authority in determining which cost to include in a child's foster care maintenance payment. These factors must be considered and part of the plan developed collaboratively between the LEA and local MDCPS.

Furthermore, the Every Student Succeeds Act requires that districts must ensure that transportation is provided for a child in foster care, regardless of whether the district provides transportation otherwise. This requirement includes students in foster care who attend public preschools. If an LEA offers a public preschool education, an LEA must meet the Title I requirements for children in foster care in preschool, including ensuring that a child in foster care remains in his or her preschool of origin, unless a determination is made that it is not in the child's best interest. (See Elementary and Secondary Education Act Section 1111(g)(1)(E)).

Additional costs incurred in providing transportation to the school of origin should reflect the difference between what an LEA otherwise would spend to transport a student to his or her assigned school and the cost of transporting a child in foster care to his or her school of origin. U.S. Departments of Education and Health and Human Services (2016), NonRegulatory Guidance: Ensuring Educational Stability for Children in Foster

Foster Care Transportation Flowchart



Appendices

BID – Best Interest Determination Form

**BEST INTEREST DETERMINATION
FOSTER CARE SCHOOL PLACEMENT FORM**

| BID Timeframe | | | | |
|--|--|------------------------------------|---|--|
| <p>A BID must be completed every time a youth comes into care or there is a placement change while in care. BID conferences/meetings with the school district POC must take place within five (5) business days of a child entering foster care or changing placement.</p> <p style="background-color: yellow; display: inline-block;">The youth shall not be withdrawn/enrolled until a BID is completed.</p> | | | | |
| Student Information | | | | |
| Student Name: (first, middle, last) | | Grade: | Date of BID: | |
| Address/District of Residence: | | MSIS: | IEP Ruling <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| School/District of Origin: | | <small>(enter school name)</small> | | |
| Mississippi Department of Child Protection Services Information | | | | |
| Case Worker: _____ | | COR: _____ | Phone: () _-__ | |
| ASWS: _____ | | | Phone: () _-__ | |
| Determination | | | | |
| <input type="checkbox"/> The student shall remain in the district/school in which the child was enrolled at the time of placement (school of origin). Name of School District/School: <small>(enter school name)</small> | | | | |
| <input type="checkbox"/> Based on the best interest determination, a change in school placement is recommended. In accordance with ESSA, the child will be enrolled in the district/school of current residence (receiving school). Name of School District/School: <small>(enter school name)</small> | | | | |
| <p><i>NOTE: If a change in educational placement is necessary, enrollment in the new school must take place immediately. All educational records must be provided to the receiving school. * An IEP Placement meeting should be scheduled with the new school district's POC.</i></p> | | | | |
| BID Participants | | | | |
| Title | Participated | Printed Name | Signature | Agree with Determination |
| Student | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Birth Parent(s) if applicable | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| MDCPS POC- Case Worker or Supervisor | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Guardian Ad Litem | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| POC for School of Origin | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| POC for New School District (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| IEP Team Member (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Foster Parent (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Ed. Decision Maker (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Supporting Documentation

Indicate and attach any supporting documentation which was used in making this best interest determination interest. Send documentation to the receiving school district if applicable. (The following is checklist of sample documents that may be considered. The list is not intended to be exhaustive.)

- Report cards
- Progress reports
- Achievement data (test scores)
- Attendance data
- IEP or 504 Plan
- E-mails or correspondence from individuals consulted
- Disciplinary referrals
- Health reports/records

A copy of the BID form must be sent to the receiving school district and Bid@mdcps.ms.gov. When applicable, a copy of the BID form must be sent to the group home and/or treatment facility.

BID Impasse

The COR Worker must forward the BID Packet to the MDCPS Education Unit if an impasse is reached between the LEA and MDCPS. The LEA POC must forward a copy to the MDE Compulsory School Attendance Unit if an impasse is reached.



Jackson County Technology Center

Phone: (228)283-3950


12425 Highway 57
Vandevore, MS 39565

Dr. J.J. Morgan
Director

Becky Wages
Counselor

August 10, 2023

To: Mr. David Baggett
Superintendent

From: Dr. Jerry J. Morgan 
CTE Director

610

Perkins equipment deletions are approved by the Mississippi Department of Education. All inventory is stored in the Lotus Notes inventory system and is managed by the CTE Director. MDE would like the local board to approve the disposal or salvage of deletions from the CTE inventory. Attached is a list of JCTC Perkins inventory equipment disposals for the August 2023 Board Agenda.

Project Name VMS- 300 hall handicapped bathroom

District New Construction

Board Date *August 2023*

- Everything complete on this project except the partitions. They are scheduled to arrive at anytime.

Project Name VLE -ESSER Library Floor Replacement

ESSER III

Board Date *August 2023*

- VLE- Library Flooring- all LVT and cove base have been installed and completed.

Project Name VAC Flooring Replacement

ESSER II & III

Board Date *August 2023*

- Contractor will start project on 08/21/2023

Project Name **SMAC Baseball Restrooms**
District New Construction

Board Date *August 2023*

- Project is on hold.

Project Name **SMAC Dugout Drainage Mitigation**
District New Construction

Board Date *August 2023*

- Project on HOLD

Project Name **ECAC Bleachers**
District New Construction

Board Date *August 2023*

- Maintenance to run power to presses boxes.

Project Name **SMHS Football Restroom Renovation**
District New Construction

Board Date *August 2023*

- All walls have been painted, all ceiling has been installed, all fixtures have been installed, hvac system has been installed, punchlist walkthrough scheduled 8/11/2023.

Project Name **SMEE & SMNE Roofing Projects**
District New Construction

Board Date *August 2023*

- All roofs at SMEE are covered and we are currently waiting on the trim, gutters and down spots to complete SMEE. SMNE is still pending the completion of SMEE.

Project Name **SMUE & SMEE HVAC Replacement**
ESSER III

Board Date *August 2023*

- Still waiting on equipment to arrive.

Project Name **Vandleave HVAC Renovation**
ESSER III

Board Date *August 2023*

- Equipment currently being order- project begins when equipment has been received.



Jackson County School District

Office of Operations and Support

Buildings and Grounds

Project Name **ECUE Demolitions**

District New Construction

Board Date *August 2023*

- Project on Hold pending authorization to proceed

Project Name **SMAC Baseball Drainage**

District New Construction

Board Date *August 2023*

- Ran aerator all over outfield and infield without any incident. All appears to be in working order.

Project Name **ECUE & ECHS Window Replacement**

ESSER II

Board Date *August 2023*

- All windows have been installed and contractor is currently working on the punchlist.

Project Name **SMMS HVAC Rejuvenation**

ESSER II

Board Date *August 2023*

- Currently waiting on equipment to arrive.

Project Name **ECHS/ECMS Replace carpet with Tile**

ESSER II

Board Date *August 2023*

- ECHS- classrooms are complete; ECMS & ECHS dining halls will be complete next summer due to time constraints.

Project Name **VUE Demolition of A Building**

District New Construction

Board Date *August 2023*

- Project on hold pending authorization to continue



Jackson County School District

Office of Operations and Support

Ticket Prices

\$7.00 HS Football propose \$8.00
\$5.00 everything else propose \$7.00
Adult passes \$75.00 propose \$80.00
Student pass \$40.00 they will stay the same

Biloxi

\$7.00 HS Football
\$5.00 everything else

Hancock

\$7.00 HS Football
\$5.00 everything else
Athletic passes \$75.00 but don't include HS Football

Gulfport

\$8.00 HS Football
\$5.00 for MS games
\$7.00 everything else
Athletic passes \$75.00 but they don't include Football

Ocean Springs

\$7.00 HS Football
\$5.00 everything else

Harrison County

\$8.00 HS Football
\$5.00 MS Sports
\$6.00 Everything else.
Student passes \$20.00
Adult passes cost \$40.00 but don't include football.

Increase In Fees for Officials

Volleyball \$5.00 increase
Baseball \$30.00 increase
Fastpitch Softball \$30.00 increase
Soccer \$30.00 increase
JV/ Middle School \$10.00 increase

Security has increased \$10.00 per hour over the past two years. We are now paying \$30.00 an hour per officer.



Jackson County School District

Office of Operations and Support

August 7, 2023

To: Jackson County School District Board Members

From: Chris LeBatard

Subject: Athletic Ticket Price Increase

After meeting with the Athletic Directors to discuss this year's increase in operating cost for our athletic departments, we have found it necessary to request an increase to our athletic ticket prices. We are requesting a one dollar increase to high school football ticket prices as well as a two dollar increase to all other sports. We would like to charge an additional five dollars for our adult passes. Because our students are our greatest assets and biggest fans, we would like to keep student passes the same as last year. We believe our student passes are more of a service to our students than a money maker.

It has been almost 10 years since we last increased ticket prices. This increase, although minimal, will pay huge dividends for our athletic departments. These funds will help offset the operating cost of our athletic departments, giving us more money to spend on our student athletes.

Please see the attached information that outlines the price increase for officials as well as security.

Sincerely,

Chris LeBatard

 **AIA[®] Document B221™ – 2018****Service Order** for use with Master Agreement Between Owner and Architect

SERVICE ORDER number 50 made as of the Fifteenth day of August in the year Two Thousand Twenty-Three
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

Jackson County School District, Other
4700 Colonel Vickery Rd.
Vanceleave, MS 39565
Telephone Number: (228) 826-1757
Fax Number: (228) 826-3393

and the Architect:
(Name, legal status, address, and other information)

MP Design Group, Limited Liability Company
918 Howard Ave. STE F
Biloxi, MS 39530
Telephone Number: 228-388-1950
Fax Number: 228-388-1971

for the following **PROJECT**:
(Name, location, and detailed description)

Vanceleave High School Roof
Jackson County, Mississippi
Replacement of roof at Vanceleave High School.

THE SERVICE AGREEMENT

This Service Order, together with the Master Agreement between Owner and Architect dated the Twenty-eighth day of May in the year Two Thousand Eighteen
(In words, indicate day, month, and year.)

form a Service Agreement.

The Owner and Architect agree as follows.

Init.

TABLE OF ARTICLES

- 1 INITIAL INFORMATION**
- 2 SERVICES UNDER THIS SERVICE ORDER**
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**
- 4 COMPENSATION**
- 5 INSURANCE**
- 6 PARTY REPRESENTATIVES**
- 7 ATTACHMENTS AND EXHIBITS**

ARTICLE 1 INITIAL INFORMATION

§ 1.1 Unless otherwise provided in an exhibit to this Service Order, this Service Order and the Service Agreement are based on the Initial Information set forth below:

(State below details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget and schedule, anticipated procurement method, Owner's Sustainable Objective, and other information relevant to the Project.)

The Jackson County School District wishes to publicly bid the replacement of the roof at the Vancleave High School band Hall.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

ARTICLE 2 SERVICES UNDER THIS SERVICE ORDER

§ 2.1 The Architect's Services under this Service Order are described below or in an exhibit to this Service Order, such as a Scope of Architect's Services document.

§ 2.1.1 Basic Services

(Describe below the Basic Services the Architect shall provide pursuant to this Service Order or state whether the services are described in documentation attached to this Service Order.)

Develop a set of construction drawings and specifications. Help the district procure a contractor via public bid, and perform limited construction administration services throughout the project.

§ 2.1.2 Additional Services

(Describe below the Additional Services the Architect shall provide pursuant to this Service Order or state whether the services are described in documentation attached to this Service Order.)

Asbestos Testing

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 Unless otherwise provided in an exhibit to this Service Order, the Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

- .1 Commencement of construction date:

TBD

Init.

.2 Substantial Completion date:

TBD

ARTICLE 4 COMPENSATION

§ 4.1 For Basic Services described under Section 2.1.1, the Owner shall compensate the Architect as follows:

.1 Stipulated Sum
(Insert amount)

.2 Percentage Basis
(Insert percentage value)

0
6% of the construction cost exceeds \$500,000 or 9% if the construction cost is less than \$500,000. Or if the project can be bid with a limited set of plans and specs 6% of construction cost regardless of cost.

(Paragraph Deleted)

.3 Other
(Describe the method of compensation)

§ 4.2 For Additional Services described under Section 2.1.2 or in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:
(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

Asbestos Testing - \$5,500

§ 4.3 For Reimbursable Expenses described in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:
(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

§ 4.4 When compensation identified in Section 4.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

ARTICLE 5 INSURANCE

§ 5.1 Insurance shall be in accordance with section 3.3 of the Master Agreement, except as indicated below:
(Insert any insurance requirements that differ from those stated in the Master Agreement, such as coverage types, coverage limits, and durations for professional liability or other coverages.)

§ 5.2 In addition to insurance requirements in the Master Agreement, the Architect shall carry the following types of insurance.

(List below any other insurance coverage to be provided by the Architect, not otherwise set forth in the Master Agreement, and any applicable limits.)

Coverage

Limits

ARTICLE 6 PARTY REPRESENTATIVES

§ 6.1 The Owner identifies the following representative in accordance with Section 1.4.1 of the Master Agreement:
(List name, address, and other information.)

David Baggett
4700 Colonel Vickery Rd.
Vanceleave, MS 39565
Telephone Number: (228) 826-1757
Fax Number: (228) 826-3393

Email Address: david.baggett@jcsd.ms

§ 6.2 The Architect identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:
(List name, address, and other information.)

Brad Patano
918 Howard Ave. STE F
Biloxi, MS 39530
Telephone Number: 228-388-1950
Fax Number: 228-388-1971
Mobile Number: 2283231045
Email Address: bpatano@mpeng.us

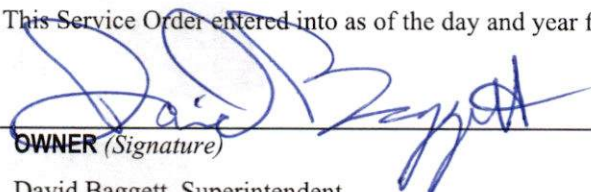
ARTICLE 7 ATTACHMENTS AND EXHIBITS

§ 7.1 The following attachments and exhibits, if any, are incorporated herein by reference:

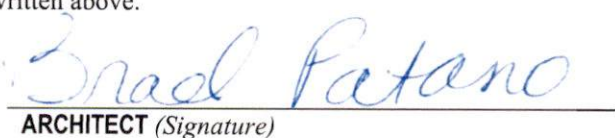
- .1 AIA Document, B121™-2018, Standard Form of Master Agreement Between Owner and Architect for Services provided under multiple Service Orders;
- .2 Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement.)

- .3 Other documents:
(List other documents, if any, including additional scopes of service forming part of this Service Order.)

This Service Order entered into as of the day and year first written above.


OWNER (Signature)

David Baggett, Superintendent
(Printed name and title)


ARCHITECT (Signature)

Brad Patano, Principal
(Printed name, title, and license number, if required)

Init.



Quote
EST-1774

Pelican Playgrounds LLC
155 Robert St #242
Slidell, Louisiana 70458

Bill To
Vancleave & East Attendance Centers
12424 MS-57
Vancleave, Mississippi 39565

Date : 07.20.23

Quote Expires : 08.18.23

Sales Rep : Alex Wilcox

Ship To
13901 MS-57
Vancleave, Mississippi 39565

Sales Rep Email : awilcox@pelicanplaygrounds.com

Sales Rep Phone : 601.510.4511

| # | Item & Description | Part # | Qty | Rate | Amount |
|---|--|----------|-----|------------------|--------------------|
| 1 | Playworld Equipment Playground Structure - Jacks Journey | 350-2104 | 1 | 40,000.00 | 40,000.00 |
| 2 | Playworld Equipment Arch Swingset with an Add-A-Bay and 4 seats | | 1 | 4,350.00 | 4,350.00 |
| 3 | 2 By 2 Industries Containment borders and ADA half ramp delivered | | 1 | 1,685.25 | 1,685.25 |
| 4 | EWF 70cy of EWF mulch delivered | | 1 | 3,338.10 | 3,338.10 |
| 5 | Pelican Playgrounds Installation Install Playground structure, borders, and mulch | INSTALL | 1 | 18,525.00 | 18,525.00 |
| | | | | Subtotal | 67,898.35 |
| | | | | Freight Shipping | 4,075.50 |
| | | | | Total | \$71,973.85 |

Thank you for the opportunity to assist with your recreation project.

Terms & Conditions

Due to supply chain challenges and a lack of freight drivers, our manufacturers are facing longer lead times than usual. Most of our manufacturing partners are shipping 4-5 months out. If this quote is for replacement parts or repairs we highly recommend placing your order ASAP to get in the queue.

Installation is not included in the purchase price of the products unless expressly noted on the quote and invoice. IT IS THE CUSTOMER'S RESPONSIBILITY TO ASSEMBLE, INSTALL AND USE THE PRODUCTS SAFELY AND IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS UNLESS EXPRESSLY AGREED OTHERWISE BY PELICAN PLAYGROUNDS. If you have purchased installation from Pelican Playgrounds we will add you to our installation schedule once we are notified of the shipment of all ordered materials. Trash and packaging materials will be consolidated and stacked neatly on the Customer's site or placed in the Customer's dumpster on site. If there is not available space for disposal Pelican Playgrounds will arrange for the trash and packaging materials to be removed from the site and disposed of for an additional fee to be charged to the Customer.

Replacement Parts Order: If you have purchased installation from Pelican Playgrounds you must notify Kim upon receipt of the replacement parts and then we will schedule our installer to perform the work.

Prices in the above Quote are valid under the noted expiration date. If you choose to pay with a credit card, processing fees will be added to the total. Tax will be added to the final invoice unless a tax-exempt certificate is provided. For orders in the amount of \$200 or less, payment in full is required at the time of the order. For all other orders, a fifty (50%) percent deposit is required, unless expressly waived by Pelican Playgrounds. (Orders from governmental entities are excluded from the deposit requirement.)

Orders become final forty-eight (48) hours from receipt of the Order Agreement. Orders may NOT be canceled or returned under any circumstances. Items which may be canceled or returned are subject to a twenty (20%) percent restocking fee, plus the cost of return freight. Returned items must be in original packaging, in new condition, and returned within ten (10) days. Authorization for the return must be obtained in writing from Pelican Playgrounds. Orders for products, other than those from Playworld, may NOT be canceled or returned.

If we can help in any way, please reach out to your Sales Rep noted at the top of this document.

Accepted By: _____
Signature, Title, & Date



Jennifer Cox <jcj824@jcsd.ms>

Re: it's me

1 message

Alex Wilcox <awilcox@pelicanplaygrounds.com>
To: Jennifer Cox <jcj824@jcsd.ms>

Thu, Jul 20, 2023 at 3:35 PM

Hi Jennifer,

I have attached the three estimates. There could be a difference in price on freight for a few items since these were quoted back in early/mid-May. I will not be able to get those returned by the end of the day to make changes, but as soon as I get them back, I will update you if there is any change on freight. Please let me know if you have any questions.

Thanks,



Alex Wilcox
Pelican Playgrounds

t: 844.504.PLAY(7529) ext 3
c: 601-510-4511
a: 155 Robert St. #242
Slidell, LA 70458
w: pelicanplaygrounds.com

On Thu, Jul 20, 2023 at 2:49 PM Jennifer Cox <jcj824@jcsd.ms> wrote:
.....for quote for Vancleave Upper Elementary

—
Sincerely,

Jennifer Cox

Bookkeeper/Payroll

**Jackson County School District
Central Office - Operations & Support
4700 Colonel Vickery Rd.
Vancleave, MS 39565**

Phone: 228-283-3000 Ext 1115
Email: jcj824@jcsd.ms

Withstand him; be firm in faith!
WALK BY FAITH- BE A VOICE; NOT AN ECHO!

3 attachments

EST-1773 - Vancleave Upper 3.pdf
77K

EST-1775 - Vancleave Upper 1.pdf
77K

Can't Be Beat Fence



Estimate

| | |
|----------|------------|
| DATE | ESTIMATE # |
| 8/8/2023 | 16379 |

2204 Hwy 53
Perkinston MS 39573

228.255.9040 (phone)
228.255.5828 (fax)

www.cantbebeatfence.com

Estimate For:

Vancleve Upper Elem School
13901 Ms 57
Vancleve, Ms 39565

PROJECT

Vancleve Upper Elem. School

| ITEM | DESCRIPTION | QTY | COST | TOTAL |
|------|--|-----|----------|------------|
| 101 | Furnish and install 6ft high commercial black chain link fence with 9ga core/8ga finish fabric, 2-3/8" OD SS 40 line post, 1-5/8" OD SS 40 top rail and 6ga finish bottom tension wire | 726 | 21.50 | 15,609.00T |
| 101 | Furnish and install 3" OD SS 40 black terminal post (end, corner or gate post). | 18 | 95.00 | 1,710.00T |
| 101 | Furnish and install 3" OD SS 40 black terminal post on plates. | 4 | 135.00 | 540.00T |
| 101 | Furnish and install (2) 4' wide single black walk gate | 2 | 539.00 | 1,078.00T |
| 101 | Furnish and install (2) 6' wide single black walk gate | 1 | 627.00 | 627.00T |
| 101 | Furnish and install (2) 8' wide black double drive gate | 2 | 1,098.00 | 2,196.00T |
| | MPC that CBBFC applied for | | 0.00% | 0.00 |

*All labor and material included.

TOTAL

\$21,760.00



Jennifer Cox <jcj824@jcsd.ms>

Fwd: Estimate on fence

1 message

Duane Jones Sr <djj576@jcsd.ms>
To: Jennifer Cox <jennifer.cox@jcsd.ms>

Thu, Aug 10, 2023 at 10:56 AM

--
Duane Jones
District Facilities Director

----- Forwarded message -----
From: **Meredith Anderson** <meredith@cantbebeatfence.com>
Date: Tue, Aug 8, 2023 at 6:28 AM
Subject: Estimate on fence
To: duane.jones@jcsd.ms <duane.jones@jcsd.ms>

Duane

Please find attached your estimate for the fence at Vancleve Upper Elementary, all material has been price in commercial grade black chain link.

If you have any questions do not hesitate to contact me.

Thank you so much ,we appreciate the opportunity to quote your projects.

Meredith Anderson, Managing Member
Can't Be Beat Fence & Construction, LLC
(228)255-9040
[Meredith@cantbebeatfence.com](mailto:meredith@cantbebeatfence.com)

 **Vancleve Upper Elem..pdf**
851K



Jackson County School District

Office of Information Technology

JCSD Board Members,

Since the creation of the Instructional Technology/Educational Technology arm of the IT department it has been constantly evolving to become what is needed to fit the needs of the teachers and staff of JCSD. This new job description is to better describe the functions of the current ITS Coordinator and how they are being used to support principals and district office personnel with the EdTech Specialist focusing solely on teachers and student EdTech. This does **not change funding or district cost**. This is just the IT department cleaning up our positions by moving the ITS Coordinator to this new Administrative Technology Supervisor position.

Job Title: Administrative Technology Supervisor

ESSENTIAL FUNCTIONS:

- Assist school and district administrative personnel with support software.
- Coordinate document flow and e-signature process.
- Design and perform training for school principals and assistant principals on all technology needs to support their schools and teachers.
- Work with EdTech department and Curriculum department to align support software.
- Coordinate with district office departments to support software needed by each one.
- Coordinate training for all district personnel on need support software including but not limited to transportation software, Marathon, School Status, Google Suite, etc.
- Assist the IT department in software implementation.
- Act as liaison between principals/directors and the IT department on software issues
- Work with EdTech department to support administrative functions of EdTech software.
- Maintain District Website and Media Outlets.
- Supervise staff involved in software implementation projects involving admin or educational software.

EDUCATION AND EXPERIENCE:

- Bachelor's Degree, Master's Preferred, Instructional Technology Degree Preferred
- Hold at least a valid class "A" MS Educator License or be able to obtain one within a year of hire date.
- Five Years Teaching Experience
- Extensive knowledge, experience, and successful implementation of instructional technology in a school setting.

SPECIAL QUALIFICATIONS

Advanced Technology and Instructional skills are required to perform the essential functions of this position.

LANGUAGE AND REASONING SKILLS:

Ability to understand written or oral instructions: read, analyze and interpret complex documents, instruction manuals, policies and procedures is essential. Excellent communication

skills are required. Strong interpersonal skills are essential to maintain effective working relationships with others. The ability to work effectively and efficiently, under stressful conditions, to ensure deadlines are met is essential.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position is required to sit and stand for moderate periods of time and the ability to see and hear.

WORKING ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. This position typically works in a well-lit, climate controlled, and adequately ventilated office environment and requires observance of safe work practices, fire regulations, and avoidance of falls, trips, and similar office work hazards. The stress level for this position is moderate and the noise level for this position is low to moderate normally.

TERMS OF EMPLOYMENT:

This is a 232 days per year position. Salary to be established by school board policy GGBA Level F1.

EVALUATION:

Evaluation of this position will be performed by the Information Technology Director. Criteria of success will include surveys, formal training plans, delivered training.

REGROUP
ROLLINS & SUMRALL
Education Group, Inc.

July 13, 2023

Jackson County School District
4700 Colonel Vickery
Vanceleave, MS 39565

Dear Chairman of the Board,

Jackson County School District is currently purchasing telecommunications services for connectivity for the District's Wide Area Network from Southern Light. The District's contract with Southern Light expires June 30, 2024.

Rollins & Sumrall Education Group requests board approval to go to bid for E-Rate Category 1 products and services.

The RFP will provide the right to reject any and all bids, will not obligate the district to purchase any services until funded by E-Rate and will require availability of the 20% of district funds at the time of E-Rate funding before moving forward with the services.

Erate is currently paying 80% of the costs for E-Rate Category 1 products and services, with the District being responsible for 20% of the costs.

Sincerely,

Millie Rollins
Rollins & Sumrall Education Group, Inc.

**Rollins & Sumrall Education Group, Inc.
Service Agreement**

Consulting Agreement made July 17, 2023, between Rollins & Sumrall Education Group, Inc., of 1100 6th Street North, Columbus, MS 39701, hereinafter called *Consultant*, and Jackson County School District, a Public School District organized and existing under the laws of the state of Mississippi, with its principal office located at 4700 Col Vickery Road, Vancleave, MS, referred to herein as *District*.

Whereas, *District* is in the business of Public K12 Education, and in the conduct of such business desires to have the following services performed by *Consultant*:

- Training on E-Rate and ECF forms and processes
 - Form 470 preparation, submission and tracking
 - Form 471 preparation, submission and tracking
 - Form 486 preparation, submission and tracking
- Technology and Telecommunications Request for Proposal (RFP) development
- Bid package compilation including scoring grid and required forms
- Technology and Telecommunications equipment and specification recommendations
- Technology walkthrough advisement and assistance with vendor technical conversations
- Assistance with bid evaluation and vendor clarifications
- Contract guidance, review and compliance
- Program Integrity Assurance – application review
- Billing and Disbursements – Forms 472 (BEAR) and Service Provider discounts
- Service provider and product changes

Additional Services offered, but not covered under this agreement include, but are not limited to:

- Project Management for Installation and Turn up of Services
- CIPA Certification
- Entity Verification and Changes (school closing, annexations, adds, moves)
- Discount calculation and analysis
- Forms 479 and Letters of Agency for Consortium Filings
- Program Compliance and documentation
- Selective Review
- USAC Audit
- USAC and FCC appeals

Consultant agrees to perform these services for *District* under the terms and conditions set forth in this Agreement.

For and in consideration of the matters described above, and of the mutual benefits and obligations set forth in this Agreement, the parties agree as follows:

1. Nature of Work

Consultant will perform consulting, training and advisory services on behalf of the *District* with respect to all matters relating to or affecting Telecommunications and Technology purchases acquired via E-Rate funding. As a part of *Consultant's* services, *Consultant* will consult with employees of the *District*, review their findings concerning district telecommunications and technology needs and E-Rate funding and make suggestions on the same. Due to oftentimes unclear USAC guidance regarding cost allocations and eligibility of certain products and services, *Consultant* will make best effort from the information available at the time of application in determining cost allocations and eligibility but will not be liable for products and services determined to be ineligible by USAC.

District shall remain fully responsible for complying with all E-Rate and state procurement rules and regulations including but not limited to:

- Document retention
- Competitive bidding rules
- E-Rate gifting rules
- Certification of Forms
- Asset Tagging and Inventory Records

Consultant assumes no responsibility and shall not be liable for *District's* violation of federal or state law, rules and regulations, including those related to the E-rate program.

If technology and needs have changed from the time of acceptance of the winning proposal to the time of funding, the *District* will be responsible for working with their selected Service Providers to determine actual needs before preparing Purchase Orders and will supply *Consultant* information necessary for any Service Substitutions or changes, unless Project Management is contracted with *Consultant* by separate Service Agreement.

District will be responsible for all asset tagging and inventory registers and maintenance per E-Rate and State Procurement rules and regulations.

2. Place of Work

It is understood that *Consultant's* services will be rendered principally at 1100 6th Street North, Columbus, MS 39701, but that *Consultant* will, on request, come to the *District's* offices at 4700 Col Vickery Road, Vancleave, MS, or such other places as designated by the *District*, to meet with representatives of the *District*.

3. Time Devoted to Work

In the performance of the services, the services and the hours *Consultant* is to work on any given day will be entirely within *Consultant's* control and *District* will rely upon *Consultant* to put in such number of hours as is reasonably necessary to fulfill the spirit and purpose of this Agreement. This arrangement will probably take about 2 days per week during the E-Rate application window, although there will be some weeks during which *Consultant* may not perform any services at all or, on the other hand, may work the full week.

4. Payment

District will pay *Consultant* a Three Thousand Five Hundred Dollar (\$3,500.00) retainer. Upon notification of award of E-Rate funds via a Universal Service Administrative Company (USAC) Funding Commitment Decision Letter (FCDL) *District* will pay *Consultant* a Fifteen Thousand Dollar (\$15,000.00) flat fee in addition to the retainer. If E-Rate Funding is denied, the *District* will have no obligation to *Consultant* for the flat fee, but *District* will forfeit the retainer.

5. Duration

The parties contemplate that this Agreement will run from date of this Agreement until final close out of forms and processes for the July 1, 2024 through June 30, 2025, E-Rate funding year.

6. Status of Consultant

This Agreement calls for the performance of the services of *Consultant* as an independent contractor and *Consultant* will not be considered an employee of the *District* for any purpose.

7. Confidentiality

Consultant agrees that: (a) all knowledge and information that *Consultant* may receive from *District* or from its employees or other contractors of *District*, or by virtue of the performance of services under and pursuant to this Agreement, relating to E-Rate forms and telecommunications and technology projects belong to *District* or to those with whom *District* has contracted regarding such information; and (b) all information provided by *Consultant* to *District* in reports of work done, together with any other information acquired by or as direct result of this Agreement and during the term of such Agreement, shall be regarded by *Consultant* as strictly confidential and held by *Consultant* in confidence, and solely for *District's* benefit and use, and shall not be used by *Consultant* or directly or indirectly disclosed by *Consultant* to any person whatsoever except to *District* or with *District's* prior written permission.

District agrees that all knowledge and information that *District* may receive from *Consultant* or from its employees or other contractors of *Consultant*, or by virtue of the performance of services under and pursuant to this Agreement, relating to E-Rate forms and telecommunications and technology projects are considered Intellectual Property and belong to *Consultant* or to those with whom *Consultant* has contracted regarding such information; and shall be regarded by *District* as strictly confidential and held by *District* in confidence, and solely for *District's* benefit and use, and shall not be used by *District* or directly or indirectly disclosed by *District* to any person whatsoever except with *Consultant's* prior written permission.

8. No Waiver

The failure of either party to this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any of the terms and conditions of this Agreement, shall not be construed as subsequently waiving any such terms and

conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

9. Governing Law

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Mississippi.

10. Notices

Any notice provided for or concerning this Agreement shall be in writing and shall be deemed sufficiently given when sent by certified or registered mail if sent to the respective address of each party as set forth at the beginning of this Agreement.

11. Entire Agreement

This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

12. Modification of Agreement

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if placed in writing and signed by each party or an authorized representative of each party.

13. Assignment of Rights

The rights of each party under this Agreement are personal to that party and may not be assigned or transferred to any other person, firm, District, or other entity without the prior, express, and written consent of the other party.

14. Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.

On Behalf of District:

On Behalf of Consultant:

Signature

Signature

(Printed or Typed Name)

(Printed or Typed Name)

(Title)

(Title)

Section: I Instructional Program

Policy Code: IJ-R Internet/Technology Acceptable Use Policy

Policy:

Internet Acceptable Use Policy

Introduction

The Internet is an electronic communications network that provides vast, diverse, and unique resources. The goal of the Jackson County School District in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. The Jackson County School District provides computer equipment, computer services, and Internet access for primarily educational purposes. The purpose of providing these resources is to improve learning and teaching through research, teacher training, collaboration, dissemination, and the use of global communication resources. The system administrators (authorized faculty, staff, and administrators) are employees of the Jackson County School District and are authorized and required to monitor authorized activity on school network facilities. The Director of Information Technology has the responsibility of implementing this policy throughout the district. Any device that is in violation of this policy may be removed by the Director at any time. Any person in violation of this policy will be reported to the appropriate administrator for disciplinary action. Because of its enormous size, the Internet's potential is boundless. However, with such great potential for education also comes some potential for abuse. This policy outlines the guidelines and defines a contract for appropriate Internet use.

Overview

Jackson County School District is CIPA (Children's Internet Protection Act) compliant. CIPA requires schools and libraries to put into place Internet safety policies. The Internet safety policy must include filtering or otherwise blocking access to "visual depictions" of obscene material, child pornography and material that is "harmful to students" when students are accessing the Internet. Online activities of students may be monitored by the authorized individuals. Any inappropriate activity by students will be reported to the appropriate school authority for appropriate action.

Internet Safety

Jackson County School District will educate students in the appropriate use of online behavior. This will be achieved via classroom instruction before October of each school year. Any students that arrive after training will be trained individually.

Personal Safety

1. Users will not disclose use, disseminate or divulge personal and/or private information about themselves, students or any others including personal identification information, etc. Jackson County School District will not disclose personal information about

students on websites or any other insecure media – such as their full name home or email address, telephone number, or social security number.

2. Users will immediately report to the Jackson County School District authorities any attempt by other Internet users to engage in inappropriate conversations or personal contact.

Illegal and/or Unacceptable Usage

1. Users will not access, transmit or retransmit any material(s) in furtherance of any illegal act or conspiracy to commit any illegal act in violation of local, state, or federal law or regulations and/or school district policy.
2. Users will not access, transmit, or retransmit: copyrighted materials (including plagiarism), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and/or any other material that is inappropriate to students.
3. In some circumstances, students may be allowed to take computers or other devices home. Regardless of the location, this policy applies to ALL DEVICES. All actions performed on any District Owned device is under the oversight of this policy.
4. No devices that provide any networking services, recording devices, or remote access devices or software may be used on the network or devices connected to the network without the permission of the Director of Information Technology. This includes but is not limited to wireless routers, WiFi access points, wired routers, personal digital assistants, recording devices of any sort, or any software to allow remote access from off premise. The Director of Information Technology may remove any device from the network at any time.
5. Users will not access, transmit, or retransmit any material that promotes violence or the destruction of persons or property by devices including, but not limited to, the use of firearms, explosives, fireworks, smoke bombs, incendiary devices, or other similar materials unless it is directly related to an assignment given by a teacher.
6. Users will not use the network for any illegal activity including, but not limited to, unauthorized access including hacking, phishing, and spoofing.
7. Users will not access, transmit, or retransmit language that may be considered offensive, defamatory, or abusive, (e.g., “cyberbullying”).
8. Users will not access, transmit or retransmit information that could cause danger or disruption or engage in personal attacks, including prejudicial or discriminatory attacks.

System Resource Limits

1. Users will only use the Jackson County School District system for educational and career development activities and limited, high quality self-discovery activities as approved by the Jackson County School District. Users shall not use the JCSD Internet for commercial or for profit purposes.
2. Users will not download large files or engage in activity that degrades access to the Internet for the general use.

3. Users will not to send, forward, or post chain letters or engage in “spamming” (that is, sending an annoying or unnecessary message to large numbers of people), send/forward mass email files that do not contain educational/instructional content across the district network.
4. Users will not access or read other employees e-mail unless approved by the Superintendent.
5. Users will immediately notify his/her teacher or other school administrator in the case of accidentally or intentionally accessing inappropriate information.
6. Users will not provide access to the Jackson County School District’s technology for third parties without prior agreement of Jackson County School District.
7. Users will not attempt to damage computer equipment or software or attempt to alter software configuration of computing resources.
8. Users will not allow anyone to work on Jackson County School District computers and network equipment without permission of the Information Technology Director. Students are NOT to be allowed to work on equipment or download software on computers without the authorization of the Jackson County School District Technology Staff.
9. Under no conditions should a user provide his/her password to another person or use another person’s password to access other’s data.
10. Users will not use the district network with deliberate activities that are considered a waste of staff effort (computer/network support staff) and or network resources.
11. All use should serve an instructional purpose and be educational in nature.
12. Use of proxies or any means to bypass the content filter is strictly prohibited and will result in strict disciplinary action.

Temporary Provisions Based on the 2020 Equity in Distance Learning Act (EDLA)

The following provisions are temporary and will be in effect as long as equipment funded by the EDLA is in use within Jackson County School District.

- Students, parents or guardians, and staff agree that they may be charged fees or fines for intentional loss or damage to devices assigned to them as a part of a 1:1 initiative.
- Jackson County School District shall assume control of ownership and liability for devices and other equipment purchased under the EDLA grant program until the devices and/or other equipment:
 - No longer serves the school or related school purposes for which it was acquired and is sold by public auction under Section 17-25-25;
 - Is sold to students in Grade 12 under the provisions of Section 37-7-459;
 - or
 - Is traded into a vendor as part of a subsequent purchase
 - Is discarded as allowed by district policy

User Rights and Responsibilities

1. Users have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. Exceptions will be for academic research by a staff member with the approval of school administration. The Jackson County School District uses hardware and software resources to filter websites. The filter assists in the protection of our students by attempting to prevent inappropriate content on the Internet. Even though the district makes every effort to block inappropriate and offensive content, there is no guarantee of blocking such content via the Internet. The School District cannot be liable for events involving the access of inappropriate material. Sites are blocked due to categorization made by companies outside control of the School District. Many times sites can be categorized contrary to the District's thoughts. Employees may request the technology department to review the site. If the site is blocked due to being categorized incorrectly, the site will be added to an allow list for educational use.
2. Employees, students, and visitors shall not use an outside Internet connection, such as using a cellular connection to access the Internet on school premises, as this violates CIPA regulations. All Internet traffic MUST flow through the filter to be CIPA compliant. (See Policy IJB)
3. Jackson County School District will fully cooperate with local, state, or federal officials in any investigation related to illegal activities or any other electronic evidence required that would be conducted through the user's Internet account, e-mail accounts, and school computers.
 - a. The school district does not provide server space for teacher or student data storage use. Each teacher is provided a computer. Computer labs are provided for student use. While data may be stored on teacher and/or student computers, there are no backups performed by the school or district on a regular basis. Any technology owned by the district may be separated from use at the discretion of the Superintendent at any time.
 - b. The school district provides e-mail accounts for all employees and students. However, email for students is enabled only at the discretion of the school Principal, through the Assistant Superintendent and Superintendent. All in-bound and out-bound e-mail is being archived and stored for eDiscovery purposes for a period of one year. Deleted email will remain searchable for eDiscovery purposes for a period of a year from the point that the message was received. Undeleted email remains regardless. Certain positions in the district may have associated email that would be beneficial to retain after an employee leaves the district. In such cases, only the Superintendent may authorize the retention of the account as well as specify who may access it. Jackson County staff members should refrain from using any e-mail account other than district e-mail when conducting all school related business. By federal law, the use of personal e-mail accounts to conduct school business is subject to discovery.
4. Users should not expect files stored on a school-based computer to remain private. Authorized staff may periodically inspect folders and logs or network usage may be kept. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal law, state law or federal law. Parents of student users maintain the right to inspect the contents of their child's user files.

5. Individual schools within the district may create additional guidelines and procedures consistent with and within the boundaries of this policy. Such guidelines and procedures will be appropriate for the electronic information resources being used and the students served at the school.
6. Students may access electronic mail (email) only in response to educational curriculum requirements as assigned by the teacher. Personal use of email for correspondence is not allowed on school technology for Jackson County School District students.
7. Users will report a virus message found on a computer system to the building/school technology assistant or an administrator and disconnect the system from the network immediately.
8. Users will report any security issue of a questionable nature to the proper building administrative authority and/or the system administrator.
9. Use of the Jackson County School District computers and Internet is a privilege, not a right. Unacceptable and/or illegal use may result in denial, revocation, suspension and/or cancellation of the user's privileges, as well as disciplinary action imposed by school officials.
10. The school district may include a process for the student to appeal the decision to deny, suspend, revoke or cancel Internet privileges.
11. Personal technology may be used within the district using wireless technologies. However, should the technology be categorized as disruptive, it may be disabled through a centralized means with no warning.
12. Teachers, staff, and administrative personal PCs or laptops will not be connected to the district wired network due to virus issues. Visitor notebook computers may be connected to the district wireless network. Employees should understand fraternizing with students via the Internet/Social Media is prohibited. The District realizes social media sites are very popular. Employees should exercise extreme caution if and when posting information to these sites. Once information is posted, it is there for anyone to view and often share with others. All Jackson County School District employees should understand that inappropriate material and/or conduct posted on social media sites can adversely affect the employee's ability to carry out the responsibilities of his or her job.

Consequences for Failure to Follow Terms and Conditions of the Jackson County School District Appropriate Use Policy

Users of any Jackson County computer system should be aware that they are accessing property of the Jackson County School District and that system is intended for educational purposes. Users agree to the terms and conditions of the Internet Acceptable Use Policy. Users agree to avoid any violation of state or federal laws*. Users are hereby informed that they are entitled to no expectation of privacy in their use of technology resources or access of the Internet. Users' computer usage and Internet access may be monitored at any time. Consequences of violating this policy may include paying for damages, denial of access to technology, detention, suspension, expulsion or other actions applicable under the school disciplinary policy, or state or federal law. At the discretion of the Jackson County School District, law enforcement authorities may be involved and any violations of local, state, and/or federal law may result in criminal or civil prosecution.

State Statutes: Ms. Code, 1972

SEC 97-5-27. Disseminating sexual material to children, penalties

SEC 97-29-45. Obscene electronic and telecommunications, penalties

SEC. 97-45-3. Computer fraud, penalties

SEC. 97-45-5. Offense against computer users, penalties

SEC. 97-45-7. Tampering with computer equipment, penalties

SEC. 95-45-9. Offense against intellectual property, penalties.

Federal Statutes:

18 USCS 2510 (1988) Electronic Communications Privacy Act

18 USCS 1030 (1991) Computer Fraud and Abuse Act

Federal Legislation:

S652: Telecommunications/Communications Decency Act

S984: Parental Rights and Responsibilities Act

Signatures

1. Each user will read the Jackson County Computer/Internet Appropriate Use Agreement that states that they understand and will abide by the terms and conditions as stated.
2. Each user further understands that some Internet violations are unethical or may constitute a criminal offense resulting in legal action and understands that access to the Internet will be supervised by Jackson County School District personnel. Provisions of this agreement will be reviewed with students on an annual basis. Lastly, each user further understands that the Jackson County School District is not responsible for the actions of individual users or the information they may access.
3. The AUP will be signed either physically or electronically by the student, a student's parent, any teacher, administrator, and staff using computers on campus.
4. The AUP must be signed each year.
5. Human Resources will keep a copy of all employee signatures whether electronic or physical. The individual schools will keep a copy of the student signatures in their E-Rate Binders. These must be stored for ten (10) years.
6. This Computer/Internet Appropriate Use Policy is a legal and binding document between the Jackson County School District, its students, faculty and staff, and the administration.
- 7.
- 8.

Computer/Network/Internet**APPROPRIATE USE POLICY AGREEMENT****Administrator/Teacher/Staff Agreement**

(Please go to our website to obtain the printable form)

I have read the Jackson County School District Computer/Network/Internet Acceptable Use Policy. I agree to follow the rules contained in this Policy. I understand that if I violate the rules outlined in this policy, it may adversely affect my ability to carry out the responsibilities of my

job for which I'm hired. Violation of this policy may terminate my access to the Internet and email, and I may face other disciplinary measures.

This may be done through the Human Resources site for professional training.

Signature _____ Date _____

**Computer/Network/Internet
APPROPRIATE USE POLICY AGREEMENT
Student Agreement**

Student agreement signatures are collected as a component of Internet safety training and will be on file in the E-Rate binder at the individual schools.

Exhibits:

Regulations:

References:

| | | | |
|-----------------------------------|-----------|-------------------|---------|
| Original Adopted Date: | 6/15/2009 | Status: | Adopted |
| Approved/Revised Date: | 8/31/2020 | Record Id: | 278137 |



Jackson County School District

Information Technology Department

District Chromebook Refusal Agreement

We recognize that certain parents might have reservations about endorsing the Chromebook care agreement. We acknowledge and respect your concerns. However, if you opt not to accept a Chromebook issued by the district, we require that you provide your student with a functional Chrome device that facilitates their access to online educational materials.

It's important to emphasize that the alternative Chrome device should effectively support your student's learning requirements. Furthermore, we kindly ask for your cooperation in ensuring that your student refrains from utilizing this device for personal activities during school hours. By adhering to this guideline, we can collectively create a focused and conducive learning environment that maximizes your student's educational experience. You're understanding and support in this matter are greatly appreciated.

Additionally, it's important to note that the school reserves the right to deny the use of personal Chromebooks if a student consistently employs the device in an inappropriate or disruptive manner. It must be utilized responsibly and in accordance with school policies. Should a student's use of their personal Chromebook hinder the learning environment or breach acceptable usage guidelines, the school may, at its discretion, restrict its usage within the school premises. We believe in fostering a harmonious educational atmosphere and appreciate your collaboration in upholding these standards for the benefit of all students.

We also want to inform you that the district cannot assume responsibility for any damage that may occur to personal devices, including alternative Chrome devices, brought onto the school premises. It is essential for parents and students to understand that any personal devices brought to school are done so at their own risk, and the district cannot be held liable for any repair or replacement costs.

Moreover, in line with maintaining a secure and productive learning environment, the school reserves the right to conduct searches of both district-issued Chromebooks and personal devices under certain circumstances. While we respect the privacy of students and parents, these searches will only be conducted when there is reasonable suspicion of a violation of school policies, rules, or when there is a legitimate need to ensure the safety and well-being of the school community.

We value your cooperation and understanding in these matters, as they contribute to a positive and effective educational experience for all students. Thank you for your ongoing support in fostering a conducive learning environment and maintaining the integrity of our school community.

School Name

Student Name (Printed)

Student Signature

Parent or Guardian Name (Printed)

Parent or Guardian Signature

Date Signed (By Guardian)

Security Key Agreement

1. Security Key Provision

The district acknowledges its responsibility to ensure the security and integrity of its systems, and data. In pursuit of this objective, the district will provide the Employee with one security key for the purpose of accessing systems, and data as required for the performance of the Employee's duties.

2. Care and Responsibility

The Employee agrees to exercise due care and responsibility in the possession and use of the Security Key. This includes:

- a) Keeping the Security Key in a secure location when not in use.
- b) Not lending, sharing, or disclosing the Security Key to any unauthorized individual.
- c) Not using the Security Key for any purpose other than district-related activities.
- d) Promptly reporting any loss or damage to the Security Key to the appropriate district authority.

3. Loss or Damage

In the event of the Security Key being lost or damaged, the Employee will be responsible for the replacement cost of the Security Key. The replacement cost will be determined by the district and communicated to the Employee. The Employee acknowledges and agrees to pay the determined replacement cost to the district in a timely manner. Cost of replacement not to exceed \$50.

4. Acts Beyond Employee's Control

The Employee acknowledges that circumstances beyond their control, such as theft, fire, natural disasters, or accidents, may lead to the loss or damage of the Security Key. In such cases, the Employee will not be held responsible for the replacement cost. The district agrees to take into account these unforeseeable events when assessing the Employee's liability for the loss or damage of the Security Key.

5. Reporting and Notification

The Employee agrees to immediately report any loss or damage to the Security Key to their immediate supervisor. Failure to report such incidents promptly may impact the district's ability to assess the situation and determine appropriate actions.

6. Termination of Employment

Upon termination of employment, the Employee agrees to return the Security Key to the District. Failure to do so may result in additional charges or actions by the district.

7. Confidentiality and Misuse

The Employee acknowledges that the Security Key is provided solely for authorized access and shall not be used to access unauthorized systems or data. Any attempt to misuse the Security Key, breach security protocols, or engage in unauthorized activities will result in disciplinary action, up to and including termination, as well as potential legal consequences.

Employee Signature: _____

Date: _____

| | |
|--------------------|--|
| Title: | RA CN24.10 East Central Middle School and St. Martin Middle School Foodservice Equipment Bid |
| Agency: | Mississippi > Jackson County School District |
| Start date: | 28-Jul-2023 09:00:00 AM |
| End date: | 28-Jul-2023 10:00:00 AM |

| BidID | Username | Bid Amount | Bid Submittal Date/Time | First Name | Last Name | Company name | Email Address | Phone Number |
|-------|---------------|-------------|-------------------------|------------|-----------|------------------------------|---------------------------------|--------------|
| 83991 | afesco2 | 124000.0000 | 28-Jul-2023 09:50:11 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83990 | MobileFixture | 124900.0000 | 28-Jul-2023 09:49:56 AM | Josh | Sessions | Mobile Fixture and Equipment | josh.sessions@mobilefixture.com | 2513420455 |
| 83989 | afesco2 | 125000.0000 | 28-Jul-2023 09:44:04 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83988 | HNRsupply | 128000.0000 | 28-Jul-2023 09:43:11 AM | Courtney | Yarbrough | Hotel and Restaurant Supply | wbounds@hnrsupply.com | 6013522004 |
| 83987 | afesco2 | 130000.0000 | 28-Jul-2023 09:42:19 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83986 | HNRsupply | 133000.0000 | 28-Jul-2023 09:41:55 AM | Courtney | Yarbrough | Hotel and Restaurant Supply | wbounds@hnrsupply.com | 6013522004 |
| 83985 | afesco2 | 140000.0000 | 28-Jul-2023 09:40:50 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83984 | HNRsupply | 145000.0000 | 28-Jul-2023 09:37:36 AM | Courtney | Yarbrough | Hotel and Restaurant Supply | wbounds@hnrsupply.com | 6013522004 |
| 83983 | afesco2 | 155000.0000 | 28-Jul-2023 09:36:43 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83982 | HNRsupply | 158000.0000 | 28-Jul-2023 09:36:15 AM | Courtney | Yarbrough | Hotel and Restaurant Supply | wbounds@hnrsupply.com | 6013522004 |
| 83981 | afesco2 | 170000.0000 | 28-Jul-2023 09:34:37 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83980 | HNRsupply | 173000.0000 | 28-Jul-2023 09:34:15 AM | Courtney | Yarbrough | Hotel and Restaurant Supply | wbounds@hnrsupply.com | 6013522004 |
| 83979 | afesco2 | 187000.0000 | 28-Jul-2023 09:28:22 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83978 | HNRsupply | 190000.0000 | 28-Jul-2023 09:27:31 AM | Courtney | Yarbrough | Hotel and Restaurant Supply | wbounds@hnrsupply.com | 6013522004 |
| 83977 | afesco2 | 312000.0000 | 28-Jul-2023 09:22:56 AM | Lauren | Broussard | Associated Food Equipment | lbroussard@afesco.com | 2288960043 |
| 83976 | MobileFixture | 315000.0000 | 28-Jul-2023 09:12:31 AM | Josh | Sessions | Mobile Fixture and Equipment | josh.sessions@mobilefixture.com | 2513420455 |

**Jackson County School District
Child Nutrition Department
Free and Reduced Percentages
July 2023**

| School Name | School Enrollment | Paid | | Free | | Reduced | | Free + Reduced | |
|-----------------------|-------------------|-------------|---------------|-------------|---------------|-------------|---------------|----------------|---------------|
| | | Total | % | Total | % | Total | % | Total | % |
| ECL | 567 | 278 | 49.03% | 227 | 40.04% | 62 | 10.93% | 289 | 50.97% |
| ECU | 529 | 242 | 45.75% | 197 | 37.24% | 90 | 17.01% | 287 | 54.25% |
| ECM | 556 | 261 | 46.94% | 213 | 38.31% | 82 | 14.75% | 295 | 53.06% |
| ECH | 795 | 427 | 53.71% | 263 | 33.08% | 105 | 13.21% | 368 | 46.29% |
| ECAC | 2447 | 1208 | 49.03% | 900 | 34.79% | 339 | 16.18% | 1239 | 50.97% |
| SMH | 1334 | 516 | 38.68% | 629 | 47.15% | 189 | 14.17% | 818 | 61.32% |
| SMM | 871 | 337 | 38.69% | 411 | 47.19% | 123 | 14.12% | 534 | 61.31% |
| SMU | 567 | 200 | 35.27% | 289 | 50.97% | 78 | 13.76% | 367 | 64.73% |
| SMN | 530 | 201 | 37.92% | 257 | 48.49% | 72 | 13.58% | 329 | 62.08% |
| SME | 664 | 318 | 47.89% | 271 | 40.81% | 75 | 11.30% | 346 | 52.11% |
| SMAC | 3966 | 1572 | 38.67% | 1857 | 47.09% | 537 | 14.24% | 2394 | 61.33% |
| VL | 642 | 317 | 49.38% | 236 | 36.76% | 89 | 13.86% | 325 | 50.62% |
| VU | 325 | 130 | 40.00% | 139 | 42.77% | 56 | 17.23% | 195 | 60.00% |
| VM | 544 | 249 | 45.77% | 208 | 38.24% | 87 | 15.99% | 295 | 54.23% |
| VH | 725 | 348 | 48.00% | 263 | 36.28% | 114 | 15.72% | 377 | 52.00% |
| VCAC | 2236 | 1044 | 46.52% | 846 | 36.83% | 346 | 16.66% | 1192 | 53.49% |
| District Total | 8649 | 3824 | 44.21% | 3603 | 41.66% | 1222 | 14.13% | 4825 | 55.83% |

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: NW ¼ OF NE ¼ OF SECTION 16 T6S R7W

**STATE OF MISSISSIPPI
COUNTY OF JACKSON**

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Commercial Lease Contract (hereinafter "base lease") dated August 13, 1998 for a term of 40 years ending on August 13, 2038 was executed by and between the Jackson County Board of Education, as Lessor and Ralph L. King, Jr., as Lessee, and filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1189 at Page 449, and;

**LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000**

**LESSEE:
AARIA, Inc.
43485 Crescent Blvd.
Novi, MI 48375
Telephone: (248) 961-0506**

WHEREAS said base lease having been assigned to Aeraj Shah, Managing Member of Discount Pawn of Vancleave by Assignment filed in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1771 at Page 398, now AARIA, Inc., by Amendment of Lease filed in the Land Deed Records of the Chancery Clerk of Jackson County, Mississippi, in Book 1922 at Page 136; and

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6 South, Range 7 West

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A",
PARCEL #2, ATTACHED HERETO AS IF COPIED FULLY
HEREIN.

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1, et seq. of the Mississippi Code of 1972 as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the third (3rd) eight (8) year anniversary date of said lease having occurred on August 13, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Ralph L. King, Jr., as Lessee, now AARIA, Inc., entered into on August 13, 1998, is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of One Thousand Eight Hundred and no/100 (\$1,800.00) dollars per annum, in advance, on or before the

anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the 14th day of August, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

BY: _____
LESSEE: AERAJ SHAH FOR AARIA, INC.

This amendment was approved by the Jackson County Board of Supervisors on the _____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2023, within my jurisdiction, the within named Aeraj Shah, for AARIA, Inc., Lessee, who acknowledged to me that he executed the above and foregoing instrument on behalf of AARIA, Inc., after first having been duly authorized to do so.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

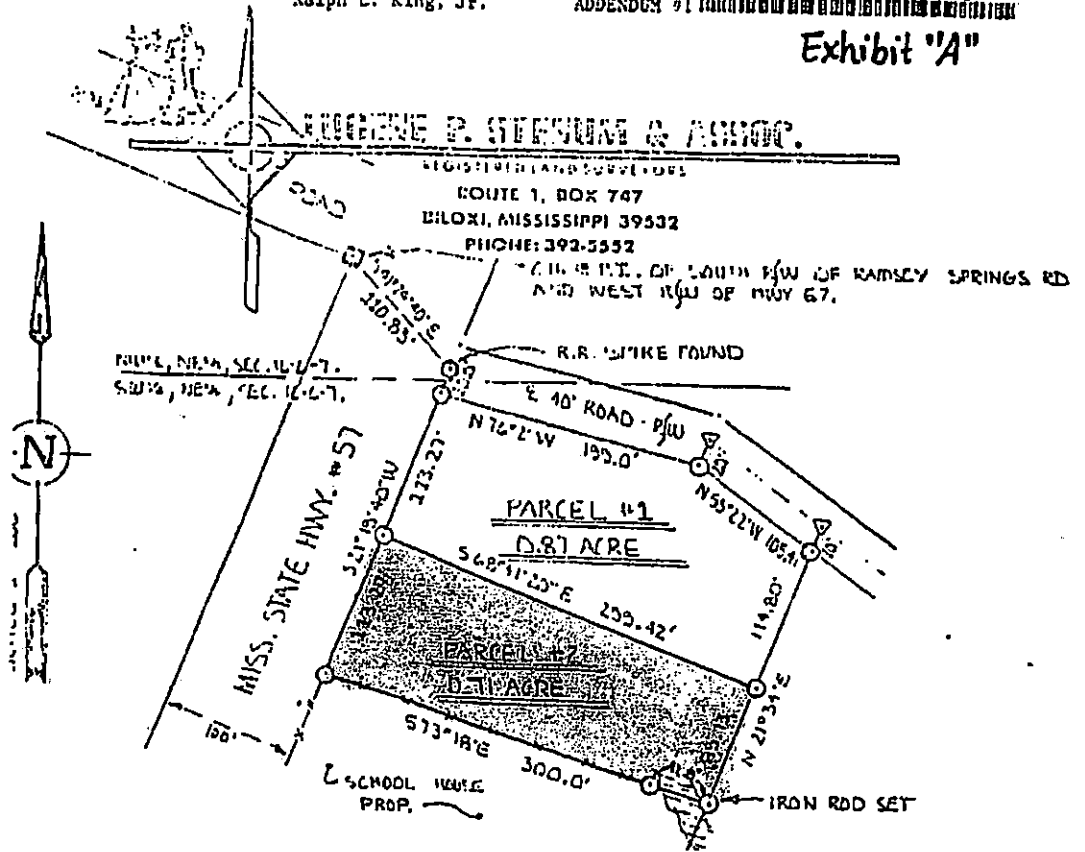
«SEAL»

MY COMMISSION EXPIRES:

Ralph L. King, Jr.

Deed Book 1189 Pg 456
ADDENDUM #1

Exhibit "A"



LEGAL DESCRIPTIONS

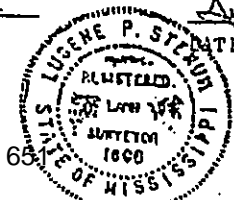
Parcel No. 1 - Commencing at a concrete monument at the point of intersection of the South margin of Ramsey Springs Road and the West margin of Miss. State Highway 57 located in the NW 1/4 of the NE 1/4 of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, and run thence S 41°24'40"E 110.83' to a R.R. Spike on the East margin of said Highway 57; thence S 21°18'40"W 20.0' to the point of beginning on the South margin of a 40' right-of-way Road; thence further along said margin of Miss Highway 57; S 21°18'40"W 113.27' ; thence S 68°41'20"E 299.42' ; thence N 21°34'E 114.80' to the South margin of said 40' Road; thence along said margin N 55°22'W 105.41' ; thence further along said margin N 76°2'W 199.0' to the point of beginning, said property containing 0.87 acre.

Parcel No. 2 - Commencing at the concrete monument at the point of intersection of the South margin of Ramsey Springs Road and the West margin of Miss. State Highway 57 located in the NW 1/4 of the NE 1/4 of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, and run thence S 41°24'40"E 110.83' to a R.R. Spike on the East margin of said Highway 57; thence along said margin S 21°18'40"W 113.27' to the point of beginning; thence further along said margin S 21°18'40"W 113.27' ; thence S 73°13'E 300.0' ; thence N 21°34'E 89.13; thence N 68°41'20"E 299.42' to the point of beginning, said property containing 0.71 acre.

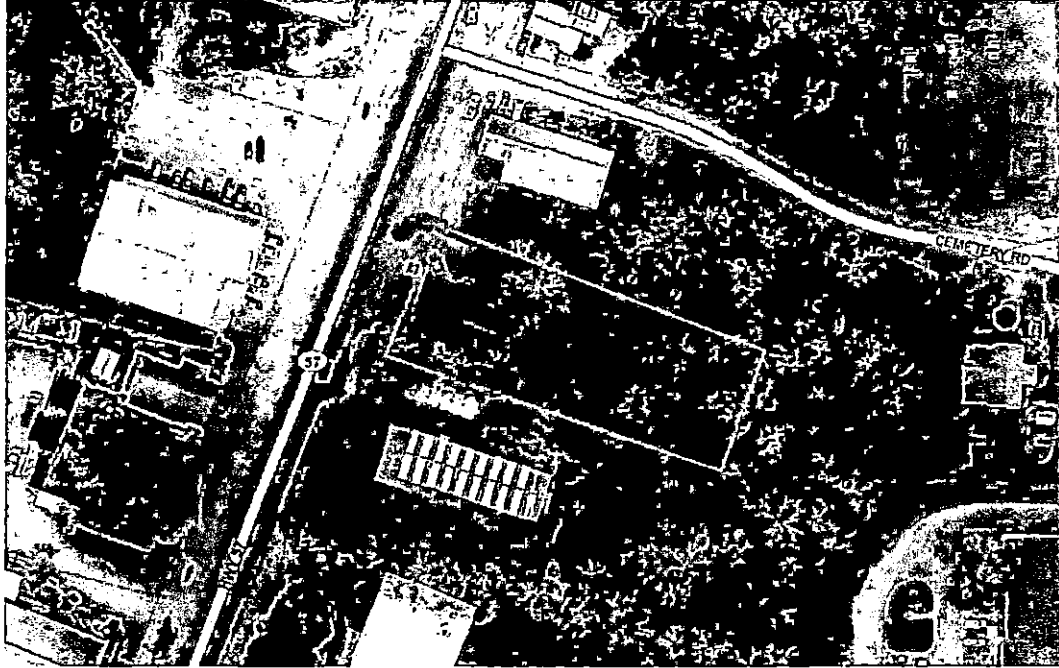
This is to certify that I have made a survey of the property shown hereon and that all dimensions and other data shown are true and correct to the best of my knowledge and belief.

Lucene P. Steinhilber
LUCENE P. STEINHILBER, R.L.S.

July 23, 1981



REAL ESTATE EVALUATION – AARIA, INC. / SHAH
APPRAISAL REPORT OF “LAND ONLY”
A 0.71 ACRE TRACT OF LAND
LOCATED IN (S16-T6S-R7W) JACKSON COUNTY, MISSISSIPPI



0.71 +/- acres (Tax Parcel# 02316260.000) / SL# 21926
12622 Highway 57
Vanceleave, Jackson County, Mississippi

Prepared For:
Mr. David Baggett
Superintendent of Education
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, MS 39565-5308

Date of Inspection/Effective Date
June 14, 2023

Date of Report
June 15, 2023

John D. Myers
MYERS & COMPANY, Inc.
P.O. Box 459
Ocean Springs, MS 39566-0459





Assignment Details

Project Name: Land Only - 0.71 acres per legal description

Project #: C230512-1

Property Address(s): 12622 Highway 57, Vancleave, Jackson County, Mississippi

Owner of Record: Jackson County School District

Lessee: Jackson County Board of Supervisors

Client/Intended User: This report is intended for the use only by the Jackson County School District.

Intended Use: The intended use of this report is to establish market value of a 0.71 acre tract of land (only) located in Section 16 for the Jackson County School District. This report is NOT intended for any other use.

Assignment Objective: To develop an “As Is” opinion of the Market Value of land only, as defined by the federal financial institution regulatory agencies, in fee simple interest.

Real Property Interest Valued: Fee simple

Effective Date of Value Opinion: The effective date of value is the date of inspection, June 14, 2023.

Date of Report: June 15, 2023

Inspection/Effective Date: June 14, 2023

Estimated Land Value: \$36,000

Report Option: This report is an Appraisal Report in accordance with Standards Rule 2-2(b) of the *Uniform Standards of Professional Appraisal Practice, 2022-2023 Edition*. Additional supporting documentation is retained in the appraiser’s work file. The appraiser’s opinions and conclusions set forth in this report may not be understood properly without additional information in the appraiser’s work file; however, in order to meet the requirements for an “evaluation” according to the *Interagency Appraisal and Evaluation Guidelines*, this report has been supplemented with additional information about the subject property and its market, as well as the data, reasoning and analyses that were used in the valuation process.

Assignment Conditions (which may affect the Assignment results): **Extraordinary Assumptions:**

1) It is assumed that I have been provided accurate information for the subject property and no instruments that provide value-changing information were overlooked. The appraiser relied on site data from multiple sources including soils maps, tax maps and information provided by the client. The land area noted 0.71 acres was provided by the legal description.

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: 16-06T-R07W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Residential Lease Contract (hereinafter "base lease") dated August 3, 1998 for a term of 40 years ending on August 3, 2038 was executed by and between the Jackson County Board of Education, as Lessor and Kimberly Holcomb, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1189 at Page 481, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Kimberly Holcomb
4705 Cemetery Road
Vanceleave, MS 39565
Telephone: (228) 230-4015

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6T, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972, as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the third (3rd) eighth (8th) anniversary date of said lease having occurred on August 3, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Kimberly Holcomb, as Lessee, entered into on August 3, 1998 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of Six Hundred and no/100 (\$600.00) Dollars per annum, in advance on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 20____.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: _____

BY: KIMBERLY HOLCOMB

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 20____.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____, Superintendent of Schools and _____, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____, Lessee, who acknowledged that he/she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

46

**REAL ESTATE EVALUATION – KIMBERLY HOLCOMB
APPRAISAL REPORT OF “LAND ONLY”
A 1.71 ACRE TRACT OF LAND
LOCATED IN (S16-T6S-R7W) JACKSON COUNTY, MISSISSIPPI**



1.71 +/- acres (Tax Parcel # 02316290.050) / SL# 21927
4705 Cemetery Road
Vanceleave, Jackson County, Mississippi

Prepared For:
Mr. David Baggett
Superintendent of Education
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, MS 39565-5308

Date of Inspection/Effective Date
June 14, 2023

Date of Report
June 16, 2023

John D. Myers
MYERS & COMPANY, Inc.
P.O. Box 459
Ocean Springs, MS 39566-0459





Assignment Details

Project Name: Land Only - 1.71 acres per legal description

Project #: C230512-10

Property Address(s): 4705 Cemetery Road, Vancleave, Jackson County, Mississippi

Owner of Record: Jackson County School District

Lessee: Jackson County Board of Supervisors

Client/Intended User: This report is intended for the use only by the Jackson County School District.

Intended Use: The intended use of this report is to establish market value of a 1.71-acre tract of land (only) located in Section 16 for the Jackson County School District. This report is NOT intended for any other use.

Assignment Objective: To develop an "As Is" opinion of the Market Value of land only, as defined by the federal financial institution regulatory agencies, in fee simple interest.

Real Property Interest Valued: Fee simple

Effective Date of Value Opinion: The effective date of value is the date of inspection, June 14, 2023.

Date of Report: June 16, 2023

Inspection/Effective Date: June 14, 2023

Estimated Land Value: \$12,000

Report Option: This report is an Appraisal Report in accordance with Standards Rule 2-2(b) of the *Uniform Standards of Professional Appraisal Practice, 2022-2023 Edition*. Additional supporting documentation is retained in the appraiser's work file. The appraiser's opinions and conclusions set forth in this report may not be understood properly without additional information in the appraiser's work file; however, in order to meet the requirements for an "evaluation" according to the *Interagency Appraisal and Evaluation Guidelines*, this report has been supplemented with additional information about the subject property and its market, as well as the data, reasoning and analyses that were used in the valuation process.

Assignment Conditions (which may affect the Assignment results): **Extraordinary Assumptions:**

1) It is assumed that I have been provided accurate information for the subject property and no instruments that provide value-changing information were overlooked. The appraiser relied on site data from multiple sources including soils maps, tax maps and information provided by the client. The land area noted 1.71 acres was provided by the legal description and survey.

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: NW ¼ NE ¼ SECTION 16-T6S-R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain residential Lease Contract (hereinafter “base lease”) dated September 22, 2006 for a term of 40 years ending on September 22, 2046 was executed by and between the Jackson County Board of Education, as Lessor and Erline and William Tait, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1477 at Page 753, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Erline Tait
Post Office Box 5516
Vanceleave, MS 39565
Telephone: (228) 826-4834

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6S, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS Lessee, William J. Tait, is now deceased and Lessee, Erline Tait, has requested that the base lease be amended to remove his name as Lessee from said base lease; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972, as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the second (2nd) eighth (8th) anniversary date of said lease having occurred on September 22, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount and having determined that the removal of William J. Tait as Lessee from the base lease is in the best interest of the School District and of its management of all 16th Section lands within the District at its meeting on August 14, 2023; and

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Erline and William Tait, as Lessee, entered into on September 22, 2006 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of Seven Hundred Fifty and no/100 (\$750.00) Dollars per annum, in advance on or before the anniversary of this lease

each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

AND the base lease filed in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi in Book 1477 at Page 753 is hereby amended to remove the name of William J. Tait as Lessee.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: ERLINE TAIT

BY: _____
ERLINE TAIT

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Erline Tait, Lessee, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

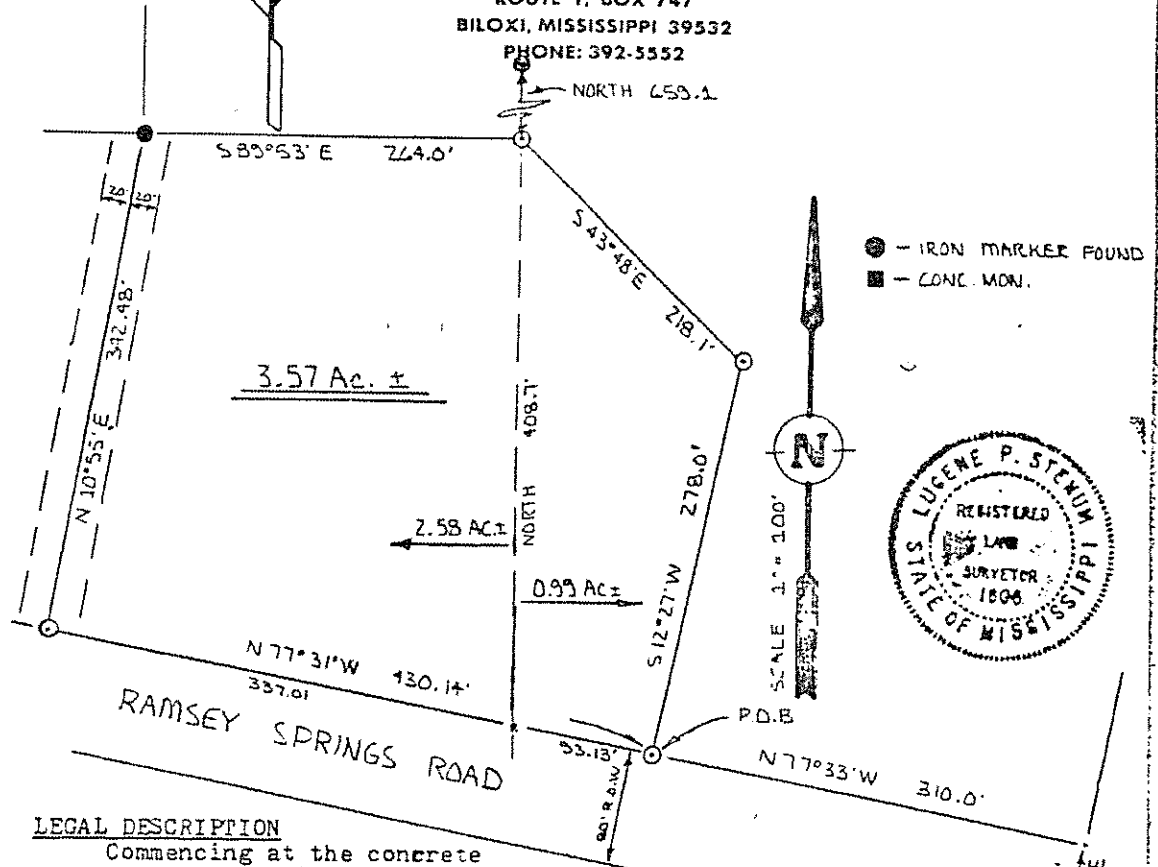
«SEAL»

MY COMMISSION EXPIRES:



LUGENE P. STENUM & ASSOC.

REGISTERED LAND SURVEYORS
 ROUTE 1, BOX 747
 BILOXI, MISSISSIPPI 39532
 PHONE: 392-5552



LEGAL DESCRIPTION

Commencing at the concrete monument at the point of intersection of the South margin of Ramsey Springs Road and the West margin of Miss. State Highway 57, located in the NW ¼ of the NE ¼ of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, C. M. and run thence N 12° 27' E 70.0' to the North margin of said Ramsey Springs Road; thence along said margin N 77° 33' W 310.0' to the point of beginning; thence further along said margin N 77° 31' W 430.14' to a spike set in the center line of driveway; thence N 10° 55' E 342.48'; thence S 89° 53' E 264.0'; thence S 43° 48' E 218.1'; thence S 12° 27' W 278.0' to the point of beginning, said property containing (3.57) acre and being subject to a 20' easement across the west boundary line.

This is to certify that I have made a survey of the property shown hereon and that all dimensions and other data shown are true and correct to the best of my knowledge and belief.

State used
 7185

[Signature]
 P.T.S.

Sept. 21, 1981
 DATE

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: 16-06T-R07W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Residential Lease Contract (hereinafter “base lease”) dated August 7, 2006 for a term of 40 years ending on August 7, 2046 was executed by and between the Jackson County Board of Education, as Lessor and Fred Lee, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1479 at Page 765, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Fred Lee
12201 Parsonage Road
Vanceave, MS 39565
Telephone: (228) 249-6357

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 06T, Range 07W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972 as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the second (2nd) eighth (8th) anniversary date of said lease having occurred on August 7, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Fred Lee, as Lessee, entered into on August 7, 2006 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of One Thousand One Hundred and no/100 (\$1,100.00) Dollars per annum, in advance on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present Apprised Far Market value of the land excluding building and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 20 ____.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: _____

BY: FRED LEE

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 20 ____.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20 ____, within my jurisdiction, the within named _____, Superintendent of Schools and _____, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____, Lessee, who acknowledged that he/she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

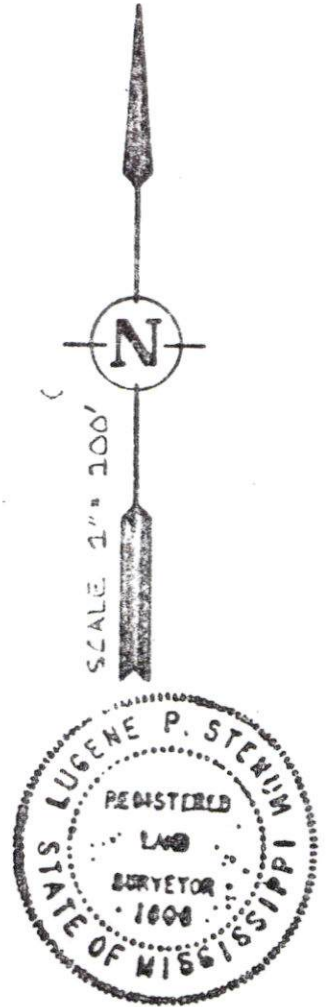
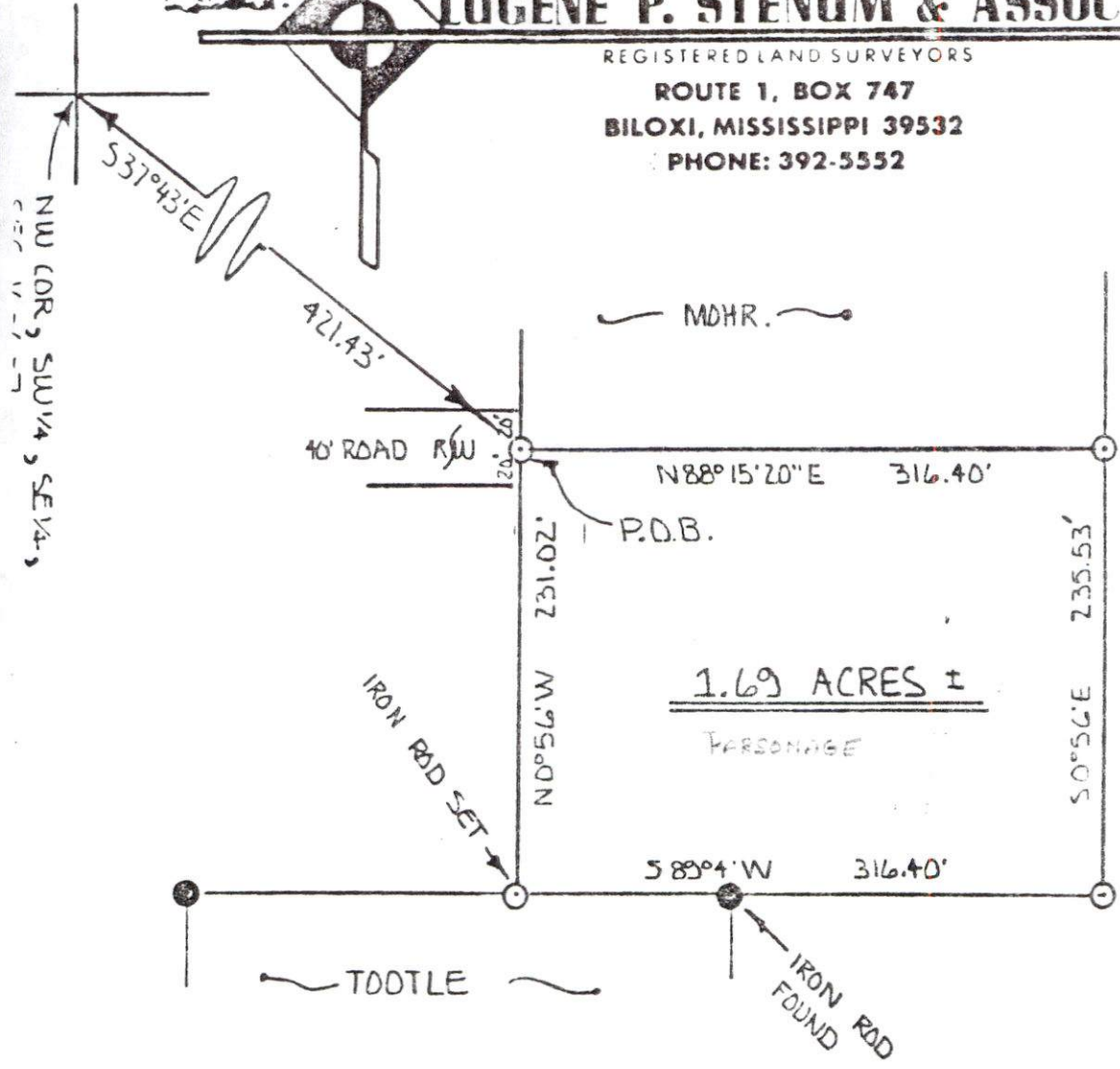
«SEAL»

MY COMMISSION EXPIRES:



LUGENE P. STENUM & ASSOC.

REGISTERED LAND SURVEYORS
ROUTE 1, BOX 747
BILOXI, MISSISSIPPI 39532
PHONE: 392-5552



LEGAL DESCRIPTION

Commencing at the Northwest corner of the SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, and run thence S $37^{\circ}43'E$ 421.43' to the point of beginning; thence N $88^{\circ}15'20"E$ 316.40'; thence S $0^{\circ}56'E$ 235.53'; thence S $89^{\circ}4'W$ 316.40'; thence N $0^{\circ}56'W$ 231.02' to the point of beginning, said property containing 1.69 acres.

This is to certify that I have made a survey of the property shown hereon and that all dimensions and other data shown hereon are true and correct to the best of my knowledge and belief.

Lugene P. Stenum
LUGENE P. STENUM, R.L.S.

July 23, 1981
DATE



REAL ESTATE EVALUATION – FRED LEE
APPRAISAL REPORT OF “LAND ONLY”
A 1.69 ACRE TRACT OF LAND
LOCATED IN (S16-T6S-R7W) JACKSON COUNTY, MISSISSIPPI



1.69 acres (Tax Parcel # 02316335.000) / SL# 7181
12201 Parsonage Road
Vanceleave, Jackson County, Mississippi

Prepared For:
Mr. David Baggett
Superintendent of Education
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, MS 39565-5308

Date of Inspection/Effective Date
June 14, 2023

Date of Report
June 16, 2023

John D. Myers
MYERS & COMPANY, Inc.
P.O. Box 459
Ocean Springs, MS 39566-0459





Assignment Details

Project Name: Land Only - 1.69 acres per legal description

Project #: C230512-12

Property Address(s): 12201 Parsonage Road, Vancleave, Jackson County, Mississippi

Owner of Record: Jackson County School District

Lessee: Jackson County Board of Supervisors

Client/Intended User: This report is intended for the use only by the Jackson County School District.

Intended Use: The intended use of this report is to establish market value of a 1.69-acre tract of land (only) located in Section 16 for the Jackson County School District. This report is NOT intended for any other use.

Assignment Objective: To develop an "As Is" opinion of the Market Value of land only, as defined by the federal financial institution regulatory agencies, in fee simple interest.

Real Property Interest Valued: Fee simple

Effective Date of Value Opinion: The effective date of value is the date of inspection, June 14, 2023.

Date of Report: June 16, 2023

Inspection/Effective Date: June 14, 2023

Estimated Land Value: \$22,000

Report Option: This report is an Appraisal Report in accordance with Standards Rule 2-2(b) of the *Uniform Standards of Professional Appraisal Practice, 2022-2023 Edition*. Additional supporting documentation is retained in the appraiser's work file. The appraiser's opinions and conclusions set forth in this report may not be understood properly without additional information in the appraiser's work file; however, in order to meet the requirements for an "evaluation" according to the *Interagency Appraisal and Evaluation Guidelines*, this report has been supplemented with additional information about the subject property and its market, as well as the data, reasoning and analyses that were used in the valuation process.

Assignment Conditions (which may affect the Assignment results): **Extraordinary Assumptions:**

1) It is assumed that I have been provided accurate information for the subject property and no instruments that provide value-changing information were overlooked. The appraiser relied on site data from multiple sources including soils maps, tax maps and information provided by the client. The land area noted 1.69 acres was provided by the legal description and survey.

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: NW ¼ NE ¼ SECTION 16, T6S, R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain residential Lease Contract (hereinafter “base lease”) dated September 22, 2006 for a term of 40 years ending on September 22, 2046 was executed by and between the Jackson County Board of Education, as Lessor and Ralph and Annette King, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1477 at Page 697, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Ralph and Annette King
4924 Jim Ramsey Road
Vanceleave, MS 39565
Telephone: (334) 717-8521

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 06S, Range 07W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS Ralph King is ill and unable to take care of his affairs and Annette King has requested that the base lease be amended to remove his name as Lessee leaving her as sole Lessee of said base lease; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 Miss. Code Ann. (1972) as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the second (2) eighth (8th) anniversary date of said lease having occurred on September 22, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount and having determined that the removal of Ralph King as Lessee is in the best interest of the District and of its management of 16th Section lands within the District at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Ralph and Annette King, as Lessee, entered into on September 22, 2006 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of One Thousand Two Hundred Fifty and no/100 (\$1,250.00) Dollars per annum, in advance on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein

included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

AND the aforesaid base lease entered into between the Jackson County Board of Education, as Lessor, and Ralph King and Annette King, as Lessees, dated September 22, 2006 and recorded in the Land Deed Records of Jackson County, Mississippi in Book 1477 at Page 697 is amended to remove Ralph King as Lessee.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEES: RALPH KING AND ANNETTE KING

BY: _____
ANNETTE KING

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Annette King, Lessee, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

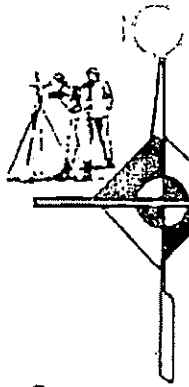
STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

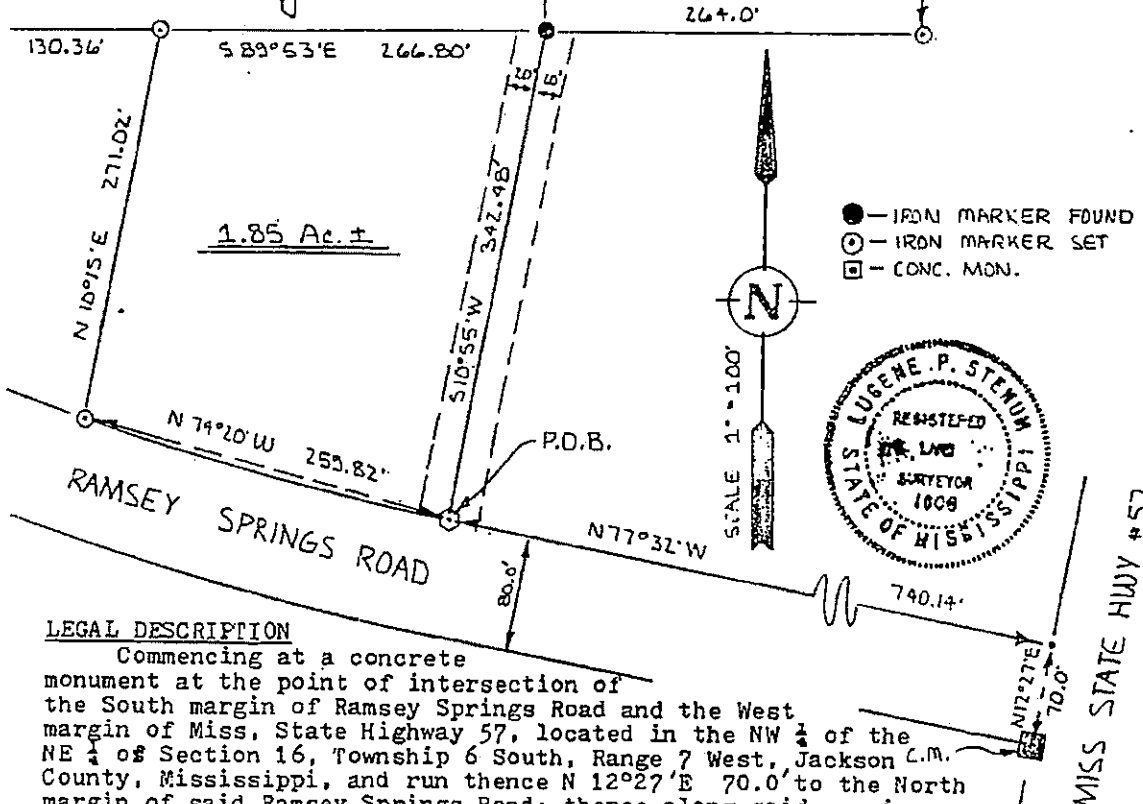
MY COMMISSION EXPIRES:



LUGENE P. STENUM & ASSOC.

REGISTERED LAND SURVEYORS

ROUTE 1, BOX 747
 BILOXI, MISSISSIPPI 39532
 PHONE: 392-5552



LEGAL DESCRIPTION

Commencing at a concrete monument at the point of intersection of the South margin of Ramsey Springs Road and the West margin of Miss. State Highway 57, located in the NW 1/4 of the NE 1/4 of Section 16, Township 6 South, Range 7 West, Jackson C.M. County, Mississippi, and run thence N 12°27'E 70.0' to the North margin of said Ramsey Springs Road; thence along said margin N 77°32'W 740.14' to a spike set as the point of beginning; thence further along said margin on a curve to a point N 74°20'W 259.82'; thence N 10°15'E 271.02'; thence S 89°53'E 266.80'; thence S 10°55'W 342.48' to the point of beginning, said property containing 1.85 acre and being subject to a 20' easement along the East boundary.

This is to certify that I have made a survey of the property shown hereon and that all dimensions and other data shown are true and correct to the best of my knowledge and belief.

Lugene P. Stenum
 LUGENE P. STENUM, R.L.S.

Sept. 21, 1981
 DATE

Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000

INDEXING INSTRUCTIONS: NE ¼ NW ¼ SECTION 16-T6S-R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE

WHEREAS that certain residential Lease Contract (hereinafter “base lease”) dated January 12, 2006 for a term of 40 years ending on January 12, 2046 was executed by and between the Jackson County Board of Education, as Lessor and Erline and William Tait, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1525 at Page 536, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Erline Tait
Post Office Box 5516
Vanceleave, MS 39565
Telephone: (228) 826-4834

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6S, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS Lessee, William J. Tait is now deceased and Lessee, Erline Tait, has requested that the base lease be amended to remove his name as Lessee from said base lease; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et. seq of Mississippi Code of 1972, as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the second (2nd) eighth (8th) anniversary date of said lease having occurred on January 12, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount and having determined that the removal of William J. Tait as Lessee from the base lease is in the best interest of the School District and of its management of all 16th Section lands within the District at its meeting on August 14, 2023; and

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Erline and William Tait, as Lessee, entered into on September 22, 2006 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of Four Hundred and no/100 (\$400.00) Dollars per annum, in advance on or before the anniversary of this lease each

year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

AND the base lease filed in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi in Book 1525 at Page 536 is hereby amended to remove the name of William J. Tait as Lessee.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: ERLINE TAIT

BY: _____
ERLINE TAIT

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Erline Tait, Lessee, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

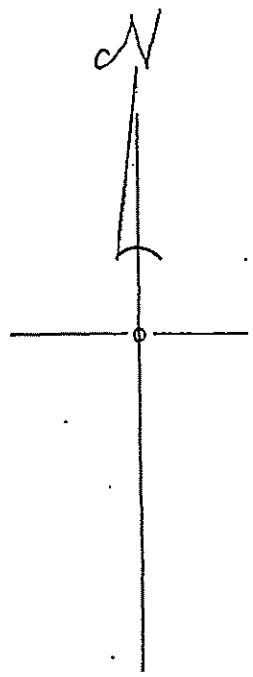
STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

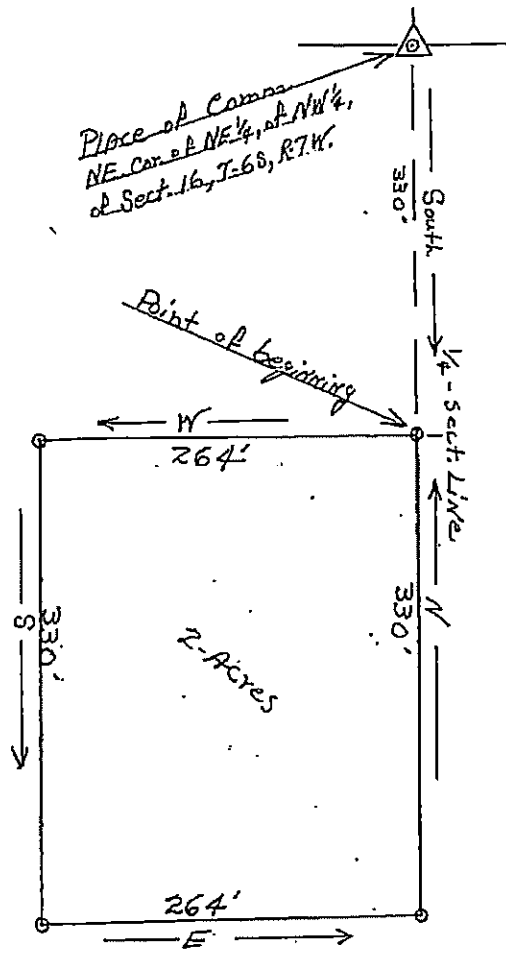
NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:



Scale: 1 in = 100 ft
 Date: 10-10-78
 Drawn by: Gms



The East 2-Acres of Lot No-4.

Description of Property: Comm. at the NE corner of the NE 1/4 of the
NW 1/4 of Section 16, T-6S, R-7W, Jackson Co., Miss.

Fence Run South 330 ft. to the Point of beginning.

Thence West 264 ft. Thence South 330 ft. Thence
East 264 ft. Thence North 330 ft. back to the Point of
beginning. Cont. 2-Acres. (more or less).

Survey made by: L. L. Miller
LS-NO-1406

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: 16-06T-R07W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Commercial Lease Contract (hereinafter "base lease") dated November 15, 1999 for a term of forty (40) years ending on November 15, 2039 was executed by and between the Jackson County Board of Education, as Lessor and Jimmy Lane, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1219 at Page 343, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Jimmy Lane
Post Office Box 1437
Ocean Springs, MS 39564
Telephone: (228) 826-2802

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 06T, Range 07W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972 as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the third (3rd), eighth (8th) anniversary date of said lease having occurred on November 15, 2023 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Jimmy Lane, as Lessee, entered into on November 15, 1999 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of Three Thousand Two Hundred Fifty and no/100 (\$3,250.00) Dollars per annum, in advance on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 20____.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: JIMMY LANE

BY: _____

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 20____.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____, Superintendent of Schools and _____, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____, Lessee, who acknowledged that he/she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

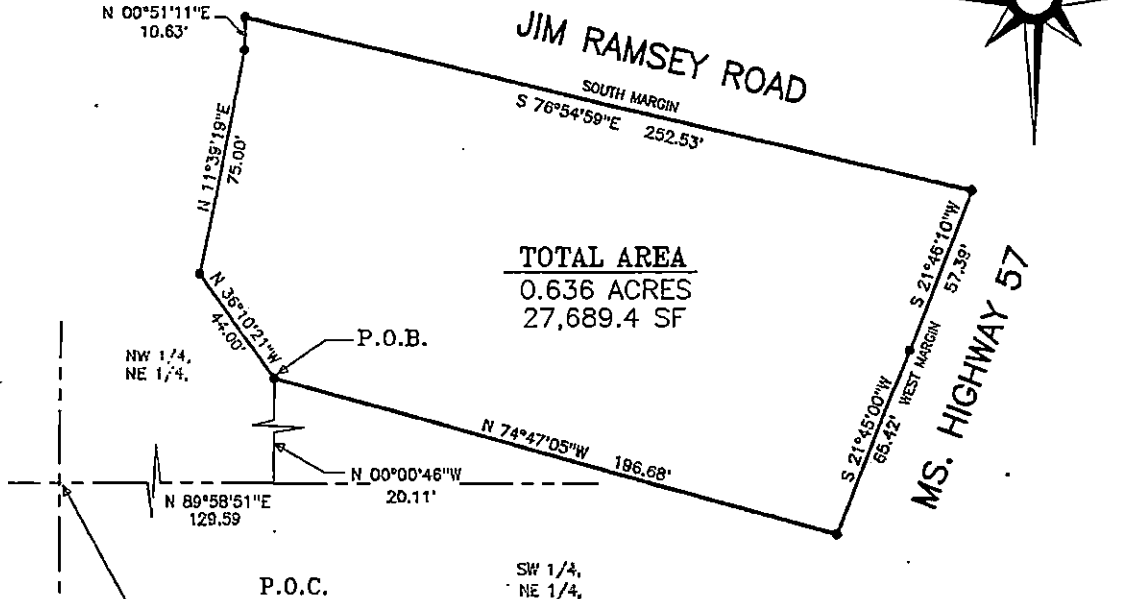
NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

NOTE:

DRAWING WAS PREPARED FROM A PREVIOUS SURVEY PERFORMED BY L.P. STENUM & ASSOC., DATED OCTOBER 26, 1998. NO FIELD WORK OR ONSITE INSPECTION WAS PERFORMED AT THIS TIME. PURPOSE OF THIS DRAWING IS FOR A REVISED LEGAL DESCRIPTION ONLY.



THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 6 SOUTH, RANGE 7 WEST, VANCELEAVE, MISSISSIPPI.

AS PER PERRY RAMSON SURVEYS DATED SEPTEMBER 1998 AND STEPHEN A. DRAPER SURVEY DATED DECEMBER 15, 1980,

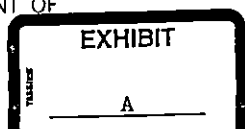
LUGENE P. STENUM & ASSOC.
SURVEYING, ENGINEERING, & ENVIRONMENTAL CONSULTANTS

8593 OAKLAWN ROAD
BILOXI, MISSISSIPPI 39532
PHONE: 228-392-5552
FAX: 228-392-6106
Email: lpstenum@datasync.com

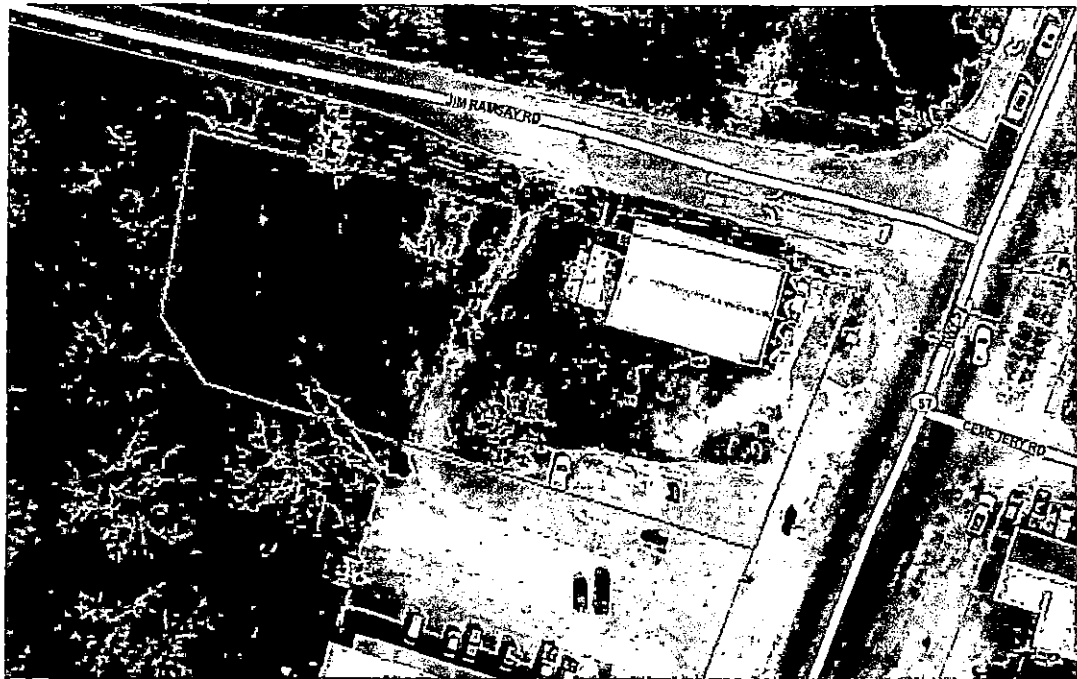
LEGAL DESCRIPTION

A PARCEL OF LAND SITUATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 6 SOUTH, RANGE 7 WEST, VANCELEAVE, JACKSON COUNTY, MISSISSIPPI, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 16; THENCE ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHEAST 1/4, NORTH 89 DEGREES 58 MINUTES 51 SECONDS EAST A DISTANCE OF 129.59 FEET TO A POINT; THENCE NORTH 00 DEGREES 00 MINUTES 46 SECONDS WEST A DISTANCE OF 20.11 FEET TO THE POINT OF BEGINNING; THENCE NORTH 36 DEGREES 10 MINUTES 21 SECONDS WEST A DISTANCE OF 44.00 FEET TO A POINT; THENCE NORTH 11 DEGREES 39 MINUTES 19 SECONDS EAST A DISTANCE OF 75.00 FEET TO A POINT; THENCE NORTH 00 DEGREES 51 MINUTES 11 SECONDS EAST A DISTANCE OF 10.63 FEET TO A POINT LYING ON THE SOUTH MARGIN OF JIM RAMSEY ROAD; THENCE ALONG SAID SOUTH MARGIN, SOUTH 76 DEGREES 54 MINUTES 59 SECONDS EAST A DISTANCE OF 252.53 FEET TO A POINT LYING AT THE INTERSECTION OF SAID SOUTH MARGIN AND THE WEST MARGIN OF MISSISSIPPI STATE HIGHWAY 57; THENCE ALONG SAID WEST MARGIN, SOUTH 21 DEGREES 46 MINUTES 10 SECONDS WEST A DISTANCE OF 57.39 FEET TO A POINT; THENCE FURTHER ALONG SAID WEST MARGIN, SOUTH 21 DEGREES 45 MINUTES 00 SECONDS WEST A DISTANCE OF 65.42 FEET TO A POINT; THENCE NORTH 74 DEGREES 47 MINUTES 05 SECONDS WEST A DISTANCE OF 196.68 FEET TO THE POINT OF BEGINNING, CONTAINING 0636 ACRES OR 27,689.4 SQUARE FEET.



**REAL ESTATE EVALUATION – JIMMY LANE
APPRAISAL REPORT OF “LAND ONLY”
A 0.65 ACRE TRACT OF LAND
LOCATED IN (S16-T6S-R7W) JACKSON COUNTY, MISSISSIPPI**



0.65 +/- acres (Tax Parcel # 02316020.010) / SL# 22160
12655 Highway 57
Vancleave, Jackson County, Mississippi

Prepared For:
Mr. David Baggett
Superintendent of Education
Jackson County School District
4700 Colonel Vickrey Road
Vancleave, MS 39565-5308

Date of Inspection/Effective Date
June 14, 2023

Date of Report
June 19, 2023

John D. Myers
MYERS & COMPANY, Inc.
P.O. Box 459
Ocean Springs, MS 39566-0459





Assignment Details

Project Name: Land Only - 0.65 acres per Jackson County tax information

Project #: C230512-20

Property Address(s): 12655 Highway 57, Vancleave, Jackson County, Mississippi

Owner of Record: Jackson County School District

Lessee: Jackson County Board of Supervisors

Client/Intended User: This report is intended for the use only by the Jackson County School District.

Intended Use: The intended use of this report is to establish market value of a 0.65-acre tract of land (only) located in Section 16 for the Jackson County School District. This report is NOT intended for any other use.

Assignment Objective: To develop an “As Is” opinion of the Market Value of land only, as defined by the federal financial institution regulatory agencies, in fee simple interest.

Real Property Interest Valued: Fee simple

Effective Date of Value Opinion: The effective date of value is the date of inspection, June 14, 2023.

Date of Report: June 19, 2023

Inspection/Effective Date: June 14, 2023

Estimated Land Value: \$65,000

Report Option: This report is an Appraisal Report in accordance with Standards Rule 2-2(b) of the *Uniform Standards of Professional Appraisal Practice, 2022-2023 Edition*. Additional supporting documentation is retained in the appraiser’s work file. The appraiser’s opinions and conclusions set forth in this report may not be understood properly without additional information in the appraiser’s work file; however, in order to meet the requirements for an “evaluation” according to the *Interagency Appraisal and Evaluation Guidelines*, this report has been supplemented with additional information about the subject property and its market, as well as the data, reasoning and analyses that were used in the valuation process.

Assignment Conditions (which may affect the Assignment results): **Extraordinary Assumptions:**

1) It is assumed that I have been provided accurate information for the subject property and no instruments that provide value-changing information were overlooked. The appraiser relied on site data from multiple sources including soils maps, tax maps and information provided by the client. The land area noted 0.65 acres was provided by the Jackson County tax information.

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: NE ¼ SW ¼ SECTION 16, T6S, R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Commercial Lease Contract (hereinafter “base lease”) dated August 13, 1998 for a term of forty (40) years ending on August 13, 2038 was executed by and between the Jackson County Board of Education, as Lessor and John E. Cole, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1189 at Page 436, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone:(228) 283-3000

LESSEE:
Shannon Cole
12116 Hwy. 57
Vanceleave, MS 39565
Telephone:(228) 218-5510

LESSEE:
Johnny Cole
P. O. Box 5173
Vanceleave, MS 39565
Telephone:(228) 218-0614

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6S, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS said base lease having been amended to replace JOHN E. COLE and JENNIE COLE as Lessees with their sons, JOHNNY COLE and SHANNON COLE, by Amendment of Lease dated September 15, 2014 and filed of record in the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1762 at Pages 630-637; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972, as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the third (3rd) eighth (8th) anniversary date of said lease having occurred on August 13, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease as amended, between the Jackson County Board of Education as Lessor, and Johnny Cole and Shannon Cole, as Lessees, entered into on August 13, 1998 is amended to read as follows:

Lessee covenants and agrees to pay as rent to Lessor the sum of Two Thousand and no/100 (\$2,000.00) dollars per annum, in advance, on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent

represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 20____.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: JOHNNY COLE

BY: _____

LESSEE: SHANNON COLE

BY: _____

This amendment was approved by the Jackson County Board of Supervisors on the ____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Johnny Cole, Lessee, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Shannon Cole, Lessee, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

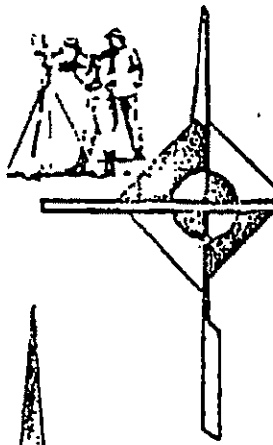
STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:



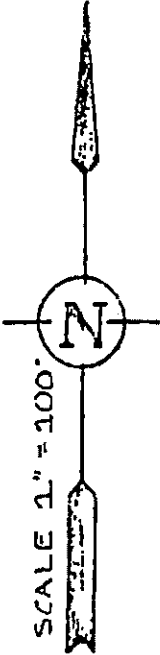
LUGENE P. STENUM & ASSOC.

REGISTERED LAND SURVEYORS

ROUTE 1, BOX 747

BILOXI, MISSISSIPPI 39532

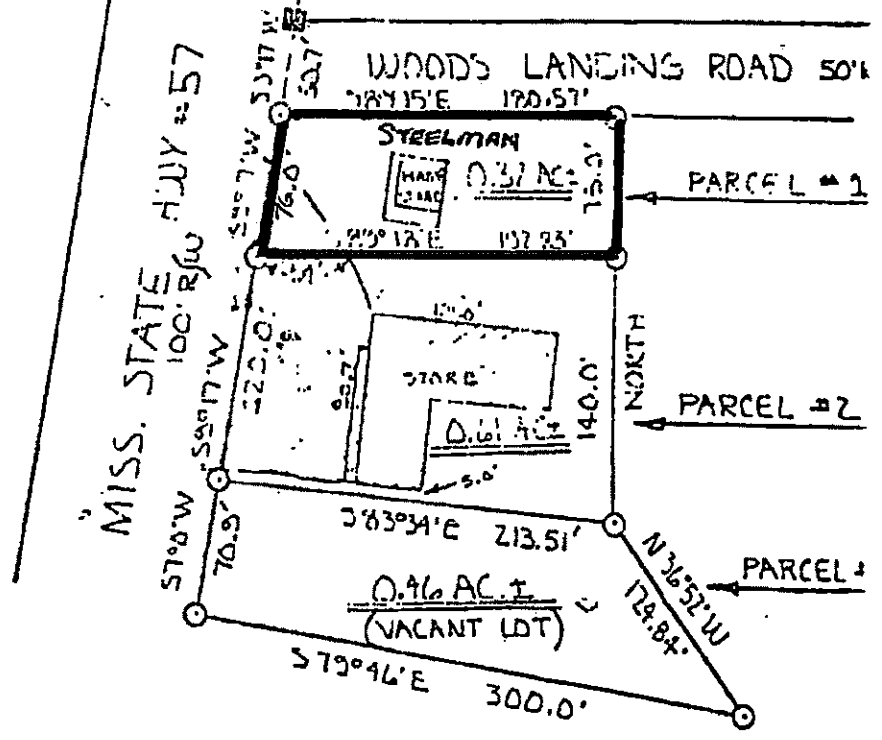
PHONE: 392-5552



SCALE 1" = 100'

■ - CONC. MON.

⊙ - IRON ROD



LEGAL DESCRIPTIONS:

Parcel No. 1 - Commencing at the point of intersection of the South margin of Woods Landing Road and the East margin of Miss. State Highway 57, located in the NE 1/4 of the SW 1/4 of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, as the point of beginning; thence along said East margin of highway 57, S 9°17'W 76.0'; thence S 89°18'E 192.83'; thence North 75.0' to the South margin of said Woods Landing Road; thence along said margin run N 89°15'W 180.57' to the point of beginning, said property containing 0.32 a

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565**

INDEXING INSTRUCTIONS: NE ¼ SW ¼ SECTION 16, T6S, R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**ASSIGNMENT OF 16th SECTION PUBLIC SCHOOL
TRUST LAND LEASEHOLD INTEREST**

WHEREAS that certain Commercial Lease Contract (hereinafter “base lease”) dated August 13, 1998 for a term of 40 years ending on August 13, 2038 was executed by and between the Jackson County Board of Education, as Lessor (hereinafter “Owner”) and John E. Cole, as Lessee, later amended to replace John E. Cole, as Lessee with his sons, Johnny Cole and Shannon Cole, as Lessees (hereinafter “Assignors”), by Amendment of Lease dated September 15, 2014; and

WHEREAS said base lease having been filed for record in the Land Deed Records in the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1189 at Page 436; and

ASSIGNOR:
Johnny Cole
P. O. Box 5173
Vanceleave, MS 39565
(228) 218-0614

ASSIGNOR:
Shannon Cole
12116 Hwy. 57
Vanceleave, MS 39565
(228) 218-5510

ASIGNEE:
Jered Quinn Ferguson
P. O. Box 5475
Vanceleave, MS 39565
(601) 508-9075

OWNER:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
(228) 283-3000

WHEREAS said Amendment of Lease dated September 15, 2014 replacing John E. Cole with his sons, Johnny Cole and Shannon Cole as Lessees (Assignors) having been filed of record in the Land Deed Records of the office of the Chancery Clerk of Jackson County, Mississippi, in Book 1762 at Pages 630-637; and

WHEREAS, the Board of Education having approved this Assignment at their August 14, 2023 meeting; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, JOHNNY COLE AND SHANNON COLE as Assignors, do hereby sell, convey and assign unto JERED QUINN FERGUSON, as Assignee, all of their right, title and interest to that certain base Commercial Lease Contract of 16th Section Public School Trust Land dated August 13, 1998, as amended, for a term of forty (40) years ending August 13, 2038, by and between the Jackson County Board of Education, as Lessor, and John E. Cole, as Lessee, the same being recorded in the Land Deed Records of Jackson County, Mississippi in the office of the Chancery Clerk in Book 1189 at Page 436, covering the following described land in Jackson County, Mississippi:

Section 16, Township 6 South, Range 7 West

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO AS IF COPIED FULLY HEREIN.

IN WITNESS WHEREOF executed on this the _____ day of _____, 2023.

ASSIGNORS: JOHNNY COLE

BY: _____

SHANNON COLE

BY: _____

ASSIGNEE: JERED QUINN FERGUSON

BY: _____

OWNER: JACKSON COUNTY SCHOOL DISTRICT
BY AND THROUGH:

DAVID BAGGETT, SUPERINTENDENT

BY: _____

J. KEITH LEE, PRESIDENT OF THE BOARD
OF EDUCATION

BY: _____

This assignment was approved by the Jackson County Board of Supervisors on the
_____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF
SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Johnny Cole, Assignor, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Shannon Cole, Assignor, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Jered Quinn Ferguson, Assignee, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

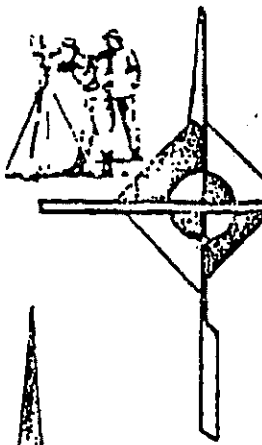
STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:



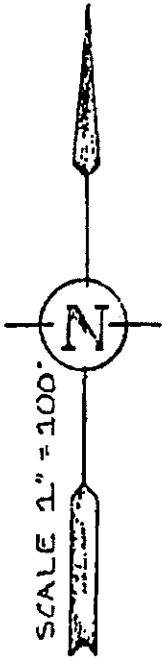
LUGENE P. STENUM & ASSOC.

REGISTERED LAND SURVEYORS

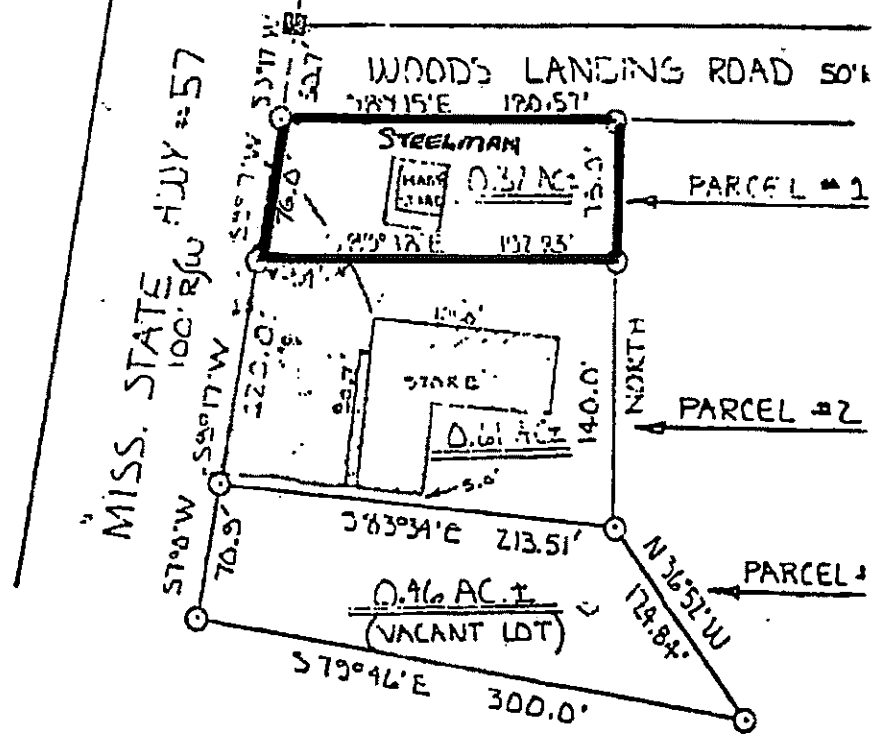
ROUTE 1, BOX 747

BILOXI, MISSISSIPPI 39532

PHONE: 392-5552



■ - CONC. TION.
● - IRON ROD



LEGAL DESCRIPTIONS:

Parcel No. 1 - Commencing at the point of intersection of the South margin of Woods Landing Road and the East margin of Miss. State Highway 57, located in the NE 1/4 of the SW 1/4 of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, as the point of beginning; thence along said East margin of highway 57, S 9°17'W 76.0; thence S 89°18' E 192.83'; thence North 75.0' to the South margin of said Woods Landing Road; thence along said margin run N 89°15'W 180.57' to the point of beginning, said property containing 0.32 a

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: NE ¼ NW ¼ SECTION 16, T6S, R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Residential Lease Contract (hereinafter “base lease”) for a term of forty (40) years beginning on January 12, 2006 and ending on January 12, 2046 was executed by and between the Jackson County Board of Education, as Lessor and William J. and Erline Tait, as Lessees, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1525 at Pages 528-535, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceave, MS 39565
Telephone:(228) 283-3000

LESSEES:
Erline Tait
P. O. Box 5516
Vanceave, MS 39565
Telephone:(228) 826-4834

LESSEES:
Annette Cunningham King
148 Menawa Pass
Millbrook, AL 36054
Telephone:(334) 717-8521

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6S, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS said base lease having been amended to remove William J. Tait, as Lessee, and add Annette Cunningham King in his place, by Amendment of Lease dated November 15, 2007 and filed of record in the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1550 at Pages 876-881; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972, as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the second (2nd) eighth (8th) anniversary date of said lease having occurred on January 12, 2022 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease as amended, between the Jackson County Board of Education as Lessor, and Erline Tait and Annette Cunningham King, as Lessees, recorded in land deed records of Jackson County, Mississippi in the office of the Chancery Clerk in Book 1525 at Pages 528-535 is amended to read as follows:

Lessee covenants and agrees to pay as rent to Lessor the sum of One Thousand Four Hundred Dollars and no/100 (\$1,400.00) dollars per annum, in advance, on or before

the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the _____ day of _____, 20____.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: ERLINE TAIT

BY: _____

LESSEE: ANNETTE CUNNINGHAM KING

BY: _____

This amendment was approved by the Jackson County Board of Supervisors on the _____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF
SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Erline Tait, Lessee, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Annette Cunningham King, Lessee, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

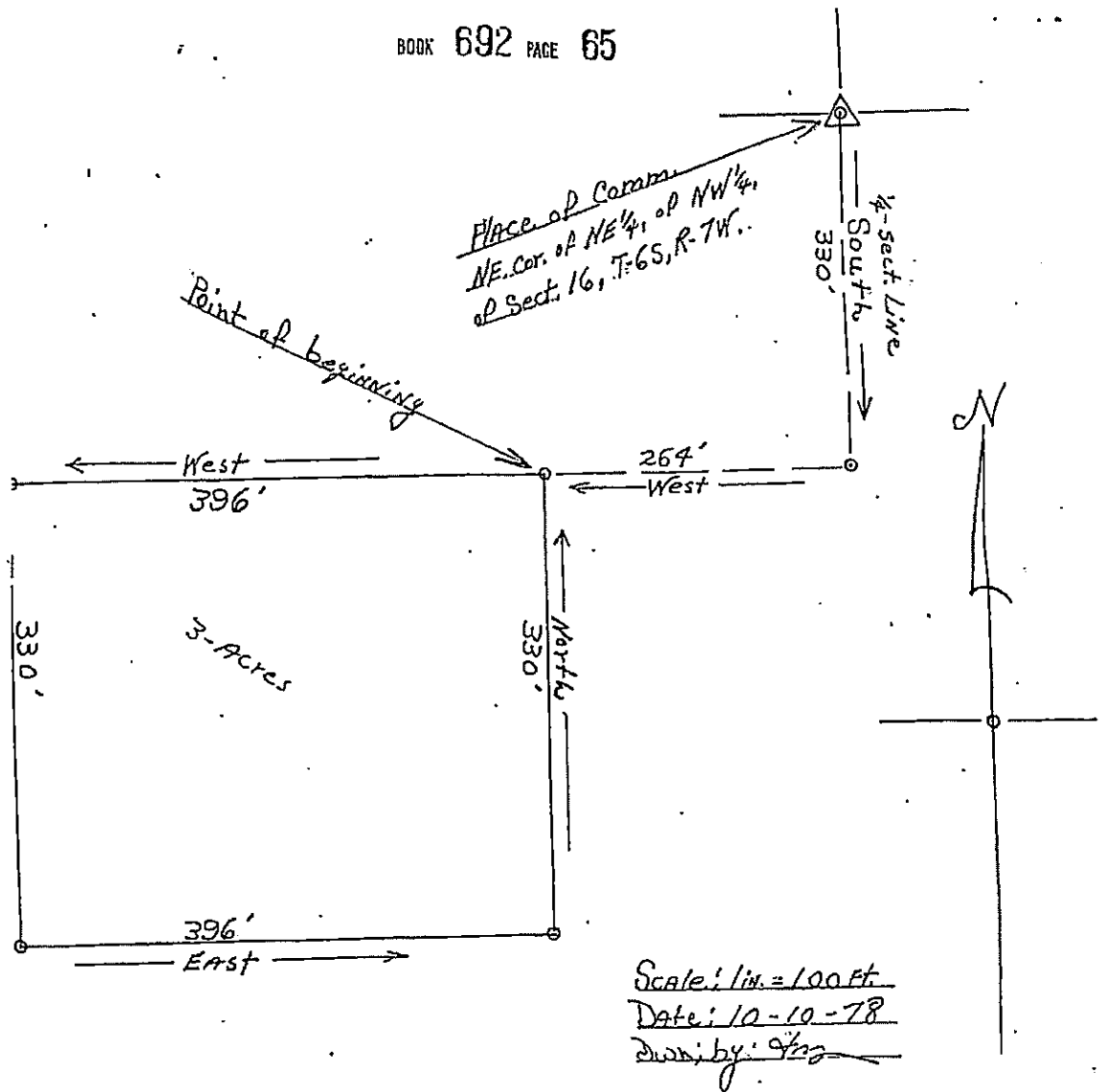
STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:



The West 3-Acres of Lot No-4

Description of Property: Comm. at the NE corner of the NE 1/4, of the NW 1/4, of Section 16, T-6S, R-7W, Jackson Co. Miss. Fence Run South 330 ft. Fence West 264 ft. to the Point of beginning.

Fence West 396 ft. Fence South 330 ft. Fence East 396 ft. Fence North 330 ft. back to the Point of beginning. Cont: 3-Acres (more or less)

Survey made by: L.L. Miller
L.S. No - 1406

Clyde C. & Clara E. Cunningham
 Rt. 6 Box 320
 Ocean Springs, MS 39564

STATEMENT OF FEES

STATE OF MISSISSIPPI — JACKSON COUNTY

ing 5¢
 Wks

I, Lynn Presley, Clerk of the Chancery Court of said County, certify that the within Instrument was filed in my office for record on the 23rd day of October 1980 at 12:01 P.M. and was duly recorded on the 27th day of October 1980

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565**

INDEXING INSTRUCTIONS: NE ¼ NW ¼ SECTION 16, T6S, R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**ASSIGNMENT OF 16th SECTION PUBLIC SCHOOL
TRUST LAND LEASEHOLD INTEREST**

WHEREAS that certain Residential Lease Contract (hereinafter “base lease”) for a term of 40 years beginning January 12, 2006 and ending on January 12, 2046 was executed by and between the Jackson County Board of Education, as Lessor (hereinafter “Owner”) and William J. Tait and Erline Tait, as Lessees, and William J. Tait having been replaced by Annette Cunningham King, as Lessee along with Erline Tait (hereinafter “Assignors”), by Amendment of Lease dated November 15, 2017; and

WHEREAS said base lease having been filed for record in the Land Deed Records in the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1525 at Pages 528-335; and

ASSIGNOR:
Erline Tait
P. O. Box 5516
Vanceleave, MS 39565
(228) 826-4834

ASSIGNOR:
Annette Cunningham King
148 Menawa Pass
Millbrook, AL 36054
(334) 717-8521

ASIGNEES:
Jamie L. & Ethan Riley
4920 Jim Ramsey Road
Vanceleave, MS 39565
(228) 218-7887

OWNER:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
(228) 283-3000

WHEREAS said Amendment of Lease removing William J. Tait as Lessee and replacing him with Annette Cunningham King, as Lessee along with Erline Tait (Assignors) having been filed of record in the Land Deed Records of the office of the Chancery Clerk of Jackson County, Mississippi, in Book 1550 at Pages 876-881; and

WHEREAS, the Board of Education having approved this Assignment at their August 14, 2023 meeting; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, ERLINE TAIT and ANNETTE CUNNINGHAM KING as Assignors, do hereby sell, convey and assign unto JAMIE L. AND ETHAN RILEY, as Assignees, all of their right, title and interest to that certain base Residential Lease Contract of 16th Section Public School Trust Land, as amended, beginning January 12, 2006, for a term of forty (40) years and ending January 12, 2046, by and between the Jackson County Board of Education, as Lessor, and Erline Tait and Annette Cunningham King, as Lessees, the same being recorded in the Land Deed Records of Jackson County, Mississippi in the office of the Chancery Clerk in Book 1525 at Pages 528-535, covering the following described land in Jackson County, Mississippi:

Section 16, Township 6 South, Range 7 West

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO AS IF COPIED FULLY HEREIN.

IN WITNESS WHEREOF executed on this the _____ day of _____, 2023.

ASSIGNORS: ERLINE TAIT

BY: _____

ANNETTE CUNNINGHAM KING

BY: _____

ASSIGNEE: JAMIE L. RILEY

BY: _____

ASSIGNEE: ETHAN RILEY

BY: _____

OWNER: JACKSON COUNTY SCHOOL DISTRICT
BY AND THROUGH:

DAVID BAGGETT, SUPERINTENDENT

BY: _____

J. KEITH LEE, PRESIDENT OF THE BOARD
OF EDUCATION

BY: _____

This assignment was approved by the Jackson County Board of Supervisors on the
_____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF
SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Erline Tait, Assignor, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Annette Cunningham King, Assignor, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Jamie L. Riley, Assignee, who acknowledged that she executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Ethan Riley, Assignee, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

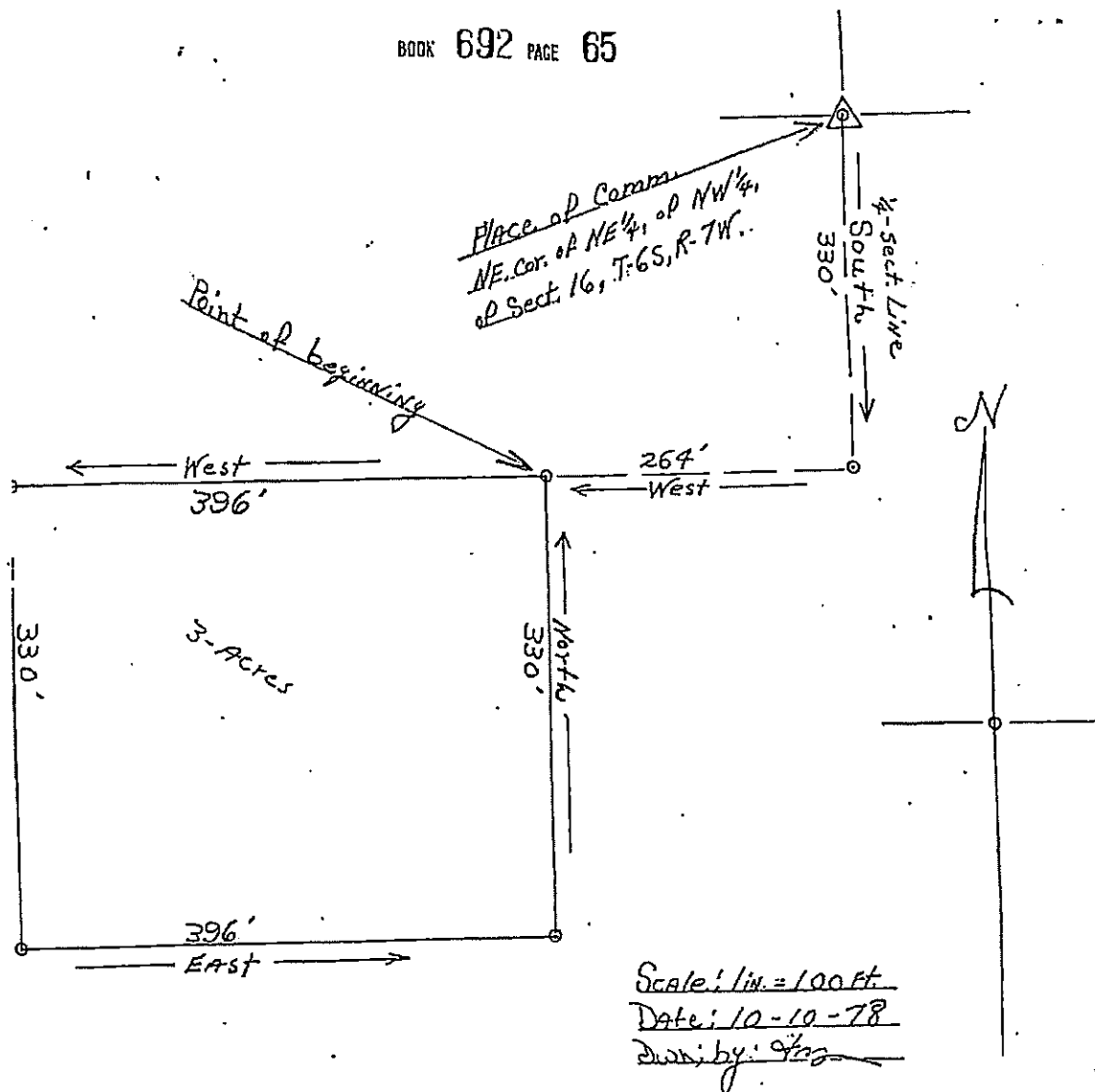
STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:



The West 3-Acres of Lot No-4

Description of Property: Comm. at the NE corner of the NE 1/4 of the NW 1/4 of Section 16, T-6S, R-7W, Jackson Co. Miss.
 Fence Run South 330 ft. Fence West 264 ft. to the Point of Beginning.
 Fence West 396 ft. Fence South 330 ft. Fence East 396 ft. Fence North 330 ft. back to the Point of Beginning.
 Cont. 3-Acres (more or less.)

Survey made by: L. L. Miller
L.S. No - 1406

Glyde C. & Clara E. Cunningham
 Rt. 6 Box 320
 Ocean Springs, MS 39564

STATEMENT OF FEES

STATE OF MISSISSIPPI — JACKSON COUNTY

ing 5¢
 Wds

I, Lynn Presley, Clerk of the Chancery Court of said County, certify that the within Instrument was filed in my office for record on the 23rd day of October 1980 at 12:01.
 and was duly recorded on the 27th day of October 1980

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: SW ¼ SECTION 16 T6S R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Commercial Lease Contract (hereinafter “base lease”) dated October 15, 2015 for a term of twenty-five (25) years ending on October 15, 2040 was executed by and between the Jackson County Board of Education, as Lessor and Citi Financial Servicing, LLC, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1802 at Pages 842-858, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Dixie Properties, LLC c/o Billy C. Anderson
17246 Hwy 26
Lucedale, MS 39452
Telephone: (601) 508-4747

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, T6S, R7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS the Board of Education having approved the Assignment of the base lease from Joe West, representative of West Enterprises, LLC, to Billy C. Anderson at its meeting on April 8, 2019, the same being filed in the Chancery Clerk of Jackson County, Mississippi in Book 1931 at Pages 172-176 and having further amended the base lease from residential to commercial by Amendment filed in the Land Deed Records of the office of the Chancery Clerk of Jackson County, Mississippi in Book 1931 at Pages 355-369; and

WHEREAS the aforesaid base lease entered into between the Jackson County Board of Education, as Lessor, and Citi Financial Servicing, LLC as Lessee, on October 15, 2015, as amended, was further amended to change the name of the Lessee from Billy C. Anderson to Dixie Properties, LLC by Amendment dated July 15, 2019 and filed of record in Book 1953 at Pages 793-796 in the Land Deed Records of Jackson County, Mississippi in the office of the Chancery Clerk; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972, as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the first (1st) eight (8) year anniversary date of said lease will occur on October 15, 2023 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023; and

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Dixie Properties, LLC, as Lessee, entered into on October 15, 2015 is amended to read as follows:

2. Rental Amount. LESSEE agrees and covenants to pay or cause to be paid to LESSOR annually, on or before the Anniversary Date of this Lease Agreement each year during the term hereof, rentals in the amount of Five Thousand and No/100 Dollars (\$5,000.00). The first annual payment has been made with the execution hereof, and a like amount, subject to adjustment, shall be due and payable on each anniversary date. Subsequent payment of annual rent shall be due on or before the Anniversary Date of this Lease Agreement. The obligation of LESSEE to pay rent under this Lease Agreement is unconditional, and the rent shall not be subject to set off for any reason or cause. LESSOR and LESSEE agree that in the event of termination or cancellation, any rental payment made during the term of this Lease Agreement is not refundable, and LESSEE waives any right or claim it may have to refund of rent paid. Rents shall be adjusted periodically pursuant to the rent adjustment clause contained in Paragraph 3 of this lease. In the event LESSEE is delinquent in the payment of rent, LESSEE shall pay a late charge equal to fifteen percent (15%) of the amount of rent past due for more than 30 days and thereafter shall pay interest on any rent past due at an annual rate (the "Default Rate) equal to the maximum rate then allowed by law or, if there is no maximum rate, then a rate equal to five percent per annum above the discount rate, excluding any surcharge thereon, on ninety-day commercial paper in effect at the Federal Reserve Bank in the Federal Reserve district in which the LESSOR is located, calculated according to the actuarial method.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: DIXIE PROPERTIES, LLC

BY: _____
BILLY C. ANDERSON

This amendment was approved by the Jackson County Board of Supervisors on the _____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Billy C. Anderson, for Dixie Properties, LLC, Lessee, who acknowledged to me that he executed the above and foregoing instrument on behalf of Dixie Properties, LLC, after first having been duly authorized to do so.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

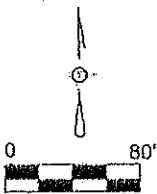
MY COMMISSION EXPIRES:

Description: A tract of land situated in Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi and more particularly described as follows: commencing at the Southeast corner of the Southwest quarter of Section 16; thence West 1359.7 feet to the east right-of-way of State Highway 57; thence North 43 degrees 15 minutes East along the east right-of-way of said highway 830.1 feet to a point that is South 43 degrees 15 minutes West 140.1 feet from a concrete right-of-way marker and to the Point of Beginning; thence North 43 degrees 15 minutes East along the east right-of-way of State Highway 57, 140.10 feet to a concrete right-of-way marker; thence Northeasterly along a curve to the left an chord bearing of North 40 degrees 30 minutes East 154.80 feet to the south right-of-way of Little Bluff Road; thence South 64 degrees East along the south right-of-way of Little Bluff Road 247.50 feet; thence South 25 degrees 01 minutes 26 seconds West 286.61 feet (recorded South 25 degrees 36 minutes West 285.4 feet); thence North 83 degrees 30 minutes West 332.70 feet to the Point of Beginning. Being the same property as shown on a survey recorded in Deed Book 692, page 618

This property is located in Flood Zone X according to Flood Insurance Rate Map #28059C 0189 G, Revised March 16, 2009

Aldred Surveying Co.
P.O. Box 2201
Pascagoula, Ms. 39569
228-762-7374
A16152

Lewis Aldred, Jr.
Lewis Aldred, Jr. P.L.S.
July 1, 2015



North
Class B Survey
Date of Field Survey
June 29, 2015

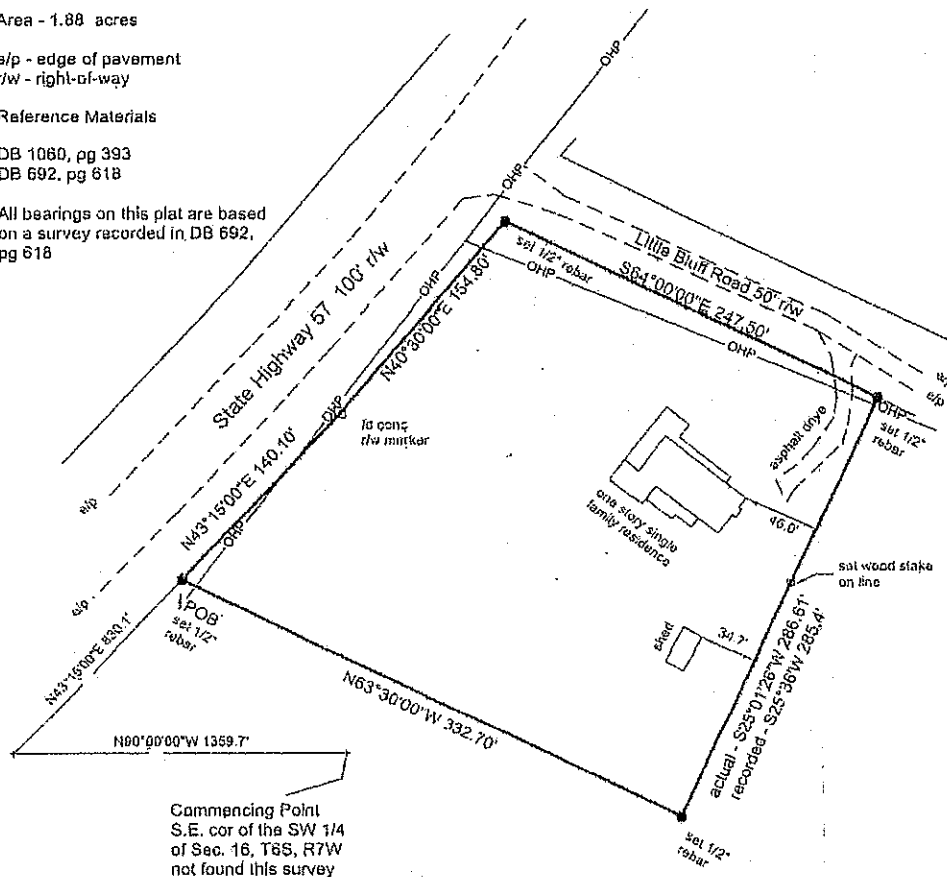
Area - 1.88 acres

e/p - edge of pavement
r/w - right-of-way

Reference Materials

DB 1060, pg 393
DB 692, pg 618

All bearings on this plat are based on a survey recorded in DB 692, pg 618



Commencing Point
S.E. cor of the SW 1/4
of Sec. 16, T6S, R7W
not found this survey

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

**INDEXING INSTRUCTIONS: NW ¼ NE ¼ AND SW ¼ NE ¼
SECTION 16, T6S, R7W**

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain commercial Lease Contract (hereinafter “base lease”) dated November 15, 1999, 2006 for a term of 40 years ending on November 15, 2039 was executed by and between the Jackson County Board of Education, as Lessor and Robert V. Holden and Winona Holden, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1219 at Page 333, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
Robert V. & Winona Holden/Robert Holden Store, LLC
P. O. Box 5332
Vanceleave, MS 39565
Telephone: (228) 326-7932

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6S, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS Robert V. Holden and Winona W. Holden are now both deceased and their interest in said base lease having been passed and transferred to their children and grandchildren, namely, Douglas S. Holden, Thomas G. Evans, III and Robert Chadwick Evans, in Chancery Court Cause No. 2012-2405 JB and the aforesaid heirs and legatees having conveyed their interest in and to said base lease to Robert Holden Store, LLC, a duly established Mississippi Limited Liability Company on January 16, 2014; and said Robert Holden Store, LLC by and through Beverly J. Holden Evans, Managing Member, having requested that the name of the Lessee on the aforesaid base lease recorded in Book 1219 at Page 333, namely Robert V. Holden and Winona W. Holden, be changed to Robert Holden Store, LLC; and

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 Miss. Code Ann. (1972) as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the third (3rd) eighth (8th) anniversary date of said lease will occur on November 15, 2023 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount and having determined that the change of name of the Lessee on said base lease to Robert Holden Store, LLC is in the best interest of the

District and of its management of 16th Section lands within the District at its meeting on August 14, 2023; and

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and Robert V. Holden and Winona W. Holden, as Lessee, entered into on November 15, 1999 is amended to read as follows:

Lessee covenants and agrees to pay as rent to Lessor the sum of Eight Thousand Seven Hundred Fifty and no/100 (\$8,750.00) Dollars per annum, in advance on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

AND the aforesaid base lease entered into between the Jackson County Board of Education, as Lessor, and Robert V. Holden and Winona W. Holden, as Lessee, dated November 15, 1999 and recorded in the Land Deed Records of Jackson County, Mississippi in Book 1219 at Page 333 is amended to change the name of the Lessee to Robert Holden Store, LLC.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the ____ day of _____, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: ROBERT HOLDEN STORE, LLC

BY: _____
BEVERLY J. HOLDEN EVANS, MANAGING MEMBER

This amendment was approved by the Jackson County Board of Supervisors on the _____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2023, within my jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee, School Board President of the Jackson County School District Board of Education, who acknowledged that in said representative capacity as Superintendent of Schools and President of the Board of Education of the Jackson County School District, they executed the above and foregoing instrument for and on behalf of said Board of Education, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Beverly J. Holden Evans, Managing Member, Robert Holden Store, LLC, Lessee, who acknowledged to me that she executed the above and foregoing instrument on behalf of Robert Holden Store, LLC, after first having been duly authorized to do so.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 20____, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

HOIDEN #1
Exhibit A

LEGAL DESCRIPTION:

A PARCEL OF LAND SITUATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 6 SOUTH, RANGE 7 WEST, VANCELEAVE, JACKSON COUNTY, MISSISSIPPI, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 16; THENCE ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHEAST 1/4 . NORTH 89 DEGREES 58 MINUTES 51 SECONDS EAST A DISTANCE OF 129.59 FEET TO A POINT; THENCE NORTH 00 DEGREES 00 MINUTES 46 SECONDS WEST A DISTANCE OF 20.11 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 74 DEGREES 47 MINUTES 05 SECONDS EAST 196.68 FEET TO A POINT ON THE WEST MARGIN OF MISSISSIPPI STATE HIGHWAY 57; THENCE ALONG SAID WEST MARGIN, SOUTH 21 DEGREES 45 MINUTES 00 SECONDS WEST 222.52 FEET TO AN IRON ROD FOUND; THENCE NORTH 75 DEGREES 51 MINUTES 33 SECONDS WEST 372.24 FEET TO AN IRON ROD FOUND; THENCE NORTH 12 DEGREES 17 MINUTES 10 SECONDS EAST 319.70 FEET TO AN IRON ROD FOUND ON THE SOUTH MARGIN OF JIM PAMSEY ROAD; THENCE ALONG SAID SOUTH MARGIN, SOUTH 78 DEGREES 16 MINUTES 48 SECONDS EAST 111.34 FEET TO AN IRON ROD FOUND; THENCE FURTHER ALONG SAID SOUTH MARGIN, SOUTH 78 DEGREES 27 MINUTES 07 DEGREES EAST 67.12' TO A CHISELED HOLE ON A CONCRETE SLAB; THENCE SOUTH 11 DEGREES 39 MINUTES 19 SECONDS WEST 75.00 FEET TO A POINT; THENCE SOUTH 36 DEGREES 10 MINUTES 21 SECONDS EAST 44.00 FEET TO THE POINT OF BEGINNING, CONTAINING 105,492.84 SQUARE FEET OR 2.422 ACRES.

**REAL ESTATE EVALUATION - ROBERT & WINONA HOLDEN
APPRAISAL REPORT OF "LAND ONLY"
A 2.422 ACRE TRACT OF LAND
LOCATED IN (S16-T6S-R7W) JACKSON COUNTY, MISSISSIPPI**



2.422 +/- acres (Tax Parcel # 02316020.000) / SL# 13560
12609 Highway 57
Vanceleave, Jackson County, Mississippi

Prepared For:
Mr. David Baggett
Superintendent of Education
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, MS 39565-5308

Date of Inspection/Effective Date
June 14, 2023

Date of Report
June 19, 2023

John D. Myers
MYERS & COMPANY, Inc.
P.O. Box 459
Ocean Springs, MS 39566-0459





Assignment Details

Project Name: Land Only - 2.422 acres per legal description

Project #: C230512-18

Property Address(s): 12609 Highway 57, Vancleave, Jackson County, Mississippi

Owner of Record: Jackson County School District

Lessee: Jackson County Board of Supervisors

Client/Intended User: This report is intended for the use only by the Jackson County School District.

Intended Use: The intended use of this report is to establish market value of a 2.422-acre tract of land (only) located in Section 16 for the Jackson County School District. This report is NOT intended for any other use.

Assignment Objective: To develop an "As Is" opinion of the Market Value of land only, as defined by the federal financial institution regulatory agencies, in fee simple interest.

Real Property Interest Valued: Fee simple

Effective Date of Value Opinion: The effective date of value is the date of inspection, June 14, 2023.

Date of Report: June 19, 2023

Inspection/Effective Date: June 14, 2023

Estimated Land Value: \$175,000

Report Option: This report is an Appraisal Report in accordance with Standards Rule 2-2(b) of the *Uniform Standards of Professional Appraisal Practice, 2022-2023 Edition*. Additional supporting documentation is retained in the appraiser's work file. The appraiser's opinions and conclusions set forth in this report may not be understood properly without additional information in the appraiser's work file; however, in order to meet the requirements for an "evaluation" according to the *Interagency Appraisal and Evaluation Guidelines*, this report has been supplemented with additional information about the subject property and its market, as well as the data, reasoning and analyses that were used in the valuation process.

Assignment Conditions (which may affect the Assignment results):

Extraordinary Assumptions:

1) It is assumed that I have been provided accurate information for the subject property and no instruments that provide value-changing information were overlooked. The appraiser relied on site data from multiple sources including soils maps, tax maps and information provided by the client. The land area noted 2.422 acres was provided by the legal description.

**Prepared by and return to:
Tiffany Lowery
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, Mississippi 39565
(228) 283-3000**

INDEXING INSTRUCTIONS: NW ¼ NE ¼ SECTION 16 T6S R7W

STATE OF MISSISSIPPI
COUNTY OF JACKSON

**16th SECTION PUBLIC SCHOOL TRUST
LAND AMENDMENT OF LEASE**

WHEREAS that certain Commercial Lease Contract (hereinafter “base lease”) dated November 15, 2007 for a term of 40 years ending on November 15, 2047 was executed by and between the Jackson County Board of Education, as Lessor and James Gary Tiblier and Michael Todd Tiblier, as Lessee, and;

WHEREAS said base lease was filed of record in the Land Deed Records of the Office of the Chancery Clerk of Jackson County, Mississippi, in Book 1517 at Page 662, and;

LESSOR:
Jackson County School District
Post Office Box 5069
Vanceleave, MS 39565
Telephone: (228) 283-3000

LESSEE:
James Gary and Michael Todd Tiblier
Post Office Box 621
Ocean Springs, MS 39566
Telephone: (228) 282-2710

WHEREAS said base lease covers the following described land in Jackson County, Mississippi:

Section 16, Township 6S, Range 7W

MORE PARTICULARLY DESCRIBED IN EXHIBIT "A"
ATTACHED HERETO AS IF COPIED FULLY HEREIN.

WHEREAS the base lease provides for reappraisal and review of the annual rent, pursuant to §29-3-1 et seq. of the Mississippi Code of 1972 as amended, on the eighth (8th) anniversary date of said lease and on each eighth (8th) year anniversary date thereafter during the term of the lease; and

WHEREAS the second (2nd) eighth (8th) anniversary date of said lease having occurred on November 15, 2023 and the reappraisal and review of the same having been completed; and

WHEREAS the Board of Education, after said reappraisal and review, having approved the new rental amount at its meeting on August 14, 2023.

NOW THEREFORE, paragraph two (2) of said base lease between the Jackson County Board of Education as Lessor, and James Gary Tiblier and Michael Todd Tiblier, as Lessee, entered into on November 15, 2007 is amended to read as follows;

Lessee covenants and agrees to pay as rent to Lessor the sum of Two Thousand and no/100 (\$2,000.00) Dollars per annum, in advance on or before the anniversary of this lease each year, subject to any rent adjustment clause as herein included. Said rent represents Five Percent (5%) of the present appraised fair market value of the land excluding buildings and improvements not owned by Lessor.

All other provisions of the base lease between the Lessor and Lessee shall remain in full force and effect.

WITNESSETH:

EXECUTED on this the _____ day of _____, 2023.

LESSOR: JACKSON COUNTY SCHOOL DISTRICT

BY: _____
DAVID BAGGETT, SUPERINTENDENT

BY: _____
J. KEITH LEE, BOARD PRESIDENT

LESSEE: JAMES GARY TIBLIER AND
MICHAEL TODD TIBLIER

BY: _____
JAMES GARY TIBLIER

BY: _____
MICHAEL TODD TIBLIER

This amendment was approved by the Jackson County Board of Supervisors on the
_____ day of _____, 2023.

PRESIDENT, JACKSON COUNTY BOARD OF
SUPERVISORS

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the
said county and state, on this the _____ day of _____, 2023, within my
jurisdiction, the within named David Baggett, Superintendent of Schools and J. Keith Lee,
School Board President of the Jackson County School District Board of Education, who
acknowledged that in said representative capacity as Superintendent of Schools and
President of the Board of Education of the Jackson County School District, they executed
the above and foregoing instrument for and on behalf of said Board of Education, after
first having been duly authorized so to do.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named James Gary Tiblier, Lessee, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named Michael Todd Tiblier, Lessee, who acknowledged that he executed the above and foregoing instrument.

NOTARY PUBLIC

«SEAL»

MY COMMISSION EXPIRES:

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED before me, the undersigned authority in and for the said county and state, on this the ____ day of _____, 2023, within my jurisdiction, the within named _____ who acknowledged that he/she is President of the Jackson County Board of Supervisors and that in said representative capacity he/she executed the above and foregoing instrument, after first having been duly authorized so to do.

NOTARY PUBLIC

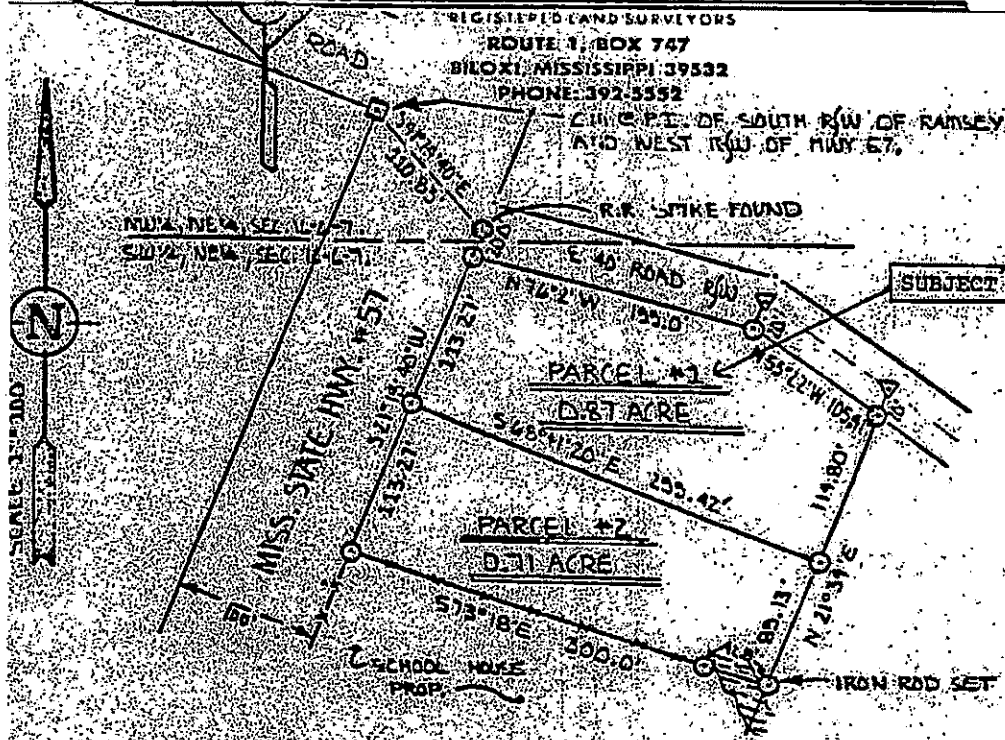
«SEAL»

MY COMMISSION EXPIRES:

EUGENE P. STENUM & ASSOC.

REGISTERED LAND SURVEYORS
ROUTE 1, BOX 747
BILOXI, MISSISSIPPI 39532
PHONE 392-3352

CORNER OF SOUTH RW OF RAMSEY SPRINGS RD
AND WEST RW OF HWY 57.



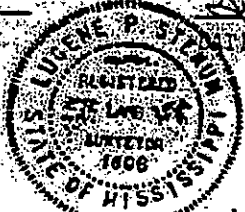
LEGAL DESCRIPTIONS

Parcel No. 1 - Commencing at a concrete monument at the point of intersection of the South margin of Ramsey Springs Road and the West margin of Miss. State Highway 57 located in the NW 1/4 of the NE 1/4 of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, and run thence S 41° 24' 40" E 110.83' to a R.R. Spike on the East margin of said Highway 57; thence S 21° 18' 40" W 20.0' to the point of beginning on the South margin of a 40' right-of-way Road; thence further along said margin of Miss Highway 57; S 21° 18' 40" W 113.27' ; thence S 68° 41' 20" E 299.42' ; thence N 21° 34' E 114.80' to the South margin of said 40' Road; thence along said margin N 55° 22' W 105.41' ; thence further along said margin N 76° 2' W 199.0' to the point of beginning, said property containing 0.87 acre.

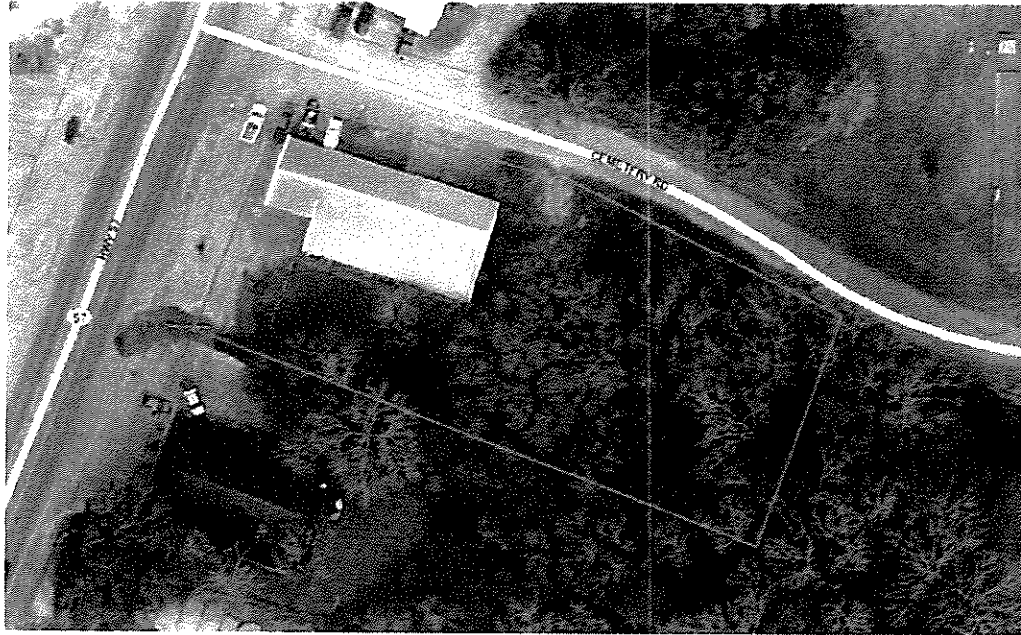
Parcel No. 2 - Commencing at the concrete monument at the point of intersection of the South margin of Ramsey Springs Road and the West margin of Miss. State Highway 57 located in the NW 1/4 of the NE 1/4 of Section 16, Township 6 South, Range 7 West, Jackson County, Mississippi, and run thence S 41° 24' 40" E 110.83' to a R.R. Spike on the East margin of said Highway 57; thence along said margin S 21° 18' 40" W 113.27' to the point of beginning; thence further along said margin S 21° 18' 40" W 113.27' ; thence S 73° 18' E 100.0' ; thence N 21° 34' E 89.13' thence N 68° 41' 20" E 299.42' to the point of beginning, said property containing 0.21 acre.

This is to certify that I have made a survey of the property shown hereon and that all dimensions and other data shown are true and correct to the best of my knowledge and belief.

Eugene P. Stenum
EUGENE P. STENUM, R.L.S. Aug 23, 1981



**REAL ESTATE EVALUATION – JAMES & MICHAEL TIBLIER
APPRAISAL REPORT OF “LAND ONLY”
A 0.87 ACRE TRACT OF LAND
LOCATED IN (S16-T6S-R7W) JACKSON COUNTY, MISSISSIPPI**



0.87 +/- acres (Tax Parcel # 02316270.000) / FL# 10455
12618 Highway 57
Vanceleave, Jackson County, Mississippi

Prepared For:
Mr. David Baggett
Superintendent of Education
Jackson County School District
4700 Colonel Vickrey Road
Vanceleave, MS 39565-5308

Date of Inspection/Effective Date
June 14, 2023

Date of Report
June 19, 2023

John D. Myers
MYERS & COMPANY, Inc.
P.O. Box 459
Ocean Springs, MS 39566-0459





Assignment Details

Project Name: Land Only - 0.87 acres per Jackson County tax information

Project #: C230512-22

Property Address(s): 12618 Highway 57, Vancleave, Jackson County, Mississippi

Owner of Record: Jackson County School District

Lessee: Jackson County Board of Supervisors

Client/Intended User: This report is intended for the use only by the Jackson County School District.

Intended Use: The intended use of this report is to establish market value of a 0.87 acre tract of land (only) located in Section 16 for the Jackson County School District. This report is NOT intended for any other use

Assignment Objective: To develop an "As Is" opinion of the Market Value of land only, as defined by the federal financial institution regulatory agencies, in fee simple interest.

Real Property Interest Valued: Fee simple

Effective Date of Value Opinion: The effective date of value is the date of inspection, June 14, 2023.

Date of Report: June 19, 2023

Inspection/Effective Date: June 14, 2023

Estimated Land Value: \$40,000

Report Option: This report is an Appraisal Report in accordance with Standards Rule 2-2(b) of the *Uniform Standards of Professional Appraisal Practice, 2022-2023 Edition*. Additional supporting documentation is retained in the appraiser's work file. The appraiser's opinions and conclusions set forth in this report may not be understood properly without additional information in the appraiser's work file; however, in order to meet the requirements for an "evaluation" according to the *Interagency Appraisal and Evaluation Guidelines*, this report has been supplemented with additional information about the subject property and its market, as well as the data, reasoning and analyses that were used in the valuation process.

Assignment Conditions (which may affect the Assignment results): **Extraordinary Assumptions:**

1) It is assumed that I have been provided accurate information for the subject property and no instruments that provide value-changing information were overlooked. The appraiser relied on site data from multiple sources including soils maps, tax maps and information provided by the client. The land area noted 0.87 acres was provided by the Jackson County tax information.

MHS Mobile Dental: Memorandum of Understanding

A Memorandum of Understanding (MOU) between:

Oral (Dental) Healthcare Provider: MHS Mobile Dental

School/School District/Organization: Jackson County School District

The purpose of this MOU is to define and outline the responsibilities of the healthcare provider, MHS Mobile Dental and the School District or Organization listed above when MHS Mobile Dental comes on-site to provide dental care services. This agreement provides authorization from the Organization or School District to allow MHS Mobile Dental to provide dental care and follow-up screenings at the agreed upon and scheduled times during the Fall or Spring semesters covering the entire 2023-2024 school year.

The School/Organization agrees to provide the following support to the MHS Mobile Dental staff while at this site:

FACILITIES:

- *Available space for setup of dental services equipment & access to water/sink & toilet facilities

EQUIPMENT & SUPPLIES:

- *At least one telephone for contacting the dental personnel (Front office, Nurse office, etc.)

PROGRAMMATIC COMPONENTS: Assistance with:

- *Obtaining parental consent forms
- *Accommodating parental presence (if requested) during dental procedures
- *Assist in distribution of communication materials relating to the school-based dental program

MHS Mobile Dental will provide the following:

THROUGH ON-SITE SERVICES: (for enrolled students only – **with parental consent ONLY**)

- *All necessary computer and dental equipment or supplies needed to provide service
- *Primary & preventive dental health services & follow-up screenings according to Dental Health Guidelines.
- *Referral and follow-up for needed dental care

SIGNATURES:


MHS Mobile Dental Representative _____ Date: 6/16/2023

School/School District/ Organization Representative Date: _____



Business Office: 1904 Lakeland Dr., Ste C, Jackson, MS 39216 / PO Box 12605, Jackson, MS 39236
Office Ph: 844-737-7331 * Operations Director: 601-467-7890 * Fax: 877-737-7331
www.mhsmobiledental.com * mhsmobiledental@gmail.com

PRINTING AGREEMENT



Year of Printing: 20 24, 20 _____, 20 _____, 20 _____, 20 _____
 New Renewal Supplement Date _____

HERFF JONES, Inc. is authorized by this agreement to print and bind the specified publication during the term of this agreement with:

School Name: ST. MARTIN'S NEBA SCHOOL **SPECIFICATIONS**
Address: _____ Program: 200 ALL-COLOR
City/State/Zip: _____ Trim Size: 8 1/2 x 11
Job Number: 11042 Pages: 160 Copies: 300
Title of Publication: _____ Submission Plan: _____
Enrollment: _____ QuickPanel Plus: Yes No
Cover: _____

CORRESPOND WITH
Name: KATHRYN KUEHN Binding: _____
Title: _____ Endsheets: _____
Address: _____ Paper: _____
City/State/Zip: _____ Proofs: _____
Phone Number: _____
E-mail: _____
Fax Number: _____

SEND INVOICE TO
Name: _____
Title: _____
Address: _____
City/State/Zip: _____
Phone Number: _____
Tax Exempt Number: _____
Pre-Payment Option Desired: Yes No

SHIPPING INFORMATION
Requested Ship Date: _____
Ship Order To: _____
Requested Kit Ship Date: _____
Ship Kit To: _____

Base Price ~~21,412.80~~
\$ 21,412.80

ADDITIONAL FEATURES
- 1ST DEPOSIT DUE 12/18/23 → \$ 8,900.00
- 2ND DEPOSIT DUE 3/1/24 → \$ 5,600.00
- BALANCE DUE 60 DAYS AFTER RECEIVING THE FINAL INVOICE
- SHIPPING INCLUDED IN PRICE ABOVE

Printing Agreement Total _____

This agreement is subject to the terms and conditions listed on the reverse side and all specifications and prices herein are subject to the approval of both the school and Herff Jones, Inc. on an annual basis.

YEARBOOK PLANT USE: _____
Customer Number Date Received

Authorized School Representative _____ Title _____
Authorized School Administrator _____ Title _____
Authorized Company Representative _____ Title _____

The Jackson County School District Standard Contract Addendum attached hereto as Exhibit "A" is hereby incorporated into the Agreement between the parties.

EXHIBIT "A"

JACKSON COUNTY SCHOOL DISTRICT STANDARD CONTRACT ADDENDUM

WHEREAS St. Martin High School is part of the Jackson County School District, a political subdivision of the State of Mississippi and as such is restricted from entering into contracts and/or agreements with terms and/or provisions contrary to or prohibited by Mississippi Law.

NOW, therefore, in consideration of the mutual benefit to both parties, the undersigned contracting party, HERFF JONES, Inc., does hereby agree to the following standard terms, conditions and provisions of the Jackson County School District Standard Contract Addendum, and the same are hereby adopted and incorporated into, and shall apply to the Agreement between the Jackson County School District and HERFF JONES, Inc. (Job #11042; St. Martin High School; year of printing 2024) as follows:

1. Term/No Automatic Renewal: There shall be no automatic renewals. Further, terms and provisions to the contrary notwithstanding, no contract can be entered into that binds a successor board.
2. Renewal/Extension of Term: Any extension or renewal of the agreement between the parties is subject to approval by the Board of Education of the Jackson County School District and shall be subject to the terms of this addendum.
3. Governing Law: Mississippi law shall govern the interpretation of the agreement between the parties and any dispute that may arise between the parties.

4. Indemnity: To the extent prohibited by applicable law, the Jackson County School District shall not be subject to the terms of any provision or term in the contract requiring it to defend or indemnify any entity or party to the contract, and shall not be liable under any scenario for the other party's legal fees.

5. Venue/Exclusive Jurisdiction: The Courts of the State of Mississippi shall have exclusive jurisdiction of any dispute between the parties and the venue of said disputes shall be in Jackson County, Mississippi. Further, any entity or business which contracts with the Jackson County School District submits to the personal jurisdiction of the courts of Jackson County, Mississippi.

6. No waiver of Warranties: To the maximum extent required under Mississippi law, any contract provision seeking to limit the Jackson County School District's recovery resulting from the breach of an express warranty or any implied warranty of merchantability or fitness for a particular purpose shall be of no force or effect.

7. No Waiver of Damages: To the maximum extent required under Mississippi law, supplemental terms or terms of use that may be referenced therein, any provision seeking to limit and/or waive the recovery by the Jackson County School District of any type of damages, including but not limited to consequential, special and/or punitive damages shall be of no force and effect.

8. Arbitration: The Jackson County School District shall not be subject to the terms of any provision contained in the contract, supplemental terms or terms of use that would require the Jackson County School District to submit the resolution of a dispute to binding arbitration and that any such term or provision requiring the same shall be deemed to be of no force or effect.

9. No Waiver of the Right of Trial by Jury: Notwithstanding any provision to the contrary, any provision seeking a waiver by the Jackson County School District to its right to a jury trial as to any aspect of a dispute between the parties hereto shall be of no force or effect.

10. No Waiver or Statute of Limitations: Notwithstanding any provision to the contrary, any provision seeking to limit or modify a statute of limitation for a claim of material breach shall be of no force and effect.

11. No Waiver of Limitation of Rights or Remedies Under the Uniform Commercial Code: To the maximum extent required under Mississippi Law, any provision seeking a waiver or to limit any rights and/or remedies of the Jackson County School District under the Uniform Commercial Code shall be of no force and effect.

12. Conflict of Terms: To the extent there is a conflict between the terms of this addendum or the terms of the contract, the terms of this addendum will control. Upon expiration or termination of this contract, the terms of this addendum shall survive and will apply with respect to any dispute that may exist between the parties.

13. Amendment: As between HERFF JONES, Inc. and Jackson County School District, even if not specifically provided for herein, the terms, conditions and provisions of the HERFF JONES, Inc. Printing Agreement (Job #11042; St. Martin High School; year of printing 2024), HERFF JONES, Inc. Terms and Conditions (back of printing agreement) and any other documents made part of the agreement between the parties are hereby amended and modified, where necessary and applicable and to the extent necessary to comply with Mississippi law as set

forth in the Mississippi Constitution of 1890, the Mississippi Code of 1972, as amended, and as interpreted by the Attorney General of Mississippi and the Mississippi Supreme Court.

HERFF JONES, Inc.:

Jackson County School District:

NAME & TITLE (SIGNED)

NAME & TITLE (SIGNED)

NAME & TITLE (PRINT)

NAME & TITLE (PRINT)

(DATE)

(DATE)

Renaissance

PO Box 8036, Wisconsin Rapids, WI 54495-8036
 Phone: (800) 338-4204 | Fax: (877) 280-7642
 Federal I.D. 39-1559474
 www.renaissance.com

Subscription Renewal

East Central Upper Elementary School - 92817
 5404 Hurley-Wade Road
 Hurley, MS 39562-0013
 Contact: Donna Knight - (228) 588-7019
 Email: dkj578@jcsd.ms

Quote #: RPRNQ2901678
 Reference ID: 638193
 Subscription Ends:
 8/31/2023

| Quote Summary | |
|---------------------------------------|-----------------------|
| School Count: 1 | |
| Renaissance Products & Services Total | \$5,512.50 |
| Applied Discounts | \$(265.50) |
| Shipping and Processing | \$0.00 |
| Sales Tax | \$0.00 |
| Grand Total | USD \$5,247.00 |

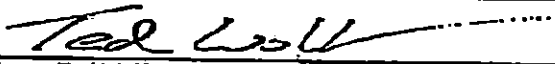
This quote includes: Renaissance Freckle.

By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so;
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R62416.pdf> which are incorporated herein by reference;
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy <https://docs.renaissance.com/R63870> directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context; and,
- consents on behalf of parents/legal guardians to the collection, use, and disclosure of the personal information of children under the age of 13 with respect to use of the Renaissance Products and Services, as described in Renaissance's Children's Online Privacy Notice <https://docs.renaissance.com/R63871>. The Jackson County School District Standard Contract Addendum attached hereto as Exhibit "A" is hereby incorporated into the Agreement between the parties.

To accept this offer and place an order, please sign and return this Quote.
 Renaissance will issue an invoice for this Quote on the earlier of (a) the date You specify below or (b) the day before Your Subscription Period starts (Invoice Date). If You require a purchase order, You agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

Please check here if your organization requires a purchase order prior to Invoicing: []

| | |
|---|--|
| Renaissance Learning, Inc. | East Central Upper Elementary School - 92817 |
|  | By: |
| Name: Ted Wolf | Name: |
| Title: VP - Corporate Controller | Title: |
| Date: 7/13/2023 | Date: |
| | Invoice Date: |

Email: electronicorders@renaissance.com

If your billing address is different from the address at the top of this Quote, please add that billing address below.

Bill To:

If changes are necessary, or additional information is required, please contact your account executive at (800) 338-4204. Thank You.

Renaissance

PO Box 8036, Wisconsin Rapids, WI 54496-8036
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Subscription Renewal

Quote #: RPRNQ2901678

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ("TPT"). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% Oahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 99-898) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves -- only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom -- transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance

PO Box 8036, Wisconsin Rapids, WI 54495-8036
 Phone: (800) 338-4204 | Fax: (877) 280-7642
 Federal I.D. 39-1559474
 www.renaissance.com

Subscription Renewal

Quote #: RPRNQ2901678

| Quote Details | | | | |
|---|-------------------------|----------|------------|-----------------------|
| East Central Upper Elementary School - 92817 | | | | |
| Products & Services | Subscription Period | Quantity | Unit Price | Total |
| Applications | | | | |
| Freckle Math Student Subscription | 09/01/2023 - 09/30/2024 | 350 | \$15.75 | \$5,512.50 |
| Professional Services | | | | |
| Renaissance Smart Start Product Training (included with purchase) | | 1 | \$0.00 | \$0.00 |
| East Central Upper Elementary School Subtotal | | | | \$5,512.50 |
| Applied Discounts | | | | \$(265.50) |
| East Central Upper Elementary School Total | | | | USD \$5,247.00 |

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Exhibit "A"

**JACKSON COUNTY SCHOOL DISTRICT
STANDARD CONTRACT ADDENDUM**

WHEREAS East Central Upper Elementary School is part of the Jackson County School District, a political subdivision of the State of Mississippi and as such is restricted from entering into contracts and/or agreements with terms and/or provisions contrary to or prohibited by Mississippi Law.

NOW, therefore, in consideration of the mutual benefit to both parties, the undersigned contracting party, Renaissance Learning, Inc., does hereby agree to the following standard terms, conditions and provisions of the Jackson County School District Standard Contract Addendum, and the same are hereby adopted and incorporated into, and shall apply to the Agreement between the Jackson County School District and Renaissance Learning, Inc. (Quote #RPRNQ2901678) (Reference ID: 638193); (Freckle subscription period 09/01/2023 - 08/31/2024) as follows:

1. Term/No Automatic Renewal: There shall be no automatic renewals. Further, terms and provisions to the contrary notwithstanding, no contract can be entered into that binds a successor board.
2. Renewal/Extension of Term: Any extension or renewal of the agreement between the parties is subject to approval by the Board of Education of the Jackson County School District and shall be subject to the terms of this addendum.
3. Governing Law: Mississippi law shall govern the interpretation of the agreement between the parties and any dispute that may arise between the parties.

4. Indemnity: The Jackson County School District shall not be subject to the terms of any provision or term in the contract requiring it to defend or indemnify any entity or party to the contract, and shall not be liable under any scenario for the other party's legal fees.

5. Venue/Exclusive Jurisdiction: The Courts of the State of Mississippi shall have exclusive jurisdiction of any dispute between the parties and the venue of said disputes shall be in Jackson County, Mississippi. Further, any entity or business which contracts with the Jackson County School District submits to the personal jurisdiction of the courts of Jackson County, Mississippi.

6. No waiver of Warranties: Notwithstanding any provisions to the contrary, any contract provision seeking to limit the Jackson County School District's recovery resulting from the breach of an express warranty or any implied warranty of merchantability or fitness for a particular purpose shall be of no force or effect.

7. No Waiver of Damages: Notwithstanding any provision to the contrary that may be found in the contract, supplemental terms or terms of use that may be referenced therein, any provision seeking to limit and/or waive the recovery by the Jackson County School District of any type of damages, including but not limited to consequential, special and/or punitive damages shall be of no force and effect. Further, any provision seeking to limit damages of the contracting party to the contract price or some other amount shall be of no force and effect.

8. Arbitration: The Jackson County School District shall not be subject to the terms of any provision contained in the contract, supplemental terms or terms of use that would require the Jackson County School District to submit the resolution of a dispute to binding arbitration and that any such term or provision requiring the same shall be deemed to be of no force or effect.

9. No Waiver of the Right of Trial by Jury: Notwithstanding any provision to the contrary, any provision seeking a waiver by the Jackson County School District to its right to a jury trial as to any aspect of a dispute between the parties hereto shall be of no force or effect.

10. No Waiver or Statute of Limitations: Notwithstanding any provision to the contrary, any provision seeking to limit or modify a statute of limitation for any purpose shall be of no force and effect.

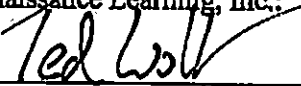
11. No Waiver of Limitation of Rights or Remedies Under the Uniform Commercial Code: Notwithstanding any provision and/or language of the contract to the contrary, any provision seeking a waiver or to limit any rights and/or remedies of the Jackson County School District under the Uniform Commercial Code shall be of no force and effect.

12. Conflict of Terms: To the extent there is a conflict between the terms of this addendum or the terms of the contract, the terms of this addendum will control. Upon expiration or termination of this contract, the terms of this addendum shall survive and will apply with respect to any dispute that may exist between the parties.

13. Amendment: Even if not specifically provided for herein, the terms, conditions and provisions of the Renaissance Learning, Inc. (Quote #RPRNQ2901678) (Pgs. 1-3) (Reference ID: 638193) and the Renaissance Learning, Inc. Terms of Service and License (Pgs. 1-10; Provisions 1-11 + Exhibits A-D), as well as the Renaissance Learning, Inc. U.S. Privacy Notice (at <https://www.renaissance.com/privacy/>) and any other document and/or documents made a part of the agreement between the parties are hereby amended and modified, where necessary and applicable and to the extent necessary to comply with Mississippi law as set forth

in the Mississippi Code of 1972, as amended, and as interpreted by the Mississippi Supreme Court.

Renaissance Learning, Inc.:



NAME & TITLE (SIGNED)

Ted Wolf, VP Global Controller

NAME & TITLE (PRINT)

7/26/2023

(DATE)

Jackson County School District:

NAME & TITLE (SIGNED)

NAME & TITLE (PRINT)

(DATE)



IXL Learning
 777 Mariners Island Blvd., Suite 600
 San Mateo, CA 94404

QUOTE

QUOTE # 1280391-2
 DATE: JULY 11, 2023

TO:
 Sherie Tanner
 East Central Middle School
 21725 Slider Rd
 Mosspoint, MS 39562

COMMENTS OR SPECIAL INSTRUCTIONS

The Jackson County School District Standard Contract Addendum attached hereto as Exhibit "A" is hereby incorporated into the Agreement between the parties.

| SALESPERSON | TERMS | SUBSCRIPTION DURATION | QUOTE VALID UNTIL |
|-------------|-------|-------------------------------|-------------------|
| | | July 11, 2023 – July 11, 2024 | August 11, 2023 |

| QUANTITY | DESCRIPTION | UNIT PRICE | TOTAL |
|---------------------|---|------------|----------|
| 1 | 1 year IXL Classroom License for 50 students Subjects: Math, Language Arts | \$899.00 | \$899.00 |
| SUBTOTAL | | | \$899.00 |
| SALES TAX | | | -- |
| SHIPPING & HANDLING | | | -- |
| TOTAL DUE | | | \$899.00 |

Ordering instructions

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, [click here](#) or go to <http://www.ixl.com/po-upload> and enter quote # 1280391-2. For international accounts, we can accept wire transfers for an additional fee.

EXHIBIT "A"

**JACKSON COUNTY SCHOOL DISTRICT
STANDARD CONTRACT ADDENDUM**

WHEREAS East Central Middle School is a part of the Jackson County School District, a political subdivision of the State of Mississippi and as such is restricted from entering into contracts and/or agreements with terms and/or provisions contrary to or prohibited by Mississippi Law.

NOW, therefore, in consideration of the mutual benefit to both parties, the undersigned contracting party, IXL Learning, Inc., does hereby agree to the following standard terms, conditions and provisions of the Jackson County School District Standard Contract Addendum, and the same are hereby adopted and incorporated into, and shall apply to the IXL Quote #1280391-2 (dated 07/11/2023) and the Agreement between the parties regarding said quote as follows:

1. Term/No Automatic Renewal: Unless otherwise specified in the contract, the term of the contract or any renewal thereof shall only be for the current school year to which the agreement applies. There shall be no automatic renewals and if the contract does extend past that date, such contract will not be void but shall be voidable at the discretion of the School Board. Further, terms and provisions to the contrary notwithstanding, no contract can be entered into that binds a successor board.

2. Renewal/Extension of Term: Any extension or renewal of the agreement between the parties is subject to approval by the Board of Education of the Jackson County School District and shall be subject to the terms of this addendum.

3. Governing Law: Mississippi law shall govern the interpretation of the agreement between the parties and any dispute that may arise between the parties. Nothing in the contract between the parties shall be interpreted to abridge, modify or reduce any of the defenses provided to the Jackson County School District by case law and/or statutes of the state of Mississippi.

4. Indemnity: The Jackson County School District shall not be subject to the terms of any provision or term in the contract requiring it to defend or indemnify any entity or party to the contract, and shall not be liable under any scenario for the other party's legal fees.

5. Venue/Exclusive Jurisdiction: The Courts of the State of Mississippi shall have exclusive jurisdiction of any dispute between the parties and the venue of said disputes shall be in Jackson County, Mississippi. Further, any entity or business which contracts with the Jackson County School District submits to the personal jurisdiction of the courts of Jackson County, Mississippi.

6. No waiver of Warranties: Notwithstanding any provisions to the contrary, any contract provision seeking to limit the Jackson County School District's recovery resulting from the breach of an express warranty or any implied warranty of merchantability or fitness for a particular purpose shall be of no force or effect.

7. No Waiver of Damages: Notwithstanding any provision to the contrary that may be found in the contract, supplemental terms or terms of use that may be referenced therein, any provision seeking to limit and/or waive the recovery by the Jackson County School District of any type of damages, including but not limited to consequential, special and/or punitive damages shall be of no force and effect. Further, any provision seeking to limit damages of the contracting party to the contract price or some other amount shall be of no force and effect.

8. Arbitration: The Jackson County School District shall not be subject to the terms of any provision contained in the contract, supplemental terms or terms of use that would require the Jackson County School District to submit the resolution of a dispute to binding arbitration and that any such term or provision requiring the same shall be deemed to be of no force or effect.

9. No Waiver of the Right of Trial by Jury: Notwithstanding any provision to the contrary, any provision seeking a waiver by the Jackson County School District to its right to a jury trial as to any aspect of a dispute between the parties hereto shall be of no force or effect.

10. No Waiver or Statute of Limitations: Notwithstanding any provision to the contrary, any provision seeking to limit or modify a statute of limitation for any purpose shall be of no force and effect.

11. No Waiver of Limitation of Rights or Remedies Under the Uniform Commercial Code: Notwithstanding any provision and/or language of the contract to the contrary, any provision seeking a waiver or to limit any rights and/or remedies of the Jackson County School District under the Uniform Commercial Code shall be of no force and effect.

12. Conflict of Terms: To the extent there is a conflict between the terms of this addendum or the terms of the contract, the terms of this addendum will control. Upon expiration or termination of this contract, the terms of this addendum shall survive and will apply with respect to any dispute that may exist between the parties.

13. Amendment: Even if not specifically provided for herein, the terms, conditions and provisions of IXL Quote #1280391-2 including the IXL Terms and Conditions of Sale (Provisions 1-11, inclusive); Terms of Service of IXL Learning, Inc. (Sections 1-25 inclusive); IXL Service Privacy Policy (provisions 1-14; effective date 07/01/2020; and IXL Service

Children's Privacy Policy (provisions 1-8; effective date 07/01/2020) as well as any attendant document and/or documents made a part of the agreement between the parties are hereby amended and modified, where necessary and applicable and to the extent necessary to comply with Mississippi law as set forth in the Mississippi Code of 1972, as amended, and as interpreted by the Mississippi Attorney General and the Mississippi Supreme Court.

IXL Learning, Inc.:

Jackson County School District:

Paul Mishkin
NAME & TITLE (SIGNED)

NAME & TITLE (SIGNED)

Paul Mishkin, Chief Executive Officer

NAME & TITLE (PRINT)

NAME & TITLE (PRINT)

7/31/2023
(DATE)

(DATE)

JACKSON COUNTY SCHOOL DISTRICT
APPLICATION FOR PERMIT TO
USE SCHOOL FACILITIES

1. Date of Application: JULY 13, 2023
2. Date Usage Requested: August 4th, 2022
3. Name of Applicant: Jonathan Anderson/Ty Smith
4. Address of Applicant:
5. Facility Requested (School, Bldg.): Football Stadium
6. Time Building to be opened: 5:00PM Estimated time to be closed: 10:30am
7. Give Purpose and Details of Activity: Youth Football Camp
8. Person in charge at program: Jonathan Anderson/Ty Smith
9. Will security be provided? No need
10. Facility Usage Fee is \$150.00/day, (money/check paid with application). Facility cleaning and repair fee is \$100.00/day, (money/check paid with application). Total \$250.00 per day.
11. Person responsible for cleaning/repair charges when applicable.
Name: Ty Smith
Phone: 601-597-9898
Address:
12. Applicant agrees to pick up keys from: no need
On: by: (AM) (PM) and return keys to
On: by: (AM) (PM)

The undersigned applicant hereby certifies that he/she, acting for and on behalf of himself/herself (or the organization), has read and understands the rules and regulations pertaining to the use of the school facilities and agrees to conform to the same.

St. Martin Gridiron Club

Organization

[Signature]
Signature

7/13/2022

Date

Gridiron Club President
Title

Application Approved ()

Fees: \$

AK

Application Approved ()

Application Denied ()

Bond: \$

AK

Application Denied ()

[Signature]
Principal

7/13/2023
Date

Assistant Superintendent, Attendance Center

Date

[Signature]
Superintendent, Jackson County School District

7/13/23
Date

APPROVED (Jackson County School Board of Education)

Adopted Date: 5/22/2000

Approved/Revised Date: 3/14/2011

* Mr. Baggett & Mr. Lebartard...

This is a great community outreach event that is entirely run by our football coaching staffs. I request and recommend we waive all facility use fees.

759 Thanks!
AK

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St. Martin North Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: SMNE PTO

(Print) Full Name of Sponsor/Coach/Outside Officer: Destiny Lind

Dates of fundraising activity (Beginning and Ending): 7-27-23 - 5/1/24

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: SMNE T-Shirts will be sold

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved those choosing to participate Anticipated revenue \$500.00

Anticipated use of revenue Student and teacher incentives
Attendance, Academics, Behavioral

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature]
Signature of Sponsor/Coach/Outside Organization Officer

7-18-23
Date

Approved by:

[Signature]
Signature of Principal

7/18/23
Date

[Signature]
Signature of Asst. Superintendent

7/18/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

Complete after Fundraiser:

Actual use of revenue: _____

Total revenue generated: _____

Bank and name of account where revenue was deposited into: _____

Revised October 2018

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Fab Lab Jackson County

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Art Walk Event - Ocean Springs

(Print) Full Name of Sponsor/Coach/Outside Officer: John Mundy

Dates of fundraising activity (Beginning and Ending): September 2, 2023

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

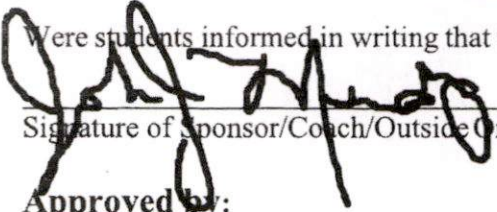
Describe the fundraiser: Community support/sell dog tags, acrylic key tags, acrylic light bases

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved _____ Anticipated revenue _____

Anticipated use of revenue Activity Fund for the Fab Lab to purchase supplies to be used in operations of the lab.

Were students informed in writing that the fundraiser is voluntary? Yes No



Signature of Sponsor/Coach/Outside Organization Officer

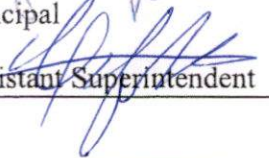
July 27, 2023
Date

Approved by:



Signature of Principal

7/27/23
Date



Signature of Assistant Superintendent

Date 7/27/23

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vandave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: DECA - Marketing Club

(Print) Full Name of Sponsor/Coach/Outside Officer: Bethany Kell

Dates of fundraising activity (Beginning and Ending): School Based Enterprise (School Store) Deca

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Students sell snacks, drinks, balloons, birthday packages daily as a class project - School Based Store.

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 60 Anticipated revenue \$3500⁰⁰

Anticipated use of revenue All proceeds are used for DECA competitions - @ District, State + National level -

Were students informed in writing that the fundraiser is voluntary? Yes No

B. Kell 7/24/23
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by: [Signature] 7-25-23
Signature of Principal Date

Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

All snacks must be Smart Snack compliant

Complete after Fundraiser:

Actual use of revenue: _____

Total revenue generated: _____

Bank and name of account where revenue was deposited into: _____

Revised October 2018

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vanclaire High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: DECA - Marketing Club

(Print) Full Name of Sponsor/Coach/Outside Officer: Bothany Kell

Dates of fundraising activity (Beginning and Ending): Valentine's Day Sale

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: DECA sells Valentine packages to all schools

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 60 Anticipated revenue \$3000-

Anticipated use of revenue All proceeds are used for DECA Competitions @ District, State + National levels

Were students informed in writing that the fundraiser is voluntary? Yes No

Signature of Sponsor/Coach/Outside Organization Officer [Signature] Date 7/24/23

Approved by: Signature of Principal [Signature] Date 7-25-23

Signature of Asst. Superintendent _____ Date 7/28/23

Signature of Superintendent _____ Date _____

Signature of Board Chairman _____ Date _____

All snacks must follow Smart Snacks Guidelines

Complete after Fundraiser:

Actual use of revenue: _____

Total revenue generated: _____

Bank and name of account where revenue was deposited into: _____

Revised October 2018

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave Upper Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VUE Library

(Print) Full Name of Sponsor/Coach/Outside Officer: Suzanne Price

Dates of fundraising activity (Beginning and Ending): Oct. 16, 2023 - Oct. 20, 2023

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Scholastic Book Fair - 25% of sales will go to the VUE library

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 350 Anticipated revenue _____

Anticipated use of revenue Library Books / Supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

Suzanne Price
Signature of Sponsor/Coach/Outside Organization Officer

7-7-23
Date

Approved by:

Kir Sellen
Signature of Principal

7-7-23
Date

[Signature]
Signature of Asst. Superintendent

7/28/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central Middle School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: P.T.O.

(Print) Full Name of Sponsor/Coach/Outside Officer: _____

Dates of fundraising activity (Beginning and Ending): —

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Proceeds from spirit shirt sales *Donating to DREAM Account for student Rewards*

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved _____ Anticipated revenue \$ 1,000.00

Anticipated use of revenue _____

Were students informed in writing that the fundraiser is voluntary? Yes No

Alexa McQueen 7/28/23
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by:
Sherie Tanner 7-28-23
Signature of Principal Date

[Signature] 8-1-23
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Vancleave High School Concessions

(Print) Full Name of Sponsor/Coach/Outside Officer: Tammie Miller & Lisa Byrd

Dates of fundraising activity (Beginning and Ending): August 2023 to May 2024

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Sell of snack that follow smart snacks guidelines.

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 750 Anticipated revenue \$5,000.00

Anticipated use of revenue Purchase items needed by students throughout the 2023/2024 school year.

Were students informed in writing that the fundraiser is voluntary? Yes No

Tammie Miller
Signature of Sponsor/Coach/Outside Organization Officer

7/31/23
Date

Approved by:
[Signature]
Signature of Principal

7-31-23
Date

[Signature]
Signature of Asst. Superintendent

8/2/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vanceleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VHS Concessions

(Print) Full Name of Sponsor/Coach/Outside Officer: Raina Holmes

Dates of fundraising activity (Beginning and Ending): August 21 - May 17

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Cold & Hot Coffee Beverages

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 730 Anticipated revenue \$4,000⁰⁰

Anticipated use of revenue Student activities, ACT Banners, ACT Rewards, State test rewards

Were students informed in writing that the fundraiser is voluntary? Yes No

Raina Holmes
Signature of Sponsor/Coach/Outside Organization Officer

7-31-23
Date

Approved by:

Raina Holmes
Signature of Principal

7-31-23
Date

[Signature]
Signature of Asst. Superintendent

7/31/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

All sales must follow Smart Snacks Guidelines

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VHS Student Council

(Print) Full Name of Sponsor/Coach/Outside Officer: Elizabeth Bonilla

Dates of fundraising activity (Beginning and Ending): October 9, 2023

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Dogs with Dawgs Community Pep Rally Concessions

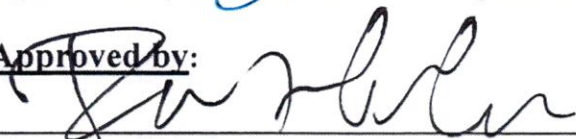
If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.


of students involved 35 Anticipated revenue \$500.00

Anticipated use of revenue Student Activities/Homecoming

Were students informed in writing that the fundraiser is voluntary? Yes No

 8/1/23
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by:  8-1-23
Signature of Principal Date

 8/2/23
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VHS Student Council

(Print) Full Name of Sponsor/Coach/Outside Officer: Elizabeth Bonilla

Dates of fundraising activity (Beginning and Ending): October 11, 2023 - October 14, 2023

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

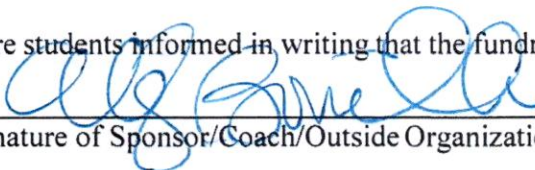
Describe the fundraiser: VHS Homecoming Dance

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

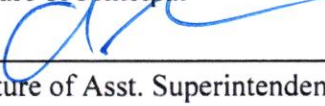
of students involved 35 Anticipated revenue \$2000.00

Anticipated use of revenue Student Activities/Homecoming

Were students informed in writing that the fundraiser is voluntary? Yes No

 8/11/23
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by:  8-1-23
Signature of Principal Date

 8/2/23
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VHS Student Council

(Print) Full Name of Sponsor/Coach/Outside Officer: Elizabeth Bonilla

Dates of fundraising activity (Beginning and Ending): Sept. 28, 2023 - October 11, 2023

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: VHS Homecoming Parade

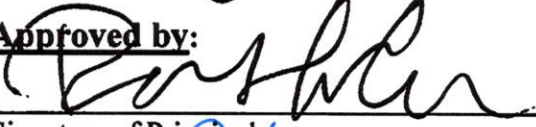
If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.


of students involved 35 Anticipated revenue \$500.00

Anticipated use of revenue Student Activities/Homecoming

Were students informed in writing that the fundraiser is voluntary? Yes No

 8-1-23
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by:
 8-1-23
Signature of Principal Date

 8/2/23
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: FFA

(Print) Full Name of Sponsor/Coach/Outside Officer: Bo Long

Dates of fundraising activity (Beginning and Ending): March 2024

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Fern Sale

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 10-20 Anticipated revenue \$ 2,000

Anticipated use of revenue FFA activities

Were students informed in writing that the fundraiser is voluntary? Yes No

Bo Long 7-24-03
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by:

[Signature] 8/2/2023
Signature of Principal Date

[Signature] 8/3/2023
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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(Print) School Name: East Central

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: FFA

(Print) Full Name of Sponsor/Coach/Outside Officer: Bo Long

Dates of fundraising activity (Beginning and Ending): Sept 16, 2023

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Cornhole Tournament

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 10-20 Anticipated revenue \$1,000 - \$1,500

Anticipated use of revenue FFA activities

Were students informed in writing that the fundraiser is voluntary? Yes No

Bo Long
Signature of Sponsor/Coach/Outside Organization Officer 7-24-23
Date

Approved by:

[Signature]
Signature of Principal 8/2/2023
Date

[Signature]
Signature of Asst. Superintendent 8/3/23
Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: ECHS Robotics

(Print) Full Name of Sponsor/Coach/Outside Officer: Tammy Sampson

Dates of fundraising activity (Beginning and Ending): 9-21-23

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: EC's Got Talent

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 100 Anticipated revenue \$1,500

Anticipated use of revenue Robotics Expense

Were students informed in writing that the fundraiser is voluntary? Yes No

Tammy Sampson
Signature of Sponsor/Coach/Outside Organization Officer

8/2/23
Date

Approved by:

[Signature]
Signature of Principal

8/2/2023
Date

[Signature]
Signature of Asst. Superintendent

8/3/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Jackson County Technology Center

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: JCTC

(Print) Full Name of Sponsor/Coach/Outside Officer: Brandi Devers, Bookkeeper

Dates of fundraising activity (Beginning and Ending): August 2023 - May 2024

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Snack Cart sales

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 290 Anticipated revenue _____

Anticipated use of revenue Revenue will be used to provide students with cookies + cocoa at Christmas; food, drinks, and t-shirts at Awards Day; Career Fair for students; and student organizations as needed.

Were students informed in writing that the fundraiser is voluntary? Yes No

Brandi Devers
Signature of Sponsor/Coach/Outside Organization Officer

8/4/2023
Date

Approved by:

[Signature]
Signature of Principal

8/4/23
Date

[Signature]
Signature of Asst. Superintendent

8/7/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave Middle School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VMS Library

(Print) Full Name of Sponsor/Coach/Outside Officer: Amanda Taylor

Dates of fundraising activity (Beginning and Ending): 11/27/23 - 12/1/23

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Scholastic Book Fair

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 540 Anticipated revenue \$800 Scholastic Bucks

Anticipated use of revenue New books and materials for VMS Library

Were students informed in writing that the fundraiser is voluntary? Yes No

Amanda Taylor
Signature of Sponsor/Coach/Outside Organization Officer

8/4/23
Date

Approved by:
[Signature]
Signature of Principal

8/4/23
Date

[Signature]
Signature of Asst. Superintendent

8/7/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

Complete after Fundraiser:

Actual use of revenue: _____

Total revenue generated: _____

Bank and name of account where revenue was deposited into: _____

Revised October 2018

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

1

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St. Martin High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: St. Martin Theatre

(Print) Full Name of Sponsor/Coach/Outside Officer: Sarah Bartos

Dates of fundraising activity (Beginning and Ending): 9/1/23-10/30/23

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Concession Stand at home football games

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 36 Anticipated revenue \$10,000

Anticipated use of revenue Theatre competitions, trips and supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

Sarah Bartos 8/3/2023
Signature of Sponsor/Coach/Outside Organization Officer Date

Shea Scarborough 8/3/23
Approved by: Signature of Principal Date

[Signature] 8/7/23
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St Martin East Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Library

(Print) Full Name of Sponsor/Coach/Outside Officer: Lawana Cummings

Dates of fundraising activity (Beginning and Ending): 9/7 - 9/15

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Scholastic Reading Fair

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 700 Anticipated revenue \$14,000.00

Anticipated use of revenue Books, Resources, and Conferences

Were students informed in writing that the fundraiser is voluntary? Yes No

Lawana Cummings
Signature of Sponsor/Coach/Outside Organization Officer

7/27/23
Date

Approved by:
Dr. Erin Velt
Signature of Principal

7/27/23
Date

[Signature]
Signature of Asst. Superintendent

8/8/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St Martin East Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Counselor

(Print) Full Name of Sponsor/Coach/Outside Officer: Tiffany Jones

Dates of fundraising activity (Beginning and Ending): August 2023 - December 2023

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Turkey Feathers, Coin Drive

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 700 Anticipated revenue \$ 2500.00

Anticipated use of revenue Donation to Diabetes Foundation, Donation to Retirement Home, Animal Food Donations Humane Society

Were students informed in writing that the fundraiser is voluntary? Yes No

Tiffany Jones
Signature of Sponsor/Coach/Outside Organization Officer Date 8/4/23

Approved by:
[Signature]
Signature of Principal Date 8/4/23

[Signature]
Signature of Asst. Superintendent Date 8/11/23

[Signature]
Signature of Superintendent Date 8/11/23

Signature of Board Chairman Date _____

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St Martin High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: AFJROTC/MS-20002

(Print) Full Name of Sponsor/Coach/Outside Officer: Big Time Fundraising/Eric Cooper

Dates of fundraising activity (Beginning and Ending): 18 October 2023

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Students sell local business's coupon book, 40% of the proceeds to our pgm.

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 150

Anticipated revenue \$8000

Anticipated use of revenue Military Ball, Uniform Accessories, and Drill/Warrior Competition

Were students informed in writing that the fundraiser is voluntary? Yes No

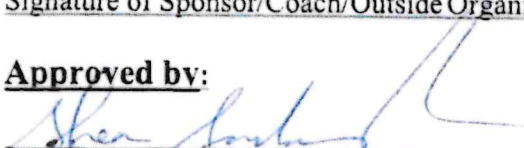
SMSgt Lawrence Dizon

7 August 2023

Signature of Sponsor/Coach/Outside Organization Officer

Date

Approved by:


Signature of Principal

8-8-23
Date


Signature of Asst. Superintendent

8/8/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St. Martin Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: PTO

(Print) Full Name of Sponsor/Coach/Outside Officer: Piper Tillman

Dates of fundraising activity (Beginning and Ending): August 2023 - March 2024

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Spring Raffle, Fall Festival, Saints Raffle, and Spring Raffle

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 700 Anticipated revenue \$40,000

Anticipated use of revenue School supplies, supplies, and Events

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature]
Signature of Sponsor/Coach/Outside Organization Officer Date 8/4/23

Approved by:
[Signature]
Signature of Principal Date 8/8/23

[Signature]
Signature of Asst. Superintendent Date 8/11/23

[Signature]
Signature of Superintendent Date 8/11/23

Signature of Board Chairman Date _____

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Jackson County Technology Center

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: HOSA

(Print) Full Name of Sponsor/Coach/Outside Officer: Brianna Bean

Dates of fundraising activity (Beginning and Ending): August 2023 - June 2024

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: See attached

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 45 Anticipated revenue \$6,000.00

Anticipated use of revenue HOSA state + National conferences, classroom supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

Brianna Bean
Signature of Sponsor/Coach/Outside Organization Officer

8/9/2023
Date

Approved by:

[Signature]
Signature of Principal

8/9/23
Date

[Signature]
Signature of Asst. Superintendent

8/4/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

Jackson County Technology Center
Medical Program Fundraiser Request:

Fundraisers used throughout the year to covers costs associated with HOSA including State and National costs as well as classroom materials needed.

1. Car washes
2. Rada Cutlery sales
3. Chick-fil-A sales
4. Christian Kroft Fundraising Traditions (jams, fruit, and meat sticks)
5. Custom Resources Fundraising sales
6. Bake Sales at community events
7. Ozark Delight lollipops
8. CPR Certification classes
9. Duct Tape teacher event

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central Lower Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: E.C.L.E. Concessions

(Print) Full Name of Sponsor/Coach/Outside Officer: Ashley Doolley/Bicky Duncan

Dates of fundraising activity (Beginning and Ending): 8-15-23 / 5-24-24

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: We will be buying healthy snacks for our students

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved all Anticipated revenue 3,500.00

Anticipated use of revenue 23/24 school year

Were students informed in writing that the fundraiser is voluntary? Yes No

Bicky Duncan
Signature of Sponsor/Coach/Outside Organization Officer

8-7-23
Date

Approved by:

Bicky Duncan
Signature of Principal

8-7-23
Date

[Signature]
Signature of Asst. Superintendent

8/4/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central Upper Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Concessions

(Print) Full Name of Sponsor/Coach/Outside Officer: Donna Knight

Dates of fundraising activity (Beginning and Ending): 23-24 5/4

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Concession resale (healthy snacks)

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 540 Anticipated revenue N/A

Anticipated use of revenue Student supplies & rewards

Were students informed in writing that the fundraiser is voluntary? Yes No

N/A

Signature of Sponsor/Coach/Outside Organization Officer

Date

Approved by:

Donna Knight
Signature of Principal

08/07/2023
Date

Signature of Assistant Superintendent Date 8/4/23

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central Middle School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Concession Sales

(Print) Full Name of Sponsor/Coach/Outside Officer: Sherie Tanner

Dates of fundraising activity (Beginning and Ending): 8/15/23 - 5/24/24

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Selling healthy snacks to students during break to raise funds for student rewards

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 570 Anticipated revenue \$ 3,500

Anticipated use of revenue 23-24 School year

Were students informed in writing that the fundraiser is voluntary? Yes No

Sherie Tanner
Signature of Sponsor/Coach/Outside Organization Officer

8-4-23
Date

Approved by: - Sherie Tanner
Signature of Principal

8-4-23
Date

[Signature]
Signature of Asst. Superintendent

8/9/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St Martin East Elementary

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Art

(Print) Full Name of Sponsor/Coach/Outside Officer: Kelsen Grove

Dates of fundraising activity (Beginning and Ending): August 2023 - February 2024

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Online Gift Shop, Friday House, and Fieldtrip shirts
School, Spring, and Santa pictures

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 700 Anticipated revenue \$ 10,000

Anticipated use of revenue School Events + Supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

Kelsen Grove _____
Signature of Sponsor/Coach/Outside Organization Officer Date 8/4/23

Approved by:
[Signature] _____
Signature of Principal Date 8/4/23

Signature of Asst. Superintendent Date 8/11/23

[Signature] _____
Signature of Superintendent Date 8/11/23

Signature of Board Chairman Date _____

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

1

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St. Martin High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Culinary Arts

(Print) Full Name of Sponsor/Coach/Outside Officer: Robin Pate

Dates of fundraising activity (Beginning and Ending): August 2023-August 2024

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Variety of Culinary Arts Catering Events

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved ^{CA Students} _____ Anticipated revenue _____

Anticipated use of revenue Classroom/Lab supplies; Competitions, Field Trips

Were students informed in writing that the fundraiser is voluntary? Yes No

Robin Pate
Signature of Sponsor/Coach/Outside Organization Officer

July 28, 2023
Date

Approved by:
Shen Leuberg
Signature of Principal

7/28/23
Date

[Signature]
Signature of Asst. Superintendent

8/7/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

Complete after Fundraiser:

Actual use of revenue: _____

Total revenue generated: _____

Bank and name of account where revenue was deposited into: _____

Revised October 2018

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vanleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Yearbook

(Print) Full Name of Sponsor/Coach/Outside Officer: Karen Tootle

Dates of fundraising activity (Beginning and Ending): 8/15/23 - 10/11/23

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Senior Recognition Ads for Yearbook

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 164 Anticipated revenue \$8000.00

Anticipated use of revenue Help pay for yearbooks and supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

Karen Tootle
Signature of Sponsor/Coach/Outside Organization Officer

8/19/23
Date

Approved by:
[Signature]
Signature of Principal

8-10-23
Date

[Signature]
Signature of Asst. Superintendent

8/10/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: VanCleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or ^{Booster} members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VHS Cheer

(Print) Full Name of Sponsor/Coach/Outside Officer: Katelynn Scoggins

Dates of fundraising activity (Beginning and Ending): 8/23 - 8/24

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Mini Cheer Camp

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 20 Anticipated revenue \$3,500

Anticipated use of revenue Cheer season expenses

Were students informed in writing that the fundraiser is voluntary? Yes No

Katelynn Scoggins
Signature of Sponsor/Coach/Outside Organization Officer

8/10/23
Date

Approved by:
[Signature]
Signature of Principal

8-10-23
Date

[Signature]
Signature of Asst. Superintendent

8/10/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vanceleave Middle School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VMS Library

(Print) Full Name of Sponsor/Coach/Outside Officer: Amanda Taylor

Dates of fundraising activity (Beginning and Ending): 11/27/23 - 12/1/23

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Scholastic Book Fair

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 540 Anticipated revenue \$800 Scholastic Bucks

Anticipated use of revenue New books and materials for VMS Library

Were students informed in writing that the fundraiser is voluntary? Yes No

Amanda Taylor
Signature of Sponsor/Coach/Outside Organization Officer

8/4/23
Date

Approved by:
[Signature]
Signature of Principal

8/4/23
Date

[Signature]
Signature of Asst. Superintendent

8/10/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Fab Lab Jackson County

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Supplies for Summer Camps

(Print) Full Name of Sponsor/Coach/Outside Officer: Roy Anderson Corporation

796

Dates of fundraising activity (Beginning and Ending): May 30 - July 28

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Grant to cover expenses related to summer camp supplies

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 120 Anticipated revenue \$500.00

Anticipated use of revenue Grant to cover expenses related to summer camp supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature]
Signature of Sponsor/Coach/Outside Organization Officer

6/22/23
Date

Approved by:

[Signature]
Signature of Principal

6/30/23
Date

[Signature]
Signature of Asst. Superintendent

7/19/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Fab Lab Jackson County

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Supplies for Summer Camps

(Print) Full Name of Sponsor/Coach/Outside Officer: Nuts, Bolts and Thingamajigs

Dates of fundraising activity (Beginning and Ending): May 30 - July 28

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Grant to cover expenses related to summer camp supplies

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 120 Anticipated revenue \$13,000.00

Anticipated use of revenue Grant to cover expenses related to summer camp supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

Signature of Sponsor/Coach/Outside Organization Officer

Date

Approved by:

Signature of Principal

Date

Signature of Asst. Superintendent

Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Fab Lab Jackson County

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Supplies for Summer Camps

(Print) Full Name of Sponsor/Coach/Outside Officer: Singing River Electric

798

Dates of fundraising activity (Beginning and Ending): May 30 - July 28

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Grant to cover expenses related to summer camp supplies

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 120 Anticipated revenue \$4,800.00

Anticipated use of revenue Grant to cover expenses related to summer camp supplies

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature] 6/22/23
Signature of Sponsor/Coach/Outside Organization Officer Date

Approved by:

[Signature] 6/30/23
Signature of Principal Date

[Signature] 7/19/23
Signature of Asst. Superintendent Date

Signature of Superintendent Date

Signature of Board Chairman Date

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Fab Lab Jackson County

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Equipment and Maintenance

(Print) Full Name of Sponsor/Coach/Outside Officer: Fab Foundation

Dates of fundraising activity (Beginning and Ending): April 2023

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Grant to cover expenses related to equipment upgrades

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 12,000 Anticipated revenue \$20,000

Anticipated use of revenue Grant to cover expenses related to maintenance and equipment upgrades

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature]
Signature of Sponsor/Coach/Outside Organization Officer

6/22/23
Date

Approved by:

[Signature]
Signature of Principal

6/30/23
Date

[Signature]
Signature of Asst. Superintendent

7/19/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Fab Lab Jackson County

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Fab Lab Summer Camps

(Print) Full Name of Sponsor/Coach/Outside Officer: Keesler Federal Credit Union

800

Dates of fundraising activity (Beginning and Ending): May 30- July 28

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Grant to cover expenses related to summer camp

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 75 Anticipated revenue \$4,800.00

Anticipated use of revenue Grant to cover expenses related to summer camp

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature]
Signature of Sponsor/Coach/Outside Organization Officer

6/22/23
Date

Approved by:

[Signature]
Signature of Principal

6/30/23
Date

[Signature]
Signature of Asst. Superintendent

7/19/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

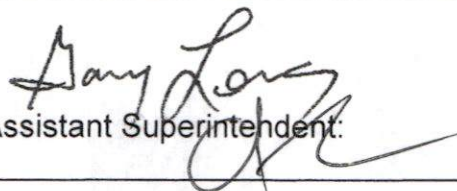
Jackson County School District
East Central Attendance Center

MATCHING GRANT APPLICATION

| | |
|------------------------------|--------------------------------|
| 1. Statement of Need: | |
| A. Group Applying for Grant: | East Central Baseball Boosters |
| B. School: | East Central High School |
| C. Who Benefits: | Baseball Team |

| | |
|---|---|
| 2. Capital Project Design/Description: | |
| A. Goals and Objectives: | Custom Prefab Halo, hitters circle, Pitcher's Mound |
| B. Participants: | ECHS& ECMS Baseball team |
| C. Capital Project: | Prefab halo with logo & pitcher's mound upgrade |
| D. Project Management: | Gary Long & Michael "Bo" Long |
| E. Building Permit Documentation: | N/A |




| | |
|----------------------------------|---|
| 3. Project Resources: | |
| A. Timeline: | August 2023 |
| B. Budget: | \$22,165.56 |
| i. District: | \$11,082.78 |
| ii. Group: | \$11,082.78 |
| Add'l District: | 0 |
| Add'l Boosters | 0 |
| C. Matching Money Documentation: | \$32,821.28 East Central Baseball Account Treasurer: Randa Ryder |


 Assistant Superintendent: _____

Superintendent: _____

JCSD Board of Education President: _____

Date: 07/26/2023

| | | | |
|---|---|---|---|
|  | CHECKING ACCO... *0963  |  |  |
| Balance | | \$32,821.28 | |
| Available Balance | | \$32,821.28 | |
| Current Balance | | \$32,821.28 | |

PREMIER TURF GULF COAST LLC

| Description | Rate | Qty | Line Total |
|--|-------------|-----|--------------------|
| Custom Prefab Halo and Hitters Circle Logo Included, installation, and panel base for hitters circle included | \$19,593.00 | 1 | \$19,593.00 |
| Pitchers Mound (Dirt) Includes Mound Clay and Labor | \$4,500.00 | 1 | \$4,500.00 |
| Subtotal | | | 24,093.00 |
| 8% Discount | | | -1,927.44 |
| Tax | | | 0:00 |
| Estimate Total (USD) | | | \$22,165.56 |

Prepared For
East Central High School
Hornets

Estimate Number
20038

Estimate Date
06/29/2023

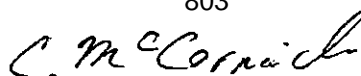
Notes

Discount also includes sign for scoreboard

Terms

40% deposit due at receipt of order. Remaining balance due upon completion.

*** All materials are custom and cannot be returned once order is placed***



7/7/23

East Central High School Baseball

Scope of work:

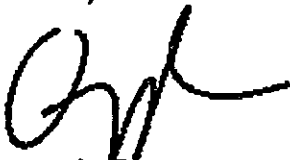
Install synthetic halo and hitters circle with a panel base. Rework pitchers mound.

| | |
|--|--------------------|
| Price Area #1 w/Installation Hitter's circle and halo | \$22,531.95 |
| Price Area #2 w/Installation Pitcher's mound | \$ 5,175.00 |
| Project Total: | \$27,706.95 |

Tax and Freight is not included.

Please let me know if you have any questions

Thanks,



Quentin Parsons

(601)-408-9267

**JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form**

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave High Athletics

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Vancleave High Athletics

(Print) Full Name of Sponsor/Coach/Outside Officer: Dean Lepoma

Dates of fundraising activity (Beginning and Ending): n/a

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Donation from Bishop Insurance for Football Run-through

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved n/a Anticipated revenue \$600

Anticipated use of revenue Football Run- Through

Were students informed in writing that the fundraiser is voluntary? Yes No

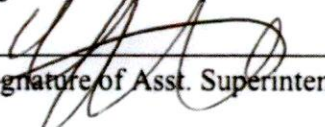
Signature of Sponsor/Coach/Outside Organization Officer

Date

Approved by:

Signature of Principal

Date


Signature of Asst. Superintendent

8/8/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: St. Martin Middle School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: Gifted Program

(Print) Full Name of Sponsor/Coach/Outside Officer: Virginia McLaughlin 806

Dates of fundraising activity (Beginning and Ending): August 2023 - April 2024

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Donation from Department of Marine Resources for STEM Experience

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved 0 Anticipated revenue \$5000

Anticipated use of revenue Purchase tickets to ride off ship Island Excursion and meals for

Were students informed in writing that the fundraiser is voluntary? Yes No students and

Virginia McLaughlin 8/25/23
Signature of Sponsor/Coach/Outside Organization Officer Date

10 teachers/ chaperones

Approved by:
Wendell
Signature of Principal

08/02/23
Date

[Signature]
Signature of Asst. Superintendent

8/8/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: Vancleave High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: VHS Cheer Squad

(Print) Full Name of Sponsor/Coach/Outside Officer: Katelynn Suggins

Dates of fundraising activity (Beginning and Ending): Matching Grant

Location of fundraising: In school only In Community Only In School and Community
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Chevron Employee Matching Grant

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved _____ Anticipated revenue \$500

Anticipated use of revenue _____

Were students informed in writing that the fundraiser is voluntary? Yes No

Katelynn Suggins
Signature of Sponsor/Coach/Outside Organization Officer

8/7/23
Date

Approved by:
[Signature]
Signature of Principal

Date 8/10/23

Signature of Asst. Superintendent

Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

~~JACKSON COUNTY SCHOOL DISTRICT~~
JACKSON COUNTY SCHOOL DISTRICT
Fundraiser Authorization Form

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Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: East Central High School

Is the requesting club or activity a school student activity program/club or an outside organization?

Will the resulting money be collected by school employees or members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization: ECHS Baseball Booster Club

(Print) Full Name of Sponsor/Coach/Outside Officer: _____

Dates of fundraising activity (Beginning and Ending): NA

Location of fundraising: In school only In Community Only In School and Community

Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Donation to ECHS Baseball to purchase Championship rings

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

of students involved _____ Anticipated revenue \$9608.45

Anticipated use of revenue Purchase Baseball championship rings

Were students informed in writing that the fundraiser is voluntary? Yes No

[Signature]
Signature of Sponsor/Coach/Outside Organization Officer

8-9-23
Date

Approved by:

Signature of Principal

Date

Signature of Asst. Superintendent

8/10/23
Date

Signature of Superintendent

Date

Signature of Board Chairman

Date

Revised October 2018

TRAVEL REQUEST FORM

School/Department: Federal Programs

Employee's Name: Anastasia Harris

Type of Travel: Non-Local

Start Date of Trip: 12/03/2023 End Date of Trip: 12/07/2023

Destination: City: Washington, DC State:

Trip/Name of Workshop: Learning Forward's 2023 Annual Conference

ITEMS NEEDING FUNDING *(Check all that apply)*

- Registration Fee Vendor Name: Learning Forward Annual Conference
Amount: \$ 1,145.00
- Hotel Vendor Name: Gaylord National Resort and Convention Cent
Amount: \$ 1,200.00
- Rental Vehicle Vendor Name:
Amount:
- Mileage Reimbursement *(Personal Vehicle) OR*
- Fuel Reimbursement *(School or Rental Vehicle) Not to exceed:*
- Meals *(overnight stay required) Not to exceed: \$ 252.00*
- Airfare *(including baggage fees) Not to exceed: \$ 1,000.00*
- Taxi, Shuttle, or other transportation
- Parking
- Other *(specify):*

COST SOURCE REQUESTED Title I

Employee's Signature 
(by signing, the employee acknowledges having read the JCSD Travel Policy DJDAA and the JCSD Travel Procedure's Manual)

Principal's Signature:

Director's Signature:

Assistant Superintendent's Signature: 
Monty Noblitt (Aug 2, 2023 14:52 CDT)

Superintendent's Signature:

Insert Board
Approved
Stamp Here


EL Learning Forward Travel Request


Final Audit Report


2023-08-02


| | |
|-----------------|--|
| Created: | 2023-08-02 |
| By: | Kristina Schoon Rocco (ksj3353@jcsd.ms) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAADJxjaTo2_xPG682CaDeuD9GMTcYOyvhy |


"EL Learning Forward Travel Request" History


 Document created by Kristina Schoon Rocco (ksj3353@jcsd.ms)
2023-08-02 - 7:13:28 PM GMT

 Document emailed to mnj3950@jcsd.ms for signature
2023-08-02 - 7:13:50 PM GMT

 Email viewed by mnj3950@jcsd.ms
2023-08-02 - 7:52:08 PM GMT

 Signer mnj3950@jcsd.ms entered name at signing as Monty Noblitt
2023-08-02 - 7:52:55 PM GMT

 Document e-signed by Monty Noblitt (mnj3950@jcsd.ms)
Signature Date: 2023-08-02 - 7:52:57 PM GMT - Time Source: server

 Agreement completed.
2023-08-02 - 7:52:57 PM GMT