

# Jackson County School District

Regular Meeting

Monday, December 15, 2025 - 5:00 PM

St. Martin High School Library

11300 Yellowjacket Blvd

Ocean Springs, 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 12/11/2025 @12:43 p.m.

## AGENDA

1. Call to Order
2. Invocation
3. Pledge
4. **Approve Consent Agenda Items**
5. **Election of Board Officers**
6. Swearing in of New Board Member William Collier
7. **Approve Agenda**
8. **Minutes**
- A. **Approve November 17, 2025 Meeting Minutes** 4
9. **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. f.y.i. Construction Update- Machado|Patano
  - D. **Financial Management**
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    2. **Approve Employee Incentive Payments and Grant One Time Payment on January 16, 2026**
    3. **Approve Asset Disposal** 38
    4. **Approve Corrections to Performance Based Incentive Payments (Policy GBREC)** 39
    5. **Approve Prepaid Claims Docket**
    6. **Approve Open Claims Docket**
  - E. **Human Resources and Risk Management**
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    2. **Approve Housing Teacher Program Agreement** 42
    3. **Approve December 2025 Personnel Changes** 46
  - F. Policies
    1. **Approve Policy CO: Administrative Reports** 48
    2. **Approve Policy JCD: Alternative School Program** 49
    3. **Approve Policy DJEAB: Purchasing Procedures** 53
    4. **Approve Policy EDAH: Bus Idling/Idle Reduction for Buses** 55

5.	<b>Approve Policy GAC: Staff Decision-Making/Staff Community Relations</b>	<b>56</b>
6.	<b>Approve Policy GAGAA: Nepotism in Supervision of Staff Prohibited</b>	<b>57</b>
7.	<b>Approve Policy GFABS: Job Description: Fab Lab Manager</b>	<b>58</b>
8.	<b>Approve Policy GFAEI: Job Description: Information Systems Specialist</b>	<b>60</b>
9.	<b>Approve Policy GFAEJ: Job Description: Student and Technology Support Manager</b>	<b>61</b>
10.	<b>Approve Policy GFAEK: Job Description: Diagnostic Technician</b>	<b>63</b>
11.	<b>Approve Policy GFAEN: Job Description School Technology Leader</b>	<b>64</b>
12.	<b>Approve Policy GFBEB: Job Description: Bus Aide</b>	<b>66</b>
13.	<b>Approve Policy IGAA: Student Religious Liberties</b>	<b>67</b>
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22.	Present Policy KM: Visitors to the Schools	88
23.	Present to Adopt Policy GBRID: Military Leave	89
24.	Present Policy CBG: Administrative and Supervisory Personnel Positions	90
25.	Present Policy ICHI: Literacy Bases Promotion	92
26.	Present Policy GFBCF: Job Description: School Counselor	94
G.	<b>Curriculum and Instruction</b>	
1.	<b>Curriculum</b>	
A.	<b>Approve Jackson County School District 2026-2027 Student and Teacher Calendar</b>	
2.	<b>Special Education</b>	
3.	<b>Student Services/Federal Programs</b>	
A.	f.y.i. Monthly School Improvement Board Reports for ATSI Schools: SMEE, SMUE, and SMMS	96
4.	<b>Career and Technology</b>	
H.	<b>Operations and Support</b>	
1.	<b>Operations</b>	
2.	<b>Information Technology</b>	
A.	<b>Approve Bid for Category 2 E-Rate</b>	
3.	<b>Food Services</b>	
A.	f.y.i. November 2025 Free and Reduced Percentages	104
B.	f.y.i. November 2025 Average Daily Breakfast and Lunch Participation	105
I.	<b>16th Section Leases</b>	

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<b>J. Contracts and Agreements</b>	
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2. Approve VMS Library Discard List	114
3. Approve SMEE Use Of Facility Agreement	121
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6. Approve SMMS Resolution for Otis Ferrell	133
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2. Approve ECMS Student Council Fundraiser Authorization-Winter Formal	137
3. Approve SMUE Fundraiser for Literati Book Fair	138
4. Approve VHS Fundraiser for Online Spirit Items	139
5. Approve SMAC Boys Golf Donation	143
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<b>L. Travel Request</b>	
1. Approve Travel Request for JCTC to Attend SkillsUSA Region 5 Competition	
2. Approve ECMS Travel Request-MECA	
3. Approve Emergency Travel Request for Technology to Include Additional Day of Travel at AASA AI Super Summit	
4. Approve Updated Travel Request for MECA Conference	
5. Approve Travel Request for JCTC to Attend New Teacher Institute Cohort XIV Regional Session 2	
6. Approve SMMS Travel Request for NTI Regional Session 2 (South)	
7. Approve Travel Request for VHS DECA Conference	
8. Approve Travel Request for Child Nutrition to Attend SNA Legislative Action Conference	
9. Approve Travel for Child Nutrition to Attend MDE Purchase Management Committee Meeting	
10. Approve Child Nutrition Travel to MSNA Executive Board Retreat and Steering Committee Meeting	
11. Approve SMAC Travel Request for Girls Basketball	
12. Approve Travel Request of Superintendent and New Board Member to Attend MSBA Training	
<b>M. Approve Consent Agenda</b>	
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<b>P. Executive Session</b>	
1. Student Discipline	
1:25-26 SMHS/Exp	
2. Legal/Personnel Matters	

**JACKSON COUNTY BOARD OF EDUCATION MINUTES**

***Regular Session***

***Monday, November 17, 2025***

A Regular Session of the Board of Trustees of Jackson County School District was held Monday, November 17, 2025, beginning at 5:00 PM at the District Office Boardroom 4700 Colonel Vickrey Road, Vancleave, Mississippi.

Members Present:

<b>J. Keith Lee</b>	<b>Chairman</b>
<b>Jory Howell</b>	<b>Vice Chairman</b>
<b>Amy A. Peterson</b>	<b>Secretary</b>
<b>Deanna Smith</b>	<b>District 1</b>
<b>Lea Bailey</b>	<b>District 2</b>
<b>David Baggett</b>	<b>Superintendent</b>
<b>Jack Pickett, Esq.</b>	<b>Board Attorney</b>

Those present were: See attached sign in sheet.

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

Board Member Bailey gave the invocation. Board Member Peterson led the pledge.

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

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

Item	7	E-3	Approve of Customer Agreement and Permission to Open New Accounts Necessary to Facilitate the Repurchase Process with Renassant Band
Item	7	E-4	Approve Performance Based Incentive Payments (Policy GBREC)
Item	7	E-5	Approve Digital Designs, Inc. Contract
Item	7	E-6	Approve Asset Disposal
Item	7	G-1	Approve Policy ABCE: Oath of Office
Item	7	G-2	Approve Policy ADA: School Census
Item	7	G-3	Approve Policy AE: School Year (Academic Year)
Item	7	G-4	Approve Policy AEA School Calendar
Item	7	G-5	Approve Policy AEAB: Holidays
Item	7	G-6	Approve Policy AEBA: Extended School Year/Summer School
Item	7	G-7	Approve Policy AF: School Day
Item	7	G-8	Approve Policy AFA: Flag Display
Item	7	G-9	Approve Policy AFC: Authority for Emergency Closings

- Item 7 G-10 Approve Policy IC: Curriculum Development
- Item 7 G-11 Approve Policy ICA: Curriculum Development Resources/Equipment and Supplies Selection and Adoption
- Item 7 G-12 Approve Policy ABCC: Board Member Term of Office
- Item 7 G-13 Approve Policy ABCD: Method of Election
- Item 7 G-14 Approve Policy ABCDA: Board Member Unexpired Term Fulfillment
- Item 7 G-15 Approve Policy IFG: Early Graduation
- Item 7 G-16 Approve Policy ICHI: Literacy Based Promotion
- Item 7 G-17 Approve Policy EDDAA: Transporting Students to Events in Vehicles Other Than Buses
- Item 7 G-18 Approve Policy EDDA: Special Use of School Buses
- Item 7 G-19 Approve Policy ABCD-E(1): Method of Election
- Item 7 G-20 Approve Policy ADB: Average Daily Attendance
- Item 7 G-21 Present/Approve Policy KBA: Publics Right to Know
- Item 7 H-1B Approve 2026 Jackson County School Test Security Plans
- Item 7 H-3A Approve FY26 EL and Immigrant Manual
- Item 7 H-3B Approve FY26 Homeless and Foster Care Manual
- Item 7 H-3C Approve FY26 Federal Programs Fiscal and Programmatic Manual
- Item 7 I-1A Approve Operations Request to Purchase Two Fleet Trucks
- Item 7 K-1 Approve VLE Parent Academy MOU with The University of Mississippi
- Item 7 K-2 Approve 2025-2026 Jackson County School District Student Transfer/Release Requests
- Item 7 K-3 Approve 2026 Board Calendar
- Item 7 K-4 Approve ECUE Donated Items Form
- Item 7 K-5 Approve Facility Usage Form-MS Gulf Coast Football Super Bowl
- Item 7 K-6 Approve SMUE Renaissance Reading Subscription Quote
- Item 7 K-7 Approve VHS/VMS Dance Team Matching Grant
- Item 7 K-8 Approve SMUE Gym Facilities Use Agreement for Basketball
- Item 7 K-9 Approve Facilities Use for Vancleave Youth Basketball League at VHS And VMS Gyms
- Item 7 K-10 Approve SMEE Retirement Resolution for Amy Smith
- Item 7 K-11 Approve ECHS Band Matching Grant
- Item 7 K-12 Approve ECHS Athletic matching Grant-Softball Fence
- Item 7 K-13 Approve SMAC Softball Matching Grant
- Item 7 K-14 Approve Retirement Resolution for J. Keith Lee
- Item 7 K-15 Approve Retirement Resolution for Jory Howell
- Item 7 L-1 Approve Fundraiser Request for Educators Rising-CTE Student Organization
- Item 7 L-2 Approve SMHS Fundraiser for Steam Booster Club
- Item 7 L-3 Approve SMHS Fundraiser for PTO
- Item 7 L-4 Approve SMEE Fundraiser for School Mall
- Item 7 L-5 Approve SMAC Online Fundraiser for Archery
- Item 7 L-6 Approve SMAC Archery Kids Camp Fundraiser
- Item 7 L-7 Approve SMAC Donation Fundraiser for Archery
- Item 7 L-8 Approve SMHS Fundraiser for Prom
- Item 7 L-9 Approve ECHS FFA Fundraiser Authorization-Southern Heritage Meat Sale
- Item 7 L-10 Approve SMHS Diamond Girls Fundraisers

- Item 7 L-11 Approve ECUE Fundraiser Authorization- Santa Secret Shop
- Item 7 L-12 Approve SMAC Fundraisers for Softball
- Item 7 L-13 Approve SMAC SMMS Softball Fundraisers
- Item 7 L-14 Approve SMHS Fundraiser for Broadcasting
- Item 7 L-15 Approve ECHS Baseball Fundraiser Authorization- Donation/Forman
- Item 7 L-16 Approve VMS Bookfair Fundraiser
- Item 7 L-17 Approve SMHS Fundraisers for Culinary Arts
- Item 7 L-18 Approve Fundraiser VMS NJHS After School Dance
- Item 7 L-19 Approve ECHS Student Council Fundraiser Authorization- World's Finest Chocolate
- Item 7 L-20 Approve ECHS Cheerleader Fundraiser Authorization-Bingo
- Item 7 L-21 Approve ECMS Fundraiser Authorization- PLTW/Robotics
- Item 7 L-22 Approve VLE Literati Book Fair Fundraiser
- Item 7 L-23 Approve ECMS Science Department Fundraiser Authorization- Fall Festival Pizza
- Item 7 L-24 Approve ECMS Dream Fundraiser Authorization- Ligh Up Christmas Tree
- Item 7 M-1 Approve Travel Request for 2025 AMTESOL Conference
- Item 7 M-2 Approve ECHS Girls Basketball Team Travel Request
- Item 7 M-3 Approve Travel Request for SMNE to Attend 2025 MCA Conference
- Item 7 M-4 Approve SMAC Boys Golf Travel Request for State Tournament
- Item 7 M-5 Approve SMAC Girls Golf Travel Request
- Item 7 M-6 Approve ECHS Travel Request- Girls & Boys Golf Team
- Item 7 M-7 Approve SMHS Travel Request for MS Theatre Association State Theatre Festival- Competition
- Item 7 M-8 Approve Travel Request for Technology to Attend TCEA Convention
- Item 7 M-9 Approve Travel Request for VMS to Attend 2025 MCA Conference
- Item 7 M-10 Approve Travel Request for Technology to Attend MECA Conference
- Item 7 M-11 Approve SMEE Travel Request for 2<sup>nd</sup> Grade Gifted Students Field Trip
- Item 7 M-12 Approve ECAC Travel Request to Attend MHSAA State Cheer & Dance Championship
- Item 7 M-13 Approve Travel Request for Technology to Attend Howard Conference & Expo
- Item 7 M-14 Approve Travel Request for Child Nutrition to Attend Legislative Action Conference
- Item 7 M-15 Approve Superintendent Travel Request to Attend MASS 2026 Winter Conference
- Item 7 M-16 Approve Travel Request for Technology to attend November Mississippi Educational Technology Leaders Association Conference
- Item 7 M-17 Approve Travel Request for JCTC to Attend Educators Rising State Conference
- Item 7 M-18 Approve Travel Request for JCTC to Visit Delgado Community College
- Item 7 M-19 Approve Travel Request for JCTC to Attend SkillsUSA Region 5 Competition

**Approve Agenda**, Motion by Board Member Peterson, Seconded by Board Member Smith, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve October 13, 2025 Meeting Minutes**, Motion by Board Member Bailey, Seconded by Board Member Howell, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

Acknowledgements and Announcements

Public Comments

f.y.i.- Construction Update- Machado|Patano

**Approve Recommended Attendance Center Boundary Line Modification Beginning the 2026-2027 School Year**, provided that if a child is currently enrolled and attends a particular attendance center and the change in boundaries would mean he or she would attend a different attendance center that child may continue at that attendance center through graduation so long as parents provide transportation, Motion by Board Member Howell, Seconded by Board Member Bailey, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

Discuss October 2025 Monthly Financial Reports {MS 37-9-18}

**Approve Purchase of a District Vehicle for Use by Administration**, Motion by Board Member Bailey, Seconded by Board Member Peterson, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve Prepaid Claims Docket, Motion by Board Member Smith, Seconded by Board Member Peterson, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve Open Claims Docket, Motion by Board Member Howell, Seconded by Board Member Bailey, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

f.y.i. Worker's Compensation

**Approve November 2025 Personnel Changes, Motion by Board Member Bailey, Seconded by Board Member Smith, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

Present Policy GFAEI: Job Description: Information Specialist  
Present Policy DJEAB: Purchasing Procedures  
Present Policy GFABS: Job Description: Fab Lab Manager  
Present Policy CO: Administrative Reports  
Present Policy EDAH: Bus Idling/Idle Reduction for Buses  
Present Policy GAC: Staff Decision making/Staff Community Relations  
Present Policy GAGAA: Nepotism In Supervision of Staff Prohibited  
Present Policy JCD: Alternative School Program  
Present Policy IGAA: Student Religious Liberties to Adopt  
Present Policy GFBK: Director of Operations and Support to Rescind  
Present Policy GFBEB: Job Description: Bus Aide  
Present Policy GFAEJ: Job Description: Student and Technology Support Manager  
Present Policy GFAEN: Job Description School Technology Leader  
Present Policy GFAEK: Job Description: Diagnostic Technician  
Present to Adopt Policy EDDA: Special Use of School Buses

Present Jackson County School District 2026/2027 Student & Teacher Calendar

f.y.i. Monthly School Improvement Board Reports for ATSI Schools: SMEE, SMUE, and SMMS

**Approve FY26 Title I, II, Iv & Cost Pool Funding and Planning Applications**, Motion by Board Member Peterson, Seconded by Board Member Howell, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

f.y.i. Highlights of the FY26 Title I, II, IV and Cost Pooling Funding

f.y.i. FY25 and FY26 Title Funding Comparison

**Approve Contract to Allow MP Design to Design Classroom Expansions at ECUE, SMUE, and VUE**, Motion by Board Member Bailey, Seconded by Board Member Howell, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

f.y.i.- September 2025 Average Daily Breakfast and Lunch Participation

f.y.i.- September 2025 Free and Reduced Percentages

**16<sup>th</sup> SECTION:**

f.y.i. – 16<sup>th</sup> Section Past Due Leases

**Approve Cancellation of William Reed Lease**, Motion by Board Member Peterson, Seconded by Board Member Smith, with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve Lease Agreement with Jones Physical Therapy SL 60620, Motion by Board Member Peterson, Seconded by Board Member Howell, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve Cancellation of David Holbert Lease, Motion by Board Member Bailey, Seconded by Board Member Howell, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve Lease Agreement with TK&G, LLC SL 6760, Motion by Board Member Smith, Seconded by Board Member Peterson, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Approve Consent Agenda, Motion by Board Member Bailey, Seconded by Board Member Peterson, to approve consent agenda, with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

- Approval of Customer Agreement and Permission to Open New Accounts Necessary To Facilitate the Repurchase Process with Renassant Bank
- Approve Performance Based incentive Payments (Policy GBREC)
- Approve Digital Designs, Inc. Contract
- Approve Asset Disposal
- Approve Policy ABCE: Oath of Office
- Approve Policy ADA: School Census
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 Approve Travel Request for JCTC to Visit Delgado Community College  
 Approve Travel Request for JCTC to Attend SkillsUSA Region 5 Competition

f.y.i. Superintendent Update

**Closed Session**, Motion by Board Member Bailey, Seconded by Board Member Peterson to go into Closed Session at 5:48 p.m., with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Executive Session, Motion by Board Member Smith, Seconded by Board Member Peterson, to exit Closed Session and enter Executive Session at 5:48 p.m., with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

**Executive Session, Motion by Board Member Smith, Seconded by Board Member Bailey, to exit Executive Session at 6:45 p.m., with the following vote taken:**

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

There being no further business to come before the Board at this time, a motion was made by Board Member Bailey, Seconded by Board Member Peterson, to adjourn at 6:45 p.m. with the following vote taken:

Board Member Lee	Aye
Board Member Howell	Aye
Board Member Peterson	Aye
Board Member Bailey	Aye
Board Member Smith	Aye

Meeting adjourned 6:45 p.m.

\_\_\_\_\_  
J. Keith Lee, Chairman

\_\_\_\_\_  
Attested by Amy Peterson, Board Secretary

**JACKSON COUNTY SCHOOL DISTRICT  
SCHOOL DEPOSITORIES  
November 30, 2025**

<u>ACCOUNT TITLES</u>	<u>BANK BALANCE</u>	<u>AVAILABLE BALANCE</u>
<b><u>RENASANT BANK ACCOUNTS @</u></b>		
JCSD 16TH Section Account	\$4,746,857.78	\$4,746,857.78
JCSD Child Nutrition	\$3,867,634.11	\$3,867,731.61
JCSD District Account	\$13,058,178.96	\$13,160,002.40
JCSD EEF FOR CTE - 2022 SENATE BILL 3011	\$0.06	\$0.06
JCSD EEF FOR CTE - 2023 HB 603	\$1,023,081.17	\$1,023,081.17
JCSD EEF FOR SMH - 2023 HB 603	\$4.64	\$4.64
JCSD East Central Activity Fund	\$456,544.24	\$456,544.24
JCSD St. Martin Activity Fund	\$567,398.13	\$567,938.33
JCSD Vancleave School Activity Fund	\$311,057.83	\$313,803.83
JCSD Technology Center Activity Fund	\$19,530.23	\$19,530.23
JCSD FAB LAB Activity Fund	\$100,107.58	\$100,257.58
VHS SB2468	\$11,046.98	\$11,046.98
JCSD AP Clearing Account	\$162,311.85	\$0.00
JCSD PR Clearing Account	\$684,556.84	\$6,019.05
<b>CASH ON HAND-VANCLEAVE SCHOOL ACTIVITY FUND</b>	\$0.00	\$3,000.00
<b>CASH ON HAND-ST MARTIN SCHOOL ACTIVITY FUND</b>	\$0.00	\$4,000.00
<b>CASH ON HAND-EAST CENTRAL SCHOOL ACTIVITY FUND</b>	\$0.00	\$2,000.00
<b>CASH ON HAND-FOOD SERVICE</b>	\$0.00	\$1,450.00
<b>TOTALS</b>	<b>\$25,008,310.40</b>	<b>\$24,283,267.90</b>

Marathon Trial Balance

\$24,283,267.90

\$0.00





**BANK RECONCILIATION**

Account: Depository  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	13,058,178.96	General Ledger Balance:	\$	13,160,002.40
Outstanding Deposits:	\$	101,823.44			
Outstanding Checks:	\$	-	Variance:	\$	-
Reconciled Balance per Bank:	\$	13,160,002.40			

Outstanding Checks (current fiscal year)

17

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount
Interest Due From AP	11/30/25		1,168.46
Interest Due From PR	11/30/25		2,490.18
Due to CN - ER Exp Reversal	11/30/25		(3.00)

Name or Description	Date	Check # or Journal #	Amount
Loan To PR - State Tax paid 2x	10/31/25		98,169.00
Due to SM Activity (Oct Interest)			(1.20)

### BANK RECONCILIATION

Account: EEF FOR CTE - HOUSE BILL 603 (2910)  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	1,023,081.17	General Ledger Balance:	\$	1,023,081.17
Outstanding Deposits:	\$	-	Variance:	\$	-
Outstanding Checks:	\$	-			
Reconciled Balance per Bank:	\$	1,023,081.17			

#### Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount
			18

#### Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

#### Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

#### Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

### BANK RECONCILIATION

Account: EEF FOR CTE - 22 SENATE BILL 3011 (2092)  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	0.06	General Ledger Balance:	\$	0.06
Outstanding Deposits:	\$	-	Variance:	\$	-
Outstanding Checks:	\$	-			
Reconciled Balance per Bank:	\$	0.06			

Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

### BANK RECONCILIATION

Account: EEF FOR SMH - HOUSE BILL 603 (2911)  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	4.64	General Ledger Balance:	\$	4.64
Outstanding Deposits:	\$	-	Variance:	\$	-
Outstanding Checks:	\$	-			
Reconciled Balance per Bank:	\$	4.64			

#### Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount
			20

#### Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

#### Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

#### Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

## BANK RECONCILIATION

Account: VHS SB2468 (2912)  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	11,046.98	General Ledger Balance:	\$	11,046.98
Outstanding Deposits:	\$	-	Variance:	\$	-
Outstanding Checks:	\$	-			
Reconciled Balance per Bank:	\$	11,046.98			

### Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount
			21

### Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

### Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

### Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

**BANK RECONCILIATION**

Account: East Central Activity  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	456,544.24	General Ledger Balance:	\$	456,544.24
Outstanding Deposits:	\$	-			
Outstanding Checks:	\$	-	Variance:	\$	-
Reconciled Balance per Bank:	\$	456,544.24			

Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

22

Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

### BANK RECONCILIATION

Account: St. Martin Activity  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	567,398.13	General Ledger Balance:	\$	567,938.33
Outstanding Deposits:	\$	540.20	Variance:	\$	-
Outstanding Checks:	\$	-			
Reconciled Balance per Bank:	\$	567,938.33			

Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount
			23

Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount
GoFan: 10/20-10/26	10/31/2025	202526686	\$ 539.00

Name or Description	Date	Check # or Journal #	Amount
Due from District (oct Interest)	11/1/2025		\$ 1.20

### BANK RECONCILIATION

Account: Vanleave Activity  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	311,057.83	General Ledger Balance:	\$	313,803.83
Outstanding Deposits:	\$	2,746.00	Variance:	\$	-
Outstanding Checks:	\$	-			
Reconciled Balance per Bank:	\$	313,803.83			

Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

24

Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount
GoFan		202526775	1,888.00
GoFan		202526812	858.00

Name or Description	Date	Check # or Journal #	Amount

### BANK RECONCILIATION

Account: JCTC Activity  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	19,530.23	General Ledger Balance:	\$	19,530.23
Outstanding Deposits:	\$	-			
Outstanding Checks:	\$	-	Variance:	\$	-
Reconciled Balance per Bank:	\$	19,530.23			

Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

25

Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount

Name or Description	Date	Check # or Journal #	Amount

**BANK RECONCILIATION**

Account: FABLAB Activity  
 Month Ending: November 30, 2025

Balance Per Bank:	\$	100,107.58	General Ledger Balance:	\$	100,257.58
Outstanding Deposits:	\$	150.00			
Outstanding Checks:	\$	-	Variance:	\$	-
Reconciled Balance per Bank:	\$	100,257.58			

Outstanding Checks (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount	Name or Description	Date	Check # or Journal #	Amount

Outstanding Checks (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount	Name or Description	Date	Check # or Journal #	Amount

Outstanding Deposits (prior fiscal years)

Name or Description	Date	Check # or Journal #	Amount	Name or Description	Date	Check # or Journal #	Amount
	07/26/22	276	\$ 150.00				

Outstanding Deposits (current fiscal year)

Name or Description	Date	Check # or Journal #	Amount	Name or Description	Date	Check # or Journal #	Amount





**JACKSON COUNTY SCHOOL DISTRICT**  
**Budget Status Report**

Report Date: 12/10/2025      Begin Account: 000-0000-000-000-00-0000  
 Period: 5 - 11/01/2025 - 11/30/2025      End Account: 999-9999-999-999-99-9999  
 Fund: All

Fund	Fund Balance (7/1/2025)	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	22,274,086.03	94,971,416.00	24,666,601.97	70,304,814.03	4,550,624.08	95,730,484.05	29,687,882.72	66,042,601.33	6,668,418.34	0.00	0.00	17,252,805.28	21,515,017.98
1121 - INSURANCE RESERVE	7,039,669.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,039,669.78	7,039,669.78
1130 - SPECIAL EDUCATION	0.00	8,209,594.55	2,550,228.17	5,659,366.38	643,736.57	8,232,518.55	2,551,120.54	5,681,398.01	643,736.57	0.00	0.00	(892.37)	(22,924.00)
1140 - ALTERNATIVE SCHOOL	0.00	476,486.01	154,865.25	321,620.76	38,483.41	476,486.01	154,865.25	321,620.76	38,483.41	0.00	0.00	0.00	0.00
1145 - AT RISK	0.00	696,617.12	276,277.12	420,340.00	69,466.45	812,145.12	276,277.12	535,868.00	69,466.45	0.00	0.00	0.00	(115,528.00)
1152 - EAST CENTRAL ACTIVITY	390,304.38	238,500.35	237,045.14	1,455.21	24,041.47	621,416.29	168,805.28	452,611.01	28,328.35	0.00	0.00	458,544.24	7,388.44
1153 - ST MARTIN ACTIVITY	431,975.38	316,765.24	316,069.62	695.62	49,572.09	713,098.95	176,106.67	536,992.28	47,812.13	0.00	0.00	571,938.33	35,641.67
1154 - VANCLEAVE ACTIVITY	265,515.76	202,311.82	200,111.82	2,200.00	27,139.65	466,003.57	149,239.75	316,763.82	48,847.20	0.00	0.00	316,387.83	1,824.01
1155 - JCTC ACTIVITY	13,879.23	10,182.99	10,160.99	22.00	2,028.44	22,360.51	4,509.99	17,850.52	756.18	0.00	0.00	19,530.23	1,701.71
1156 - FABLAB ACTIVITY	111,065.15	9,336.05	3,836.05	5,500.00	345.32	109,497.10	14,643.62	94,853.48	3,025.32	0.00	0.00	100,257.58	10,904.10
1840 - 16TH SECTION INTEREST	3,893,256.16	350,000.00	171,456.00	178,544.00	15,849.11	300,514.46	28,238.11	272,276.35	9,104.35	0.00	0.00	4,036,474.05	3,942,741.70
1841 - 16TH SECTION INTEREST 16-4 -9	1,275.85	0.00	5.77	(5.77)	0.68	1,275.51	1,004.52	270.99	4.52	0.00	0.00	277.10	0.34
1842 - 16TH SECTION INTEREST 16-5 -9	11,835.60	4,300.00	141.88	4,158.12	29.55	5,023.36	23.36	5,000.00	23.36	0.00	0.00	11,954.12	11,112.24
1843 - 16TH SECTION INTEREST 16-6 -5	48,187.09	5,500.00	3,613.91	1,886.09	128.05	10,000.00	0.00	10,000.00	0.00	0.00	0.00	51,801.00	43,687.09

**JACKSON COUNTY SCHOOL DISTRICT**  
**Budget Status Report**

Fund	Fund Balance (7/1/2025)	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	17,993.23	1,600.00	1,826.10	(226.10)	45.70	1,833.46	1,333.46	500.00	1,333.46	0.00	0.00	18,485.87	17,759.77
1845 - 16TH SECTION INTEREST 16-6 -9	3,220.14	0.00	38.60	(38.60)	8.04	8.00	8.00	0.00	8.00	0.00	0.00	3,250.74	3,212.14
1846 - 16TH SECTION INTEREST 16-7 -6	88.52	0.00	1.07	(1.07)	0.22	0.42	0.42	0.00	0.42	0.00	0.00	89.17	88.10
1847 - 16TH SECTION INTEREST 16-7 -7	7,392.45	0.00	88.59	(88.59)	18.43	27.22	27.22	0.00	27.22	0.00	0.00	7,453.82	7,365.23
1848 - 16TH SECTION INTEREST 16-7 -8	86,646.71	7,500.00	944.44	6,555.56	127.02	46,206.11	36,206.11	10,000.00	36,206.11	0.00	0.00	51,385.04	47,940.60
1849 - 16TH SECTION INTEREST 16-7 -9	7,937.80	0.00	95.16	(95.16)	19.82	15.93	15.93	0.00	15.93	0.00	0.00	8,017.03	7,921.87
1850 - 16TH SECTION INTEREST 16-8 -7	118.07	0.00	1.41	(1.41)	0.29	0.56	0.56	0.00	0.56	0.00	0.00	118.92	117.51
1901 - MEDICAID SBAC FUND	99,732.74	60,000.00	0.00	60,000.00	0.00	163,536.06	45,761.26	117,774.80	9,076.40	0.00	0.00	53,971.48	(3,803.32)
1902 - COMDATA NETWORK	64,893.97	25,000.00	11,640.24	13,359.76	2,091.54	85,863.14	0.00	85,863.14	0.00	0.00	0.00	76,534.21	4,030.83
1903 - ENERGY CLASS PRIZE 2023	138,177.41	0.00	0.00	0.00	0.00	138,177.41	0.00	138,177.41	0.00	0.00	0.00	138,177.41	0.00
1925 - TECHNOLOGY FUND	0.00	3,748,085.54	1,706,720.44	2,041,365.10	137,069.93	3,754,611.54	1,707,115.21	2,047,496.33	137,069.93	0.00	0.00	(394.77)	(6,526.00)
1935 - FAB LAB JACKSON COUNTY	0.00	183,819.75	13,700.00	170,119.75	0.00	183,819.75	73,765.50	110,054.25	12,734.92	0.00	0.00	(60,065.50)	0.00
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 (7/1/2025)	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
2090 - EXTENDED SCHOOL YEAR	2,591.26	2,500.00	(19,205.41)	21,705.41	0.00	11,630.25	11,630.25	0.00	0.00	0.00	0.00	(28,244.40)	(6,538.99)
2092 - WORKFORCE ENHANCEMEN T (SB 3011)	16,106.43	0.00	92.91	(92.91)	0.00	16,199.28	16,199.28	0.00	0.00	0.00	0.00	0.06	(92.85)
2110 - SCHOOL FOOD SERVICE	3,509,396.41	5,682,385.00	2,309,698.53	3,372,686.47	572,339.36	7,286,557.71	2,721,469.47	4,565,088.24	668,416.95	0.00	0.00	3,097,625.47	1,905,223.70
2135 - SUMMER FEEDING - 2025	210,486.98	0.00	899,863.59	(899,863.59)	0.00	250,526.75	250,526.75	0.00	0.00	0.00	0.00	859,823.82	(40,039.77)
2211 - TITLE I - A 84.010A	0.00	2,439,341.23	366,813.99	2,072,527.24	61,129.30	2,169,053.83	731,288.39	1,437,765.44	161,777.72	0.00	0.00	(364,474.40)	279,287.40
2213 - TITLE I- 1003(a) SCHOOL IMPROVEMEN T	0.00	510,471.23	102,826.59	407,644.64	37,361.26	456,883.97	142,765.78	314,118.19	39,939.19	0.00	0.00	(39,939.19)	53,587.26
2290 - TITLE I COST POOL	0.00	260,736.19	42,405.37	218,330.82	6,697.37	254,976.58	61,018.29	193,958.29	12,242.49	0.00	0.00	(18,612.92)	5,759.61
2410 - EEF - BUILDINGS AND BUSES	554,776.38	282,856.00	94,284.00	188,572.00	23,571.00	766,665.38	0.00	766,665.38	0.00	0.00	0.00	649,060.38	70,967.00
2511 - TITLE II, PART A 84.367A	0.00	644,339.66	73,754.30	570,585.36	4,921.96	467,804.94	196,169.89	271,635.05	40,005.25	0.00	0.00	(122,415.59)	176,534.72
2594 - ESSER II 84.425D	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 84.425U	0.00	0.00	83,748.39	(83,748.39)	0.00	83,748.40	83,748.39	0.01	0.00	0.00	0.00	0.00	(83,748.40)
2609 - ARP HOMELESS II 84.425W	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
2610 - IDEA PART B 84.027A	0.01	2,386,515.88	135,303.34	2,251,212.54	124,971.35	2,382,599.87	718,726.72	1,663,873.15	138,884.26	0.00	0.00	(583,423.37)	3,916.02
2620 - IDEA PART C 84.173A	0.00	66,778.41	15.81	66,762.60	15.81	63,837.99	21,949.83	41,888.16	5,109.43	0.00	0.00	(21,934.02)	2,940.42

**JACKSON COUNTY SCHOOL DISTRICT**  
**Budget Status Report**

Fund	Fund Balance (7/1/2025)	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
2630 - POSITIVE BEHAVIOR SPECIALIST (PBS-FEDERAL ONLY)	0.00	20,304.76	0.00	20,304.76	0.00	20,304.76	6,082.29	14,222.47	1,502.12	0.00	0.00	(6,082.29)	0.00
2711 - CTE - BASIC FUND (LOCAL & STATE)	0.01	2,834,073.58	947,116.96	1,886,956.62	227,685.64	2,959,151.27	947,208.79	2,011,942.48	227,685.64	0.00	0.00	(91.83)	(125,077.69)
2712 - CTE - BASIC FUND (FEDERAL)	0.00	141,638.82	0.00	141,638.82	0.00	204,222.86	45,952.07	158,270.79	9,793.97	0.00	0.00	(45,952.07)	(62,584.04)
2811 - TITLE IV, PART A 84.424B	0.00	102,194.19	13,048.02	89,146.17	5,407.99	191,233.40	16,099.55	175,133.85	1,503.30	0.00	0.00	(3,051.53)	(89,039.21)
2820 - UNEMPLOYMENT COMP. REVOLVING	174,299.49	0.00	0.00	0.00	0.00	42,500.00	2,273.88	40,226.12	2,273.88	0.00	0.00	172,025.61	131,799.49
2830 - FORESTRY ESCROW FUND	152,804.97	5,000.00	2,720.85	2,279.15	253.75	57,000.00	2,160.00	54,840.00	0.00	0.00	0.00	153,365.82	109,804.97
2901 - BLUE CROSS BLUE SHIELD GRANT	4.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.24	4.24
2902 - MDEQ VW DIESEL EMISSIONS	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
2903 - MDEQ DERA GRANT	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
2906 - EDUCABLE CHILD	0.00	100,000.00	(17,135.93)	117,135.93	0.00	100,000.00	18,721.64	81,278.36	16,422.95	0.00	0.00	(35,857.57)	0.00
2907 - POSITIVE BEHAVIOR SPECIALIST (PBS-STATE)	18.91	9,137.15	0.00	9,137.15	0.00	9,137.15	2,660.96	6,476.19	657.17	0.00	0.00	(2,642.05)	18.91
2908 - EDUCATIONAL INTERPRETER (STATE 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
2910 - 2023 HOUSE BILL 603 (CTE)	3,061,569.83	10,000.00	24,114.70	(14,114.70)	2,591.09	3,076,048.08	2,062,603.36	1,013,444.72	53,546.25	0.00	0.00	1,023,081.17	(4,478.25)
2911 - 2023 HOUSE BILL 603 (SMH)	5,500.39	1,000.00	44.03	955.97	0.01	5,539.78	5,539.78	0.00	0.00	0.00	0.00	4.64	960.61

**JACKSON COUNTY SCHOOL DISTRICT**  
**Budget Status Report**

Fund	Fund Balance (7/1/2025)	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
2912 - 2024 SENATE BILL 2468 (VCH)	16,743.07	0.00	204.99	(204.99)	35.34	16,869.86	5,901.08	10,968.78	5,854.00	0.00	0.00	11,046.98	(126.79)
2913 - FY25 MDE Spec AG Grant	112.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112.05	112.05
2940 - ROTC	0.00	175,357.98	16,665.92	158,692.06	7,105.07	175,357.98	74,807.15	100,550.83	14,961.43	0.00	0.00	(58,141.23)	0.00
2941 - HUMAN EXPLORATION ROVER	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
2942 - TRANSITION PARTNERSHIP PROGRAM (MDRS	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
2943 - MDRS DISABLED ASSISTANCE	1,106.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,106.00	1,106.00
2980 - SPARKLIGHT	1,122.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,122.32	1,122.32
2981 - GULF COAST COMMUNITY FOUNDATION INC	46.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.64	46.64
2982 - AMERICAN HEART ASSOCIATION	418.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	418.90	418.90
2983 - SINGING RIVER ELECTRIC COOPERATIVE	2,371.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,371.16	2,371.16
2984 - ALLSTAR ORTHOPEDIC S, PLLC	1,235.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,235.53	1,235.53
2985 - MS RESTAURANT ASSN EDUC FDN	516.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	516.96	516.96
2986 - INGALLS GRANT	4,887.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,887.03	4,887.03
2988 - PLTW- VMS	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	0.25

**JACKSON COUNTY SCHOOL DISTRICT**  
**Budget Status Report**

Fund	Fund Balance (7/1/2025)	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
3027 - CONSTRUCTION AND IMPROVEMENTS	8,083,769.98	5,129,446.00	82,762.66	5,046,683.34	16,551.79	10,078,995.90	1,055,510.47	9,023,485.43	410,603.83	0.00	0.00	7,111,022.17	3,134,220.08
3028 - 3 MILL CONSTRUCTION 2019	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
4024 - THREE MILL NOTE 2019	2,701,394.69	2,037,731.00	124,125.84	1,913,605.16	4,541.55	3,300,250.00	1,603,125.00	1,697,125.00	0.00	0.00	0.00	1,222,395.53	1,438,875.69
4027 - THREE MILL NOTE 2012	217.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	217.13	217.13
7211 - 16-4-9 PRINCIPAL FUND	11,102.50	3,500.00	133.14	3,366.86	27.77	0.00	0.00	0.00	0.00	0.00	0.00	11,235.64	14,602.50
7212 - 16-5-9 PRINCIPAL FUND	390.02	0.00	4.68	(4.68)	0.98	0.00	0.00	0.00	0.00	0.00	0.00	394.70	390.02
7213 - 16-6-5 PRINCIPAL FUND	123,195.33	0.00	1,477.42	(1,477.42)	308.18	0.00	0.00	0.00	0.00	0.00	0.00	124,672.75	123,495.33
7214 - 16-6-6 PRINCIPAL FUND	7,182.36	0.00	86.13	(86.13)	17.97	0.00	0.00	0.00	0.00	0.00	0.00	7,268.49	7,182.36
7215 - 16-6-9 PRINCIPAL FUND	455.15	0.00	5.46	(5.46)	1.14	0.00	0.00	0.00	0.00	0.00	0.00	460.61	455.15
7216 - 16-7-6 PRINCIPAL FUND	1,529.06	0.00	18.35	(18.35)	3.83	0.00	0.00	0.00	0.00	0.00	0.00	1,547.41	1,529.06
7217 - 16-7-7 PRINCIPAL FUND	288,627.18	0.00	3,461.37	(3,461.37)	722.02	0.00	0.00	0.00	0.00	0.00	0.00	292,088.55	288,627.18
7218 - 16-7-8 PRINCIPAL FUND	38,237.56	0.00	458.56	(458.56)	95.65	0.00	0.00	0.00	0.00	0.00	0.00	38,696.12	38,237.56
7219 - 16-7-9 PRINCIPAL FUND	3,018.42	0.00	36.19	(36.19)	7.55	0.00	0.00	0.00	0.00	0.00	0.00	3,054.61	3,018.42
7220 - 16-8-7 PRINCIPAL FUND	2,038.75	0.00	24.45	(24.45)	5.10	0.00	0.00	0.00	0.00	0.00	0.00	2,063.20	2,038.75
7221 - JCSO 16TH SECTION PRINCIPAL	205,921.33	0.00	2,469.51	(2,469.51)	515.11	0.00	0.00	0.00	0.00	0.00	0.00	208,390.84	205,921.33

**JACKSON COUNTY SCHOOL DISTRICT**  
**Budget Status Report**

Fund	Fund Balance (7/1/2025)	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	99,113,784.16	0.00	0.00	0.00	0.00	0.00	(2,499,560.62)	2,499,560.62	(561,418.43)	0.00	0.00	101,613,344.78	99,113,784.16
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)
	45,729,586.29	132,362,322.50	35,616,914.45	96,745,408.05	6,657,710.80	146,322,019.07	43,381,529.04	102,940,490.03	9,004,240.53	0.00	0.00	37,964,971.70	31,769,889.72

JACKSON COUNTY SCHOOL DISTRICT		Marathon powered by CA - Jackson Co. FY26 (ageiser)											12/10/2025 10:58:41 AM
Cash Flow													
	July	August	September	October	November	December	January	February	March	April	May	June	Total
<b>Cash</b>													
Cash on Hand	138,115.14	5,267,307.35	4,956,219.80	872,585.54	5,596,411.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,830,639.23
<b>Total Cash</b>	138,115.14	5,267,307.35	4,956,219.80	872,585.54	5,596,411.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,830,639.23
<b>Actual Revenue</b>													
Ad Valorem Collections	0.00	631,492.52	533,832.91	954,514.14	81,375.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,201,214.93
Other Taxes	46,155.77	9,372.85	69,464.64	79,500.63	69,182.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	273,676.70
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	39,036.21	11,710.77	15,432.17	147,309.00	22,387.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	235,875.71
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	18,447.40	49,689.74	7,930.73	9,453.29	2,539.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	88,060.95
Homestead Reimbursement	0.00	0.00	0.00	339,475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	339,475.00
Drivers' Education	(13,881.12)	13,881.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MAEP	3,962,025.00	4,355,600.00	4,350,713.74	4,351,533.60	4,351,761.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,371,634.18
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	0.00	17,018.43	139.29	228.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,386.31
Master Teacher	22,913.00	22,913.00	22,913.00	22,913.00	22,913.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	114,565.00
Teacher Pay Raise	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
Rail 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
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Federal	724.90	112.00	556.88	326.24	235.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,955.15
Insurance Loss Recoveries	0.00	910.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	910.09
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06/30/26 Receivables	1,185,831.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,185,831.46
<b>Total Actual Revenue</b>	5,261,252.62	5,095,682.09	5,017,862.50	5,905,164.19	4,550,624.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,830,585.48
<b>Actual Expenditures</b>													
1120 - Payroll	754,909.89	4,687,914.98	4,685,961.80	4,718,838.90	4,705,840.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,553,465.66
Accounts Payable	329,003.22	682,841.47	1,394,255.17	1,594,025.48	847,041.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,847,166.47
1120 - Transfers Out	0.00	0.00	3,060,182.25	1,363,666.71	1,116,142.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,539,990.96
Interfund Loans	(948,223.21)	(2,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(950,223.21)
<b>Total Actual Expenditures</b>	135,689.90	5,368,756.45	9,140,399.22	7,676,531.09	6,669,023.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,990,399.88
<b>Grand Total</b>	5,263,677.86	4,994,232.99	833,683.08	(898,781.36)	3,478,012.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,670,824.83

# FUND BALANCE & CONSTRUCTION UPDATE FOR MONTH ENDING NOVEMBER 30, 2025

## Projected FY26 Ending General Fund Balance\*:

<u>Prior</u>	<u>Current</u>	<u>Target</u>
20.38%	18.13%	10%

*\*Excludes \$7M insurance reserve*

## Capital Balances (actual less encumbered):

General Construction	6,397,837.91
<u>16th Section Interest</u>	<u>4,035,474.05</u>
Total	10,433,311.96

Revenue and Budget Update: Amber Geiser

AssetNo	Asset_Description	Manufacturer	ModelNo	SerialNo	Disposal Reason	Disposal Request Date
16743	LAMINATOR			16743	JUNKED OR USED FOR PARTS	12/5/2025
15400	NOTEBOOK	HP	15-F018DX	5DC4464GV3	JUNKED OR USED FOR PARTS	11/14/2025
2302640	CHROMEBOOK	LENOVO	82J7	MP25LZQV	JUNKED OR USED FOR PARTS	12/9/2025
2302668	CHROMEBOOK	LENOVO	82J7	MP25FX7P	JUNKED OR USED FOR PARTS	12/9/2025
2303014	CHROMEBOOK	LENOVO	82J7	MP25LRG8	JUNKED OR USED FOR PARTS	12/9/2025
7006176	Chromebook	HP	11A G8 EE	5CD036033C	JUNKED OR USED FOR PARTS	11/14/2025
64285	TELEVISION	RCA	60 INCH PLASMA	A1611186590000005	JUNKED OR USED FOR PARTS	11/18/2025
2401530	Lenovo 100e Chromebook	Lenovo	100e Gen 4 4gb	SYX076P48	JUNKED OR USED FOR PARTS	11/20/2025
0	Wireless Access Point	Xirrus	XR-2236		JUNKED OR USED FOR PARTS	11/20/2025
32410	24TS-S SWITCH	CISCO	3560G	FOC1048Y3FK	JUNKED OR USED FOR PARTS	11/20/2025
36378	TABLET	DELL	LATITUDE 3180	33PS5H2	JUNKED OR USED FOR PARTS	11/20/2025
62313	Wireless Access Point	Xirrus	XR-2236	XR21526064C78	JUNKED OR USED FOR PARTS	11/20/2025
62334	Wireless Access Point	Xirrus	XR-2236	XR21516063A4E	JUNKED OR USED FOR PARTS	11/20/2025
2302310	CHROMEBOOK	LENOVO	82J7	MP25M237	JUNKED OR USED FOR PARTS	12/8/2025
7009152	Chromebook	HP	11A G8 EE	5CD0346HDF	JUNKED OR USED FOR PARTS	12/8/2025
7009276	Chromebook	HP	11A G8 EE	5CD035JF3T	JUNKED OR USED FOR PARTS	12/8/2025
7009394	Chromebook	HP	11A G8 EE	5CD035JF52	JUNKED OR USED FOR PARTS	12/8/2025
7008090	Chromebook	HP	11A G8 EE	5CD035JPQ2	JUNKED OR USED FOR PARTS	12/5/2025
7008590	Chromebook	HP	11A G8 EE	5CD035JR9M	JUNKED OR USED FOR PARTS	11/19/2025
7008592	Chromebook	HP	11A G8 EE	5CD035DY0F	JUNKED OR USED FOR PARTS	11/19/2025
7010824	Chromebook	HP	11A G8 EE	5CD035F502	JUNKED OR USED FOR PARTS	12/5/2025
7011204	Chromebook	HP	11A G8 EE	5CD03460FH	JUNKED OR USED FOR PARTS	12/5/2025
7007202	Chromebook	HP	11A G8 EE	5CD035LKD5	JUNKED OR USED FOR PARTS	12/5/2025
7007245	Chromebook	HP	11A G8 EE	5CD035LKDM	JUNKED OR USED FOR PARTS	11/14/2025
7007348	Chromebook	HP	11A G8 EE	5CD035JQXG	JUNKED OR USED FOR PARTS	11/14/2025
7007370	Chromebook	HP	11A G8 EE	5CD035LKM4	JUNKED OR USED FOR PARTS	11/14/2025
7007395	Chromebook	HP	11A G8 EE	5CD035LKN5	JUNKED OR USED FOR PARTS	11/14/2025
7009082	Chromebook	HP	11A G8 EE	5CD033HX0W	JUNKED OR USED FOR PARTS	11/14/2025
34918	LAPTOP	APPLE	IMAC 21.5	D25QX0F7GG7F	JUNKED OR USED FOR PARTS	11/14/2025
35147	LAPTOP	APPLE	MMF84CLL/A	C02RG2H1FVH5	JUNKED OR USED FOR PARTS	11/14/2025

# Memo



**To:** JCSD School Board

**From:** Amber Geiser, Business Manager

**cc:** David Baggett, Superintendent

**Date:** December 15, 2025

**Re:** Request for Approval of Performance-Based Incentive Payments (Policy GBREC)

---

It is recommended that the Board of Trustees approve the disbursement of **Performance-Based Incentive Payments** for all eligible full-time certified and non-certified employees, as outlined in **Board Policy GBREC** based on the district's overall accountability rating for the 2024-2025 school year.

## Background and Policy Alignment

The Mississippi Department of Education (MDE) announced the **Jackson County School District (JCSD)** received an overall accountability rating of **"A"** for the 2024-2025 school year. This rating triggers the eligibility for incentive payments under Board Policy GBREC.

Policy GBREC allows for the following payments upon an "A" rating, contingent upon the Board's finding of adequate funding:

**Full-Time Certified Employees \$1,100.00**

**Full-Time Non-Certified Employees \$500.00**

## Finding of Adequate Funding

The Administration has reviewed the district's financial position and has identified that **adequate funding is available** within the 2025-2026 Approved Budget to cover the total cost of these performance-based incentive payments.

## Payment Details and Eligibility

1. **Payment Date:** All approved incentive payments will be made via a **single payment on January 16, 2026**.
2. **Attached list includes changes from the previously approved list.** Any employee on this list that separates from the district prior to the board approved payment date, will forfeit eligibility.

## CORRECTIONS

<b>Emp ID</b>	<b>Employee</b>	<b>Amount</b>	<b>Note</b>
2848	LEBATARD, CHRISTOPHER	-	Recommended in error - Remove eligibility
3617	NOBLITT, MONTGOMERY	-	Recommended in error - Remove eligibility
8404	BROWN, SANDRA	-	Recommended in error - Remove eligibility
8475	WILBERT, WANESHA	1,100.00	Recommended \$600 in error - should be \$1100
1954	GUTHRIE, JERRI	500.00	Reemployed after previous recommendation submitted.

Jackson County School District Workers Compensation Claims  
2025-2026

July	3
August	7
September	6
October	1
November	2
December	
January	
February	
March	
April	
May	
June	

# MISSISSIPPI EMPLOYER-ASSISTED HOUSING TEACHER PROGRAM LOAN AGREEMENT

Date of Agreement: 12/5/2025

Teacher: TRAN THAI NGUYEN

School District: JACKSON COUNTY SCHOOL DISTRICT

Loan Amount up to \$6,000.00: 6000.00

Beginning School Year: 2026

This Agreement is made and entered into upon the above stated date by and between named Teacher ("Teacher") and the Mississippi State Department of Education ("Department"),

For purposes of this agreement "School District" or "District" shall mean any school district that has been designated by the State Board of Education as a geographical area where there exists a critical shortage of teachers.

WITNESSETH:

- a) **Purpose.** Teacher has applied to the Department for a loan for the purpose of purchasing a residence pursuant to the Mississippi Employer-Assisted Housing Teacher Program (Program). See Miss. Code Ann. § 37-159-11. The Department agrees to lend to Teacher the above stated Loan Amount pursuant to the terms of the Program, of which the Teacher is aware, and upon the terms and conditions herein stated.
- b) **Use of Loan Amount.** Teacher shall only use the Loan Amount for the purposes of acquiring a residence within the County in which the district or any part of the district is located.
- c) **Term of Agreement.** The term of this Agreement shall commence upon the Beginning School Year or the date of this Agreement above stated, whichever is later.
- d) **Grant for Service.** Commencing with the Beginning School Year above stated, Teacher shall receive a grant for each year of service rendered as a teacher in the district of one-third (1/3) of the total Loan Amount with no interest accrued upon such grant.
- e) **Service of Teacher.** Teacher agrees to render service as a teacher in the district for three (3) consecutive years commencing with the Beginning School Year and that the school year in which the Agreement is executed will be considered the Beginning School Year provided the Agreement is executed by December 1 of the school year, otherwise, the Beginning School Year will be the next school year. Teacher may choose to accept employment in another district that is located in whole or in part within the county in which the residence is located so long as that school district has been designated by the State Board of Education as a geographical area where a critical shortage of teachers exists. In the event of this occurrence Teacher shall still be considered compliant with this agreement and the years of service in each of the school districts served shall be added together in determining that three consecutive years have been served.

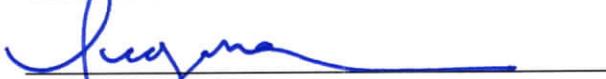
- f) **Residence of Teacher.** Teacher agrees to reside and occupy the residence acquired with the use of the Loan Amount during the term of this Agreement. Teacher may not lease or rent to any person the said residence or any part thereof during the term of this Agreement.
- g) **Tax Liability.** Teacher acknowledges that the grant or forgiveness for rendering service as a teacher to the District may result in taxable income to Teacher for federal and/or state income tax purposes, and further acknowledges that liability for any and all taxes due upon such taxable income will be the sole responsibility and liability of Teacher, that the Department will withhold no sums from the amounts forgiven and will pay no withholdings thereon to the appropriate taxing authority. Teacher further acknowledges that the Department may furnish to the Internal Revenue Service and/or to the Mississippi State Tax Commission, such information and upon such forms as are required to give notice to the said Internal Revenue Service and/or to the Mississippi State Tax Commission of the grant or forgiveness to Teacher.
- h) **Events of Default.** Default shall consist of the occurrence of any one or more of the following events: (1.) failure of Teacher to render service to the District for three consecutive school years commencing with the Beginning School Year above stated; (2.) failure of Teacher to continuously reside in the residence acquired with the use of the Loan Amount for three consecutive school years commencing with the Beginning School Year above stated; (3.) any breach of any condition of this Agreement by Teacher; or (4.) breach of any condition under the Program by the Teacher.
- i) **Interest upon Default.** Upon the occurrence of any event specified in Section (h) of this Agreement, interest shall accrue upon the unforgiven and unpaid portion of the Loan Amount as of the date of this Agreement and continuing until paid in full. The interest rate shall be the Stafford Loan rate in effect upon the occurrence of an Event of Default, as said rate is from time to time determined by the United States Department of Education.
- j) **Actions upon Default.** Upon the occurrence of any event specified in Section (h) of the Agreement, the unforgiven and unpaid portion of the Loan Amount together, with all interest accrued from the date of the Agreement, shall be due. The Department shall give written notice to Teacher of the sums due as of the date of default and the interest amount thereafter. Such notice shall be sent via certified mail, return receipt request to Teacher at the address of Teacher upon the records of the Department. Teacher shall have 30 days from the time he or she received written notice to pay the sums due the Department. The Department may consider a repayment plan with the Teacher.
- k) **Collection Costs.** If Teacher fails to pay the sum due the Department by the deadline or in accordance with the repayment plan, if applicable, the Department may employ an attorney(s) for the collection of sums due and shall be liable for an additional amount equal to reasonable attorneys' fees and court costs.
- l) **Duties of the District.** By its execution hereof, the district agrees that this Agreement has been fully approved by order duly entered upon the minutes of its local school board, and that its President/Chair has been duly authorized to execute same. District further agrees to notify Department in writing within three business days of the occurrence of any of the following: (1.) Teacher ceases to render service to the district as a teacher at any time during the term hereof; (2.) Teacher ceases to reside in and occupy the actual residence purchased with the use of the Loan Amount.
- m) **Acts of God.** Teacher's performance of any duty herein required to be performed shall not be excused by the occurrence of war, tornado, fire, earthquake, flood, or death or disability of Teacher, regardless of cause, or any other act of God, or by Teacher's termination by the district.
- n) **Administration.** Department may contract with one or more public or private entities that it is

permitted to contract with under the Program, to perform all or some of its duties under the Program.

- o) **Applicable Laws and Rules and Regulations.** This Agreement is subject to and shall be governed by and construed in accordance with the laws of the State of Mississippi in such cases made and provided and by the rules and regulations adopted by the State Board of Education pursuant to the Program. In the event of a conflict between the terms of this Agreement and the laws of the State of Mississippi, the laws shall control; in the event of a conflict between the terms of this Agreement and the rules and regulations adopted by the State Board of Education pursuant to the Program, the rules and regulations shall control.
- p) **Advancement of Loan Amount.** It is agreed that the Loan Amount shall not be advanced until the closing of the purchase of a residence aforesaid by Teacher. It is further agreed that the above stated Loan Amount may be decreased due to lesser cash requirements at closing, and that if the Loan Amount is so decreased, this Agreement shall be deemed amended to reflect the amount advanced, and in all other respects shall remain in full force and effect. It is further agreed that the Loan Amount shall not be increased after execution hereof unless this Agreement is amended in writing and executed, by all parties hereto.

WITNESS the signatures of Teacher, of the duly authorized officer of the Department and of the President of the Board of Trustees of District as of the date first above mentioned.

TEACHER

  
Teacher Signature

12/8/2025  
Date

SWORN TO AND SUBSCRIBED before me, this the 8<sup>th</sup> day of December, 2025.

  
NOTARY PUBLIC

My Commission Expires: Nov 18, 2027.



**SCHOOL DISTRICT**

\_\_\_\_\_  
School District

By: \_\_\_\_\_ Title: \_\_\_\_\_

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

SWORN TO AND SUBSCRIBED before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**MS DEPARTMENT OF EDUCATION**

By: \_\_\_\_\_ Title: \_\_\_\_\_

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

SWORN TO AND SUBSCRIBED before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

Source: Miss. Code Ann. §§ 37-1-3; 37-159-11 (Revised 08/2020)

Board Agenda Personnel Changes 12/15/2025

<b>Certified Employee Recommendations (all recommendations are subject to verified background checks and drug tests)</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Replacing/Change</b>	<b>Hire/Eff. Date</b>	<b>Fiscal Year</b>
Morgan, Megan	Federal Programs	EL Teacher	Upgrade in License from AA to AAAA	11/18/2025	2025-2026
Patterson, JoDeana	SMMS	Teacher	National Board Supplement	1/2/2026	2025-2026
Patterson, JoDeana	SMMS	Teacher	Hollis McKinley	1/2/2026	2025-2026
Patterson, JoDeana	SMMS	Teacher	Recommended with 10 years of experience; 22 years have been verified.	1/2/2026	2025-2026
<b>Certified Employee Resignations</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Resignation/Retirement</b>	<b>Separation Date</b>	<b>Fiscal Year</b>
Dunnam, Wanda	SMNE	Teacher	Retirement	5/28/2026	2025-2026
Ferrell, Otis	SMMS	Teacher	Retirement	5/28/2026	2025-2026
Koen, Lisa	ECLE	Teacher	Retirement	5/28/2026	2025-2026
Somers, Kimberly	VMS	Teacher	Retirement	5/28/2026	2025-2026
<b>Certified Employee Transfers (informational purposes only)</b>					
<b>Employee</b>	<b>School/Dept. (From - To)</b>	<b>Position (From - To)</b>	<b>Replacing</b>	<b>Effective Date</b>	<b>Fiscal Year</b>
McKinley, Hollis	SMMS	6th Gr English/ELA Teacher to 8th Gr English/ELA Teacher	Tricia Jackson	01/02/2026	2025-2026
<b>Declare Certified Contract Null and Void in accordance with State Statute 37-9-23</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Reason</b>	<b>Separation Date</b>	<b>Fiscal Year</b>
<b>Non-Certified Employee Recommendations (all recommendations are subject to verified background checks and drug tests)</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Replacing/Change</b>	<b>Hire/Eff. Date</b>	<b>Fiscal Year</b>
Bodell, Samantha	SMNE	Teacher Assistant	Brandi Van Fossen	11/21/2025	2025-2026
Cartwright, Donna	SMEE	Part-Time ISI Teacher Assistant	Jeana Johnson-Lee	1/20/2026	2025-2026
Cridle, Tamara	SMHS/Student Svcs	Registrar	Yucimid Machado	12/2/2025	2025-2026
Guthrie, Kelbi	EC Transportation	Bus Aide	Decrease in hours from 5 to 4.5 (shortened route)	12/4/2025	2025-2026
Hinton, Jenna	ECAC Athletics	Extra Curricular Gate Worker	N/A	12/1/2025	2025-2026
Klitzner, Hailey	SMNE	Title Teacher Assistant	Angel Frioux	11/21/2025	2025-2026
Tanner, Katie	EC Transportation	Bus Driver	Decrease in hours from 5.5 to 4.75 (Shortened SPED Route)	12/4/2025	2025-2026
Wilson, Brandon	VAC Athletics	Band Technical Assistant (Fall)	Nathan Picard	11/18/2025	2025-2026
<b>Non-Certified Employee Resignations</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Resignation/Retirement</b>	<b>Separation Date</b>	<b>Fiscal Year</b>
Brazee, Caitlin	SMMS Cafeteria	Food Service Worker	Resignation	12/16/2025	2025-2026
King, Teresa	VHS-Support	Custodian	Resignation	12/5/2025	2025-2026

Board Agenda Personnel Changes 12/15/2025

Machado, Yucimid	SMHS/Student Svcs	Registrar	Resignation	12/1/2025	2025-2026
<b>Non-Certified Employee Transfers (informational purposes only)</b>					
<b>Employee</b>	<b>School/Dept. (From - To)</b>	<b>Position (From - To)</b>	<b>Replacing</b>	<b>Effective Date</b>	<b>Fiscal Year</b>
Harte, Cory	ECUE Cafeteria/CN to ECUE	Part-Time Food Service Worker to Teacher Assistant	New Position	12/1/2025	2025-2026
Johnson-Lee, Jeana	SMEE to SMEE	Part-Time Teacher Assistant to Teacher	Amy Smith	1/2/2026	2025-2026
Pope, Davina	VLE to Business Office	Secretary/Bookkeeper to District Bookkeeper	Danielle Bennett	1/2/2026	2025-2026
Waltman, Brandi	Student Svcs/VLE to VLE	Registrar to Secretary/Bookkeeper	Davina Pope	1/2/2026	2025-2026
<b>Administrator Recommendations (all recommendations are subject to verified background checks and drug tests)</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Replacing</b>	<b>Hire Date</b>	<b>Fiscal Year</b>
<b>Administrator Resignations</b>					
<b>Employee</b>	<b>School/Dept.</b>	<b>Position</b>	<b>Resignation/Retirement</b>	<b>Separation Date</b>	<b>Fiscal Year</b>
Rowell, Ronald	ECHS	Assistant Principal	Retirement	6/12/2025	2025-2026
<b>Administrator Transfers (informational purposes only)</b>					
<b>Employee</b>	<b>School/Dept. (From - To)</b>	<b>Position (From - To)</b>	<b>Effective Date</b>	<b>Replacing</b>	<b>Fiscal Year</b>
<b>Personnel Corrections</b>					
<b>Employee</b>	<b>School</b>	<b>Board Date</b>	<b>Correction/Change</b>		
Broussard, Madalynn	JTC	11/17/2025	Change location from JTC to JTC/SMUE.		
Wallace-Lansdale, Alexis	JTC	11/17/2025	Change location from JTC to JTC/VLE.		
<b>Substitutes (added to sub list since previous board meeting)</b>					
<b>Employee</b>					
Jones, Caitlin					

**Policy CO: Administrative Reports**

**Status:** DRAFT

**Original Adopted Date:** 01/06/1986 | **Last Revised Date:** 06/15/2020 | **Last Reviewed Date:** 06/15/2020

**Administrative Reports**

It shall be the power, authority and duty of the superintendent:

1. To preserve all reports of superintendents, principals, teachers and other school officers, and to deliver to his successor or clerk of the board of supervisors all money, property, books, effects and papers. ' 37-9-14 (2) (e)
  2. To make to the school board reports for each scholastic month in such form as the school board may require. ' 37-9-14 (2) (i)
  3. To distribute promptly all reports, letters, forms, circulars and instructions which he may receive for the use of school officials. ' 37-9-14 (2) (j)
  4. To observe such instructions and regulations as the school board and other public officials may prescribe, and to make special reports to these officers whenever required.' 37-9-14 (2) (m)
  5. To make such reports as are required by the State Board of Education. ' 37-9-14 (2) (o)
  6. To comply in a timely manner with compulsory education reporting requirements prescribed in Section 37-13-91 (6). ' 37-9-14 (2) (u)
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**Policy JCD: Alternative School Program**

Status: DRAFT

Original Adopted Date: 01/26/2004 | Last Revised Date: 11/13/2023 | Last Reviewed Date: 11/13/2023

The Jackson County School District shall establish, maintain and operate, in connection with the regular programs of the district, an alternative school program. The alternative school program shall be operated as part of and in accordance with the regulations applicable to the regular school program and with all requirements of federal and state law (MS Code of 1972 Section 37-13-91, et al) and the guidelines of the State Department of Education.

1. The alternative school program shall serve compulsory school-age children:

- a. Whose presence in the classroom, in the determination of the school superintendent or principal, is a disruption to the educational environment of the school or a detriment to the best interest and welfare of the students and staff of the school as a whole;
- b. Who have been suspended for more than ten (10) school days or expelled from school, except that such placement may be denied when the expulsion was for possession of a weapon or other felonious conduct;
- c. Who are referred for placement based on documented need by the parent, legal guardian, or custodian because of disciplinary problems;
- d. Who are referred by order of a chancellor or youth court judge, but only with the consent of the school superintendent or principal.

2. No school district is required to place a child returning from an out-of-home placement in the mental health, juvenile justice or foster care system in alternative school. Placement of a child in the alternative setting shall be done consistently, and for students identified under the Individuals with Disabilities Act (IDEA), shall adhere to the requirements of the Individuals with Disabilities Act of 2004. If a school chooses to place a child in alternative school, the district will make an individual assessment and evaluation of that child in the following time periods:

- a. Five (5) days for a child transitioning from a group home, mental health care system, and/or the custody of the Department of Human Services, Division of Youth and Family Services;
- b. Ten (10) days for a child transitioning for a child transitioning from a dispositional placement order by a youth court pursuant to Section 42-21-605; and
- c. An individualized assessment for youth transitioning from an out-of-home placement to an alternative school shall include:
  - i. A strength needs assessment.
  - ii. A determination of the child's academic strengths and deficiencies.
  - iii. A proposed plan for transitioning the child to a regular education setting at the earliest possible date.

**Alternative Education Setting** The Jackson County Alternative School is established for the purpose of providing continued educational services to students whose behavior prevents them from continuing to attend their home school environment.

1. Evidence of intervention attempts at home school shall be documented. (Discipline forms are acceptable, if information is recorded that a parent contact was attempted. Administrators are encouraged to record notes of parent conference on discipline form or any other record utilized in the recording of information.)
2. The student should have been enrolled in the home school for nine (9) weeks or until intervention has been

attempted and failed, or probation terms, as specified by school board, have been violated.

### Categories for Placement

1. Placement of a student enrolled in the Jackson County School District by order of a chancellor or youth court judge can be done only with the consent of the Superintendent.
2. Placement in the alternative education setting will be at the discretion of the school board.

### Procedures for Placement in Alternative Education Setting

1. The administrator will refer students who have reached Step 5 (Secondary Handbook) or Step 6 (Middle School Handbook) to the alternative education setting. The administrator will complete the **Alternative Education Setting Referral Form** and submit it to the superintendent or his/her designee for his/her review. The parent or guardian may waive their right to appeal the recommendation of the principal to the District Discipline Appeal Committee and the student shall be placed directly in the alternative setting. Students involved with drugs, alcohol, or weapons will be recommended to the school board for expulsion.
2. Student placed in alternative education setting remains in alternative education setting according to schedule described in "criteria to return to home school section."
3. Student referred back to home school. Remains in home school on probation as prescribed by the school board/school administrator. The student remains in his home school as long as behavior is acceptable. If student's behavior worsens, the administrator may refer the student back to the alternative school if he/she is still serving his/her probationary period as prescribed by the school board/school administrator. If student's behavior worsens, the administrator may refer the student to the school board for the third offense for expulsion if he/she is still serving his/her probationary period as prescribed by the school board/school administrator. The student will not be allowed to return to the alternative education setting more than twice during the same school year. If a student is expelled from school he/she will be allowed to return to his/her home school the following year, after completing the remainder of the first offense at the alternative education setting.
4. The home school will complete the necessary information in the referral packet and send it to the principal at the time the student is referred to the alternative education setting. The principal will send copies to the school board secretary.
5. Students with special education rulings may be placed at the alternative education setting after an IEP review/revision. All due process procedures mandated by IDEA and the State Plan are to be followed. These procedures include giving written notice and Procedural Safeguards to parents, verifying receipt by parents and conducting an IEP meeting to recommend placement. IEP and other assessment data are then forwarded to the special education director at the Central Office.

The Jackson County Alternative School Setting is designed to meet the educational needs of the students while they are assigned to the alternative education setting. The employment of certified teachers and competent teacher assistants and a computer-assisted instructional program provide the means to accomplish this goal. As a result of the low enrollment at the school, students will receive small group instruction and will communicate regularly with home school teachers regarding academic work. Counselors will be available to counsel students with psychological needs. Local mental health professionals will be brought in to work with the students and parents when necessary. Positive behavior intervention specialists will also be available to work with students, as needed.

### Criteria to be Reviewed for Return to the Home Schools Environment

1. The student will exhibit improvement while in the alternative setting. The home school personnel will maintain home/school correspondence. Progress reports and report cards will be given to students in the alternative education setting on the same schedule as all other students. Personnel of the alternative education setting or home school will notify parents as needed, in addition to progress reports and report cards, to keep them informed of the student's academic and behavioral progress.
2. A student must attend (be present) in the alternative education setting for up to forty-five (45) school days. After attending the alternative education setting for up to 45 school days and having shown improvement (while attending the alternative education setting) with acceptable behavior, the student may return to his/her home school environment. If the student has not made improvement in his/her behavior, he/she will remain in the alternative education setting. Students may have two excused absences, as described in the district's Students Handbook, without adding days to the original assignment. Students can reenter the home school environment only after they have met conditions as specified by the school board and the criteria listed above.
3. The home school principal, after consultation with teachers and other personnel involved with the students, may refer the student back to the home school environment.
4. When the home school principal approves for the student to return to his/her home school environment, the

parent is to contact the principal of the home school and make an appointment to meet with him/her. This conference must be held prior to the student's returning to class. The parents, principal, and student must be present in the conference.

### Reasons for Expulsion from Alternative Education Setting

1. Students enrolled in the Jackson County alternative education setting who are involved in any criminal activity, display violent behavior, or have in their possession a weapon on campus as defined by Section 97-37-17, MS Code, shall be expelled from the alternative education environment for the remainder of the school year. Students expelled for possession of a weapon may be expelled from school for a period of up to one year.
2. Failure to follow rules prescribed in the Student Handbook and terms of placement in the alternative education environment.

### Terms of Assignment to the Alternative Education Setting Student's

Name \_\_\_\_\_  
School \_\_\_\_\_  
Principal's Name \_\_\_\_\_  
Date of Hearing \_\_\_\_\_

The following behaviors must be adhered to while your child is assigned to the alternative education setting. Failure to comply with these terms may result in your child being expelled from school for the remainder of the semester.

1. Absences - shall not miss school, except for medical reasons.
2. Tardies - shall not be late to school unless brought to school and checked in by the parent/guardian.
3. Shall not create any disturbances/distractions, which would interfere with a teacher's right to teach and the other pupil's right to learn.
4. Shall be prepared each day for class. Each day the student will report to class with the materials designated by the teacher.
5. Shall not participate in or attend any extra-curricular activities during the time the student is assigned to the alternative education setting. This includes any (proms, dances, plays, etc.) activities held on the school's campus or school-sponsored activities, which may be held off campus.
6. Shall not drive a vehicle to the home school or to the alternative education setting while assigned to the alternative education setting. Middle school students shall ride the bus to the home school and transfer to the alternative education setting bus at designated pick-up place. Misbehavior on the bus to the home school and to and from the alternative education setting may result in expulsion from school.
7. Shall provide restitution to the school district for damages and/or theft prior to the end of the current school year. If restitution is not made in the time designated by the school, the student will not be allowed to enroll for the succeeding school year.
8. Discipline - The student shall follow the rules of conduct established for the alternative education setting. Failure to do so shall result in a recommendation for expulsion for the remainder of the semester. This includes misbehavior on the school bus to the home school and to and from the alternative education setting.
9. The parent shall meet with the alternative education setting staff after the student's assignment to plan cooperative interventions for the student.
10. The parent shall attend parenting workshops, if the principal and counselors deem it necessary.
11. The student and/or parent will participate in the services provided by the professional counselors on a periodic basis.
12. Upon return to your child's home school environment, he/she will be on probation for the remainder of the \_\_\_\_\_ school year.

The earliest date this student can return to his/her home school environment is \_\_\_\_\_. Failure to comply with the rules and regulations of the alternative education setting will result in the extension of time the student is assigned to the alternative education setting.

If the student transfers, drops out, or is expelled from the alternative education setting School, he/she will be reassigned to the alternative education setting upon his/her re-entry into the school district and will complete the time for which he/she was originally assigned to the alternative education setting.

Principal's Signature School Board Chairman

Comments:

Alternative Education Setting Referral Form

Student's Name: School:

Principal Making Referral:

Student's Grade: Sex: Race: Age:

Number of referrals to the office for disciplinary action:

Attach the student's behavior intervention plan (BIP). (All students should have a BIP prior to referral to the alternative education setting, unless the student is a danger to him/herself and it was an isolated incident.)

Summary of reasons for referrals to the office:

Number of times placed in ISS:

Number of times placed in OSS:

Other disciplinary action taken:

Student referred to counselor prior to referral to alternative education setting:

Yes No Previous contact with parents: Yes No

Principal's Signature:

Copy to Assistant Superintendent at Central Office and School Board Secretary.

**Policy DJEAB: Purchasing Procedures - Education Enhancement Funds**

Status: DRAFT

Original Adopted Date: 06/19/2000 | Last Revised Date: 12/08/2014 | Last Reviewed Date: 12/08/2014

**Purchasing Procedures**

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 ensure 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 operations 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 (1-1.5 ½ %) per month or portion thereof on the unpaid balance from the expiration of such forty-five (45) 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 (45)-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 of ~~one and one-half percent (1-1.5 ½ %)~~ per month or portion thereof on the unpaid balance from the expiration of said thirty-day (30) 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.
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**Policy EDAH: Bus Idling/Idle Reduction for Buses**

**Status:** DRAFT

**Original Adopted Date:** 04/21/2022 | **Last Reviewed Date:** 05/24/2022

**Applicability:**

This policy applies to the operation of every district-owned and/or contracted school bus.

**Rationale:**

Diesel exhaust from idling school buses can accumulate in and around the bus and pose a health risk to children, drivers and the community at large. Exposure to diesel exhaust can cause lung damage and respiratory problems. Diesel exhaust also exacerbates asthma and existing allergies, and long-term exposure is thought to increase the risk of lung cancer. Idling buses also waste fuel and financial resources.

**Purpose:**

Eliminate all unnecessary idling by Jackson County School District school buses such that idling time is minimized in all aspects of school bus operation.

**Guidance:**

1. At school bus depots, limit the idling time during early morning warm-up to what is recommended by the manufacturer (generally 3-5 minutes) in all but the coldest weather.
  2. Buses should not idle while waiting for students during field trips, extracurricular activities or other events where students are transported off school grounds.
  3. In colder weather, schools are directed to provide a space inside the school where bus drivers who arrive early can wait.
  4. In colder weather, if the warmth of the bus is an issue, idling is to be at a very minimum and occur outside the school zone. The "warmed" bus is to enter the school zone as close to pick-up time as possible to maintain warmth.
  5. Transportation operations staff are directed to revise bus schedules so that school bus caravanning can be avoided and the lowest emission buses are assigned to the longest routes where feasible.
  6. All drivers shall receive a copy of this policy at the beginning of every school year.
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**Policy GAC: Staff Decision Making / Staff Community Relations**

**Status:** DRAFT

**Original Adopted Date:** 04/09/1998 | **Last Reviewed Date:** 04/09/1998

**Staff Decision-Making/Staff Community Relations**

The Jackson County School District strives to achieve a relationship with the community that promotes joint planning and constructive collaboration concerning educational issues. The Board of Education directs the Superintendent to establish mechanisms which inform the community and parents of current issues and which solicit regular input of community, parents, students and staff regarding policies, procedures, programs and operations of the district. Such input will be considered for incorporation in the district's educational plan. The Board of Education may request a summary of community input.

Reference: [Accreditation Requirements of the State Board of Education: Bulletin 171](#)

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**Policy GAGAA: Nepotism in Supervision of Staff Prohibited**

Status: DRAFT

Original Adopted Date: 10/27/2003 | Last Revised Date: 10/17/2022 | Last Reviewed Date: 10/26/2022

**Nepotism**

The Jackson County Board of Education has adopted policies that govern the evaluation of all employees of the Jackson County School District. It is the philosophy of the Board that no employee of the district should be in a supervisory role over any family member under the following relationships:

It will be prohibited for any employee to be placed under direct supervision of an immediate or marital family member. This prohibits hiring, transferring or placing in any way members of the same family in a direct supervisor/subordinate relationship. For the purposes of this policy, a family member is defined as spouse, sibling, parent, child, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, and sister-in-law.

*Those situations that are in conflict with the provisions of this policy and which exist as of the date of approval of this policy shall be allowed to continue until such time that natural attrition creates changes in the status of those employees.* However, all new hires shall be subject to the provisions of this policy. The Superintendent shall implement a procedure to address the chain of command for any existing employee conflicts being grandfathered in at the time this policy was adopted.

All daily substitutes will be exempt from the requirements of this policy.

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**Policy GFABS: Job Description: Fab Lab Manager**

**Status:** DRAFT

**Original Adopted Date:** 04/10/2017 | **Last Revised Date:** 12/14/2021 | **Last Reviewed Date:** 10/18/2021

**Job Description: Fab Lab Manager**

**SUMMARY:**

The primary purpose of the Fab Lab Manager is to oversee the overall operation of the Fab Lab and the development of programs for a variety of primary interest groups.

To assist in the professional development and continuous growth of teachers to stay abreast of STEAM activities and assist in the implementation of STEAM activities into the curriculum framework in a way that contributes to a high performance among students in the district and reflects current Mississippi mandated curriculum standards.

**ESSENTIAL FUNCTIONS:**

1. Leads staff, interns, and volunteers working in the Fab Lab and manages their training on the use of the Fab Lab software, computers, and manufacturing equipment.
2. Collaborates with the Fab Lab Executive Director(s) to promote the lab in the community.
3. Serves as a champion for the Fab Lab by promoting the opportunities available through various venues in the area and maintain partnerships with external organizations.
4. Establishes protocols for safe and effective use of the lab; monitors and maintains optional safety conditions in the lab.
5. Maintains the equipment, manages supply inventory, and manages the budget.
6. Schedules and provides supervision of the lab and its staff and volunteers.
7. Operates the Fab Lab on a day-to-day basis and mentors students, teachers and community members by assisting them with their projects and ideas.
8. Assists administrators, teachers, students, and community members by providing professional development opportunities in the area of fabrication technology.
9. Responsible to secure funding through grants and summer camps to sustain the Mobile Lab and Mobile Lab Program Facilitator as well as to help offset the financial burden of the Fab Lab to Jackson County School District.
10. Provide Teacher, Department, and School Level Professional Development Opportunities for teachers to gain familiarity with STEM software, tools , and equipment.
11. Provide Teacher, Department, and School Level Professional Development Opportunities for teachers to learn and practice problem-based learning (PBL) teaching methods.
12. Collaboration and assistance to classroom teachers in implementing hands-on, problem based learning opportunities that incorporate STEM software, tools, and equipment in to the classroom curriculum and monitor such implementation.
13. Provide Teacher, Department, and School Level feedback and continued assistance to ensure implementation of STEM activities is useful to both the teachers and students involved.

The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related, or a logical assignment of the position.

**REPORTING STRUCTURE:**

This position reports to the Career and Technology Director.

**QUALIFICATION REQUIREMENTS:**

The requirements listed below are representative of the knowledge, skills and ability required to successfully perform the essential functions of this position.

**EDUCATION AND/OR EXPERIENCE:**

1. Minimum of a technical degree (ME, CS, or IT) and/or similar job experience; BS/MS in Engineering, Business or other STEM related field or related experience in the field with significant technical experience and three (3) years of recent professional experience providing support services in a directly related unit or discipline preferred.
2. Experience with image editing, CAD/CAM applications, and design software.
3. Experience with fabrication equipment such as a vinyl printer/cutter, laser etcher/cutter, CNC mill, CNC

- plasma cutter, and other related equipment.
4. Experience working in or using manufacturing/industrial and rapid prototyping technology and equipment.
  5. Proficient in common desktop applications (web browsing, Microsoft Office Suite, image editing).
  6. Strong interpersonal skills as well as written and oral communication skills are essential for this position.
  7. Confidentiality, maturity, and professionalism at all times are essential for this position.
  8. Experience in teaching and/or demonstration of science and technology, especially in a community environment.
  9. Prior FABLAB or Makerspace work experience may be substitutes for any or all of the above.

#### **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 to effectively present information in a one-on-one and small group setting. 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. Must have demonstrated, through prior work experience, the ability to identify and resolve, in a courteous and professional manner, complex issues and problems while adhering to an appropriate policy and procedure.

#### **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. Frequently, this position is required to walk, stoop, climb, and lift up to 70 pounds.

#### **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 shop/lab work hazards. However, there will be times when the temperature in the lab is higher than normal. The stress level for this position is moderate and the noise level for this position is moderate normally.

#### **TERMS OF EMPLOYMENT:**

To be employed for 200 days per year.

Salary to be pro-rated and established by the school board policy GGBC.

A portion of this salary may be funded by Federal Programs

Fab Lab Manager will also be eligible for the Community Outreach Supplement to be established by school board policy GGBB.

An additional \$6000 will be included in the salary for National Board Certification, provided the Mississippi Department of Education continues to endorse the program.

Employees without prior teaching experience may be credited with up to 3 years experience for work in field related to this position.

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**Policy GFAEI: Job Description: Information Systems Specialist**

**Status:** DRAFT

**Original Adopted Date:** 07/19/2021 | **Last Reviewed Date:** 07/19/2021

**Essential Functions:**

- Troubleshoot problems to determine hardware and software problems in a wide variety of systems, including Windows and Linux Servers
- Keep in hand an inventory of essential parts as needed for maintenance and repairs
- Work with employees and vendors to create queries for data retrieval from the SIS
- Schedule summer preventative maintenance for servers and projects with the technology leadership
- Integrate data between the districts Learning Management System (Canvas); diagnostic software like iReady, Ellevation, SEAs etc.; business software like Marathon, Mosaic, Scribbles, etc.; educational software like Clever, Nearpod, etc.; and Library management software (Follet) as well as any other into district approved softwares
- Collaborate with Technology Security Administrator to maintain best practices for data and server security
- Manage district email solution
- Perform any other duties as directed or assigned
- Oversee Help Desk and the Help Desk Manager

**REPORTING STRUCTURE:**

This position reports to the Director of Information Technology.

**QUALIFICATION REQUIREMENTS:**

- Associate Degree from an accredited college or university with 7 years' experience in database and system administration or bachelor's degree from an accredited college or university with 5 years of experience in database and system administration
- Ability to effectively work and communicate with administrators, supervisors, and staff
- Ability to effectively instruct personnel in the use of technology and other related components
- Experience in implementing and maintaining server operating systems, software, and peripherals
- Knowledge of databases
- Experience in Active Directory, Directory Structure, Authentication Methods, Google Management, Office 365 Management, Server Monitoring
- Working knowledge of SQL programming and PowerShell scripting
- Critical thinking and analytical ability
- Strong work ethic and dedication to assigned tasks

**TERMS OF EMPLOYMENT:**

This is a 232 days per year position.

**SALARY SCALE:**

Based on school board policy GGBS

**EVALUATION:**

Performance in this position will be evaluated by the Director of Information Technology.

**Policy GFAEJ: Job Description: Student and Technology Support Manager**

**Status:** DRAFT

**Original Adopted Date:** 07/19/2021 | **Last Reviewed Date:** 07/19/2021

**ESSENTIAL FUNCTIONS:**

- To coordinate and oversee all technical functions related to student information for the school district
- To maintain E-Rate documentation and compliances with E-Rate regulations
- To provide support to special student populations to include homeless and foster care students in collaboration with school personnel
- To maintain assets and purchasing for the technology department

**QUALIFICATION REQUIREMENTS:**

- Minimum of 3 years of experience
- High School Diploma; specialized training in Central Access Student Information Programming
- Experience with SAM Spectra, Title I, Crate, and other Student Information Systems.
- Knowledge of E-Rate
- Knowledge of K-12 purchasing guidelines and laws

**REPORTS TO:**

Director of Information Technology and Director of Federal Programs/Student Services

**PERFORMANCE RESPONSIBILITIES:**

- Assist the technology directors with E-Rate
- Maintain E-Rate documentation and compliances with E-Rate regulations
- Keep Technology Directors informed of upcoming E-Rate deadlines and trainings
- Attend E-Rate training when needed
- Perform E-Rate audits to ensure compliance and report finds to technology director
- Purchasing for technology department
- Maintain technology department assets
- Assists in distribution of technology purchased for the schools
- Serves as the Homeless Liaison
- Assures that homeless students are fully integrated into the school setting and offered appropriate educational support as authorized under the McKinney-Vento Act for Homeless Education.
- Coordinates and collaborates with the state coordinator, school personnel and community organizations responsible for the provision of education and related services to homeless students.
- Acts as a liaison between schools, shelters, and the community on behalf of homeless students.
- Ensure that homeless students receive educational services for which they are eligible, and referrals to health-care services, dental services, mental health services and other appropriate services.
- Ensure that public notice of the educational rights of homeless students is distributed where such students receive services
- Ensures that the parent of a homeless student, or any unaccompanied homeless student, is fully informed of all transportation services, including transportation to the school of origin and is assisted in accessing appropriate transportation.
- Maintains federal documentation of homeless students and disseminates this information to appropriate departments
- Inform parents, guardians, and caregivers of homeless children and youth of opportunities and services available in the community.
- Collect data and information on such students that will help the Federal Program/Student Services Director prepare federal grant applications and secure services for such students.
- Other duties may be assigned as needed.
- Serves as the Foster Care Point of Contact (POC) and acts as a liaison between the state and the district.
- Serves as the Secondary MSIS contact for Student Services
- Serves as an administrator of the Student Information System (SIS)
- Act as district liaison for Student Information System (SIS)
- Coordinate and schedule training for district personnel on (SIS)
- Schedules and completes Affidavits of Residency for all attendance centers; maintain district spreadsheet of Affidavit recipients

- Any other duties as assign by Student Services and/or IT Directors

**TERMS OF EMPLOYMENT:**

A portion of this salary will be federally-funded. Employment will be for 12 months/232-days

**SALARY SCALE:** Based on school board policy GGBS

**EVALUATION:**

Performance in this position will be evaluated annually by a Director of Information Technology and the Director of Federal Programs/Student Services in accordance with provision of the Board's policies on evaluation.

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**Policy GFAEK: Job Description: Diagnostic Technician**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2023 | **Last Reviewed Date:** 06/12/2023

**Qualifications:**

1. High School Diploma or equivalent
2. Experience with computer and word processing

**Reports to:** Director of Special Education

**Duties:**

1. Will gather information pertaining to data collection for MOE profile reports
2. Will compile data within specified timelines for the child identification process (MET Team)
3. Work with psychometrists and case managers to maintain a list of students as well as continued tracking of the process.
4. Disseminate information to principals, teachers, and parents as directed by the Director of Special Education and the Lead Diagnostic.
5. Maintain files on all Assessment team reports.
6. Perform secretarial duties such as copying, filing, and answering incoming calls.
7. Copy and assemble initial and reevaluation packets
8. Maintain a filing system of special education forms necessary in the referral to placement process.
9. Organize data regarding all referrals for comprehensive assessment to disseminate to the appropriate facilitator.
10. Maintain accurate computer data on all students in special education.
11. Meet the public in a pleasant, respectful, and courteous manner: assisting public as required or desirable.
12. Complete required records request promptly, accurately, and competently.
13. Competent filing and retrieval of information.
14. Work with other employees in a cooperative, courteous manner at all times.
15. Maintain working condition of copy machine by directing necessary maintenance requests to personnel as needed.
16. Normal workday: 8 hours per day
17. Will perform any other duties as requested by the Director of Special Education.

**Terms of Employment:** 180 days employment per year. Salary approved by the Board of Education policy GGBD.

**Evaluation:** Performance in this position shall be evaluated regularly by the Director of Special Education on the basis of job duties.

**Salary Scale:** The diagnostic technician will be paid on the teacher's assistant salary scale GGBD.

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**Policy GFAEN: Job Description: School Technology Leader**

**Status:** DRAFT

**Original Adopted Date:** 12/11/2023 | **Last Reviewed Date:** 12/11/2023

The primary purpose of the School Technology Leader is to assist the faculty in integrating appropriate and innovative technologies to support, enhance, and extend student learning in a manner that contributes to a high student academic performance in Jackson County School District from a school level.

**ESSENTIAL FUNCTIONS:**

- Identify Technology Professional Development needs at the school and work with EdTech Specialist to develop training
- Identify and meet with key personnel at the school that can help assist with technology
- Hold monthly trainings for identified technology PD needs at the school
- Help information technology department by promoting changes or new initiatives
- Periodically meets with the EdTech department to plan/train on new technology
- Maintain school website and media outlets

**QUALIFICATION REQUIREMENTS:**

- Bachelor's Degree
- Hold at least a valid class "A" MS Educator License
- Three Years Teaching Experience
- Demonstrated ability to lead teachers in the implementation of research based effective programs to successfully meet all state curriculum requirements
- Knowledge, experience, and successful implementation of educational technology in a classroom 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.

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 supplemental position. Please see the list below.

- One Employee
  - East Central Lower Elementary
  - East Central Upper Elementary
  - East Central Middle
  - East Central High
  - St. Martin East Elementary
  - St. Martin North Elementary
  - St. Martin Upper Elementary
  - Vancleave Lower Elementary
  - Vancleave Upper Elementary
  - Vancleave Middle
  - Vancleave High
  - Two Employees splitting the duties (\$1,000 for Primary one person; \$500 for Secondary one person)
    - St. Martin Middle
    - St. Martin High

EVALUATION:

Evaluation of this position will be performed by the EdTech Specialist and Administrative Technology Supervisor with input from the building level principal. Criteria of success will include: surveys, formal training plans, delivered training.

Pay Scale:

GGBB – Salary Scale Supplement Scale

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**Policy GFBE: Job Description: Bus Aide**

**Status:** DRAFT

**Original Adopted Date:** 09/19/2005 | **Last Reviewed Date:** 09/19/2005

**Job Description: Bus Aide**

**QUALIFICATIONS:**

1. High school diploma or equivalent.
2. Possess physical strength necessary to perform duties.
3. Such additional requirements as the Board may require.

**REPORTS TO:** Transportation Supervisor at the Attendance Center.

**JOB GOAL:** To assist in providing safe transportation for pupils of the school district.

**DUTIES AND RESPONSIBILITIES:**

1. Assists the bus driver in maintaining good student conduct on the bus.
2. Assists in loading and unloading passengers and special equipment.
3. Assures that students get on and off the bus in an orderly fashion.
4. Carry out such other duties and responsibilities as may be assigned.
5. Ability to lift/carry 30–40 lbs.
6. Ability to push/pull 50–70 lbs for wheelchair and/or equipment.

**Terms of Employment:** 180 days

**Sick Leave:**

At the beginning of each school year, all full-time bus aides shall be credited with five (5) sick leave days. Of these days, two (2) may be used annually as personal days. Such personal leave shall not be taken on the first day of a school term, the last day of a school term, on the day previous to a holiday, or the day after a holiday.

Any unused portions of the above listed sick leave days shall be carried over to the next school year and credited to such non-certified staff, as long as the staff member is employed by the school district.

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**Policy IGAA: Student Religious Liberties**

Status: DRAFT

Original Adopted Date: Pending

**PROHIBITION AGAINST REQUIRING ANY PERSON TO PARTICIPATE IN PRAYER OR VIOLATING THE CONSTITUTIONAL RIGHTS OF ANY PERSON**

This policy shall not be construed to authorize this district to do either of the following:

1. Require any person to participate in prayer or in any other religious activity; or
2. Violate the constitutional rights of any person.

**STUDENT EXPRESSION OF RELIGIOUS VIEWPOINTS**

The school district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

**STUDENT SPEAKERS AT NONGRADUATION EVENTS**

The school district hereby creates a limited public forum for student speakers at all school events at which a student is to publicly speak. If a student is to speak at an event, the district shall set a maximum time limit reasonable and appropriate to the occasion. The forum shall be limited in the manner provided by law.

Only those students in the highest two (2) grade levels of the school and who hold one (1) of the following positions of honor based on neutral criteria are eligible to use the limited public forum: student council officers, class officers of the highest grade level in the school, captains of the football team, and other students holding positions of honor as the school district may designate.

An eligible student shall be notified of the student's eligibility, and a student who wishes to participate as an introducing speaker shall submit the student's name to the student council or other designated body during an announced period of not less than three (3) days. The announced period may be at the beginning of the school year, at the end of the preceding school year, so student speakers are in place for the new year, or, if the selection process will be repeated each semester, at the beginning of each semester or at the end of the preceding semester, so speakers are in place for the next semester.

The names of the volunteering student speakers shall be randomly drawn until all names have been selected, and the names shall be listed in the order drawn. Each selected student will be matched chronologically to the event for which the student will be giving the introduction.

For those events at which a student is to speak, each student may speak for one (1) week at a time for all introductions of events that week, or rotate after each speaking event, or otherwise as determined by the district. The list of student speakers shall be chronologically repeated as needed, in the same order. The district may repeat the selection process each semester rather than once a year.

The subject of the student introductions must be related to the purpose of the event and to the purpose of marking the opening of the event, honoring the occasion, the participants, and those in attendance, bringing the audience to order, and focusing the audience on the purpose of the event.

The subject must be designated, a student must stay on the subject, and the student may not engage in obscene, vulgar, offensively lewd or indecent speech.

The school district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

For as long as there is a need to dispel confusion over the non-sponsorship of the student's speech at each event in which a student will deliver an introduction, a disclaimer shall be stated in written or oral form, or both, such as, *"The student giving the introduction for this event is a volunteering student selected on neutral criteria to introduce the event. The content of the introduction is the private expression of the student and does not reflect the endorsement, sponsorship, position or expression of the school district."*

Certain students who have attained special positions of honor in the school have traditionally addressed school audiences from time to time as a tangential component of their achieved positions of honor, such as the captains of various sports teams, student council officers, class officers, homecoming kings and queens, prom kings and queens, and the like, and have attained their positions based on neutral criteria. Nothing in this policy eliminates the continuation of the practice of having these students, irrespective of grade level, address school audiences in the normal course of their respective positions.

The school district shall create a limited public forum for the speakers and shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

#### STUDENT SPEAKERS AT GRADUATION CEREMONIES

The school district hereby creates a limited public forum consisting of an opportunity for a student to speak to begin graduation ceremonies and another student to speak to end graduation ceremonies. For each speaker, the district shall set a maximum time limit reasonable and appropriate to the occasion. The forum shall be limited in the manner provided by law.

Only students who are graduating and who hold one of the following neutral criteria positions of honor shall be eligible to use the limited public forum: student council officers, class officers of the graduating class, the top three academically ranked graduates, or a shorter or longer list of student leaders as the school district may designate. A student who will otherwise have a speaking role in the graduation ceremonies shall be ineligible to give the opening and closing remarks.

The names of the eligible volunteering students will be randomly drawn. The first name drawn will give the opening and the second name drawn will give the closing.

The topic of the opening and closing remarks must be related to the purpose of the graduation ceremony and to the purpose of marking the opening and closing of the event, honoring the occasion, the participants, and those in attendance, bringing the audience to order, and focusing the audience on the purpose of the event.

In addition to the students giving the opening and closing remarks, certain other students who have attained special positions of honor based on neutral criteria, including, without limitation, the valedictorian, will have speaking roles at graduation ceremonies. For each speaker, the school district shall set a maximum time limit reasonable and appropriate to the occasion and to the position held by the speaker. For this purpose, the district creates a limited public forum for these students to deliver the addresses. The subject of the addresses must be related to the purpose of the graduation ceremony, marking and honoring the occasion, honoring the participants and those in attendance, and the student's perspective on purpose, achievement, life, school, graduation, and looking forward to the future.

The subject must be designated for each student speaker, the student must stay on the subject, and the student may not engage in obscene, vulgar, offensively lewd or indecent speech. The school district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

A written disclaimer shall be printed in the graduation program that states, *"The students who will be speaking at the graduation ceremony were selected based on neutral criteria to deliver messages of the students' own choices. The content of each student speaker's message is the private expression of the individual student and does not reflect any position or expression of the school district or the board of trustees, or the district's administration, or employees of the district, or the views of any other graduate. The contents of these messages were prepared by the student volunteers, and the district refrained from any interaction with student speakers regarding the student speakers' viewpoints on permissible subjects."*

## RELIGIOUS EXPRESSION IN CLASS ASSIGNMENTS

Students may express the students' beliefs about religion in homework, artwork, and other written and oral assignments free from discrimination based on the religious content of the students' submission. Homework and classroom work shall be judged by ordinary academic standards of substance and relevance and against other legitimate pedagogical concerns identified by the school. Students may not be penalized or rewarded on account of religious content. If a teacher's assignment involves writing a poem, the work of a student who submits a poem in the form of a prayer (for example, a psalm) should be judged on the basis of academic standards, including literary quality, and not penalized or rewarded on account of its religious content.

## FREEDOM TO ORGANIZE RELIGIOUS GROUPS AND ACTIVITIES

Students may organize prayer groups, religious clubs, "see you at the pole" gatherings, and other religious gatherings before, during and after school to the same extent that students are permitted to organize other non-curricular student activities and groups. Religious groups must be given the same access to school facilities for assembling as is given to other non-curricular groups, without discrimination based on the religious content of the group's expression.

If student groups that meet for nonreligious activities are permitted to advertise or announce the groups' meetings, for example, by advertising in a student newspaper, putting up posters, making announcements on a student activities bulletin board or public address system, or handing out leaflets, school authorities may not discriminate against groups that meet for prayer or other religious speech. School authorities may disclaim sponsorship of non-curricular groups and events, provided they administer the disclaimer in a manner that does not favor or disfavor groups that meet to engage in prayer or other religious speech.

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**Policy GFBK: Job Description: Director of Operations and Support**

Status: DRAFT

Original Adopted Date: 07/19/2021 | Last Reviewed Date: 09/30/2021

## QUALIFICATIONS:

- Bachelors Degree in Computer Science or Management Information Systems or equivalent training or experience.
- Experience in implementing networks, operating systems, software and peripherals.
- Experience in administrative data function.
- Knowledge of application of technology in the teaching process and instructional television as well as instructional computing.
- Ability to effectively communicate, orally and in writing.
- Ability to function on an advanced technical level with equipment representatives and software programmer/designers to include the writing of hardware and network specifications.
- Ability to effectively instruct personnel in the use of technology.
- Ability to troubleshoot hardware and software malfunctions and identify appropriate maintenance requirements.
- Strong work ethic and dedication to assigned tasks.

## REPORTS TO: Superintendent

## DUTIES AND RESPONSIBILITIES:

- Oversee the Department of Technology to include but not limited to the following:
- Direct the development, implementation and ongoing maintenance of a district technology plan that supports the state technology plan and provides a long range vision for technology within the school district.
- Coordinate and supervise procurement and installation of hardware and software for administrative and data management systems throughout the district.
- Coordinate and supervise staff training for office clerical administrative personnel.
- Coordinate procurement and supervise installation of hardware and software for instructional support.
- Coordinate, supervise and provide instructional personnel and support personnel staff training in the utilization of technology.
- Coordinate any public forums, seminars or other technology related events conducted within or as the responsibility of the school district.
- Work closely with Director of Technology in the implementation of local and state technology initiatives and mandates.
- Oversee construction projects throughout the district.
- Provide accurate and timely reports on current construction and maintenance projects throughout the district.
- Provide advice to the superintendent regarding payoffs as they are received.

- Provide efficient leadership regarding construction and maintenance issues as they occur in the field.
- Act as the focal point for all communications with the district architect.
- Plan Construction Meetings.

**TERMS OF EMPLOYEMENT:** 232 days annually with salary in accordance with policies

**EVALUATION:** Performance of the Director of Operations and Support will be evaluated annually, by the Superintendent in accordance with the provision of board policy.

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**Policy DJEE: Child Nutrition Procurement Plan**

Status: DRAFT

Original Adopted Date: 03/10/2003 | Last Revised Date: 12/22/2022 | Last Reviewed Date: 12/22/2022

The Jackson County School District (JCSD) Board of Education shall adopt the Child Nutrition Procurement Plan as the official Board of Education policy for the Child Nutrition Department. All procedures listed in the Child Nutrition Procurement Plan shall adhere to federal regulations and Mississippi State Law, including emergency purchasing of food and food related items. MS code § 37-11-7

Child Nutrition Procurement Plan

JCSD-EEE

The Jackson County School District school food authority will purchase food and other items for use in the Child Nutrition Program in compliance with Federal Law 2 CFR part 400 and part 415, as applicable, and Mississippi State Law, using the procedures outlined in this document and the Chart of Procedures:

**A. Purchases of COMMODITIES (other than perishable food/supplies)**

1. For purchases between \$0.01 and \$5,000.00, micropurchasing may be utilized:

- The cost must be reasonable.
- Purchases should be spread equitably among suppliers to the extent practicable.

2. For purchases between \$5,000.01 and \$75,000.00, small purchase procedures are required to be utilized:

- Develop specifications for the services, food, or supplies to be procured.
- Obtain price quotes from an adequate number of suppliers.
- Prepare price quote documentation sheet and note supplier awarded.

3. For purchases exceeding \$75,000.00, formal purchasing procedures are required to be utilized:

- Work with the Business Office to utilize the proper method (RFP, Reverse Auction).
- Procurement must be advertised to and open to the public.
- Submit lowest or most responsive bid to Jackson County School District Board of Education for approval.

**B. Purchases of SERVICES or PERISHABLE FOOD/SUPPLIES**

1. For purchases between \$0.01 and \$10,000.00, micropurchasing may be utilized:

- The cost must be reasonable.
- Purchases should be spread equitably among suppliers to the extent practicable.

2. For purchases between \$10,000.01 and \$250,000.00, small purchase procedures are required to be utilized:

- Develop specifications for the services, food or supplies to be procured.
- Obtain price quotes from an adequate number of suppliers.
- Prepare price quote documentation sheet and note supplier awarded.

3. For purchases exceeding \$250,000.00, formal purchasing procedures are required to be utilized:

- Work with District's Business Officer to utilize the proper method of formal purchasing procedures (RFP, Reverse Auction, etc.).
- Procurement must be advertised to and open to the public.
- Submit lowest or more responsive bid/proposal to School Board for approval.

**C. Non-competitive Purchases**

Non-competitive purchases may only be made when an emergency arises that threatens continued service of the Child Nutrition Program, or when the service/commodity being purchased is available from only one vendor (i.e. sole source). If it is necessary to make a non-competitive purchase in order to continue service, the purchase shall be made and a log of all such purchases shall be maintained and reviewed by the review official listed in Column E of the Chart of Procedures. The log shall show:

- Item name
- Dollar amount
- Vendor
- Reason for emergency/justification of sole source designation.

D. All purchases will be conducted in accord with the attached Chart of Procedures:

E. The following records will be maintained for a period of 3 years, plus the current year:

- Written records of all obtained via telephone quotes
- Log of all emergency and sole source purchases
- All written quotes and bid documents
- Comparison of all price quotes and bids with the effective dates shown

- Price comparison will show bids or quote award
- Log of approved substitutions.

#### F. Bid Protest Policy:

These guidelines are relating to the filing, hearing, decision, and appeal of protests by any actual prospective bidder or contractor who is aggrieved in connection with the bidding or award of a contract. Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract which meets Board approval requirements may file a protest. Protestors may file a protest on any phase of solicitation or award including, but not limited to, specifications, bid solicitation, or award.

The Superintendent or his/her designee shall have the authority to settle and resolve a protest of an aggrieved bidder, offeror, or contractor, actual or prospective, concerning the specifications, solicitation, or award of a contract.

Within ten (10) calendar days of the date the Invitation to Bid is mailed, the protestor must submit in writing to the Superintendent the reason for the protest. The Superintendent shall review specifications and product code numbers and based on the facts will issue an addendum, withdraw solicitation, rebid or reject protest. Protest of Awards shall be made in writing and submitted in an envelope labeled "Protest" to the Superintendent within seven (7) calendar days after the protestor knows or should have known of the facts giving rise thereto. A protest is deemed filed when received by the Superintendent. No protest will be entertained if filed more than seven (7) calendar days after the award of a contract. The written protest shall contain the following: name, mailing address, telephone number, and fax number of the protestor, appropriate identification of the procurement or contract protested, statement, in sufficient detail, of the facts upon which the protest is based, including the effective date of any alleged grievable action and why such action is believed to be in error, supporting exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected date the information will be available shall be indicated, and a statement of the relief requested. Upon receipt of a written protest, the Superintendent shall submit a copy of the protest to the Board Attorney and the Director of Child Nutrition.

In the event of a timely protest, the solicitation or award of the contract will be deterred until the resolution of the protest, unless the Superintendent, after conferring with the Director of Child Nutrition, makes a determination that in order to protect substantial interests of the school district, it is necessary to go forward with the solicitation or award of the contract. Any additional information requested by any of the parties should be submitted within the reasonable time period established by the requesting source in order to expedite consideration of the protest. Failure of any party to comply expeditiously with a request for information by the Superintendent may result in the protest being resolved without additional information being considered. The Superintendent and other administrators shall determine if a protest conference is needed and appropriate. If so, a date, time, and place for the protest conference will be scheduled and a notice of same will be sent via personal delivery or by certified United States Mail, postage prepaid, return receipt requested, to the protestor, the procuring school district or institution, and any interested party. Continuances requested by any party to the protest shall be granted within the discretion of the Superintendent only for good cause shown. If a protestor, without good cause, fails to appear at the protest conference, such failure will be deemed

a withdrawal of the protest and the Superintendent shall dismiss the protest and such dismissal shall be final and conclusive. The protestor has the burden of proving that the specifications, bidding, or award of the contract was in error and merits the relief requested.

The Superintendent shall, within a reasonable time after the conclusion of the protest process, prepare a written decision. A copy of such decision shall be sent by personal delivery or by certified United States Mail, postage prepaid, return receipt requested, to the protestor, any interested party, and the Foodservice Administrator. The decision of the Superintendent shall be final and conclusive unless fraudulent or unless a timely request for a review by the Board of Education is filed.

Any protestor or interested party who participated in the conference or the procuring agency aggrieved by the final decision of the Superintendent may file a written request for review by the Board of Education. If a protest is not filed within the time limit set forth herein, it will be considered waived. If a request of review by the Board of Education is not filed within the specified time limit, it will be considered waived and the decision of the Superintendent shall be final and conclusive.

G. The following conduct will be expected of all people who are engaged in the award and administration of contracts supported by school food and nutrition program funds:

- No employee, officer or agent of the Jackson County School District (School Food Authority) shall participate in selection or in the award or administration of a contract supported by 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:
  - o The employee, officer or agent
  - o Any member of his immediate family
  - o His or her partner
  - o An organization which employs or is about to employ one of the above.
- The Jackson County School District (School Food Authority) 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.
- The purchase during the school day of any food or service from a contractor for individual use is prohibited.
- The removal of any food, supplies, equipment, or school property (such as official records, recipe books and the like) is prohibited.

• The outside sale of such items as used oil, empty cans and the like will be sold by contract between the Jackson County School District (School Food Authority) and the outside agency. Individual sales by any school person to an outside agency or other school person is prohibited.

• Failure of any employee to abide by the above-stated code could result in any combination of the following: a fine, suspension, or dismissal. Interpretation of the code will be given at any time by contacting the Superintendent.

The Jackson County School District (School Food Authority) will not be responsible for any other explanation or interpretation which anyone presumes to make on behalf of the Board of Education.

A (Category) WHAT	B (Frequency) WHEN	C (Method) HOW	D Writes & Interprets Specifications & Instructions, etc.	E Issues Requests Receives & Tabulates Pricing	F Awards & Reviews Bids or Quotes	G Requisitions Product WHO	H Orders Product WHO	I Receives Product WHO	J Approves Substitutions of Product or Brand
1. Fresh Produce	Statewide Purchasing Program (SWPP)	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
2. Dry Groceries	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
3. Frozen Fruits & Vegetables	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
4. Frozen Meats	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
5. Paper Goods	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
6. Miscellaneous Cleaning Supplies	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
7. Dish machine & Other Special Chemicals	Annually	Bottom Line Firm Price Bids	Director of Child Nutrition	Director of Child Nutrition	Director of Child Nutrition	Central Office Staff	Child Nutrition Manager	Child Nutrition Manager	Director of Child Nutrition
8. Equipment-Smal	Annually	Bottom Line Firm Price Bids	Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Child Nutrition Manager	Child Nutrition Manager	Director of Child Nutrition
9. Equipment-Large	Annually	Bottom Line Firm Price Bids	Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Central Office Staff	Child Nutrition Manager	Director of Child Nutrition
10. Milk	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP

11. Bread	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
12. Ice Cream	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
13. Emergency Purchases	-	-	Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Central Office Staff	Child Nutrition Manager	-
14. Non-Competitive Negotiations	-	-	Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Central Office Staff	Child Nutrition Manager	-

**Exhibit DJEE-E(1): Child Nutrition Procurement Plan**

**Status:** DRAFT

**Original Adopted Date:** 03/10/2003 | **Last Revised Date:** 12/22/2022 | **Last Reviewed Date:** 12/22/2022

*See PDF on the next page.*

Descriptor Term:  
JOB DESCRIPTION

**FOOD SERVICE CHILD NUTRITION PROCUREMENT PROCEDURES PLAN**

JCSD – EEE  
MSBA – DJEE  
ISSUE DATE: 03-10-2003  
REVISED: 08-15-2020

A (Category) WHAT	B (Frequency) WHEN	C (Method) HOW	D Writes & Interprets Specifications & Instructions, etc.	E Issues, Requests, Receives & Tabulates Pricing	F Awards & Reviews Bids or Quotes	G Requisitions Product WHO	H Orders Product WHO	I Receives Product WHO	J Approves Substitutions of Product or Brand
1. Fresh Produce	Statewide Purchasing Program (SWPP)	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
2. Dry Groceries	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
3. Frozen Fruits & Vegetables	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
4. Frozen Meats	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
5. Paper Goods	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
6. Miscellaneous Cleaning Supplies	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
7. Dish machine & Other Special Chemicals	Annually	Bottom Line Firm Price Bids	Director of Child Nutrition	Director of Child Nutrition	Director of Child Nutrition	Central Office Staff	Child Nutrition Manager	Child Nutrition Manager	Director of Child Nutrition
8. Equipment-Small	Annually	Bottom Line Firm Price Bids	Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Child Nutrition Manager	Child Nutrition Manager	Director of Child Nutrition
9. Equipment-Large	Annually	Bottom Line Firm Price Bids	Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Central Office Staff	Child Nutrition Manager	Director of Child Nutrition
10. Milk	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
11. Bread	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
12. Ice Cream	SWPP	SWPP	SWPP	SWPP	SWPP	Child Nutrition Bookkeeper	Child Nutrition Manager	Child Nutrition Manager	SWPP
13. Emergency Purchases			Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Central Office Staff	Child Nutrition Manager	
14. Non-Competitive Negotiations			Director of Child Nutrition	Central Office Staff	Director of Child Nutrition	Central Office Staff	Central Office Staff	Child Nutrition Manager	

**Policy GFBCCA: Job Description: Library Media Specialist**

Status: DRAFT

Original Adopted Date: 03/13/2017 | Last Reviewed Date: 03/13/2017

**Job Description: Library Media Specialist**

**QUALIFICATIONS:**

Preferred qualifications:

Degree in related field, or

1. State teaching license with area of endorsement in Library Media Specialist
2. Ability to lift a minimum of 25 pounds.

**REPORTS TO:**

Building Principal

**JOB GOAL:**

To provide a wide range of books and multimedia resources to support teaching and learning; to prepare students for life-long learning, informed decision making, a love for reading, and the use of information technologies.

**TYPICAL DUTIES AND RESPONSIBILITIES:**

A library media specialist's job description includes:

**Management**

1. Develops short and long-range goals for the media center program
2. Developed and implements policies and procedures for the media center
3. Maintains the media center to be an attractive, functional, orderly environment with an atmosphere conducive to learning
4. Works with the technology department to implement the technology plan for the school
5. Manages the library budget including special funds allocated to the library program

**Organization and Maintenance**

1. Provides a balanced, up-to-date collection of both print and non-print materials, including technology to support the school's instructional program.
2. Classifies, catalogs, processes, and organizes materials for circulation.
3. Establishes circulation procedures for easy access to the media center collection and maintains records on the use of its resources.
4. Accounts for materials through a yearly inventory and discards/weeds inappropriate, worn-out, or out-dated items.
5. Assists in the selection, training, supervision and evaluation of clerks, student assistants, and adult volunteers.

**Instructional Consultant**

1. Provides orientation and instruction for students and faculty in the use of the library media center's materials and equipment.
2. Assists students and teachers in locating information and resources for research.
3. Encourages reading by maintaining an awareness of students' reading interests and by providing guidance in the selection of appropriate materials.
4. Works cooperatively with teachers to integrate research, information retrieval skills, and library appreciation into the curriculum.
5. Promotes a positive relationship with students, faculty, administration, and community.
6. Determines instructional needs within the library media program by consulting with teachers and administrators.
7. Publicizes library media programs and services.
8. Distributes written communications to inform teachers of new materials in the media center.
9. Develops and communicates goals, objectives, and budgetary needs for the library media program to administrators.

### Professional Growth

1. Provides professional development in the use of information and technology for faculty and staff.
2. Attends library conferences/workshops and continuing education courses to keep abreast of new library media trends.
3. Participates in professional organizations and activities relating to library media and technology.
4. Provides access to professional materials/information for the faculty and staff.
5. Attend regular and called faculty meetings.
6. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the principal.
7. Clear any absence, as far in advance as possible, with the principal or his/her designee.
8. Perform all other duties and responsibilities assigned by the principal.

### TERM OF EMPLOYMENT:

187 days annually based on the certified teacher pay scale

### EVALUATION:

Performance of this job will be evaluated annually by the Principal in accordance with the provisions of the Board's policies on evaluation. ~~accordance with the evaluation procedure of certified employees of the District.~~

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**Policy GFBAD: Job Description: High School Band Director**

Status: DRAFT

Original Adopted Date: 09/15/2008 | Last Revised Date: 07/09/2018 | Last Reviewed Date: 07/09/2018

**Job Description: High School Band Director**

**QUALIFICATIONS:**

1. A Bachelors Degree in education/in compliance with MHSSHAA
2. A valid Mississippi teaching certificate in compliance with MHSSHAA
3. Strong communication, both oral and written, skills are required.
4. Strong interpersonal skills are required to establish and maintain effective working relationships with staff, students, parents and members of the community.
5. Thorough knowledge of musical instruments and band director practices and procedures.
6. Thorough knowledge of the principles and methodology of effective teaching.
7. Possess and maintain a valid driver's license.
8. Any other qualifications deemed appropriate by the Board.
9. Ability to lift, carry, push, pull 25-50 pounds.

**REPORTS TO:**

High School Principal  
Athletic Director

**PERSONNEL REPORTING TO THIS POSITION:**

High School Assistant Band Director  
~~/Dance Team Director/~~  
Middle School Band Director  
Band Technicians

**JOB GOAL:**

This position is responsible for establishing and leading a successful high school Marching Band and Concert Band. This position shall set an example of an exceptional professional educator and be ever mindful that both the Director and student represent the Jackson County School District and are expected to conduct themselves in an exemplary manner.

This position shall not only be responsible for the development of an entertaining marching and concert band but also, the promotion of self-discipline, character, teamwork, leadership, citizenship, responsibility, academic excellence and the molding of the leaders of tomorrow's society. The primary duties of this position will be to instruct and manage the high school instrumental music program; promote school spirit through musical performances; and encourage student participation.

**AREAS OF RESPONSIBILITY:**

1. Public performances
2. Band practice and activities
3. Student conduct and discipline
4. Band equipment and music library maintenance
5. Student participation and morale
6. Public relations
7. Student welfare
8. Student eligibility

**JOB DUTIES:**

1. Instructs and plans the high school instrumental music program.
2. Maintains and purchases instruments, music library, equipment, and facilitates repair services when needed.
3. Ensures proper conduct and discipline of all student members of the band.
4. Establishes and maintains rapport with students and encourages student participation.
5. Motivates students to achieve maximum potential.

6. Provides opportunities for and supports student involvement in the promotion of school spirit.
7. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
8. Works collaboratively with staff, families, and community resources.
9. Organizes and leads appropriate summer practices to prepare for school year activities and football season
10. Organizes and leads after-school practice sessions beginning on the first day of school for the fall semester and continuing through the final football game of the season
11. Prepares an entertaining halftime show for fall football games consisting of marching and music that are consistent with community standards.
12. Coordinates publicity for band activities, notifying proper staff members of all activities scheduled by the group.
13. Coordinates the Friday night football program in conjunction with the High School Principal, Athletic Director and Cheerleader Sponsor, including pre-game, post-game and game-time activities.
14. Ensures band participation at athletic pep rallies.
15. Ensures band participation at away football games.
16. Ensures the band performs the following at all home football games: Star Spangled Banner, Half-time performance on the field, band participation in bleachers during the game with a break during the third quarter. Any deviation must be approved by the Principal Athletic Director.
17. Ensures the band performs in appropriate district and high school music festivals.
18. Ensures the band performs a winter music concert, spring music concert, and at graduation exercises.
19. Ensures the band performs in a minimum of 2 parades coordinated by the band director and approved by the High School Principal.
20. Ensures student band members are uniformly dressed for all public appearances.
21. Interacts on a daily basis with the Middle School Band Director, including team teaching, to ensure consistency in instructional achievement between the school levels; coordinates and/or participates with Middle School Band Director activities to ensure proper preparation of skills for students to transition to high school band; Activities should include, but not limited to, conducting workshops, instructional time during school hours (particularly with beginning band students), tutoring, etc.
22. Rides the bus for away football games.
23. Maintains a clean and organized band hall.
24. Maintains compliance with all rules and regulations of the Mississippi High School Activities Association.
25. Complies with and supports all school district regulations and policies.
26. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the High School Principal and Athletic Director.
27. Performs all other duties and responsibilities assigned by the High Principal and Athletic Director.

#### TERMS OF EMPLOYMENT:

To be employed 9 months per year. Salary and work year to be established by Board policy GGBB.

#### EVALUATION:

Performance in this position will be evaluated annually by the High School Principal and / the Athletic Director. In the event the coach of this position is the Athletic Director, the Assistant Superintendent of the Attendance Center will conduct the evaluation

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**Policy GFBDAE: Job Description High School Assistant Band Director**

Status: DRAFT

Original Adopted Date: 09/15/2008 | Last Reviewed Date: 09/15/2008

**Job Description: High School Assistant Band Director**

**QUALIFICATIONS:**

1. A Bachelors Degree in education or Para-Professional credentials in compliance with MSHHSAA.
2. A valid Mississippi teaching certificate in compliance with MSHHSAA.
3. Strong communication, both oral and written skills are required.
4. Strong interpersonal skills are required to establish and maintain effective working relationships with staff, students, parents and members of the community.
5. Thorough knowledge of musical instruments and band director practices and procedures.
6. Thorough knowledge of the principles and methodology of effective teaching.
7. Possess and maintain a valid driver's license.
8. Any other qualifications deemed appropriate by the Board.
9. Ability to lift, carry, push, pull 25-50 pounds.

**REPORTS TO:**

High School Principal

High School Band Director

**PERSONNEL REPORTING TO THIS POSITION:**

Assistant Dance /

Flag Director

Band Technicians

**JOB GOAL:**

This position is responsible for assisting the Band Director in establishing and leading a successful high school Marching Band and Concert Band. This position shall set an example of an exceptional professional educator and be ever mindful that both Director and student represent the Jackson County School District and are expected to conduct themselves in an exemplary manner.

This position supports the Band Director(s) in developing and leading a successful high school Marching Band and Concert Band program. The individual in this role is expected to model the highest standards of professional conduct and remember that both the Director and students represent the Jackson County School District. Exemplary behavior and professionalism are required at all times.

This position shall be responsible for assisting the Band Director in the development of an entertaining marching and concert band but also, the development of self-discipline, character, teamwork, leadership, citizenship, responsibility, academic excellence and the molding of the leaders of tomorrow's society. The primary duties of the person holding this position will be to assist the Band Director to instruct and manage the high school instrumental music program; promote school spirit through musical performances; and encourage student participation.

**AREAS OF RESPONSIBILITY:**

1. To assist with public performances
2. To assist with band practice and activities
3. To assist with student conduct and discipline
4. To assist with band equipment & music library maintenance
5. To assist with student participation and morale
6. To assist with public relations
7. To assist with student welfare
8. To assist with student eligibility

**JOB DUTIES:**

1. To assist Band Director to instruct and plan the high school instrumental music program.
2. To assist Band Director to maintain and purchase instruments, music library, equipment and facilitates repair services when needed.
3. To assist Band Director to ensure proper conduct and discipline of all student members of the band.
4. To assist Band Director to establish and maintain rapport with students and encourages student participation.
5. To assist Band Director to motivate students to achieve maximum potential.
6. To assist Band Director to provide opportunities for and support student involvement in the promotion of school spirit
7. To assist Band Director to takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities
8. To assist Band Director to works collaboratively with staff, families, and community resources.
9. To assist Band Director to organize and lead appropriate summer practices to prepare for school year activities and football season.
10. To assist Band Director to organize and lead after school practice sessions beginning on the first day of school for the Fall Semester continuing through the final football game of the season.
11. To assist Band Director to prepare an entertaining halftime show for fall football games consisting of marching and music that are consistent with community standards.
12. To assist Band Director to coordinate publicity for band activities, notifying proper staff member of all activities scheduled by the group.
13. To assist Band Director to coordinates the Friday night football program in conjunction with the High School Principal, Athletic Director and Cheerleader Sponsor including pre-game, post-game and game time activities.
14. To assist Band Director to ensure band participation at athletic pep rallies.
15. To assist Band Director to ensure band participation at away football games.
16. To assist Band Director to ensure band performs the following at all home football games: Star Spangled Banner, Half-Time performance on the field, Band participation in bleachers during the game with a break during the third quarter
17. To assist Band Director to ensure band performs in appropriate district and high school music Festivals.
18. To assist Band Director to ensure band performs a winter music concert, spring music concert, and at graduation exercises.
19. To assist Band Director to ensure student band members are uniformly dressed for all public appearances.
20. To assist Band Director to interact with the Middle School Band Director to ensure consistency in instructional achievement between the school levels.
21. Rides bus for away football games.
22. To assist Band Director to maintain a clean and organized band hall.
23. To assist Band Director to maintain compliance with all rules and regulations of the Mississippi High School Activities Association.
24. To assist Band Director to comply with and support all school district regulations and policies.
25. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the High School Principal and High School Band Director.
26. Perform all other duties and responsibilities assigned by the High School Principal and High School Band Director.

**TERMS OF EMPLOYMENT:**

To be employed 9 months per year. Salary and work year to be established by Board policy GGBB.

**EVALUATION:**

Performance in this position will be evaluated annually by the High School Principal and High School Band Director.

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**Policy GFB DAG: Job Description: High School Choral Director**

Status: DRAFT

Original Adopted Date: 09/15/2008 | Last Reviewed Date: 09/15/2008

**Job Description: High School Choral Director**

**QUALIFICATIONS:**

1. A Bachelors Degree in education / in compliance with MHSAA.
2. A valid Mississippi teaching certificate in compliance with MHSAA.
3. Strong communication, both oral and in written, skills are required.
4. Strong interpersonal skills are required to establish and maintain effective working relationships with staff, students, parents and members of the community.
5. Thorough knowledge of the fundamentals of choirs.
6. Thorough knowledge of the principles and methodology of effective teaching.
7. Possess and maintain a valid driver's license.
8. Any other qualifications deemed appropriate by the Board.
9. Ability to lift, carry, push, pull 25-50 pounds.

**REPORTS TO:**

High School Principal  
Athletic Director

**PERSONNEL REPORTING TO THIS POSITION:**

None

**JOB GOAL:**

This position is responsible for establishing and leading a successful choral program. This position shall set an example of an exceptional professional educator and be ever mindful that both the director and student represent the Jackson County School District and are expected to conduct themselves in an exemplary manner.

This position shall not only be responsible for the development of entertaining choirs and ensembles but also, the development of self-discipline, character, teamwork, leadership, citizenship, responsibility, academic excellence and the molding of the leaders of tomorrow's society. The primary duties of the person holding this position will be to instruct and manage the high school choral music program; promote school spirit through musical performances; and encourage student participation.

**AREAS OF RESPONSIBILITY:**

1. Public performances
2. Choral/Ensemble practice and activities
3. Student conduct and discipline
4. Choral Equipment & Music Library Maintenance
5. Student participation and morale
6. Public relations
7. Student welfare
8. Student eligibility

**JOB DUTIES:**

1. Instructs and plans the high school choral music program.
2. Maintains and purchases instruments, music library, equipment and facilitates repair services when needed.
3. Ensures proper conduct and discipline of all student members of the choir.
4. Establishes and maintains rapport with students and encourages student participation.
5. Motivates students to achieve maximum potential.
6. Provides opportunities for and supports student involvement in the promotion of school spirit.
7. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
8. Works collaboratively with staff, families, and community resources.
9. Organizes and leads after-school practice sessions routinely in preparation for winter and spring concerts.

10. Coordinates publicity for choral activities, notifying proper staff members of all activities scheduled by the group.
11. Coordinates all performances in conjunction with the High School Principal and Athletic Director.
12. Ensures the choir performs in appropriate district and high school music festivals.
13. Ensures the choir performs a winter music program, spring music concert, and at graduation exercises with quality music that is entertaining, and consistent with community standards.
14. Ensures student choir members are uniformly dressed for all public appearances.
15. Interacts with the Jr. High School Choral Director to ensure consistency in instructional achievement between the school levels.
16. Rides bus for away events.
17. Maintains a clean and organized choral hall.
18. Maintains compliance with all rules and regulations of the Mississippi High School Activities Association.
19. Complies with and supports all school district regulations and policies;
20. Performs all any other duties and activities responsibilities assigned by the High School Principal and Athletic Director. deemed appropriate by the principal.
21. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the High School Principal and Athletic Director.

**TERMS OF EMPLOYMENT:**

To be employed 9 months per year. Salary and work year are to be established by Board policy GGBB.

**EVALUATION:**

Performance in this position will be evaluated annually by the High School Principal and the Athletic Director.

In the event the coach of this position is the Athletic Director, the Assistant Superintendent will conduct the evaluation.

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**Policy GFBDI: Job Description: Middle School Band Director**

Status: DRAFT

Original Adopted Date: 09/15/2008 | Last Reviewed Date: 09/15/2008

**Job Description: Middle School Band Director**

**QUALIFICATIONS:**

1. A Bachelors Degree in education or Para-Professional credentials in compliance with MHSAA.
2. A valid Mississippi teaching certificate.
3. Strong communication, both oral and written skills, are required.
4. Strong interpersonal skills are required to establish and maintain effective working relationships with staff, students, parents and members of the community.
5. Thorough knowledge of musical instruments and band director practices and procedures.
6. Thorough knowledge of the principles and methodology of effective teaching.
7. Possess and maintain a valid driver's license.
8. Any other qualifications deemed appropriate by the Board.
9. Ability to lift, carry, push, pull 25–50 pounds.

**REPORTS TO:**

High School Band Director  
Middle School Principal

**PERSONNEL REPORTING TO THIS POSITION:**

Any assistance, if assigned. None

**JOB GOAL:**

This position is responsible for developing and leading successful beginning, intermediate, and advanced Band programs. The individual in this role is expected to model the highest standards of professional conduct and remain mindful that both the Director and students represent the Jackson County School District. Exemplary behavior and professionalism are required at all times. This position is responsible for establishing and leading the successful beginning, intermediate and advanced Band. This position shall set an example of an exceptional professional educator and be ever mindful that both Director and student represent the Jackson County School District and are expected to conduct themselves in an exemplary manner.

This position is responsible for developing an effective middle school band program while fostering self-discipline, character, teamwork, leadership, citizenship, responsibility, and academic excellence in students – helping to shape the leaders of tomorrow. The primary duties include instructing and managing the middle school instrumental music program, promoting school spirit through musical performances, and encouraging student participation. This position shall not only be responsible for the development of an effective middle school band program but the development of self-discipline, character, teamwork, leadership, citizenship, responsibility, academic excellence and the molding of the leaders of tomorrow's society. The primary duties of the person holding this position will be to instruct and manage the middle school instrumental music program; promote school spirit through musical performances; and encourage student participation.

**AREAS OF RESPONSIBILITY:**

1. Public performances
2. Band practice and activities
3. Student conduct and discipline
4. Band equipment & music library maintenance
5. Student participation and morale
6. Public relations
7. Student welfare
8. Student Eligibility

**JOB DUTIES:**

1. Instructs and plans the middle school instrumental music program.

2. Maintains and purchases instruments, music library, equipment and facilitates repair services when needed.
3. Ensures proper conduct and discipline of all student members of the band.
4. Establishes and maintains rapport with students and encourages student participation.
5. Motivates students to achieve maximum potential.
6. Provides opportunities for and supports student involvement in the promotion of school spirit.
7. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
8. Works collaboratively with staff, families, and community resources.
9. Organizes and leads appropriate after-school practices to prepare for performances and individual student development.
10. Ensures the band performs in appropriate district and/or solo and ensemble music festivals.
11. Ensures the band performs a winter music program and a spring music concert.
12. Ensures the band performs in the bleachers and on the field 2 home Middle School football games.
13. Accompanies the High School Band to all home and away High School football games for the purpose of assisting the High School Band Director with coordination of the Friday night High School Football program.
14. Interacts with the High School Band Director to ensure consistent instructional achievement between the school levels.
15. Rides bus for away performances.
16. Maintains a clean and organized band hall.
17. Maintains compliance with all rules and regulations of the Mississippi High School Activities Association.
18. Complies with and supports all school district regulations and policies.
19. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the Middle School Principal and High School Band Director.
20. Perform all other duties and responsibilities assigned by the Middle School Principal and High School Band Director.

**TERMS OF EMPLOYMENT:**

To be employed 9 months per year. Salary and work year to be established by Board policy GGBB

**EVALUATION:**

Performance in this position will be evaluated annually by the High School Band Director and Middle School/Principal.

In the event the coach of this position is the Athletic Director, the Assistant Superintendent will conduct the evaluation.

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**Policy KM: Visitors to the Schools**

**Status:** DRAFT

**Original Adopted Date:** 03/01/1993 | **Last Revised Date:** 08/17/2020 | **Last Reviewed Date:** 08/17/2020

**VISITORS TO THE SCHOOLS**

The Board of Education of the Jackson County School District is dedicated to maintaining a secure and educationally sound environment for its students and staff. Therefore, to ensure safety, security, and an atmosphere conducive to teaching and learning on all campuses, it shall be the policy of this board that upon entering the campus of any school within this district, all visitors must report immediately to the office of the school principal and obtain permission before visiting any part of the campus. The principal shall have the right to deny visitation rights to any individual if (in the judgment of the principal) the visit might negatively affect classroom procedures. Each visitor must sign a visitor list in the principal's office. A visitor's badge will be issued and must be worn at all times while on the school campus. The badge will be returned to the principal's office when the visitor departs the campus. Exceptions to this requirement are when visitors are attending a general school function such as a pep rally, assembly program, athletic event, etc. Unauthorized persons shall not be permitted in school buildings or on school grounds. School principals are authorized to take appropriate action to prevent such persons from entering buildings or from loitering on grounds. Such persons will be prosecuted to the full extent of the law.

Members of the supervisory or administrative staff who have invited professional visitors may elect to serve as hosts to the visitors whom they have invited, as well as to other visitors who may have a mutual interest and area of competency.

All visitors are to be made to feel welcome. There shall be no solicitation of teachers or students on personal matters on the school premises by salesmen or agents. Out of town visitors who have made arrangements through the principal's office will have the principal or principal designee as a host for the visitor or delegation.

**STUDENT VISITATION**

The schools, because of space factors in the classrooms, will not be able to allow school students to have student visitors accompany them as visiting guests in the school.

**CLASSROOM VISITATION**

As part of the district's safety and security program, only school or district personnel, law enforcement officials, or educational professionals designing an individual educational program shall be allowed to visit classrooms during instructional times.

**Policy GBRID: Military Leave**

**Status:** DRAFT

**Original Adopted Date:** Pending

School district employees are entitled to a leave of absence from their respective duties when ordered to military duty. If ordered to military duty, district employees will be paid for time not to exceed 15 days in one calendar year. The Jackson County School District (JCSD) intends to fully comply with all federal and state laws. Therefore, the annual leave and efficiency rating of these employees will not be affected by military leave.

The Jackson County School District (JCSD) allows employees to be paid for all unused personal leave after the fifteen-day absence and will continue district-paid insurance coverage at the employee's option until the employee "is relieved from duty." The employee also has the right to continue all other coverage at his expense. It is the responsibility of the employee to complete all required forms to continue compensation and benefits in the business office.

Employees released from military service have 90 days to apply for reemployment and cannot be discharged "without cause" within one year after reinstatement to their school district positions. The law adds that reemployment protection is not extended to employees dishonorably discharged from military service.

If the time of call to active duty is optional for the employee, the Jackson County School District (JCSD) expects that the employee choose a time for reporting to active duty that is least disruptive to the district.

The Jackson County School District (JCSD) shall comply with the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), which, among other things, removes the distinction between active service personnel and reserve personnel from the employer's perspective. Further, the Act prohibits an employer from denying "initial employment, reemployment, retention in employment, promotion, or any benefit of employment" to a person who is a member of or applies to be a member of the uniformed services, or who is performing, has performed, or has applied to perform services in a uniformed service.

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**Policy CBG: Administrative and Supervisory Personnel Positions**

**Status:** DRAFT

**Original Adopted Date:** 02/21/2000 | **Last Revised Date:** 01/11/2024 | **Last Reviewed Date:** 01/11/2024

Administrative and Supervisory Personnel Positions

All administrative and supervisory positions in the Jackson County School District are established initially by the board of trustees, or by Mississippi School laws, or by regulations of the State Board of education, or by a combination thereof.

It is the intent of the school board to activate such positions that are sufficient to promote the attainment of our schools' goals.

In each case, the school board will approve the purpose and function of the position in harmony with state laws and regulations, approve a statement of job requirements as recommended by the superintendent, and delegate to the superintendent the task of writing, or causing to be written, a job description for the position.

The school board directs the superintendent to continuously maintain a comprehensive, coordinated set of job descriptions for all such positions as to promote efficiency and economy in the staff's operations.

Although positions may remain temporarily unfilled, only the school board may abolish a position.

This school board selects all school district personnel in the manner provided by the law. '37-7-301'

It shall be the policy of the Jackson County School District to provide the highest possible quality of education for the students enrolled in the schools of this district. In order to achieve this goal, it is necessary, from time to time, to add administrative positions sufficient to insure adequate leadership and supervision at the schools.

Requests for additional administrative positions may be presented to the school board for approval when the average enrollment of the following three months – the ninth month of the preceding year and the second and third months of the current year – meets or exceeds the numbers listed below. If the additional position is approved by the board, the recommendation to fill the position will be made when all other administrative recommendations are presented to the board.

When the average enrollment drops below the membership listed below for one year, the number of administrators and lead teachers will be reduced accordingly.

Administrative positions under this policy are not subject to Reduction in Force policy guidelines. Lead Teacher positions are subject to available funding.

**ELEMENTARY SCHOOLS**

MEMBERSHIP	PRINCIPAL	ASST. PRINCIPAL	ADMIN. ASST. LEAD TEACHERS
1-499	1	1	
500-999750	1	1	1
1000751-UP1000	1	21	2

**MIDDLE, JUNIOR HIGH, AND HIGH SCHOOLS**

MEMBERSHIP	PRINCIPAL	ASST. PRINCIPAL	ADMIN. ASST. LEAD TEACHERS
1-499699	1	1	

<del>500700-749949</del>	1	<del>12</del>	
<del>750950-9991199</del>	1	<del>23</del>	
<del>1000-12491200+</del>	1	<del>34</del>	
<del>1250-1500</del>	<del>1</del>	<del>4</del>	

References: MS Code 37-7-301 as cited

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**Policy ICHI: Literacy Based Promotion**

Status: DRAFT

Original Adopted Date: 11/17/2025 | Last Reviewed Date: 11/17/2025

In compliance with the “Literacy Based Promotion Act,” it is the intent of this school district to improve the reading skills of Kindergarten - Third Grade students so that every student completing the Third Grade is able to read at or above grade level.

This district shall comply with all requirements of the Act, including, but not limited to:

**3rd Grade Reading Summative Assessment** –Beginning in the 2014-2015 school year, a student scoring at the lowest achievement level in reading on the established state assessment for 3rd grade will not be promoted to 4th grade.

**Social Promotion** – A student may not be assigned a grade level based solely on age or any other factor that constitutes social promotion.

**Public School Requirements**

If a K - 3 student has been identified with a substantial deficit in reading, the teacher will immediately, and with each quarterly progress report, notify parents or legal guardians of the following in writing:

- Determination of a substantial deficit in reading;
- Description of student services and supports presently provided;
- Description of proposed supplemental instruction and support to remediate the student’s deficit areas;
- Strategies for parents to use to help students at home; and,
- Notification that student will not be promoted to 4th grade if reading deficiency cannot be remediated by the end of 3rd grade
- Provide intensive reading instruction and immediate intervention to each K - 3 student who exhibits a substantial deficiency in reading at any time.

The intensive reading instruction and intervention must be documented for each student Grades K-3 in an individual reading plan, including, at a minimum, the following:

1. The student’s specific, diagnosed reading skill deficiencies as determined (or identified) by diagnostic assessment data;
2. The goals and benchmarks for growth;
3. How progress will be monitored and evaluated;
4. The type of additional instruction services and interventions the student will receive;
5. The research-based reading instructional programming the teacher will use to provide reading instruction, addressing the areas of phonemic awareness, phonics, fluency, vocabulary and comprehension;
6. The strategies the student’s parent is encouraged to use in assisting the student to achieve reading competency; and,
7. Any additional services the teacher deems available and appropriate to accelerate the student’s reading skill development.

**Good Cause Exemptions**

A 3rd grade student who fails to meet the academic requirements for promotion to the 4th grade may be promoted for good cause.

To view these specific requirements, you can visit the Jackson County School District website under Curriculum & Instruction or the Mississippi Department of Education (MDE) website, Appendix F – Good Cause Exemption Form LBPA.

1. Limited English Proficient students who have had less than two (2) years of instruction in English Language Learner program;
2. Students with disabilities whose Individualized Education Program (IEP) indicates that participation in the statewide accountability assessment program is not appropriate, as authorized under state law;
3. Students with a disability who participate in the state annual accountability assessment and who have an IEP

or Section 504 plan that reflects that the student has received intense remediation in reading for two (2) years but still demonstrates a deficiency in reading OR was previously retained in Kindergarten or First, Second or Third grade;

4. Students who demonstrate an acceptable level of reading proficiency on an alternative assessment approved by the State Board of Education; and
5. Students who have received intensive intervention for two (2) or more years but still demonstrate a deficiency in reading, and who previously were retained in Kindergarten or First, Second or Third Grade for a total of two (2) years and have not met exceptional education criteria.

Beginning in the 2018-2019 school year, if a student's reading deficiency is not remedied by the end of the student's Third-Grade year, as demonstrated by the student scoring above the lowest two (2) achievement levels in reading on the state annual accountability assessment or on an approved alternative standardized assessment for Third Grade, the student shall not be promoted to Fourth Grade.

**Student Handbook**

Provisions required by the Literacy Promotion Act shall be included in the district's published handbook of policy for employees and students.

The superintendent or designee shall establish procedures to support this policy.

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**Policy GFBCF: Job Description: School Counselor**

**Status:** DRAFT

**Original Adopted Date:** 09/07/1995 | **Last Revised Date:** 07/11/2022 | **Last Reviewed Date:** 07/19/2022

Jackson County School District (JCSD) Professional School Counselors must spend a minimum of eighty percent (80%) of their contractual time to the delivery of services to students in the JCSD as outlined by the American School Counselor Association. Delivery of services is the direct service provided to students, parents, school staff and the community which is an interaction between JCSD Professional School Counselors and JCSD students. These direct services may include the delivery of the following:

- **School Counseling Core Curriculum:** This curriculum is designed to help students attain the desired competencies and to provide all students in the JCSD with the knowledge, attitudes and skills appropriate for their developmental level. The School Counseling Core Curriculum is delivered throughout the overall curriculum in each school of the JCSD and may be presented by JCSD Professional School Counselors in collaboration with other JCSD professional educators and other resources. Collaborative efforts may be implemented to enhance the services provided.
- **Individual Student Planning:** JCSD Professional School Counselors coordinate ongoing systemic activities or individual/group sessions designed to assist students in establishing personal/social goals and developing future career plans.
- **Responsive Services:** Responsive services are designed to meet students' immediate needs and concerns in regard to social/personal issues. Responsive services may include counseling in individual, small-group settings, or crisis responses.
- **Indirect Student Services:** Indirect services are provided on behalf of students as a result of the JCSD School Counselors' interactions with others, including referrals for additional assistance, consultation and collaboration with parents, teachers, other educators and community organizations.
- JCSD Professional School Counselors shall abide by the American School Counselor Association Code of Ethics, in addition to the JCSD Professional Educator Code of Conduct (Policy GAA).

**QUALIFICATIONS:**

1. Master's degree with major in school counseling
2. AA Certification as a Guidance Counselor (436 MS Endorsement)
3. Ability to lift a minimum of 25 pounds

**REPORTS TO:**

Principal and Director of Federal Programs and Student Services

**JOB GOAL:**

Assist students with personal/social emotional, academic, and college/career goals

**AREAS OF RESPONSIBILITY: DUTIES AND RESPONSIBILITIES:**

1. Classroom, small group and individual school counseling.
2. Individual student academic planning and goal setting.
3. Advocacy for students in individual education planning and career program planning.
4. Collaboration with families/teachers/administrators/community for student success.
5. Student scholarship assistance \*High School Only\*.
6. Referrals for long-term support after conducting data analysis to identify student issues, needs and challenges.

7. Engage in and provide effective parent/community outreach services.

#### **JOB DUTIES:**

1. Provide classroom, individual, and group counseling in the areas of academic, career, and personal/social development for all students.
2. Refer children with suspected emotional problems to qualified mental health personnel for assistance
3. Assist teachers, multi-tiered system of support teachers (MTSS), and positive behavioral specialists with students who exhibit discipline problems and other misbehaviors.
4. Assist all college-bound seniors with college preparation procedures, including, but not limited to, registration for the ACT and completion of scholarship and grant applications
5. Assist students in career planning, which incorporates life skills for career development that students need to be successful.
6. Schedule students for classes that will best suit their educational needs
7. Assist in preparing and presenting drug education, bullying prevention, and mental health materials to students
8. Work collaboratively with all stakeholder groups to create a positive learning community through the implementation of a comprehensive school counseling program to improve the academic success of students, to enhance student strength and address student weaknesses, and to improve communication and collaboration among the school, home, and community in order to promote and build trust, understanding, and partnerships with all segments of the school community.
9. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the Principal and/or Director of Federal Programs and Student Services.
10. Perform all other such duties and responsibilities as may be assigned by the Principal and Director of Federal Programs and/or Student Services.

#### **TERMS OF EMPLOYMENT:**

Guidance personnel shall be employed for ten (10) months (207 days), unless specified otherwise by the school board. Salary is to be based on base pay for length of employment and the regular teaching supplement of the district.

#### **EVALUATION:**

Performance in this position will be evaluated annually by the Principal and Director of Federal Programs and Student Services in accordance with provisions of the Board's policies on evaluations.

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# Monthly School Board Update 2025– 2026



<b>Date of School Board Meeting:</b> December 15, 2025							
<b>District Name:</b> Jackson County							
<b>School Name:</b> St. Martin East Elementary				<b>School Identification:</b> <input type="checkbox"/> CSI <input type="checkbox"/> MRO <input type="checkbox"/> TSI <input checked="" type="checkbox"/> ATSI <input type="checkbox"/> SAR			
<b>Current Accountability Points:</b> 419				<b>Letter Grade:</b> B		<b>Graduation Rate:</b> N/A	
<b>School Goal</b>				<b>Beginning of the Year (BOY) Assessment Results</b>			
<b>Name of Benchmark/Interim Assessment:</b> STAR				<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/>			
<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>	<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>
<b>% Proficient</b>	75%	75%	N/A	<b>% Proficient</b>	64.6%	64.6%	N/A
<b>% Growth of all</b>	85%	75%	Participation Rate	<b>% Growth of all</b>			Participation Rate
<b>% Growth of bottom 25%</b>	85%	80%	100%	<b>% Growth of bottom 25%</b>			100%
<b>Middle of the Year (MOY) Assessment Results</b>				<b>End of the Year (EOY) Assessment Results</b>			
<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/>				<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/>			
<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>	<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>
<b>% Proficient</b>				<b>% Proficient</b>			
<b>% Growth of all</b>			Participation Rate	<b>% Growth of all</b>			Participation Rate
<b>% Growth of bottom 25%</b>				<b>% Growth of bottom 25%</b>			

# Monthly School Board Update 2025– 2026



<i>(Data are lagged and reported for the preceding month ex. in October report data for September)</i>	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	March 2026	April 2026	May 2026	June 2026
Total School Enrollment	667	670	674						
Student ADA	95.21%	94.59%	93.65%						
% of students with 2 or more absences for the month ( <i>chronic absences</i> )	24.2%	17.6%	29.9%						
Teacher attendance rate	97.2%	98.02%	97.17%						
# of discipline referrals	66	43	62						

**Allocation of Resources: School Improvement Funding 1003**

**FY26 Total Allocation: \$**

FY25 Remaining Balance: (BOY) \$ 65,412.70	FY25 Remaining Balance: (MOY) \$	FY25 Remaining Balance: (EOY) \$
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**FY25 Total Allocation: \$**

FY24 Remaining Balance: (BOY) \$ 69	FY24 Remaining Balance: (MOY) \$	FY24 Remaining Balance: (EOY) \$
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**FY24 Total Allocation: \$**

FY23 Remaining Balance: (BOY) \$	FY23 Remaining Balance: (MOY) \$	FY23 Remaining Balance: (EOY) \$
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# Monthly School Board Update 2025– 2026



# Monthly School Board Update 2025– 2026



<b>Date of School Board Meeting: Dec. 15, 2025</b>							
<b>District Name:</b> Jackson County School District							
<b>School Name:</b> St. Martin Middle School				<b>School Identification:</b> <input type="checkbox"/> CSI <input type="checkbox"/> MRO <input type="checkbox"/> TSI <input checked="" type="checkbox"/> ATSI <input type="checkbox"/> SAR			
<b>Current Accountability Points: 425</b>							
				<b>Letter Grade: B</b>		<b>Graduation Rate: N/A</b>	
<b>School Goal</b>				<b>Beginning of the Year (BOY) Assessment Results</b>			
<b>Name of Benchmark/Interim Assessment:</b>				<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input checked="" type="checkbox"/> Math <input checked="" type="checkbox"/> Science <input checked="" type="checkbox"/>			
<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>	<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>
<b>% Proficient</b>	62%	64%	80%	<b>% Proficient</b>	51%	54%	72%
<b>% Growth of all</b>	72%	74%	<b>Participation Rate</b>	<b>% Growth of all</b>	62%	62%	<b>Participation Rate</b>
<b>% Growth of bottom 25%</b>	65%	55%	100%	<b>% Growth of bottom 25%</b>	51%	49%	98.5%
<b>Middle of the Year (MOY) Assessment Results</b>				<b>End of the Year (EOY) Assessment Results</b>			
<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/>				<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/>			
<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>	<b>Total Points</b>	<b>Reading</b>	<b>Math</b>	<b>Science/Biology</b>
<b>% Proficient</b>				<b>% Proficient</b>			
<b>% Growth of all</b>			<b>Participation Rate</b>	<b>% Growth of all</b>			<b>Participation Rate</b>
<b>% Growth of bottom 25%</b>				<b>% Growth of bottom 25%</b>			

# Monthly School Board Update 2025– 2026



<i>(Data are lagged and reported for the preceding month ex. in October report data for September)</i>	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	March 2026	April 2026	May 2026	June 2026	
Total School Enrollment	928	919	915							
Student ADA	94%	96.4%	90.3%							
% of students with 2 or more absences for the month <i>(chronic absences)</i>	28%	28%	37%							
Teacher attendance rate	97%	95%	95%							
# of discipline referrals	117	78	76							
<b>Allocation of Resources: School Improvement Funding 1003</b>										
<b>FY26 Total Allocation: \$</b>										
FY25 Remaining Balance: (BOY)			FY25 Remaining Balance: (MOY)			FY25 Remaining Balance: (EOY)				100
\$4,510.05			\$			\$				
<b>FY25 Total Allocation: \$82,560</b>										
FY24 Remaining Balance: (BOY)			FY24 Remaining Balance: (MOY)			FY24 Remaining Balance: (EOY)				
\$0			\$			\$				
<b>FY24 Total Allocation: \$60,995</b>										
FY23 Remaining Balance: (BOY)			FY23 Remaining Balance: (MOY)			FY23 Remaining Balance: (EOY)				
\$0			\$			\$				

# Monthly School Board Update 2025– 2026



<b>Date of School Board Meeting:</b> 12/15/2025									
<b>District Name:</b> Jackson County									
<b>School Name:</b> St. Martin Upper Elementary SAR					<b>School Identification:</b> <input type="checkbox"/> CSI <input type="checkbox"/> MRO <input type="checkbox"/> TSI <input type="checkbox"/> X ATSI <input type="checkbox"/>				
<b>Current Accountability Points:</b> 423					<b>Letter Grade:</b> B		<b>Graduation Rate:</b> N/A		
<b>School Goal</b>					<b>1<sup>st</sup> Benchmark Assessment Results</b>				
<b>Name of Benchmark Assessment:</b> 24-25 MAAP					<b>Comprehensive Assessment:</b> Reading Math Science				
<b>Total Points/Grade</b>	<b>Reading</b>	<b>Math</b>	<b>Science/ Biology</b>	<b>US History</b>	<b>Total Points/Grade</b>	<b>Reading</b>	<b>Math</b>	<b>Science/ Biology</b>	<b>US History</b>
<b>% Proficient</b>	59.6	55.5	71		<b>% Proficient</b>	50.7	55.8	66	101
<b>% Growth of all</b>	64	66	Participation Rate 100		<b>% Growth of all</b>	58	54	Participation Rate ≥ 99	
<b>% Growth of bottom 25%</b>	50.5	43.9			<b>% Growth of bottom 25%</b>	44.3	33.6		
<b>2<sup>nd</sup> Benchmark Assessment Results</b>					<b>3<sup>rd</sup> Benchmark Assessment Results</b>				
<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> History					<b>Comprehensive Assessment:</b> <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> History				
<b>Total Points/Grade</b>	<b>Reading</b>	<b>Math</b>	<b>Science/ Biology</b>	<b>US History</b>	<b>Total Points/Grade</b>	<b>Reading</b>	<b>Math</b>	<b>Science/ Biology</b>	<b>US History</b>
<b>% Proficient</b>					<b>% Proficient</b>				
<b>% Growth of all</b>			Participation Rate		<b>% Growth of all</b>			Participation Rate	

# Monthly School Board Update 2025– 2026



% Growth of bottom 25%					% Growth of bottom 25%			

Reporting Month											
	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	March 2026	April 2026	May 2026	June 2026		
Total School Enrollment	646	644	646								
Student ADA	97.4%	96.9%	97.5%								
% of students with 2 or more absences for the month ( <i>chronic absences</i> )	12	9.7	14.7							102	
Teacher attendance rate	96.22% 9/1-9/30	95.19% 10/1-10/31	93.41% 11/3-11/21								
# of discipline referrals	96	138	197								
<b>Allocation of Resources: School Improvement Funding 1003</b>											
<b>FY26 Total Allocation: 0</b>											
FY26 Remaining Balance: (Benchmark 1)				FY26 Remaining Balance: (Benchmark 2)				FY26 Remaining Balance: (Benchmark 3)			
\$ Not released				\$ Not released				\$ Not released			
<b>FY25 Total Allocation: \$66,863.00</b>											
FY25 Remaining Balance: (Benchmark 1)				FY25 Remaining Balance: (Benchmark 2)				FY25 Remaining Balance: (Benchmark 3)			
\$ 66,863.00				\$				\$			

# Monthly School Board Update 2025– 2026



FY24 Total Allocation: \$53,228.00		
FY24 Remaining Balance: (Benchmark 1)	FY24 Remaining Balance: (Benchmark 2)	FY24 Remaining Balance: (Benchmark 3)
\$ 24,713.24 <del>\$19,093.45(10/31)</del>	\$	\$

**Jackson County School District**  
**Child Nutrition Department**  
**Free and Reduced Percentages**  
**November 2025**

School Name	School Enrollment	Paid		Free		Reduced		Free + Reduced	
		Total	%	Total	%	Total	%	Total	%
ECL	547	244	44.61%	231	42.23%	72	13.16%	303	55.39%
ECU	577	245	42.46%	263	45.58%	69	11.96%	332	57.54%
ECM	536	248	46.27%	217	40.49%	71	13.25%	288	53.73%
ECH	725	376	51.86%	263	36.28%	86	11.86%	349	48.14%
<b>ECAC</b>	<b>2385</b>	<b>1113</b>	<b>46.67%</b>	<b>974</b>	<b>40.84%</b>	<b>298</b>	<b>12.49%</b>	<b>1272</b>	<b>53.33%</b>
SMH	1222	538	44.03%	536	43.86%	148	12.11%	684	55.97%
SMM	915	336	36.72%	456	49.84%	123	13.44%	579	63.28%
SMU	646	227	35.14%	339	52.48%	80	12.38%	419	64.86%
SMN	540	132	24.44%	336	62.22%	72	13.33%	408	75.56%
SME	675	264	39.11%	340	50.37%	71	10.52%	411	60.89%
<b>SMAC</b>	<b>3998</b>	<b>1497</b>	<b>37.44%</b>	<b>2007</b>	<b>50.20%</b>	<b>494</b>	<b>12.36%</b>	<b>2501</b>	<b>62.56%</b>
VL	669	276	41.26%	309	46.19%	84	12.56%	393	58.74%
VU	331	126	38.07%	154	46.53%	51	15.41%	205	61.93%
VM	556	242	43.53%	236	42.45%	78	14.03%	314	56.47%
VH	702	350	49.86%	258	36.75%	94	13.39%	352	50.14%
<b>VCAC</b>	<b>2258</b>	<b>994</b>	<b>44.02%</b>	<b>957</b>	<b>42.38%</b>	<b>307</b>	<b>13.60%</b>	<b>1264</b>	<b>55.98%</b>
<b>District Total</b>	<b>8641</b>	<b>3604</b>	<b>41.71%</b>	<b>3938</b>	<b>45.57%</b>	<b>1099</b>	<b>12.72%</b>	<b>5037</b>	<b>58.29%</b>

**Jackson County School District**  
**Child Nutrition Department**  
**Average Daily Participation**  
**November 2025**

School Name	Average Daily Attendance	Total Breakfast ADP	Total Breakfast ADP %	Breakfast Free ADP	Breakfast Free Percent	Breakfast Reduced ADP	Breakfast Reduced Percent	Breakfast Paid ADP	Breakfast Paid Percent	Total Lunch ADP	Total Lunch ADP%	Lunch Free ADP	Lunch Free Percent	Lunch Reduced ADP	Lunch Reduced Percent	Lunch Paid ADP	Lunch Paid Percent
	ADA																
ECL	519	242	46.6%	149	28.7%	37	7.1%	56	10.8%	340	65.5%	177	34.1%	51	9.8%	112	21.6%
ECU	547	222	40.6%	135	24.7%	30	5.5%	57	10.4%	390	71.3%	212	38.8%	56	10.2%	122	22.3%
ECM	510	142	27.8%	83	16.3%	18	3.5%	41	8.0%	314	61.6%	158	31.0%	49	9.6%	107	21.0%
ECH	684	306	44.7%	154	22.5%	43	6.3%	109	15.9%	374	54.7%	173	25.3%	52	7.6%	149	21.8%
<b>ECAC</b>	<b>2260</b>	<b>912</b>	<b>40.4%</b>	<b>521</b>	<b>23.0%</b>	<b>128</b>	<b>5.6%</b>	<b>263</b>	<b>11.3%</b>	<b>1418</b>	<b>63.3%</b>	<b>720</b>	<b>32.3%</b>	<b>208</b>	<b>9.3%</b>	<b>490</b>	<b>21.7%</b>
SMH	1155	214	18.5%	140	25.3%	32	2.8%	42	3.64%	562	48.7%	315	27.3%	80	6.9%	167	4.4%
SMM	865	156	18.0%	101	27.7%	25	2.9%	30	3.47%	619	71.6%	357	41.3%	96	11.1%	166	26.1%
SMU	614	209	34.0%	139	18.1%	31	5.0%	39	6.35%	441	71.8%	269	43.8%	63	10.3%	109	34.7%
SMN	506	282	55.7%	198	11.2%	41	8.1%	43	8.50%	378	74.7%	265	52.4%	51	10.1%	62	11.7%
SME	638	247	38.7%	167	19.5%	33	5.2%	47	7.37%	425	66.6%	264	41.4%	49	7.7%	112	16.7%
<b>SMAC</b>	<b>3778</b>	<b>1108</b>	<b>29.3%</b>	<b>745</b>	<b>20.3%</b>	<b>162</b>	<b>4.8%</b>	<b>201</b>	<b>5.9%</b>	<b>2425</b>	<b>66.7%</b>	<b>1470</b>	<b>41.2%</b>	<b>339</b>	<b>9.2%</b>	<b>616</b>	<b>18.7%</b>
VL	637	267	41.9%	161	25.3%	32	5.0%	74	11.6%	435	68.3%	236	37.0%	59	9.3%	140	22.0%
VU	314	145	46.2%	87	27.7%	24	7.6%	34	10.8%	222	77.5%	120	38.2%	36	11.5%	66	21.0%
VM	531	175	33.0%	96	18.1%	31	5.8%	48	9.0%	367	69.1%	178	33.5%	59	11.1%	130	24.5%
VH	670	116	17.3%	75	11.2%	17	2.5%	24	3.6%	310	46.3%	161	24.0%	44	6.6%	105	15.7%
<b>VCAC</b>	<b>2152</b>	<b>703</b>	<b>32.7%</b>	<b>419</b>	<b>20.6%</b>	<b>104</b>	<b>5.3%</b>	<b>180</b>	<b>8.8%</b>	<b>1334</b>	<b>65.3%</b>	<b>695</b>	<b>33.2%</b>	<b>198</b>	<b>9.6%</b>	<b>441</b>	<b>20.8%</b>
<b>TOTAL</b>	<b>8190</b>	<b>2723</b>	<b>33.2%</b>							<b>5177</b>	<b>63.2%</b>						

<u>Highest Breakfast Participation:</u>			<u>Highest Lunch Participation:</u>		
Attendance Center:	ECAC	40.40%	Attendance Center:	SMAC	66.70%
Lower Elementary:	SMN	55.70%	Lower Elementary:	SMN	74.70%
Upper Elementary:	VUE	46.20%	Upper Elementary:	VUE	77.50%
Middle School:	VMS	33.00%	Middle School:	SMM	71.60%
High School:	ECH	44.70%	High School:	ECH	54.70%

### Past Due Leases

<b>Lease Holder</b>	<b>State Lease Number</b>	<b>Amount</b>	<b>Days Past Due</b>	<b>Due Date</b>	
US Postal Service	7877	\$8,000.00	60	9/7/2025	
Sonnier Custom Cabinets	8031	\$1,800.00	60	10/1/2025	

Descriptor Term:

DR

**ATHLETIC FACILITY MATCHING GRANTS**

ISSUE DATE: 11/12/09

## Matching Grant Application

1. Statement of Need:

- A. Group Applying for Grant: SMHS Diamond Club
- B. School: St. Martin High School
- C. Who Benefits: St. Martin Baseball Program

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2. Capital Project Design/Description:

- A. Goals and Objectives: Fix turf mounds
- B. Participants: SMHS Diamond Club, Mid-South Synthetic
- C. Capital Project: N/A
- D. Project Management: Kary Bridges, Jesse Kanode
- E. Building Permit Documentation: N/A

3. Project Resources:

- A. Completion Date: 12/16/2025
- B. Budget:
- I. District: \$900
- II. Group: \$900
- C. Matching Money Documentation: Attached

Assistant Superintendent: \_\_\_\_\_

Superintendent: \_\_\_\_\_

JCSD Board of Education President: \_\_\_\_\_



# MID SOUTH SYNTHETIC TURF

ESTIMATE

EST0213

Jeff McClaskey  
117 BONNE VIE DR  
Brandon, MS  
39047  
601-573-7522  
mcclaskeyjeff@gmail.com

DATE

Nov 14, 2025

TOTAL

USD \$1,800.00

TO

**Jesse Kanode**

jessie.kanode@jcsd.ms.us

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DESCRIPTION	RATE	QTY	AMOUNT
ST MARTIN BB FIELD FIX FOR SMALL SPOTS ON MOUNDS	\$1,800.00	1	\$1,800.00
TOTAL			USD \$1,800.00



**The  
Citizens Bank**<sup>SM</sup>

P.O. Box 209 • Philadelphia, MS 39350  
601.656.4692

Account Number 2843720  
Statement Date 10/31/2025  
Statement Thru Date 11/02/2025  
Check/Items Enclosed 7  
Page 1

00003127 T2442DDA103125223824 01 000000000 0000000 004



SM DIAMOND CLUB  
PO BOX 6971  
DIBERVILLE MS 39540

**Customer Service Information**

Visit Us Online: <https://www.thecitizensbankphila.com>

Find Us On:    

00003127 0014369 0001-0003

**Relationship Summary**

Account Type	Balance
CHECKING	\$35,891.02

**NON-PROFIT ORG CHECKING**

Account Number: 2843720

Account Owner(s): SM DIAMOND CLUB

**Balance Summary**

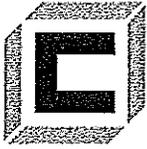
Beginning Balance as of 10/01/2025	\$29,116.60
+ Deposits and Credits (6)	\$7,129.16
- Withdrawals and Debits (3)	\$354.74
Ending Balance as of 10/31/2025	\$35,891.02
Service Charges for Period	\$3.00
Average Balance for Period	\$31,280.00
Average Collected for Period	\$31,132.00
Minimum Balance for Period	\$28,811.00

**Deposits and Other Credits**

Date	Description	Deposits
Oct 15	DEPOSIT	3,800.00
Oct 24	VENMO/CASHOUT 1045699017853 ST. MARTIN DIAMOND CLU	130.00
Oct 29	DEPOSIT	1,525.00
Oct 29	DEPOSIT	999.16
Oct 29	DEPOSIT	375.00
Oct 29	DEPOSIT	300.00







The  
Citizens Bank<sup>SM</sup>

Account Number 2843720  
Statement Date 10/31/2025  
Statement Thru Date 11/02/2025  
Page 2

**Miscellaneous Debits**

Date	Description	Withdrawals
Oct 31	PAPER STATEMENT FEE	3.00

**Checks**

\* Indicates a Skip in Check Number(s)

Date	Check No.	Amount	Date	Check No.	Amount
Oct 27	1001	46.79	Oct 06	*1007	304.95

**Daily Balance Summary**

Date	Balance	Date	Balance	Date	Balance
Oct 06	28,811.65	Oct 24	32,741.65	Oct 29	35,894.02
Oct 15	32,611.65	Oct 27	32,694.86	Oct 31	35,891.02

00003127 0014371 0002-0003





CHECK IMAGES

00003127 0014372 0003-0003

**The Citizens Bank** Checking Deposit DDADEP

CustomerName: SM DIAMOND CLUB  
PrimaryAccount 2843720  
Date: 10/15/2025 Drawer #: 3301 TranSeq:23 Item Seq: 172500002400

Amount: \$ 3,800.00

⑆5011⑆ 2154⑆ 2843720⑆

10/15/2025 Check 0 \$3,800.00

**The Citizens Bank** Checking Deposit DDADEP

CustomerName: SM DIAMOND CLUB  
PrimaryAccount 2843720  
Date: 10/29/2025 Drawer #: 3301 TranSeq:24 Item Seq: 170500106170

Amount: \$ 300.00

⑆5011⑆ 2154⑆ 2843720⑆

10/29/2025 Check 0 \$300.00

**The Citizens Bank** Checking Deposit DDADEP

CustomerName: SM DIAMOND CLUB  
PrimaryAccount 2843720  
Date: 10/29/2025 Drawer #: 3301 TranSeq:23 Item Seq: 170500106160

Amount: \$ 375.00

⑆5011⑆ 2154⑆ 2843720⑆

10/29/2025 Check 0 \$375.00

**The Citizens Bank** Checking Deposit DDADEP

CustomerName: SM DIAMOND CLUB  
PrimaryAccount 2843720  
Date: 10/29/2025 Drawer #: 3301 TranSeq:25 Item Seq: 170500106150

Amount: \$ 999.16

⑆5011⑆ 2154⑆ 2843720⑆

10/29/2025 Check 0 \$999.16

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**The Citizens Bank** Checking Deposit DDADEP

CustomerName: SM DIAMOND CLUB  
PrimaryAccount 2843720  
Date: 10/29/2025 Drawer #: 3301 TranSeq:29 Item Seq: 1705001031500

Amount: \$ 1,525.00

⑆5011⑆ 2154⑆ 2843720⑆

10/29/2025 Check 0 \$1,525.00

SM DIAMOND CLUB 08-2025 1001  
5805 SHORE DR  
OCEAN SPRINGS, MS 39564

DATE 9/15/25  
PAY TO THE ORDER OF Danielle Crossaday \$146.79  
DOLLARS

**The Citizens Bank** 0801 MS  
FOR REIMBURSEMENT - Sams - golf tournament  
\*\*Two Signatures Required\*\*  
⑆1001⑆ ⑆065302154⑆ 28 4372 0⑆

10/27/2025 Check 1001 \$46.79

SM DIAMOND CLUB 08-2025 1007  
FACE SHORE DR  
OCEAN SPRINGS, MS 39564

DATE 9/11/25  
PAY TO THE ORDER OF PDR Printing \$304.95  
DOLLARS

**The Citizens Bank** 0801 MS  
FOR SAMS - INVOICE AT WORK  
\*\*Two Signatures Required\*\*  
⑆1007⑆ ⑆065302154⑆ 28 4372 0⑆

10/06/2025 Check 1007 \$304.95

St. Martin Athletics  
Matching Grant Running Total

FY 2025-2026	Beginning Balance	\$35,000.00
	6/9/2025 New Turf Sweeper	\$6,375.00
	9/8/2025 Top dress baseball field	\$4,104.00
	9/8/2025 New Floor Soccer Boys Locker Room	\$1,987.50
	9/9/2025 New Wrestling Mat	\$1,132.20
	11/10/2025 Softball Infield Dirt Project	\$7,035.00
	12/1/2025 Baseball Turf Mound Repair	\$1,800.00

Remaining Balance:                      \$12,566.30

FY 2025-2026

**Elizabeth Otthofer**  
Media Specialist  
Vancleave Middle School

November 20, 2025

Jackson County School District  
**ATTN: School Board**

Dear Members of the School Board,

I am writing to request approval to process a targeted weeding of a specific section of our school library based on low circulation. As we work to keep our library collection modern, relevant, and aligned with student needs, it is essential that we periodically evaluate and update our shelves to ensure they remain a dynamic resource for learning.

Over the past several years, circulation data has shown a steady decline in the use of certain titles within this section. Many of these materials are outdated or no longer reflective of student interests. By removing items that are rarely checked out, inaccurate, or in poor physical condition, we can make room for newer, high-quality books that better support student learning and engagement.

Weeding is a standard practice in library management, and it serves several important purposes:

1. **Improves Collection Quality:** Removing outdated or irrelevant materials ensures our students are accessing accurate, up-to-date information.
2. **Increases Student Engagement:** A refreshed, uncluttered collection helps students discover materials that better match their interests and reading levels.
3. **Supports Curriculum Needs:** Replacing obsolete resources allows us to add new titles that directly support current academic standards and programs.
4. **Maximizes Limited Space:** Our library shelves are finite; creating space for new materials is essential to maintaining a vibrant, usable collection.
5. **Enhances Library Appeal:** A well-curated and modern collection encourages browsing, raises circulation, and fosters a welcoming environment for all students.

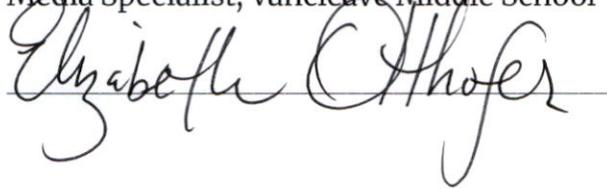
The proposed weeding process will follow established professional standards, including reviewing circulation data, evaluating content accuracy, and incorporating teacher and student input related to usage. All materials selected for removal will be handled in accordance with district policy. At Vanleave Middle School, once discard approval is granted, the books will have their stickers and barcodes removed and will then be placed in one of our three on-campus community library boxes so they can continue to be enjoyed by students.

I respectfully request the Board's support for this initiative so that our library can continue to evolve with the needs of our students and staff. Maintaining a current, relevant collection is a vital part of ensuring that the library remains a cornerstone of learning within our school.

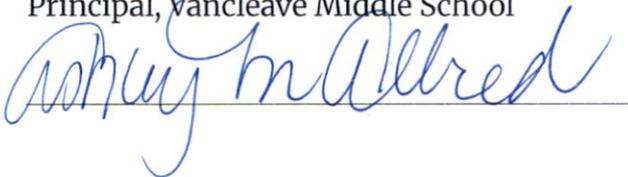
Thank you for your consideration. Attached is a spreadsheet report that provides the data supporting this recommendation.

Sincerely,  
Elizabeth Otthofer  
Media Specialist  
Vanleave Middle School

**Elizabeth Otthofer**  
Media Specialist, Vanleave Middle School

A handwritten signature in black ink that reads "Elizabeth Otthofer". The signature is written in a cursive style and is positioned above a horizontal line.

**Dr. Ashley Allred**  
Principal, Vanleave Middle School

A handwritten signature in blue ink that reads "Ashley Allred". The signature is written in a cursive style and is positioned above a horizontal line.

Deleted Date	Title	Author	Published	Call Number	Barcode	Reason	Disposal	Total Circulations	Status
11/19/2025	2061 : odyssey three	Clarke, Arthur C. (Arthur Charles), 1917-20	1989	FIC CLA	30018000176046	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Absolute midnight	Barker, Clive, 1952-	2013	FIC BAR	30018000180824	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	After the goat man	Byars, Betsy Cromer.	1974	Fic Bya	30018000001343	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Airhead	Cabot, Meg.	2008	FIC CAB	30018000171385	Infrequent Circulation	Discard	30	Was Available -- Weeded
11/19/2025	Airman	Colfer, Eoin.	2008	FIC COL	30018000171393	Infrequent Circulation	Discard	26	Was Available -- Weeded
11/19/2025	Al Capone does my shirts	Choldenko, Gennifer, 1957-	2006	FIC CHO	30018000167557	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Alice In Wonderland	Carroll, Lewis, 1832-1898.	2001	FIC CAR	30018000156881	Infrequent Circulation	Discard	16	Was Available -- Weeded
11/19/2025	Alice's adventures In wonderland	Carroll, Lewis, 1832-1898.	1998	FIC CAR	30018000062329	Infrequent Circulation	Discard	17	Was Available -- Weeded
11/19/2025	Allens ate my homework	Coville, Bruce.	1993	FIC COV	30018000156899	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Allens stole my body	Coville, Bruce.	1998	FIC COV	30018000156907	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	All-American girl	Cabot, Meg.	2003	FIC CAB	30018000151528	Infrequent Circulation	Discard	29	Was Available -- Weeded
11/19/2025	The Ancient One	Barron, T. A.	1992	FIC BAR	30018000173068	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The Anybodies	Bode, N. E.	2005	FIC BOD	30018000157079	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Are you there God? It's me, Margaret	Blume, Judy.	1986	FIC BLU	30018000056940	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Arkadians	Alexander, Lloyd.	1997	FIC ALE	30018000157087	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Artemis Fowl	Colfer, Eoin.	2002	FIC COL	30018000151627	Infrequent Circulation	Discard	16	Was Available -- Weeded
11/19/2025	The Artemis Fowl files	Colfer, Eoin.	2004	FIC COL	30018000097906	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Artemis Fowl : the Arctic Incident	Colfer, Eoin.	2002	FIC COL	30018000151695	Infrequent Circulation	Discard	19	Was Available -- Weeded
11/19/2025	Artemis Fowl : the Atlantis complex	Colfer, Eoin.	2012	FIC COL	30018000177275	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Artemis Fowl : the eternity code	Colfer, Eoin.	2004	FIC COL	30018000151643	Infrequent Circulation	Discard	16	Was Available -- Weeded
11/19/2025	Artemis Fowl : the last guardian	Colfer, Eoin.	2014	FIC COL	30018000181459	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Artemis Fowl : the lost colony	Colfer, Eoin.	2006	Fic Col	30018000058277	Infrequent Circulation	Discard	13	Was Available -- Weeded
11/19/2025	Artemis Fowl. The lost colony	Colfer, Eoin.	2008	FIC COL	30018000171443	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Artemis Fowl : the opal deception	Colfer, Eoin.	2005	FIC COL	30018000059382	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Artemis Fowl : the opal deception	Colfer, Eoin.	2005	FIC COL	30018000054606	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Artemis Fowl : the opal deception	Colfer, Eoin.	2005	FIC COL	30018000154712	Infrequent Circulation	Discard	11	Was Available -- Weeded
11/19/2025	Artemis Fowl. The time paradox	Colfer, Eoin.	2008	FIC COL	30018000171450	Infrequent Circulation	Discard	23	Was Available -- Weeded
11/19/2025	Aru Shah and the end of time	Chokshi, Roshani.	2019	FIC CHO	30018000186565	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Avalon High coronation. Volume 3, Hunter's moon	Cabot, Meg.	2009	741.5 CAB	30018000194700	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The ballad of Lucy Whipple	Cushman, Karen.	1996	FIC CUS	30018000153904	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The ballad of songbirds and snakes	Collins, Suzanne.	2020	FIC COL 860	30018000191383	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	The beggar queen	Alexander, Lloyd.	1985	FIC ALE	30018000102455	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Benny and Babe	Colfer, Eoin.	2007	FIC COL	30018000173118	Infrequent Circulation	Discard	15	Was Available -- Weeded
11/19/2025	Benny and Omar	Colfer, Eoin.	2007	FIC COL	30018000173126	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Best friends and drama queens	Cabot, Meg.	2009	FIC CAB	30018000173134	Infrequent Circulation	Discard	35	Was Available -- Weeded
11/19/2025	Beyond the western sea. Book II, Lord Kirkle's moon	Avi, 1937-	1998	FIC AVI	30018000157475	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Bigger	Calvert, Patricia.	1994	Fic Cal	30018000100780	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	The black cauldron	Alexander, Lloyd.	1985	FIC ALE	30018000102463	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Black Cauldron	Alexander, Lloyd.	1999	FIC ALE	30018000153953	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The black circle	Carman, Patrick.	2009	FIC CAR	30018000184966	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	The Blossoms and the Green Phantom	Byars, Betsy Cromer.	1987	Fic Bya	30018000001251	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Boggart and the monster	Cooper, Susan, 1935-	1997	Fic Coo	30018000150181	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The book of three	Alexander, Lloyd.	1990	FIC ALE	30018000157640	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Both sides of time	Cooney, Caroline B.	1997	FIC COO	30018000154043	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The boy in the striped pajamas : a fable	Boyne, John, 1971-	2006	FIC Boy	30018000403218	Infrequent Circulation	Discard	10	Was Available -- Weeded
11/19/2025	The boy who lived in Pudding Lane : being a true account of the life of a boy who lived in Pudding Lane	Addington, Sarah, 1891-1940.	2017	FIC ADD	30018000192589	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Bright shadow	Avi, 1937-	1994	FIC AVI	30018000157749	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Brooklyn doesn't rhyme	Blos, Joan W.	1994	Fic Blo	30018000100772	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Bud, not Buddy	Curtis, Christopher Paul.	1999	FIC Cur	30018000100095	Infrequent Circulation	Discard	33	Was Available -- Weeded
11/19/2025	The burning tide	Auxier, Jonathan.	2016	FIC AUX	30018000184990	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The Castle Corona	Creech, Sharon.	2007	FIC CRE	30018000173209	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	The castle of Llyr	Alexander, Lloyd.	1990	FIC ALE	30018000158010	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Catalyst	Anderson, Laurie Halse.	2003	FIC And	30018000300513	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Catherine, called Birdy	Cushman, Karen.	1994	FIC CUS	30018000154126	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Chasing Vermeer	Balliett, Blue, 1955-	2005	FIC BAL	30018000154142	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The chocolate touch	Catling, Patrick Skene.	1979	FIC Cat	30018000102778	Infrequent Circulation	Discard	27	Was Available -- Weeded

Deleted Date	Title	Author	Published	Call Number	Barcode	Reason	Disposal	Total Circulations	Status
11/19/2025	The Chocolate Touch.	Catling, Patrick Skene	1952	FIC CAT	30018000080073	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Cindy's bold start	Anderson, Mary.	2001	FIC AND	30018000154191	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Cindy's glory	Campbell, Joanna.	1995	FIC CAM	30018000154209	Infrequent Circulation	Discard	15	Was Available -- Weeded
11/19/2025	Cindy's runaway colt	Campbell, Joanna.	1995	FIC CAM	30018000154233	Infrequent Circulation	Discard	12	Was Available -- Weeded
11/19/2025	A coal miner's bride : the diary of Anetka Kaminska	Bartoletti, Susan Campbell.	2000	FIC BAR	30018000158895	Infrequent Circulation	Discard	10	Was Available -- Weeded
11/19/2025	Cold in summer	Barrett, Tracy, 1955-	2003	FIC BAR	30018000151957	Infrequent Circulation	Discard	24	Was Available -- Weeded
11/19/2025	Colorado summer	Bograd, Larry.	1999	Fic Bog	30018000151106	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Conceal, don't feel	Calonita, Jen.	2019	FIC CAL	30018000188397	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Darkest hour	Cabot, Meg.	2005	FIC CAB	30018000159216	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	The dastardly murder of Dirty Pete	Clifford, Eth, 1915-	1981	Fic Clf	30018000002077	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Dawn of fear	Cooper, Susan, 1935-	1989	FIC COO	30018000154985	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Days of magic, nights of war	Barker, Clive, 1952-	2005	FIC BAR	30018000063798	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Days of magic, nights of war	Barker, Clive, 1952-	2005	FIC BAR	30018000168795	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Dear Mr. Henshaw	Cleary, Beverly.	2000	FIC CLE	30018000001830	Infrequent Circulation	Discard	10	Was Available -- Weeded
11/19/2025	Dear Mr. Henshaw	Cleary, Beverly.	2000	FIC CLE	30018000154993	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Deenie	Blume, Judy.	2014	FIC BLU 650	30018000193157	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Dirt bike racer	Christopher, Matt.	1979	FIC Chr	30018000102794	Infrequent Circulation	Discard	14	Was Available -- Weeded
11/19/2025	Disappearing acts	Byars, Betsy Cromer.	1998	FIC BYA	30018000152013	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	The dominion key	Bacon, Lee.	2014	FIC BAC	30018000181210	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Double Fudge	Blume, Judy.	2003	FIC BLU	30018000058475	Infrequent Circulation	Discard	26	Was Available -- Weeded
11/19/2025	Double Fudge	Blume, Judy.	2003	FIC BLU	30018000155032	Infrequent Circulation	Discard	23	Was Available -- Weeded
11/19/2025	The dragon's eye	Chadda, Sarwat.	2018	FIC CHA	30018000185617	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Dragon's keep	Carey, Janet Lee.	2007	FIC Car	30018000402202	Infrequent Circulation	Discard	30	Was Available -- Weeded
11/19/2025	The dragonslayers	Coville, Bruce.	2002	FIC COV	30018000159521	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Dream-of-Jade : the Emperor's cat	Alexander, Lloyd.	2005	FIC ALE	30018000167847	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Duncan's war	Bond, Douglas, 1958-	2002	FIC BON	30018000079158	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Dustin Grubbs : one-man show	Bonk, John J.	2005	Fic Bon	30018000098927	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Eighth grade bites	Brewer, Heather.	2008	FIC BRE	30018000064440	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	The El Dorado adventure	Alexander, Lloyd.	2000	FIC ALE	30018000152187	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Ellie's new home	Citra, Becky.	1999	Fic Cit	30018000151155	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The emperor's new clothes:	Andersen, H. C. (Hans Christian), 1805-187	1949	FIC And	30018000101473	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Encounter at Easton	Avi, 1937-	2000	FIC AVI	30018000159778	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Ender's game	Card, Orson Scott.	1992	FIC Car	30018000300539	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Ender's game	Card, Orson Scott.	1992	FIC Car	30018000300547	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Eoin Colfer's legend of-- Captain Crow's teeth	Colfer, Eoin.	2006	FIC COL	30018000167854	Infrequent Circulation	Discard	16	Was Available -- Weeded
11/19/2025	Eoin Colfer's legend of-- Spud Murphy	Colfer, Eoin.	2004	FIC COL	30018000162475	Infrequent Circulation	Discard	28	Was Available -- Weeded
11/19/2025	Eoin Colfer's legend of-- the worst boy in the world	Colfer, Eoin.	2008	FIC COL	30018000173035	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The face on the milk carton	Cooney, Caroline B.	1994	Fic Coo	30018000150413	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Faerie wars	Brennan, Herbie.	2004	FIC BRE	30018000159844	Infrequent Circulation	Discard	13	Was Available -- Weeded
11/19/2025	The family under the bridge	Carlson, Natalie Savage.	1986	FIC Car	30018000101648	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Fatality	Cooney, Caroline B.	2001	Fic Coo	30018000060836	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Fifteen	Cleary, Beverly.	1996	FIC CLE	30018000155222	Infrequent Circulation	Discard	24	Was Available -- Weeded
11/19/2025	Fire from the rock	Draper, Sharon M. (Sharon Mills)	2008	FIC DRA	30018000176392	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Firegiri	Abbott, Tony.	2006	FIC Abb	30018000402289	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	The fires of Merlin	Barron, T. A.	2000	FIC BAR	30018000159950	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The first two lives of Lukas-Kasha	Alexander, Lloyd.	1998	FIC ALE	30018000159976	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Flash fire	Cooney, Caroline B.	1995	FIC COO	30018000152351	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Flight #116 is down!	Cooney, Caroline B.	1993	FIC COO	30018000152369	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The Folk Keeper	Billingsley, Fanny, 1954-	2001	FIC BIL	30018000160032	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Football fugitive	Christopher, Matt.	1998	FIC CHR	30018000160073	Infrequent Circulation	Discard	17	Was Available -- Weeded
11/19/2025	Forging the sword	Bell, Hilari.	2007	FIC BEL	30018000171948	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The fox steals home	Christopher, Matt.	1978	FIC Chr	30018000102786	Infrequent Circulation	Discard	19	Was Available -- Weeded
11/19/2025	Freckle juice	Blume, Judy.	1971	FIC Blu	30018000102588	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Freeze tag	Cooney, Caroline B.	1992	Fic Coo	30018000060794	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	From the notebooks of a middle school princess	Cabot, Meg.	2016	FIC CAB	30018000185716	Infrequent Circulation	Discard	10	Was Available -- Weeded

Deleted Date	Title	Author	Published	Call Number	Barcode	Reason	Disposal	Total Circulations	Status
11/19/2025	Gaby, lost and found	Cervantes, Angela.	2015	FIC CER	30018000187357	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	A gathering of days : a New England girl's journal,	Blos, Joan W.	1979	Fic Blo	3001800000691	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	A gathering of days : a New England girl's journal,	Blos, Joan W.	1979	Fic Blo	3001800000709	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Gawgon and The Boy	Alexander, Lloyd.	2003	FIC ALE	30018000160313	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Getting near to baby	Couloumbis, Audrey.	1999	Fic Cou	30018000100814	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The ghost In the big brass bed	Coville, Bruce.	2001	Fic Cov	30018000048468	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The ghost In the third row	Coville, Bruce.	2001	Fic Cov	30018000048542	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	The girl of fire and thorns	Carson, Rae.	2011	FIC CAR	30018000176350	Infrequent Circulation	Discard	12	Was Available -- Weeded
11/19/2025	The golden tower	Black, Holly.	2019	FIC BLA	30018000187373	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Green boy	Cooper, Susan, 1935-	2003	FIC COO	30018000155396	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Greenwitch	Cooper, Susan, 1935-	2000	FIC COO	30018000155404	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Gregor and the Code of Claw	Collins, Suzanne.	2007	FIC COL	30018000170577	Infrequent Circulation	Discard	23	Was Available -- Weeded
11/19/2025	Gregor and the curse of the warmbloods	Collins, Suzanne.	2005	FIC COL	30018000160602	Infrequent Circulation	Discard	17	Was Available -- Weeded
11/19/2025	Gregor and the marks of secret	Collins, Suzanne.	2007	FIC COL	30018000176434	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Gregor and the marks of secret	Collins, Suzanne.	2007	FIC COL	30018000177846	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Gregor and the Prophecy of Bane	Collins, Suzanne.	2004	FIC COL	30018000160510	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Gregor the Overlander	Collins, Suzanne.	2003	FIC COL	30018000098562	Infrequent Circulation	Discard	13	Was Available -- Weeded
11/19/2025	Gregor the Overlander	Collins, Suzanne.	2003	FIC COL	30018000160628	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The grey king	Cooper, Susan,	1986	FIC COO	30018000155412	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Gypsy Rizka	Alexander, Lloyd.	2000	FIC ALE	30018000160636	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Half-moon Investigations	Colfer, Eoin.	2006	FIC COL	30018000065074	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Half-moon Investigations	Colfer, Eoin.	2006	FIC COL	30018000160677	Infrequent Circulation	Discard	24	Was Available -- Weeded
11/19/2025	Halfway to the sky	Bradley, Kimberly Brubaker.	2003	FIC BRA	30018000155446	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Haunted	Cabot, Meg.	2005	FIC CAB	30018000160792	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Heartlight	Barron, T. A.	2003	FIC BAR	30018000173522	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Heartseeker	Beatty, Melinda.	2018	FIC BEA	30018000104444	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Help! I'm a prisoner in the library	Clifford, Eth, 1915-	1979	FIC Clf	30018000102828	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	The hideout	Bunting, Eve, 1928-	1991	FIC BUN	30018000152534	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The high king	Alexander, Lloyd.	1968	Fic Ale	30018000000097	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Hope was here	Bauer, Joan, 1951-	2000	FIC Bau	30018000101531	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The house of power	Carman, Patrick.	2007	FIC CAR	30018000170049	Poor Condition	Discard	42	Was Available -- Weeded
11/19/2025	The house on Mango Street	Cisneros, Sandra.	1991	FIC CIS	30018000154472	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The Hunger Games	Collins, Suzanne.	2009	FIC COL	30018000176491	Poor Condition	Discard	59	Was Available -- Weeded
11/19/2025	The Illyrian adventure	Alexander, Lloyd.	1986	FIC ALE	30018000000113	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Indian in the cupboard	Banks, Lynne Reid, 1929-	2003	FIC BAN	30018000170668	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	Into the land of the unicorns	Coville, Bruce.	1994	FIC COV	30018000161865	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	The Iron ring	Alexander, Lloyd.	1999	FIC ALE	30018000169165	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Jane Eyre	Greene, Janice.	1999	FIC BRO	30018000151254	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Jennifer Murdley's toad	Coville, Bruce.	2002	FIC COV	30018000162111	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Jeremy Thatcher, dragon hatcher	Coville, Bruce.	2002	FIC COV	30018000162129	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Johnny Long Legs	Christopher, Matt.	1970	FIC Chr	30018000102802	Infrequent Circulation	Discard	15	Was Available -- Weeded
11/19/2025	Joshua Dread	Bacon, Lee.	2013	FIC BAC	30018000180972	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Juliet Dove, Queen of Love	Coville, Bruce.	2005	FIC COV	30018000162194	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Just as long as we're together	Blume, Judy.	1994	FIC BLU	30018000155677	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Kalpana's dream	Clarke, Judith, 1943-	2005	FIC CLA	30018000162251	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Kepler's dream	Bell, Juliet.	2013	FIC BEL	30018000181855	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The key to the Indian	Banks, Lynne Reid, 1929-	1999	Fic Ban	30018000150579	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	King of shadows	Cooper, Susan, 1935-	2001	FIC COO	30018000155693	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The lemming condition	Arkin, Alan.	1989	FIC Ark	30018000102471	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The library of ever	Alexander, Zeno.	2019	FIC ALE	30018000188835	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The life and adventures of Santa Claus	Baum, L. Frank (Lyman Frank), 1856-1919.	1983	Fic Bau	30018000099099	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	A little princess	Christopher, Tracy.	1999	Fic Bur	30018000060075	Infrequent Circulation	Discard	14	Was Available -- Weeded
11/19/2025	Love that dog	Creech, Sharon.	2003	FIC CRE	30018000152807	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The marvelous misadventures of Sebastian : a gran	Alexander, Lloyd.	2000	FIC ALE	30018000162806	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	A matter of profit	Bell, Hilari.	2003	FIC BEL	30018000162830	Infrequent Circulation	Discard	1	Was Available -- Weeded

Deleted Date	Title	Author	Published	Call Number	Barcode	Reason	Disposal	Total Circulations	Status
11/19/2025	May Bird: Among the stars	Anderson, Jodi Lynn.	2014	FIC AND	30018000080792	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Merlin : the book of magic	Barron, T. A.	2011	FIC BAR	30018000176657	Infrequent Circulation	Discard	10	Was Available -- Weeded
11/19/2025	The midnight fox	Byars, Betsy Cromer.	1981	FIC BYA	30018000102711	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Midnight magic	Avi, 1937-	1999	FIC AVI	30018000162913	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The mirror of Merlin	Barron, T. A.	2001	FIC BAR	30018000169322	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Mission atomic	Chadda, Sarwat.	2016	FIC CHA	30018000183760	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	The monsters of Morley Manor	Coville, Bruce.	2003	FIC COV	30018000163051	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The monster's ring	Coville, Bruce.	2003	FIC COV	30018000163069	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	My brother Sam is dead	Collier, James Lincoln, 1928-	1985	Fic Col	30018000002135	Infrequent Circulation	Discard	11	Was Available -- Weeded
11/19/2025	Mysteries of Sherlock Holmes : based on the stories	Conaway, Judith, 1948-	1982	Fic Con	30018000150728	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The mystery of the cupboard	Banks, Lynne Reid, 1929-	1994	Fic Ban	30018000032090	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The mystery of the cupboard	Banks, Lynne Reid, 1929-	1994	Fic Ban	30018000150744	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Night gate	Carmody, Isobelle.	2006	FIC CAR	30018000169389	Infrequent Circulation	Discard	12	Was Available -- Weeded
11/19/2025	Night journeys	Avi, 1937-	2000	FIC AVI	30018000163416	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Nobodies	Bode, N. E.	2005	FIC BOD	30018000169405	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	Notes from a liar and her dog	Choldenko, Gennifer, 1957-	2003	FIC CHO	30018000163556	Infrequent Circulation	Discard	25	Was Available -- Weeded
11/19/2025	Nothing but the truth : a documentary novel	Avi, 1937-	2003	FIC AVI	30018000163564	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Nuff said : another tale of Bluebell Wood	Brennan, Herbie.	2002	[Fic] BRE	30018000301784	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	An old-fashioned Thanksgiving	Alcott, Louisa May, 1832-1888.	1989	Fic Alc	30018000000063	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	An old-fashioned Thanksgiving	Alcott, Louisa May, 1832-1888.	1989	Fic Alc	30018000000071	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	On my honor	Bauer, Marion Dane.	1986	Fic Bau	30018000150751	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Over sea, under stone	Cooper, Susan, 1935-	1979	FIC COO	30018000102877	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Peanut butter lover boy	Coville, Bruce.	2000	FIC COV	30018000163911	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	The Penderwicks : a summer tale of four sisters, tw	Birdsall, Jeanne.	2007	FIC BIR 800	30018000179826	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The Penderwicks at Point Mouette	Birdsall, Jeanne.	2012	FIC BIR	30018000179834	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The Penderwicks on Gardam Street	Birdsall, Jeanne.	2008	FIC BIR	30018000179842	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Perloo the bold	Avi, 1937-	1999	FIC AVI	30018000169421	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Peter Pan	Barrie, J. M. (James Matthew), 1860-1937.	1950	Fic Bar	30018000000592	Infrequent Circulation	Discard	21	Was Available -- Weeded
11/19/2025	Pride of Green Mountains : the story of a trusty M	Baker, Carin Greenberg.	1999	FIC BAK	30018000168241	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	Princess in waiting	Cabot, Meg.	2004	FIC CAB	30018000164208	Infrequent Circulation	Discard	27	Was Available -- Weeded
11/19/2025	The prophecy	Bell, Hilari.	2006	FIC BEL	30018000169462	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Queen Red Riding Hood's guide to royalty	Colfer, Chris, 1990-	2015	FIC COL	30018000184511	Infrequent Circulation	Discard	14	Was Available -- Weeded
11/19/2025	Ramona and her mother	Cleary, Beverly.	1979	FIC Cle	30018000102810	Poor Condition	Discard	32	Was Available -- Weeded
11/19/2025	Ramona's world	Cleary, Beverly.	1999	Fic Cle	30018000099057	Poor Condition	Discard	30	Was Available -- Weeded
11/19/2025	The red badge of courage	Crane, Stephen, 1871-1900.	1990	Fic Cra	30018000150819	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The red badge of courage and four stories	Crane, Stephen, 1871-1900.	1997	Fic Cra	30018000150801	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The remarkable journey of Prince Jen	Alexander, Lloyd.	1991	FIC Ale	30018000101465	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	remembering green.	Beake, Leslie.	2009	FIC BEA	30018000097119	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The return of the Indian	Banks, Lynne Reid, 1929-	1986	Fic Ban	30018000150827	Infrequent Circulation	Discard	14	Was Available -- Weeded
11/19/2025	Return to sender	Alvarez, Julia.	2009	FIC ALV	30018000175899	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Reunion	Cabot, Meg.	2005	FIC CAB	30018000164497	Infrequent Circulation	Discard	9	Was Available -- Weeded
11/19/2025	Rise of a hero	Bell, Hilari.	2005	FIC BEL	30018000164570	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The rope trick	Alexander, Lloyd.	2004	FIC ALE	30018000164646	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Ruby Holler	Creech, Sharon.	2004	FIC CRE	30018000153243	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Saving Grace	Cummings, Priscilla, 1951-	2003	FIC CUM	30018000153292	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	The search for delicious	Babbitt, Natalie.	1969	FIC Bab	30018000102539	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Secret of the Andes	Clark, Ann Nolan, 1898-	1980	Fic Cla	30018000001780	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The seven songs of Merlin	Barron, T. A.	2000	FIC BAR	30018000169603	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Shadowland	Cabot, Meg.	2005	FIC CAB	30018000165072	Infrequent Circulation	Discard	23	Was Available -- Weeded
11/19/2025	The Shakespear stealer	Blackwood, Gary L.	1998	FIC Bla	30018000101556	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Shakespeare's scribe	Blackwood, Gary L.	2000	FIC BLA	30018000153359	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Shakespeare's spy	Blackwood, Gary L.	2003	FIC BLA	30018000153367	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Shield of stars	Bell, Hilari.	2008	FIC BEL	30018000173969	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Silver on the tree	Cooper, Susan, 1935-	1977	Fic CoO	30018000150892	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The singer of all songs	Constable, Kate, 1966-	2004	FIC CON	30018000165247	Infrequent Circulation	Discard	5	Was Available -- Weeded

Deleted Date	Title	Author	Published	Call Number	Barcode	Reason	Disposal	Total Circulations	Status
11/19/2025	The skull of truth	Coville, Bruce.	1999	FIC COV	30018000165296	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Soccer halfback	Christopher, Matt.	1985	FIC CHR	30018000165403	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Song of the Wanderer	Coville, Bruce.	2000	FIC COV	30018000165528	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Squashed	Bauer, Joan, 1951-	2001	FIC BAU	30018000153433	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Stand tall	Bauer, Joan, 1951-	2005	FIC BAU	30018000165650	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The star of India : a novel of Sherlock Holmes	Buggé, Carol.	1998	Fic Bug	30018000150926	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Starfall : Phaeton and the chariot of the sun	Cadnum, Michael.	2004	FIC CAD	30018000174785	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Starring Sally J. Freedman as herself	Blume, Judy.	1977	FIC BLU	30018000102596	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The storm runner	Cervantes, Jennifer.	2018	FIC CER	30018000186813	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Strider	Cleary, Beverly.	2000	FIC CLE	30018000063293	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	The summer of the swans	Byars, Betsy Cromer.	1970	Fic Bya	30018000001301	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The supernaturalist	Colfer, Eoin.	2005	FIC COL	30018000165890	Infrequent Circulation	Discard	15	Was Available -- Weeded
11/19/2025	Sword of waters	Bell, Hilari.	2008	FIC BEL	30018000174090	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	Tangerine	Bloor, Edward, 1950-	1997	FIC Blo	30018000101564	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Taran Wanderer	Alexander, Lloyd.	1999	FIC ALE	30018000166021	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Then again, maybe I won't : a novel	Blume, Judy.	1991	FIC BLU	30018000156592	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The thief of always	Barker, Clive, 1952-	1993	FIC BAR	30018000169801	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Things not seen	Clements, Andrew, 1948-	2002	FIC CLE	30018000080735	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Thor's wedding day : by Thialfi, the goat boy	Coville, Bruce.	2005	FIC COV	30018000166237	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	Through the looking-glass : and what Alice found there	Carroll, Lewis, 1832-1898.	1999	FIC CAR	30018000166252	Infrequent Circulation	Discard	6	Was Available -- Weeded
11/19/2025	Through the looking glass and what Alice found there	Carroll, Lewis, 1832-1898.	2003	Fic Car	30018000059762	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Time cat : the remarkable journeys of Jason and Gaea	Alexander, Lloyd.	1996	FIC ALE	30018000166328	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	To all my fans, with love, from Sylvie	Conford, Ellen.	1982	Fic Con	30018000002192	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Touch the moon	Bauer, Marion Dane.	1987	FIC Bau	30018000102547	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Tree girl	Barron, T. A.	2001	FIC BAR	30018000174124	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	The true confessions of Charlotte Doyle : with commentary	Avi, 1937-	1999	[Fic] AVI	30018000070496	Infrequent Circulation	Discard	11	Was Available -- Weeded
11/19/2025	The TV kid	Byars, Betsy Cromer.	1987	FIC Bya	30018000300026	Infrequent Circulation	Discard	1	Was Available -- Weeded
11/19/2025	Twilight	Cabot, Meg.	2006	FIC CAB	30018000166567	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	The vampire's promise	Cooney, Caroline B.	1993	Fic Coo	30018000098133	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	Victoria and the rogue	Cabot, Meg.	2005	FIC CAB	30018000166740	Infrequent Circulation	Discard	10	Was Available -- Weeded
11/19/2025	Victoria and the rogue	Cabot, Meg.	2005	FIC CAB	30018000174140	Infrequent Circulation	Discard	11	Was Available -- Weeded
11/19/2025	Walk softly, Rachel	Banks, Kate, 1960-	2003	FIC BAN	30018000153730	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The Wanderer	Creech, Sharon.	2000	FIC CRE	30018000154555	Infrequent Circulation	Discard	7	Was Available -- Weeded
11/19/2025	Well wished	Billingsley, Franny, 1954-	2000	FIC BIL	30018000168498	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	Westmark	Alexander, Lloyd.	2002	FIC ALE	30018000166864	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	Whatever happened to Janie?	Cooney, Caroline B.	1993	FIC COO	30018000154571	Infrequent Circulation	Discard	11	Was Available -- Weeded
11/19/2025	Where the lilies bloom	Cleaver, Vera.	1974	Fic Cle	30018000002051	Infrequent Circulation	Discard	0	Was Available -- Weeded
11/19/2025	The wicked, wicked ladies in the haunted house	Chase, Mary, 1907-1981.	2003	Fic Cha	30018000060992	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	The wicked, wicked ladies in the haunted house	Chase, Mary, 1907-1981.	2003	Fic Cha	30018000098364	Infrequent Circulation	Discard	8	Was Available -- Weeded
11/19/2025	William Shakespeare's A midsummer night's dream	Coville, Bruce.	2003	FIC COV	30018000174207	Infrequent Circulation	Discard	2	Was Available -- Weeded
11/19/2025	William Shakespeare's Macbeth	Coville, Bruce.	1997	FIC COV	30018000174215	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The wings of Merlin	Barron, T. A.	2002	FIC BAR	30018000169918	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Winning	Adler, C. S. (Carole S.)	1999	FIC Adl	30018000101424	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	Winter door	Carmody, Isabelle.	2007	FIC CAR	30018000173001	Infrequent Circulation	Discard	3	Was Available -- Weeded
11/19/2025	The wish list	Colfer, Eoin.	2003	FIC COL	30018000167110	Infrequent Circulation	Discard	19	Was Available -- Weeded
11/19/2025	The wizard in the tree	Alexander, Lloyd.	1998	FIC ALE	30018000167227	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The Wright 3	Balliett, Blue, 1955-	2006	FIC BAL	30018000169942	Infrequent Circulation	Discard	10	Was Available -- Weeded
11/19/2025	Wuthering Heights	Wright, Betty Ren.	1982	Fic Bro	30018000302352	Infrequent Circulation	Discard	15	Was Available -- Weeded
11/19/2025	Wuthering Heights	Wright, Betty Ren.	1982	Fic Bro	30018000302360	Infrequent Circulation	Discard	4	Was Available -- Weeded
11/19/2025	The Xanadu adventure	Alexander, Lloyd.	2005	FIC ALE	30018000167409	Infrequent Circulation	Discard	5	Was Available -- Weeded
11/19/2025	271 Copies Removed-Elizabeth Otthofer (Media Specialist) Hard Copy of Log Saved Media Center Records								

16. The Superintendent and Assistant Superintendent for the Attendance Center may at their joint discretion, waive all rules in this section, except #3, #7, #11, #12, #13, and #15.

**JACKSON COUNTY SCHOOL DISTRICT**  
**APPLICATION FOR PERMIT TO**  
**USE SCHOOL FACILITIES**

1. Date of Application: **12/3/2025**
2. Date Usage Requested: **12/8/25 - 4/30/2026 (Sunday, Monday, Tuesday, Wednesday, Thursday evenings)**
3. Name of Applicant: **Haley Chatham**
4. Address of Applicant: **14105 West El Bonito Dr. Ocean Springs, MS**
5. Facility Requested (School, Bldg.): **St. Martin East Elementary Gym**
6. Time Building to be opened: **5:00 pm weeknights, 1:30 pm Sundays**
7. Give Purpose and Details of Activity: **Youth Volleyball practices for Coastal Coqui Volleyball Club. CCVB carries facility insurance through USA Volleyball and will present COI siting JCSD as the certificate holder.**
8. Person in charge at program: **Haley Chatham**
9. Will security be provided? **No**
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. **\$1000.00 per month x 5 months = \$5000.00**
11. Person responsible for cleaning/repair charges when applicable.

Name: David Kiefer  
Phone: 228-243-0458  
Address: 6800 Natchez st

12. Applicant agrees to pick up keys from: N/A

On: **12/8/25** by: 5:00pm and return keys to  
On: **4/30/26** by: 5:00PM

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.

Coastal Coastal Coqui VB

Haley Chatham

12/3/25  
Date

Director Coastal Coqui VB  
Title

Application Approved ( )

Fees: \$ \_\_\_\_\_

Application Approved ( )

Application Denied ( )

Bond: \$ \_\_\_\_\_

Application Denied ( )

Brigitte Myers  
Principal

12/3/2025  
Date

[Signature]  
Assistant Superintendent, Attendance Center

12/7/25  
Date

\_\_\_\_\_  
Superintendent, Jackson County School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
APPROVED (Jackson County School Board of Education)

### **Use of School Facilities**

The Jackson County Board of Education encourages the use of school facilities for community purposes under provisions that permit board authority to determine, regulate and maintain such programs.

School facilities may be used for school-sponsored educational, social, or extra-curricular functions. It shall be the responsibility of the Superintendent to establish, maintain, and modify rules governing the use of the facilities, to provide for the protection of property, and to provide for the safety, welfare and health of persons using school properties. Copies of the rules shall be furnished to all groups authorized to use the school facilities. These rules are incorporated as part of the School Board Policies.

The use of the school facilities by organizations other than those sponsored by the Board of Education shall be limited to non-profit making functions, except when specific approval is given by the Board of Education.

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Permission to use school facilities does not include concession rights of any type, unless specified in writing.

Use of food service areas by organizations not connected with the school system is discouraged, but not prohibited. The use of food service areas shall require the presence of the cafeteria manager, or designee, and a minimum of one kitchen worker.

Fees and conditions for facilities usage shall be set by the Superintendent. Fees set shall include funds necessary to pay for the principal, or designee, other staff members, food, and supplies necessary for the activity being conducted.

The Jackson County School District, its employees, or the Board of Education, singly or collectively, hereby is held harmless and disclaims any and all liability of any kind in relation to this agreement.

The Jackson County School District, its employees, or the Board of Education, singly or collectively, hereby makes absolutely no warrant as to the condition or fitness of the facilities relative to this agreement.

### **RULES AND REGULATIONS PERTAINING TO THE USE OF ANY SCHOOL FACILITIES**

1. Request(s) for use of the school facilities by persons not officially connected with the school must be filed with the Superintendent two (2) weeks prior to the date for which it is requested.

2. Permit(s) for the use of the facilities will not be granted if the purpose or result of such use is personal gain to any individual or individuals, is of a political nature, or is sectarian in character.
3. All permits are revocable and shall not be considered as a lease. The Board of Education, or its authorized agents, may reject an application or cancel any permit. The charges will not be considered as rental charges, but will be limited to operating expenses with a reasonable allowance for wear and tear of the facilities.
4. In all cases the regular school activities or organizations of the school have preference when requesting the use of school facilities.
5. The applicant assumes responsibility for the preservation of order at the school facility and assumes strict observance of all regulations of the Board of Education with reference to the facilities.
6. The person or group requesting the permit shall provide sufficient bond for uniformed police protection. The person or group shall furnish proof that uniformed police protection is provided.
7. Smoking and possession or consumption of alcoholic beverages or non-prescriptive drugs on or at any part of the school facilities shall be prohibited. Exception shall be only for a recognized demonstrational program.
8. Pianos, motion picture projectors, scenery, or other apparatus shall not be moved onto the school facilities unless specific permission is granted.
9. The person or group requesting the permit shall provide sufficient bond for any damage sustained to the facility, except normal wear and tear.
10. Persons/Organizations who use their own equipment or property shall remove said equipment immediately following the activity and no later than noon the following day. The school will not be responsible for any equipment left at the building or grounds.
11. The Board of Education or its representative(s) shall at all times have free access to all parts of the school facilities. The Board reserves the right to revoke any permit should such action be necessary or desirable in the best interest of the school system and/or the public.
12. The Jackson County School District, its employees, or the Board of Education, singly or collectively, hereby is held harmless and disclaims any and all liability of any kind relative to this agreement.
13. The Jackson County School District, its employees, or the Board of Education, singly or collectively, makes absolutely no warrant as to the condition or fitness of the facilities relative to this agreement.
14. A duplicate of the application filed with the Superintendent, when approved, will be returned to the applicant as a permit.
15. All functions involving meal preparation and service shall require arrangements through the Food Service Office. For accounting purposes, requisitions for all food, supplies, and labor are to be put on separate requisition forms, designating the function for which these items are to be used. Food and supplies other than those requisitioned through the Central Office will not be permitted on school premises. Direct labor payments from any organization shall not be accepted as proper payroll procedures. Payroll procedures set by the Board of Education must be followed. The Central Office shall make the final determination of charges.

*Jackson County School District*  
**East Central Attendance Center**

MATCHING GRANT APPLICATION

<b>1. Statement of Need:</b>	
A. Group Applying for Grant:	East Central Athletics
B. School:	East Central High School
C. Who Benefits:	Baseball Team

<b>2. Capital Project Design/Description:</b>	
A. Goals and Objectives:	To upgrade the practice & game surface area (bull pen)
B. Participants:	Baseball Booster club
C. Capital Project:	Install concrete in both bull pen areas of the baseball field (pitches mound & catcher's area)
D. Project Management:	Stephen Garrard & Assistant Coaches
E. Building Permit Documentation:	na

<b>3. Project Resources:</b>	
A. Timeline:	January 2026
B. Budget:	\$2480.00
i. District:	\$1240.00
ii. Group:	<b>\$1240.00</b>
Add'l District:	0
Add'l Boosters	<b>0</b>
C. Matching Money Documentation:	ECHS Baseball Booster Club Angie Platt Treasurer \$1240.00

Athletic Director *Donald K. Wallace*

Assistant Superintendent: \_\_\_\_\_

Superintendent: \_\_\_\_\_

JCSD Board of Education President: \_\_\_\_\_

Date: 12/03/2025



November 21, 2025

**Company: Jackson County School District**  
**Project: East Central Baseball Bull Pens**

Contact: Steven Garrand Phone: 228-218-4688

Email: [sgj1427@jcsd.ms](mailto:sgj1427@jcsd.ms)

**Concrete Proposal**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>PRICE</u>
3000 PSI	3000 PSI 28 Day Mix	c/y	\$151.00
Fiber	Fiber	c/y	\$9.00
Fuel	Per Load Fuel Surcharge	ea	\$40.00

Total for 15 Yards: \$2480.00

**Notes:**

1. Temperature control is not included in above prices. Temperature control will be quoted upon request.  
Our standard credit terms are (30) days from invoice date. A finance charge of 1-1/2% per month will be applied to all unpaid past due balances. In addition, our credit agreements requires payment of all reasonable attorney's fee and other costs/expenses incurred for collection of unpaid balances.
- 2.

**MMC Materials Gulf Coast**, takes great pleasure in quoting the ready mix concrete requirements for the above referenced project. Our team is committed to meeting your expectations and understands the demand required to achieve success on the project. Please know we have the resources, both in people and equipment, and will do whatever it takes to partner with you for a successful project.

Please call me if you have any questions, or if you need any additional assistance.

We appreciate this opportunity in quoting your job needs and we solicit your help in placing your valued order with MMC Materials. Have a safe day.

Sincerely,

-----  
Dixie Saksa  
Sales Representative  
228-219-1688  
[dsaksa@mmcmaterials.com](mailto:dsaksa@mmcmaterials.com)

Find text or tools 



# Merchants & Marine Bank

P.O. Box 729  
Pascagoula, MS 39568-0729

EAST CENTRAL BASEBALL  
BOOSTER CLUB  
19275 ELI DUDLEY RD  
MOSS POINT MS 39562-5602

## Statement Ending 11/28/2025

EAST CENTRAL BASEBALL

Page 1 of 2

Account Number: XXXXXXX4202

### Managing Your Accounts

-  Mailing Address P.O. Box 729  
Pascagoula, MS 39568-0729
-  24-HOUR ACCESS 228-934-1234 or  
1-866-229-9415 (Toll Free)
-  CUSTOMER SERVICE 1-866-223-0512 (Toll Free)
-  Website [www.mandmbank.com](http://www.mandmbank.com)

### Summary of Accounts

Account Type	Account Number	Ending Balance
VENTURE CHECKING	XXXXXXXX4202	\$24,125.47

### VENTURE CHECKING - XXXXXXX4202

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	

## **ECAC 2025-2026 Matching Grant**

**Starting Balance \$35,000**

July 2025- \$10,104.99 Football Multi Position/Innovative Training Aid

District Amount \$5052.50

Booster Amount \$5052.50

**Balance \$24,895.01**

July 2025- \$7500.00 Archway with double swing gate

District Amount \$3750.00

Booster Amount \$3750.00

**Balance \$17,395.01**

November 2025- \$4500.00 Golf Cart for Band

District Amount \$2250.00

Booster Amount \$2250.00

**Balance \$12,895.01**

November 2025- \$6198.38 Softball Fence

District Amount \$3099.19

Booster Amount \$3099.19

**Balance \$6696.63**

November 2025- \$2480.00 Baseball Concrete Bull Pens

District Amount \$1240.00

Booster Amount \$1240.00

**Balance \$4216.63**



# Yearbook Agreement

Jostens, Inc. | 7760 France Avenue South, Suite 400 | Minneapolis, MN 55435 | 952-830-3300

Job# 43724 (Use Postal # if Address Not P.O. Box)  
 Customer Name: VANCLEAVE UPPER ELEMENTARY SCHOOL  
 Street Address: 13901 HIGHWAY 57  
 City: VANCLEAVE  
 State: MS Zip/Postal: 39565-8306  
 Customer Phone: (228)826-4581  
 Contact Name: Holly Churchwell  
 Contact Role: \_\_\_\_\_  
 Contact Email: hcj4229@jcsd.ms  
 Contact Phone: \_\_\_\_\_

The Term of this Agreement is for the following years:  
(Specifications subject to annual review)  
2026 through 2027

Program:  
REFLECTIONS

Creation Method:  
YTO

Ship Date: 4/23/2027 Trim Size: 8 1/2 x 11  
 Copies: 100 Pages: 48  
 Cover: Studio Litho  
 Paper Stock: GLOSS 80# 191

Ship kit by: (Sep is default) 31-MAY-25  
(Allow 2 weeks for processing)

Proposed Budget: \$ 4700.00  
(Dollars only, not per book amount)

The Customer has selected Jostens, Inc. to be their exclusive yearbook provider for the years identified (the "Term"). The parties agree as follows:

- Jostens and the Customer will work together to establish all yearbook specifications, completion deadlines, price, and delivery schedules for each year during the Term and subject to the terms and conditions. Changes to the specifications may result in additional charges on the final invoice.
- After this Agreement is signed, as the Customer's exclusive yearbook provider, Jostens will invest in and allocate resources to provide training and assistance to the Customer to help with the creation, production and marketing of the Customer's yearbook, including without limitation the planning, content, theme, layout, and merchandising.

This agreement is subject to acceptance by Jostens and to Jostens' standard printing terms and conditions found at:

<https://jostens.com/salesforce/sites.com/term?id=YBKUS>

X \_\_\_\_\_  
 SIGNATURE OF CUSTOMER AUTHORIZED REPRESENTATIVE

Nov 17, 2025

PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

X \_\_\_\_\_  
 SIGNATURE OF 2ND CUSTOMER AUTHORIZED REPRESENTATIVE  
(IF REQUIRED)

DATE

PRINTED NAME \_\_\_\_\_

X Chris Churchwell  
 SIGNATURE OF JOSTENS AUTHORIZED REPRESENTATIVE

Nov 17, 2025

PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

Job Status: R Rep # 5020

\*Rep: If new, previous publisher:

Type Order: ELEMENTARY SCH

School Type: Public

Yearbook included in Tuition:

Additional Notes/Specifications (include Shipping Address if different than above address):

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

**JACKSON COUNTY SCHOOL DISTRICT**  
**STANDARD CONTRACT ADDENDUM**

WHEREAS Vancleave Upper Elementary 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, Jostens, 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 Jostens, Inc. (Job #43724; Vancleave Upper Elementary School yearbook; 2026-2027 school year) 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.

Exhibit "A"

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 the contract will control, provided that the terms are not contrary to Mississippi Law. 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 Jostens, Inc. and Jackson County School District, even if not specifically provided for herein, the terms, conditions and provisions of the Jostens, Inc. Yearbook Agreement (Job #43724; Vancleave Upper Elementary School 2026-2027 school year), Jostens, Inc. Terms of Sale; Jostens, Inc. Terms of Use; Jostens Yearbook Agreement Printing Terms; as well as any other document and/or documents and/or terms and conditions 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.

Jostens, Inc.:

*Chris Creswell - Sales Rep*

NAME & TITLE (SIGNED)

*Chris Creswell - Sales Rep*

NAME & TITLE (PRINT)

*12/3/25*

(DATE)

Jackson County School District:

Dr. Tillman

NAME & TITLE (SIGNED)

Mr. Baggett

NAME & TITLE (PRINT)

(DATE)



ST. MARTIN MIDDLE SCHOOL

Resolution of Recognition and Appreciation

WHEREAS, St. Martin Middle School has been fortunate to have Otis Ferrell as a dedicated and committed Teacher of St. Martin Middle School, who devoted his talents to teaching multiple subjects over 38 years. In addition to teaching in Alabama, Louisiana, and Utah, Mr. Ferrell has also taught at all three Jackson County Attendance Centers: St. Martin, Vancleave, and East Central, and;

WHEREAS, Otis Ferrell provided quality instruction using effective teaching strategies, while compassionately helping students to develop academically, physically, socially, and emotionally; he provided rigorous instruction with fidelity, he selflessly and consistently supported students as well as faculty. He kindheartedly and quickly aided anyone he observed in need, imparting his wisdom with a smile, and;

WHEREAS, Otis Ferrell found the importance in furthering his own education, as well, by obtaining a BS in Coaching and Sports Administration, a MS in Health and Human Performance, and a MS in Science Education - all from the University of Southern Mississippi, and;

WHEREAS, we, as coworkers and friends of Otis Ferrell, wish to extend our genuine appreciation for his educational contribution and service and extend our best wishes for a most happy and productive time of retirement with more time to enjoy spending with Jana, his wife of 38 years, traveling, fishing, spending time between Ocean Springs and New Orleans, and cultivating oysters off his beach in Belle Fontaine, and;

WHEREAS, the Jackson County School Board and Superintendent wishes to extend our sincere appreciation for these years of dedicated service, and;

NOW THEREFORE BE IT RESOLVED, that St. Martin Middle School recognizes and appreciates the dedication and service of Otis Ferrell and wishes him well in all future endeavors, and further that this resolution of Appreciation and Support be duly recorded in the minutes of the Jackson County School Board monthly meeting on this the 12th day of the month of January in the year of 2026.

J. Keith Lee, Chairman

Amy A. Peterson, Secretary

Deanna Smith, Board Member



Jory Howell, Vice-Chairman

Lea Bailey, Board Member

David Baggett, Superintendent



**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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: SMAC Athletics

The requesting club or activity is a(n): school student activity program/club

The resulting money will be collected by: members of an outside organization

Name of Activity/Sport/Outside Organization: St. Martin Wrestling Booster Club

Full Name of Sponsor/Coach/Outside Officer: Kristina Schoon-Rocco

Dates of fundraising activity: Beginning - 12/16/2025 Ending - 01/20/2025

Location of fundraising: In community only # of Fundraiser: 2 of 3 fundraisers

Describe the fundraiser: \_\_\_\_\_

# of students involved: 40 Anticipated revenue: \$ \$4,000.00

Anticipated use of revenue: \_\_\_\_\_

Were students informed in writing that the fundraiser is voluntary? Yes

K. Rocco Nov 19, 2025  
Kristina Schoon-Rocco (Nov 19, 2025 07:29:32 CST) Date

**Approved by:**

AKH Nov 19, 2025  
Jessa Kande (Nov 19, 2025 07:31:02 CST) Date

Signature of Principal

C. Lebatard Nov 19, 2025  
Christopher Lebatard (Nov 19, 2025 07:48:40 CST) Date

Signature of Asst. Superintendent

\_\_\_\_\_  
Date

Signature of Superintendent

\_\_\_\_\_  
Date

Signature of Board Chairman

**Complete after Fundraiser:**

Actual use of revenue: \_\_\_\_\_

Total revenue generated: \_\_\_\_\_

Bank and name of account where revenue was deposited into: \_\_\_\_\_

Revised January 2024

**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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: ECMS

The requesting club or activity is a(n): school student activity program/club

The resulting money will be collected by: school employees

Name of Activity/Sport/Outside Organization: Student Council

Full Name of Sponsor/Coach/Outside Officer: Heather Rawson

Dates of fundraising activity: Beginning - 12/01/2025 Ending - 12/12/2025

Location of fundraising: In school only # of Fundraiser: 1 of 3 fundraisers

Describe the fundraiser: Winter formal dance. Funds will be received from ticket sales and concessions.

# of students involved: 300 Anticipated revenue: \$ 1,500

Anticipated use of revenue: Campus wide activities and reward days for students

Were students informed in writing that the fundraiser is voluntary? Yes

Heather Rawson 11/19/2025  
Signature of Sponsor/Coach/Outside Organization Officer Date

**Approved by:**

Sherie Tanner 11/19/2025  
Sherie Tanner (Nov 19, 2025 09:32:04 CST) Date

Signature of Principal Montgomery Noblitt 1/18/2015  
Montgomery Noblitt (Nov 19, 2025 11:13:38 CST) Date

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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: SMUE

The requesting club or activity is a(n): school student activity program/club

The resulting money will be collected by: school employees

Name of Activity/Sport/Outside Organization: Literati Book Fair - Spring 2026

Full Name of Sponsor/Coach/Outside Officer: Cassandra Lizana

Dates of fundraising activity: Beginning - 03/16/2026 Ending - 03/20/2026 138

Location of fundraising: In school only # of Fundraiser: 2 of 3 fundraisers

Describe the fundraiser: Literati Book Fair - sales of books and accessories to students

n/a

# of students involved: 650 Anticipated revenue: \$ \$12,000

library books and supplies

Anticipated use of revenue: \_\_\_\_\_

n/a

Were students informed in writing that the fundraiser is voluntary? No

Cassandra Lizana

Cassandra Lizana (Nov 21, 2025 10:06:58 CST)

11/11/2025

Signature of Sponsor/Coach/Outside Organization Officer

Date

**Approved by:**

David Lapointe

David Lapointe (Nov 21, 2025 10:08:35 CST)

11/21/2025

Signature of Principal

Date

Montgomery Noblitt

Montgomery Noblitt (Dec 1, 2025 08:34:01 CST)

12/01/2025

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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: VHS

The requesting club or activity is a(n): outside organization

The resulting money will be collected by: members of an outside organization

Name of Activity/Sport/Outside Organization: VHS PTO

Full Name of Sponsor/Coach/Outside Officer: Lindsey Henley and Melissa Evans

Dates of fundraising activity: Beginning - 12/01/2025 Ending - 12/16/2025 139

Location of fundraising: Online (GoFundMe, Donors Choo # of Fundraiser: 2 of 3 fundraisers  
Describe the fundraiser: People will be able to access an online profile and purchase spirit items.

N/A

# of students involved: 0 Anticipated revenue: \$1,000.00  
Student rewards and incentives

Anticipated use of revenue: \_\_\_\_\_  
N/A

Were students informed in writing that the fundraiser is voluntary? No

  
Lindsey Henley (Dec 1, 2025 11:10:43 CST)  
Signature of Sponsor/Coach/Outside Organization Officer \_\_\_\_\_  
Date 12/01/2025

**Approved by:**  
  
Raina Holmes (Dec 1, 2025 12:17:46 CST)  
Signature of Principal \_\_\_\_\_  
Date 12/01/2025

  
Montgomery Noblitt (Dec 1, 2025 14:06:14 CST)  
Signature of Asst. Superintendent \_\_\_\_\_  
Date 12/01/2025

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 January 2024

# VHS PTO Fundraiser Form for Online Spirit Items - 12-1-25

Final Audit Report

2025-12-01

Created:	2025-12-01
By:	Sarah Taylor (stj1302@jcsd.ms)
Status:	Signed
Transaction ID:	CBJCHBCAABAISAuFSvTq-OFMV-pz2Q4VpZs_LBOSIx8

## "VHS PTO Fundraiser Form for Online Spirit Items - 12-1-25" History

141

-  Document created by Sarah Taylor (stj1302@jcsd.ms)  
2025-12-01 - 4:00:06 PM GMT
-  Document emailed to vancleavehighschoolpto@gmail.com for signature  
2025-12-01 - 4:04:50 PM GMT
-  Email viewed by vancleavehighschoolpto@gmail.com  
2025-12-01 - 5:10:04 PM GMT
-  Signer vancleavehighschoolpto@gmail.com entered name at signing as Lindsey Henley  
2025-12-01 - 5:10:41 PM GMT
-  Document e-signed by Lindsey Henley (vancleavehighschoolpto@gmail.com)  
Signature Date: 2025-12-01 - 5:10:43 PM GMT - Time Source: server
-  Document emailed to Raina Holmes (rhj1911@jcsd.ms) for signature  
2025-12-01 - 5:10:45 PM GMT
-  Email viewed by Raina Holmes (rhj1911@jcsd.ms)  
2025-12-01 - 6:17:25 PM GMT
-  Document e-signed by Raina Holmes (rhj1911@jcsd.ms)  
Signature Date: 2025-12-01 - 6:17:46 PM GMT - Time Source: server
-  Document emailed to Montgomery Noblitt (mnj3950@jcsd.ms) for signature  
2025-12-01 - 6:17:47 PM GMT
-  Email viewed by Montgomery Noblitt (mnj3950@jcsd.ms)  
2025-12-01 - 8:05:59 PM GMT

 Document e-signed by Montgomery Noblitt (mnj3950@jcsd.ms)

Signature Date: 2025-12-01 - 8:06:14 PM GMT - Time Source: server

 Agreement completed.

2025-12-01 - 8:06:14 PM GMT

**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 Boys Golf

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: SM Athletic Foundation

(Print) Full Name of Sponsor/Coach/Outside Officer: Adam Paulina

Dates of fundraising activity (Beginning and Ending): 11/20/2025

Location of fundraising:  In school only  In Community Only  In School and Community

Online (GoFundMe, Donors Chose, etc.) \* Money Donated

Describe the fundraiser: SM Athletic Foundation is donating \$1,200 for truckmen

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

# of students involved 25 Anticipated revenue \$1,200

Anticipated use of revenue To purchase truckmen golf launch monitors.

Were students informed in writing that the fundraiser is voluntary?  Yes  No

[Signature]  
Signature of Sponsor/Coach/Outside Organization Officer

11/21/25  
Date

**Approved by:**

[Signature]  
Signature of Principal

11/21/2025  
Date

\_\_\_\_\_  
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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: ECMS

The requesting club or activity is a(n): school student activity program/club

The resulting money will be collected by: school employees

Name of Activity/Sport/Outside Organization: ECMS Yearbook

Full Name of Sponsor/Coach/Outside Officer: Alexis Gabrich

Dates of fundraising activity: Beginning - 1/5/2026 Ending - 5/22/2025

Location of fundraising: In school only # of Fundraiser: 1 of 3 fundraisers

Describe the fundraiser: yearbook sales

# of students involved: 600 Anticipated revenue: \$ 8000  
purchase new camera

Anticipated use of revenue: \_\_\_\_\_

Were students informed in writing that the fundraiser is voluntary? Yes

Alexis Gabrich 12/3/2025  
Signature of Sponsor/Coach/Outside Organization Officer Date

**Approved by:**

Sherie Tanner 12/03/2025  
Sherie Tanner (Dec 3, 2025 11:26:27 CST) Date

Signature of Principal Date

Montgomery Noblitt 12/03/2025  
Montgomery Noblitt (Dec 3, 2025 14:28:58 CST) Date

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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: ECLE

The requesting club or activity is a(n): school student activity program/club

The resulting money will be collected by: school employees

Name of Activity/Sport/Outside Organization: ECLE Yearbook

Full Name of Sponsor/Coach/Outside Officer: Maegan Parker

Dates of fundraising activity: Beginning - 1/5/2026 Ending - 5/22/2026

Location of fundraising: In school only # of Fundraiser: 1 of 3 fundraisers

Describe the fundraiser: Yearbook Sales  
na

# of students involved: 600 Anticipated revenue: \$ 7000.00  
Student incentives

Anticipated use of revenue: na

Were students informed in writing that the fundraiser is voluntary? Yes

 12-4-25  
Maegan Parker (Dec 4, 2025 08:22:45 CST) \_\_\_\_\_  
Signature of Sponsor/Coach/Outside Organization Officer Date

**Approved by:**  
 12/3/25  
Angela Sievers (Dec 4, 2025 08:36:19 CST) \_\_\_\_\_  
Signature of Principal Date

 12/04/2025  
Montgomery Noblitt (Dec 4, 2025 09:02:14 CST) \_\_\_\_\_  
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.

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

School Name: ECHS

The requesting club or activity is a(n): school student activity program/club

The resulting money will be collected by: school employees

Name of Activity/Sport/Outside Organization: ECHS Yearbook

Full Name of Sponsor/Coach/Outside Officer: Morgan Mizell

Dates of fundraising activity: Beginning - 01/05/2026 Ending - 05/22/2026

Location of fundraising: In school only # of Fundraiser: 2 of 3 fundraisers

Describe the fundraiser: Yearbook sales  
na

# of students involved: 700 Anticipated revenue: \$ \$8,000.00

Anticipated use of revenue: purchase new equipment for upcoming year  
na

Were students informed in writing that the fundraiser is voluntary? Yes

 12/04/2025  
Morgan Mizell (Dec 4, 2025 09:35:05 CST)

Signature of Sponsor/Coach/Outside Organization Officer \_\_\_\_\_ Date \_\_\_\_\_

**Approved by:**  
 12/04/2025  
Jamie Tiblier (Dec 4, 2025 09:43:16 CST)

Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

Montgomery Noblitt 12/05/2025  
Montgomery Noblitt (Dec 5, 2025 07:45:36 CST)

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: 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-Health Occupations Students of America

(Print) Full Name of Sponsor/Coach/Outside Officer: Brianna Bean

Dates of fundraising activity (Beginning and Ending): Jan-June

Location of fundraising:  In school only  In Community Only  In School and Community  
 Online (GoFundMe, Donors Chose, etc.)

Describe the fundraiser: Chick-Fil A, Custom Resources, Duct Tape Teacher

If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.

# of students involved 18 Anticipated revenue \$5000.<sup>00</sup>

Anticipated use of revenue HOSA State and International Conf. fees

Were students informed in writing that the fundraiser is voluntary?  Yes  No

Brianna Bean  
Signature of Sponsor/Coach/Outside Organization Officer \_\_\_\_\_ Date \_\_\_\_\_

**Approved by:**  
Steven Covington \_\_\_\_\_ 12/09/2025  
Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

Montgomery Noblitt  
Montgomery Noblitt (Dec 9, 2025 11:00:41 CST) \_\_\_\_\_ 12/09/2025  
Signature of Asst. Superintendent \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Board Chairman \_\_\_\_\_ Date \_\_\_\_\_

# JCSD DRUG TESTING RESULTS

## POSITIVE RESULTS

AUGUST	2%
SEPTEMBER	2%
OCTOBER	3%
NOVEMBER	
DECEMBER	
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	

## ATTENDANCE REPORT FOR CERTIFIED CLASSROOM TEACHERS

	July	August	Sept	Oct	Nov	Dec	January	February	March	April	May
<b>ECLE</b>	99%	96%	98%	95%	95%						
<b>ECUE</b>	100%	98%	97%	99%	97%						
<b>ECMS</b>	99%	97%	95%	94%	98%						
<b>ECHS</b>	98%	94%	90%	93%	92%						
<b>SMEE</b>	99%	98%	98%	98%	97%						
<b>SMNE</b>	99%	95%	96%	96%	93%						
<b>SMUE</b>	99%	97%	96%	95%	93%						
<b>SMM</b>	98%	96%	97%	95%	95%						
<b>SMHS</b>	97%	97%	96%	96%	95%						
<b>VLE</b>	98%	97%	96%	97%	97%						
<b>VUE</b>	99%	97%	96%	97%	96%						
<b>VMS</b>	99%	97%	97%	96%	97%						
<b>VHS</b>	99%	97%	98%	96%	96%						
<b>JCTC</b>	98%	85%	97%	94%	96%						

# ATTENDANCE REPORT FOR STUDENTS

	July	August	September	October	November	December	January	February	March	April	May
<b>ECLE</b>	97.77%	94.85%	94.73%	94.41%	93.73%						
<b>ECUE</b>	98.25%	94.77%	94.55%	94.44%	93.49%						
<b>ECMS</b>	97.94%	92.48%	93.52%	93.40%	91.73%						
<b>ECHS</b>	95.05%	92.94%	92.73%	92.08%	92.64%						
<b>SMEE</b>	97.97%	95.01%	95.21%	95.28%	92.88%						
<b>SMNE</b>	97.13%	94.13%	93.02%	93.55%	93.50%						
<b>SMUE</b>	98.80%	94.29%	94.62%	94.04%	91.83%						
<b>SMMS</b>	97.67%	93.45%	93.53%	93.14%	90.50%						
<b>SMHS</b>	97.13%	93.04%	92.99%	92.35%	92.96%						
<b>VLE</b>	97.42%	95.03%	93.04%	94.19%	92.82%						
<b>VUE</b>	98.26%	95.48%	95.47%	93.79%	93.51%						
<b>VMS</b>	97.66%	94.60%	94.08%	94.09%	93.33%						
<b>VHS</b>	97.81%	93.47%	94.22%	92.05%	92.91%						
<b>Overall</b>	97.55%	93.96%	93.83%	93.46%	92.65%						

MINUTES OF THE MEETING  
JACKSON COUNTY PLANNING COMMISSION

Members Present: Karen Pittman  
James Brewer  
Regina Holland  
George Sholl  
Stuart White  
Loretta Jennings

Members Absent: Dr. Jeffrey Knight

Also, Present: Marcus Catchot, Planning Director  
Luke Brenner, Building Official  
Amanda Derouen, Planning & Zoning Administrator  
Mary Ann Baran, Assistant Zoning Administrator  
Marissa Jones, Floodplain Manager  
Tristan Armer, County Attorney  
Norma Jean Ladner Soroe, Court Reporter

The regularly scheduled meeting of the Jackson County Planning Commission was held at 9:00 a.m., November 19, 2025, in the regular meeting place of the Board of Supervisors located at 2915 Canty Street, Jackson County Services Complex in the City of Pascagoula, Mississippi.

**Reviews:**

**\*SPEC-02024-00060 – James Riley, Jr. – Special Exception** – to allow applicant to live in an existing 16' x 36' shed temporarily (converted into living space) on vacant property prior to building a residence, zoned A-1, 18912 3C Road, Vancleave area, PIDN 02217010.065

James Riley, Jr., was present. He has constructed the interior and exterior walls. The ceiling joists were just delivered, and he is almost ready to place the roof.

No speakers for or against.

Motion by Holland seconded by White to recommend approval for a period of six (6) months with a review in six (6) months.

The basis for the recommendation is that the requested exception will be in harmony with the purpose and intent of the ordinance and will not be injurious to the neighborhood or the general welfare. The motion carried unanimously 6-0 with one member absent.

**Subdivisions:**

**Osprey Landing Phase 1 – Acceptance of Maintenance & Performance Letters of Credit** – being developed by Richard Baudry, consisting of 44 single-family residential lots, Dennis Stieffel & Associates, Inc., engineer, zoned R-1, Old Fort Bayou Road, Latimer

*This item was moved to the end of the subdivision section.*

**The Sands at Gulf Hills – Release of Maintenance Bond** – a seven (7) lot single-family residential subdivision developed by Elliott Homes, East El Bonito Drive, St. Martin  
Garrett Green, consulting engineer, explained the maintenance period has passed. All items have been addressed.

Motion by Sholl seconded by Jennings to recommend approval. The motion carried unanimously 6-0 with one member absent.

**Bayou Pines – Release of Maintenance Bond** – a four (4) lot single-family residential subdivision developed by Peter Hubbell, Bayou Pines Drive, St. Martin

Garrett Green, consulting engineer, cleaning up bonds outside the maintenance period. This one is good to go.

Motion by Sholl seconded by Jennings to recommend approval. The motion carried unanimously 6-0 with one member absent.

**Acceptance of Approval of Minor Subdivision (Dustin Matthews)** – a subdivision of land consisting of four (4) parcels for a family development, zoned A-1, Davis Sawmill Road, Wade  
Garrett Green, consulting engineer, all lots meet the zoning regulations.

Motion by Holland seconded by Jennings to recommend approval. The motion carried unanimously 6-0 with one member absent.

**Acceptance of Approval of Minor Subdivision (Deysi G. Martinez)** – a subdivision of land consisting of two (2) parcels for residential development, zoned A-1, 13405 Foxrun Drive, Latimer  
Garrett Green, consulting engineer, all lots meet the zoning regulations.

Motion by Jennings seconded by Holland to recommend approval. The motion carried unanimously 6-0 with one member absent.

**Osprey Landing Phase 1 – Acceptance of Maintenance & Performance Letters of Credit** – being developed by Richard Baudry, consisting of 44 single-family residential lots, Dennis Stieffel & Associates, Inc., engineer, zoned R-1, Old Fort Bayou Road, Latimer

The applicant is attempting to obtain bonds to replace the letters of credit submitted.

Motion by Sholl seconded by White to table the item to December. The motion carried unanimously 6-0 with one member absent.

**Public Hearings:**

**SPEC-09-2025-00127 – Kenneth Revere – Special Exception** – to allow an existing duplex and a 20' x 40' shed that has been converted into a residence to remain on property, zoned A-1, 9215 Lotus Street, Helena area, PIDN 01034280.000

Demetrius Revere was present. They would like to operate the property for multi-family use. They purchased it with the duplex as it is; they did not make changes to the structure. No speakers for or against.

Motion by White seconded by Holland to recommend denial.

The basis for the recommendation is that the requested exception will not be in harmony with the purpose and intent of the ordinance and will be injurious to the neighborhood or the general welfare. The motion carried unanimously 6-0 with one member absent.

**SPEC-09-2025-00130 – Rodney Fountain – Special Exception** – to allow for a family cemetery that would only allow cremains vaults, zoned R-1A, 5908 Bullock Avenue, St. Martin area, PIDN 03616012.000

Ben Favre and Rodney Fountain were present. They will not be merging the cemetery with the Groue Cemetery. It will be stand alone and allow cremains vaults only due to it being located in a flood zone.

No speakers for or against.

Motion by White seconded by Brewer to recommend approval.

The basis for the recommendation is that the requested exception will be in harmony with the purpose and intent of the ordinance and will not be injurious to the neighborhood or the general welfare. The motion carried unanimously 6-0 with one member absent.

**RZON-10-2025-00131 – Ryan Powell – Zone Change** – to request a coned change from Single-Family Residential District (R-1A) to Neighborhood Commercial District (C-1), 6204 Washington Avenue, St. Martin area, PIDN 07440014.000

Ryan Powell was present. They have been operating an insurance agency under a special exception for approximately nine (9) years. Washington Avenue has become increasingly commercial and there is a public need for commercial properties.

Justin Illing spoke in opposition. He is concerned with drainage.

Motion by Jennings seconded by Holland to recommend approval. The basis for the recommendation is that the character of the neighborhood has changed to such an extent to justify the rezoning and that a public need exists for the rezoning as evidenced by information supplied by the applicant. The motion carried unanimously 6-0 with one member absent.

**VARI-10-2025-00132 – Dustin Silvernagel – Variance** – to request a variance of the number of parking spaces required to be reduced from the 441 required to 138 spaces for the expansion of an existing commercial building/business, zoned C-2, 6412 Washington Avenue, St. Martin area, PIDN 03018200.030

Will Cross was present. They currently operate with 175 spaces. They need it reduced to 138 to expand their pick-up staging area.

No speakers for or against.

Motion by Holland seconded by Brewer to recommend approval. The basis for the recommendation is that the strict application of the regulations would in peculiar and exceptional practical difficulties to or exceptional undue hardship upon the owner of the property and the variance would carry out the purpose and intent of these regulations. The motion carried unanimously 6-0 with one member absent.

**USEP-10-2025-00133– Belinda Green – Use Permit** – to allow the placement of a mobile home for elderly mother, zoned A-2, 3720 Finland Avenue, Orange Grove area, PIDN 01133040.000 Belinda Green was present. Her mother is elderly and needs closer care but still have her independence.

No speakers for or against.

Motion by Jennings seconded by White to recommend approval for the applicant’s mother only for a period of three (3) years with a review in three (3) years.

The basis for the recommendation is that the requested use is in harmony with the Principal Permitted uses of the zone. The motion carried unanimously 6-0 with one member absent.

**SPEC-10-2025-00135 – William Odom – Special Exception** – to allow an existing RV park consisting of six (6) RV sites to remain under new ownership, zoned A-1, 12200 Clark Bayou Road, Escatawpa area, PIDN 01714160.218

William Odom was present. The park is in disrepair and he intends to clean it up. He will install a privacy fence. There are mobile homes, RV’s, and fish camps in the area.

William Burgess spoke in opposition. He thought it was previously denied. It never operated with a full six (6) sites. He cut the grass about twice a year.

Tim Burks spoke in opposition. There are septic issues in the area.

Myles Sumerlin spoke in opposition. He just received a special exception to construct a shed prior to his residence. The road is very narrow and there is traffic due to the boat launch at the end. He will not a build if this is approved.

William Odom addressed the number of sites requested versus what was submitted with the application. There are utilities for six (6) sites though his site plan only suggests four (4).

Motion by Brewer seconded by Holland to recommend denial.

The basis for the recommendation is that the requested exception will not be in harmony with the purpose and intent of the ordinance and will be injurious to the neighborhood or the general welfare. The motion carried unanimously 6-0 with one member absent.

**SPEC-10-2025-00136 – Timothy Cruise – Special Exception** – to allow the construction and operation of a boat and RV storage facility, zoned C-2, Pine Road, St. Martin area, PIDN 03018401.020

Tim Cruise was present. Proposing a boat and RV storage facility

Joshua Schmidt spoke for Mr. Cruise. There will be no employees on site. The use is non-intrusive. They plan to install a six (6) foot mesh fence with zero visibility. They are not opposed to installing an eight (8) foot privacy fence.

Ryan “John” Hill spoke in opposition. He is directly adjacent to the proposed project. What used to be a tree-line buffer from Washington Avenue has now all been cleared. He prefers a privacy fence. He is concerned with drainage.

Aaron Marsden spoke in opposition. He prefers a privacy fence. He is concerned with the noise level being increased.

Charles Clark spoke in opposition. He appreciates the PC's concern with privacy. He is concerned with drainage.

Van Arnold spoke in opposition. He is concerned with drainage and would like to see a buffer from the proposed project.

Justin Illing spoke in opposition. He is concerned with drainage and the noise caused by individuals picking up their boats/RVs at 3 am.

Toby Ford spoke in opposition. She is concerned with drainage and late-night access to the site.

Maggie Moniot spoke in opposition. She is sad.

Laura Bishop spoke in opposition. She says asphalt causes an increase in heat.

Joshua Schmidt addressed the public's comments. The lighting will be motion activate and only point inwards on the property. He feels the drainage will be improved. There will be no asphalt. It will mostly be semi-permeable materials. There will be ice and water access to the customers to fill up their water tanks, ice chests, etc.

There will be no part- or full-time living in the RV's.

Motion by Holland seconded by Sholl to recommend approval with the stipulation an eight (8) foot privacy fence is installed on the west side [property line], an additional privacy fence is installed around the remaining facility, a 35-foot barrier [buffer] using landscaping materials, and low amp lighting so it does not impeded upon the neighborhood.

The basis for the recommendation is that the requested exception will be in harmony with the purpose and intent of the ordinance and will not be injurious to the neighborhood or the general welfare. The motion carried unanimously 6-0 with one member absent.

**USEP-10-2025-00139– Alexis McGee-Ashford – Use Permit –** to allow the placement of a mobile home, zoned A-2, Freeman Road, Cumbest Bluff area, PIDN 01626460.000

Alexis McGee-Ashford was present. She was raised in the area. Her parents are getting older and she would like to be near them.

No speakers for or against.

Motion by Holland seconded by Jennings to recommend approval.

The basis for the recommendation is that the requested use is in harmony with the Principal Permitted uses of the zone. The motion carried unanimously 6-0 with one member absent.

**New Business:- None**

**\*Zoning Violation**

Motion by White to adjourn the meeting, and all present voted aye. The meeting was adjourned.

 11/20/25

Karen Pittman, Planning Commission President