



**Morgan County Schools Board of Education Regular Meeting  
June 7, 2010 6:30 PM  
Central Office**

1. **Director of Schools Evaluation - Consideration of Contract Extension**
2. **Prayer**
3. **Pledge**
4. **"Good News" - Fresh Fruit & Vegetable Program (Petros Joyner - 2010-11); Donation of windmill to MCCTC by A-Wing International**
5. **Agenda**
6. **MCEA**
7. **Audience Participation**
8. **Consent Agenda**
  - A. Approval of Minutes
  - B. Workshop - Monday, June 28, 6:30 p.m. @ Central Office
  - C. Regular Board Meeting, July 12, 2010 6:30 p.m. @ Central Office
9. **Ratify Negotiated Agreement with MCEA**
10. **Budget Amendments**
11. **Continuation Budget Resolution (Until approval of 2010-11 budget)**
12. **Report on Race to the Top Application; Special Education Budget for 2010-11**
13. **Coalfield Roof Repairs - Update**
14. **Consideration of Bids for Gym Floor Refinishing**
15. **Discussion of Truck Needs for Maintenance and Transportation Departments**
16. **Approve Job Descriptions**
  - A. GCBTU - Qualifications of Curriculum Coaches (Formerly Literacy Coach) - 2nd Reading
  - B. GCBM - Job Description of School Counselor - 2nd Reading

- C. RTTT - Instructional Technology Coach (1st Reading)
  - D. RTTT - Academic Coaches (1st Reading)
  - E. Director of Federal Programs and Special Projects (1st Reading)
  - F. Elementary Supervisor (PreK-5) of Instruction (1st Reading)
17. **Approval to Send Out Food Service Bids for 2010-2011**
18. **Approval to Bid Phone System Replacement at Coalfield School**
19. **Consideration of Calendar Change 2010-11 (MLK Holiday)**
20. **Discussion of Proposal to Refinance HVAC Debt**
21. **Policy Revisions**
- A. GBL - 5.117 Procedure for Granting Tenure (2nd Reading)
  - B. GBNA - 5.200 Separation Practices for Tenured Teachers (2nd Reading) (Dismissal of Tenured Teachers)
  - C. JE - 6.406 Student Psychological Services (2nd Reading) (Student Guidance Program)
  - D. 6.500 Special Education Students (2nd Reading)
  - E. IHAC - Credit Recovery - Alignment with TDOE Guidelines (2005) - 2nd Reading
  - F. Medical Procedure - Administration of Diastat (1st Reading)
  - G. JGHA - Student Wellness Policy (1st Reading)
  - H. Work-Based Learning Policy (1st reading)
22. **Consideration of School Board Support for Student Participation in Academic Competitions**
23. **Discussion of Changes to Employee Handbook for 2010-11 (Schedules, hours, work expectations)**
24. **Update - Maintenance and Transportation Building (Final Revision of Drawing)**
25. **Discussion of Board Self-Evaluation**
26. **Director's Performance Contract Report/Announcements**
- A. Budget Workshop #6 - Saturday, June 5th, 9:00 a.m. at Central Office
  - B. Special Board Meeting to Approve 2010-11 Budget - Thursday, June 17th 6:00pm @ Central Office
  - C. Budget Presentation to County Commission - Thursday, June 17, 6:30 p.m. @ Central Office
  - D. Monthly Financial Report
  - E. Distance Learning Schedule - 2010-11
  - F. Report of E4TN Program

G. RSCC Dual Enrollment Report - Class of 2010

H. TSBA Summer Law Institute (July 30-31, Gatlinburg)

**27. Adjourn**

A. Workshop, June 28, 2010, 6:30 p.m. @ Central Office

B. Regular Board Meeting, July 12, 2010, 6:30 p.m. @ Central Office

**Special Announcement**

Morgan County Board of Education

June 7, 2010 Meeting

6:30pm

Central Office

The School Board will present the annual evaluation summary for the Director of Schools and give consideration to a contract extension

**Morgan County Board of Education  
Regular Meeting  
May 03, 2010 06:30PM  
Central Office**

**MEMBERS PRESENT:** Terry Armes, Randy Harlan, Glen Moore, Louise Coleman, Wendy Collins

**1. Prayer**

**2. Pledge**

**3. "Good News" - FCCLA State Contest Winners; May 3 - Coalfield Lady Jackets Basketball Team, Spelling Bee Winners; Reception - District Teachers of Year; Tenured Teachers; ORAU Grant Winners - Kim Carroll, George Pace.**

**4. Agenda**

- Motion by Jim Rivers and seconded by Randy Harlan to approve the agenda as presented.

Motion carried

**5. MCEA**

- Negotiations ongoing. Next meeting scheduled for May 6 at 4:00 p.m.

**6. Audience Participation**

**7. Consent Agenda**

**7.1. Approval of Minutes**

**7.2. Workshop - Thursday, May 27, 6:30 p.m. @ Central Office**

**7.3. Regular Board Meeting, June 7, 6:30 p.m. @ Central Office**

**7.4. Approval of Oakdale Summer Camps**

**7.5. 4H Request - Use of Buses for Summer Camp**

**7.6. Approval of Field Trips**

- Motion by Jim Rivers and seconded by Wendy Collins to approve the Consent Agenda as presented.

Motion carried

**8. Budget Amendments**

- Motion by Jim Rivers and seconded by Randy Harlan to approve Budget Amendments #88 through 96, Correction to #47 and 48.

**Morgan County Board of Education  
Federal - Title VI  
April 23, 2010  
Budget Amendment #88**

Debit: (Decrease Expenditure)	
142-71100-429-601 (Instructional Supplies)	\$22,243.00

Credit: (Decrease Fund Balance)	
142-39000-601	\$22,243.00

Explanation:  
    To adjust budget after audit adjustment.

**Morgan County Board of Education  
Carl Perkins SubFund #801  
April 23, 2010  
Budget Amendment #89**

Debit: (Increase Revenue)	
142-49800-801	\$80.10

Credit: (Decrease Fund Balance)	
142-39000-801	\$80.10

Explanation:  
    To adjust budget after audit adjustment.

**Morgan County Board of Education  
IDEA-Part B  
April 23, 2010  
Budget Amendment #90**

Debit: (Increase Revenue)  
142-49800-901 \$178.02

Credit: (Decrease Fund Balance)  
142-39000-901 \$178.02

Explanation:  
To adjust budget after audit adjustment.

**Morgan County Board of Education  
Preschool (SubFund #911)  
April 23, 2010  
Budget Amendment #91**

Debit: (Increase Revenue)  
142-49800-911 \$ .02

Credit: (Decrease Fund Balance)  
142-39000-911 \$ .02

Explanation:  
To adjust budget after audit adjustment.

**Morgan County Board of Education  
G.P.  
April 23, 2010  
Budget Amendment #92**

Debit:  
141-44520 (Insurance Recovery) \$6,136.43

Credit:  
Credit:  
141-72710-453 (Vehicle Parts) \$6,136.43

Explanation:  
Insurance recovery funds.

**Morgan County Board of Education  
G.P.  
April 23, 2010  
Budget Amendment #93**

Debit:  
141-44170 (Misc. Refunds) \$188.00

Credit:  
141-72710-412 (Diesel Fuel) \$188.00

Explanation:  
Reimbursement for use of buses.

**Morgan County Board of Education  
G.P.  
April 23, 2010  
Budget Amendment #94**

Debit:  
141-44530 (Sale of Equipment) \$26.50

Credit:  
141-72210-790 (Other Equipment) \$26.50

Explanation:  
Additional revenue from sale of surplus.

**Morgan County Board of Education  
Food Service - 143  
April 23, 2010  
Budget Amendment #95**

Debit: (Decrease)  
 143-39000 (Undesignated Funds) \$13,900

Credit: (Increase)  
 143-73100-710 (Food Service Equip.) \$13,900

Explanation:

Transfer of funds held in reserve for Water Treatment Systems at Central Middle School and Sunbright (part of the Excess Balance Plan).

**Morgan County Board of Education  
 Food Service - 143  
 April 23, 2010  
 Budget Amendment #96**

Debit: (Decrease)  
 143-39000 (Undesignated Funds) \$39,439.65

Credit: (Increase)  
 143-73100-710 (Food Service Equip.) \$39,439.65

Explanation:

Transfer of funds held in reserve for Convection Steamers, Skillet, Filter System equipment for Central High, Coalfield, Oakdale, and Sunbright Schools (part of the Excess Balance Plan).

**Morgan County Board of Education  
 Food Service - 143  
 May 7, 2010  
 Budget Amendment #97**

Debit: (Decrease)		
143-73100-165	(Cafeteria Personnel)	\$29,000.00
143-73100-201	(Social Security)	\$2,000.00
143-73100-204	(State Retirement)	\$2,100.00
143-73100-206	(Life Insurance)	\$50.00
143-73100-212	(Employer Medicare)	\$600.00
143-73100-451	(Uniforms)	\$200.00
	Total:	<u>\$33,950.00</u>

Credit: (Increase)		
143-73300-169	(Part-Time Personnel)	\$29,000.00
143-73300-201	(Social Security)	\$2,000.00
143-73300-204	(State Retirement)	\$2,100.00
143-73300-206	(Life Insurance)	\$50.00
143-73300-212	(Employer Medicare)	\$600.00
143-73300-355	(Travel)	\$200.00
	Total:	<u>\$33,950.00</u>

Explanation:

Transfer into Community Service line items for Summer Feeding Program.

**Morgan County Board of Education  
 Food Service - 143  
 May 12, 2010  
 Budget Amendment #98**

Debit: (Decrease)  
 143-39000 (Undesignated Funds) \$6,000.00

Credit: (Increase)  
 143-73100-710 (Food Service Equipment) \$6,000.00

Explanation:

Transfer of funds held in reserve for Convection Steamers, Skillet, Filter System equipment for Central High, Coalfield, Oakdale, and Sunbright Schools - increase in prices (part of the Excess Balance Plan).

**Morgan County Board of Education  
Federal Title 1 (Subfund 011)  
April 23, 2010  
Correction for Budget #47**

Debit: (Increase Revenue)  
141-49800-011-650 \$28,783.00

Credit: (Increase Expenditure) \$28,783.00

Explanation:  
Amendment necessary to correct Budget Amendment #47

**Morgan County Board of Education  
Federal Title 1 (Subfund 101)  
April 23, 2010  
Correction for Budget #48**

Debit: (Increase Revenue)  
142-49800-101 \$28,783.00

Credit: (Increase Expenditure)  
142-99100-590-101-650 \$28,783.00

Debit (Decrease Fund Bal.)  
142-34410-101 \$35,000.00

Credit (Decrease Revenue)  
142-47141-101 \$35,000.00

Explanation:  
Amendment necessary to correct Budget Amendment #48.

**Roll Call**

Jim Rivers	Yes
Terry Armes	Yes
Randy Harlan	Yes
Glen Moore	Yes
Louise Coleman	Yes
Wendy Collins	Yes

Motion Carried

**9. Consideration of Cost of Central High FCCLA Trip**

- Motion by Jim Rivers and seconded by Randy Harlan to grant permission to the Central High FCCLA to attend the National FCCLA Leadership Conference.
- Motion by Randy Harlan and seconded by Wendy Collins to provide \$960.00, if funds are available, to cover registration fees for the FCCLA Trip.
- Mr. Rivers suggested developing a policy or procedure for granting funding to school club events, etc. and discussing at the next scheduled workshop.

**Roll Call**

Jim Rivers	Yes
Terry Armes	Yes
Randy Harlan	Yes
Glen Moore	Yes
Louise Coleman	Yes
Wendy Collins	Yes

Motion Carried

**10. TN Race to the Top - "Scope of Work" Plan, Assurances**

- Motion by Jim Rivers and seconded by Glen Moore to allow the Executive Committee to approve the Scope of Work which is due May 14<sup>th</sup> with the agreement to present the approved plan to the Board at a future time.

Motion Carried

**11. Coalfield Roof Repairs - Update**

- Motion by Jim Rivers and seconded by Glen Moore to accept Firestone's proposed solution to repair the roof with no cost incurred by Morgan County.

Motion Carried

**12. Review of Bid for Septic System at Coalfield**

- Motion by Jim Rivers and seconded by Wendy Collins to accept bid proposal by Jack Southard Co., Clinton, TN, for equipment and labor to install septic system at Coalfield School for the amount of \$101,950.00.

Motion Carried

**13. Approve Job Descriptions**

**13.1. GCBTU Qualifications of Curriculum Coaches (Formerly Literacy Coach)**

**13.2. GCBM – Job Description of School Counselor**

- Motion by Randy Harlan and seconded by Wendy Collins to approve board policies GCBTU and GCBM on first reading.

Motion Carried

**14. Approve Federal Projects Budget – 2010–11**

- Motion by Jim Rivers and seconded by Wendy Collins to approve the Federal Projects Budget as presented.

**Roll Call**

Terry Armes	Yes
Louise Coleman	Yes
Wendy Collins	Yes
Randy Harlan	Yes
Glen Moore	Yes
Jim Rivers	Yes

Motion Carried

**15. Approve the LEA Comprehensive Application for Special Education Services**

- Motion by Randy Harlan and seconded by Wendy Collins to allow the Executive Committee permission to approve the Special Education Application.

Motion Carried

**16. Proposed Re-Organization Plan for Central Office Supervisory Staff**

- Motion by Jim Rivers and seconded by Glen Moore to approve re-organization plan for Central Office presented by Dr. Diden.

Motion Carried (Voice Vote) with one no vote.

**17. Consideration of Calendar Change 2010–11 (MLK Holiday)**

- Referred back to next scheduled workshop

**18. Review of Copy Machine Contract**

- Motion by Jim Rivers and seconded by Randy Harlan to continue copy machine contact with Business Machines Company, Knoxville, TN

**Roll Call**

Terry Armes	Yes
Louise Coleman	Yes
Wendy Collins	Yes
Randy Harlan	Yes
Glen Moore	Yes
Jim Rivers	Yes

Motion carried

**19. Policy Revisions**

**19.1. IHC Class Ranking (2nd reading)**

**19.2. GBL 5.117 Procedure for Granting Tenure (1st reading)**

**19.3. GBNA 5.200 Separation Practices for Tenured Teachers (1st reading)  
(Dismissal of Tenured Teachers)**

**19.4. JE 6.406 Student Psychological Services (1st reading) (Student Guidance Program)**

**19.5. 6.500 Special Education Students**

**19.6. IHAC Credit Recovery – Alignment with TDOE Guidelines (2005) – 1st reading**

- Motion by Randy Harlan and seconded by Glen Moore to approve policy IHC Class Ranking on second reading.

- Motion by Randy Harlan and seconded by Wendy Collins to approve Policies GBL, GBNA, JE, 6.500 Special Education Students, and IHAC on first reading.

Motion carried

**20. Maintenance and Transportation Building (Final revision of drawing)**

- Referred back to next scheduled workshop.

**21. Discussion of Procedures for Director's Annual Evaluation and Board Self-Evaluation**

- After brief discussion, board members were informed by the Chairman that more information would be discussed at the budget workshop on May 11.

**22. Director's Performance Contract Report/Announcements**

22.1. Budget Workshop #5 - Tuesday, May 11th, 6:00 p.m. at Central Office

22.2. Monthly Financial Report

22.3. Planning - A Joint Venture (May 23-24 - Pigeon Forge) - All arrangements finalized

22.4. TSBA Summer Law Institute (July 30-31 - Gatlinburg) - All arrangements finalized

22.5. Update - Refinancing of Debt Service Obligations

22.6. Grant Update - Save the Children; Investing in Innovation

22.7. Employee Appreciation Week - May 3-7, 2010

**23. Adjourn**

23.1. Workshop - Thursday, May 27, 2010, 6:30 p.m. @ Central Office

23.2. Regular Board Meeting, June 7, 2010, 6:30 p.m. @ Central Office

- Motion by Randy Harlan and seconded by Wendy Collins to adjourn meeting at 7:55 p.m.

Motion carried

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Chairperson

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Superintendent

**Morgan County School Board Proposal**  
**May 19, 2010**  
**ARTICLE IV: WORKING CONDITIONS**

D. Meetings

Teachers may be required to report before the beginning or after the end of the regular workday, without additional compensation, for the purpose of attending professional development or other professional meetings up to two (2) days each month. Such meetings shall begin no more than forty-five (45) minutes before or fifteen (15) minutes after the student school day and shall run for no more than thirty (30) minutes. The principal may use one meeting per month for a period of sixty (60) minutes for professional development. Meetings shall not be called on Fridays or on any day immediately preceding any holiday or any other day upon which teacher attendance is not required at school.

**MORGAN COUNTY EDUCATION ASSOCIATION, CHIEF NEGOTIATOR**

*Travis Powell*      5/19/10

**MORGAN COUNTY BOARD OF EDUCATION, CHIEF NEGOTIATOR**

*Wendy Collins*      5/19/10

**DATE** 5-19-10

**MCEA PROPOSAL**  
**May 19, 2010**  
**Article XVI: INSURANCE**

F. Retiree Insurance

The Morgan County Board of Education will provide \$2000 per year for medical insurance on the State Plan for a maximum of five (5) years following retirement, or until the employee is eligible for Medicare whichever comes first. The employee must have five (5) years of service with the Morgan County Schools, and must notify the Board in writing of his or her intention to retire and claim this benefit at least sixty (60) days before the retirement date.

**MORGAN COUNTY EDUCATION ASSOCIATION, CHIEF NEGOTIATOR**

*Travis Bonnell*

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**MORGAN COUNTY BOARD OF EDUCATION, CHIEF NEGOTIATOR**

*Wendy Colburn*

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**DATE** 5/19/10

**Morgan County Board of Education**  
**Coordinated School Health**  
**June 7, 2010**  
**Budget Amendment #100**

Debit: (Decrease)

73400-499-0003	(Other Supplies)	\$1,100.00
73400-116-0003	(Teachers)	<u>\$1,500.00</u>
	Total:	\$2,600.00

Credit: (Increase)

73400-355-0003	(Travel)	\$400.00
73400-599-0003	(Other Charges)	<u>\$2,200.00</u>
	Total:	\$2,600.00

Explanation:

Coordinated School Health

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**Save The Children**  
**June 7, 2010**  
**Budget Amendment #101**

Debit: (Decrease)

141-73400-429-0053 (Instruc. Supplies)	\$7,000.00
141-73400-499-0053 (Other Supplies)	\$4,000.00
141-73400-116-0053 (Teachers)	<u>\$6,000.00</u>
Total:	\$17,000.00

Credit: (Increase)

141-73400-163-0053 (Assistants)	\$15,000.00
141-73400-201-0053 (Social Security)	\$800.00
141-73400-204-0053 (State Retirement)	\$800.00
141-73400-212-0053 (Emp. Medicare)	<u>\$400.00</u>
Total:	\$17,000.00

Explanation:

Save The Children.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education  
Career In Mind  
June 7, 2010  
Budget Amendment #102**

Debit: (Decrease)

73400-198-0041	(Substitutes)	\$30.00
73400-201-0041	(Social Security)	\$2.00
73400-204-0041	(State Retirement)	<u>\$1.00</u>
	Total:	\$33.00

Credit: (Increase)

71100-198-0041	(Substitutes)	\$30.00
71100-201-0041	(Social Security)	\$2.00
71100-212-0041	(Employer Med.)	<u>\$1.00</u>
	Total:	\$33.00

Explanation:

Career In Mind.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**21<sup>st</sup> Century Community Learning Center**  
**June 7, 2010**  
**Budget Amendment #103**

Debit: (Decrease)

72130-524-7016	(In-Service)	\$2,500.00
71100-116-7016	(Teachers)	<u>\$15,000.00</u>
	Total:	\$17,500.00

Credit: (Increase)

72130-399-7016	(Other Contracted Services)	\$200.00
72210-201-7016	(Social Security)	\$1,000.00
72210-204-7016	(State Retirement)	\$750.00
72210-212-7016	(Employer Med.)	\$500.00
72710-399-7016	(Other Cont. Serv.)	<u>\$15,050.00</u>
	Total:	\$17,500.00

Explanation:

21<sup>st</sup> Century Community Learning Center.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date



**Morgan County Board of Education**  
**Pre-K Lottery**  
**June 7, 2010**  
**Budget Amendment #104**

Debit: (Decrease)

73400-163-7009	(Edu. Assistants)	\$7,000.00
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Credit: (Increase)

73400-198-7009	(Substitutes)	\$7,000.00
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Explanation:

Pre-K Lottery.

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Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Budget Amendment #105**

Debit: (Decrease)

141-71100-116-7016 (Teachers) \$13,000.00

141-73400-163-7009 (Edu. Assistants) \$5,000.00

Total: \$18,000.00

Credit: (Increase)

71100-189 (Other Salaries) \$18,000.00

Explanation:

Reimbursement for Grant Assistant Salary.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Budget Amendment #106**

Debit: (Decrease)

141-71100-116-7016 (Teachers)	\$20,000.00
141-73400-163-7009 (Edu. Assistants)	\$30,000.00
141-73400-599-0319 (Other Charges)	\$10,000.00
141-0053-116-0053 (Teachers)	<u>\$5,000.00</u>
Total:	\$65,000.00

Credit: (Increase)

71100-189 (Other Salaries)	\$65,000.00
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Explanation:

Reimbursement for Grant Director Salary.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Budget Amendment #107**

Debit: (Decrease)

141-73400-499-7009 (Other Supplies & Materials)	\$9,000.00
141-73400-499-0319 (Other Supplies & Materials)	\$2,000.00
141-73400-429-0003 (Instructional Supplies)	\$1,500.00
141-71100-429-7016 (Instructional Supplies)	\$4,000.00
141-73400-429-0053 (Instructional Supplies)	<u>\$1,000.00</u>
Total:	\$17,500.00

Credit: (Increase)

141-72410-399-7016 (Other Contracted Services)	\$17,500.00
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Explanation:

Reimbursement for Central Office Copier.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date



**Morgan County Board of Education**  
**June 7, 2010**  
**Budget Amendment #108**

Debit: (Decrease)

141-73400-499-7009	(Other Supplies & Materials)	\$50,000.00
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Credit: (Increase)

141-72710-412	(Diesel Fuel)	\$50,000.00
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Explanation:

Reimbursement for Transportation and Fuel of  
Early Childhood.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Budget Amendment #109**

Debit: (Decrease)

141-73400-499-7009 (Other Supplies & Materials)	\$18,000.00
141-73400-599-7009 (Other Charges)	<u>\$6,000.00</u>
Total:	\$24,000.00

Credit: (Increase)

141-72610-454 (Water)	\$24,000.00
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Explanation:

Reimbursement for Gas & Water used for Early Childhood.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Budget Amendment #110**

Debit: (Decrease)

141-73400-499-7009	(Other Supplies & Materials)	\$24,000.00
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Credit: (Increase)

141-72610-415	(Electricity)	\$24,000.00
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Explanation:

Reimbursement for Electric used for Early Childhood.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Federal – Title II D Stimulus**  
**Budget Amendment #111**

Credit		
	142-72210-336-23S (Equip. Maintenance)	\$353.10
Debit		
	142-72210-790-23S (Other Equip.)	\$353.10
Credit		
	142-72210-355-23S (Travel)	\$2,754.10
Debit		
	142-72210-790-23S (Other Equip.)	\$2,754.10
Credit		
	142-72210-524-23S (In-Serv.)	\$258.00
Debit		
	142-72210-790-23S (Other Equip)	\$258.00

Explanation:

To adjust over spending of line item amount.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Federal – Title II D**  
**Budget Amendment #112**

Credit		
142-72210-355-231	(Travel)	\$114.00
Debit		
142-72210-524-231	(In-Serv.)	\$114.00
Credit		
142-72210-355-231	(Travel)	\$552.12
Debit		
142-72210-599-231	(Other Charges)	\$552.12
Credit		
142-72210-336-231	(Equip. Maintenance)	\$2,266.35
Debit		
142-72210-599-231	(Other Charges)	\$2,266.35

Explanation:

To adjust over spending of line item amount.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date



**Morgan County Board of Education**  
**June 7, 2010**  
**Federal – Title IV**  
**Budget Amendment #113**

Credit		
142-72210-355-411	(Travel)	\$288.00
Debit		
142-72210-524-411	(In-Service)	\$288.00
Credit		
142-72210-355-411	(Travel)	\$1,203.77
Debit		
142-72210-599-411	(Other Charges)	\$1,203.77
Credit		
142-72210-355-411	(Travel)	\$442.26
Debit		
142-72210-499-411	(Other Supp. & Materials)	\$442.26

Explanation:

To adjust over spending of line item amount.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date



**Morgan County Board of Education**  
**June 7, 2010**  
**Federal – Title I - Stimulus**  
**Budget Amendment #114**

Credit		
	142-71100-429-10S (Instructional)	\$2.32
Debit		
	142-72130-499-10S (Other Supplies & Materials)	\$2.32

Explanation:

To adjust over spending of line item amount.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Federal – Title I**  
**Budget Amendment #115**

Credit			
	142-71100-599-101-650	(Other Charges)	\$2,383.14
Debit			
	142-71100-429-101-650	(Instructional)	\$2,383.14

Explanation:

To adjust over spending of line item amount.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**Federal – Title II**  
**Budget Amendment #116**

Credit		
	142-72210-599-201 (Other Charges)	\$9,500.00
Debit		
	142-72210-195-201 (Substitutes)	\$9,500.00

Explanation:

To adjust over spending of line item amount.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education  
 June 7, 2010  
 Part B ARRA Funds  
 Budget Amendment #117**

Debit (Decrease)		
142-71200-429-90S	(Instructional Supp.)	\$79,000.00
Credit (Increase)		
142-71200-195-90S	(Certified Substitutes)	\$500.00
142-71200-198-90S	(Non-Certified Subs.)	\$6,500.00
142-71200-210-90S	(Unemployment Comp.)	\$2,000.00
142-71200-399-90S	(Other Contracted Serv.)	\$35,004.86
142-72220-355-90S	(Travel)	\$10,000.00
142-72220-524-90S	(In-Service)	<u>\$25,000.00</u>
	Total:	<u>\$79,004.86</u>

Explanation:

To move money to balance end of year budget.  
 \$4.86 are additional funds due to the closing of  
 Middle TN. Mental Health Institute.  
 Additional funds needed to provide OT, PT and  
 speech services.

\_\_\_\_\_  
 Edward L. Diden, Director of Schools

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Terry Armes, Board Chairman

\_\_\_\_\_  
 Date



**.Morgan County Board of Education**  
**June 7, 2010**  
**Part B Funds**  
**Budget Amendment #118**

Debit (Decrease)

142-71200-195-901	(Non-Cert. Subs.)	\$2,000.00
142-71200-399-901	(Other Cont. Serv.)	<u>\$10,000.00</u>
	Total:	\$12,000.00

Credit (Increase)

142-71200-163-901	(Educational Asst.)	\$2.97
142-71200-198-901	(Non-Cert. Subs.)	<u>\$12,000.00</u>
	Total:	\$12,002.97

Explanation:

To move money to balance end of year budget.  
\$2.97 are additional funds due to the closing of school  
in Middle Tennessee.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**G.P.**  
**Budget Amendment #119**

Debit (Decrease)

141-82330-601 (Principal on Bonds) \$101,950.00

Credit (Increase)

141-76100-707 (Building Improvements) \$101,950.00

Explanation:

This amendment is necessary to move funds to appropriate line item to pay for the Coalfield septic system.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**G.P.**  
**Budget Amendment #120**

Debit:

82330-601	(Principal on Bonds)	\$98,050.00
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Credit:

72210-790	(Other Equipment)	\$98,050.00
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Explanation:

Purchase of technology equipment pending the approval by  
County Commission on the June 14<sup>th</sup>, 2010 meeting.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**G.P.**  
**Budget Amendment #121**

Debit:			
82230-611	(Interest on Capital Leases)		\$98,355.35
Credit:			
82130-602	(Principal on Notes)		\$37,646.21
82130-610	(Principal on Capital Leases)		<u>\$60,709.14</u>
	Total:		\$98,355.35

Explanation:

Debt service line items need adjusting to cover expenditures.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education**  
**June 7, 2010**  
**G.P.**  
**Budget Amendment #122**

Debit:		
	141-71300-429 (Instructional Supplies)	\$2,570.30
Credit:		
	141-71300-163 (Educational Assistants)	\$2,570.30
Debit		
	141-72230-355 (Travel)	\$1,250.00
Credit		
	141-71300-163 (Educational Assistants)	\$1,250.00

Explanation:

The transfer of funds is necessary to cover unexpected salary expenditures.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education  
Food Service - 143  
June 7, 2010  
Budget Amendment #97**

Debit: (Decrease)

143-73100-165	(Cafeteria Personnel)	\$29,000.00
143-73100-201	(Social Security)	\$2,000.00
143-73100-204	(State Retirement)	\$2,100.00
143-73100-206	(Life Insurance)	\$50.00
143-73100-212	(Employer Medicare)	\$600.00
143-73100-451	(Uniforms)	<u>\$200.00</u>
	Total:	\$33,950.00

Credit: (Increase)

143-73300-169	(Part-Time Personnel)	\$29,000.00
143-73300-201	(Social Security)	\$2,000.00
143-73300-204	(State Retirement)	\$2,100.00
143-73300-206	(Life Insurance)	\$50.00
143-73300-212	(Employer Medicare)	\$600.00
143-73300-355	(Travel)	<u>\$200.00</u>
	Total:	\$33,950.00

Explanation:

Transfer into Community Service line items for Summer Feeding Program.

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date



**Morgan County Board of Education**  
**Food Service - 143**  
**June 7, 2010**  
**Budget Amendment #98**

Debit: (Decrease)  
143-39000 (Undesignated Funds) \$6,000.00

Credit: (Increase)  
143-73100-710 (Food Service Equipment) \$6,000.00

Explanation:

Transfer of funds held in reserve for Convection Steamers, Skillet, Filter System equipment for Central High, Coalfield, Oakdale, and Sunbright Schools – increase in prices (part of the Excess Balance Plan).

\_\_\_\_\_  
Edward L. Diden, Director of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Armes, Board Chairman

\_\_\_\_\_  
Date

**Morgan County Board of Education  
Family Resource  
June 7, 2010  
Budget Amendment #99**

Debit: (Decrease)

73400-599-0319	\$350.00
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Credit: (Increase)

73400-212-0319	\$100.00
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73400-201-0319	\$100.00
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73400-204-0319	<u>\$150.00</u>
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Total:	\$350.00
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Explanation:

Family Resource

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Edward L. Diden, Director of Schools

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Date

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Terry Armes, Board Chairman

---

Date

**Tennessee First to the Top**  
**Local System Scope of Work**  
**Instructions**

The Scope of Work provides the plan for use of money designated for a local school system from the Race to the Top grant. The funds are for a four-year period and the Scope of Work should specify use for each year. General guidelines are as follows:

1. Total planned expenditures over four years must match the total amount designated for the local system.
  - o Budgeted amounts for individual years may vary, but the minimum appropriation for year 1 should be no less than 25% of the total LEA award. LEAs may request all of the money in year 1 if justifiable to accomplish bold and innovative reform.
  - o Actual expenditures may fall within 90% - 110% of budgeted amount without submission of a budget amendment.
  - o Money not spent during a designated year may be rolled to the ensuing year.
  - o In general, there are few restrictions on the use of RTTT funds except that they must be related to the state proposal and not supplant existing expenditures. The purpose of the grant is to provide bold and innovative reform that supports the State's approved Race to the Top application. They must also
    - Payment of maintenance costs
    - Stadiums or other facilities primarily used for athletic contests or exhibitions or other events for which admission is charged to the general public
    - Purchase or upgrade of vehicles
    - Improvements of stand-alone facilities whose purpose is not the education of children, including central office administration or operations or logistical support facilities
    - School modernization, renovation, or repair that is inconsistent with State law
2. Planned activities **must** relate to and support the state application. Allowable uses of RTTT funds are outlined on a separate page and must be coded in the Scope of Work.
3. Planned activities that create recurring costs for the local system beyond the four-year scope of the grant must be noted. The local funding body must attest that they are aware of the recurring costs and that they acknowledge that these costs will become the responsibility of the local funding body.
4. The Scope of Work may be submitted by a local system or by a consortium of systems. If submitted by a consortium, all of the above stipulations apply to each participating system. A lead system must be identified that will receive, disburse, and account for all funds. Separate cost centers must be maintained by the lead system to account for all RTTT funds.

Instructions:

1. Each year of expenditures should be detailed on a separate sheet. Complete the system (or consortium)
2. Complete the Scope of Work for each year. A sample sheet is included.
  - o Activity – Describe the activity planned for supporting the state RTTT application.
  - o Correlation to state plan – Code the activity to the appropriate aspect of the state grant application using coding in chart on separate page.
  - o Correlation to TCSPP – Provide a brief explanation of how this activity supports the system TCSPP.
  - o Plan for Implementation – Outline the system plan for implementing this activity. Designate planned purchases, contracted services, personnel expenses, etc.
  - o Key personnel - list the system employees who will be responsible for overseeing this activity.
  - o Provide an overview for how this activity will be evaluated for implementation and effectiveness.
  - o Budget – Provide amount designated for the activity.

- o Recurring expense – Indicate if this use of funds will create recurring expenses for the local system beyond the four-year scope of the funding. If a system indicates that any recurring costs will be incurred in any planned area, the local funding agency must sign the attestation on the signature page.

**State Department of Education**  
**Tennessee Race to the Top**  
**Timeline**

<b>Date</b>	<b>Action</b>
March 29, 2010	Announcement of RTTT award
April 19, 2010	Letter of announcement to local systems
April 21, 2010	Jackson (West Tennessee Grand Division) explanation of <i>Scope of Work</i>
April 22, 2010	Nashville (Middle Tennessee Grand Division) explanation of <i>Scope of Work</i>
April 23, 2010	Knoxville (East Tennessee Grand Division) explanation of <i>Scope of Work</i>
May 14, 2010	<i>Scope of Work</i> due to Field Service Center
May 17-18, 2010	Field Service Center review of <i>Scope of Work</i>
May 19-20, 2010	Findings presented to DOE review team
May 21, 2010	Systems notified of disposition of <i>Scope of Work</i>
May 27, 2010	Resubmission of <i>Scopes of Work</i> not meeting requirements
May 28, 2010	Final review of <i>Scope of Work</i>
June 1, 2010	Submission to USDOE of all <i>Scopes of Work</i>

## Elements of the State Reform Plan

- B. Standards and Assessments (State Application pages 53-62)
  - (3) Supporting the transition to enhanced standards and high-quality assessments
  
- C. Data Systems to Support Instruction (State Application pages 63-74)
  - (3) Using data to improve instruction:
    - (i) Use of local instructional improvement systems
    - (ii) Professional development on use of data
    - (iii) Availability and accessibility of data to researchers
  
- D. Great Teachers and Leaders (State Application pages 75-118)
  - (2) Improving teacher and principal effectiveness based on performance: (pages 80-96)
    - (i) Measure student growth
    - (ii) Design and implement evaluation systems
    - (iii) Conduct annual evaluations
    - (iv)
      - (a) Use evaluations to inform professional development
      - (b) Use evaluations to inform compensation, promotion, and retention
      - (c) Use evaluations to inform tenure and/or full certification
      - (d) Use evaluations to inform removal
  - (3) Ensuring equitable distribution of effective teachers and principals: (pages 97-111)
    - (i) High-poverty and/or high-minority schools
    - (ii) Hard-to-staff subjects and specialty areas
  - (5) Providing effective support to teachers and principals: (pages 112-118)
    - (i) Quality professional development
    - (ii) Measure effectiveness of professional development
  
- E. Turning Around the Lowest-Achieving Schools State Application pages 119-130)
  - (2) Turning around the lowest-achieving schools

**Tennessee First to the Top  
Local System Scope of Work**

**System:** Example School System

\* If consortium, list all participating systems with lead system first

**Director of Schools:** Horace Mann

\* If consortium, list Director of lead system

**Total amount of award (over four years):** \$800,000

**System Contact Person:** \_\_\_\_\_

**Year 1 (2010-11)**

**Phone Number:** \_\_\_\_\_

Activity	Correlation to state plan	Correlation to TCSP	Plan for Implementation	Key Personnel	Performance Measure Target	Budget	Recurring Expense Y / N
Revise current local curriculum and pacing guides to reflect new standards	B(3)	Goal 1	Pay stipend to (\$500) to thirty teachers (selected from core subjects across all grades) for three days prior to start of school year to revise guides. Print and distribute guides.	Curriculum Supervisor	Curriculum and pacing guides in place by July 1, 2011	25,000	N
Extend current local formative assessment measurements from current grades 3 through 5 to include grade 6	B(3)	Goal 1	Pay stipend to (\$500) to twelve teachers (selected from core subjects) for three days prior to start of school year to develop test bank items. Incorporate new tests into existing system.	Testing Coordinator	Grade six assessment in place by December, 2010	12,500	N
Provide two-day institute for all teachers on use of data (TVAAS, TCAP, formative) for guiding instructional decisions	C(3)(iii) D(5)(ii)	Goal 1	Schedule as part of pre-school inservice. Contract with vendor to schedule presenters and sessions.	Elementary and Secondary Supervisors	95% attendance of all teachers	50,000	N
Provide gap elimination remediation between American Diploma Project and Common Core standards before and after school (including Saturdays) to identified at-risk students.	E(2)	Goal 1	Contract with community groups to provide personnel, supervision, and materials for identified students.	Federal Programs Supervisor	10% improvement in TCAP scores for students served	75,000	N
Provide training for prospective administrators	D(2) D(5)	Goal 3	Develop and implement a prospective administrators institute utilizing local personnel. Pay stipends to participating trainers.	Assistant Supt	Ten prospective administrators enrolled	10,000	N
Provide hiring bonus for new or transferring teachers into schools or subject areas certified as hard-to-staff	D(3)(i)(ii)	Goal 4	Pay \$2,000 one-time bonus to teachers hired or transferred into schools or subject areas certified by the school board as hard-to-staff.	Human Resources Director	25% reduction in waivers and alternative licenses	40,000	N

**Total budget 2010-11**

\$212,500

**Tennessee First to the Top  
Local System Scope of Work**

**System:** Morgan

**Director of Schools:** Dr. Edd Diden

\* If consortium, list all participating systems with lead system first

\* If consortium, list Director of lead system

**Total amount of award (over four years):** \$214,893

**System Contact Person:** Wanda Lane

**Year 1 (2010-11)**

**Phone Number:** 423-346-6214

Activity	Correlation to state plan	Correlation to TCSP	Plan for Implementation	Key Personnel	Performance Measure Target	Budget	Recurring Expense Y / N
Instructional Technology Coach- Coordinate technology skills development of all educators for the appropriate integration into the instructional process	D 5i	Goal 1	Technology Educator will access and plan technology for integration of the curriculum (11 month contract). Pre-assessment survey will be developed to determine skills most needed by teachers and offer training in those areas. (new position)	Instructional Supervisor Tech. Coord.	95% of teachers completing performance standards	60,000	N
Elementary and Secondary academic coaches will provide support and assistance with demonstration of best teaching practices including induction of new teachers. This will also include observation and feedback for all teachers. Also assist with daily organizational orientation.	D 5	Goal 1,3	Contract with 2 retired teachers 120 day contract 250.00 a day. Induction and assistance for new or struggling teachers. (new positions)	Elementary Secondary Supervisor	90% Retention of New Teachers	65000 (includes training and travel)	N
Leadership Academy - Developing the next generation of outstanding school principals (Collaboration with University of Tennessee-Knoxville Center for Educational Leadership).	D 5	Goal 1,2	Implement an intensive cohort to prepare talented aspiring principals for school leadership as well as professional development for current principals. Incorporate software program PD 360 in development of leadership capacity.	Director of Schools	All participants successfully complete academy-95% completion rate	19,000	N
Professional Development training for all administrators and teachers on use of TVAAS, TCAP and Standards for guiding instructional decisions.	B 3 c3ii	Goal 1	Schedule as part of summer and after school in-service. Pay stipends to trainers and stipends to teachers attending training. Trainers will attend summer standards training this year (2010-2011).	Federal Programs Sp.Ed. Curriculum Supervisor	95% attendance of all teachers	70,893	N

**Total budget 2010-11**

\$214,893

**Tennessee First to the Top  
Local System Scope of Work**

**System:** Morgan

**Director of Schools:** Dr. Edd Diden

\* If consortium, list all participating systems with lead system first

\* If consortium, list Director of lead system

**Total amount of award (over four years):** \$214,893

**System Contact Person:** Wanda Lane

**Year 2 (2011-12)**

**Phone Number:** 423-346-6214

Activity	Correlation to state plan	Correlation to TCSP	Plan for Implementation	Key Personnel	Performance Measure Target	Budget	Recurring Expense Y / N
Instructional Technology Coach- Coordinate technology skills development of all educators for the appropriate integration into the instructional process	D 5i	Goal 1	Technology Educator will access and plan technology for integration of the curriculum (11 month contract). Pre-assessment survey will be developed to determine skills most needed by teachers and offer training in those areas. (new position)	Instructional Supervisors Tech. Coord.	95% of teachers completing performance standards	60,000	N
Elementary and Secondary mentors will provide support and assistance with demonstration of best teaching practices including induction of new teachers. This will also include observation and feedback for all teachers. Also assist with daily organizational orientation	D 5	Goal 1,3	Contract with 2 retired teachers 120 day contract 250.00 a day. Induction and assistance for new or struggling teachers. (new positions)	Elementary Secondary Supervisors	90% Retention of New Teachers	65,000	N
Leadership Academy - Developing the next generation of outstanding school principals (Collaboration with University of Tennessee-Knoxville Center for Educational Leadership).	D 5	Goal 1,2	Implement an intensive cohort to prepare talented aspiring principals for school leadership as well as professional development for current principals. Incorporate software program PD 360 in development of	Director of Schools	All participants successfully complete academy-95% completion	19,000	N
Systemwide data coaches will be employed through stipends to assist both teachers and administrators at individual schools to interpret and analyze student data and progress.	B 3 c3ii	Goal 2	This will be developed and implemented through the use of formative and summative assessments to guide instructional decisions.	Federal Programs Sp.Ed. Curriculum Supervisor	Analyze all formative and summative assessments for student growth as stated in Morgan County's (TCSP)	70,893	N

**Total budget 2011-12**

\$214,893

**Tennessee First to the Top  
Local System Scope of Work**

**System:** Morgan

**Director of Schools:** Dr. Edd Diden

\* If consortium, list all participating systems with lead system first

\* If consortium, list Director of lead system

**Total amount of award (over four years):** \$214,893

**System Contact Person:** Wanda Lane

**Year 3 (2012-13)**

**Phone Number:** 423-346-6214

Activity	Correlation to state plan	Correlation to TCSP	Plan for Implementation	Key Personnel	Performance Measure Target	Budget	Recurring Expense Y / N
Instructional Technology Coach- Coordinate technology skills development of all educators for the appropriate integration into the instructional process	D 5i	Goal 1	Technology Educator will access and plan technology for integration of the curriculum (11 month contract). Pre-assessment survey will be developed to determine skills most needed by teachers and offer training in those areas. (new position)	Instructional Supervisor Tech. Coord.	95% of teachers completing performance standards	60,000	N
Elementary and Secondary mentors will provide support and assistance with demonstration of best teaching practices including induction of new teachers. This will also include observation and feedback for all teachers. Also assist with daily organizational orientation	D 5	Goal 1,3	Contract with 2 retired teachers 120 day contract 250.00 a day. Induction and assistance for new or struggling teachers. (new positions)	Elementary Secondary Supervisor	90% Retention of New Teachers	65,000	N
Provide Training for Prospective Administrators	D 5	Goal 1.2	Implement a prospective Administration Academy utilizing local personnel. Pay stipends to participating Trainers; incorporate software program PD 360 in development of leadership capacity.	Director of Schools	All participants successfully complete academy-95% completion	19,000	N
Systemwide data coaches will be employed through stipends to assist both teachers and administrators at individual schools to interpret and analyze student data and progress.	B 3 c3ii	Goal 1,2	This will be developed and implemented through the use of formative and summative assessments to guide instructional decisions.	Federal Programs Sp.Ed. Curriculum Supervisor	Analyze all formative and summative assessments for student growth as stated in Morgan County's (TCSP)	70,893	N

**Total budget 2012-13**

\$214,893

**Tennessee First to the Top  
Local System Scope of Work**

**System:** Morgan

**Director of Schools:** Dr. Edd Diden

\* If consortium, list all participating systems with lead system first

\* If consortium, list Director of lead system

**Total amount of award (over four years):** \$214,893

**System Contact Person:** Wanda Lane

**Year 4 (2013-14)**

**Phone Number:** 423-346-6214

Activity	Correlation to state plan	Correlation to TCSP	Plan for Implementation	Key Personnel	Performance Measure Target	Budget	Recurring Expense Y / N
Instructional Technology Coach- Coordinate technology skills development of all educators for the appropriate integration into the instructional process	D 5i	Goal 1	Technology Educator will access and plan technology for integration of the curriculum (11 month contract). Pre-assessment survey will be developed to determine skills most needed by teachers and offer training in those areas. (new position)	Instructional Supervisor Tech. Coord.	95% of teachers completing performance standards	60,000	N
Elementary and Secondary mentors will provide support and assistance with demonstration of best teaching practices including induction of new teachers. This will also include observation and feedback for all teachers. Also assist with daily organizational orientation	D 5	Goal 1,3	Contract with 2 retired teachers 120 day contract 250.00 a day. Induction and assistance for new or struggling teachers. (new positions)	Elementary Secondary Supervisor	90% Retention of New Teachers	65,000	N
Provide Training for Prospective Administrators	D 5	Goal 1,2	Implement a prospective Administration Academy utilizing local personnel. Pay stipends to participating Trainers; incorporate software program PD 360 in development of leadership capacity.	Director of Schools	All participants successfully complete academy-95% completion	19,000	N
Systemwide data coaches will be employed through stipends to assist both teachers and administrators at individual schools to interpret and analyze student data and progress.	B 3 c3ii	Goal 1,2	This will be developed and implemented through the use of formative and summative assessments to guide instructional decisions.	Federal Programs Sp.Ed. Curriculum Supervisor	Analyze all formative and summative assessments for student growth as stated in Morgan County's (TCSP)	70,893	N

**Total budget 2013-14**

\$214,893

**Tennessee First to the Top**  
**Local System Scope of Work**

**System:** Morgan

\* If consortium, list all participating systems with lead system first

**Director of Schools:** Dr. Edd Diden

\* If consortium, list Director of lead system

**Total amount of award (over four years):** \$859,572

**Summary of Four-Year Scope of Work**

Year	Budget	Recurring Expense Y / N
2010-11	214,893	N
2011-12	214,893	N
2012-13	214,893	N
2013-14	214,893	N
<b>Total Four-Year Budget</b>	<b>\$859,572.00</b>	*If any recurring expenses have been incurred over the four-year period, attestation below must be signed.

Total four-year budget must match amount of award

**Required System Signatures**

I have approved the "Scope of Work" for use of funds generated by the "Race to the Top" grant, am fully committed to it, and will support its implementation. I understand that recurring costs that can be paid from curent level LEA funding do not require a funding agency sign off.

Director of Schools \_\_\_\_\_

On behalf of the Board of Education, I affirm that the Board has approved the "Scope of Work" for use of funds generated by the "Race to the Top" grant and that the Board is fully committed to it and will support its implementation.

Chair, Board of Education \_\_\_\_\_

TEA Representative \_\_\_\_\_ (Optional)

\*

On behalf of the funding agency for the Board of Education, I affirm that the funding agency is aware that "Scope of Work" for use of funds generated by the "Race to the Top" grant creates recurring costs beyond the four-year scope of the grant and that they acknowledge that these costs will become the responsibility of the local funding body.

Chair, Local Funding Agency \_\_\_\_\_



**PHIL BREDESEN**  
GOVERNOR

STATE OF TENNESSEE  
**DEPARTMENT OF EDUCATION**  
DIVISION OF SPECIAL EDUCATION  
7<sup>th</sup> FLOOR, ANDREW JOHNSON TOWER  
710 JAMES ROBERTSON PARKWAY  
NASHVILLE, TN 37243-0380

**TIMOTHY K. WEBB, Ed.D.**  
COMMISSIONER

**LEA COMPREHENSIVE APPLICATION FOR  
SPECIAL EDUCATION SERVICES**

Tennessee Code Annotated §49-10-302  
Public Law 94-142, as amended  
Public Law 105-17, as amended  
Public Law 108-446

TO BE COMPLETED BY LOCAL SCHOOL SYSTEM

Compliance Assurance and Statistical Information		<b>July 1, 2010 – September 30, 2011</b>	
School System:	<u>Morgan County Schools</u>		
Director of Schools:	<u>Dr. Edd Diden</u>		
	_____ Signature	_____ Date	
E-Mail Address:	<u>didend@mcsmail.net</u>		
Name of Program Contact Person:	<u>Suzanne Poole</u>		
E-Mail Address:	<u>pooles@mcsmail.net</u>		
Address:	<u>136 Flatfork Road</u>	Telephone No.:	<u>1-423-346-6214</u>
	<u>Wartburg, TN 37887</u>		<u>1-423-539-3225</u>

TO BE COMPLETED BY THE STATE DEPARTMENT OF EDUCATION

Amount of IDEA, Part B Funds Approved:	\$ _____	Permissive Use of Funds Requested for:	
Amount of Preschool Grant Funds Approved:	\$ _____	A	B C
	_____ Signature (Authorized State Department of Education Official)	_____ Date	

**Must be submitted to your Management Consultant no later than June 1, 2010.**

**TCA 49-10-302  
Section 612 (a) (11)**

**COMPLIANCE ASSURANCE  
And  
STATISTICAL INFORMATION  
For  
SCHOOL YEAR 2010-2011**

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**NOTE:** IF YOU ARE SUBMITTING YOUR FINANCIAL SPREADSHEETS USING THE LOCAL GOVERNMENT SOFTWARE, IN ORDER FOR THE REVIEWER TO DETERMINE THAT FEDERAL FUNDS ARE SUPPLEMENTAL TO THE GENERAL PURPOSE FUNDS, YOU MUST ADD FTEs TO THE JUSTIFICATION PAGES FOR GENERAL PURPOSE, IDEA AND PRESCHOOL.

## COMPLIANCE ASSURANCES FOR USE OF IDEA FUNDS

The applicant hereby certifies to the Commissioner of Education that the representation made in this application properly reflects the projected pupils, personnel, and expenditures to be incurred in the operation of the special education program for pupils with disabilities conducted within the school system, that the expenditures for services and goods will be made exclusively for the benefit of pupils which meet the eligibility criteria established by the Department of Education, and that personnel assignments and other documentation of expenses will be readily available for audit. All records necessary to ensure the correctness of the information provided by the agency will be kept five years beyond the final reporting date and access to such records will be provided to the State Department of Education.

The Local Education Agency (LEA) hereby assures the State Education Agency (SEA) that the LEA meets each of the following conditions:

1. Special Education and Related Services will be provided in compliance with the established Tennessee Rules, Regulations & Minimum Standards.
2. The LEA, in providing for the education of children with disabilities within its jurisdiction, has in effect policies, procedures, and programs that are consistent with the State policies and procedures established under §612.
  - a. A free appropriate public education (FAPE) is available to all children with disabilities, as defined under §602(3) and who have a current individual education program (IEP), residing in the State between the ages of 3 through 21, inclusive, including children with disabilities who have been suspended or expelled from school. 612(a) (1)
  - b. The LEA has established a goal of providing full educational opportunity to all children with disabilities and a detailed timetable for accomplishing that goal. 612(a) (2)
  - c. All children with disabilities residing in the LEA, including children with disabilities who are homeless children, or are wards of the State, and children with disabilities attending private schools within the LEAs jurisdiction, regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located and evaluated and a practical method is developed and implemented to determine which children with disabilities are currently receiving needed special education and related services. 612(a) (3)
  - d. An individualized education program (IEP), or an individualized family service plan (IFSP), that meets the requirements of section 636(d), is developed, reviewed and revised for each child with a disability in accordance with section 614(d). 612(a) (4)
  - e. To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. 612(a) (5) (A)
  - f. Children with disabilities and their parents are afforded the procedural safeguards required by §615. 612(a) (6)
  - g. Children with disabilities are evaluated in accordance with subsections (a) through (c) of § 614. 612(a) (7)
  - h. LEAs will comply with §617(c) relating to the confidentiality of records and information. 612(a) (8)
  - i. Children participating in early intervention programs assisted under Part C, and who will participate in preschool programs will experience a smooth and effective transition consistent with §637(a) (9). LEAs will participate in transition planning conferences arranged by the Lead Agency under §635(a) (10) and an IEP or, if consistent with sections 614(d) (2) (B) and 636(d), and IFSP will be developed and implemented by the third birthday. 612(a) (9)
  - j. Ensure that all requirements under §612(a) (10) regarding Children In Private Schools are being carried out in a manner consistent with the statute.
  - k. Ensure that all requirements under T.C.A. §49-10-107, T.C.A. §49-10-305 and T.C.A. §49-10-701, regarding Contracts for Special Education Services are being carried out in a manner consistent with the statute.
  - l. The LEA shall ensure that all personnel necessary to carry out this part are appropriately and adequately prepared, subject to the requirements of § 612(a) (14) and § 2122 of the Elementary and Secondary Education Act of 1965. 613(a) (3)
  - m. This LEA will either choose to coordinate with the National Instructional Materials Access Center when purchasing print instructional materials in accordance with section 612(a) (23) or will provide instructional materials to blind persons or other persons with print disabilities in a timely manner. 613(a) (6)

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3. The LEA shall provide the SEA with information necessary to enable the SEA to carry out its duties under this part, including, with respect to Sections 612(a) (15) and 612 (a) (16), information relating to the performance of children with disabilities participating in programs carried out under this part. 613(a) (7)
4. The LEA shall make available to parents of children with disabilities and to the general public all documents relating to the eligibility of such agency under this part. 613(a) (8)
5. The LEA shall cooperate under section 1308 of the Elementary and Secondary Education Act of 1965 to ensure the linkage of records pertaining to migratory children with disabilities for the purpose of electronically exchanging, among the States, health and educational information regarding such children. 613(a) (9)
6. Subject to section 613(b) (3), the LEA application submitted to the SDE shall remain in effect until the LEA submits to the SDE such modifications as the LEA determines necessary. 613(b) (2)
7. Ensure that all requirements under §613(a) (5) regarding treatment of Charter Schools and their students are being carried out in a manner consistent with the statute.
8. Children with disabilities served with IDEA funds shall be counted in the same manner as children without disabilities to supplement the academic program funds earned and paid from the Basic Education Program. TRR&MS 0520-1-9-.03 (3) (a)
9. Funds provided under IDEA will be used to pay the excess cost of providing special education and related services to children with disabilities; shall be used to supplement the State, Local and other Federal funds and not to supplant such funds; and shall not be used, except as provided in §613(a) (2) (B)-(C) to reduce the level of expenditures. §613(a) (2) (A) and §612(a) (17), TRR&MS 0520-1-9-03(2) (k) (4)
10. According to Rule 0520-1-9-14(6) (a), procedures for providing an independent education evaluation (IEE) upon parental request have been submitted and approved to the Department of Education. Any future revision to the IEE procedure will be submitted to the Department for approval.
11. According to TCA 9-1-104 (a) & (b) *Maximum class size*, our LEA case load and class size standards have been submitted and approved by the Department. There have been no changes since the original submission. (The State will review LEA caseload and class size standards for compliance.) Any future LEA updates or revisions will be submitted to the Division of Special Education for approval and for reference purposes.
12. Children with disabilities served with IDEA funds have at least the same average amount spent on them, from sources other than Part B, as do the children in the school system taken as a whole. TRR&MS 0520-1-9-.03 (3) (a) (b)

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Signature of Director of Schools

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Date

## INSTRUCTION TO OPEN FINANCIAL INFORMATION PAGES

1. Double click inside the Financial Page and it will turn into an Excel worksheet.
2. Enter information and formulas will calculate totals.
3. **Before closing the Excel worksheet, hold down the Ctrl key and press the Home key; otherwise worksheets may not print out properly.**
4. Click outside the worksheet and the Excel worksheet will return to the Word document.
5. **Save** the document to your hard drive; otherwise, it will not save entries since it is a READ ONLY document.

### **Note:**

You may have to use the scroll bar in Word. If you do, scroll slowly. Ignore the Word background while you are in the Excel Worksheet. The page will go back into the original position and print out correctly when you click inside the Word document.

## CHILDREN WITH DISABILITIES TO RECEIVE FREE APPROPRIATE PUBLIC EDUCATION SERVICES FROM THE SCHOOL SYSTEM

This table should reflect those children the school system **may** provide services to during the upcoming school year. Report children by the primary disability on Table A. If a child has more than one disability, report him/her under the condition considered to be the major disability. **This is an unduplicated count** so each child should be reported only one time. These numbers are estimates based on current knowledge and data; you may refer to Table 1 of your last End of Year report as a reference for determining #'s when completing these two tables.

### INSTRUCTIONS:

1. Within School System - Provide the number by the primary disability of the eligible children by age category who are to receive special education services within the school system.
2. Contractual Arrangements - Provide the number by disability of the eligible children by age category that are to be provided full-time special education services through contractual arrangement with another school system, a private school, or a public agency. **All contracts for full time special education placements must be approved annually by the state Commissioner of Education. No LEA shall expend state or federal funds for contracted placements that have not been approved by the Commissioner.** Attach contracts for the students listed. Any additional contracts for full time placement made during the school year shall be submitted within 30 days of the placement to your Management Consultant. No LEA can contract for services for CWD unless the program meets school approval.
3. Total to Receive Free Appropriate Public Education Services - Total of all students who are to be provided special education services by the school system directly (Column 1) or through contractual arrangement (Column 2) by age category. **This includes students who will turn 22 during the school year.**
4. Number to Receive Special Transportation – Provide a count by age, category and disability of eligible children who are to be provided special transportation. ***If any numbers are reported in this column, transportation expenses must be included in the appropriate budget.***
5. Private School Children Placed by LEA –
  - a. Number Enrolled – Provide the number of eligible children with disabilities who may be enrolled by the LEA in private schools within the boundaries of the school system and may be provided special education services by the school system. Students reported here would also be reported in Columns 1 or 2.
6. Private School Children Placed by Parents – (Services Plan)
7. Number Enrolled – Provide the number of eligible children with disabilities who may be enrolled by parents' choice in private schools within the boundaries of the school system.
8. Number Served – Provide the number of eligible children with disabilities who may be enrolled by parents' choice in private schools within the boundaries of the school system and may be provided special education services by the school system. Students reported here would not be reported in Columns 1, 2 or 3.

Authority: TRR & MS-0520-1-3-.09 (3) (c)

**A. Children With Disabilities To Receive  
Free Appropriate Public Education Services from the School System  
2010-2011**

DISABILITY	(1) Within School System		Full time placement only (2) Contractual Agreement		(3) Total to Receive FAPE		(4) # Receiving Special Transportation **		(5) # Private School Students Placed by LEA Receiving Services		Placed by Parents			
											(6a) # Private School Students Placed by Parents within system		(6b) # Of Private School Students (6a) Served by LEA This School Year	
	3-5	6-21	3-5	6-21	3-5	6-21	3-5	6-21	3-5	6-21	3-5	6-21	3-5	6-21
Autism	2	20		1	2	21		6						
Blind	1				1	0								
Deaf-Blindness					0	0								
Deafness					0	0								
Developmental Delay		1			0	1		1						
Emotional Disturbance		6			0	6								
Hearing Impairments		3			0	3								
Intellectually Gifted		58			0	58								
Language Impairments	27	98			27	98	1	1						
Mental Retardation		22		1	0	23		7						
Multiple Disabilities		8		1	0	9		4						
Orthopedic Impairments		1			0	1								
Other - Functional Delay		19		1	0	20		1						
Other - Health Impairments	3	65		1	3	66		4						
Specific Learning Disabilities		199			0	199		1						
Speech Impairment	38	128			38	128								
Traumatic Brain Injury					0	0								
Visual Impairments		1			0	1		1						
<b>TOTAL</b>	<b>71</b>	<b>629</b>	<b>0</b>	<b>5</b>	<b>71</b>	<b>634</b>	<b>1</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Grand Total 705**

\*\* If special transportation is provided a transportation budget page must be included – GP and/or federal.

- Unduplicated Count
- EOY Report may be used as a method of projecting numbers.

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B.1 *OPTIONS TO BE PROVIDED\* AGES 3 – 5*

OPTION 1	OPTION 2	OPTION 3	OPTION 4	OPTION 5	OPTION 6**	OPTION 7	OPTION 8***	OPTION 9	OPTION 10	*TOTAL
8	71					2	3			84

\*Must be equal to or greater than total for 3-5 yr olds in column 3, pg 3

B.2 *OPTIONS TO BE PROVIDED\* AGES 6 -21*

OPTION 1	OPTION 2	OPTION 3	OPTION 4	OPTION 5	OPTION 6**	OPTION 7	OPTION 8***	OPTION 9	OPTION 10	*TOTAL
45	247	99	62	142	5	41	14		2	657

\*Must be equal to or greater than total for 6-21 yr olds in column 3, pg 3

\* This is a **duplicated count** and should reflect both primary and one secondary option of service.

\*\* For each option 6 student there is at least ½ FTE of an education assistant or interpreter position budgeted in general purpose funds.

\*\*\*Since Option 8 includes 2 related services, students reported in Option 8 should not be reported in another Option.

**(It is recommended that the LEA pull Options of Service from a date when the LEA's enrollment was at its peak)**

**Do not place 0's in columns with no students.**

TRR & MS 0520-1-9-.03 (1) (k)

**C. FINANCIAL INFORMATION**

**1. PERMISSIVE USE OF FUNDS**

**AFTER** reading the requirements on the corresponding form, you must answer **yes** or **no** to each of the following items (A, B, and C). Any **yes** response requires completion of a corresponding form that follows. If **no** is answered on all three items, continue completing the application and disregard the attached forms for these permissive programs.

**Yes**  **No**    **A. Adjustment to Local Effort in Certain Fiscal Years.** IDEA 04 allows an LEA to reduce state and local maintenance of effort by an amount that equals up to 50% of the increase in IDEA funds from the previous year if those funds are used to provide activities authorized under ESEA. If the LEA wishes to reduce MOE, it must use the attached form to calculate the maximum amount available for this purpose (Page 5A) and indicate how these funds will be used (Page 5A(1)).

There are limitations to this adjustment. Any LEA identified as not meeting requirements in the State’s APR, is prohibited by law from reducing its maintenance of effort figures.

**Yes**  **No**    **B. Permissive Use of IDEA funds for Schoolwide Program.** IDEA allows an LEA to use funds to carry out a schoolwide program under Section 1114 of ESEA. If an applicant utilizes these funds, you will report the designated amount for each school and ensure that excess cost and service requirements are met. *(Use form on Page 5B)*

**Yes**  **No**    **C. Permissive Use of IDEA funds for Coordinated Early Intervening Services.** IDEA allows an LEA to use up to 15% of funds, in combination with other amounts (other than education funds), to develop and implement Coordinated Early Intervening Services, which may include interagency financing structures, for students in kindergarten through grade 12 (with particular emphasis on students in kindergarten through grade 3) who have **not been identified** as needing special education or related services but who need additional academic and behavioral **support to succeed in a general education environment.** *(Use form on Page 5C) If the LEA is also electing to reduce local effort.*

NOTE: If an LEA is determined to have significant disproportionality based on race and ethnicity utilizing state criteria, the LEA must utilize Coordinated Early Intervening Services (Section 618 (d) (2) (B)). The amount expended by an LEA under Coordinated Early Intervening Services shall count toward the maximum amount of expenditures such LEAs may reduce in Item “A” *Adjustment to Local Effort* (above).

If an applicant utilizes these funds, you must show the calculations on the corresponding form.

Complete this form if Item A, Page 5 is marked "yes".

LEA: \_\_\_\_\_

**A. Use of General Purpose Special Education Funds as Local Funds**

For any fiscal year for which the federal allocation received by a LEA under Section 611(f) *Subgrants to LEAs* exceeds the amount the LEA received for the previous FY, the LEA may reduce the level of expenditures otherwise required by Section 613(a) (2) (A) (iii) by not more than 50% of the excess. Section 613(a) (2) (C) (i) 300.205

If the LEA chooses to use these funds, the LEA shall use an amount of local funds equal to the reduction in expenditures under clause (i) above, to carry out activities authorized under the Elementary and Secondary Act of 1965. Section 613(a) (2) (C) (ii) 300.205(a)

If the SEA determines that the LEA is unable to establish and maintain programs of free appropriate public education that meet the requirements of Section 613(a) **or** the SEA has taken action against the LEA under section 616 *Monitoring, Technical Assistance and Enforcement*, the SEA shall prohibit the LEA from reducing the level of expenditures under clause (i) above for that fiscal year. Section 613(a) (2) (C) (iii)

The amount of funds expended by a LEA under subsection (f) *Coordinated Early Intervening Services*, shall count toward the maximum amount of expenditures such LEAs may reduce under clause (i) above. Section 613(a) (2) (C) (iv)

If a SEA determines that an **LEA is not meeting the requirements of Part B, including the targets in the state's performance plan, the SEA shall prohibit the LEA from reducing its MOE under Section 613(a) (2) (C) for any fiscal year.** Section 616(f)

1.	Estimated/final IDEA allocation for this year:	\$	_____
2.	Actual IDEA final allocation for last year:	\$	_____
3.	Difference (line 1 – line 2) if >0:	\$	_____
4.	Line 3 X 50% (Maximum Available)	\$	_____
5.	Amount to be reduced if less than amount in 4	\$	_____

Amount by which you are reducing MOE : \_\_\_\_\_  
if less than maximum amount.



Complete this form if Item B, Page 5 is marked "yes".

LEA: \_\_\_\_\_

**B. Use of IDEA Funds for Schoolwide Programs under Title 1 of the ESEA**

LEAs may use IDEA funds to carry out a schoolwide program under Section 1114 of the Elementary and Secondary Education Act (ESEA) of 1965, except that the amount used in any schoolwide program shall not exceed:

- The number of children with disabilities participating in the schoolwide program multiplied by
- The amount received by the LEA for this fiscal year divided by
- The number of children with disabilities in the jurisdiction of the LEA.  
Section 613(a) (2) (D)

A copy of the school-wide program must be attached if the LEA decides to participate.

School Name	A IDEA Allocation	B No. of SPED Students in LEA	C No. of SPED in School-Wide School	(A/B) x C=Amount for School-wide
_____	\$ _____	_____	_____	\$ _____
_____	\$ _____	_____	_____	\$ _____
_____	\$ _____	_____	_____	\$ _____
_____	\$ _____	_____	_____	\$ _____
			Total	\$ _____

If combining all funds (federal, state, local) may be used for any purpose within schoolwide program.

If consolidating only federal, must be used for educational purposes only.

### C. Use of IDEA Funds for Coordinated Early Intervening Services

Allows an LEA to use not more than 15% of the amount it receives under IDEA Part B funds for any fiscal year, less any amount reduced by the LEA pursuant to Section 613(a) (2) (C) *Adjustment to Local Fiscal Effort in certain Fiscal Years*, if any, in combination with other amounts (which may include amounts other than education funds), to develop and implement Coordinated Early Intervening Services, which may include interagency financing structures, for students in kindergarten through grade 12 (with particular emphasis on students in kindergarten through grade 3) who have **not** been identified as needing special education or related services but who need additional academic and behavioral support to succeed in a general education environment. Section 613(f) (1)

In implementing Coordinated Early Intervening Services, a LEA may carry out activities that include:

1. Professional development (which may be provided by entities other than LEAs) for teachers and other school staff to enable such personnel to deliver scientifically based academic instruction and behavioral interventions, including scientifically based literacy instruction and where appropriate, instruction on the use of adaptive and instructional software; and
2. Providing educational and behavioral evaluations, services, and supports, including scientifically based literacy instruction. Section 613(f) (2)

NOTE: Nothing in this subsection shall be construed to limit or create a right to a free appropriate public education under this part. Section 613(f) (3)

If a LEA develops and maintains Coordinated Early Intervening Services an annual report must be submitted to the Division of Special Education including :

1. The number of students served under Early Intervening this year, and –
2. The number of students served under Coordinated Early Intervening Services who subsequently receive special education and related services under this title during the preceding 2 year period. Section 613(f) (4)

Funds made available to develop and implement Coordinated Early Intervening Services may be used to carry out those services aligned with activities funded by, and carried out under ESEA, if such funds are used to supplement, and not supplant, funds made available under ESEA for the activities and services assisted under Section 613(f). Section 615(f) (5)

Notwithstanding Section 613(a) (2) (A) or Section 612(a) (17(B) (relating to commingled funds), funds provided to the LEA under this part may be used to develop and implement coordinated early intervening educational services in accordance with Section 613(f) Early Intervening. Section 613(a) (4) (A) (ii)

**Section 618(d) (2) (B) additionally requires an LEA identified for disproportionality to reserve the maximum amount of funds under Section 613(f) to provide comprehensive coordinated early intervention services to serve children in the LEA, particularly children in those groups that were significantly over identified and is required to publicly report on the revision of policies, practices and procedures described under subparagraph (A) identification of children having a particular disability.. Section 618(d) (2) (B) (C)**

**Directions for 5C and 5C1**

Complete this form only if Item C, Page 5 is marked "yes".

LEA: \_\_\_\_\_

**C. Use of IDEA Funds for Coordinated Early Intervening Service**

1)

1. Estimated/final IDEA allocation	\$	
Line 1 X 15%:		X .15
2. Maximum amount available for Early Intervening Services:	\$	
IF the LEA is requesting the use of IDEA funds as local funds (Item "A" in the Permissive Use of Funds list). The following calculation must be included.		
3. Amount available for use as local funds (Item A – Use of Funds Local Effort):	\$	
4. Subtract Line 3 above	\$	
5. Amount available for Item "A" to use as local funds	\$	
If the Early Intervening amount is more than the amount in line 5 in Form "A" <i>Use of IDEA funds as Local Funds</i> , Early Intervening will cancel out the local funds reduction. If Early Intervening amount is less, the difference may be taken under Form "A".		

2)  **Mandatory Use: Narrative for Mandatory Use of Funds:**

List the identified areas of disproportionality:

Specify the areas funds will target (i.e. grade levels, schools, professional development, etc.):

How will these funds be used to assist in alleviating the disproportionality problem within the LEA?

3)  **Voluntary Use Narrative for Voluntary Use of Funds:**

List specific interventions or areas to be addressed: (include grade levels and schools)

**Projected Expenditures for Coordinated Early Intervening Services**

4)

Account No*	Expenditure Account Name	FTE	Amount Budgeted
		Total:	

\* **Must use general education account codes. DO NOT use special education specific codes.**

NOTE: A justification page must be attached with specific information given for each line item listed above.

LEA: \_\_\_\_\_

**JUSTIFICATIONS**

IDEA Funds for Coordinated Early Intervening Services

4)

ACCOUNT NUMBER*	EXPENDITURE ITEM	JUSTIFICATION

\*Must use regular education account codes only.

LEA: \_\_\_\_\_

**D. FINANCIAL INFORMATION**

**2. Estimated Expenditures  
Education for Students with Disabilities**

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
	INSTRUCTION (71000)						
71150	ALTERNATIVE INSTRUCTION PROGRAM (71150)						
116	Teachers						
117	Career Ladder Program		XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
127	Career Ladder Extended Contracts		XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
128	Homebound Teachers						
162	Clerical Personnel						
163	Educational Assistants						
189	Other Salaries & Wages						
195	Certified Substitute Teachers						
198	Non-Certified Substitute Teachers						
201	Social Security		XXXXXXX		XXXXXXX		XXXXXXX
204	State Retirement		XXXXXXX		XXXXXXX		XXXXXXX
206	Life Insurance		XXXXXXX		XXXXXXX		XXXXXXX
207	Medical Insurance		XXXXXXX		XXXXXXX		XXXXXXX
208	Dental Insurance		XXXXXXX		XXXXXXX		XXXXXXX
210	Unemployment Compensation		XXXXXXX		XXXXXXX		XXXXXXX
212	Employer Medicare		XXXXXXX		XXXXXXX		XXXXXXX
299	Other Fringe Benefits		XXXXXXX		XXXXXXX		XXXXXXX
311	Contracts with other School Systems		XXXXXXX		XXXXXXX		XXXXXXX
330	Operating Lease Payments		XXXXXXX		XXXXXXX		XXXXXXX
336	Maintenance And Repair Services - Equipment		XXXXXXX		XXXXXXX		XXXXXXX
356	Tuition		XXXXXXX		XXXXXXX		XXXXXXX
369	Contracts for Substitute Teachers - Certified		XXXXXXX		XXXXXXX		XXXXXXX
370	Contracts for Substitute Teachers - Non-Certified		XXXXXXX		XXXXXXX		XXXXXXX
399	Other Contracted Services		XXXXXXX		XXXXXXX		XXXXXXX
429	Instructional Supplies & Materials		XXXXXXX		XXXXXXX		XXXXXXX
449	Textbooks		XXXXXXX		XXXXXXX		XXXXXXX
499	Other Supplies & Materials		XXXXXXX		XXXXXXX		XXXXXXX
535	Fee Waivers		XXXXXXX		XXXXXXX		XXXXXXX
599	Other Charges		XXXXXXX		XXXXXXX		XXXXXXX
790	Other Equipment		XXXXXXX		XXXXXXX		XXXXXXX
<b>71150</b>	<b>TOTAL EXPENDITURES</b>		<b>0.00</b>	<b>XXXXXXX</b>	<b>0.00</b>	<b>XXXXXXX</b>	<b>0.00</b>

9

Special Education Expenses Only  
 \*FTE Positions: Full time equivalency – use two decimals.  
 Line item substitutions or additions shall NOT be made.

TRR&MS 0520-1-9-.03 (2) (k) (7)  
 0520-1-9-.03 (1) (k) (2)  
 EDGAR Sect 80.20 (a) (2)  
 (Subpart C (b) (4))

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks

**Expenditures for gifted and functionally delayed students cannot be paid from federal funds.**

**C. FINANCIAL INFORMATION**

**2. Estimated Expenditures  
Education for Students with Disabilities**

ACCOUNT NO 71200	EXPENDITURES INSTRUCTION (71000) SPECIAL EDUCATION PROGRAM (71200)	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
116	Teachers	948,935.00	25.00				
117	Career Ladder Program	8,000.00	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
127	Career Ladder Extended Contracts	4,000.00	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
128	Homebound Teachers	12,000.00	0.25				
162	Clerical Personnel						
163	Educational Assistants	75,455.00	6.00	426,686.00	38.00	21,714.00	2.00
171	Speech Pathologist						
189	Other Salaries & Wages						
195	Certified Substitute Teachers	500.00		250.00			
198	Non-Certified Substitute Teachers	3,000.00		2,500.00			
201	Social Security	64,000.00	XXXXXXXX	26,455.00	XXXXXXXX	1,346.00	XXXXXXXX
204	State Retirement	93,000.00	XXXXXXXX	31,831.00	XXXXXXXX	1,620.00	XXXXXXXX
206	Life Insurance	810.00	XXXXXXXX	555.00	XXXXXXXX	56.00	XXXXXXXX
207	Medical Insurance	143,196.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
208	Dental Insurance	5,332.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
210	Unemployment Compensation	6,000.00	XXXXXXXX		XXXXXXXX	200.00	XXXXXXXX
212	Employer Medicare	15,948.00	XXXXXXXX	16,251.00	XXXXXXXX	315.00	XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
310	Contracts With Other Public Agencies		XXXXXXXX		XXXXXXXX		XXXXXXXX
311	Contracts With Other School Systems		XXXXXXXX		XXXXXXXX		XXXXXXXX
312	Contracts With Private Agencies	106,000.00	XXXXXXXX	3,000.00	XXXXXXXX		XXXXXXXX
322	Evaluation & Testing		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payments		XXXXXXXX		XXXXXXXX		XXXXXXXX
336	Maintenance And Repair Services - Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
356	Tuition		XXXXXXXX		XXXXXXXX		XXXXXXXX
369	Contracts for Substitute Teachers - Certified		XXXXXXXX		XXXXXXXX		XXXXXXXX
370	Contracts for Substitute Teachers - Non-Certified		XXXXXXXX		XXXXXXXX		XXXXXXXX
399	Other Contracted Services	25,000.00	XXXXXXXX	148,675.45	XXXXXXXX	6,099.83	XXXXXXXX
429	Instructional Supplies & Materials	2,000.00	XXXXXXXX	12,000.00	XXXXXXXX	500.00	XXXXXXXX
449	Textbooks		XXXXXXXX		XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX	1,000.00	XXXXXXXX		XXXXXXXX
535	Fee Waivers		XXXXXXXX	500.00	XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
725	Special Education Equipment	1,000.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>71200</b>	<b>TOTAL EXPENDITURES</b>	<b>1,514,176.00</b>	<b>XXXXXXXX</b>	<b>669,703.45</b>	<b>XXXXXXXX</b>	<b>31,850.83</b>	<b>XXXXXXXX</b>

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Special Education Expenses Only

\*FTE Positions: Full time equivalency – use two decimals.

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks

**Expenditures for gifted and functionally delayed students cannot be paid from federal funds.**

TRR&MS 0520-1-9-.03 (2) (k) (7)

0520-1-9-.03 (1) (k) (2)

EDGAR Sect 80.20 (a) (2)

(Subpart C (b) (4))

LEA: \_\_\_\_\_

**C. FINANCIAL INFORMATION (Continued)**

**2. Estimated Expenditures  
Education for Students with Disabilities**

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
<b>72120</b>	<b>SUPPORT SERVICES (72000) STUDENTS (72100)</b>						
	<b>HEALTH SERVICES (72120)</b>						
131	Medical Personnel						
189	Other Salaries & Wages						
201	Social Security		XXXXXXXX		XXXXXXXX		XXXXXXXX
204	State Retirement		XXXXXXXX		XXXXXXXX		XXXXXXXX
206	Life Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
207	Medical Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
208	Dental Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
210	Unemployment Compensation		XXXXXXXX		XXXXXXXX		XXXXXXXX
212	Employer Medicare		XXXXXXXX		XXXXXXXX		XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
307	Communication		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payments		XXXXXXXX		XXXXXXXX		XXXXXXXX
336	Maintenance & Repair Services-Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
348	Postal Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
355	Travel		XXXXXXXX		XXXXXXXX		XXXXXXXX
399	Other Contracted Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
413	Drugs & Medical Supplies		XXXXXXXX		XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX		XXXXXXXX		XXXXXXXX
524	In-Service/Staff Development		XXXXXXXX		XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
735	Health Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>72120</b>	<b>TOTAL EXPENDITURES</b>	<b>0.00</b>	<b>XXXXXXXX</b>	<b>0.00</b>	<b>XXXXXXXX</b>	<b>0.00</b>	<b>XXXXXXXX</b>

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Special Education Expenses Only

\*FTE Positions: Full time equivalency – **use two decimals.**

Line item substitutions or additions shall **NOT** be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

**Expenditures for gifted and functionally delayed students cannot be paid from federal funds.**

LEA: \_\_\_\_\_

**C. FINANCIAL INFORMATION (Continued)**

**2. Estimated Expenditures  
Education for Students with Disabilities**

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
<b>72130</b>	<b>SUPPORT SERVICES (72000) STUDENTS (72100) OTHER STUDENT SUPPORT (72130)</b>						
117	Career Ladder Program		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
123	Guidance Personnel						
124	Psychological Personnel						
127	Career Ladder - Extended Contracts		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
130	Social Workers						
135	Assessment Personnel						
161	Secretary(s)						
162	Clerical Personnel						
164	Attendants						
170	School Resource Officers						
189	Other Salaries & Wages						
201	Social Security		XXXXXXXX		XXXXXXXX		XXXXXXXX
204	State Retirement		XXXXXXXX		XXXXXXXX		XXXXXXXX
206	Life Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
207	Medical Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
208	Dental Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
210	Unemployment Compensation		XXXXXXXX		XXXXXXXX		XXXXXXXX
212	Employer Medicare		XXXXXXXX		XXXXXXXX		XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
307	Communication		XXXXXXXX		XXXXXXXX		XXXXXXXX
309	Contracts with Government Agencies		XXXXXXXX		XXXXXXXX		XXXXXXXX
311	Contracts with other School Systems		XXXXXXXX		XXXXXXXX		XXXXXXXX
322	Evaluation & Testing		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payment		XXXXXXXX		XXXXXXXX		XXXXXXXX
336	Maintenance & Repair Services-Equip		XXXXXXXX		XXXXXXXX		XXXXXXXX
348	Postal Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
355	Travel		XXXXXXXX		XXXXXXXX		XXXXXXXX
399	Other Contracted Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX		XXXXXXXX		XXXXXXXX
524	In-service/Staff Development		XXXXXXXX		XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
790	Other Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>72130</b>	<b>TOTAL EXPENDITURES</b>		0.00	XXXXXXXX	0.00	XXXXXXXX	0.00

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Special Education Expenses Only  
 \*FTE Positions: Full time equivalency – use two decimals.  
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**C. FINANCIAL INFORMATION (Continued)**

**2. Estimated Expenditures  
Education for Students with Disabilities**

ACCOUNT NO.	EXPENDITURES	General Purpose Fund	*FTE Positions	IDEA Part B	*FTE Positions	Preschool Grant	*FTE Positions
<b>72215</b>	<b>SUPPORT SERVICES (72000) INSTRUCTIONAL STAFF (72220) ALTERNATIVE INSTRUCTION PROGRAM</b>						
105	Supervisor/Director						
117	Career Ladder Program		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
123	Guidance Personnel						
127	Career Ladder Extended Contracts		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
129	Librarian(s)						
138	Instructional Computer Personnel						
161	Secretary(s)						
162	Clerical Personnel						
163	Educational Assistants						
189	Other Salaries & Wages						
196	In-Service Training		XXXXXXXX		XXXXXXXX		XXXXXXXX
201	Social Security		XXXXXXXX		XXXXXXXX		XXXXXXXX
204	State Retirement		XXXXXXXX		XXXXXXXX		XXXXXXXX
206	Life Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
207	Medical Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
208	Dental Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
210	Unemployment Compensation		XXXXXXXX		XXXXXXXX		XXXXXXXX
212	Employer Medicare		XXXXXXXX		XXXXXXXX		XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
307	Communication		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payment		XXXXXXXX		XXXXXXXX		XXXXXXXX
336	Maintenance & Repair Services -Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
348	Postal Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
355	Travel		XXXXXXXX		XXXXXXXX		XXXXXXXX
399	Other Contracted Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
432	Library Books/Media		XXXXXXXX		XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX		XXXXXXXX		XXXXXXXX
524	In-Service/Staff Development		XXXXXXXX		XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
790	Other Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>72215</b>	<b>TOTAL EXPENDITURES</b>	0.00	XXXXXXXX	0.00	0.00	0.00	XXXXXXXX

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Special Education Expenses Only

\*FTE Positions: Full time equivalency – **use two decimals.**

Line item substitutions or additions shall **NOT** be made.

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**Expenditures for gifted and functionally delayed students cannot be paid from federal funds.**

C. FINANCIAL INFORMATION (Continued)

2. Estimated Expenditures  
Education for Students with Disabilities

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
<b>72220</b>	<b>SUPPORT SERVICES (72000)</b>						
	<b>INSTRUCTIONAL STAFF (72200)</b>						
	<b>SPECIAL EDUCATION PROGRAM STAFF (72220)</b>						
105	Supervisor/Director	59 177 00	1 00				
117	Career Ladder Program		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
124	Psychological Personnel						
127	Career Ladder Extended Contracts	4 000 00	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
135	Assessment Personnel						
161	Secretary(s)						
162	Clerical Personnel	9 759 00	0 50				
171	Speech Pathologist (Supervisory)						
189	Other Salaries & Wages			16 500 00	0 50		
196	In-Service Training		XXXXXXXX		XXXXXXXX		XXXXXXXX
201	Social Security	4 274 00	XXXXXXXX	1 100 00	XXXXXXXX		XXXXXXXX
204	State Retirement	6 184 00	XXXXXXXX	1 500 00	XXXXXXXX		XXXXXXXX
206	Life Insurance	45 00	XXXXXXXX	30 00	XXXXXXXX		XXXXXXXX
207	Medical Insurance	6 322 50	XXXXXXXX	3 200 00	XXXXXXXX		XXXXXXXX
208	Dental Insurance	212 30	XXXXXXXX	230 00	XXXXXXXX		XXXXXXXX
210	Unemployment Compensation		XXXXXXXX		XXXXXXXX		XXXXXXXX
212	Employer Medicare	1 656 00	XXXXXXXX	250 00	XXXXXXXX		XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
307	Communication		XXXXXXXX	500 00	XXXXXXXX		XXXXXXXX
308	Consultants		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payments		XXXXXXXX		XXXXXXXX		XXXXXXXX
336	Maintenance & Repair Services -Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
348	Postal Charges		XXXXXXXX	200 00	XXXXXXXX		XXXXXXXX
355	Travel		XXXXXXXX	5 500 00	XXXXXXXX		XXXXXXXX
399	Other Contracted Services	59 415 00	XXXXXXXX	10 630 70	XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX		XXXXXXXX		XXXXXXXX
524	In-Service/Staff Development		XXXXXXXX		XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
790	Other Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>72220</b>	<b>TOTAL EXPENDITURES</b>	<b>151,044.80</b>	<b>xxxxxxx</b>	<b>39,640.70</b>	<b>xxxxxxx</b>	<b>0.00</b>	<b>xxxxxxx</b>

Special Education Expenses Only

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LEA: \_\_\_\_\_

**C. FINANCIAL INFORMATION (Continued)**

**2. Estimated Expenditures  
Education for Students with Disabilities**

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	FTE Positions	PRESCHOOL GRANT	*FTE Positions
<b>72410</b>	<b>SUPPORT SERVICES (72000) SCHOOL ADMIN. (72400) OFFICE OF PRINCIPAL (72410)</b>						
104	Principal(s)						
117	Career Ladder Program		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
119	Accountants/ Bookkeepers						
127	Career Ladder Extended Contracts		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
139	Assistant Principal(s)						
161	Secretary(s)						
162	Clerical Personnel						
189	Other Salaries & Wages						
196	In-Service Training		XXXXXXXX		XXXXXXXX		XXXXXXXX
201	Social Security		XXXXXXXX		XXXXXXXX		XXXXXXXX
204	State Retirement		XXXXXXXX		XXXXXXXX		XXXXXXXX
206	Life Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
207	Medical Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
208	Dental Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
210	Unemployment Compensation		XXXXXXXX		XXXXXXXX		XXXXXXXX
212	Employer Medicare		XXXXXXXX		XXXXXXXX		XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
307	Communication		XXXXXXXX		XXXXXXXX		XXXXXXXX
317	Data Processing Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
320	Dues & Memberships		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payment		XXXXXXXX		XXXXXXXX		XXXXXXXX
336	Maintenance & Repair Services-		XXXXXXXX		XXXXXXXX		XXXXXXXX
348	Postal Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
355	Travel		XXXXXXXX		XXXXXXXX		XXXXXXXX
399	Other Contracted Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
411	Data Processing Supplies		XXXXXXXX		XXXXXXXX		XXXXXXXX
435	Office Supplies		XXXXXXXX		XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX		XXXXXXXX		XXXXXXXX
524	In-Service/Staff Development		XXXXXXXX		XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
701	Administration Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>72410</b>	<b>TOTAL EXPENDITURES</b>		0.00	XXXXXXXX	0.00	XXXXXXXX	0.00

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Special Education Expenses Only

\*FTE Positions: Full time equivalency – use two decimals.

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All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

**Expenditures for gifted and functionally delayed students cannot be paid from federal funds.**

**C. FINANCIAL INFORMATION (continued)**  
**2. Estimated Expenditures for Education for Students with Disabilities**

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
<b>72710</b>	<b>SUPPORT SERVICES (72000) STUDENT TRANSPORTATION (72700)</b>						
	<b>TRANSPORTATION (72710)</b>						
105	Supervisor/Director						
142	Mechanic(s)						
146	Bus Drivers	22,421.65	2.00				
162	Clerical Personnel						
189	Other Salaries & Wages						
196	In-Service Training						
201	Social Security	1,390.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
204	State Retirement	1,672.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
206	Life Insurance	30.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
207	Medical Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
208	Dental Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
210	Unemployment Compensation		XXXXXXXX		XXXXXXXX		XXXXXXXX
212	Employer Medicare	325.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
299	Other Fringe Benefits		XXXXXXXX		XXXXXXXX		XXXXXXXX
307	Communication		XXXXXXXX		XXXXXXXX		XXXXXXXX
311	Contracts with Other School Systems		XXXXXXXX		XXXXXXXX		XXXXXXXX
312	Contracts with Private Agencies		XXXXXXXX		XXXXXXXX		XXXXXXXX
313	Contracts with Parents		XXXXXXXX		XXXXXXXX		XXXXXXXX
314	Contracts with Public Carriers		XXXXXXXX		XXXXXXXX		XXXXXXXX
315	Contracts with Vehicle Owners		XXXXXXXX		XXXXXXXX		XXXXXXXX
329	Laundry Service		XXXXXXXX		XXXXXXXX		XXXXXXXX
330	Operating Lease Payments		XXXXXXXX		XXXXXXXX		XXXXXXXX
338	Maintenance & Repair Service -Vehicles		XXXXXXXX		XXXXXXXX		XXXXXXXX
340	Medical & Dental Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
348	Postal Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
351	Rentals		XXXXXXXX		XXXXXXXX		XXXXXXXX
355	Travel		XXXXXXXX		XXXXXXXX		XXXXXXXX
399	Other Contracted Services		XXXXXXXX		XXXXXXXX		XXXXXXXX
412	Diesel Fuel	15,000.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
418	Equipment & Machinery Parts		XXXXXXXX		XXXXXXXX		XXXXXXXX
424	Garage Supplies		XXXXXXXX		XXXXXXXX		XXXXXXXX
425	Gasoline		XXXXXXXX		XXXXXXXX		XXXXXXXX
433	Lubricants		XXXXXXXX		XXXXXXXX		XXXXXXXX
450	Tires & Tubes	3,000.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
453	Vehicle Parts	5,000.00	XXXXXXXX		XXXXXXXX		XXXXXXXX
499	Other Supplies & Materials		XXXXXXXX		XXXXXXXX		XXXXXXXX
511	Vehicle & Equipment Insurance		XXXXXXXX		XXXXXXXX		XXXXXXXX
524	In-Service/Staff Development		XXXXXXXX		XXXXXXXX		XXXXXXXX
599	Other Charges		XXXXXXXX		XXXXXXXX		XXXXXXXX
701	Administration Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
729	Transportation Equipment		XXXXXXXX		XXXXXXXX		XXXXXXXX
<b>72710</b>	<b>TOTAL EXPENDITURES</b>	48,838.65	XXXXXXXX	0.00	XXXXXXXX	0.00	XXXXXXXX

Special Education Expenses Only

\*FTE Positions: Full time equivalency – use two decimals

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

**Expenditures for gifted and functionally delayed students cannot be paid from federal funds.**

C. FINANCIAL INFORMATION (continued)

3. Estimated Expenditure Summary  
Education for Students with Disabilities

ACCOUNT SERIES	EXPENDITURES	GENERAL PURPOSE FUND	IDEA	PRESCHOOL
71150	Alternative Schools			
71200	Special Education Program	1,514,176.00	669,703.45	31,850.83
72120	Health Services			
72130	Other Student Support			
72215	Alternative Instruction Program			
72220	Special Education Program Staff	151,044.80	39,640.70	
72410	Office of Principal			
72710	Transportation	48,838.65		
99100-504	Transfer Out of Funds: Indirect Cost *	XXXXXXXX		
99100-504	Permissive Use of Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX
	A. Adjustment to Local Effort		XXXXXXXX	XXXXXXXX
	B. School Wide	XXXXXXXX		XXXXXXXX
	C. Early Intervening Services	XXXXXXXX		XXXXXXXX
TOTAL EXPENDITURES		1,714,059.45	709,344.15	31,850.83

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\*Indirect Cost Rate: \_\_\_\_\_ (List indirect cost rate approved for FY '11)

Note: Subtract out all expenditures for equipment prior to determining indirect cost amounts.  
Do Not include any "Permissive Use of Funds" expenditures when determining indirect cost amounts.

GENERAL PURPOSE FUND TOTAL SHALL MATCH TOTAL ON PAGE 16D



**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: \_\_\_\_\_

**Alternative Instruction Program**

Acct. No. 71150	Description	Justification	
116	Teachers	Salaries for SE teachers working with students placed in the alternative program	
128	Homebound Teachers	Salaries for SE teachers working with homebound SE students	
162	Clerical Personnel	Salary of clerk to provide SE instructional support	
163	Educational Assistants	Salaries for EAs working with SE students	
189	Other Salaries & Wages <b>(Specify)</b>		
195	Certified Substitute Teachers	Certified Substitutes for SE teachers	
198	Non-Certified Substitute Teachers	Non-Certified Substitutes for SE teachers	
201	Social Security	Fringe benefit for above salaries	
204	State Retirement	Fringe benefit for above salaries	
206	Life Insurance	Fringe benefit for above salaries	
207	Medical Insurance	Fringe benefit for above salaries	
208	Dental Insurance	Fringe benefit for above salaries	
210	Unemployment compensation	Fringe benefit for above salaries	
212	Employer Medicare	Fringe benefit for above salaries	
299	Other Fringe Benefits <b>(Specify)</b>		
311	Contracts with other School Systems	Contract with:	For:
330	Operating Lease Payments <b>(Specify)</b>		
336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment	
356	Tuition	To pay tuition for SE students unable to afford them	
369	Contracts for Substitute Teachers - Certified	To pay actual contracts for certified SE substitute teachers	
370	Contracts for Substitute Teachers – Non-Certified	To pay actual contracts for non-certified SE substitute teachers	
399	Other Contracted Services <b>(Specify)</b>		
429	Instructional Supplies & Materials <b>(Specify)</b>		
449	Textbooks <b>(Specify)</b>		
499	Other Supplies & Materials <b>(Specify)</b>		
535	Fee Waivers	To pay fees for SE students that cannot afford them	
599	Other Charges <b>(Specify)</b>		
790	Other Equipment <b>(Specify)</b>		

\* On any page where equipment or materials/supplies are budgeted give multiple examples of items to be purchased (i.e. for Instructional supplies/materials - other supplies/materials - equipment

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

**LEA: Morgan County Schools Special Education Instruction Program**

	<b>Acct. No. 71200</b>	<b>Description</b>	<b>Justification</b>	
	116	Teachers	To pay for teachers working with SE students	
	128	Homebound Teachers	To pay for homebound teachers working w/ SE students	
	162	Clerical Personnel	To pay for SE clerical personnel	
X	163	Educational Assistants	To pay for SE educational assistants	
	171	Speech Pathologist	To pay for SE speech pathologist	
	189	Other Salaries & Wages <b>(Specify)</b>		
X	195	Certified Substitute Teachers	Certified Substitutes for SE teachers	
X	198	Non-Certified Substitute Teachers	Non-Certified Substitutes for SE teachers	
X	201	Social Security	Fringe benefit for above salaries	
X	204	State Retirement	Fringe benefit for above salaries	
X	206	Life Insurance	Fringe benefit for above salaries	
	207	Medical Insurance	Fringe benefit for above salaries	
	208	Dental Insurance	Fringe benefit for above salaries	
	210	Unemployment compensation	Fringe benefit for above salaries	
X	212	Employer Medicare	Fringe benefit for above salaries	
	299	Other Fringe Benefits <b>(Specify)</b>		
	310	Contracts with other Public Agencies	Contract with:	For:
	311	Contracts with other School Systems	Contract with:	For:
X	312	Contracts with Private Agencies	Contract with: Camelot/Micheal Dunn/Camp Eckerd	For: Services for Special Education students determined by the student IEP.
	322	Evaluation & Testing	To evaluate and test S. E. students	
	330	Operating Lease Payments <b>(Specify)</b>		
	336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment	
	356	Tuition	To pay tuition for SE students unable to afford it	
	369	Contracts for Substitute Teachers – Certified	To pay actual contracts for certified SE substitute teachers	
	370	Contracts for Substitute Teachers – Non-Certified	To pay actual contracts for non-certified SE substitute teachers	
X	399	Other Contracted Services <b>(Specify)</b>	To pay for other therapies and services as determined by the IEP, speech, OT & PT	
X	429	Instructional Supplies & Materials <b>(Specify)</b>	To purchase supplemental supplies/materials for the SE classroom: TCAP instructional materials, math, science and reading instructional material, duplicating paper, dry erase markers, etc.	
	449	Textbooks <b>(Specify)</b>		
X	499	Other Supplies & Materials <b>(Specify)</b>	To purchase incentives, supplies for Special Olympics, etc. for the special education student	
X	535	Fee Waivers	To pay fees for SE students that cannot afford them	
	599	Other Charges <b>(Specify)</b>		
	725	Special Education Equipment *		

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: \_\_\_\_\_

***Students Support Services/Health Services***

Acct. No 72120	Description	Justification
131	Medical Personnel <b>(Specify)</b>	
189	Other Salaries & Wages <b>(Specify)</b>	
201	Social Security	Fringe benefit for salaries funded above
204	State Retirement	Fringe benefit for salaries funded above
206	Life Insurance	Fringe benefit for salaries funded above
207	Medical Insurance	Fringe benefit for salaries funded above
208	Dental Insurance	Fringe benefit for salaries funded above
210	Unemployment Compensation	Fringe benefit for salaries funded above
212	Employer Medicare	Fringe benefit for salaries funded above
299	Other Fringe Benefits <b>(Specify)</b>	
307	Communication	SE communication costs
330	Operating Lease Payments <b>(Specify)</b>	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE health related equipment
348	Postal Charges	To pay for postal charges related to SE communication
355	Travel	Travel by SE medical employees to treat SE students
399	Other Contracted Services <b>(Specify)</b>	
413	Drugs & Medical Supplies <b>(Specify)</b>	
499	Other Supplies & Materials <b>(Specify)</b>	
524	In-Service/Staff Development <b>(Specify)</b>	
599	Other Charges <b>(Specify)</b>	
735	Health Equipment <b>(Specify)</b>	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: \_\_\_\_\_

***Students Support Services/Other Student Support***

Acct. No. 72130	Description	Justification	
123	Guidance Personnel	SE to pay salary of guidance personnel to work w/children w/disabilities	
124	Psychological Personnel	To pay salary of SE psychological personnel	
130	Social Workers	To pay salary of SE social workers	
135	Assessment Personnel	To pay salary of SE assessment personnel	
161	Secretary(s)	To pay salary of SE secretary for support personnel	
162	Clerical Personnel	To pay salary of SE clerical worker for support personnel	
164	Attendants	To pay salary of SE attendants	
170	School Resource Officers	To pay salary of SE school resource officer	
189	Other Salaries and Wages <b>(Specify)</b>		
201	Social Security	Fringe benefit for above salaries	
204	State Retirement	Fringe benefit for above salaries	
206	Life Insurance	Fringe benefit for above salaries	
207	Medical Insurance	Fringe benefit for above salaries	
208	Dental Insurance	Fringe benefit for above salaries	
210	Unemployment Compensation	Fringe benefit for above salaries	
212	Employer Medicare	Fringe benefit for above salaries	
299	Other Fringe Benefits <b>(Specify)</b>		
307	Communication	SE communication costs	
309	Contracts with Government Agencies	Contract with:	For:
311	Contracts with other School Systems	Contract with:	For:
322	Evaluation & Testing	To evaluate and test SE students by guidance, psychological, or assessment staff	
330	Operating Lease Payments <b>(Specify)</b>		
336	Maintenance & Repair Services – Equipment	To maintain & repair equipment used by support staff	
348	Postal Charges	To pay for postage used by support staff	
355	Travel	Travel by SE support staff	
399	Other Contracted Services <b>(Specify)</b>		
499	Other Supplies & Materials <b>(Specify)</b>		
524	In-Service/Staff Development <b>(Specify)</b>		
599	Other Charges <b>(Specify)</b>		
790	Other Equipment <b>(Specify)</b>		

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: \_\_\_\_\_

***Support Services/Instructional Staff/Alternative Instruction Program***

Acct. No. 72215	Description	Justification
105	Supervisor/Director	Pay salary for SE Supervisor of alternative school
123	Guidance Personnel	To pay salary of SE guidance staff at alternative school
129	Librarian(s)	To pay salary of SE librarian at alternative school
138	Instructional Computer Personnel	To pay salary of SE instructional computer personnel
161	Secretary (s)	To pay salary of SE secretary at alternative school
162	Clerical Personnel	To pay salary of SE clerks at alternative school
163	Educational Assistants	To pay salary of SE EAs at alternative school
189	Other Salaries & Wages ( <b>Specify</b> )	
196	In-Service Training	Cost of in-service training for SE staff at alternative school
201	Social Security	Fringe benefit for above personnel
204	State Retirement	Fringe benefit for above personnel
206	Life Insurance	Fringe benefit for above personnel
207	Medical Insurance	Fringe benefit for above personnel
208	Dental Insurance	Fringe benefit for above personnel
210	Unemployment Compensation	Fringe benefit for above personnel
212	Employer Medicare	Fringe benefit for above personnel
299	Other Fringe Benefits ( <b>Specify</b> )	
307	Communication	SE communication costs
330	Operating Lease Payments ( <b>Specify</b> )	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment for alternative support personnel
348	Postal Charges	To pay for postal charges re SE communication
355	Travel	Travel expenses for SE staff at alternative school
399	Other Contracted Services ( <b>Specify</b> )	
432	Library Books/Media	To purchase library books or media to be used by SE alternative program support staff
499	Other Supplies & Materials ( <b>Specify</b> )	
524	In-Services/Staff Development ( <b>Specify</b> )	
599	Other Charges ( <b>Specify</b> )	
790	Other Equipment ( <b>Specify</b> )	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: Morgan County Schools

**Support Services/Special Education Program**

	<b>Acct. No. 72220</b>	<b>Description</b>	<b>Justification</b>	
	105	Supervisor/Director	Pay salary for SE Supervisor/Director	
	124	Psychological Personnel	To pay salary of SE psychologist	
	135	Assessment Personnel	To pay salary of SE assessment personnel	
	161	Secretary(s)	To pay salary of SE secretary	
	162	Clerical Personnel	To pay salary of SE clerks	
	171	Speech Pathologist (Supervisory)	To pay for SE speech pathologist for supervisory services	
X	189	Other Salaries and Wages ( <b>Specify</b> )	To pay salary for special education social worker	
	196	In-Service Training	Pay for training of SE support staff	
X	201	Social Security	Fringe benefit for above personnel	
X	204	State Retirement	Fringe benefit for above personnel	
X	206	Life Insurance	Fringe benefit for above personnel	
X	207	Medical Insurance	Fringe benefit for above personnel	
X	208	Dental Insurance	Fringe benefit for above personnel	
	210	Unemployment Compensation	Fringe benefit for above personnel	
X	212	Employer Medicare	Fringe benefit for above personnel	
	299	Other Fringe Benefits ( <b>Specify</b> )		
X	307	Communication	SE communication costs	
	308	Consultants	To pay consultants	For:
	330	Operating Lease Payments ( <b>Specify</b> )		
	336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment	
X	348	Postal Charges	To pay for postal charges for SE programs	
X	355	Travel	Travel for SE support Staff	For: school psychologist, county wide gifted, social worker, special education director and special education teacher travel
X	399	Other Contracted Services ( <b>Specify</b> )	To pay for contracted services in the area of data reporting, compliance and Easy IEP issues.	
	499	Other Supplies & Materials ( <b>Specify</b> )		
	524	In-Services/Staff Development ( <b>Specify</b> )		
	599	Other Charges ( <b>Specify</b> )		
	790	Other Equipment ( <b>Specify</b> )		

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: \_\_\_\_\_

**Support Services/School Administration/Office of Principal**

Acct. No 72410	Description	Justification
104	Principal (s)	Pay salary of school principal supervising SE students
119	Accountants/Bookkeepers	To pay salary of SE accountant/bookkeeper
139	Assistant Principal(s)	To pay salary of assistant principal supervising SE students
161	Secretary(s)	To pay salary for school secretary
162	Clerical Personnel	To pay salary for school clerks
189	Other Salaries and Wages <b>(Specify)</b>	
196	In-Service Training	In-service for school administrative staff serving SE students
201	Social Security	Fringe benefit for above personnel
204	State Retirement	Fringe benefit for above personnel
206	Life Insurance	Fringe benefit for above personnel
207	Medical Insurance	Fringe benefit for above personnel
208	Dental Insurance	Fringe benefit for above personnel
210	Unemployment Compensation	Fringe benefit for above personnel
212	Employer Medicare	Fringe benefit for above personnel
299	Other Fringe Benefits <b>(Specify)</b>	
307	Communication	SE communication costs
317	Data Processing Services	SE costs for data processing services
320	Dues and Memberships	Professional due/memberships for SE office staff
330	Operating Lease Payments <b>(Specify)</b>	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE office equipment
348	Postal Charges	To pay for SE postal charges
355	Travel	To pay travel for SE school administrative staff
399	Other Contracted Services <b>(Specify)</b>	
411	Data Processing Supplies	To maintain data processing supplies for the SE program
435	Office Supplies	Supplies for SE office staff
499	Other Supplies & Materials <b>(Specify)</b>	
524	In-Services/Staff Development <b>(Specify)</b>	
599	Other Charges <b>(Specify)</b>	
701	Administration Equipment <b>(Specify)</b>	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**  
**IDEA, PART B**

LEA: \_\_\_\_\_

**Transportation**

Acct. No. 72710	Description	Justification
105	Supervisor/Director <b>(Specify)</b>	
142	Mechanic(s)	
146	Bus Drivers	Special Education bus drivers to transport special education students
162	Clerical Personnel	
189	Other Salaries & Wages <b>(Specify)</b>	
196	In-Service Training	In-service training for approved special education personnel above
201	Social Security	Fringe benefit for approved personnel above
204	State Retirement	Fringe benefit for approved personnel above
206	Life Insurance	Fringe benefit for approved personnel above
207	Medical Insurance	Fringe benefit for approved personnel above
208	Dental Insurance	Fringe benefit for approved personnel above
210	Unemployment Compensation	Fringe benefit for approved personnel above
212	Employer Medicare	Fringe benefit for approved personnel above
299	Other Fringe Benefits <b>(Specify)</b>	
307	Communication	SE communication costs
311	Contract with Other School Systems <b>(Specify)</b>	
312	Contracts with Private Agencies <b>(Specify)</b>	
313	Contracts with Parents	
314	Contracts with Public Carriers	
315	Contracts with Vehicle Owners	
329	Laundry Service	
330	Operating Lease Payments	
338	Maintenance & Repair Service – Vehicles	Maintenance and repair of special education purchased vehicles
340	Medical and Dental Services	
348	Postal Charges	To pay postal charges re: communication
351	Rentals	
355	Travel	
399	Other Contracted Services <b>(Specify)</b>	
412	Diesel Fuel	
418	Equipment and Machinery Parts	For special education purchased vehicles
424	Garage Supplies	For special education purchased vehicles
425	Gasoline	For special education purchased vehicles
433	Lubricants	For special education purchased vehicles
450	Tires and Tubes	For special education purchased vehicles
453	Vehicle Parts	For special education purchased vehicles
499	Other Supplies & Materials <b>(Specify)</b>	
511	Vehicle & Equipment Insurance	To pay insurance for vehicles and equipment used to transport SE students
524	In-Service/Staff Development <b>(Specify)</b>	
599	Other Charges <b>(Specify)</b>	
701	Administration Equipment	
729	Transportation Equipment	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

**Alternative Instruction Program**

<b>Acct. No.</b>	<b>Description</b>	<b>Justification</b>	
71150			
116	Teachers	Salaries for SE teachers working with students placed in the alternative program	
128	Homebound Teachers	Salaries for SE teachers working with homebound SE students	
162	Clerical Personnel	Salary of clerk to provide SE instructional support	
163	Educational Assistants	Salaries for EAs working with SE students	
189	Other Salaries & Wages <b>(Specify)</b>		
195	Certified Substitute Teachers	Certified Substitutes for SE teachers	
198	Non-Certified Substitute Teachers	Non-Certified Substitutes for SE teachers	
201	Social Security	Fringe benefit for above salaries	
204	State Retirement	Fringe benefit for above salaries	
206	Life Insurance	Fringe benefit for above salaries	
207	Medical Insurance	Fringe benefit for above salaries	
208	Dental Insurance	Fringe benefit for above salaries	
210	Unemployment compensation	Fringe benefit for above salaries	
212	Employer Medicare	Fringe benefit for above salaries	
299	Other Fringe Benefits <b>(Specify)</b>		
311	Contracts with other School Systems	Contract with:	For:
330	Operating Lease Payments <b>(Specify)</b>		
336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment	
356	Tuition	To pay tuition for SE students unable to afford them	
369	Contracts for Substitute Teachers - Certified	To pay actual contracts for certified SE substitute teachers	
370	Contracts for Substitute Teachers – Non-Certified	To pay actual contracts for non-certified SE substitute teachers	
399	Other Contracted Services <b>(Specify)</b>		
429	Instructional Supplies & Materials <b>(Specify)</b>		
449	Textbooks <b>(Specify)</b>		
499	Other Supplies & Materials <b>(Specify)</b>		
535	Fee Waivers	To pay fees for SE students that cannot afford them	
599	Other Charges <b>(Specify)</b>		
790	Other Equipment <b>(Specify)</b>		

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: Morgan County Schools

**PRESCHOOL GRANT**

**Special Education Instruction Program**

	<b>Acct. No. 71200</b>	<b>Description</b>	<b>Justification</b>	
	116	Teachers	To pay for teachers working with SE students	
	128	Homebound Teachers	To pay for homebound teachers working w/ SE students	
	162	Clerical Personnel	To pay for SE clerical personnel	
X	163	Educational Assistants	To pay for SE educational assistants	
	171	Speech Pathologist	To pay for SE speech pathologist	
	189	Other Salaries & Wages ( <b>Specify</b> )		
	195	Certified Substitute Teachers	Certified Substitutes for SE teachers	
	198	Non-Certified Substitute Teachers	Non-Certified Substitutes for SE teachers	
X	201	Social Security	Fringe benefit for above salaries	
X	204	State Retirement	Fringe benefit for above salaries	
X	206	Life Insurance	Fringe benefit for above salaries	
	207	Medical Insurance	Fringe benefit for above salaries	
	208	Dental Insurance	Fringe benefit for above salaries	
X	210	Unemployment compensation	Fringe benefit for above salaries	
X	212	Employer Medicare	Fringe benefit for above salaries	
	299	Other Fringe Benefits ( <b>Specify</b> )		
	310	Contracts with other Public Agencies	Contract with:	For:
	311	Contracts with other School Systems	Contract with:	For:
	312	Contracts with Private Agencies	Contract with:	For:
	322	Evaluation & Testing	To evaluate and test S. E. students	
	330	Operating Lease Payments ( <b>Specify</b> )		
	336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment	
	356	Tuition	To pay tuition for SE students unable to afford it	
	369	Contracts for Substitute Teachers - Certified	To pay actual contracts for certified SE substitute teachers	
	370	Contracts for Substitute Teachers – Non-Certified	To pay actual contracts for non-certified SE substitute teachers	
X	399	Other Contracted Services ( <b>Specify</b> )	To pay for speech, OT/PT services and evaluations for the special education student	
X	429	Instructional Supplies & Materials ( <b>Specify</b> )	To purchase: duplicating paper, student instructional manipulatives, center activities and materials, art supplies etc. for the special education preschool student	
	449	Textbooks ( <b>Specify</b> )		
	499	Other Supplies & Materials ( <b>Specify</b> )		
	535	Fee Waivers	To pay fees for SE students that cannot afford them	
	599	Other Charges ( <b>Specify</b> )		
	725	Special Education Equipment ( <b>Specify</b> )		

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

**Students Support Services/Health Services**

Acct. No 72120	Description	Justification
131	Medical Personnel <b>(Specify)</b>	
189	Other Salaries & Wages <b>(Specify)</b>	
201	Social Security	Fringe benefit for salaries funded above
204	State Retirement	Fringe benefit for salaries funded above
206	Life Insurance	Fringe benefit for salaries funded above
207	Medical Insurance	Fringe benefit for salaries funded above
208	Dental Insurance	Fringe benefit for salaries funded above
210	Unemployment Compensation	Fringe benefit for salaries funded above
212	Employer Medicare	Fringe benefit for salaries funded above
299	Other Fringe Benefits <b>(Specify)</b>	
307	Communication	SE communication costs
330	Operating Lease Payments <b>(Specify)</b>	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE health related equipment
348	Postal Charges	To pay for postal charges related to SE communication
355	Travel	Travel by SE medical employees to treat SE students
399	Other Contracted Services <b>(Specify)</b>	
413	Drugs & Medical Supplies	To purchase medical supplies for SE students
499	Other Supplies & Materials <b>(Specify)</b>	
524	In-Service/Staff Development <b>(Specify)</b>	
599	Other Charges <b>(Specify)</b>	
735	Health Equipment <b>(Specify)</b>	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

**Students Support Services/Other Student Support**

<b>Acct. No. 72130</b>	<b>Description</b>	<b>Justification</b>	
123	Guidance Personnel	SE to pay salary of guidance personnel to work w/children w/disabilities	
124	Psychological Personnel	To pay salary of SE psychological personnel	
130	Social Workers	To pay salary of SE social workers	
135	Assessment Personnel	To pay salary of SE assessment personnel	
161	Secretary(s)	To pay salary of SE secretary for support personnel	
162	Clerical Personnel	To pay salary of SE clerical worker for support personnel	
164	Attendants	To pay salary of SE attendants	
170	School Resource Officers	To pay salary of SE school resource officer	
189	Other Salaries and Wages <b>(Specify)</b>		
201	Social Security	Fringe benefit for above salaries	
204	State Retirement	Fringe benefit for above salaries	
206	Life Insurance	Fringe benefit for above salaries	
207	Medical Insurance	Fringe benefit for above salaries	
208	Dental Insurance	Fringe benefit for above salaries	
210	Unemployment Compensation	Fringe benefit for above salaries	
212	Employer Medicare	Fringe benefit for above salaries	
299	Other Fringe Benefits <b>(Specify)</b>		
307	Communication	SE communication costs	
309	Contracts with Government Agencies	Contract with:	For:
311	Contracts with other School Systems	Contract with:	For:
322	Evaluation & Testing	To evaluate and test SE students by guidance, psychological, or assessment staff	
330	Operating Lease Payments <b>(Specify)</b>		
336	Maintenance & Repair Services - Equipment	To maintain & repair equipment used by support staff	
348	Postal Charges	To pay for postage used by support staff	
355	Travel	Travel by SE support staff	
399	Other Contracted Services <b>(Specify)</b>		
499	Other Supplies & Materials <b>(Specify)</b>		
524	In-Service/Staff Development <b>(Specify)</b>		
599	Other Charges <b>(Specify)</b>		
790	Other Equipment <b>(Specify)</b>		

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

**Support Services/Instructional Staff/Alternative Instruction Program**

<b>Acct. No. 72215</b>	<b>Description</b>	<b>Justification</b>
105	Supervisor/Director	Pay salary for SE Supervisor of alternative school
123	Guidance Personnel	To pay salary of SE guidance staff at alternative school
129	Librarian(s)	To pay salary of SE librarian at alternative school
138	Instructional Computer Personnel	To pay salary of SE instructional computer personnel
161	Secretary (s)	To pay salary of SE secretary at alternative school
162	Clerical Personnel	To pay salary of SE clerks at alternative school
163	Educational Assistants	To pay salary of SE EAs at alternative school
189	Other Salaries & Wages ( <b>Specify</b> )	
196	In-Service Training	Cost of in-service training for SE staff at alternative school
201	Social Security	Fringe benefit for above personnel
204	State Retirement	Fringe benefit for above personnel
206	Life Insurance	Fringe benefit for above personnel
207	Medical Insurance	Fringe benefit for above personnel
208	Dental Insurance	Fringe benefit for above personnel
210	Unemployment Compensation	Fringe benefit for above personnel
212	Employer Medicare	Fringe benefit for above personnel
299	Other Fringe Benefits ( <b>Specify</b> )	
307	Communication	SE communication costs
330	Operating Lease Payments ( <b>Specify</b> )	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment for alternative support personnel
348	Postal Charges	To pay for postal charges re SE communication
355	Travel	Travel expenses for SE staff at alternative school
399	Other Contracted Services ( <b>Specify</b> )	
432	Library Books/Media	To purchase library books or media to be used by SE alternative program support staff
499	Other Supplies & Materials ( <b>Specify</b> )	
524	In-Services/Staff Development ( <b>Specify</b> )	
599	Other Charges ( <b>Specify</b> )	
790	Other Equipment ( <b>Specify</b> )	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

**Support Services/Special Education Program**

Acct. No. 72220	Description	Justification
105	Supervisor/Director	Pay salary for SE Supervisor/Director
124	Psychological Personnel	To pay salary of SE psychologist
135	Assessment Personnel	To pay salary of SE assessment personnel
161	Secretary(s)	To pay salary of SE secretary
162	Clerical Personnel	To pay salary of SE clerks
171	Speech Pathologist (Supervisory)	To pay for SE speech pathologist for supervisory services
189	Other Salaries and Wages ( <b>Specify</b> )	
196	In-Service Training	Pay for training of SE support staff
201	Social Security	Fringe benefit for above personnel
204	State Retirement	Fringe benefit for above personnel
206	Life Insurance	Fringe benefit for above personnel
207	Medical Insurance	Fringe benefit for above personnel
208	Dental Insurance	Fringe benefit for above personnel
210	Unemployment Compensation	Fringe benefit for above personnel
212	Employer Medicare	Fringe benefit for above personnel
299	Other Fringe Benefits ( <b>Specify</b> )	
307	Communication	SE communication costs
308	Consultants	To pay consultants   For:
330	Operating Lease Payments ( <b>Specify</b> )	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE equipment
348	Postal Charges	To pay for postal charges for SE programs
355	Travel	Travel for SE support Staff   For:
399	Other Contracted Services ( <b>Specify</b> )	
499	Other Supplies & Materials ( <b>Specify</b> )	
524	In-Services/Staff Development ( <b>Specify</b> )	
599	Other Charges ( <b>Specify</b> )	
790	Other Equipment ( <b>Specify</b> )	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

*Support Services/School Administration/Office of Principal*

Acct. No 72410	Description	Justification
104	Principal (s)	Pay salary of school principal supervising SE students
119	Accountants/Bookkeepers	To pay salary of SE accountant/bookkeeper
139	Assistant Principal(s)	To pay salary of assistant principal supervising SE students
161	Secretary(s)	To pay salary for school secretary
162	Clerical Personnel	To pay salary for school clerks
189	Other Salaries and Wages <b>(Specify)</b>	
196	In-Service Training	In-service for school administrative staff serving SE students
201	Social Security	Fringe benefit for above personnel
204	State Retirement	Fringe benefit for above personnel
206	Life Insurance	Fringe benefit for above personnel
207	Medical Insurance	Fringe benefit for above personnel
208	Dental Insurance	Fringe benefit for above personnel
210	Unemployment Compensation	Fringe benefit for above personnel
212	Employer Medicare	Fringe benefit for above personnel
299	Other Fringe Benefits <b>(Specify)</b>	
307	Communication	SE communication costs
317	Data Processing Services	SE costs for data processing services
320	Dues and Memberships	Professional due/memberships for SE office staff
330	Operating Lease Payments <b>(Specify)</b>	
336	Maintenance & Repair Services-Equipment	To maintain and repair SE office equipment
348	Postal Charges	To pay for SE postal charges
355	Travel	To pay travel for SE school administrative staff
399	Other Contracted Services <b>(Specify)</b>	
411	Data Processing Supplies	To maintain data processing supplies for the SE program
435	Office Supplies	Supplies for SE office staff
499	Other Supplies & Materials <b>(Specify)</b>	
524	In-Services/Staff Development <b>(Specify)</b>	
599	Other Charges <b>(Specify)</b>	
701	Administration Equipment <b>(Specify)</b>	

**C. FINANCIAL INFORMATION**  
**5. Estimated Expenditure Justification Page**

LEA: \_\_\_\_\_

**PRESCHOOL GRANT**

**Transportation**

<b>Acct. No. 72710</b>	<b>Description</b>	<b>Justification</b>
105	Supervisor/Director <b>(Specify)</b>	
142	Mechanic(s)	
146	Bus Drivers	Special Education bus drivers to transport special education students
162	Clerical Personnel	
189	Other Salaries & Wages <b>(Specify)</b>	
196	In-Service Training	In-service training for approved special education personnel above
201	Social Security	Fringe benefit for approved personnel above
204	State Retirement	Fringe benefit for approved personnel above
206	Life Insurance	Fringe benefit for approved personnel above
207	Medical Insurance	Fringe benefit for approved personnel above
208	Dental Insurance	Fringe benefit for approved personnel above
210	Unemployment Compensation	Fringe benefit for approved personnel above
212	Employer Medicare	Fringe benefit for approved personnel above
299	Other Fringe Benefits <b>(Specify)</b>	
307	Communication	SE communication costs
311	Contract with Other School Systems <b>(Specify)</b>	
312	Contracts with Private Agencies <b>(Specify)</b>	
313	Contracts with Parents	
314	Contracts with Public Carriers	
315	Contracts with Vehicle Owners	
329	Laundry Service	
330	Operating Lease Payments	
338	Maintenance & Repair Service – Vehicles	Maintenance and repair of special education purchased vehicles
340	Medical and Dental Services	
348	Postal Charges	To pay postal charges re: communication
351	Rentals	
355	Travel	
399	Other Contracted Services <b>(Specify)</b>	
412	Diesel Fuel	
418	Equipment and Machinery Parts	For special education purchased vehicles
424	Garage Supplies	For special education purchased vehicles
425	Gasoline	For special education purchased vehicles
433	Lubricants	For special education purchased vehicles
450	Tires and Tubes	For special education purchased vehicles
453	Vehicle Parts	For special education purchased vehicles
499	Other Supplies & Materials <b>(Specify)</b>	
511	Vehicle & Equipment Insurance	To pay insurance for vehicles and equipment used to transport SE students
524	In-Service/Staff Development <b>(Specify)</b>	
599	Other Charges <b>(Specify)</b>	
701	Administration Equipment <b>(Specify)</b>	
729	Transportation Equipment <b>(Specify)</b>	

**C. FINANCIAL INFORMATION (continued)**  
**6. General Purpose Funds Only**  
**Non-Supplanting/Maintenance of Effort**

**a. Expenditures for 2007-2008**

1. Actual amount expended for students with disabilities served (State's Sp Ed Expenditure Report 2007-2008)		<u>\$ 1,938,638.14</u>
2. Total unduplicated count of disabled students served by the school system (End of Year Report 2007-2008)		<u>725</u>
3. Per pupil expenditures 2007-2008 Divide a (1) by a (2)		<u>\$ 2,673.98</u>

**b. Expenditures for 2008-2009**

1. Actual amount expended for students with disabilities served (State Sp Ed Expenditure Report, 2008 - 2009)		<u>\$ 1,944,146.70</u>
2. Total unduplicated count of disabled students served by the school system (End of Year Report 2008-2009)		<u>770</u>
3. Per pupil expenditures 2008-2009 Divide b (1) by b (2)		<u>\$2,524.87</u>

**c. Expenditures for 2009-2010 \***

		<i>DOE USE ONLY</i>
1. Actual or projected ( <b>Circle one</b> ) amount expended for students with disabilities served (State Sp Ed Expenditure Report, 2009 - 2010)	<u>Projected-- \$ 1,703,681.00</u>	<u>\$</u>
2. Total unduplicated count of disabled students served by the school system (End of Year Report, 2009-2010)	<u>705</u>	
3. Per pupil actual or projected expenditures 2009-2010 Divide c (1) by c (2)	<u>Projected \$ 2,416.57</u>	<u>\$</u>
4. System's total net enrollment (All Students)	<u>3282</u>	
Percentage of S.E. Students (Divide c.2 by c.4)	<u>21.5%</u>	

**d. Projected Expenditures for 2010-2011**

(Page 14, Total Expenditures General Purpose Funds) \$1,714,059.45

**\* NOTE: If c.1. and c.3 are less than b.1 and b.3. , a maintenance of effort problem has occurred.** Please submit documentation that justifies this reduction in expenditures. Acceptable reasons to reduce MOE are provided at 34 CFR Part. 300. 204 *Exception to maintenance of effort*. Funding will be held until this is corrected or justified. **If d. is less than c.1.**, a potential maintenance of effort problem may occur. Work closely with your finance office/management consultant during this school year.

## APPENDIX

### Comprehensive Application for SPED Checklist

#### TABLE OF CONTENTS

	PAGE
Check List .....	1-4
Indirect Cost (Restricted Rate) Worksheet.....	5

Comprehensive Application for  
Special Education Services  
Checklist

Page -Cover Page

LEA SEA

- ALL items in box labeled "To be Completed by Local School System" have been answered.
- The Director of Schools has signed and dated the plan.
- The LEA has identified the plan with the original signature.

Comments:

**Part I – Compliance Assurances**

**Pages 1-2 – Compliance Assurances**

- Name of LE A is given at the top of page
- Pages are included.
- Signed and dated by the Director of Schools.

**Part II – Statistical Information**

**Page 3 – Children with Disabilities to Receive FAPE Services from the School System**

- Name of LEA is given at top of page
- Boxes in Column 1 are completed appropriately by primary disability, by age span and are totaled correctly at bottom of page. (May use end of year report as a method of projecting numbers for new fiscal year.)
- For Column 2 include any students served full-time by contractual agreement. The LEA must submit a contract for any full-time Special Education placements to be approved by the Commissioner within 30 days of initiation of the contract. Totals are correct at bottom of column.
- Totals in Column 3 are correct for each disability (column 1 + Column 2) and for each grade span at bottom of page.
- Column 4 indicates the # of students receiving special transportation and totals are correct. **Note: If any students are receiving special transportation, cost for this expense must be included in the appropriate budget page or appropriate justification given for not using this page.**
- Column 5 includes only those students placed in a private school by the LEA. The totals by age group is correct at the bottom of the column.
- Columns 6(a) and (b) includes only private school children placed by their parents. The totals at the bottom of each column are correct.
- Grand total is correct.

**Comments: *The numbers on this page represent an unduplicated count (head count) of students.***

## Page 4 – Options to be Provided (Ages 3-5) and (Ages 6-21)

- Name of School System is given at top of page.
- Indicate number of children served by option. This is a **duplicated count** and should reflect both primary and one secondary option of service.
- The total by option and disability either equals the total of Column 3 on Page 3 for 3-5 year olds..
- 6-21 total same but no more than double total in column 3, page 3.
- Check total number given for Option 6. For each option 6 student there is at least ½ FTE of an education assistant or interpreter position budgeted in general purpose funds..

Comments: *The LEA is strongly encouraged to use the options of service report End of Year Report as a guideline for filling out this page. This is a duplicated count (service count) of students served.*

## Page 5 – Permissive Use of Funds

**Note: Page 5 MUST be included in application.**

LEA SEA

- Name of LEA at top of page.
- Yes or No is checked for each item on Page 5.
- Use of Funds as Local Funds (5A) worksheet is completed if LEA is requesting this option.
- Use of Funds as Local Funds (5B) worksheet is completed if LEA is requesting this option.
- Use of Funds as Local Funds (5C) worksheet is completed if LEA is requesting this option. Justification page for budget is attached.
- Cover Page of Comprehensive Application is marked indicating Use of Funds to be utilized, if applicable

## Pages 6 -13 – Estimated Expenditures

LEA SEA

- Name of LEA is given at top of page.
- Total expenditures for each budget (General Purpose, IDEA Part B, & Preschool) are calculated correctly.
- FTE positions are given for appropriate personnel line items.
- Check the total number given for Option 6 on page 4. For each option 6 student there is at least ½ FTE of an education assistant or interpreter position budgeted in general purpose funds.
- If equipment over \$5,000 per unit is being purchased with Part B or Preschool funds, there is a corresponding equipment page.
- Total allocation including cents has been budgeted. DO NOT ROUND.
- Check contracted services amount against page 3, Column 2. If contracted services are paid from the general purpose budget, the LEA may be eligible for partial reimbursement.
- If special transportation services are indicated on Page 3, appropriate expenditures are included in the budget.
- Total allocations for both Part B and Preschool have been budgeted, including cents. DO NOT ROUND.
- Any budget code with the description “Other ” must be detailed on the appropriate verification page.

Comments: *Budget code substitutions or additions cannot be made in the budget*

#### Page 14 – Estimated Expenditure Summary

- Name of LEA is given at top of page.
- Budgeted amounts for each account series and fund types have been transferred correctly from each corresponding budget page.
- Calculations for each fund type (General Purpose, Idea Part B, and Preschool) are correct.
- Total expenditures for general purpose funds match total on page 16, item D.
- If the LEA is going to reduce its level of local expenditures of special education services, the correct column is filled in and computed correctly.
- Total award has been budgeted correctly. (Including cents. DO NOT ROUND)
- Indirect cost has been calculated correctly. Equipment and any monies budgeted for CEIS or schoolwide schools under permissive use of funds have been subtracted prior to figuring indirect costs.
- Total IDEA, Part B and Preschool amounts have been transferred to the front of the Comprehensive Application.

*Calculation for indirect cost: Total Allocation – Any Equipment and/or Permissive Use of Funds = Allocation (less equipment) / Indirect Cost Rate (1.00\_\_ or 1.0\_\_ \_\_) X Indirect Cost % = Maximum Indirect Cost (See sample attached)*

#### Page 15 – Equipment List (IDEA & PreSchool only)

- Name of LEA is listed at top of page. Appropriate budget is checked.
- Any equipment budgeted under IDEA Part B or Preschool requiring prior approval ( \$5,000 per unit) is accounted for on a separate equipment pages.
- Budget codes are correct.
- Description is appropriate for definition of equipment.
- Quantity, Unit Cost, and Total Cost are correct. (**Unit cost is \$5,000 or more**; see comments below).
- Justification is given for each item purchased and is appropriate for the account under which equipment is budgeted. Justification is tied to the child's IEP or needs.
- Total for page is correct.
- If more than one page is needed, grand total of equipment is correct.

*Comments: Equipment requiring prior approval is defined as property having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. Minor sensitive equipment are items costing \$100 or more with a life expectancy of three years or longer.*

*Equipment must be kept on inventory. For equipment that is lost, stolen, or no longer useable, a letter of disposition must be addressed to the Director of Program Management Services and submitted to your Management Consultant.*

**Materials and software are not to be included on this page.**

**Pages – Line Item Justification for the Expenditures of IDEA, Part B & PreSchool Funds**

- Name of LEA is given at top of each justification page.
- There is a justification for each budgeted account number under the Part B or Preschool funds and the account code is marked.
- Account numbers and description of expenditures complete account name match the budget.
- Provide detailed Justifications for all account codes which say “Specify” and for any items without prewritten justifications
- All equipment costing \$100 or more but less than \$5,000 is specified on the appropriate justifications page.

Comments: *Do not include FTEs of personnel in the budget justifications—the appropriate FTEs have already been included on the budget pages.*

**Page 16 – Non-Supplanting/Maintenance of Effort**

LEA SEA

- Name of LEA is listed at top of page.
- Expenditures for items “a” and “b” have been verified for accuracy.
- Item c (1), either actual or projected is circled.
- If actual figures used, amounts are transferred from State Special Education Expenditure Report correctly.
- The total unduplicated count of disabled students served agrees with the June End of Year Report.
- Division is correct.
- If the LEA is not expending more money (total or per pupil) in item “c” than in item “b”, a letter, signed by the Director of Schools must be included with justifications and specific expenditure amounts that equal or exceed the difference
- Item “d”—the amount of total expenditures from general purpose funds has been transferred accurately from page 14.
- Amount given in item “d” is the same or greater than amount given in Item c (1). **If no**, LEA is notified of potential maintenance of effort problem.

Calculation of  
**Indirect Cost (Restricted Rate)**

$$\frac{\text{Total IDEA Allocation}}{\text{Any Equipment and/or permissive use of funds}} = \frac{\text{Adjusted Allocation}}{\frac{1.00\text{ --}}{1.0\text{ ---}}} \times \frac{\text{Ind. Cost}}{\text{Ind. Cost \%}} = \text{Max. Indirect Cost}$$

$$\frac{\text{Total PS Allocation}}{\text{Any Equipment and/or permissive use of funds}} = \frac{\text{Adjusted Allocation}}{\frac{1.00\text{ --}}{1.0\text{ ---}}} \times \frac{\text{Inc. Cost \%}}{\text{Inc. Cost \%}} = \text{Max. Indirect Cost}$$

SAMPLE:

System: Tennessee City Schools

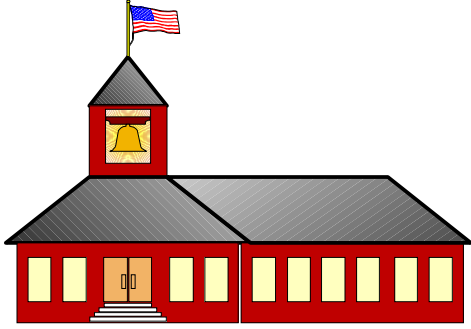
Indirect Cost Rate: 1.23%

$$\frac{8,605,566}{\text{Total IDEA Allocation} - \frac{15,000}{\text{Equipment and/or permissive use of funds}}} = \frac{8,590,566}{\text{Adjusted Allocation}} \div \frac{1.0123}{\text{Ind. Cost}} = 8,486,185.91 \times \frac{1.23\%}{\text{Ind. Cost \%}} = \frac{104,380.09}{\text{Max. Ind. Cost}}$$

System: Volunteer County Schools

Indirect Cost Rate: 0.81%

$$\frac{74,152}{\text{Total PS Allocation} - \frac{0}{\text{Equipment And/or permissive use of funds}}} = \frac{74,152}{\text{Adjusted Allocation}} \div \frac{1.0081}{\text{Ind. Cost}} = 73,556.19 \times \frac{.81\%}{\text{Ind. Cost \%}} = \frac{595.81}{\text{Max. Ind. Cost}}$$



# Morgan County Schools

136 Flat Fork Road

Wartburg, Tennessee 37887

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Edward L. Diden - Director of Schools

Wanda Lane - Assistant Director of Schools

Central Office Phone: (423) 346-6214 FAX: (423) 346-6043

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May 10, 2010

Mr. Kenneth Schultz  
Firestone Building Products  
250 West 96<sup>th</sup> Street  
Indianapolis, IN 46260

Mr. Schultz:

This letter is a response to your letter of January 14, 2010 (attached) regarding the need for repairs on the Coalfield School roof. Additional research and consideration has been given to this matter by the Morgan County Board of Education. The Board of Education has authorized me to communicate acceptance of the repairs with the following stipulations:

- Morgan County Schools request that Firestone provide the materials and labor to install the pavers on the gymnasium roof.
- Morgan County Schools understands that C.M. Henley has agreed to pay for the structural analysis of the gymnasium roof. Which should occur after Firestone accepts the agreement.
- Firestone will continue to warrant the remainder of the roof for the 20 year Red Shield System Limited Warranty and include amendment to include any repair work performed in connection with these new repairs.
- Firestone shall repair the lower roof at no cost to the owner.

If you have questions, please contact me.

Sincerely,

Edward L. Diden, Ed.D.  
Director of Schools

cc: Joe Fielden, Cope Associates, Inc.  
Mark Henley, C.M. Henley Company  
Jim Aytes, Maintenance Supervisor - Morgan County Schools

Enclosure

## **BID REQUEST**

The Morgan County Board of Education will receive sealed bids for gym floor refinishing. The bids must specify square footage costs in two categories: (1) Screening and Recoating; and (2) Sanding, Finishing, and Stripping. For additional information, please call Morgan County Schools at 423-346-6214 or contact Jim Aytes, Maintenance Supervisor, at 423-539-8801.

Sealed bids should be sent to the Morgan County Board of Education, 136 Flat Fork Road, Wartburg, TN 37887, and marked "Gym Floors" on outside of envelope. Bids will be opened at the above address on Friday, June 4, 2010 at 3:00 p.m.

Morgan County Board of Education reserves the right to reject any or all bids.

# Quote

Quote Number:  
Date: 6/1/2010

## Pinnacle Resources

P.O. Box 5411 • Knoxville, TN 37928  
Phone: (865) 604-8821  
Fax: (865) 687-0278  
E-mail: Jenkins\_Ed49@hotmail.com

To: Morgan County Board of Education 136 Flat Top Rd. Watburg, TN. 37887	Ship to (if different address):
--	---------------------------------

SALESPERSON	ORDER NO.	DATE	SHIPPED VIA	F.O.B.	TERMS
Jef					

If you have any questions please give me a call. I did your work in 06.

Ed Jenkins

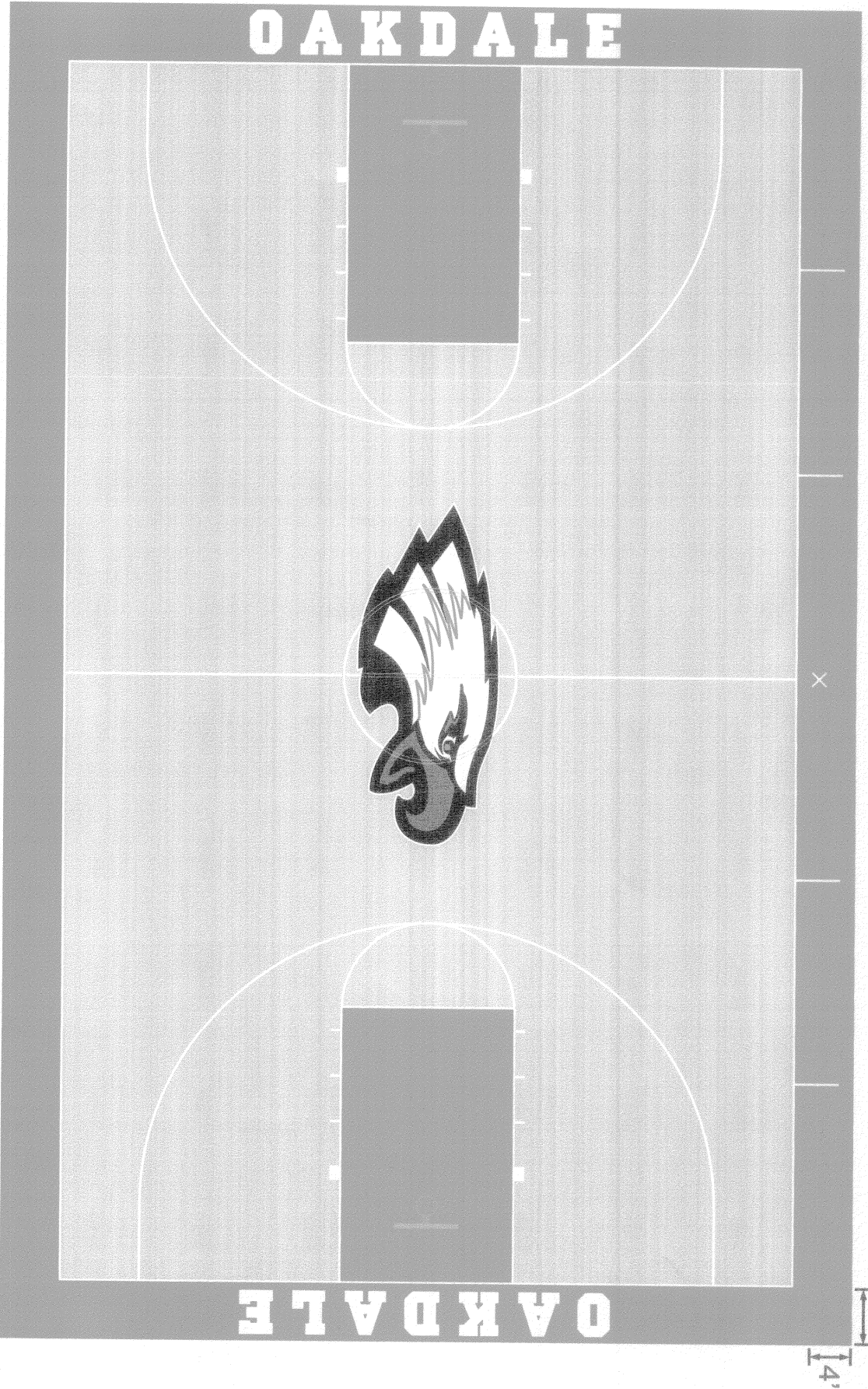
QTY.	DESCRIPTION	UNIT PRICE	TOTAL
	Screen topcoat gyms with 120 grit screen base & apply 2 coats of water base. This includes all labor & materials.	.25 per foot	
	Sand to the bare wood, apply 2 coats of seal, paint 1 B-Ball & 1 V-Ball Court, & apply 2 coats of finish. This includes all labor & materials.	1.15 per foot	
		SUBTOTAL	
		SALES TAX RATE %	
		SALES TAX	
		SHIPPING & HANDLING	
		TOTAL DUE	

Price guaranteed for 2010 days.

Signed Ed Jenkins

# PRATERS WESTERN

## Oakdale High School Floor Layout



Scale



5' x 5'

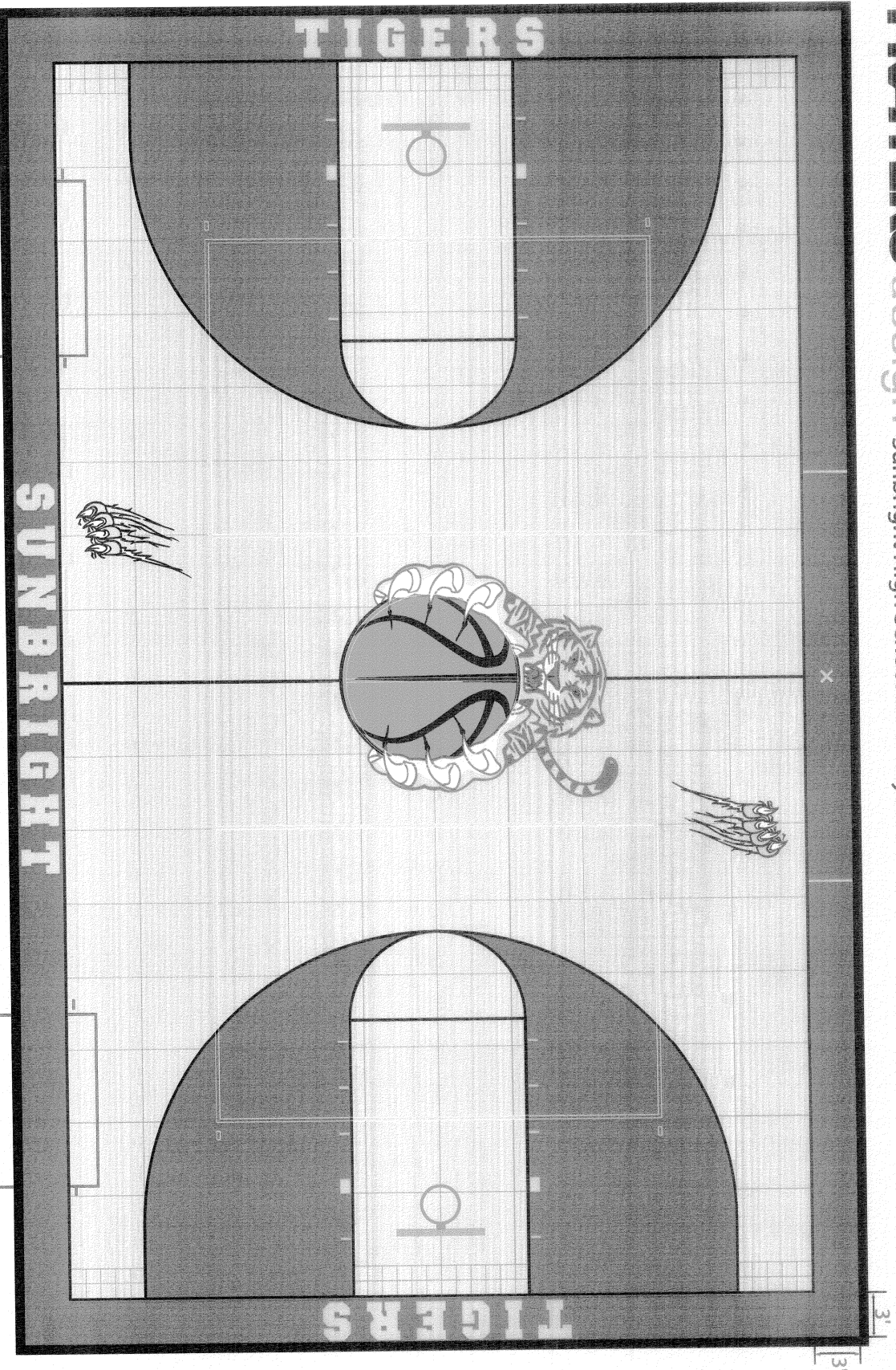
Praters Inc. 2712 8th Avenue

Chattanooga, TN 37407

1-800-295-4839

[www.pratersflooring.com](http://www.pratersflooring.com)

# PRATERS design Sunbright High School Floor Layout



5 feet  
5 feet  
PRATERS LOGO ATHLETIC DESIGN

2712 8th Avenue Chattanooga, TN 37407

800.295.4839

www.pratersflooring.com

**PRATERS**  
**ATHLETIC FLOORING**  
2712 8<sup>th</sup> Ave. Chattanooga, TN 37407  
423-899-8676 800-295-4839  
Fax No: 423-899-5866

June 2, 2010

Mr. Jim Aytes  
Morgan County Schools  
Morgan County Board of Education  
136 Flat Fork Rd.  
Wartburg, TN 37887

Dear Jim,

Based on your requirements and our inspection we are pleased to submit the following quotation for the renovation of the gyms in your district. This quotation is based on performance according to the following specifications.

**Oakdale Old Gym**

We propose to sand the entire gym (approximately 8,000 sq. ft) to bare wood using coarse, medium and fine sandpaper. The floor will then be rotary sanded or "screened" to remove all drum sander marks. Two coats of Basic Coatings Hydroline water based urethane gym seal will be applied in preparation for the application of game lines, lettering and logos. Following the painting, three coats of Basic Coatings Hydroline water based gym finish will be applied to the entire court surface.

The total price for this project including all labor and materials is \$12,590.00. A breakdown of this price is listed below.

Sand, seal and finishing flooring:	\$ 8,000.00
Main basketball game lines (White)	\$ 600.00
4' Border (Red)	\$ 1,000.00
2 Painted Lanes (Red)	\$ 500.00
2- 3' 'OAKDALE' in border	\$ 490.00
1- 4 color 'Eagle' 15 ft. logo at Center Court	\$ 2,000.00

**Sunbright Old Gym**

We propose to sand the entire gym (approximately 8,000 sq. ft) to bare wood using coarse, medium and fine sandpaper. The floor will then be rotary sanded or "screened" to remove all drum sander marks. Two coats of Basic Coatings Hydroline water based urethane gym seal will be applied in preparation for the application of game lines, lettering and logos. Following the painting, three coats of Basic Coatings Hydroline water based gym finish will be applied to the entire court surface.

The total price for this project including all labor and materials is \$15,885.00. A breakdown of this price is listed below.

Sand, seal and finishing flooring:	\$ 8,000.00
Main basketball game lines (Black)	\$ 600.00
4' Border (Blue)	\$ 1,000.00
2 Painted 3 Pt. Areas (Blue)	\$ 850.00
Main Volleyball (Yellow)	\$ 400.00
2- 3' 'TIGERS' in border	\$ 420.00
1- 3' 'SUNBRIGHT' in border	\$ 315.00
1- 6 color 'Tiger w B Ball' 18 ft. logo at Center Court	\$ 2,500.00
2- 3 color 5' 'Claws' near border off Center Court	\$ 1,500.00
2- Lanes for Cross Court Basketball	\$ 300.00

Additionally we propose to Screen your remaining gym floors with 100 and 120 grit sand screen discs as appropriate to properly prepare the floors for the application of three coats of 'Basic Coatings Hydrolin' water based urethane gym finish. The price for this service is \$.29 per square foot.

The above pricing is guaranteed for 6 months from the date of this quotation. All our work is guaranteed against defects in materials and workmanship for a period of one year. At your request, we will submit license numbers, certificates of general liability and worker's compensation insurance.

Attached are layouts of the gym floors we propose to sand as well as an agenda for the inservice training we discussed.

Thank you for the opportunity to be of service. Please call if you have any questions.

Sincerely,



Harry Prater

# MORGAN COUNTY BOARD OF EDUCATION

## Qualifications of Curriculum Coaches

## GCBTU

### Qualifications

All curriculum coaches shall be certificated in accordance with state law and the regulations of the Tennessee Department of Education. Such certificate shall be on file in the office of the director prior to beginning employment.<sup>1</sup> It is the responsibility of the employee to secure a certificate and to maintain its validity.<sup>2</sup>

\*The curriculum coach is required to have a minimum of five (5) years teaching experience with an elementary or special education endorsement.

\*They must be excellent teachers according to past evaluations

\*Excellent presenters and group leaders

\*Respect confidentiality

### Planning, Organizing, and Coordinating

\*Assist the building administrator and faculty to provide coordination and assistance as necessary for the successful implementation of the school's goals pertaining to the Balanced Literacy Program and/or Math Response to Intervention Programs

\*Conversations with colleagues to identify issues or needs, setting goals, problem solving

### Instruction

\*Works in cooperation with the building administrator, Federal Programs Director and other supervisors to ensure that at least a 90 minute block of reading is scheduled for every child in every class every day grades K-5.

\*Assist teachers by providing reading and/or math intervention to students following the district RTI Plan

\*Develop and provide materials for/with colleagues

\*Provide training and supervision to paraprofessionals as necessary in the Balance Literacy Program and/or math interventions

\*Model and discuss delivery of instruction and teaching strategies

\*Visit classrooms and provide feedback to teachers

\* Assist faculty in the integration of reading from an isolated endeavor toward an integration of reading across the curriculum.

## **Accountability**

\*Assist with assessing students through Dibels, ThinkLink, and other formative assessments.

\*Interpret assessment data to help teachers use results for instructional decision making

\*Assist in benchmarking and progress monitoring students as necessary

\*Assist teachers and administrators in the evaluations and selection of K-8 reading and math programs, assessments, and supplemental materials based on scientific research

\*Participate, as appropriate, in the special education referral process to help identify children at risk

\*Work cooperatively with Federal Programs Director and Supervisors of Instruction to meet the requirements of the Title I Federal Program

## **Professional Development**

\*Participate with administrators, teachers, principals, and paraprofessionals in all required professional development

\*Facilitate professional development presentations for teachers and paraprofessionals

\*Set up approved schedule and activities in collaboration with principals, Federal Programs Director, and other supervisors

## **Terms of Employment**

Working hours the same as school personnel

Contract shall be for a 10½ or 11 months

All benefits the same as professional personnel

Salary shall be based on local and state teachers' scales and commensurate with experience, education and training as established by the Board

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### Legal References

1. TCA 49-5-101; TCA 49-5-403; TRR/MS 0520-1-2-03(1)
2. TRR/MS 0520-2-4.01(1)

# MORGAN COUNTY BOARD OF EDUCATION

Job Description of School Counselor	Descriptor Code: GCBM	Issued Date: Revised Draft 5/19/10
-------------------------------------	--------------------------	--

1  
2 **Purpose:**  
3

4 Each school shall provide a guidance program for all students through the cooperative efforts of the  
5 [administrators](#), teachers and school counselor. Utilizing leadership, advocacy, and collaboration,  
6 school counselors promote student success, provide preventative services and respond to identified  
7 student needs by implementing a comprehensive school counseling program that addresses academic,  
8 career and personal/social development for all students in accordance with the TN Model for  
9 Comprehensive School Counseling.

10  
11  
12 **Responsibilities:**  
13

- 14 1. To serve as a student advocate.
- 15 2. To communicate on a regular basis with school administration/school leadership team.
- 16 3. [To provide direct services through the guidance curriculum, individual student planning,](#)  
17 [responsive services and system support.](#)
- 18 4. To facilitate the evaluation of the school counseling program.
- 19 5. To present developmental lessons in the Pre-K–12 guidance curriculum that integrates the TN  
20 Model for Comprehensive School Counseling [with current state standards](#).
- 21 6. To facilitate and coordinate educational and career planning to assist students and their parents.
- 22 7. To consult and collaborate with teachers and other personnel to assist students with educational,  
23 career and life planning.
- 24 8. [To assist all students, individually or in groups, with developing academic, career and](#)  
25 [personal/social skills, goals and plans.](#)
- 26 9. [To collaborate with appropriate personnel to coordinate and administer state mandated tests.](#)
- 27 10. [To accurately and appropriately interpret and utilizes student data.](#)
- 28 11. [To organize and conduct career related activities throughout the year.](#)
- 29 12. [To provide scholarship and financial aid information, as appropriate.](#)
- 30 13. [To implement an effective referral and follow-up process as needed.](#)
- 31 14. [To provide and/or facilitates individual and group counseling to students with identified concerns](#)  
32 [and needs.](#)
- 33 15. [To maintain active contacts with community social service agencies and refer students and/or their](#)  
34 [parents as needed.](#)
- 35 16. [To provide in-service and/or staff development in identified areas of need and in orientation to the](#)  
36 [school counseling program.](#)
- 37 17. [To participate in on-going professional development activities.](#)
- 38 18. [To adhere to laws, policies, procedures and ethical standards of the school counseling profession.](#)  
39

# MORGAN COUNTY BOARD OF EDUCATION

## QUALIFICATIONS AND DUTIES OF THE INSTRUCTIONAL TECHNOLOGY COACH

**Descriptor Code:**

**Issued Date:**

**Job Title:** Technology Integration Coach

**Department:** Curriculum & Instruction;  
Technology

**Reports To:** Elementary & Secondary Supervisors of Instruction

### **Purpose of Job**

To provide leadership in developing, achieving, and maintaining quality technology integration throughout all educational programs and services. To enhance the skills of all staff members so that technology is integrated across the curriculum resulting in increased student engagement in learning and achievement.

### **Essential Duties and Responsibilities:**

**The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- Provides direct service to classroom teachers.
- Works with individual and groups of teachers to develop technology skills.
- Works with teachers in their respective classrooms to improve the quality of instruction through technology integration.
- Works with new teachers to ensure their success during the first few years of teaching.
- Models best practices in technology integration then observes teachers to determine ways to enhance or improve instruction.
- Demonstrates teaching techniques which follow technology integration best practices.
- Assists classroom teachers in selecting technology that best fits standards being taught.
- Provides classroom management techniques to use when deploying technology.
- Provides follow-up for teachers who have participated in professional development activities to assure skills are implemented in the classroom.
- Assists Curriculum Coaches and administrators in their efforts with all district reform to include but not limited to: Benchmark Assessments, Curriculum Mapping, and Numeracy and Literacy including Information Literacy.
- Supports Professional Development.
- Provides information to teachers both individually and through workshops on current research in educational technology.
- Holds conferences with professional staff to enhance the quality of technology integrated instruction.
- Plans and directs professional development training for teachers and administrators.

- Provides professional development to ensure all students have the opportunity to achieve academic success while becoming technology literate in preparation for the world of work.
- Provides staff development instruction of technology in both applications and integration.
- Maintains a daily log of activities and makes it available to appropriate persons.
- Maintains up-to-date program records.
- Develops and maintains a technology integration curriculum library.
- Makes referrals to other professional staff members.

### **Additional Job Functions**

Performs other duties as required.

**Terms of Employment:** District-wide position (11 month - 220 day contract). Master's Degree with a valid Tennessee Teacher's license and a minimum of ten years teaching experience; substantial experience in instructional technology; strong background in professional development, good communication skills.

### **Evaluation:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

### **KNOWLEDGE OF JOB**

Considerable knowledge of the policies, procedures, and activities of the school system, and supervisory practices as they pertain to the performance of duties relating to the position. Capability to develop and implement long-term goals. Knows how to keep abreast of any changes in statutes, policy, procedures and methods as they pertain to public education. Is able to effectively communicate and interact with subordinates, supervisors, members of the general public, and other groups involved in the operation of the school system. Is able to assemble information and make written reports and documents in a concise, clear, and effective manner. Has good organizational, management, interpersonal, and technical skills. Is able to use independent judgment and discretion in supervising subordinates, including the handling of emergency situations, determining and deciding upon procedures to be implemented, setting priorities, maintaining standards, and resolving problems.

The Morgan County School System is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the school system may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

# MORGAN COUNTY BOARD OF EDUCATION

## QUALIFICATIONS AND DUTIES OF ACADEMIC COACHES

**Descriptor  
Code:**

**Issued Date:**

**Job Title:** Academic Coach/Mentor  
(100-120 Contract)

**Department:** Curriculum & Instruction

**Reports To:** Elementary & Secondary Supervisors of Instruction

### **Purpose of Job**

The purpose of this job is to provide leadership in developing, achieving and maintaining quality educational programs and services to improve student achievement.

### **Essential Duties and Responsibilities**

**The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- Provides direct service to classroom teachers.
- Works with teachers in their respective classrooms to improve the quality of instruction.
- Works with new teachers to ensure their success during the first few years of teaching.
- Observes teachers to determine ways to improve instruction.
- Demonstrates teaching techniques, skills and new concepts.
- Assists classroom teachers in selecting instruments for assessing learner needs.
- Provides tips in classroom management and discipline as needed.
- Consults and works with staff to coordinate and teach the total curriculum.
- Provides follow-up for teachers who have participated in professional development activities to assure skills are implemented in the classroom.
- Assists in evaluation, assessment and curriculum development.
- Analyzes student performance data and makes recommendations for remediation and enrichment.
- Assists classroom teachers in identifying learner needs and makes recommendations to meet those needs.
- Assists teachers in making modifications for identified student learning problems.
- Assists in development and revision of benchmark assessments.
- Assists in the development and revision of curriculum.
- Assists in the development, selection and/or adjustment of curriculum and materials.
- Assists in the correlation and dissemination of curriculum information and materials.
- Helps select appropriate curriculum materials for use in the classroom.
- Assists in the evaluation of professional development activities.

- Recommends and orders curriculum materials.
- Supports professional development.
- Provides information to teachers both individually and through workshops on current research in education.
- Holds conferences with professional staff to enhance the quality of instruction.
- Plans and directs professional development training to teachers.
- Provides professional development to ensure all students have the opportunity to achieve success on state-mandated tests and state content standards and student performance standards.
- Provides staff development instruction for technology.
- Provides staff development on literacy.
- Provides training on standards-based classroom instruction.
- Maintains a daily log of activities and makes it available to appropriate persons.
- Maintains up-to-date program records.
- Develops and maintains a curriculum library.
- Makes referrals to other professional staff members.

### **Additional Job Functions**

Performs other duties as required.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

Master's Degree or higher. Must have previously demonstrated exemplary performance as a classroom teacher or instructional leader.

### **Knowledge of Job**

Candidate must have considerable knowledge of the policies, procedures, and activities of the school system and instructional practices as they pertain to the performance of duties relating to the Academic Coach. Candidate must have capability to develop and implement long-term goals in the effective operation of the school system. Candidate knows how to keep abreast of any changes in statutes, policies, procedures and methods as they pertain to public education. Candidate is able to effectively communicate and interact with subordinates, supervisors, members of the general public and other groups involved in the operation of the school system. Candidate is able to assemble information and make written reports and documents in a concise, clear and effective manner. Candidate has good organizational, management, interpersonal and technical skills. Candidate is able to use independent judgment and discretion in interacting with classroom teachers, including the handling of emergency situations, determining and deciding upon procedures to be implemented, setting priorities, maintaining standards and resolving problems.

The Morgan County School System is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the school system may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

# MORGAN COUNTY BOARD OF EDUCATION

**Position Title: DIRECTOR OF FEDERAL PROGRAMS AND SPECIAL PROJECTS**

**Descriptor Code: GCBI**

**Issued Date: ???**

## **Purpose of Position:**

The purpose of this position is to ensure that each student is provided with the richest educational experience the district can provide.

## **Essential Duties & Responsibilities:**

- Responsible for writing proposals, filing applications and managing Title I, Title II, Title III, Title VI; Title I ARRA projects.
- Supervise all aspects of the 21<sup>st</sup> Century Community Learning Center Program.
- Responsible for budgetary oversight of Race to the Top grant funds.
- Assist the director of schools and professional staff in planning the wise utilization of funds available to the schools through the various federal programs.
- Act as a resource for professional staff in developing proposals for federal funds.
- Annually evaluates all federally funded projects under his/her direct supervision.
- Serve as liaison between the school system and other agencies on all projects of a joint community nature that are expected to involve the school system and that can be federally funded.
- Attend Board meetings and make reports as instructed by the director of schools.
- Compile and maintain written records and reports on results of all federal projects, and disseminates this information, as appropriate, to other educational institutions, lay groups, the State Department of Education, and the U.S. Office of Education.
- Conduct needs assessments and complies with all requirements and guidelines mandated by federal projects.
- Provide federal budget data and information as requested by the director of schools and/or assistant director of schools.
- Remain up to date on the changing laws and requirements regarding federal funds available to schools and the school system.
- Attend all meetings, workshops, and conferences associated with federal projects under his/her supervision.
- Act as a resource for individual schools in developing and updating their school improvement plans.
- Act as resource person for the director, other administrative personnel, and teachers in curriculum planning, coordinating instructional service, and making effective use of materials for instruction.
- Interview substitute teachers and make recommendations to the director of schools.
- Give assistance to teachers and administrators in locating materials, supplies, and resources to enhance instruction.
- Assist in planning in-service and staff development opportunities for professional and support staff.
- Act as a resource for curriculum studies and development of materials.

- Assist other supervisors and administrators in school planning and special projects.
- Provide assistance with new teacher orientation and induction.
- Responsible for school instructional supply funds available through Title programs.
- Assist in monitoring system and individual schools performance as reported on the “State Report Card.”
- Assist in monitoring class size requirements.
- Post professional vacancies on the Morgan County Schools website and state web pages.
- In collaboration with the Elementary Supervisor of Instruction, provide training and supervision for curriculum coaches.
- Work with other professional staff to increase parental involvement and supervise the Parent Outreach Partner.
- Supervise and assist in evaluation of all Title I personnel.
- Monitor all Title I inventory and appropriate uses of all equipment.
- Update state website and assure all teachers are Highly Qualified; keep accurate files for highly qualified information for each school.
- Provide leadership with math and literacy teams.
- Study all federal legislation, projects, and programs for the possibilities and opportunities they offer for educational grants, entitlements, and allocations offered relevant to the needs of the district.
- Write or assist other personnel in writing grants.
- Perform such other tasks and responsibilities as assigned by the director of schools.

**Minimum Education and Experience Required to Perform Essential Position Functions:**

Minimum 5 years successful experience as a teacher or administrator and Master’s Degree or higher in Administration and Supervision including experience with current best practices in Literacy and Numeracy. The Director of Schools may determine substitute requirements based upon appropriate combination of training, education, and experience.

**Terms of Employment**

1. Full time (twelve month) employee.
2. Salary to be commensurate with experience and degrees as established by the Board.

# MORGAN COUNTY BOARD OF EDUCATION

<b>Position Title: ELEMENTARY SUPERVISOR OF INSTRUCTION (PREK-5)</b>	<b>Descriptor Code: CGBN</b>	<b>Issued Date:  ???</b>
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## **Purpose of Position:**

The purpose of this position is to ensure that each elementary school student is provided with the richest educational experience the district can provide.

## **Essential Duties & Responsibilities:**

- Oversee all aspects of PreK-5 curriculum, instruction, and assessment programs.
- Supervise various programs including but not limited to PreK, Family Resource, and Save the Children.
- Serves as district contact for Head Start partnership.
- Assists Director of Federal Projects with development and implementation of elementary Literacy and Numeracy efforts.
- Represents elementary schools in meetings, committees and community groups.
- Assists in planning and carrying out a district wide program of curriculum review and development for the elementary grades.
- Keeps informed about current trends and practices in the various subject matter fields and disseminates professional information and materials to elementary staff.
- Leads in the evaluation of elementary instruction methods and programs, and recommends such changes and improvements as are needed.
- Develops an effective, district wide program of supervision and in-service education of the instructional staff of the elementary schools.
- Integrates instructional programs among the elementary schools and articulates curricula between elementary grade levels, and between the elementary schools and the middle schools.
- Assists principals in the planning and implementation of effective programs of supervision and evaluation.
- Observes the in-class performance of teachers, and confers and consults with the principals regarding their professional development.
- Designs, recommends, and carries out educational experimentation and disseminates and interprets the results to administrators, teachers, and staff, as appropriate.
- Coordinates and maintains such record keeping as is necessary.
- Assists in the recruiting, interviewing, screening, and recommending of qualified candidates for positions on the elementary school professional staff.
- Assists in planning and supervising the instructional orientation program for new elementary teachers.
- Supervises and coordinates the work of members of the instructional staff who provide special services to the elementary schools including Curriculum Coaches.
- Oversees and assists in administering the budget for elementary instructional materials.

- Guides research, textbook selection, examination procedures, the setting of grading standards, and the effective use of facilities and equipment at the elementary school level.
- Works with teachers in the preparation of curriculum and materials.
- Engages in an ongoing evaluation of the effectiveness of the instructional program.
- Monitors and maintains appropriate data to ensure the effectiveness of programs
- These duties are not exclusive or all-inclusive. Other duties may be required and assigned.

**Minimum Education and Experience Required to Perform Essential Position Functions:**

Minimum 5 years successful experience as an elementary school teacher or administrator and Master's Degree or higher in Administration and Supervision including experience with current best practices in Literacy and Numeracy. The Director of Schools may determine substitute requirements based upon appropriate combination of training, education, and experience.

**Terms of Employment:**

1. Full time (twelve month) employee.
2. Salary to be commensurate with experience and training as established by the Board.

# 2010-2011 Morgan County Schools School Calendar

1.	I-1	In-service	August 2 <sup>nd</sup>
2.	I-2	In-service	August 3 <sup>rd</sup>
3.	I-3	In-service	August 4 <sup>th</sup>
4.	SD	Staff Development	August 5 <sup>th</sup>
5.	A-1	Administrative Day	August 6 <sup>th</sup>
6.		First Day of School (Full Day)	August 9 <sup>th</sup>
7.	A-2	Administrative Day	August 10 <sup>th</sup>
8.		Second Day of School	August 11 <sup>th</sup>
9.	I-4	(In-service) Labor Day	September 6 <sup>th</sup>
10.		Progress Reports	September 7 <sup>th</sup>
11.	A1/2	Parent Teacher Conference	September 9 <sup>th</sup>
12.		End of Nine Weeks	October 6 <sup>th</sup>
13.	I-5	In-service	October 11 <sup>th</sup>
14.		Fall Break	October 11 <sup>th</sup> – 15 <sup>th</sup>
15.		Report Cards	October 19 <sup>th</sup>
16.		Progress Report	November 16 <sup>th</sup>
17.		Thanksgiving Holiday	November 24-26
18.		Christmas Holiday	Dec 20 – Jan 1 <sup>st</sup>
19.	A-4	Administrative Day	January 3 <sup>rd</sup>
20.		First Day of Class (Full Day)	January 4 <sup>th</sup>
21.		Progress Reports	February 1 <sup>st</sup>
22.	A ½	Parent Teacher Conference	February 3 <sup>rd</sup>
23.	SD	Staff Development	February 18 <sup>th</sup>
24.		Presidents Day (Holiday)	February 21 <sup>st</sup>
25.		End of 9 Weeks	March 8 <sup>th</sup>
26.		HS ACT Day	March 15 <sup>th</sup>
27.		Report Cards	March 16 <sup>th</sup>
28.		Progress Reports	April 1 <sup>st</sup>
29.		Spring Break	April 4-8 <sup>th</sup>
30.		Good Friday	April 22 <sup>nd</sup>
31.	A-5	Administrative Day	May 24 <sup>th</sup>
32.		Last Day of School (1/2 Day)	May 25 <sup>th</sup>
33.		Memorial Day	May 30 <sup>th</sup>

**Friday, June 04, 2010**

Edd,

I have contacted all of the calendar committee. The majority are in favor of adding MLK to next year's calendar.

The results of my polling are as follows:

1. CES in favor of leaving next year's calendar as is.
2. CMS OK to change as long as we get through by Memorial Day.
3. CHS OK to change.
4. Coalfield OK to change as long as we get through by Memorial Day.
5. Vocational in favor of leaving next year's calendar as is.
6. Oakdale in favor of leaving next year's calendar as is. Memorial Day is a big factor.
7. PJ OK to change
8. Sunbright OK to change
9. CO OK to change
10. Randy Harlan would like to leave calendar as is, but would be OK to change if it is causing problems.

We had 3 schools that had strong feelings wanting to keep the calendar as is. Most everyone wanted school to be out by Memorial Day. There is not a problem getting through by Memorial Day in next year's calendar.

I would recommend that we do this on a year to year basis. If we put it in a policy, we may have a problem getting through by Memorial Day in a future calendar.

***Ronnie Wilson***

Attendance Supervisor

**Morgan County Schools**

136 Flat Fork Road

Wartburg, TN 37887

(423)346-6214 Office (423)539-3228 Cell

[WilsonR@mcsmail.net](mailto:WilsonR@mcsmail.net)

# MORGAN COUNTY, TENNESSEE

## Preliminary Refunding Analysis

As of May 19, 2010

Prepared By:

Morgan Keegan & Company, Inc.  
Investment Bankers  
11400 Parkside Drive, Suite 110  
Knoxville, Tennessee 37934  
Telephone: (865) 777-5840  
Facsimile: (865) 777-5836

# Morgan County, Tennessee

## Preliminary Refunding Analysis

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**\$6,448,282**

Morgan County, Tennessee  
Government Capital Corporation - Lease Dated July 9, 2007  
School System Lease - Original Amortization Schedule

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**Debt Service**

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Date	Principal	Coupon	Interest	Total P+I
10/15/2007	-	-	-	-
10/15/2008	214,746.39	5.010%	415,378.08	630,124.47
10/15/2009	317,847.14	5.010%	312,277.33	630,124.47
10/15/2010	333,770.12	5.010%	296,354.35	630,124.47
10/15/2011	350,490.78	5.010%	279,633.69	630,124.47
10/15/2012	368,049.09	5.010%	262,075.38	630,124.47
10/15/2013	386,487.00	5.010%	243,637.47	630,124.47
10/15/2014	405,848.58	5.010%	224,275.89	630,124.47
10/15/2015	426,180.11	5.010%	203,944.36	630,124.47
10/15/2016	447,530.18	5.010%	182,594.29	630,124.47
10/15/2017	469,949.80	5.010%	160,174.67	630,124.47
10/15/2018	493,492.57	5.010%	136,631.90	630,124.47
10/15/2019	518,214.74	5.010%	111,909.73	630,124.47
10/15/2020	544,175.40	5.010%	85,949.07	630,124.47
10/15/2021	571,436.60	5.010%	58,687.87	630,124.47
10/15/2022	600,063.50	5.010%	30,060.97	630,124.47
<b>Total</b>	<b>\$6,448,282.00</b>	<b>-</b>	<b>\$3,003,585.05</b>	<b>\$9,451,867.05</b>

**Date And Term Structure**

Dated.....	7/09/2007
First Coupon Date.....	10/15/2008
Frequency of Interest Payments.....	1 Per Year
First Serial Maturity Date.....	10/15/2008

**Yield Statistics**

Average Coupon.....	5.010000%
Average Life.....	9.279 Years
Bond Yield for Arbitrage Purposes.....	4.9565984%
Bond Year Dollars.....	\$59,832.41

**\$6,440,000**  
Morgan County, Tennessee  
General Obligation Refunding Bonds, Series 2010  
Bank Qualified

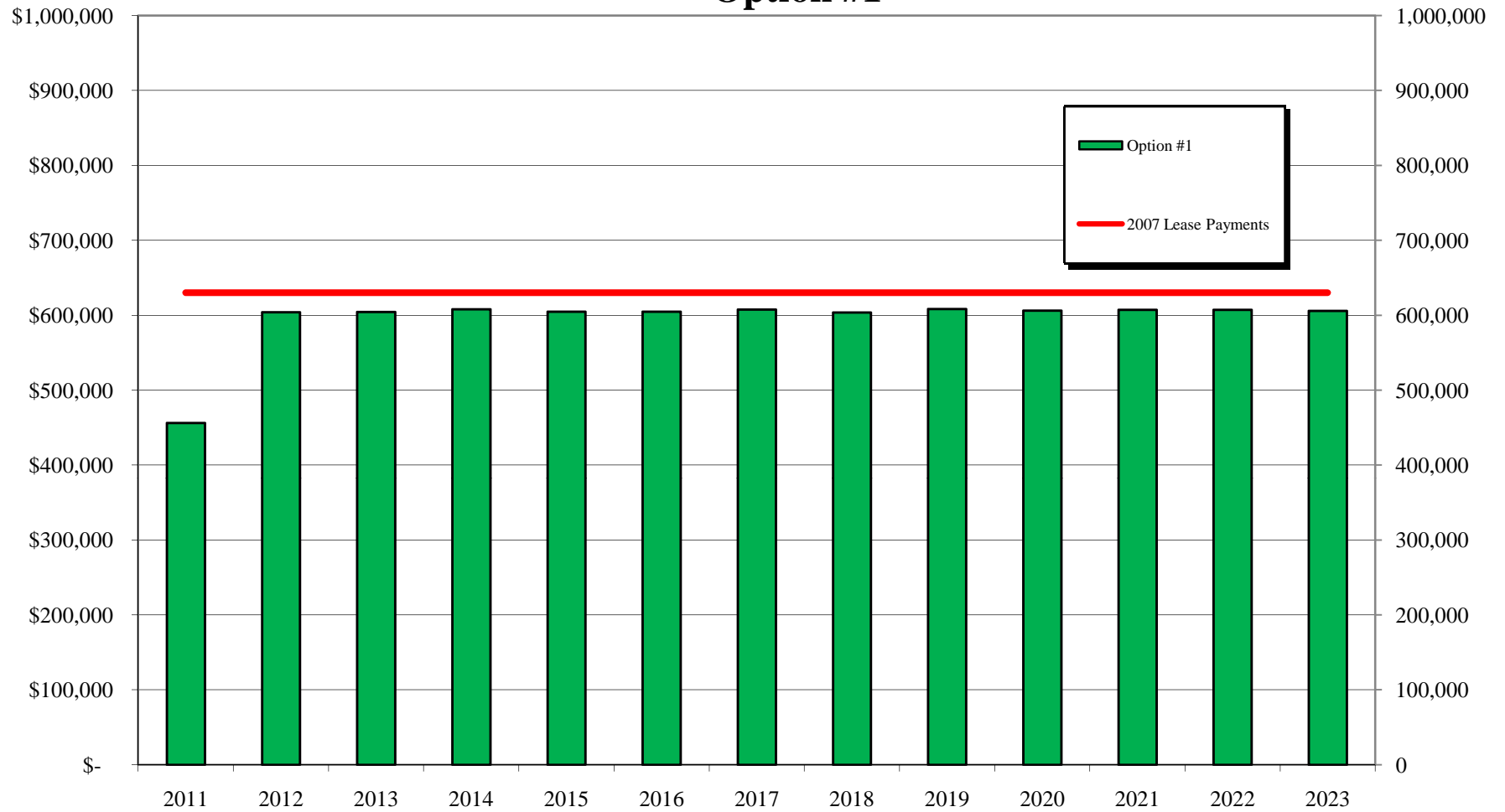
**Savings Analysis**

Date	Principal	Coupon	Interest	Total P+I	Refunded D/S	Savings
06/30/2011	375,000.00	0.750%	81,157.40	456,157.40	630,086.96	173,929.56
06/30/2012	445,000.00	0.950%	159,288.75	604,288.75	630,089.07	25,800.32
06/30/2013	450,000.00	1.200%	154,475.00	604,475.00	630,091.30	25,616.30
06/30/2014	460,000.00	1.600%	148,095.00	608,095.00	630,093.63	21,998.63
06/30/2015	465,000.00	1.950%	139,881.25	604,881.25	630,096.07	25,214.82
06/30/2016	475,000.00	2.300%	129,885.00	604,885.00	630,098.65	25,213.65
06/30/2017	490,000.00	2.700%	117,807.50	607,807.50	630,101.36	22,293.86
06/30/2018	500,000.00	2.950%	103,817.50	603,817.50	630,104.19	26,286.69
06/30/2019	520,000.00	3.150%	88,252.50	608,252.50	630,107.17	21,854.67
06/30/2020	535,000.00	3.350%	71,101.25	606,101.25	630,110.30	24,009.05
06/30/2021	555,000.00	3.500%	52,427.50	607,427.50	630,113.59	22,686.09
06/30/2022	575,000.00	3.600%	32,365.00	607,365.00	630,117.04	22,752.04
06/30/2023	595,000.00	3.700%	11,007.50	606,007.50	630,120.68	24,113.18
<b>Total</b>	<b>\$6,440,000.00</b>	<b>-</b>	<b>\$1,289,561.15</b>	<b>\$7,729,561.15</b>	<b>\$8,191,330.01</b>	<b>\$461,768.86</b>

Net Present Value Benefit	\$414,704.00
Net PV Benefit / \$5,915,688 Refunded Principal	7.010%

Dated	10/14/2010
First Coupon Date	10/15/2010
Bond Yield for Arbitrage Purposes	3.0865265%
Average Coupon	3.1142886%
Average Life	6.430 Years

# Morgan County, Tennessee Preliminary Refunding of 2007 Lease Option #1



**\$6,440,000**  
Morgan County, Tennessee  
General Obligation Refunding Bonds, Series 2010  
Bank Qualified (3 Year Extension)

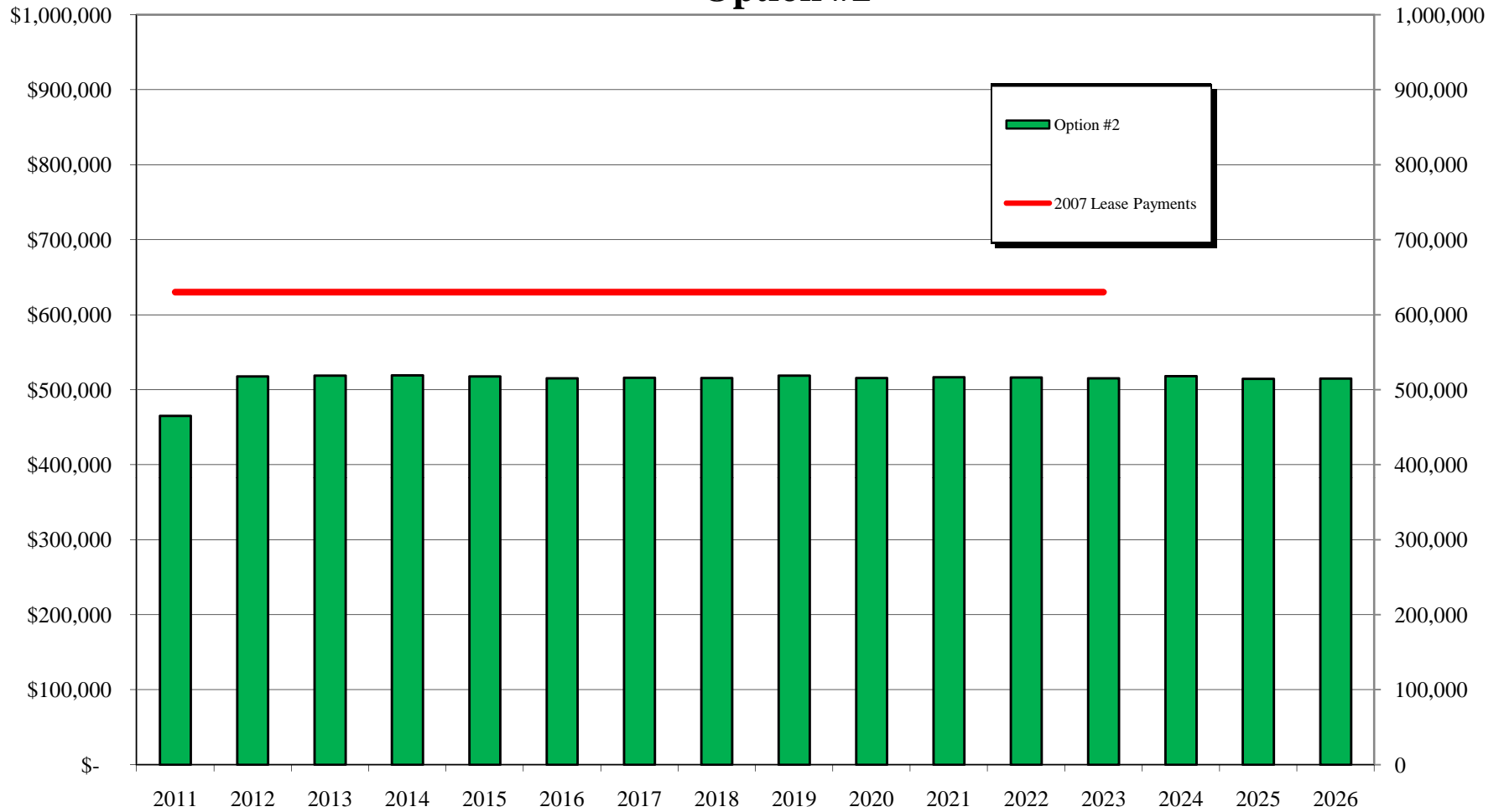
**Savings Analysis**

Date	Principal	Coupon	Interest	Total P+I	Refunded D/S	Savings
06/30/2011	375,000.00	0.750%	90,189.81	465,189.81	630,086.96	164,897.15
06/30/2012	340,000.00	0.950%	177,752.50	517,752.50	630,089.07	112,336.57
06/30/2013	345,000.00	1.200%	174,067.50	519,067.50	630,091.30	111,023.80
06/30/2014	350,000.00	1.600%	169,197.50	519,197.50	630,093.63	110,896.13
06/30/2015	355,000.00	1.950%	162,936.25	517,936.25	630,096.07	112,159.82
06/30/2016	360,000.00	2.300%	155,335.00	515,335.00	630,098.65	114,763.65
06/30/2017	370,000.00	2.700%	146,200.00	516,200.00	630,101.36	113,901.36
06/30/2018	380,000.00	2.950%	135,600.00	515,600.00	630,104.19	114,504.19
06/30/2019	395,000.00	3.150%	123,773.75	518,773.75	630,107.17	111,333.42
06/30/2020	405,000.00	3.350%	110,768.75	515,768.75	630,110.30	114,341.55
06/30/2021	420,000.00	3.500%	96,635.00	516,635.00	630,113.59	113,478.59
06/30/2022	435,000.00	3.600%	81,455.00	516,455.00	630,117.04	113,662.04
06/30/2023	450,000.00	3.700%	65,300.00	515,300.00	630,120.68	114,820.68
06/30/2024	470,000.00	3.800%	48,045.00	518,045.00	-	(518,045.00)
06/30/2025	485,000.00	3.900%	29,657.50	514,657.50	-	(514,657.50)
06/30/2026	505,000.00	4.000%	10,100.00	515,100.00	-	(515,100.00)
<b>Total</b>	<b>\$6,440,000.00</b>	<b>-</b>	<b>\$1,777,013.56</b>	<b>\$8,217,013.56</b>	<b>\$8,191,330.01</b>	<b>(25,683.55)</b>

Net Present Value Benefit	\$344,426.85
Net PV Benefit / \$5,915,688 Refunded Principal	5.822%

Dated	10/14/2010
First Coupon Date	10/15/2010
Bond Yield for Arbitrage Purposes	3.3903597%
Average Coupon	3.4263683%
Average Life	8.053 Years

## Morgan County, Tennessee Preliminary Refunding of 2007 Lease Option #2



**\$6,440,000**  
Morgan County, Tennessee  
General Obligation Refunding Bonds, Series 2010  
Bank Qualified (5 Year Extension)

**Savings Analysis**

Date	Principal	Coupon	Interest	Total P+I	Refunded D/S	Savings
06/30/2011	375,000.00	0.750%	95,802.06	470,802.06	630,086.96	159,284.90
06/30/2012	285,000.00	0.950%	189,176.25	474,176.25	630,089.07	155,912.82
06/30/2013	290,000.00	1.200%	186,082.50	476,082.50	630,091.30	154,008.80
06/30/2014	295,000.00	1.600%	181,982.50	476,982.50	630,093.63	153,111.13
06/30/2015	300,000.00	1.950%	176,697.50	476,697.50	630,096.07	153,398.57
06/30/2016	305,000.00	2.300%	170,265.00	475,265.00	630,098.65	154,833.65
06/30/2017	315,000.00	2.700%	162,505.00	477,505.00	630,101.36	152,596.36
06/30/2018	325,000.00	2.950%	153,458.75	478,458.75	630,104.19	151,645.44
06/30/2019	335,000.00	3.150%	143,388.75	478,388.75	630,107.17	151,718.42
06/30/2020	345,000.00	3.350%	132,333.75	477,333.75	630,110.30	152,776.55
06/30/2021	355,000.00	3.500%	120,342.50	475,342.50	630,113.59	154,771.09
06/30/2022	370,000.00	3.600%	107,470.00	477,470.00	630,117.04	152,647.04
06/30/2023	385,000.00	3.700%	93,687.50	478,687.50	630,120.68	151,433.18
06/30/2024	400,000.00	3.800%	78,965.00	478,965.00	-	(478,965.00)
06/30/2025	415,000.00	3.900%	63,272.50	478,272.50	-	(478,272.50)
06/30/2026	430,000.00	4.000%	46,580.00	476,580.00	-	(476,580.00)
06/30/2027	450,000.00	4.100%	28,755.00	478,755.00	-	(478,755.00)
06/30/2028	465,000.00	4.200%	9,765.00	474,765.00	-	(474,765.00)
<b>Total</b>	<b>\$6,440,000.00</b>	<b>-</b>	<b>\$2,140,529.56</b>	<b>\$8,580,529.56</b>	<b>\$8,191,330.01</b>	<b>(389,199.55)</b>

Net Present Value Benefit	\$299,232.28
Net PV Benefit / \$5,915,688 Refunded Principal	5.058%

Dated	10/14/2010
First Coupon Date	10/15/2010
Bond Yield for Arbitrage Purposes	3.5710575%
Average Coupon	3.6128368%
Average Life	9.200 Years

# Morgan County, Tennessee Preliminary Refunding of 2007 Lease Option #3



**\$6,440,000**

Morgan County, Tennessee  
General Obligation Refunding Bonds, Series 2010  
Bank Qualified (7 Year Extension)

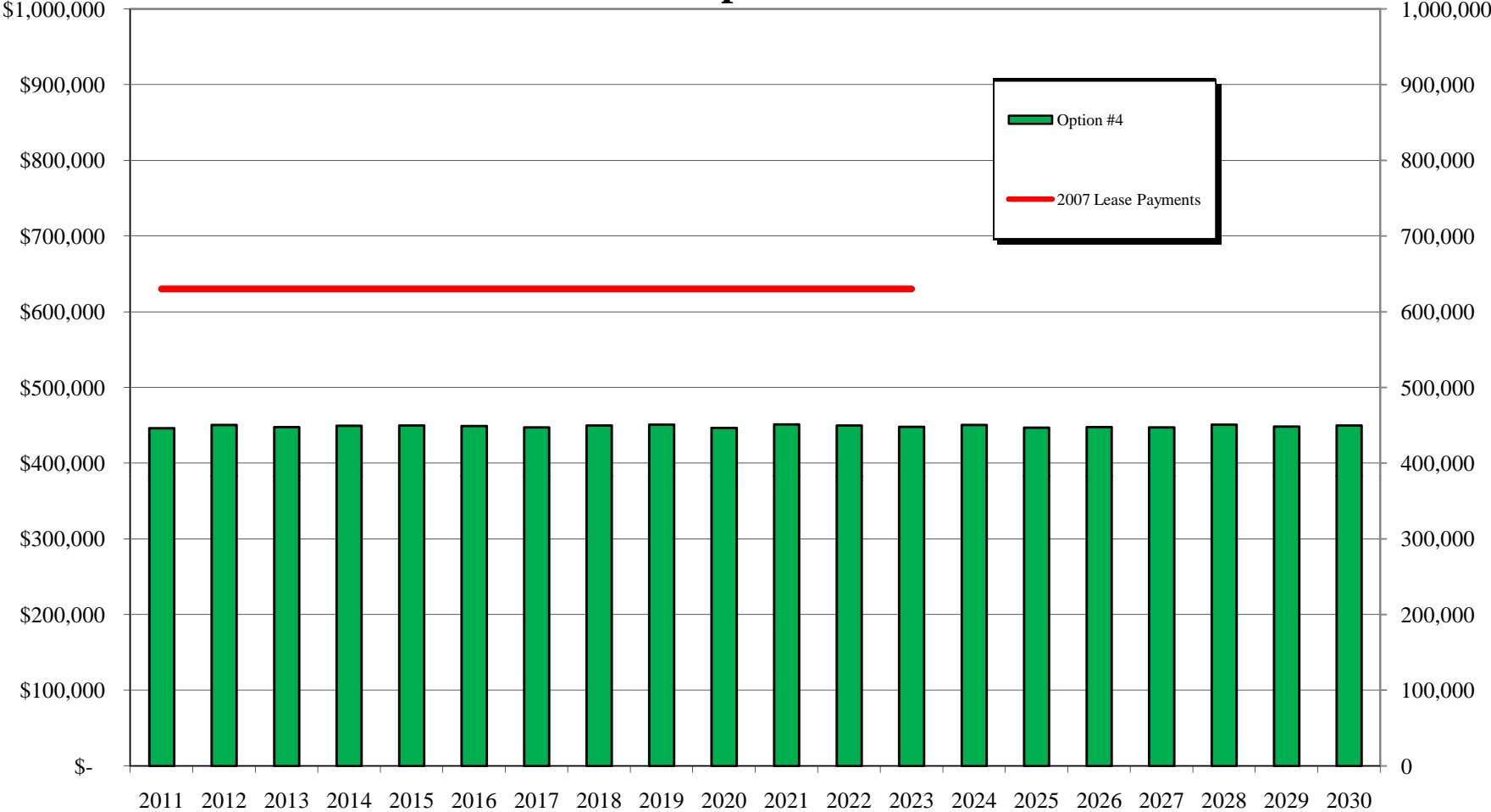
**Savings Analysis**

Date	Principal	Coupon	Interest	Total P+I	Refunded D/S	Savings
06/30/2011	345,000.00	0.750%	101,436.32	446,436.32	630,086.96	183,650.64
06/30/2012	250,000.00	0.950%	200,550.00	450,550.00	630,089.07	179,539.07
06/30/2013	250,000.00	1.200%	197,862.50	447,862.50	630,091.30	182,228.80
06/30/2014	255,000.00	1.600%	194,322.50	449,322.50	630,093.63	180,771.13
06/30/2015	260,000.00	1.950%	189,747.50	449,747.50	630,096.07	180,348.57
06/30/2016	265,000.00	2.300%	184,165.00	449,165.00	630,098.65	180,933.65
06/30/2017	270,000.00	2.700%	177,472.50	447,472.50	630,101.36	182,628.86
06/30/2018	280,000.00	2.950%	169,697.50	449,697.50	630,104.19	180,406.69
06/30/2019	290,000.00	3.150%	161,000.00	451,000.00	630,107.17	179,107.17
06/30/2020	295,000.00	3.350%	151,491.25	446,491.25	630,110.30	183,619.05
06/30/2021	310,000.00	3.500%	141,125.00	451,125.00	630,113.59	178,988.59
06/30/2022	320,000.00	3.600%	129,940.00	449,940.00	630,117.04	180,177.04
06/30/2023	330,000.00	3.700%	118,075.00	448,075.00	630,120.68	182,045.68
06/30/2024	345,000.00	3.800%	105,415.00	450,415.00	-	(450,415.00)
06/30/2025	355,000.00	3.900%	91,937.50	446,937.50	-	(446,937.50)
06/30/2026	370,000.00	4.000%	77,615.00	447,615.00	-	(447,615.00)
06/30/2027	385,000.00	4.100%	62,322.50	447,322.50	-	(447,322.50)
06/30/2028	405,000.00	4.200%	45,925.00	450,925.00	-	(450,925.00)
06/30/2029	420,000.00	4.300%	28,390.00	448,390.00	-	(448,390.00)
06/30/2030	440,000.00	4.400%	9,680.00	449,680.00	-	(449,680.00)
<b>Total</b>	<b>\$6,440,000.00</b>	<b>-</b>	<b>\$2,538,170.07</b>	<b>\$8,978,170.07</b>	<b>\$8,191,330.01</b>	<b>(786,840.06)</b>

Net Present Value Benefit	\$255,304.15
Net PV Benefit / \$5,915,688 Refunded Principal.....	4.316%

Dated.....	10/14/2010
First Coupon Date.....	10/15/2010
Bond Yield for Arbitrage Purposes.....	3.7396379%
Average Coupon.....	3.7881502%
Average Life.....	10.404 Years

# Morgan County, Tennessee Preliminary Refunding of 2007 Lease Option #4



**Cumberland Securities Proposal  
Refinancing of AMERESCO Debt  
May 20, 2010**

**Summary**

The total amount for cost of re-financing would be \$6,440,000. This figure includes an unpaid balance of \$5,915,688 plus interest of \$296,354 plus prepayment penalty of \$131,194 and the approximate loan fees from Cumberland Securities of \$96,764 equal the \$6,440,000 bond. There would be no payment on the municipal lease on 10-15-2010 because the bond would pay it off. The first payment would still be in the 2010-2011 fiscal year due on 6-30-2011. Not only will we be able to reduce the payment amount depending on the option chosen, but also delay the payment until 6-30-2011.

The options in the proposal from Cumberland Securities are as follows:

- The straight payback will save \$173,929.56 the first year (payment due on 6-30-2011) and around \$25,000 each year thereafter with a total savings of \$461,768.86 after payout.
- The three year extension will save \$164,897 the first year and around \$112,000 each year thereafter giving an added cost of \$25,683.55 at payout.
- The five year extension will save over \$150,000 per year with an added total cost of \$389,199.55 at payout.
- The seven year extension will save over \$180,000 per year with an added total cost of \$786,840.06 at payout.

The rates shown on the schedules in the full proposal are projections, but they are fixed and should be very close to the actual. The rates are lower because Cumberland Securities is dealing on the bond market. Bank rates are much higher. The principal can be paid off early and after ten years, the bonds can be renegotiated if rates have dropped.

Clarification: On the current loan, the County Commission budget includes an annual payment of \$51,000 on this obligation. The Commission has paid this amount the past two years. If the debt is re-financed, the Commission will most likely not pay this amount on the new loan.

Kudos to Gary Howard, Finance Director, for pursuing this proposal through Cumberland Securities and providing the details in this summary report.

# Tennessee School Boards Association

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Procedure for Granting Tenure</b>	Descriptor Code: <b>5.117</b>	Issued Date:
		Rescinds:	Issued:

1 The Board of Education will grant tenure only to those teachers who can present documentation of a  
2 record of excellence as a teacher and who are determined by State guidelines to be considered a "highly  
3 qualified" teacher or those making appropriate progress toward achieving that status. The director of  
4 schools is responsible for documenting and presenting the recommendation for tenure to the Board of  
5 Education.<sup>1</sup>

6 Documentation of a record of excellence in teaching must include:

- 7
- 8 1. Consistently high ratings on evaluations conducted by the principal and/or other evaluators
- 9 2. Specific evidence of effectiveness in teaching students (if appropriate):
  - 10 (a) test scores, including the annual estimate of teacher effect on student progress<sup>2</sup>
  - 11 (b) narrative descriptions of specific examples of effectiveness with students
  - 12 (c) letters from parents
- 13 3. Record of attendance for the last three years
- 14 4. Documentation of strongly favorable student response
- 15 5. Letter from the principal summarizing reasons for recommendation of tenure
- 16 6. Other indicators of effectiveness may be included

17  
18 The following additional guidelines will apply:

- 19
- 20 1. The decision to grant tenure is solely within the discretion of the Board of Education.<sup>3</sup>
- 21 2. The director of schools will recommend persons eligible for tenure at a board meeting in  
22 ample time for the director of schools to provide notice of non-renewal to each teacher not  
23 granted tenure prior to April 15 of the year of eligibility.<sup>4</sup>
- 24 3. Only those teachers who receive a majority vote of the membership of the Board will be  
25 granted tenure.
- 26 4. Teachers who earn tenure will be honored by the Board in a special ceremony, either at a  
27 board meeting or in some other special public event.
- 28 5. A teacher who is eligible for tenure, but tenure is denied, shall not be rehired beyond the  
29 contract year.
- 30 6. No person who has been denied tenure by the Board of Education shall be employed in the  
31 school system in any position which requires a license.

## 32 33 Teacher Returning to Employment

34  
35 A teacher who has attained tenure status in the school system and later resigns shall serve a one-year pro-  
36 bationary period upon reemployment, unless the probationary period is waived by the Board upon request  
37 of the director of schools. Upon completion of the one-year period, the teacher shall either be recom-  
38 mended by the director for tenure or non-renewed. If tenure is not granted, the teacher cannot continue  
39 in employment.<sup>3</sup>

### 40 Legal References:

- 41 1. Tenn. Code Ann. § 49-2-301(b)(1)(J)
- 42 2. Tenn. Code Ann. § 49-6-606(a)
- 43 23. Tenn. Code Ann. § 49-2-203(1)
34. TCA 49-5-504

# Tennessee School Boards Association

Monitoring:  <b>Review: Annually, in February</b>	Descriptor Term:  <b>Separation Practices for Tenured Teachers</b>	Descriptor Code: <b>5.200</b>	Issued Date:
		Rescinds: <b>5.200</b>	Issued:

1    **SUSPENSION**

2  
3    A director of schools/designee may suspend a tenured teacher at any time when deemed necessary.<sup>1</sup>  
4    Before a tenured teacher is suspended s/he shall be: (1) provided with reasons for the suspension; (2)  
5    given an opportunity to respond<sup>3</sup>; and (3) given a written decision of the suspension. The causes for  
6    which a professional employee may be dismissed are as follows: incompetence, inefficiency, neglect  
7    of duty, unprofessional conduct and insubordination.<sup>1</sup>

8  
9    Under no circumstances shall a director of schools suspend an employee with pay. If reinstated, the  
10    employee shall be paid full salary for the period of suspension,<sup>2</sup> unless suspension without pay is deemed  
11    to be an appropriate penalty.

12  
13    **DISMISSAL**

14  
15    The Board shall maintain a list of qualified individuals who have indicated a willingness to act as im-  
16    partial hearing officers, as defined under Tennessee law.

17  
18    When charges are made against a tenured teacher, charging the teacher with offenses which may justify  
19    dismissal, the charges shall be made in writing, specifically stating the offenses which are charged and  
20    shall be signed by the party or parties making the charges.

21  
22    If, in the opinion of the Board, the charges are of such nature as to warrant the release of the teacher, the  
23    director of schools shall give the teacher a written notice of this decision, a copy of the charges against  
24    the teacher, and a copy of a form provided by the Commissioner of Education advising the teacher of  
25    his/her legal duties, rights and recourse.

26  
27    A tenured teacher who has been given notice of charges against him/her may within thirty (30) days  
28    after receipt of notice give written notice to the director of schools of his/her request for a hearing.

29  
30    The director of schools shall, within five (5) days after receipt of request, assign a hearing officer from  
31    the list maintained by the Board.

32  
33    The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the  
34    parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification  
35    of issues and the scheduling of the hearing. That hearing shall be set later than thirty (30) days fol-  
36    lowing receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part  
37    of any prehearing conference may be conducted by telephone if each participant has an opportunity to  
38    participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered  
39    to issue appropriate orders and to regulate the conduct of the proceedings.

1  
2  
3 Either party may appeal to the Board of Education an adverse ruling by giving written notice of appeal  
4 within ten (10) working days of the hearing officer's delivery of the hearing officer's written findings and  
5 conclusions. The director of schools shall prepare a copy of the proceedings, including all transcripts  
6 and evidence, documentary or otherwise, and transmit the same to the Board within twenty (20) days  
7 of the receipt of the notice of appeal.  
8

9 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.  
10 The appealing party may appear before the Board to argue why the adverse ruling should be over-  
11 turned. In no event should such argument last more than fifteen (15) minutes, unless the Board should  
12 vote to extend additional time. At the conclusion of the hearing, any member of the Board may vote  
13 to sustain the decision of the Hearing officer, send the record back for additional evidence, revise the  
14 penalty or reverse the decision. The Board shall render its decision within ten (10) working days after  
15 the conclusion of the hearing. In the event that the decision of the Board is appealed to the Chancery  
16 court, the Board shall transmit the entire record prepared by the director and reviewed by the Board to  
17 the Chancery court for its review.  
18

### 19 **RESIGNATION**

20  
21 A teacher shall give the director of schools notice of resignation at least thirty (30) days before the  
22 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable  
23 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days  
24 notice requirement and permit a teacher to resign in good standing.  
25

26 The conditions under which it is permissible to break a contract with the Board are as follows:

- 27  
28 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified  
29 statement of a physician approved by the Board;
- 30  
31 2. The release by the Board of the teacher from the contract which the teacher has entered into with  
32 the Board.<sup>5</sup>  
33

34 Any teacher on leave shall notify the director of schools in writing at least thirty (30) days prior to the  
35 date of return if the teacher does not intend to return to the position from which he/she has taken leave.  
36 Failure to render such notice may be considered a breach of contract.<sup>6</sup>  
37

38 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with  
39 the Commissioner and request the suspension of a teacher's certificate. After the Commissioner has  
40 provided the teacher an opportunity for defense during a hearing, the Commissioner may suspend the  
41 certificate for no less than thirty (30) and no more than three hundred sixty-five (365) days.<sup>7</sup>  
42

### 43 **RETIREMENT**

44  
45 Retirement shall mean a termination of services under conditions which will allow the employee to  
46 draw benefits from retirement plans and/or social security benefits.  
47

48 Employees eligible for retirement benefits may elect to retire at any age according to the provisions of  
49 the retirement system.

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Central office personnel shall assist employees in securing retirement benefits; however, it shall be the responsibility of the retiring employee to provide verification of eligibility in writing from TCRS to the central office. It shall be the responsibility of the retiring employee to file for benefits.

Employees who retire under TCRS may be employed up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers may substitute teach for an additional ninety (90) days if the director of schools certifies in writing to the Board that no other qualified personnel are available to substitute teach.<sup>8</sup>

The director of schools may employ teachers retired for at least one year for full-time employment as a kindergarten through twelfth grade teacher on a year-to-year basis. Retirement benefits will not be lost or suspended under certain conditions, which include but are not limited to the following:<sup>9</sup>

1. The director of schools of the employing system must certify in writing that no other qualified individuals are available to fill the position;
2. The Commissioner of Education must certify that the employing school system serves an area that lacks qualified teachers to serve in the position to be filled;
3. The retired teacher must hold a valid license and shall not be entitled to tenure status;
4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave or receive medical insurance coverage; and
5. The salary paid to the retired member shall not be less than the rate of compensation set by the Board for teachers with no experience filling similar positions, nor more than eighty-five percent (85%) of the rate of compensation set by Board for teachers with comparable training and years of experience filling similar positions.

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Legal References:

1. TCA 49-2-301 (b)(1)(EE)
2. TCA 49-5-511
3. TCA 49-5-511 through 513
4. TCA 49-5-512, 513
5. TCA 49-5-508
6. TCA 49-5-706
7. TCA 49-5-411
8. TCA 8-36-805
9. TCA 8-36-821

# Tennessee School Boards Association

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Psychological Services</b>	Descriptor Code: <b>6.406</b>	Issued Date:
		Rescinds:	Issued:

1 The director of schools will develop a program for making psychological services available to all students.<sup>1</sup>  
 2 This program shall cooperate with other agencies in consultative screening and assessment services.  
 3

4 No school personnel shall conduct any mental health screenings, except as provided by law.<sup>2</sup>  
 5

6 School counselors shall respect the right of privacy of the students they counsel. Confidentiality shall  
 7 be maintained by the counselor except:  
 8

- 9 1. Where there is a clear and present danger to the student or other persons;
- 10
- 11 2. To consult with another psychologist on a need to know basis when it is in the best interests of
- 12 the student; or
- 13
- 14 3. When the student and/or parent waives this privilege in writing.
- 15

16 When a counselor is in doubt about what information to release in a judicial proceeding, the counselor  
 17 shall consult with the board attorney.  
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 37 Legal Reference:  
 38 1. TRR/MS 0520-1-3-.08(1)(c)  
 39 2. Tenn. Code Ann. § 49-2-124

36 \_\_\_\_\_  
 37 Cross Reference:  
 38 Testing Programs 4.700

# Tennessee School Boards Association

Monitoring:  <b>Review: Annually, in May</b>	Descriptor Term:  <h2 style="text-align: center;">Special Education Students</h2>	Descriptor Code: <h3 style="text-align: center;">6.500</h3>	Issued Date:  
		Rescinds:	Issued:

1 All disabled students between the ages of three and twenty-one(inclusive) shall receive the benefit of  
 2 a free appropriate public education. This provides the assurance that these students will be educated  
 3 with non-disabled students to the maximum extent appropriate, and should be placed in separate or  
 4 special classes only when the severity of the disabled is such that education in regular classes cannot  
 5 be achieved satisfactorily.<sup>1</sup>

6  
 7 Eligibility standards and options of service for special education services will be based upon the criteria  
 8 for disabling conditions specified in Rules, Regulations, and Minimum Standards, Tennessee State Board  
 9 of Education.<sup>2</sup>

10  
 11 Students receiving special education services shall not be restrained, except as permitted by law.<sup>3</sup>

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Legal References:

1. TCA 49-10-102; TCA 49-10-103
2. TRR/MS 0520-1-9-.06 &.07
3. Tenn. Code Ann. § 49-10-1301, *et seq.*, TRR/MS 0520-1-9-.23

# MORGAN COUNTY BOARD OF EDUCATION

<b>Credit Recovery</b>	<b>Descriptor Code:</b>  <b>IHAC</b>	<b>Issued Date:</b>
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Credit Recovery is defined as a course-specific, skill based learning opportunity for students who have previously been unsuccessful in mastering content or skills required to receive course credit or earn promotion. Credit Recovery provides a means by which a student may earn credit and stay on time for high school graduation.

## Admission Requirements

- Students must have earned a failing grade not less than 50% of the course.
- Students must complete an application for Credit Recovery.
- Parents must give consent for the student to participate in Credit Recovery.
- Students cannot be required to attend Credit Recovery.

## Individual Credit Recovery Plan (ICRP)

- ICRP must be developed by the **Teacher of Record** and the Graduation Coach.
- ICPR must be approved by the principal in each case.
- ICPR may include attendance requirements, if attendance was a factor in the student was not being successful in their class.
- ICPR will clearly define the class work that will be required to successfully complete the course.
- Gateway and End of Course (EOC) requirements must be met before a student can obtain a credit.

## Content and Curriculum

- Credit Recovery content may be delivered through instructional technology such as Plato or Nova Net.
- Credit Recovery content may be delivered with written assignments.
- Credit Recovery curriculum shall align with Tennessee Curriculum Standards approved by the State Board of Education.

## Grades

- A Grade of 70 is the maximum that a student can improve their grade in Credit Recovery.
- The number of assignments to arrive at the grade of 70 shall be determined in the student's ICPR.
- The original failing grade shall be included in the calculation of the final Credit Recovery grade. (See Example)

# MORGAN COUNTY BOARD OF EDUCATION

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- Grades awarded in Credit Recovery programs shall adhere to the State Board of Education uniform grading scale.
- Grades awarded in Credit Recovery programs shall be posted under the name of the original teacher of record. The original failing grade shall be retained on the transcript.
- CR shall be placed beside a Credit Recovery transcript grade to differentiate a Credit Recovery grade from all other transcript grades.

FOR EXAMPLE:

Equal Weighted Original Grade	50
Equal Weighted Credit Recovery Grade	90
Final Transcript Grade Calculation	140/2
<b>Final Transcript Grade Posted</b>	<b>70</b>

# MORGAN COUNTY BOARD OF EDUCATION

<b>Medical Procedure Administration of Diastat</b>	<b>Descriptor Code:  JGCEC</b>	<b>Issued Date:</b>
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Allow Public School personnel and volunteers, under no duress, to be trained by a registered nurse employed or contracted by the LEA/BOE to administer anti-seizure medication, including diazepam gel (rectal valium) to a student in an emergency situation based on the student’s physician order, parent permission and student’s individual Health Plan/Emergency Plan. However, if a school nurse is on site and able to reach the student within the specified limit, the nurse shall provide this medical procedure to the student. Training will adhere to supplement #1 – Guidelines for Emergency Use of Anti-Seizure Medication in Tennessee Schools TDOH/TDOE -2009

Supplement #1  
Guidelines for Emergency Use of Anti-Seizure Medication in Tennessee Schools  
TCA – 49-5-415  
Chptr – Public Chapter No. 1054 Amend TCA – 49-5-415

# MORGAN COUNTY BOARD OF EDUCATION

<b>Student Wellness Reviewed Annually</b>	<b>Descriptor Code JGHA</b>	<b>Issued Date Draft</b>
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1 The Board recognizes the link between nutrition, physical activity and learning. **In order to implement**  
2 **overall wellness for students, the guidelines for the Pre-K thru 12<sup>th</sup> grade will be followed by all**  
3 **schools in the district.**<sup>1</sup>

## 4 5 **HEALTH COUNCILS**

6  
7 An advisory council shall be established to serve primarily as a resource to school sites. The council  
8 shall consist of individuals representing the school and community, including parents, students, teachers,  
9 school administrators, school board members, health professionals, school food service representatives,  
10 and members of the public.

11  
12 In addition, each school will have a Healthy School Team that will meet regularly to monitor, review,  
13 and make recommendations specific to each site utilizing the eight modules included in the School  
14 Health Index as their guide. This team will be responsible for an annual review of needs and the  
15 development of goals for their school.

16  
17 The State Board of Education's Physical Education Policy and the Child Nutrition and WIC  
18 Reauthorization Act shall be used as guidance to make recommendations. The Board may consider  
19 recommendations of these Health Councils in making policy changes or revisions.

## 20 21 **NUTRITION**

22  
23 All schools shall offer school meal and snack programs with menus that meet the patterns and nutrition  
24 standards established by the U.S. Department of Agriculture and State Board of Education's Minimum  
25 Nutritional Standards for Individual Food Items Sold or Offered for Sale to Pupils in Pre-K through  
26 Twelfth. <sup>1,3</sup>

27  
28 In addition, all foods and beverages outside the reimbursable school meal programs (including snacks,  
29 vending machines, school stores, fundraising activities, etc.) which are sold 45 minutes before school,  
30 during the day, and 30 minutes after the school day, will follow state guidelines. <sup>3</sup> Such sells will not be  
31 in competition with the reimbursable school meals served during breakfast and lunch.

32  
33 Current/updated lists of foods in compliance for TN Competitive Foods will be provided to each school  
34 annually. A link on the county's web site will be available for continuous updates.

## 35 36 **PHYSICAL ACTIVITY**

37  
38 The Board recognizes that physical activity is extremely important to the overall health of a child.  
39 Schools shall support and promote physical activity. Physical activity may be integrated into any area of  
40 the school program. Physical education classes shall be offered with moderate to vigorous physical

# MORGAN COUNTY BOARD OF EDUCATION

<b>Student Wellness Reviewed Annually</b>	<b>Descriptor Code JGHA</b>	<b>Issued Date Draft</b>
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41 activity being an integral part of the class. Students shall be encouraged by staff whenever possible to  
42 be physically active.

43

44 90 minutes per week of supervised recess and/or physical activity will be intergraded into the  
45 instructional day for all elementary and secondary students. <sup>2</sup>

46

## 47 **CURRICULUM**

48

49 All applicable courses of study should be based on Lifetime Wellness Curriculum Standards, the K-8  
50 Healthful Living Curriculum Standards, and the K-12 Physical Education Curriculum Standards.

51

## 52 **EVALUATION**

53

54 The Director of Food and Nutrition, the Director of Health Services and the Supervisor of Coordinated  
55 School Health shall be responsible for overseeing the school district's compliance with the State Board  
56 of Education Rules and Regulations. Numerous methods of assessment will be utilized to track program  
57 effectiveness. At least one of the above parties will maintain current registration with the State  
58 Department of Education.<sup>3</sup>

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67 Legal References:

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69 1. Public Law 108-265 section 204; June 30, 2004, Child Nutrition and WIC Reauthorization Act of 2004

70 2. T.C.A. 49-6-1022

71 3. TRR/MS 0520-1-6

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# MORGAN COUNTY BOARD OF EDUCATION

<b>Work-Based Learning</b>	<b>Descriptor Code:</b>	<b>Issued Date:</b>
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1 A work-based learning program is provided in the Morgan County School District for all students  
2 according to polices and procedures of the Tennessee State Board of Education as described in the  
3 Tennessee State Department Work-Based Learning Policies, Procedures and Resources Guide.

4  
5 It is essential that students have access to a system of such experiences to allow them to apply classroom  
6 theories to practical problems and explore career options at the worksite. Structured work-based learning  
7 experiences may include registered apprenticeship, student learner programs, cooperative education,  
8 internships, clinicals, school-sponsored enterprises, service learning and shadowing. Structured learning  
9 experiences must be related to the student's career goals and must provide close student supervision.

10  
11 Safeguards, identified by local, federal or state agencies, will be implemented to protect students and  
12 current employees.

13  
14 Any activity to be considered a "work-based learning activity" should meet each of the basic prerequisite  
15 criteria listed below.

- 16  
17 1. The experience must be an integral part of the planned curriculum or program of study for the  
18 student.
- 19 2. The experience must be based on specific competencies.
- 20 3. The experience must be quantifiable and "documentable," as defined by the Work-Based Learning  
21 Guide and fall within reasonable data-collection resource demands.
- 22 4. The experience must generate Full Time Equivalent (FTE) credit, except for approved shadowing  
23 and mentoring experiences, school sponsored enterprises, internships and service learning methods.

24  
25  
26 The following standards will be required:

- 27  
28 1. Students participating in a school approved registered apprenticeship, student learner program,  
29 co-op education, clinicals and internship must have passed the competency exam or the Gateway  
30 exams, when implemented or must be participating in a program leading to passing the required  
31 examination(s).
- 32 2. Students must maintain a job and school attendance rate of not less than 93% while participating in  
33 a school approved registered apprenticeship, student learner program, co-op education, intership,  
34 clinicals and service learning.

35  
36  
37 For students eligible for special education, more stringent eligibility requirements shall not go beyond  
38 state and/or federal regulations that pertain to special education support services. Individualized  
39 Education Plans (IEP), which includes a transition service component, will be the determining factor for  
40 participation in work-based learning.

41  
42 See Work-Based Learning Policies, Procedures and Resources Guide  
43 Tennessee State Department of Education

## Employee Handbook Changes

### Emergency Measures (Inclement Weather) (*Ref. AFC*) (Page 10)

The Director of Schools is authorized to close district schools or to dismiss them early in the event of hazardous weather or other emergencies. All custodians, maintenance and transportation workers and central office secretaries **employees** are required to work snow days unless the employee is notified not to report to work – vacation days may be used if available. **Twelve month professional employees cannot apply summer non-work days to these absences.** All other support and professional employees do not work on days that inclement weather prevents school. Upon supervisor approval, other hourly (**non-exempt**) employees may be paid for snow days only if the employee works.

Information regarding any change in the normal opening or closing of schools will be released to the local radio station as soon as possible. Information may also be released to television stations in Knoxville. Morgan County Schools will also be able to quickly call the primary phone numbers of all students and staff to announce weather-related delays and cancellations through the rapid communication service called Alert Now.

We realize that bad weather or hazardous commuting conditions may occasionally make it impossible for employees to report to work on time.

However, you are expected to make a diligent effort to report to work when conditions have improved. If you determine that you are unable to report to work because of the conditions, inform your supervisor as soon as possible.

### Central Office & Principal Time Records

#### (Insert page 14)

Effective July 1, 2010, all Central Office staff and principals will submit a time sheet for payroll purposes. Time sheets will be submitted on the 15<sup>th</sup> and 30<sup>th</sup> of each month. Time sheets must be completed in their entirety by the employee who is submitting the request for pay. The sheet should include the daily hours and the total hours for the pay period. Any absence or departure from work requires approval from the immediate supervisor. Leave will be taken for absences from work that approaches one-half or a greater portion of the day. If it is necessary to leave early or arrive late for personal reasons, the time will be made-up within the next day or so; by all means, during the same week. This make-up time will be noted on the time sheet.

### Vacation (*Ref. GCRH*)- (*Insert this section - Page 26*)

Vacation time applies to the annual calendar (July 1 – June 30), and it does not accumulate. Twelve (12) month (240 day contract) professional employees will work 40 total days in the

months of June and July. Twelve (12) month professional employees receive 10 days vacation time taken during the summer months. These employees will work 15 full days in June and July and five days each month will be designated for vacation. Generally, the summer calendar will also include a few other days designated as non-work days and will be noted on the time sheet.

The additional ten (10) days of vacation for professional employees (240 day contract) during the regular school calendar will be applied to Christmas Break, Fall Break, or Spring Break.

**Comment:** Since the 200 day portion of the contract for professional employees includes 10 additional days of vacation; therefore, 240 day professional employees receive a total of 20 days vacation. The MCEA Contract ARTICLE XV: SALARIES AND WAGES – Section F. Principals seems to possess conflicting language as follows:

Each principal will work 240 days with three (3) weeks vacation, one of which will be taken during the Christmas holidays. The other two (2) weeks must be taken during the summer recess.

This matter will need some resolution through negotiations. The complete section of the contract is included on the next page.

Beginning July 1, 2010, vacation leave will be tracked through the Finance Office. The number of days will be displayed on the check stub in the same manner as sick leave.

# MCEA Contract

## ARTICLE XV: SALARIES AND WAGES

(Page 23)

### F. Principals

Each school will have a full-time supervising principal. The Vocational Center will have a supervising director. Principals will be paid as follows:

1. State salary for teachers plus local supplement based on experience and training as established in Article XV of this Agreement and the state principal's supplement as established in the Rules, Regulations, and Minimum Standards of the State Board of Education.
2. Each principal will receive eight (\$8) dollars local supplement per month for ten (10) months for each full-time teacher under his/her supervision according the Minimum Rules and Regulations.
3. Each principal will work 240 days with three (3) weeks vacation, one of which will be taken during the Christmas holidays. The other two (2) weeks must be taken during the summer recess. The Board will be notified prior to the principal taking his summer vacation days. After determining the principal's salary in items (1) and (2) above, the figure will be multiplied by a factor of 1.2 to establish the twelve-month salary which will be paid in accordance with Article XV of this Agreement. The Vocational Center Director will be paid under the provision of this section.
4. Any required attendance at summer academies, workshops, conferences, which are approved by the Morgan County School Board, shall be considered a part of the work year. This section applies to principals and supervisors. If the State pays the principal or supervisor for the said time, the Board will not pay for the same time.

# MORGAN COUNTY SCHOOLS

## EXPENDITURE REPORT

For Month Ended May 31, 2010

	MONTH OF MAY			MAY YEAR-TO-DATE		
	Activity	Bdgt (1/12th)	Prct	Activity	Budget	Prct
<b>141 - G.P. SCHOOLS</b>						
71100 - REGULAR INSTRUCTION	929,951	857,155	108%	7,543,414	10,285,862	73%
71100 - REGULAR INSTR (MOE)	20,556	0		325,881	0	
71100 - REGULAR INSTR (ARRA)	0	0		594,700	0	
71200 - SPECIAL EDUC PROG	127,022	123,100	103%	1,298,018	1,477,195	88%
71300 - VOCATIONAL EDUC PROG	80,772	78,758	103%	787,312	945,100	83%
72110 - ATTENDANCE	7,732	13,946	55%	156,941	167,352	94%
72120 - HEALTH SERVICES	19,288	19,931	97%	186,828	239,170	78%
72310 - OTHER STUDENT SUPP	44,985	44,023	102%	440,130	528,280	83%
72210 - REGULAR INSTR PROG	51,473	71,480	72%	654,882	857,764	76%
72220 - SPECIAL EDUC PROG	8,882	12,633	70%	129,976	151,590	86%
72230 - VOCATIONAL EDUC PROG	6,494	6,799	96%	69,269	81,590	85%
72310 - BOARD OF EDUCATION	11,194	47,541	24%	387,092	570,490	68%
72320 - OFFICE SUPERINTENDENT	25,280	22,922	110%	246,949	275,060	90%
72410 - OFFICE OF PRINCIPAL	112,516	102,321	110%	1,051,822	1,227,850	86%
72610 - OPERTATION OF PLANT	98,087	127,668	77%	1,376,640	1,532,019	90%
72620 - MAINT. OF PLANT	39,524	51,396	77%	409,520	616,750	66%
72710 - TRANSPORTATION	129,031	80,967	159%	862,848	971,609	89%
73100 - FOOD SERVICE	31,000	2,583	1200%	31,000	31,000	100%
73400 - EARLY CHILDHOOD EDUC	-2,575	0		0	0	
76100 - CAPITAL OUTLAY	0	1,667	0%	13,026	20,000	65%
82000 - DEBT SERVICE	0	78,844	0%	743,757	946,124	79%
99100 - OTHER USES	0	0		0	0	
<b>Grants</b>						
0003 - CO-ORDINATED SCH HLTH	14,129	10,167	139%	107,739	122,000	88%
0041 - CAREER IN MIND (TnACHE)	0	1,667	0%	737	20,000	4%
0053 - SAVE-THE-CHILDREN	13,391	8,833	152%	80,737	106,000	76%
0319 - FAMILY RESOURCE	4,144	4,919	84%	28,978	59,026	49%
0501 - DISTANCE LEARNING	4,348	833	522%	5,541	10,000	55%
7009 - PRE K LOTTERY	43,667	0		425,949	830,590	51%
7016 - 21st CENTURY LEARNING	62,296	16,936	368%	110,969	203,238	55%
7019 - PRE K EXPANSION	0	0		0	0	
TOTAL G.P.Schools:	1,883,187	1,787,089	105%	18,070,654	22,275,659	81%
<b>142 - FEDERAL SCHOOLS</b>						
011 - TITLE I & II ADMIN	9,299	17,745	52%	172,369	212,942	81%
101 - TITLE I	66,407	90,366	73%	833,134	1,084,395	77%
10S - TITLE I ARRA	18,357	47,458	39%	246,496	569,496	43%
201 - TITLE 2A	20,657	22,866	90%	181,037	274,392	66%
231 - TITLE 2D	0	1,218	0%	6,347	14,610	43%
23S - TITLE 2D ARRA	6,517	1,749	373%	14,091	20,991	67%
401 - TITLE 4	2,468	1,381	179%	16,468	16,567	99%
501 - TITLE 5	0	23	0%	272	272	100%
601 - TITLE 6	0	7,203	0%	75,072	86,433	87%
801 - CARL PERKINS	3,677	12,985	28%	150,065	155,819	96%
901 - IDEA	52,158	59,775	87%	724,704	717,295	101%
911 - IDEA PreSCHOOL	1,447	2,655	55%	29,398	31,855	92%
90S - IDEA ARRA	85,473	63,557	134%	595,468	762,679	78%
91S - IDEA PreSCH ARRA	1,237	1,418	87%	1,237	17,020	7%
TOTAL Federal School Project:	267,699	330,397	81%	3,046,157	3,964,767	77%
<b>143 - CENTRAL CAFETERIA</b>						
73100 - FOOD SERVICE	180,634	148,589	122%	1,439,596	1,783,063	81%
73300 - COMMUNTIY SERVICES	30	7,571	0%	34,369	90,850	38%
TOTAL Cafeteria:	180,664	156,159	116%	1,473,964	1,873,913	79%

# MORGAN COUNTY SCHOOLS

## EXPENDITURE REPORT

For Month Ended May 31, 2010

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Y-T-D TOTAL	BUDGET	PRCT
<b>141 - G.P. SCHOOLS</b>															
71100 - REGULAR INSTRUCTION	20,976	547,741	871,422	878,926	934,842	264,002	824,807	619,166	824,722	826,859	929,951		7,543,414	10,285,862	82.3%
71100 - REGULAR INSTR - MOE	0	0	0	0	0	0	0	263,661	21,108	20,556	20,556		325,881	0	
71100 - REGULAR INSTR - ARRA	0	0	0	0	0	594,700	0	0	0	0	0		594,700	0	
71200 - SPECIAL EDUC PROG	49,030	82,351	155,991	148,430	125,891	123,409	128,182	119,593	119,415	118,705	127,022		1,298,018	1,477,195	87.9%
71300 - VOCATIONAL EDUC PROG	10,201	44,736	79,262	80,659	84,171	87,647	81,292	79,558	79,566	79,448	80,772		787,312	945,100	83.3%
72110 - ATTENDANCE	14,230	74,840	6,616	6,767	7,200	6,629	6,671	12,629	6,818	6,810	7,732		156,941	167,352	93.8%
72120 - HEALTH SERVICES	0	9,390	20,706	19,190	19,966	19,126	19,539	19,546	19,749	20,329	19,288		186,828	239,170	78.1%
72310 - OTHER STUDENT SUPP	9,441	20,912	47,159	40,806	42,178	39,896	40,593	41,289	48,782	64,089	44,985		440,130	528,280	83.3%
72210 - REGULAR INSTR PROG	17,348	43,039	57,935	127,423	53,596	51,730	58,127	55,026	81,070	58,114	51,473		654,882	857,764	76.3%
72220 - SPECIAL EDUC PROG	7,854	11,208	10,747	13,337	13,737	13,835	13,908	12,475	11,996	11,996	8,882		129,976	151,590	85.7%
72230 - VOCATIONAL EDUC PROG	5,801	6,092	6,376	6,376	6,376	6,376	6,344	6,344	6,344	6,344	6,494		69,269	81,590	84.9%
72310 - BOARD OF EDUCATION	268,198	11,118	13,121	8,869	22,858	-10,797	999	12,376	36,637	12,520	11,194		387,092	570,490	67.9%
72320 - OFFICE SUPERINTENDEN	20,042	20,795	21,802	20,673	20,718	23,158	19,903	20,434	31,234	22,911	25,280		246,949	275,060	89.8%
72410 - OFFICE OF PRINCIPAL	90,655	80,265	93,504	92,338	100,508	91,433	106,651	95,622	94,328	94,003	112,516		1,051,822	1,227,850	85.7%
72610 - OPERTATION OF PLANT	108,120	112,890	119,290	131,675	99,769	111,810	116,070	175,704	152,975	150,252	98,087		1,376,640	1,532,019	89.9%
72620 - MAINT. OF PLANT	20,703	33,508	45,037	50,581	38,345	27,075	35,717	44,590	32,405	42,035	39,524		409,520	616,750	66.4%
72710 - TRANSPORTATION	12,255	40,725	81,577	74,660	103,132	73,608	91,755	70,862	94,871	90,372	129,031		862,848	971,609	88.8%
73100 - FOOD SERVICE	0	0	0	0	0	0	0	0	0	0	31,000		31,000	31,000	100.0%
73400 - EARLY CHILDHOOD EDUC	0	0	0	0	0	0	0	0	553	2,022	-2,575		0	0	
76100 - CAPITAL OUTLAY	0	0	0	0	0	0	10,294	2,732	0	0	0		13,026	20,000	65.1%
82000 - DEBT SERVICE	0	113,632	0	630,124	0	0	0	0	0	0	0		743,757	946,124	78.6%
99100 - OTHER USES	0	0	0	0	0	0	0	0	0	0	0		0	0	
<b>Grants</b>															
0003 - CO-ORDINATED SCH HLTH	8,136	8,673	9,464	10,813	11,098	9,833	7,905	8,793	10,126	8,768	14,129		107,739	122,000	88.3%
0041 - CAREER IN MIND (TrnACHE)	0	0	0	0	0	0	0	222	32	483	0		737	20,000	3.7%
0053 - SAVE-THE-CHILDREN	0	2,787	5,695	11,598	7,706	11,852	5,664	5,700	10,670	5,674	13,391		80,737	106,000	76.2%
0319 - FAMILY RESOURCE	1,919	3,647	3,343	2,703	794	4,388	1,658	3,185	1,420	1,778	4,144		28,978	59,026	49.1%
0501 - DISTANCE LEARNING	0	0	0	0	0	0	0	737	219	236	4,348		5,541	10,000	55.4%
7009 - PRE K LOTTERY	2	18,221	40,401	38,063	40,254	39,711	80,490	36,397	38,685	50,059	43,667		425,949	830,590	51.3%
7016 - 21ST CENTURY LEARNING	202	6	2,259	1,326	658	39,944	188	272	2,991	827	62,296		110,969	203,238	54.6%
7019 - PRE K EXPANSION	0	0	0	0	0	0	0	0	0	0	0		0	0	
<b>TOTAL G.P.Schools:</b>	<b>665,111</b>	<b>1,286,574</b>	<b>1,691,705</b>	<b>2,395,338</b>	<b>1,733,797</b>	<b>1,629,365</b>	<b>1,656,756</b>	<b>1,706,913</b>	<b>1,726,718</b>	<b>1,695,191</b>	<b>1,883,187</b>		<b>18,070,654</b>	<b>22,275,659</b>	
	3.0%	5.8%	7.6%	10.8%	7.8%	7.3%	7.4%	7.7%	7.8%	7.6%	8.5%		81.1%		
<b>142 - FEDERAL SCHOOLS</b>															
011 - TITLE I & II ADMIN	8,832	10,322	9,448	9,914	10,089	18,430	10,182	9,022	37,585	39,248	9,299		172,369	212,942	80.9%
101 - TITLE I	1,833	40,385	200,176	65,113	70,871	63,899	67,354	79,424	98,362	79,309	66,407		833,134	1,084,395	76.8%
10S - TITLE I ARRA	14,332	15,829	77,827	17,265	16,536	22,564	15,471	16,036	15,454	16,827	18,357		246,496	569,496	43.3%
201 - TITLE 2A	27,915	14,551	13,337	40,037	8,060	35,369	7,667	3,657	247	9,541	20,657		181,037	274,392	66.0%
231 - TITLE 2D	1,254	0	0	1,534	1,416	1,443	0	0	700	0	0		6,347	14,610	43.4%
23S - TITLE 2D ARRA	0	0	60	0	0	0	2,445	1,272	1,526	2,271	6,517		14,091	20,991	67.1%
401 - TITLE 4	655	111	1,190	950	500	732	100	3,278	3,778	2,705	2,468		16,468	16,567	99.4%
501 - TITLE 5	0	0	182	0	0	90	0	0	0	0	0		272	272	100.0%
601 - TITLE 6	22,243	0	44,770	2,000	0	1,289	22,695	0	-20,856	2,931	0		75,072	86,433	86.9%
801 - CARL PERKINS	36	7,729	3,280	9,392	20,665	82,081	9,782	7,984	1,689	3,751	3,677		150,065	155,819	96.3%
901 - IDEA	1,162	27,351	84,389	91,315	111,868	109,192	78,472	58,093	56,565	54,140	52,158		724,704	717,295	101.0%
911 - IDEA PreSCHOOL	66	1,244	2,481	6,012	4,727	3,522	2,475	2,475	2,475	2,475	1,447		29,398	31,855	92.3%
90S - IDEA ARRA	0	3,025	60,363	45,131	16,314	122,358	39,225	79,625	67,207	76,746	85,473		595,468	762,679	78.1%
91S - IDEA PreSCH ARRA	0	0	0	0	485	253	0	0	-738	0	1,237		1,237	17,020	7.3%
<b>TOTAL Federal School Project:</b>	<b>78,327</b>	<b>120,547</b>	<b>497,502</b>	<b>288,663</b>	<b>261,531</b>	<b>461,220</b>	<b>255,867</b>	<b>260,864</b>	<b>263,993</b>	<b>289,943</b>	<b>267,699</b>		<b>3,046,157</b>	<b>3,964,767</b>	
	2.0%	3.0%	12.5%	7.3%	6.6%	11.6%	6.5%	6.6%	6.7%	7.3%	6.8%		76.8%		
<b>143 - CENTRAL CAFETERIA</b>															
73100 - FOOD SERVICE	12,230	36,630	166,169	175,629	163,501	169,514	103,500	123,908	118,777	189,104	180,634		1,439,596	1,783,063	80.7%
73300 - COMMUNITY SERVICES	22,920	9,873	2,139	2,674	2,138	2,352	1,604	2,139	2,139	-13,639	30		34,369	90,850	37.8%
<b>TOTAL Cafeteria:</b>	<b>35,150</b>	<b>46,503</b>	<b>168,308</b>	<b>178,302</b>	<b>165,639</b>	<b>171,866</b>	<b>105,104</b>	<b>126,047</b>	<b>120,915</b>	<b>175,465</b>	<b>180,664</b>		<b>1,473,964</b>	<b>1,873,913</b>	
	1.9%	2.5%	9.0%	9.5%	8.8%	9.2%	5.6%	6.7%	6.5%	9.4%	9.6%		78.7%		

# Morgan County Schools 2010-11 Distance Learning

## Fall

1st Block	2nd Block	3rd Block	4th Block
8:35-9:20 Algebra I (8th Grade) 42 students plus CM	9:50-11:35 Chemistry Sunbright 5 Oakdale 17	12:15-1:59 Physics Sunbright 5 Central High 3 Coalfield 4	2:00-3:20 English 1010
8:30-10:00 Spanish I Sunbright 20 Central High 21 Oakdale 34			

## Spring

1st Block	2nd Block	3rd Block	4th Block
8:35-9:20 Algebra I (8th Grade) Same as 1st semester	9:50-11:35 Art Central high 15 Oakdale Coalfield	12:15-1:59 Physics Sunbright 1	2:00-3:20 ACT Prep
8:30-10:00 Spanish II Sunbright 20 Oakdale 39	9:50-11:35 Chemistry Sunbright 18		



# Information for Fall Term 2010\*\*



BTP Courses	Credit/Cost
Algebra II	1.0 / Free***
Art History	1.0 / Free***
English 10	1.0 / Free***
Personal Finance	0.5 / Free***
Physical World Concepts	1.0 / Free***
Physics (tentative)	1.0 / Free***

\*\*\*Cost of seats for Beta Test Pilot courses are incurred by e4TN grant funds. Information regarding BTP course seats for non-BTP districts may be attained through your e4TN Regional Client Services Representative. Districts will also be asked to submit the Enrollment Request form found on the e4TN website by the designated due date.

Important Dates for BTP Courses ONLY	
BTP Districts Begin Enrollment	7/21/2010
Outreach Seats Filled	8/5/2010
Classes Begin	8/11/2010
Late Enrollment Deadline	8/18/2010
Drop Deadline	9/1/2010
BTP Districts Begin Enrollment (2nd 9 weeks)	9/23/2010
Outreach Seats Filled (2nd 9 weeks)	10/8/2010
1st 9 Weeks Ends	10/13/2010
2nd 9 Weeks Begins	10/14/2010
Late Enrollment Deadline (2nd 9 weeks)	10/21/2010
Drop Deadline (2nd 9 weeks)	11/4/2010
Classes End	12/20/2010

e4TN Courses	Credit/Cost
Algebra I (A or B)	0.5 / \$175
Biology (A or B)	0.5 / \$175
Chemistry (A or B)	0.5 / \$175
Computer Literacy (A or B)	0.5 / \$175
Economics	0.5 / \$175
English 11 (A or B)	0.5 / \$175
English 12 (A or B)	0.5 / \$175
English 9 (A or B)	0.5 / \$175
French I (A or B)	0.5 / \$175
French II (A or B)	0.5 / \$175
Gateway Algebra	1.0 / \$300
Geometry (A or B)	0.5 / \$175
Global Studies (A or B)	0.5 / \$175
Government	0.5 / \$175
Innovations & Inventions	1.0 / \$300
Physical Science (A or B)	0.5 / \$175
Psychology (A or B)	0.5 / \$175
Spanish I (A or B)	0.5 / \$175
Spanish II (A or B)	0.5 / \$175
US History (A or B)	0.5 / \$175
World History (A or B)	0.5 / \$175

Vendor Courses	Credit/Cost
Algebra II (A or B)	0.5 / \$300
Art Appreciation	0.5 / \$300
Career Mgmt Success	0.5 / \$300
English 10 (A or B)	0.5 / \$300
German I (A or B)	0.5 / \$300
Japanese I (A or B)	0.5 / \$300
Latin I (A or B)	0.5 / \$300
Latin II (A or B)	0.5 / \$300
Lifetime Wellness (A or B)	0.5 / \$300
Physical Education	0.5 / \$300

Vendor Recovery Courses	Credit/Cost
Algebra II Recovery	1.0 / \$300
English 10 Recovery	1.0 / \$300
Lifetime Wellness Recovery	1.0 / \$300

Important Dates for e4TN and Vendor Courses	
Enrollment Opens	7/21/2010
Classes Begin	8/11/2010
Week 10 Begins	10/14/2010
Late Enrollment Deadline	10/21/2010
Instructor Pay Determined	11/4/2010
Intents to Invoice to Districts	11/19/2010
Invoices to Districts	12/3/2010
Classes End	12/20/2010

<b>Drop Deadline for e4TN and Vendor Courses</b>	21 Days From Student's Start Date
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Half-credit, A/B and full credit, credit recovery courses require 9 weeks to complete and have "Rolling" enrollment. In order to have a full nine weeks to complete their course, students should be enrolled by 10/14/2010 ("Week 10 begins" date).



Putting the e in Tennessee  
one student at a time.

For more information, please visit our website at [www.e4tn.org](http://www.e4tn.org) or contact our office at 423-209-8837 to speak with an e4TN Client Services Representative.

\*\* Subject to change without notice

e4TN Recovery Courses	Credit/Cost
Algebra I Recovery	1.0 / \$175
Biology Recovery	1.0 / \$175
Chemistry Recovery	1.0 / \$175
Computer Literacy Recovery	1.0 / \$175
English 11 Recovery	1.0 / \$175
English 12 Recovery	1.0 / \$175
English 9 Recovery	1.0 / \$175
French I Recovery	1.0 / \$175
French II Recovery	1.0 / \$175
Geometry Recovery	1.0 / \$175
Global Studies Recovery	1.0 / \$175
Physical Science Recovery	1.0 / \$175
Psychology Recovery	1.0 / \$175
Spanish I Recovery	1.0 / \$175
Spanish II Recovery	1.0 / \$175
US History Recovery	1.0 / \$175
World History Recovery	1.0 / \$175

**The students' start date is defined as:**

For students enrolled prior to the official start date of the term the *Course Start Date* will be the first day of the term. (Example: Term starts August 11, student is enrolled August 2- first day is considered August 11)

For students enrolled after the official start date of the term the *Course Start Date* will be the date the student is enrolled.\* (Example: Term starts August 11, student is enrolled September 13- first day is considered September 13)

\* Exception: For students enrolled during week 10 (the late enrollment period) the *Course Start Date* will be the first day of week 10. (Example: Week 10 date is October 14, student is enrolled October 19, first day is considered October 14)

**Drop/Withdraw:**

For each student "dropped" within the first 21 days of his/her start date, the district will only be charged \$25, if applicable.

After the 21st calendar day, the student may be "withdrawn"; however, the district is invoiced the complete cost for the course, if applicable.

**Morgan County Schools  
RSCC Dual Enrollment – Class of 2010**

May 25, 2010

Morgan County Educators,

I am pleased to share with you some statistics indicating the success of your 2010 seniors. The following chart shows the number of seniors who graduated with dual enrollment hours and the total number of hours each graduating class accumulated while in high school. Your students and school system are to be commended.

<b>System</b>	<b>High School</b>	<b>2010 Seniors</b>	<b>Hours Earned by Graduates</b>
<b>Morgan County</b>	<b>Coalfield</b>	7	30
	<b>Oakdale</b>	13	159
	<b>Sunbright</b>	8	42
	<b>Wartburg Central</b>	31	225
<b>TOTAL</b>		<b>59</b>	<b>456</b>

I especially want to thank your school counselors; without them, this program could not identify and register students for the program. We look forward to serving your dual enrollment and other postsecondary education needs in the future.

Have a good summer!

Cathy Day

*Cathy Day, Ed.D.*

Coordinator of Dual Studies

Roane State Community College O-104

276 Patton Lane

Harriman, TN 37748

phone 865.882.4504/fax 865.882.4508