

**REGULAR MEETING OF THE STONE COUNTY SCHOOL BOARD
PROFESSIONAL DEVELOPMENT CENTER
SEPTEMBER 8, 2020 7th MEETING
AGENDA**

- I. CALL TO ORDER, INVOCATION AND PLEDGE TO THE FLAG
- II. ADOPTION OF AGENDA
- III. APPROVAL OF MINUTES – AUGUST 3, 5, 17 & 25, 2020
- IV. SUPERINTENDENT’S REPORT
- V. TREE PLANTING QUOTES OPENING/MS FORRESTRY COMMISSION
- VI. PUBLIC COMMENTS (3 min. limit)
- VII. CONSENT AGENDA
 - a. Claim docket approved
 - b. 20/21 Revised School Calendar
 - c. Donation to PES from Punctual Abstract Co.
 - d. Donation to SHS from Blackbaud Giving Fund
 - e. Donation to SHS from Tice Engineering
 - f. Agreement between SCSD Child Nutrition & SMS Football Boosters
 - g. Agreement between SCSD Child Nutrition & SHS Football Boosters
 - h. MDE National School Lunch Program Equipment Assist. Grant
 - i. Agreement/contract between MS Coastal Plains & SCSD
 - j. Agreement/contract between Kids First & SCSD
 - k. Agreement/contract between Will’s Way & SCSD
 - l. Agreement/contract between Cunningham CPA’s & SCSD
 - m. Proposal for Worker’s Comp. Insurance w/BXS Insurance
 - n. Student Releases
 - o. Fixed Assets
 - p. Fundraisers
 - q. Travel
- VIII. JULY 31, 2020 FINANCIAL REPORTS APPROVED
- IX. POLICIES
- X. 2020-2021 SALARY SCALES
- XI. PERSONNEL
 - a. Resignations
 - b. Retirement
 - c. Recommendations – New Employees
 - d. Recommendations
 - e. Transfers
 - f. Supplements
- XII. INDUSTRIAL DEVELOPMENT DISCUSSION
- XIII. ADJOURN

**REGULAR MEETING OF THE STONE COUNTY SCHOOL BOARD
AUGUST 3, 2020 4th MEETING
MEETING CONVENED AT 6:00 P.M. – PROFESSIONAL DEVELOPMENT CENTER**

DRAFT

MEMBERS PRESENT

**NINA SHAW
JACOB SMITH
RODNEY BEECH
DR. DORIS MATTHEWS
DIANE JOHNSON**

OTHERS PRESENT

**INITA OWEN, SUPERINTENDENT
SEAN COURTNEY, BOARD ATTORNEY**

1. CALL TO ORDER

School Board President, Diane Johnson, called the meeting to order. Sean Courtney gave the invocation and Diane Johnson led the pledge to the flag.

2. AGENDA ADOPTED

Motion made by Rodney Beech, and seconded by Nina Shaw, to approve the agenda as recommended by Superintendent Inita Owen. The vote to approve was unanimous.

3. APPROVAL OF JUNE 30, 2020, JULY 13, 2020, JULY 23, 2020, JULY 27, 2020 BOARD MEETING MINUTES

Motion made by Doris Matthews, seconded by Jacob Smith, the Board voted unanimously to approve the minutes as printed and as recommended by Inita Owen, Superintendent.

4. SUPERINTENDENT'S REPORT

EDP, Grand Jury Zoom Conference, 2,500 Chromebooks, Registration, Retirement Reception, Paving Project at SES & Fieldhouse, Virtual #'s 243, 45 High School, 40 Acres Donated for New High School, Lynn Truelove MHG at Stone County

5. MCHENRY SITE UPDATE/BETSY ROWELL

Betsy Rowell & John Bond spoke to the Board regarding leasing building 200 at the McHenry site to Adranos for the purpose of production of rocket fuel for a new rocket engine. Diane Johnson called a Special Called Board Meeting on August 17, 2020 at 2:00 p.m. at the Stone County Board of Supervisors meeting room at the Stone County Courthouse, to meet on this item.

6. SMS P.E. SAFETY UPDATE

Ms. Owen gave an update on this item

7. PUBLIC COMMENTS (3 minute limit)

L. Olier – block scheduling, contact tracing, school/Admin contact w/ local dr./hospital, keep up w/ numbers protocol, S. Galloway- Cafeteria workers not required to wear masks, board meetings not being streamed on Facebook, D. Guinn- Virtual 1st semester, not fair for her son to have to drop off team due to being a virtual student, A. Ross- Students who made teams are punished by choosing a virtual option, L. Wilborn- Reconsider mandating masks & temperature checks for staff, disregarding pleas of government & students, Dick O'Neal- Concerns w/system moving ahead, negotiating to put towers on water tanks to increase internet, delay school a month or so.

Motion made by Diane Johnson seconded by Jacob Smith, to take away the stipulation for virtual students to attend extracurricular activities. After discussion the motion made by Diane Johnson, seconded by Jacob Smith were rescinded. Ms. Owen was asked to get with her Administrators on this and report back at a special called meeting.

Diane Johnson called a Special Called Board meeting for Thursday August 6, 2020 to discuss back to school virtual option for extracurricular activities.

Motion made by Diane Johnson to make masks a requirement for students who are medically able.

Motion died due to a lack of a second.

8. PARENT TO ADDRESS BOARD (10 minute limit)

Gerald Wilborn- School reopening, daily staff temperature checks and mandatory masks.

9. SCHOOL BOARD ATTORNEY AGREEMENT

Motion made by Jacob Smith, seconded by Nina Shaw, to approve the School Board Attorney Agreement between Sean Courtney & SCSD for a term of 1 year for the services of legal counsel for the Stone County School Board. The vote to approve was unanimous.

10. CONSENT AGENDA

Motion made by Rodney Beech, seconded by Doris Matthews, to approve the consent agenda. The motion to approve was unanimous.

- (a) Claim docket approved, regular claim numbers 197272 to 197387 in the amount of \$1,123,220.93; Child Nutrition claim numbers 19429 to 19441 in the amount of \$7,546.73.
- (b) Approval of the 2020-2021 Budget and related documents. Budget, Ad Valorem Tax Request Worksheet, and Ad Valorem Tax Resolution. The budget has total revenues of \$24,771,904 and total expenditures of \$26,493,552.
- (c) Approval of the end of year 2019-2020 inter- fund transfer from 16th Section Interest Fund to 16th Section Buildings and Improvements Fund for a total of \$14,947.29.
- (d) Approval of the renewal of the 1 year lease with USDA on section 16-3S-10W, for the term of 10-01-2020 to 9-30-2021, with annual rent due in the amount of \$2,400.00.
- (e) Approval of bank signature cards and bank authorizations held at The First: Jaelyn Parker, Inita Owen, Cassie Hardy, Donna Lee, Teena Blasko: Stone County School District Child Nutrition. This will go into effect July 13, 2020.
- (f) Approval of authorization to set up a new bank account at The First for 2019-2020 Shortfall Debt Service. This account will be set up for the 2019-2020 Shortfall revenue and payments. Authorized signatures will be: Inita Owen, Cassie Hardy, Donna lee, Teena Blasko.
- (g) Approval of the 2020/2021 Student Athletic Handbook.
- (h) Approval of the Stone Education Center Handbook for 2020-2021SY
- (i) Approval of the Coaches Handbook for the 2020/2021SY
- (j) Approval of the 2020/2021 School Safety Plans for the following schools; Perkinston Elementary, Stone Elementary, Stone Middle, Stone High, & Stone Education Center.
- (k) Approval of the Professional Development Learning Calendars for the 2020/2021SY for Stone High, Stone Middle, Stone Elementary, and Perkinston Elementary School's
- (l) Approval of contract/agreement between Coca-Cola Bottling Co. Gulf Coast and SCSD for a term of 4 years to reduce prices & increase availability of concessions for Stone County Schools.
- (m) Approval of contract/agreement between Memorial Hospital at Stone County and SCSD for 20/21SY to provide Occupational and Physical Therapy to Special education Students in Stone County School District.
- (n) Approval of the contract/agreement between MS Dept. of Rehabilitation and SCSD for the 20/21SY to assist in providing transition services from secondary school to subsequent environments for students with disabilities.
- (o) Approval of the contract/agreement between Panda Doc and SCSD for a term of 12 months to provide secure digital signature and document tracking capabilities for the Technology and Personnel departments.
- (p) Approval of the contract/agreement between News ELA and SCSD for the 20/21SY to provide supplemental ELA classroom instructional support in grades 3-8.
- (q) Approval of the agreement between BSN/Under Armour and SCSD for a term of 5 years for reduced prices on apparel, equipment, uniforms for Stone Athletic programs.

13. PERSONNEL

Motion made by Rodney Beech, seconded by Nina Shaw, to approve the personnel as recommended by Inita Owen, Superintendent. The vote to approve was unanimous.

(a) RESIGNATIONS:

	EMPLOYEE	POSITION	LOCATION	EFFECTIVE DATE	EXPLANATION
1	Jana C. Waters	6-8 Science Teacher	SMS	7-22-2020	Written Notification/ Not released from contract
2	Suely Firth	Child Nutrition	SES	7-31-2020	Written Notification
3	Suely Firth	H/C Bus Rider	Transportation	7-9-2020	Written Notification
4	Robbie Meadows	Bus Driver Camera Coordinator	Transportation	7-31-2020	Written Notification
5	Cyntria Young	Bus Driver #7	Transportation	7-28-2020	Written Notification

(b) RETIREMENT:

	EMPLOYEE	POSITION	LOCATION	EFFECTIVE DATE	EXPLANATION
6	Patti Stillman	Bus Driver	Transportation	7-16-2020	Written Notification

(c) RECOMMENDATIONS – NEW EMPLOYEES: Per Salary Scales

	EMPLOYEE	POSITION & SALARY	LOCATION	EFFECTIVE DATE	REPLACEMENT/ EXPLANATION
7	Macy Monk Ross	6-8 Science Teacher Pending License	SMS	8-3-2020	Jana Carpenter Waters
8	Megan E. Breland	MSIS/SAM Clerk 0 Clerical II, 205 days	SMS	7-29-2020	LaShawn Harris
9	Amber Wallace	Bus Driver DD8	Transportation	8-6-2020	Kenneth Martens
10	Richard Parker	Bus Driver FTS/1	Transportation	8-6-2020	N/A
11	Alyssa Bull	H/C Rider \$8.00 per hour	Transportation	8-6-2020	Suely Firth
12	Heather Nicole Vest	Bus Driver D/3	Transportation	8-6-2020	Tammy McFarland
13	Teresa Hart	Culinary Arts Teacher	SHS	8-3-2020	Jaclyn Parker
14	Jacob Pryor	English Teacher	SHS	8-3-2020	Kara Brown

(d) RECOMMENDATIONS: Per Salary Scales

	EMPLOYEE	POSITION & SALARY	LOCATION	EFFECTIVE DATE	REPLACEMENT
15	Barbara Fairley	Work Athletic Games, current hourly rate plus overtime	SEC	2020/2021	N/A
16	Judy McQueen	Work Athletic Games, current	SEC	2020/2021	N/A

		hourly rate plus overtime			
17	Edith Taylor	\$13.50 per hour	SEC	2020/2021	N/A
18	June Lott	\$13.50 per hour	SEC	2020/2021	N/A
19	Gregory Ulland	Bus Driver D/3	Transportation	8-6-2020	Robbie Meadows
20	Cynthia Monroe	Bus Driver BB/0	Transportation	8-6-2020	Cyntria Young

(e) SUPPLEMENTS:

	EMPLOYEE	POSITION & SALARY	LOCATION	EFFECTIVE DATE	REPLACING
21	Carl Mallett	Head Boys Basketball	SMS	8-6-2020	Lewis Brown
22	Brant Peddy	Assist. Football	SMS	8-6-2020	Lewis Brown
23	Tanner Nations	Assist Baseball	SHS	8-6-2020	Peyton Owen
24	Tyler Lane Scott	Archery	SMS	8-6-2020	Maurice Thornton
25	Lewis Brown	From SMS Basketball to Assist. Football	SHS	8-6-2020	Cade Amacker
26	Maurice Thornton	Archery	SMS	7-20-20	Resignation
27	John Feaster	Field Maintenance	SHS	8-6-2020	Cade Amacker

14. ADJOURN

There being no further business, the Board voted to adjourn until September 8, 2020 with a motion made by Jacob Smith, seconded by Rodney Beech. The vote to approve was unanimous.

**SPECIAL CALLED MEETING OF THE STONE COUNTY SCHOOL BOARD
AUGUST 5, 2020 5th MEETING
MEETING CONVENED AT 3:00 P.M. – PROFESSIONAL DEVELOPMENT CENTER**

DRAFT

MEMBERS PRESENT

**NINA SHAW
JACOB SMITH
RODNEY BEECH
DR. DORIS MATTHEWS
DIANE JOHNSON**

OTHERS PRESENT

**INITA OWEN, SUPERINTENDENT
SEAN COURTNEY, BOARD ATTORNEY**

1. CALL TO ORDER

School Board President, Diane Johnson, called the meeting to order. Jacob Smith gave the invocation and Diane Johnson led the pledge to the flag.

2. AGENDA ADOPTED

Motion made by Doris Matthews, and seconded by Rodney Beech, to approve the agenda as recommended by Superintendent, Inita Owen. The vote to approve was unanimous.

3. MODIFICATION OF 2020/2021 SCHOOL CALENDAR

Motion made by Jacob Smith, seconded by Rodney Beech, to adjust the 2020/2021 school calendar to start August 17, 2020 with all various deadlines adjusted also. The vote to approve was unanimous.

4. BACK TO SCHOOL REOPENING EXTRA CURRICULAR ACTIVITIES

Motion made by Rodney Beech, seconded by Nina Shaw, to accept the recommendation from Inita Owen, Superintendent for extracurricular activities to be only on a traditional schedule. The vote to approve was as follows.

Rodney Beech- Yea Nina Shaw- Yea Jacob Smith- Yea Doris Matthews- Yea Diane Johnson- Abstained

6. ADJOURN

There being no further business, the Board voted to adjourn until September 8, 2020 at 6:00p.m.with a motion made by Jacob Smith, seconded by Rodney Beech. The vote to approve was unanimous.

NOTICE OF SPECIAL CALLED MEETING

STONE COUNTY SCHOOL DISTRICT

BOARD OF EDUCATION

A special called meeting of the Board of Education of the Stone County School District will be held August 5, 2020, beginning at 3:00 P.M. at the Professional Development Center at Stone Middle School 532 East Central Avenue, Wiggins, MS.

The Board will meet for

- **Modify The 2020/2021 School Calendar**
- **Back To School Reopening Extra Curricular Activities**

**SPECIAL CALLED MEETING OF THE STONE COUNTY SCHOOL BOARD
AUGUST 17, 2020 6th MEETING
MEETING CONVENED AT 2:00 P.M. – STONE COUNTY BOARD OF SUPERVISORS MEETING
ROOM, STONE COUNTY COURTHOUSE**

DRAFT

MEMBERS PRESENT

**NINA SHAW
JACOB SMITH
RODNEY BEECH
DR. DORIS MATTHEWS
DIANE JOHNSON**

OTHERS PRESENT

**INITA OWEN, SUPERINTENDENT
SEAN COURTNEY, BOARD ATTORNEY**

1. CALL TO ORDER

School Board President, Diane Johnson, called the meeting to order. Sean Courtney gave the invocation and Diane Johnson led the pledge to the flag.

2. AGENDA ADOPTED

Motion made by Doris Matthews, and seconded by Nina Shaw, to approve the agenda as recommended by Superintendent, Inita Owen. The vote to approve was as follows.

3. MCHENRY SITE DEVELOPMENT

Motion made by Jacob Smith, seconded by Rodney Beech for SCSD to move forward with lease approval. The vote to approve was unanimous.

4. PERSONNEL

Motion made by Doris Matthews, seconded by Rodney Beech to approve personnel as recommended by Inita Owen, Superintendent. The vote to approve was unanimous.

(a) RESIGNATIONS:

	EMPLOYEE	POSITION	LOCATION	EFFECTIVE DATE	EXPLANATION
1	Darlene Bond	Cafeteria Worker	SHS	7-31-2020	Written Notification
2	Josephine Holliman	Cafeteria Worker	SES	8-7-2020	Written Notification
3	Max “Trey” Porter	P.E. Teacher, Football & Baseball Coach	SMS	8-5-2020	Written Notification
4	Madison Wedgeworth	Teacher Assist.	SES	8-13-2020	Termination of Employment

(b) RECOMMENDATIONS – NEW EMPLOYEES: Per Salary Scales

	EMPLOYEE	POSITION & SALARY	LOCATION	EFFECTIVE DATE	EXPLANATION/ REPLACES
5	Ryne W. Long	6-8 P.E. Teacher	SMS	8-10-2020	Max “Trey” Porter Not Released from Contract
6	Lauren Rebecca Alexander	1 st Grade T.A.	SES	8-17-2020	Madison Wedgeworth
7	Joani McQueen	Part Time Nurse @ \$25.00 per hour	SHS	8-14-2020	New Position
8	Victoria Husley	Cafeteria	SHS	8-5-2020	L. Darlene Bond

		Worker, Step 7, Regular, 6 hours per day, \$9.33 per hour			
9	Nickolas Gothard	Cafeteria Worker, step 1, regular, 5 hours per day @ \$8.73 per hour	SES	8-17-2020	Josephine Holliman
10	Juliette Neely	Cafeteria Worker, step 8, 5hours per day @9.43 per hour	SES	8-17-2020	Suely Firth
11	Shelli Spears	Cafeteria Worker, step 1, regular, floater will work all locations, 5 hours per day, \$8.73 per hour		8-17-2020	New Position
12	Donna L. Creel	6-8 Instructional Tutor, \$25.00 per hour @10 hours per week	SMS	9-8-2020	New Position
13	Anna Whitten	Paraprofessional, Part Time, \$9.00 per hour	The Think Center	8-17-2020	New Position

(c) RECOMMENDATIONS: Per Salary Scales

	EMPLOYEE	POSITION & SALARY	LOCATION	EFFECTIVE DATE	REPLACEMENT
14	Robbie Walker	Camera Monitor, \$8.00 per hour	Transportation	8-4-2020	Robbie Meadows
15	Jessica Musgrave	Sanitizer Employee, \$11.30 per hour	PES	8-17-2020	New Position
16	Theresa Arrington	Sanitizer Employee, \$11.30 per hour @ 1 hour per day	SMS	8-17-2020	New Position
17	Sharon Arrington	Sanitizer Employee, \$11.30 per hour @ 1 hour per day	SMS	8-17-2020	New Position
18	Pam Robinson	Sanitizer Employee, \$11.30 per hour @ 1 hour per	SMS	8-17-2020	New Position

		day			
19	Tina Galloway	Sanitizer Employee, \$11.30 per hour @ 1 hour per day	SMS	8-17-2020	New Position
20	Carrie Byrd	Kdg. Tutor, \$18.00 per hour	The Think Center	8-17-2020	Cathy Parker
21	Caitlin Dalrymple	3 rd Grade Tutor, \$18.00 per hour	The Think Center	8-17-2020	New Position
22	Emily Dixon	1 st Grade Tutor, \$18.00 per hour	The Think Center	8-17-2020	Ardessa Evans
23	Ardessa Evans	Substitute Tutor, \$18.00 per hour	The Think Center	8-17-2020	N/A
24	Michelle Harris	Substitute Tutor, \$18.00 per hour	The Think Center	8-17-2020	N/A
25	Cathy Parker	Substitute Tutor, \$18.00 per hour	The Think Center	8-17-2020	N/A
26	Cynthia Monroe	Substitute Tutor, \$18.00 per hour	The Think Center	8-17-2020	N/A

(d) SUPPLEMENTS:

	EMPLOYEE	POSITION & SALARY	LOCATION	EFFECTIVE DATE	REPLACEMENT
27	Brant Peddy	Head Football Coach from SMS Assist. Football Coach	SMS	8-17-2020	Max "Trey" Porter
28	Shana L. Compston	Head Softball Coach	SMS	7-15-2020	Resignation of Coaching Position
29	Macy Ross	Head Softball Coach	SMS	8-17-2020	Shana Compston
30	Ryne Long	Assist. SMS Football & Assist. SHS Baseball	SMS	8-17-2020	Max "Trey" Porter
31	Sean Miller	Baseball Field Maintenance \$1,500.00	SHS	8-17-2020	N/A
32	Shawn Kahler	Baseball Field Maintenance \$500.00	SHS	8-17-2020	N/A
33	Sandy Danzey	Afterschool Coordinator	District Office	8-17-2020	N/A

5. FUNDRAISER

Motion made by Rodney Beech, seconded by Nina Shaw to approve the following fundraiser. The motion to approve was unanimous.

	SCHOOL & ORGANIZATION	TYPE OF FUNDRAISER	PLACE AND DATE/DATES	RAISE MONEY FOR:
1	SHS Baseball Booster	Golf Tournament	Monarch Lake 8-29-20	Equipment & Field Supplies

6. ADJOURN

There being no further business, the Board voted to adjourn until September 8, 2020 at 6:00p.m.with a motion made by Rodney Beech, seconded by Doris Matthews. The vote to approve was unanimous.

NOTICE

THERE WILL BE A SPECIAL CALLED BOARD MEETING OF THE STONE COUNTY BOARD OF EDUCATION ON AUGUST 17, 2020 AT 2:00 P.M. THIS MEETING WILL TAKE PLACE AT THE STONE COUNTY BOARD OF SUPERVISORS MEETING ROOM AT THE STONE COUNTY COURTHOUSE, 323 EAST CAVERS AVENUE, WIGGINS, MS.

THIS WILL BE A DISCUSSION ON A POTENTIAL DEVELOPMENT OF THE SCSD MCHENRY SITE

**NOTICE
*AMENDED***

THERE WILL BE A SPECIAL CALLED BOARD MEETING OF THE STONE COUNTY BOARD OF EDUCATION ON AUGUST 17, 2020 AT 2:00 P.M. THIS MEETING WILL TAKE PLACE AT THE STONE COUNTY BOARD OF SUPERVISORS MEETING ROOM AT THE STONE COUNTY COURTHOUSE, 323 EAST CAVERS AVENUE, WIGGINS, MS.

THIS WILL BE A DISCUSSION ON:

- A POTENTIAL DEVELOPMENT OF THE SCSD MCHENRY SITE
- PERSONNEL
- FUNDRAISER

**SPECIAL CALLED MEETING OF THE STONE COUNTY SCHOOL BOARD
AUGUST 25, 2020 7th MEETING
MEETING CONVENED AT 6:00 P.M. - PROFESSIONAL DEVELOPMENT CENTER**

DRAFT

MEMBERS PRESENT

**NINA SHAW
JACOB SMITH
RODNEY BEECH
DR. DORIS MATTHEWS
DIANE JOHNSON**

OTHERS PRESENT

**INITA OWEN, SUPERINTENDENT
SEAN COURTNEY, BOARD ATTORNEY**

1. CALL TO ORDER

School Board President, Diane Johnson, called the meeting to order. Rodney Beech gave the invocation and Rodney Beech led the pledge to the flag.

2. AGENDA ADOPTED

Motion made by Jacob Smith, and seconded by Rodney Beech, to move item #3 to the end of the agenda and approve the remainder of the agenda as recommended by Superintendent, Inita Owen. The vote to approve was unanimous.

3. ADRANOS DISCUSSION

Moved to the end of the agenda

4. RESOLUTION GCRF

Motion made by Jacob Smith, seconded by Rodney Beech, to approve a RESOLUTION OF THE SCHOOL BOARD FOR THE STONE COUNTY SCHOOL DISTRICT TO AUTHORIZE AND APPROVE THE SUPERINTENDENT OF THE STONE COUNTY SCHOOL DISTRICT, ENTERING INTO A GRANT AGREEMENT WITH THE MISSISSIPPI DEVELOPMENT AUTHORITY IN ORDER TO RECEIVE A GRANT THROUGH THE GULF COAST RESTORATION FUND ON BEHALF OF STONE COUNTY SCHOOL DISTRICT FROM THE MISSISSIPPI DEVELOPMENT AUTHORITY AND AUTHORIZING EIGHT HUNDRED THOUSAND DOLLARS (\$800,000.00) WHICH IS TWENTY PERCENT (20%) OF THE PROJECT COST IN MATCHING FUNDS FOR THE PURPOSE OF CONSTRUCTING THE STONE COUNTY SCHOOL DISTRICT'S CAREER AND TECHNICAL EDUCATION CENTER. The vote to approve was unanimous.

5. EQUITY IN DISTANCE LEARNING

Motion made by Nina Shaw, seconded by Doris Matthews, to approve the allocation of funds from the EDLA. These funds will be used to purchase Chromebooks and 50 teacher laptops. The vote to approve was unanimous.

6. CONSENT AGENDA

Motion made by Nina Shaw, seconded by Rodney Beech, to approve the consent agenda. The vote to approve was unanimous.

- (a) ESSER Assurances and Budget Review
- (b) Contract/agreement between Horizon Software & SCSD
- (c) Contract/agreement between Gulf Coast Mental Health & SCSD
- (d) Contract/agreement between MHG at Stone County & SCSD

7. POLICIES w/REVISIONS

Motion made by Nina Shaw, seconded by Doris Matthews, to approve the revisions to policies IJBD- Responsible Use of District Issued Technology, and IJ-R- Internet/Acceptable Use Policy. The vote to approve was unanimous.

8. ADJOURN

There being no further business, the Board voted to adjourn until September 8, 2020 at 6:00p.m. with a motion made by Jacob Smith, seconded by Rodney Beech. The vote to approve was unanimous.

NOTICE

THERE WILL BE A SPECIAL CALLED BOARD MEETING OF THE STONE COUNTY BOARD OF EDUCATION ON AUGUST 25, 2020 AT 6:00 P.M. THIS MEETING WILL TAKE PLACE AT STONE MIDDLE SCHOOL PROFESSIONAL DEVELOPMENT CENTER, 532 E CENTRAL AVENUE, WIGGINS, MS.

THE MEETING WILL BE HELD FOR:

- Adranos Discussion
- Resolution GCRF
- MS. Equity In Distance Learning Act
- Consent Agenda
 - (a) ESSER Assurances and Budget Review
 - (b) Contract/agreement between Horizon Software & SCSD
 - (c) Contract/agreement between Gulf Coast Mental Health & SCSD
 - (d) Contract/agreement between MHG at Stone County & SCSD
- Policies
 - (a) Revisions for 1st reading- IJBD - Responsible Use of District Issued Technology, IJ-R- Internet/Acceptable Use Policy

SCSD

SEPTEMBER 2020 SUPERINTENDENT'S REPORT

Goal 1: Increase involvement between stakeholders and the district

1.1

Cultivate and sustain successful partnerships

MGCCC: Held general meeting with Ladd Taylor and Bobby Ghosal to talk about collaborating on a Collegiate Academy utilizing our CTE Welding and Teacher Academy Programs.

Nell Murray/Lindsey Ward w/ SMPDD: Completed and submitted the Gulf Coast Restoration Fund Request for Phase II of the Stone County CTE Center.

Stone County Board of Supervisor's Meeting: Public hearing to discuss the possibility of locating an industry within the 16th Section McHenry Site. Also brought about the potential for creating an industrial park within that same section which will be possibly be owned and operated by the SCEDP.

Stone County School District Wide Meeting: All Stone County School Employees gathered at the SHS gym for a motivational speech and a friendly competition. SMS and SES took home the \$500 awards for being the best at Stone County Trivial KAHOOTers! The \$1000 award was generously donated by the Stone County EDP.

GCEIC Superintendent's Meeting: Topics discussed included COVID 19 restrictions, ADA funding and MHSAA sporting functions.

Pinebelt Superintendent's Meeting: Meet w/ Ben Burnett and spoke to him about joining the pilot for the Teacher Academy dual credit program.

Lynn Truelove/Kent Nicaud, CEO of Memorial Hospital: Discussed the partnership between the school system and the hospital when dealing with COVID 19 testing and the education of personnel. Also discussed the idea of adding a new CTE program in the coming year to meet the need of a new technological position.

PES, SMS, SES:

See attached enrollment reports! iReady/ELS diagnostic testing as well as Kindergarten Readiness state assessments were given. Our teachers had multiple professional developments before school began and have continued with Google, ELS, and EL trainings.

1.2

District update/Parenting tips

Stone Elementary School/Perkinston Elementary School: Hosted Orientation for grades K & 1st.

Stone Middle School held Orientation for 6th grade.

Stone High School held Orientation for 9th grade.

Virtual training for Google/technology was offered to support parents/students at both elementary schools.

Goal 2: Increase student achievement in preparation to be college and career ready.

2.1

Increase Literacy

Renewed all iReady programs across the district. Administered 1st quarter diagnostics. ELS has been purchased district wide and the 1st diagnostic will begin to be administered during September.

2.2

Increase Math Skills

Renewed all iReady programs across the district. Administered 1st quarter diagnostics. ELS has been purchased district wide and the 1st diagnostic will begin to be administered during September.

2.3

Increase Percentage of Students Attending IHL

Dual credit orientation held in the cafeteria for all participating students. An on campus version will be held when COVID restrictions have changed.

2.4

Decrease dropout rate

Seniors Pledge to Graduate!

Goal 3: Relevant professional development

3.1

Teacher/Paraprofessional/Administrator Training

C. Hickman: Health Science IAD Meeting, R. Anderson: Methods of Healthcare and Clinical Services, August 3rd - Kids First 'Academic Recovery' (SES/PES), STEMscopes training (Science); August 4th - Google Classroom & Apps Training by Kids First, August 10th - Chuck Poer w/ Kids First, Ascend Math (SMS/SHS), Google training for Special Pops w Kids First; August 11 - iReady SCSD ADMIN Implementation Meeting; August 12-13 - Google Classroom Training w/Synergetics; August 14th - iReady Math Classroom and Virtual learning (SES/PES)

MSBA Evaluation Instrument

1.1

Collaborates with the Board in the preparation of long-term and short-term operational and instructional goals, which are objectively measureable as pre-determined through “indicators of success”.

1.3

Collaborates with the Board in the preparation of annual monitoring intervals for all adopted goals.

Completed and sent in School Board Legislative Survey

1.4

Collaborates with the Board in determining the reporting format to be used at monitoring intervals for adopted goals.

Will discuss appropriate intervals at board retreat.

2.2

Informs the Board about current trends and developments in education.

Teacher Recognition Awards reinstated for the 2020-2021 school year, EDLA grant completed, HB1788 to address connectivity issues for students/personnel

4.4

Maintains and distributes all adopted policies.

5.1

Posts all meetings by the Board in accordance with the Open Meetings Act.

6.2

Provides leadership to and general supervision of all school district employees.

Monthly administration meetings, quarterly data meetings, BOY district wide meeting

7.6

Prepares monthly financial reports on the status of the budget-reports to include, at minimum, money budgeted, received and expended to date in all budgeted areas.

See monthly reports.

8.2

Recognizes and protects the chain of command concept.

8.4

Provides the Board with information on training opportunities, seminars and conferences applicable to Board professional development and, whenever possible, attends Board training sessions with the Board.

September 14-15, 2020 MSBA Policy Conference will be held virtually this year due to COVID 19. Additional seminars with hours available emailed to board members.

Student Enrollment Breakdown

Criteria
 District: Stone County School District
 School: My Schools
 Date: 09/04/2020

ADA Grade	White		Black		Asian		American Indian		Pacific Islander		Hispanic		Male	Female	Total
	M	F	M	F	M	F	M	F	M	F	M	F			
Kindergarten	75	65	14	23	1	1	0	0	0	0	1	0	91	89	180
Kindergarten Special Education	1	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Elementary Self-Contained Special Education	7	3	5	2	0	0	0	0	0	0	0	0	12	5	17
Secondary Self-Contained Special Education	3	4	0	2	0	0	0	0	0	0	0	1	3	7	10
1st	79	68	16	18	0	0	0	0	0	0	0	2	95	88	183
2nd	84	76	11	17	1	1	0	0	0	0	1	1	97	95	192
3rd	60	55	20	16	0	0	0	1	0	0	1	0	81	72	153
4th	77	73	22	15	0	1	1	0	0	0	0	4	100	93	193
5th	78	52	20	18	0	0	0	0	0	0	0	0	98	70	168
6th	79	58	15	30	0	1	0	0	0	0	1	1	95	90	185
7th	67	70	26	19	1	1	0	1	0	0	3	1	97	92	189
8th	85	65	25	21	0	0	0	0	0	0	5	2	115	88	203
9th	65	65	24	16	0	0	2	1	0	0	0	6	91	88	179
10th	73	83	19	20	0	1	1	1	0	0	0	2	93	107	200
11th	58	61	19	22	0	1	0	0	0	0	0	1	75	85	160
12th	73	42	16	18	1	0	0	1	0	0	2	2	92	63	155
	962	840	252	257	4	7	4	5	0	0	14	23	1236	1132	
	1802		509		11		9		0		37		2368		

School	Type	Count
Perkinston Elementary School	Entry	1
Stone Elementary School		0
Stone High School		0
Stone Middle School		0

Student Enrollment Breakdown

Criteria
 District: Stone County School District
 School: Perkinston Elementary School
 Date: 09/04/2020

ADA Grade	White		Black		Asian		American Indian		Pacific Islander		Hispanic		Male	Female	Total
	M	F	M	F	M	F	M	F	M	F	M	F			
Kindergarten	38	40	6	10	0	0	0	0	0	0	0	0	44	50	94
Elementary Self-Contained Special Education	2	0	2	0	0	0	0	0	0	0	0	0	4	0	4
1st	41	34	5	4	0	0	0	0	0	0	0	0	46	38	84
2nd	44	39	4	8	0	1	0	0	0	0	0	0	48	48	96
3rd	27	30	4	5	0	0	0	0	0	0	0	0	31	35	66
4th	34	41	8	4	0	0	0	0	0	0	0	1	42	46	88
5th	40	31	5	4	0	0	0	0	0	0	0	0	45	35	80
	226	215	34	35	0	1	0	0	0	0	0	1	260	252	
	441		69		1		0		0		1		512		

School	Type	Count
Perkinston Elementary School	Entry	1

Student Enrollment Breakdown

Criteria
 District: Stone County School District
 School: Stone Elementary School
 Date: 09/04/2020

ADA Grade	White		Black		Asian		American Indian		Pacific Islander		Hispanic		Male	Female	Total
	M	F	M	F	M	F	M	F	M	F	M	F			
Kindergarten	37	25	8	13	1	1	0	0	0	0	1	0	47	39	86
Kindergarten Special Education	1	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Elementary Self-Contained Special Education	2	2	3	0	0	0	0	0	0	0	0	0	5	2	7
1st	38	34	11	14	0	0	0	0	0	0	0	2	49	50	99
2nd	40	37	7	9	1	0	0	0	0	0	1	1	49	47	96
3rd	33	25	16	11	0	0	0	1	0	0	1	0	50	37	87
4th	43	32	14	11	0	1	1	0	0	0	0	3	58	47	105
5th	36	21	15	14	0	0	0	0	0	0	0	0	53	35	88
	232	176	74	72	2	2	1	1	0	0	3	6	312	257	
	408		146		4		2		0		9		569		

School	Type	Count
Stone Elementary School		0

Student Enrollment Breakdown

Criteria
 District: Stone County School District
 School: Stone High School
 Date: 09/04/2020

ADA Grade	White		Black		Asian		American Indian		Pacific Islander		Hispanic		Male	Female	Total
	M	F	M	F	M	F	M	F	M	F	M	F			
Secondary Self-Contained Special Education	3	4	0	2	0	0	0	0	0	0	0	1	3	7	10
9th	65	65	24	16	0	0	2	1	0	0	0	6	91	88	179
10th	73	83	19	20	0	1	1	1	0	0	0	2	93	107	200
11th	56	61	19	22	0	1	0	0	0	0	0	1	75	85	160
12th	73	42	16	18	1	0	0	1	0	0	2	2	92	63	155
	270	255	78	78	1	2	3	3	0	0	2	12	354	350	
	525		156		3		6		0		14		704		

School	Type	Count
Stone High School		0

Student Enrollment Breakdown

My Schools 09/04/2020 09:57 AM

Criteria
 District: Stone County School District
 School: Stone Middle School
 Date: 09/04/2020

ADA Grade	White		Black		Asian		American Indian		Pacific Islander		Hispanic		Male	Female	Total
	M	F	M	F	M	F	M	F	M	F	M	F			
Elementary Self-Contained Special Education	3	1	0	2	0	0	0	0	0	0	0	0	3	3	6
6th	79	58	15	30	0	1	0	0	0	0	1	1	95	90	185
7th	67	70	26	19	1	1	0	1	0	0	3	1	97	92	189
8th	85	65	25	21	0	0	0	0	0	0	5	2	115	88	203
	234	194	66	72	1	2	0	1	0	0	9	4	310	273	
	428		138		3		1		0		13		583		

School	Type	Count
Stone Middle School		0

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Report Date: 8/31/2020

Claim No: 197388 To 197601

Claim Status: Open

Claim No.	Claimant Name	Claim Amount	Fund	Description
197388	SUN COAST BUSINESS SUPPLY	\$717.58	1120	WATER CUPS
197389	BUTCH OUSTALET FORD	\$182.05	1120	VAN 76 PARTS
197390	SUN COAST BUSINESS SUPPLY	\$32.57	1120	WATER COOLER
197391	SANICO, INC	\$33.12	1120	YEARLY RUG RENTAL
197392	BURROUGHS DIESEL	\$250.00	1120	DPF CLEAN
197393	THE LIBRARY STORE	\$128.95	1120	SHS--LIBRARY SUPPLIES
197394	STONE PRINTING CO, INC	\$120.00	1120	SHS--TRANSCRIPTS STAMPS
197395	GULF COAST BUSINESS	\$24.10	1120	WHITEBOARD CLEANER
197396	AMAZON.COM LLC	\$219.96	1120	WALKIE TALKIES
197397	AMAZON.COM LLC	\$48.76	1120	CLASSROOM SUPPLIES
197398	AMAZON.COM LLC	\$119.92	1152	BADGE LANYARDS
197399	AMAZON.COM LLC	\$164.97	1151	SHS SUPPLIES
197400	JACKS HOME IMPROVEMENT CENTER	\$756.99	2711	SHS--NONTRADITIONAL GRANT
197401	AMAZON.COM LLC	\$351.90	2711	SHS--NONTRADITIONAL GRANT
197402	HOLMES, WILLIE	\$192.00	1120	INSURANCE REIMBURSEMENT
197403	FIELDS, CHRISTINE	\$488.00	1120	INSURANCE REIMBURSEMENT
197404	PRINE, CHARLES	\$192.00	1120	INSURANCE REIMBURSEMENT
197405	SANICO, INC	\$135.16	1120	RUGS AND MOPS -YEARLY ESTIMATE
197406	JANI-KING OF MS COAST	\$3,958.00	1120	FY21 SCHOOL CLEANING SERVICES
197407	WALMART	\$80.98	1120	CLEANING & OFFICE SUPPLIES
197408	ALEXANDER HARDWARE & SUPPLY	\$67.96	1120	T-SHIRT RAGS FOR CLEANING
197409	WALMART	\$76.68	1120	BATTERIES FOR THERMOMETERS
197410	SUN COAST BUSINESS SUPPLY	\$409.31	1120	SUPPLIES FOR CUSTODIANS
197411	SUN COAST BUSINESS SUPPLY	\$1,455.00	1120	COPY PAPER
197412	NECAISE LOCKSMITH, INC	\$8,790.00	1120	PES DOORS
197413	SCHNEIDER ELECTRIC	\$489.60	1120	THERMOSTAT SHS GYM
197414	WARDS - WIGGINS	\$113.40	1120	STAFF DEV BREAK.
197415	SOUTHERN FIRE SAFETY SYSTEMS	\$264.00	1120	RECHARGE FIRE EXTINGUISHERS
197416	WALMART	\$85.68	1120	CLEANING SUPPLIES
197417	WALMART	\$15.92	1120	BOTTLED WATERS
197418	KENTWOOD	\$31.76	1120	ANNUAL WATER DELIVERY
197419	MEA DRUG TESTING	\$195.00	1120	EST ANNUAL DRUG SCREENING
197420	BURKES AUTO PARTS, LLC	\$797.47	1120	GASOLINE PUMP
197421	GEORGE'S SPORTING GOODS	\$2,207.25	1155	SUPPLIES FOR FOOTBALL

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
197422	CURRICULUM ASSOCIATES, LLC	\$22,958.30	1120	I READY SUPPLIES
197423	ION WAVE TECHNOLOGIES, INC	\$3,865.00	2610	LICENSE FEE RENEWAL/ SOFTWARE
		\$2,000.00	2620	LICENSE FEE RENEWAL/ SOFTWARE
197424	SUN COAST BUSINESS SUPPLY	\$907.35	1120	SHS OFFICE SUPPLIES
197425	MS BANDMASTERS ASSOCIATION	\$240.00	1120	SHS--BAND DUES
197426	RCU	\$750.00	2711	SHS-NEW TEACHER INDUCTION
197427	ISCO METALS OF MS, LLC	\$312.00	2711	SHS-WELDING SUPPLIES
197428	Beyond Consequences Institute,	\$69.18	2610	SUPPLIES
197429	ORIENTAL TRADING CO., INC.	\$39.09	1120	TOTE BAGS FOR EMERGENCY INFO
197430	NOTARY PUBLIC UNDERWRITERS INC	\$107.00	1120	NOTARY PACKAGE
197431	SOUTHERN FIRE SAFETY SYSTEMS	\$177.00	1120	FY21 MAINT OF FIRE EXTING'S
197432	SUN COAST BUSINESS SUPPLY	\$148.45	1120	POUR IN SOAP DISPENSERS (FEMA)
197433	MAGNOLIA MUSIC CENTER, LLC	\$8,861.97	1120	SHS--SOUND SYSTEM FOR GYM
197434	STONE PRINTING CO, INC	\$120.00	1120	TEACHER SIGNS FOR HALLWAYS
197435	WALMART	\$1.94	1120	BINDER CLIPS
197436	WALMART	\$167.24	1120	BUG SPRAY
197437	AMAZON.COM LLC	\$29.96	2610	SUPPLIES
197438	AMAZON.COM LLC	\$108.00	2610	SUPPLIES / MATERIALS
197439	WALMART	\$69.90	1120	BATTERIES FOR MEGAPHONES
197440	OFFICE DEPOT # 437	\$175.53	1120	CLASSROOM SUPPLIES
197441	OFFICE DEPOT # 437	\$105.51	1120	CLASSROOM SUPPLIES
197442	AMAZON.COM LLC	\$72.93	1120	MATH SUPPLIES
197443	SUN COAST BUSINESS SUPPLY	\$1,122.33	1120	JANITORIAL SUPPLIES
197444	JACKS HOME IMPROVEMENT CENTER	\$210.17	1120	EST MONTHLY SUPPLIES
197445	SOUTHERN PIPE & SUPPLY CO. INC	\$777.08	1120	EST MONTHLY SUPPLIES
197446	SUN COAST BUSINESS SUPPLY	\$134.70	1120	OFFICE SUPPLIES
197447	ALEXANDER HARDWARE & SUPPLY	\$300.26	1120	EST MONTHLY SUPPLIES
197448	ALEXANDER HARDWARE & SUPPLY	\$380.78	1120	EST MONTHLY SUPPLIES
197449	JACKS HOME IMPROVEMENT CENTER	\$475.46	1120	EST MONTHLY SUPPLIES
197450	ALEXANDER HARDWARE & SUPPLY	\$824.94	1120	EST MONTHLY SUPPLIES
197451	AT&T	\$1,045.26	1120	MONTHLY SERVICES
197452	AT&T	\$3,750.00	1120	MONTHLY SERVICES
197453	AT&T LONG DISTANCE SERVICE	\$46.87	1120	MONTHLY SERVICES
197454	AT&T-MCHENRY INTERNET/PHONE	\$121.37	2711	MONTHLY SERVICE
197455	WALKER, LATISHA O'NEAL	\$39.00	1152	RETURNED LIBRARY BOOK
197456	OWENS BUSINESS MACHINES INC	\$8,559.96	1120	COPY CONTRACT INVOICE
		\$61.25	2110	COPY CONTRACT INVOICE

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
197456	OWENS BUSINESS MACHINES INC	\$131.29	2711	COPY CONTRACT INVOICE
197457	ADAMS & REESE LLP	\$582.00	1120	SERVICES RENDERED
197458	STRICKLAND, CURTIS J	\$1,312.50	1120	HVAC SERVICES
		\$437.50	2110	HVAC SERVICES
197459	STONE UTILITY ASSN INC.	\$253.74	1120	MONTHLY SERVICES
197460	STONE COUNTY UTILITY AUTHORITY	\$154.00	1120	MONTHLY SERVICES
197461	C SPIRE WIRELESS	\$51.47	1120	MONTHLY SERVICE
197462	PEARL RIVER VALLEY EPA	\$130.00	1930	MONTHLY SERVICES
		\$25.00	2711	MONTHLY SERVICES
197463	BEECH, STACY	\$68.00	1151	PROM REFUND
197464	TYREE, REBECCA	\$68.00	1151	PROM REFUND
197465	PEARSON, LANCE A.	\$6,125.00	2901	DRAINAGE REPAIR FOR PAVEMENT
197466	MS FORESTRY COMMISSION	\$3,240.00	2830	BOUNDARY LINE MAINTENANCE
197467	BXS INSURANCE, INC	\$615.00	1120	NEW BONDS
197468	SOUTHERN COMMUNICATIONS-SRV	\$1,562.47	1120	MONTHLY SERVICES
197469	STONE COUNTY SCHOOLS	\$688.00	2093	ESY TRIP TICKETS
197470	GRIFFIN REPAIR SERVICE CO.	\$49.80	1120	DRYER THERMOSTAT
197471	NECAISE LOCKSMITH, INC	\$104.00	1120	EST MONTHLY SUPPLIES
197472	KENTWOOD	\$66.51	1120	ANNUAL WATER DELIVERY
197473	EDUCATIONAL MATERIALS SPECIAL	\$2,500.00	2610	BEHAVIOR MANAGEMENT TOOLS
		\$1,495.00	2620	BEHAVIOR MANAGEMENT TOOLS
197474	PARKER SERVICE CENTER, LLC	\$300.00	1120	TOWING #55
197475	THE PARTS PLACE	\$197.60	1120	EST MONTHLY SUPPLIES
197476	WIGGINS PRIMARY CARE	\$81.00	1120	MDOT PHYSICALS
197477	BURKES AUTO PARTS, LLC	\$203.74	1120	EST MONTHLY SUPPLIES
197478	SMITHS AUTOMOTIVE PARTS &	\$976.03	1120	EST MONTHLY SUPPLIES
197479	AMERICAN ASSOC OF SCHOOL	\$125.00	1120	AASP MEMBERSHIP RENEWAL
197480	WALMART	\$14.94	1120	SANITIZER/MASKS
197481	STONE PRINTING CO, INC	\$4,000.00	1120	HANDBOOKS
197482	AMAZON.COM LLC	\$105.98	1120	WALL CALENDAR
197483	SUNFLOWER UTILITY ASSN	\$15.00	2711	MONTHLY SERVICE
197484	JANI-KING OF MS COAST	\$5,970.97	1120	SHS--JANI-KING SERVICES
197485	SYNERGETICS DCS INC	\$2,008.00	1120	PHONE SYSTEM/TRANSP.
197486	SYNERGETICS DCS INC	\$2,216.70	1120	RENEWAL
197487	FOLLETT SCHOOL SOLUTIONS, INC	\$3,628.20	1120	DESTINY SOFTWARE RENEWAL
		\$3,145.80	2290	DESTINY SOFTWARE RENEWAL
197488	USA TESTPREP, LLC	\$425.00	1120	SHS--AP USA TEST PREP

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
197489	STONE PRINTING CO, INC	\$135.00	1120	SHS--ENVELOPES
197490	26 SIGNS LLC	\$51.20	1120	SHS-LIBRARY POSTERS
197491	SCHOLASTIC CLASSROOM MAGAZINES	\$4,120.60	1154	SCHOLASTIC MAGAZINES
197492	SUN COAST BUSINESS SUPPLY	\$457.35	1120	BUS SUPPLIES
197493	JANI-KING OF MS COAST	\$3,958.00	1120	FY21 SCHOOL CLEANING SERVICES
197494	SUN COAST BUSINESS SUPPLY	\$1,455.00	1120	COPY PAPER
197495	AMAZON.COM LLC	\$11.30	1120	EDUCATIONAL SUPPLIES
197496	GLOBAL EQUIPMENT FURNITURE	\$119.99	2590	RESPONSE TO COVID
197497	JANI-KING OF MS COAST	\$2,602.00	2590	PRIVATE SCHOOL EQUITABLE SHARE
197498	JANI-KING OF MS COAST	\$770.00	2590	PRIVATE SCHOOL EQUITABLE SHARE
197499	AMERICAN LEGACY PUBLISHING	\$4,384.80	2211	INSTRUCTIONAL SUPPORT
197500	SCHOOLSTATUS, LLC	\$19,800.00	1120	PARENT FAMILY ENGAGEMENT
		\$1,819.75	2211	PARENT FAMILY ENGAGEMENT
		\$1,908.25	2311	PARENT FAMILY ENGAGEMENT
197501	EDUCATIONAL MATERIALS SPECIAL	\$18,939.40	1120	INSTRUCT. SPLYS.
		\$10,612.54	2211	INSTRUCT. SPLYS.
		\$1,378.06	2290	INSTRUCT. SPLYS.
		\$1,250.00	2511	INSTRUCT. SPLYS.
		\$6,835.00	2620	INSTRUCT. SPLYS.
197502	NEWSELA, INC.	\$10,566.66	2211	SUPPLEMENTAL ELA CLASSROOM
		\$5,283.33	2311	SUPPLEMENTAL ELA CLASSROOM
		\$2,250.01	2511	SUPPLEMENTAL ELA CLASSROOM
197503	MAJORCLARITY, LLC	\$3,300.00	2811	WELL ROUNDED CCR EXPLORATION
197504	APEX LEARNING, INC.	\$1,100.00	2311	WELL ROUNDED EDUCATION
197505	GULF COAST BUSINESS	\$4,354.65	2590	RESPONSE TO COVID SUPPLIES
197506	KIDS FIRST EDUCATION, LLC	\$2,750.00	2511	INSTRUCTIONAL SUPPORT
197507	CURRICULUM ASSOCIATES, LLC	\$48,050.37	2211	IMPROVEMENT OF INSTRUCTION
		\$3,000.00	2511	IMPROVEMENT OF INSTRUCTION
197508	KIDS FIRST EDUCATION, LLC	\$4,125.00	2590	INSTRUCTIONAL SUPPORT
197509	BILOXI PAPER COMPANY, INC	\$392.13	2590	RESPONSE TO COVID CLEANING
197510	SUN COAST BUSINESS SUPPLY	\$1,357.47	2590	RESPONSE TO COVID
197511	SHI INTERNATIONAL CORP	\$19,500.00	2590	PREPAREDNESS SUPPORT FOR COVID
197512	MOUNTAIN MATH/LANGUAGE LLC	\$2,158.08	2211	INSTRUCTIONAL SUPPORT RENEWAL
197513	STONE PRINTING CO, INC	\$409.60	2590	ARROWS FOR HALLS
197514	THE DBQ COMPANY	\$1,125.00	2311	INSTRUCTIONAL SUPPORT
197515	NFlash, Inc.	\$11,804.00	2590	REMOTE LEARNING RESP. TO COVID
197516	BSN SPORTS	\$19,425.00	2590	PPE RESPONSE TO COVID

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
197517	BSN SPORTS	\$2,277.00	2590	RESPONSE TO COVID
197518	CENGAGE LEARNING	\$378.88	1120	SHS--HEALTH SCIENCE I SUPPLIES
197519	SANICO, INC	\$123.51	1120	SHS--SANICO RENTALS
197520	TECHNOLOGY RESOURCES, INC.	\$103.00	1120	SHS--LABELS
197521	STONE PRINTING CO, INC	\$52.00	1120	STUDENT DISMISSAL CARDS/SES
197522	SOUTHERN FIRE SAFETY SYSTEMS	\$207.00	1120	SERVICE FIRE EXTINGUISHERS
197523	AMAZON.COM LLC	\$248.00	1153	LAMINATING CART
197524	AMAZON.COM LLC	\$385.00	1153	LANYARDS FOR STUDENTS
197525	AMAZON.COM LLC	\$183.12	1120	FILE HOLDER FOR TEACHERS
197526	SERVPRO OF BILOXI INC	\$577.75	1120	CARPET CLEANING FOR SES
197527	26 SIGNS LLC	\$465.00	1153	HALL SIGNS FOR CLASSROOMS
197528	O'REILLY AUTO PARTS	\$355.58	1120	EST MONTHLY SUPPLIES
197529	EPIC BUSINESS ESSENTIALS, LLC	\$62.14	1120	BUSINESS OFFICE SUPPLIES
197530	AMAZON.COM LLC	\$677.92	1154	STUDENT LANYARDS & PAPER RACK
197531	AMAZON.COM LLC	\$146.48	1153	ICE CHEST FOR STUDENT LUNCHES
197532	SANICO, INC	\$270.58	1120	RUG RENTAL
197533	WIGGINS SAW COMPANY	\$81.85	1120	EST MONTHLY SUPPLIES
197534	EMPIRE TRUCK SALES	\$305.77	1120	EST MONTHLY SUPPLIES
197535	SOUTHERN PIPE & SUPPLY CO. INC	\$137.37	1120	EST MONTHLY SUPPLIES
197536	RENAISSANCE LEARNING INC	\$8,702.50	1120	EDUCATIONAL SPLYS
197537	SANICO, INC	\$25.00	1120	YEARLY MOP AND RUG RENTAL
197538	ALEXANDER HARDWARE & SUPPLY	\$159.27	1120	EST MONTHLY SUPPLIES
197539	WARD, JENNIFER	\$480.00	2211	INSTRUCTIONAL SUPPORT
197540	KIDS FIRST EDUCATION, LLC	\$5,500.00	2511	INSTRUCTIONAL SUPPORT
197541	COMPUTER DISCOUNT WAREHOUSE	\$6,794.00	2590	RESPONSE TO COVID LMS TO SPT
197542	SUN COAST BUSINESS SUPPLY	\$596.00	2590	BATTERIES-RESPONSE TO COVID
197543	SUN COAST BUSINESS SUPPLY	\$762.99	1120	SUPPLIES FOR CUSTODIANS
197544	SUN COAST BUSINESS SUPPLY	\$144.55	1120	CLEANING/OFFICE SPLYS
197545	GULF COAST BUSINESS	\$76.72	1120	BROOMS
197546	WALMART	\$5.97	1120	ZIP TIES
197547	WALMART	\$3.34	1120	COMET WITH BLEACH
197548	TECHNOLOGY RESOURCES, INC.	\$103.00	1120	CUMULATIVE LABELS
197549	STUART C IRBY CO	\$69.00	1120	FLOR LIGHT BULBS
197550	GILKEY ELECTRIC SUPPLY CO, INC	\$395.64	1120	ELECTRIC WIRING
197551	SUN COAST BUSINESS SUPPLY	\$256.86	1120	OFFICE SUPPLIES
197552	CINTAS CORPORATION #0240	\$493.57	1120	EST UNIFORM/TOWEL, SOAP SUPP
197553	SANICO, INC	\$165.60	1120	EST YEARLY RUG RENTAL

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
197554	WATERS INTERNATIONAL	\$3,353.42	1120	EST MONTHLY SUPPLIES
197555	SUN COAST BUSINESS SUPPLY	\$903.64	1120	JANITORIAL SUPPLIES
197556	SOUTHERN PIPE & SUPPLY CO. INC	\$805.06	1120	EST MONTHLY SUPPLIES
197557	JACKS HOME IMPROVEMENT CENTER	\$763.53	1120	EST MONTHLY SUPPLIES
197558	OWENS BUSINESS MACHINES INC	\$1,149.53	1120	FY20 COPY OVERAGES
197559	BADGEPASS, INC	\$222.05	1120	ID SPLYs
		\$84.00	2110	ID SPLYs
197560	ADT COMMERCIAL, LLC	\$335.00	1120	INTERCOM REPAIR
197561	JOHNSON, DIANE L.	\$55.20	1120	BOARD TRAVEL
197562	MATTHEWS, DORIS	\$46.00	1120	BOARD TRAVEL
197563	SMITH, JACOB	\$96.64	1120	BOARD TRAVEL
197564	BEECH, RODNEY	\$88.55	1120	BOARD TRAVEL
197565	HOLIDAY, DIANE	\$20.00	1154	RETURNED LIBRARY BOOK
197566	THERIOT, ANGIE	\$14.45	1154	RETURNED LIBRARY BOOK
197567	PAVOLINI, KYLA	\$33.48	1154	RETURNED LIBRARY BOOKS
197568	STONE UTILITY ASSN INC.	\$263.00	1120	MONTHLY SERVICES
197569	KELLY SERVICES, INC	\$2,257.68	1120	SUB SERVICES
197570	WEGNER, FREDDIE	\$50.00	1120	REIMB FIRST AID COURSE FEE
197571	ANDERSON, RANDA	\$207.00	2711	TRAVEL FOR METHODS TRAINING
197572	LAW OFFICE OF	\$6,780.00	1120	SERVICES RENDERED
197573	OWENS BUSINESS MACHINES INC	\$8,559.96	1120	COPY CONTRACT INVOICE
		\$61.25	2110	COPY CONTRACT INVOICE
		\$131.29	2711	COPY CONTRACT INVOICE
197574	STONE COUNTY ENTERPRISE	\$137.46	1120	FY21 BUDGET REPORT
197575	SMITH, SAMUEL A.	\$70.00	1120	REIMB MAC DUES
197576	MILLER, MICHAEL T.	\$70.00	1120	REIMB MAC DUES
197577	TAYLOR, RUTH	\$63.83	1120	TRAVEL
197578	WALTERS, MARJA J.	\$82.83	1120	TRAVEL
197579	OWEN, INITA	\$890.40	1120	REIMB FOR ADMIN RETREAT
197580	SANICO, INC	\$187.96	1120	FY21 RUG SERVICES
197581	MS PRISON INDUSTRIES CORP	\$62.00	1120	PERMANENT RECORD INSERTS
197582	SANICO, INC	\$12.50	1120	MOP & RUG RENTAL
197583	MCQUEEN, JUDY	\$1,400.00	1155	CAGE CASH VARSITY
197584	MCQUEEN, JUDY C.	\$500.00	1155	CAGE CASH JR VARSITY
197585	MCQUEEN, J. C.	\$500.00	1155	CAGE CASH MIDDLE SCHOOL
197586	SUNFLOWER UTILITY ASSN	\$15.00	2711	MONTHLY SERVICE
197587	MS DEPT OF PUBLIC SAFETY	\$1,088.00	1120	FINGERPRINT PROCESSING

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
197588	AUTOMATION DESIGNS & SOLUTIONS	\$188.00	1120	FINGERPRINT TRANSMISSIONS
197589	COOK, TAMMY	\$52.90	1120	TRAVEL
197590	FOSTER, PATRICIA	\$85.00	1155	VOLLEYBALL OFFICIAL
197591	HARRINGTON, TYREE	\$85.00	1155	VOLLEYBALL OFFICIAL
197592	DRAGONFLY ATHLETICS, LLC	\$3,930.00	1155	TO PAY OFFICIALS
197593	BAPTIST CHILDREN'S VILLAGE	\$170.00	2211	REIMB DEANASH TRIPS
197594	JONES, PATRICIA	\$69.06	1120	TRAVEL
197595	STONE HIGH SCHOOL	\$45.94	7321	CLOSING OUT AGENCY FUND
197596	STONE MIDDLE SCHOOL	\$6.90	7322	CLOSING OUT AGENCY FUND
197597	WASTE MANAGEMENT OF MS, INC.	\$3,212.02	1120	DISTRICT WIDE WASTE PICKUP
		\$101.75	2711	DISTRICT WIDE WASTE PICKUP
197598	CENTERPOINT ENERGY	\$255.06	1120	MONTHLY SERVICES
197599	CITY OF WIGGINS	\$4,130.70	1120	MONTHLY SERVICES
197600	MS POWER COMPANY	\$58,807.42	1120	MONTHLY SERVICES
197601	PEARL RIVER VALLEY EPA	\$1,686.41	1120	MONTHLY SERVICES
	Docket Total:	\$482,923.23		

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No: 197388 To 197601

Claim Status: Open

Total Expenditures By Fund

Fund	Description	Claim Amount
1120	DISTRICT MAINTENANCE FUND	\$252,185.10
1151	STONE HIGH GENERAL ACTIVITY FD	\$300.97
1152	STONE MIDDLE SCH GEN ACT FUND	\$158.92
1153	STONE ELEM GENERAL ACT FUND	\$1,244.48
1154	PERK ELE GENERAL ACT FUND	\$4,866.45
1155	ATHLETIC FUND	\$8,707.25
1930	16TH SECTION BLDG & IMPROVE	\$130.00
2093	SPED ED ESY	\$688.00
2110	CHILD NUTRITION	\$644.00
2211	TITLE I A - BASIC	\$78,242.20
2290	CONSOLIDATED ADMIN COST FUND	\$4,523.86
2311	TITLE V RURAL AND LOW INCOME	\$9,416.58
2511	TITLE II-A IMP TCHR QUALITY	\$14,750.01
2590	ESSER FY20	\$74,526.84
2610	SPE ED EHA - PART B	\$6,572.14
2620	SPED PRESCHOOL	\$10,330.00
2711	VOCATIONAL EDU - STATE & LOCAL	\$2,918.59
2811	TITLE IV	\$3,300.00
2830	FORESTRY ESCROW	\$3,240.00
2901	LIMITED TAX NOTE, SERIES 2015	\$6,125.00
7321	STONE HIGH AGENCY FUND	\$45.94
7322	STONE MIDDLE AGENCY FUND	\$6.90
Total for Funds		\$482,923.23

Total Expenditures By Unit

Unit	Description	Claim Amount
01	CENTRAL ADMINISTRATION	\$80,748.27
04	PERKINSTON ELEMENTARY	\$107,324.05
08	STONE ELEMENTARY	\$86,534.67
10	TRANSPORTATION	\$12,295.76
12	STONE HIGH SCHOOL	\$105,417.84
16	STONE MIDDLE SCHOOL	\$90,602.64
Total for Units		\$482,923.23

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

APPROVED THIS THE _____ DAY OF _____, _____

PRESIDENT

SECRETARY

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Report Date: 8/31/2020

Claim No: 19442 To 19475

Claim Status: Open

Claim No.	Claimant Name	Claim Amount	Fund	Description
19442	CRUMBLY PAPER CO	\$478.80	2590	WATER FOR SMS/SHS
19443	CRUMBLY PAPER CO	\$478.80	2590	WATER SMS/SHS
19444	PARKER, JACLYN	\$33.91	2110	TRAVEL CN/LETTUCE ALL
19445	BEECH, REBEKAH ANN	\$67.64	2110	UNIFORM ALLOWANCE PES
19446	PARKER, AMANDA	\$64.17	2110	UNIFORM ALLOWANCE SES
19447	FAIRLEY, BARBARA	\$79.55	2110	UNIFORM ALLOWANCE SHS
19448	SHAFFER, GISELA A	\$94.04	2110	UNIFORM ALLOWANCE SES
19449	SCRUGGS HEATHER	\$52.50	2110	REFUND LUNCH MONEY SMS/PES
19450	PARKER, AMANDA	\$36.33	2110	UNIFORM ALLOWANCE SES
19451	SCHUIT, CONNIE	\$141.40	2110	UNIFORM ALLOWANCE SES
19452	MERCHANTS FOODSERVICE	\$5,726.11	2110	FOOD DEL ALL 8/3/20
19453	TEMCO OF GULFPORT, INC.	\$87.50	2110	LABOR FREEZER SMS
19454	MERCHANTS FOODSERVICE	\$207.59	2110	FOOD SES
19455	SOUTHERN FIRE SAFETY SYSTEMS	\$356.00	2110	SEMI ANNUAL ROUTINE MAINT
19456	MERCHANTS FOODSERVICE	\$4,323.60	2110	FOOD DEL ALL 8/20
19457	PRAIRIE FARMS DAIRY	\$1,542.70	2110	ESTIMATED MILK DEL ALL AUG3-14
19458	SUNRISE FRESH PRODUCE LLC	\$1,027.18	2110	PRODUCE DEL ALL 8/3
19459	SUNRISE FRESH PRODUCE LLC	\$1,514.81	2110	PRODUCE DEL ALL 8/24
19460	CRUMBLY PAPER CO	\$4,532.18	2110	FOOD/SUPPLY DEL ALL 8/28
19461	ECOLAB, INC	\$249.63	2110	FLOOR CLEANERS/DISH CHEMICALS
19462	PRAIRIE FARMS DAIRY	\$2,260.98	2110	EST MILK DEL 8/25-31 ALL
19463	SUNRISE FRESH PRODUCE LLC	\$825.39	2110	PRODUCE DEL ALL 8/31
19464	NEELY JULIETTE	\$95.30	2110	UNIFORM ALLOWANCE SES
19465	GOTHARD NICHOLAS	\$120.83	2110	UNIFORM ALLOWANCE SES
19466	CRUMBLY PAPER CO	\$2,978.64	2590	PAPER/WATER DEL COVID 19
19467	CRUMBLY PAPER CO	\$3,706.09	2110	FOOD/SUPPLY DEL ALL 8/21
19468	MERCHANTS FOODSERVICE	\$6,092.52	2110	FOOD DEL ALL 8/27
19469	MERCHANTS FOODSERVICE	\$111.18	2110	FREIGHT USDA DEL WHSE
19470	SUNRISE FRESH PRODUCE LLC	\$1,124.79	2110	PRODUCE DEL 8/17
19471	PRAIRIE FARMS DAIRY	\$2,588.30	2110	ESTIMATED MILK DEL ALL 8/14-24
19472	CRUMBLY PAPER CO	\$133.98	2110	FOOD SES
19473	CRUMBLY PAPER CO	\$590.91	2110	FOOD/SUPPLIES ALL CAFES 8/3
19474	CRUMBLY PAPER CO	\$4,587.62	2110	FOOD/SUPPLIES ALL CAFES 8/3



STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No.	Claimant Name	Claim Amount	Fund	Description
19475	CRUMBLY PAPER CO	\$3,184.31	2590	ADDL PAPER SUPPLIES ALL CAFES
	Docket Total:	\$49,495.28		

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No: 19442 To 19475

Claim Status: Open

Total Expenditures By Fund		
Fund	Description	Claim Amount
2110	CHILD NUTRITION	\$42,374.73
2590	ESSER FY20	\$7,120.55
Total for Funds		\$49,495.28

Total Expenditures By Unit		
Unit	Description	Claim Amount
01	CENTRAL ADMINISTRATION	\$981.75
04	PERKINSTON ELEMENTARY	\$9,587.93
08	STONE ELEMENTARY	\$13,755.53
12	STONE HIGH SCHOOL	\$12,738.25
16	STONE MIDDLE SCHOOL	\$12,431.82
Total for Units		\$49,495.28

APPROVED THIS THE _____ DAY OF _____,

 PRESIDENT

 SECRETARY

STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Report Date: 8/31/2020

Claim No: 197602 To 197603

Claim Status: PrePaid

Claim No.	Claimant Name	Claim Amount	Fund	Description
197602	INFLOW COMMUNICATIONS INC.	\$4,995.00	1120	SUPPORT FEES
197603	INFLOW COMMUNICATIONS INC.	\$500.00	1120	MITEL CHANGE FEE
	Docket Total:	\$5,495.00		



STONE COUNTY SCHOOL DISTRICT
Condensed By Claim
THE FOLLOWING CLAIMS AS LISTED ON THE DOCKET OF CLAIMS
ARE PRESENTED FOR PAYMENT ON THIS DATE 8/31/2020

Claim No: 197602 To 197603

Claim Status: PrePaid

Total Expenditures By Fund

Fund	Description	Claim Amount
1120	DISTRICT MAINTENANCE FUND	\$5,495.00
Total for Funds		\$5,495.00

Total Expenditures By Unit



Unit	Description	Claim Amount
04	PERKINSTON ELEMENTARY	\$1,263.85
08	STONE ELEMENTARY	\$1,428.70
12	STONE HIGH SCHOOL	\$1,483.65
16	STONE MIDDLE SCHOOL	\$1,318.80
Total for Units		\$5,495.00

APPROVED THIS THE _____ DAY OF _____

PRESIDENT

SECRETARY

Memorandum

To:  Stone County School Board Members
From:  Inita Owen, Superintendent
Date: 9/1/2020
Re: 2020-2021 Revised School Calendar

Please approve the attached revised calendar as the Stone County School District calendar for the 2020-2021 school year.

STONE COUNTY SCHOOL DISTRICT

2020 - 2021 School Calendar (Revised)

July '20						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August '20						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October '20						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November '20						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January '21						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April '21						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May '21						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Student First Day of School

Staff Development/Teacher Work Days (No school for Students)

Progress Reports/Report Cards

School Closed/Holidays

60% Day

JULY

1,2,3 Independence Holidays

AUGUST

3-14 Staff Development/No Students
17 First Day for Students

SEPTEMBER

7 Labor Day/No School
18 Progress Reports

OCTOBER

8,9 Nine Weeks Tests
12 Fall Break/No School
(Bad weather day, if needed)
15 Report Cards

NOVEMBER

10 Progress Reports
23-27 Thanksgiving Holidays/No School

DECEMBER

17,18 Nine Weeks Tests
18 60% Day
21-31 Christmas Holidays/No School

JANUARY

1 New Year's Day Holiday
4 Staff Development/No Students
5 Students Return
7 Report Cards
18 Martin Luther King Day/No School

FEBRUARY

5 Progress Reports
15-16 Mardi Gras Holidays/No School

MARCH

10,11 Nine Weeks Tests
18 Report Cards
29-31 Spring Break/No School

APRIL

1,2,5 Spring Break/No School
21 Progress Reports

MAY

21 GRADUATION
20,21 Nine Weeks Tests
21 60% Day/Last Day for Students
24,25,26 Staff Development
(Bad weather days, if needed.)
31 Memorial Day/Schools Closed

May Report Cards – Schools will notify students of method of distribution.



Perkinson Elementary School

40 Second Street
Perkinson, MS 39573
Phone: 601-928-3380 Fax: 601-528-6008

Krista Sablich, Principal
Amanda Danzey, Lead Teacher

Danielle Miller, Assistant Principal
Myla Main, Professional School Counselor

MEMO

Handwritten initials in blue ink, possibly "KS", located above the TO field.

TO: Ms. Inita Owen and the Stone County School Board
FROM: Mrs. Krista Sablich, Principal
DATE: 08/20/2020
RE: Donation Acceptance: \$250.00

I am requesting that a donation of \$250 from Punctual Abstract Co, Inc. be accepted by Perkinson Elementary School. This \$250 is a cleaning supply donation from Ella-Rose Smith and Family.

Thank you for your consideration.

Mrs Krista Sablich

A small handwritten checkmark in the bottom right corner of the page.

Stone High School

Tomcats

T4L

400 East Border Avenue

Wiggins, Mississippi 39577

Telephone: (601) 928-5492

Fax: (601) 928-6874

September 2, 2020

Stone High School gladly accepts the generous donation from the Blackbaud Giving Fund. The donation originated from Sondra Boney (Chevron Employee). Stone High deposited the money into the positive behavior account. The amount was \$500.00.



Adam Stone—Principal



✓



STONE HIGH SCHOOL

400 East Boarder Ave.
Wiggins, MS, 39577, US

Payment ID 1160238645

\$500.00

Outstanding

MY WORKSPACE

DASHBOARD

GIVING

VOLUNTEERING

NONPROFIT PROFILE

ADMINISTRATION

MY NONPROFITS

HELP AND SUPPORT

Transaction date



Search by donor or company



DONOR	TRANSACTION DATE	RECEIVED AMOUNT	TRANSACTION AMOUNT	DESIGNATION	TYPE
Chevron Match for Sondra Boney sondrahilton@chevron.com	Jul 24, 2020	\$500.00 Employer match	\$500.00	STONE HIGH SCHOOL General Support	Empl match Volun Match





The Blackbaud Giving Fund
by its agent, YourCause
2000 Daniel Island Drive, Suite 100
Charleston, SC 29492

Check No. 1160238645

Date: 8/26/2020

Page 1 OF 1



The Blackbaud Giving Fund is pleased to present STONE HIGH SCHOOL with the enclosed grant of \$500.00 made on behalf of Chevron Matching Employee Funds and its donors.

Grant Amount \$500.00

Donor Details

Donor information related to these funds can be accessed securely by going to our Nonprofit Portal: <https://nonprofit.yourcause.com>.

- View donor details by going to "Giving" then "Payments and Transactions".
- Donor information is only available on our Nonprofit Portal.

First Time Users, Establish an Account

- Visit NPOconnect <https://nonprofit.yourcause.com> and click on "Sign up".
- Proceed with creating your account, verifying your email, and selecting your organization.

ACH (Direct Deposit)

YourCause and The Blackbaud Giving Fund encourage you to sign up for ACH through <https://nonprofit.yourcause.com>.

- Click on "Administration" then "Disbursement Information" to sign up for ACH.
- ACH is our preferred method of payment because it's ecofriendly, secure, and faster.
- ACH can prevent the loss of funds if a check remains uncashed.

Have Questions?

If you have questions or concerns, please contact our Nonprofit Support Team at charity@yourcause.com.

Grant Terms: This grant is made subject to the following terms. By accepting this grant, you represent to The Blackbaud Giving Fund that (i) your organization is formed under the laws of the U.S. and its territories and is a public charity described in IRC sec. 509(a)(1)-(3), or a private operating foundation described in IRC sec. 4942(j)(3); (ii) this grant will be used exclusively for your organization's exempt purposes; (iii) neither the recommending donor nor any other party will receive goods, services or impermissible benefits (e.g., tuition, memberships, dues, admission to events or goods bought at auction, or anything of more than incidental benefits, admission to events or goods bought at auction) as a result of this grant; (iv) this grant does not satisfy any portion of a financial obligation (including an enforceable pledge) of any party; (v) this grant will not be used for political contributions or campaign activities; and (vi) your organization does not devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.

You should not provide a tax receipt for this grant. This gift was made from a donor advised fund account and The Blackbaud Giving Fund has already provided the donor with a tax receipt for this donation.

The Blackbaud Giving Fund is an independent public charity that sponsors a donor advised fund program. Donors make irrevocable charitable contributions to The Blackbaud Giving Fund and have the privilege of recommending grants to qualified public charities.

FOR SECURITY PURPOSES, THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK



The Blackbaud Giving Fund
by its agent, YourCause
2000 Daniel Island Drive, Suite 100
Charleston, SC 29492

Check NO. 1160238645

BBVA Compass
88-1054/1130

DATE	AMOUNT
8/26/2020	\$*****500.00

VOID AFTER 120 DAYS

Grant subject to terms @ nonprofit.yourcause.com/grantterms

PAY EXACTLY Five Hundred And 0/100 Dollars

PAY TO THE ORDER OF STONE HIGH SCHOOL
400 BORDER AVE E
WIGGINS, MS 39577-2822

446

AUTHORIZED SIGNATURE

SIGNATURE HAS A BLUE-GREEN BACKGROUND • BORDER CONTAINS MICROPRINTING • MP

⑈ 1160238645 ⑆ ⑆ 13010547⑆ 6717350888 ⑈

Stone High School

Tomcats

T4L

400 East Border Avenue

Wiggins, Mississippi 39577

Telephone: (601) 928-5492

Fax: (601) 928-6874

August 27, 2020

Stone High School is proud to accept the generous donation of \$250.00 from Tice Engineering, Inc, Wiggins, MS. This donation will be deposited into the science lab fee account—Pam Liles—for any lab supplies that will be needed for the 2020/2021 school year per request of the above donor. Thanks again on behalf of Stone High School.



Adam Stone—Principal



TICE ENGINEERING, INC.

STONE COUNTY HIGH SCHOOL

001712

Check Number: 1712

Check Date: Aug 21, 2020

Check Amount: \$250.00

Discount Taker Amount Paid

Charitable Contributions Exp

250.00

Item to be Paid - Description

DOCUMENT IS PRINTED ON CHEMICALLY REACTIVE PAPER. THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WASH WARNING BOX.

001712

TICE ENGINEERING, INC.

INVESTMENTS ACCOUNT

510 VARDAMAN ST. S.
WIGGINS, MS 39577

BANK OF WIGGINS

WIGGINS, MS 39577
85-467/653

Memo: Pam Likes Science Labs

DATE

AMOUNT

Aug 21, 2020

*****\$250.00

PAY Two Hundred Fifty and 00/100 Dollars

TO THE ORDER OF STONE COUNTY HIGH SCHOOL

AUTHORIZED SIGNATURE



⑈001712⑈ ⑆065304673⑆

4002113⑈

THE BACK OF THIS DOCUMENT INCLUDES MICROPRINTED ENDORSEMENT LINES

Stone County School District Child Nutrition



To: Ms. Inita Owen and Stone County School Board Members

From: Jaclyn Parker, SCSD Child Nutrition Director

Date: September 1, 2020

Subject: Food Services agreement between SCSD Child Nutrition and SMS Football Booster Club

Please accept and approve the attached agreement between the SCSD Child Nutrition Department and the Stone Middle School Football Booster Club.





**STONE COUNTY
SCHOOL DISTRICT**

The Stone County School District Child Nutrition Department will provide the following services to the SMS Football Team (client) on 9/10, 17, 24 + 10/1, 6, 13 (dates or see attached schedule).

Description of food service provided: Pre Game & Post Game meals for the season.
0 57 players 4 coaches

Cost of services described \$5.75 x 62 = \$356.50 x 6 = \$2139.00 Season total.

Final confirmation to include meal count is due 3 school days prior to date of service by 2pm. (Ex. Friday is the confirmation day for a Wednesday meal.)

The client is responsible for full payment of described services unless cancelled on or before the final confirmation date.

The client will not be responsible for payment of meals not received due to unforeseen circumstances such as school closures and inclement weather causing athletic events to be cancelled.

The Child Nutrition Director should be contacted regarding all ordering, payment processing, and cancellations. 601-928-7247 Ext. 1112 or jparker@stoneschools.org
Orders should be placed 2 weeks in advance.

Invoices will be sent monthly and payment will be due 30 days from invoice date.

Contact Name Hope Lachner
Contact Phone Number 601-528-4948
Contact Email hlachner@stoneschools.org
Billing Address Tiffany Menard
60 Sam Davis Dr.
Perkinston, MS 39577

[Signature] 9/16/2020
Child Nutrition Director Date

[Signature] 8/28/2020
Client Signature Date

2020

Stone Middle School Football Team Meals for the Season

Date	Pre Game	Post Game
9/10 Thursday \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
9/17 Thursday \$5.75 per player	Chicken Alfredo Salad Garlic Bread Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
9/24 Thursday \$5.75 per player	Grilled Chicken Breast Baked Potato Corn Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
10/1 Thursday \$5.75 per player	Chicken Alfredo Salad Garlic Bread Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
10/6 Tuesday \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
10/13 Tuesday \$5.75 per player	Chicken Alfredo Salad Garlic Bread Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water

Stone County School District Child Nutrition



To: Ms. Inita Owen and Stone County School Board Members

From: Jaclyn Parker, SCSD Child Nutrition Director

Date: September 2, 2020

Subject: SCSD Child Nutrition and Stone High School Football Booster Pre-Game and Post-Game food services agreement.

Please accept and approve the attached agreements for the Stone High School pre-game and post-game meals for the 2020 season.

- The Child Nutrition department will not provide meals as indicated on September 7, 2020





**STONE COUNTY
SCHOOL DISTRICT**

The Stone County School District Child Nutrition Department will provide the following services to the SHS Football Boosters (client) on 9/8 9/14 9/21 (dates or see attached schedule).
9/28 10/5 10/12

Description of food service provided: Pre Game + Post Game meals
for season
50 plates

Cost of services described 5.75 x 50 = 287.5 ~~6~~ = 1725.00
x 5 = 1437.50

Final confirmation to include meal count is due 3 school days prior to date of service by 2pm. (Ex. Friday is the confirmation day for a Wednesday meal.)

The client is responsible for full payment of described services unless cancelled on or before the final confirmation date.

The client will not be responsible for payment of meals not received due to unforeseen circumstances such as school closures and inclement weather causing athletic events to be cancelled.

The Child Nutrition Director should be contacted regarding all ordering, payment processing, and cancellations. 601-928-7247 Ext. 1112 or jparker@stoneschools.org
Orders should be placed 2 weeks in advance.

Invoices will be sent monthly and payment will be due 30 days from invoice date.

Contact Name Bill Cameron
Contact Phone Number 601-928-8426
Contact Email ride4him@gmail.com
Billing Address 4 Guy Smith RD Poplarville, MS 39470

[Signature] 9/2/2020
Child Nutrition Director Date

[Signature] 9-2-20
Client Signature Date

2020

Stone High School Junior Varsity Football

Team Meals for the Season

Date	Pre Game	Post Game
9/7 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
9/14 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
9/21 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
9/28 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
10/5 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
10/12 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water

Meats will not be provided 9/17/2020



**STONE COUNTY
SCHOOL DISTRICT**

The Stone County School District Child Nutrition Department will provide the following services to the SHS Football boosters (client) on 9/11 9/18 9/25 10/2 (dates or see attached schedule).
10/9 10/16 10/23 10/30

Description of food service provided: Pre Game + Post Game meals
for season
75 Plates

Cost of services described 5.75 x 75 = 431.25 x 8 = 3450.00

Final confirmation to include meal count is due 3 school days prior to date of service by 2pm. (Ex. Friday is the confirmation day for a Wednesday meal.)

The client is responsible for full payment of described services unless cancelled on or before the final confirmation date.

The client will not be responsible for payment of meals not received due to unforeseen circumstances such as school closures and inclement weather causing athletic events to be cancelled.

The Child Nutrition Director should be contacted regarding all ordering, payment processing, and cancellations. 601-928-7247 Ext. 1112 or jparker@stoneschools.org
Orders should be placed 2 weeks in advance.

Invoices will be sent monthly and payment will be due 30 days from invoice date.

Contact Name Bill Cameron
Contact Phone Number 601-928-8426
Contact Email ride4him@ymail.com
Billing Address 4 Guy Smith RD Poplarville, Ms 39470

[Signature] 9/2/2020
Child Nutrition Director Date

[Signature] 9-2-20
Client Signature Date

2020

Stone High School Football Team Meals for the Season

Date	Pre Game	Post Game
9/11 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
9/18 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
9/25 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
10/2 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
10/9 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
10/16 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Turkey & Cheese Hoagie Chip Cookie Banana Water
10/23 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water
10/30 \$5.75 per player	Grilled Chicken Breast Mashed Potato Green Beans Fruit Water	Ham & Cheese Hoagie Chip Cookie Banana Water

Stone County School District Child Nutrition

To: Ms. Inita Owen and Stone County School Board Members

From: Jaclyn Parker, SCSD Child Nutrition Director

Date: September 2, 2020

Subject: Mississippi Department of Education 2019 National School Lunch Program Equipment Assistance Grant for School Food Authorities Second Round

Please accept and approve the attached grant application for the 2019 National School Lunch Program Equipment Assistance Grant for School Food Authorities Second Round.

- Perkinston Elementary School, Serving Line
- Stone Elementary School, Warmer
- Stone Middle School, Freezer

✓

A. Needs Assessment

The Stone County School District serves 2,431 students within four schools: Stone High School (SHS), Stone Middle School (SMS), Stone Elementary School (SES), and Perkinson Elementary School (PES). SCSD is the only public school system in Stone County. As of September 1, 2020, the percentage of students receiving free or reduced meals based on federal income levels are: Stone High School, 61 percent; Stone Middle School, 66 percent, Stone Elementary School, 69 percent, and Perkinson Elementary School, 59 percent.

Stone Elementary School serves a total population of 579. SES serves breakfast each day for approximately 1 hour and lunch each day within a time frame of 1 hour and 45 minutes.

Perkinson Elementary School serves a total population of 511. PES serves breakfast for 1 hour each day and lunch within a time frame of 1 hour and 45 minutes. Stone Middle School serves a population of 593. SMS serves breakfast for 1 hour each day and lunch within a two hour time frame.

An informal survey of cafeteria managers and staff was conducted. Results of the survey indicate equipment needed for Stone County School District's cafeterias include a hot-holding serving line at PES; a full-size, hot holding warmer at SES; and improved freezer storage at SMS.

The purpose of requesting funds for equipment assistance for the Stone County School District Child Nutrition Department, which participates in the National School Lunch Program, is to purchase equipment to improve food safety, increase food quality, and provide greater access to healthy school meals at Perkinson Elementary School, Stone Elementary School, and Stone Middle School.

C. Description of Need

The current hot holding steam table used at PES is a five well table, but only 4 wells are operable. Of the 4 hot holding wells, one will occasionally shut off, posing a threat to food safety by not maintaining consistent, proper hot holding temperatures. At times, only three wells are operating properly. The well that is not in operation was disconnected due to it being a potential fire hazard.

One of the current warmers utilized at SES is a small, half size warmer that does hold full size sheet pans. The unit is so old that parts can no longer be ordered for the unit and the space taken up by the unit is not being well utilized. A full size warmer is more appropriate for serving SES with a student population of 575 students.

The walk-in freezer at SMS is in constant need of maintenance and repair. Additional freezer storage is needed to ensure food products are held at safe temperatures.

Goal 1: Improve the food safety and quality of healthy meals served at Perkinston Elementary School by replacing the current hot holding serving line to ensure foods are held at safe hot-holding temperatures.

Goal 2: Improve the food safety and quality of healthy meals served at Stone Elementary School by replacing the small warmer with a full size warmer with a holding capacity of up to 18 full size sheet pans or 34 hotel pans to ensure foods are held at safe hot-holding temperatures.

Goal 3: Improve overall energy efficiency by replacing the outdated and inappropriate warmer at Stone Elementary School.

Goal 4: Improve the food safety and quality of healthy meals served at Stone Middle School by adding a reach-in freezer to ensure foods are held at safe temperatures.

D. Average Daily Participation Percentage

The Average Daily Participation percentage for October 2019 was 77 percent at SES.

The Average Daily Participation percentage for October 2019 was 68 percent at PES.

The Average Daily Participation percentage for October 2019 was 77 percent at SMS.

E. Quality of Product/Useful Life of more than one (1) year

The hot-holding serving line to be purchased for Perkinson Elementary School is of commercial quality and UL/NSF certified. The hot-holding serving line will have a useful life of more than one year.

The warmer to be purchased for Stone Elementary School is of commercial quality and UL/NSF certified. The warmer will have a useful life of more than one year.

The freezer to be purchased for Stone Middle School is of commercial quality, UL/NSF certified.

The freezer will have a useful life of more than one year.

Please read carefully before signing.

The Grantee hereby assures that, in accordance with the statute, the school district/organization submitting this proposal shall comply with the following:

Certain terms and conditions are required for receiving grants from the Mississippi Department of Education (MDE); therefore, the Grantee will agree to the items that follow.

- A. The grantee shall be an equal opportunity employee and shall perform to all other applicable requirements; accordingly, the grantee shall neither discriminate nor permit discrimination in its operation or employment practices against any person or group of persons on the grounds of race, color, religion, national origin, disability, or sex in any manner prohibited by law. Further, the grantee agrees to comply with the Civil Rights Acts of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the No Child Left Behind Act of 2001.
- B. The grantee agrees that the MDE, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit examine any pertinent books, documents, papers, and records of grantee related to grantee's charges and performance under this agreement. Grantee shall keep such records for a period of five years after final payment under this agreement, unless the MDE authorizes their earlier disposition. Grantee agrees to refund to the MDE any overpayments disclosed by any such audit. However, if any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the five-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
- C. The grantee assures that it possesses legal authority to apply for and to receive funds under this agreement.
- D. The Grantee certifies they have not been barred from contracting or otherwise doing business with the State or Federal Governments.
- E. This agreement shall not be modified, altered, or changed except by mutual agreement by representative(s) of each party to this agreement, and must be confirmed in writing through MDE grant modification procedures.
- F. The grantee shall perform all services as an independent grantee and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by the grantee with respect to third parties shall be binding on the MDE.
- G. The MDE, by written notice, may terminate the grant, in whole or in part, if funds supporting the grant are reduced or withdrawn. To the extent that the grant is for services, and if so terminated, the MDE shall be liable only for payment in accordance with payment provisions of the grant for services rendered prior to the effective date of

termination. The MDE, by written notice, may terminate the for nonperformance of the at any time during the term of the program. The grantee agrees that work, data, etc. created under the auspices of the program shall be turned over to the MDE upon such termination. The MDE, in whole or in part, may terminate the program for cause by written notification. Furthermore, the MDE and the grantee may terminate the agreement, in whole or in part, upon mutual agreement. Either the Mississippi Department of Education or the awardee may terminate this agreement at any time by giving written notice to the other party of such termination and specifying the effective date thereof. The grantee shall be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the contractor covered by the agreement, less payments of compensation previously made.

- H. This agreement, and all matters or issues collateral to it, shall be governed by, and constructed in accordance with, the laws of the State of Mississippi.
- I. Grantee shall not assign or sub-grant in whole or in part, its rights or obligations under this agreement without prior written consent of MDE. Any attempted assignments without said consent shall be void and of no effect.
- J. The local education agency/Grantee adheres to the applicable provisions of the Education Department General Administrative Regulations (EDGAR): 34 CFR Subtitle A, Parts 1-99.
- K. The local education agency/Grantee adheres to the applicable regulations of the Office for Civil Rights, U.S. Department of Education: 34 CFR Subtitle B, Parts 100-199.
- L. The local education agency/Grantee adheres to the Office of Management and Budget (OMB) 2 CFR Part 200 (The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards).
- M. The local education agency/Grantee assures that salary and wage charges will be supported by proper time reporting documentation that meets the requirements of 2 CFR Part 200.

By signing this statement, the Grantee hereby certifies and assures that the school district submitting this shall comply with the above Endorsement and Support of District , Standard Terms and Conditions, and MDE Assurances and Certifications in accordance with state and federal regulations requirements, and MDE policy and requirements pertaining to this program. The grantee certifies further that the information submitted on this is true and correct.



Superintendent/Executive Director/Fiscal Agent Signature



Date



Form 3
STANDARD TERMS AND CONDITIONS

AVAILABILITY OF FUNDS

It is expressly understood and agreed that the obligation of MDE to proceed under this agreement is conditioned upon the congressional appropriation of funds and the receipt of federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at any time, not forthcoming or insufficient, either through the failure of the federal government to provide funds to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to MDE, MDE shall have the right upon ten (10) working days written notice to the Grantee, to reduce the amount of funds payable to the Grantee or to terminate this agreement without damage, penalty, cost or expenses to MDE of any kind whatsoever. The effective date of reduction or termination shall be as specified in the notice of reduction or termination.

CHANGES

This agreement shall not be modified, altered or changed, except by mutual agreement by an authorized representative(s) of each party to this agreement, and must be confirmed in writing through MDE grant modification procedures.

INDEPENDENT GRANTEE

The Grantee shall perform all services as an independent Grantee and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by Grantee with respect to third parties shall be binding on the MDE.

TERMINATION

The MDE, by written notice, may terminate this grant, in whole or in part, if funds supporting this grant are reduced or withdrawn. To the extent that this grant is for services, and if so terminated, the MDE shall be liable only for payment in accordance with payment provisions of this grant for services rendered prior to the effective date of termination.

The MDE, in whole or in part, may terminate this grant for cause by written notification. Furthermore, the MDE and the Grantee may terminate this grant, in whole or in part, upon mutual agreement.

Either the MDE or the Grantee may terminate this agreement at any time by giving 30 days written notice to the other party of such termination and specifying the effective date thereof. The Grantee shall be paid an amount which bears the same ratio to the total compensation as the services actually performed to the total services of the Grantee covered by the agreement, less payments of compensation previously made.

ACCESS TO RECORDS

The Grantee agrees that the MDE, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit and

examine any pertinent books, documents, papers, and records of Grantee related to Grantee's charges and performance under this agreement. Such records shall be kept by Grantee for a period of five (5) years after final payment under this agreement, unless the MDE authorized their earlier disposition. Grantee agrees to refund to the MDE any overpayments disclosed by any such audit. However, if any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the 5-year period, the records shall be retained until completion of the action and resolution off all issues which arise from it.

LAWS

This agreement, and all matters or issues collateral to it, shall be governed by, and construed in accordance with, the laws of the State of Mississippi.

LEGAL AUTHORITY

The Grantee assures that it possesses legal authority to apply for and receive funds under this agreement.

EQUAL OPPORTUNITY EMPLOYER

The Grantee shall be an equal opportunity employer and shall perform to applicable requirements; accordingly, Grantee shall neither discriminate nor permit discrimination in its operations or employment practices against any person or group of persons on the grounds of race, color, religion, national origin, disability, or sex in any manner prohibited by law.

COPYRIGHTS

The Grantee: (i) agrees that the MDE shall determine the disposition to title to and the rights under any copyright by Grantee or employees on copyrightable material first produced or composed under this agreement; and, (ii) hereby grants to the MDE a royalty free, nonexclusive, irrevocable license to reproduce, translate, publish, use and dispose of, to authorize others to do so, all copyrighted or copyrightable work not first produced or composed by Grantee in the performance of this agreement, but which is incorporated in the material furnished under the agreement, provided that such license shall be only to the extent Grantee now has, or prior to the completion or full final settlements of agreement may acquire, the right to grant such license without becoming liable to pay compensation to other solely because of such grant.

Grantee further agrees that all material produced and/or delivered under this grant will not, to the best of the Grantee's knowledge, infringe upon the copyright or any other proprietary rights of any third party. Should any aspect of the materials become, or in the Grantee's opinion be likely to become, the subject of an infringement claim or suite, the Grantee shall procure the rights to such material or replace or modify the material to make it non-infringing.

PERSONNEL

Grantee agrees that, at all times, the employees of Grantee furnishing or performing any of the services specified under this agreement shall do so in a proper, workmanlike and dignified manner.

SURRENDER OF EQUIPMENT

Grantee and MDE shall jointly conduct a closing inventory and Grantee shall replace or repair all equipment lost, damaged or destroyed to make up any deficiency between the opening and closing inventories. Grantee shall transfer all equipment per MDE's guidance and written instructions.

ASSIGNMENT


Grantee shall not assign or subgrant in whole or in part, its rights or obligations under this agreement without prior written consent of the MDE. Any attempted assignment without said consent shall be void and of no effect.

MISSISSIPPI ETHICS

It is the responsibility of the Grantee to ensure that subcontractors comply with the Mississippi Ethics Law in regard to conflict of interest. A statement attesting to said compliance shall be on file by the Grantee.

I have **read** and **agree** to comply with the standard terms and conditions **and** grant assurances. I certify that the contents of this proposal, if funded, will be followed for the implementation of the 2019 NSLP Equipment Assistance Grant for SFAs Second Round described herein. *Signatures of the Superintendent, Executive Director, Agency Head, and/or Fiscal Agent on this page must match the signatures on the cover page. A representative from each partnering agency must sign the assurances. Failure to sign the above assurances will result in the rejection of the proposal.*

[Handwritten Signature]
Superintendent/Executive Director/Fiscal Agent

Date 9/2/20 

Superintendent
Title of Authorized Person

Stone County School District
Grantee Name

Form 4
CONFLICT OF INTEREST DISCLOSURE FORM

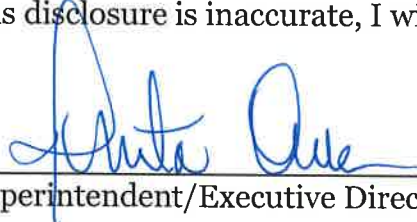
Mississippi Department of Education
2019 NSLP Equipment Assistance Grant for SFAs Second Round

Each subgrantee must disclose any personal, business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. The purpose of this form is to help MDE identify the actual or potential conflict and ensure the avoidance where necessary. Please complete and sign the form below as it relates to a conflict of interest within 2019 NSLP Equipment Assistance Grant for SFAs Second Round activities.

- I have no conflict of interest to report.

- I have the following conflict of interest(s) to report. Please describe any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I certify that the information set forth above is true and complete to the best of my knowledge. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate, I will notify MDE immediately.



Superintendent/Executive Director/Agency Head/ Fiscal Agent

9/2/2020

Date



Mississippi Department of Education

Request for Proposal 2019 NSLP Equipment Assistance Grant for SFAs Second Round

Amendment Number One
Vendor Questions and Answers
August 20, 2020

- 1. RFP Page 5, Section 2. Eligibility Criteria
QUESTION: Is this something we can apply for?

All current participants in the National School Lunch Program (including non-public) in the state of Mississippi are eligible to apply for the 2019 NSLP Equipment Assistance Grant for SFAs Second Round. Proposals must be submitted by the SFA on behalf of the individual site. Sites that have at least 50% of students eligible for free and reduced meals will be given preference.

- 2. RFP Page 12, Section 16. Award Amounts
QUESTION: Is it a matching funds grant?

No, funds are subject to appropriations by the federal government. This grant will be awarded in the amount of \$17,447.96 for the purchase of general food service equipment described in the focus areas. Contingent upon receipt of quality proposals, it is the intent of the MDE to award 24 grants to SFAs. Because of the limited amount of federal dollars from the USDA, a maximum of two grants may be awarded in a single SFA. The Mississippi Department of Education reserves the right to negotiate grant award amounts with all Grantees.

General

- 3. I cannot find the link for the grant.

Web address: https://www.mdek12.org/PN/RFP

NOTE: This amendment is hereby made a part of the Mississippi Department of Education's Request for Proposal 2019 NSLP Equipment Assistance Grant for SFAs Second Round (RFP). This document must be signed and returned with your response to the RFP to acknowledge that you received the amendment and that you have accounted for it in your response to the Request for Proposal.

Authorized Signature of Proposer

9/2/2020
Date

Form A - Budget Overview

Provide a brief and concise narrative on the following:

a. How the items within the budget support the goals of the program;

The SCSD will purchase equipment needed to improve food safety, food quality, service efficiency, and energy efficiency in three of the district's four school cafeterias.

b. How the requested funds will be allocated for accomplishing tasks and activities described in the proposal;

The requested funds will be allocated for accomplishing tasks and activities as follows:

Hot-Holding and Cold Storage Equipment: \$17,025

c. How the major costs indicated on the Budget Summary will be reasonable and necessary in relation to the number of participants to be served, to the scope of the project, and its anticipated outcomes;

The project is to purchase equipment to improve food safety and food quality for students served at three schools: PES, SES, and SMS. 70 percent of SCSD's students will be impacted by the equipment improvements, ensuring service of healthy, safe, and quality school meals.

d. How grant funds will supplement and not supplant other federal, state, and local funds, and other non-federal funds; and (FEDERAL ONLY)

Grant funds do not supplant other federal, state, and local funds. There are no funds budgeted for cafeteria equipment.

FORM B - BUDGET SUMMARY PAGE

Mississippi Department of Education

2019 NSLP EQUIPMENT ASSISTANCE GRANT FOR SFAs SECOND ROUND

FY 2021

Projected Budget Summaries

Fund Number: #2110

Please read all instructions before completing form.

Name of Institution/Organization: Stone County School District

BUDGET SUMMARY – FORM B

Budget Categories	Project Year <u>FY21</u>	N/A	N/A
1. Equipment	\$17,025		
2. Other (Specify)			
3. Total Cost (lines 1-2)	\$17,025		

FORM C - BUDGET NARRATIVE

School Year 2020-2021

Use the Budget Narrative form to provide a complete budget narrative for year 1 of the project. On this page, please provide a **brief** but **detailed** budget narrative that explains the following, if applicable: (1) the basis for estimating the costs. This information should include a **detailed** description of the costs included, sufficient to document the **necessity and reasonableness of all** costs, and a **clear and concise description** of the computations used to arrive at the total amounts indicated. This page may be reproduced as needed.

School District/Organization Name Stone County School District

CATEGORY/ACTIVITY	AMOUNT	GENERAL DESCRIPTION
1. Equipment		
Hot-Holding Serving Line	\$10,500.00	A hot-holding serving line with 5 wells and heated under storage will be purchased to replace an existing serving line at Perkinson Elementary School that is not fully operable and may pose a hazard to food safety.
Hot-Holding Warmer Unit	\$2,525.00	A full-size, hot-holding warmer unit will be purchased to replace an outdated, small warmer unit in order to increase safe hot-holding capacity at Stone Elementary School.
Reach-in Freezer	\$4,000	A reach-in freezer will be purchased to increase safe, cold storage at Stone Middle School.
2. Other (Specify)		
GRANT TOTAL	\$17,025	



ALERT: SAM.gov will be down for scheduled maintenance Saturday, 09/12/2020 from 8:00 AM to 1:00 PM.

ALERT: CAGE is experiencing intermittent service interruptions. SAM registrants may encounter an error validating a CAGE Code. If this happens, please try again later.

Entity Dashboard

STONE COUNTY BOARD OF EDUCATION
DUNS: 099636771 CAGE Code: 5QFW2
Status: Active
Expiration Date: 08/13/2021
Purpose of Registration: Federal Assistance Awards Only

214 CRITZ ST
WIGGINS, MS, 39577-0000
US FEDERAL STATES

- ▶ [Entity Overview](#)
- ▶ [Entity Registration](#)
 - ▶ [Core Data](#)
 - ▶ [Assertions](#)
 - ▶ [Reps & Certs](#)
 - ▶ [POCs](#)
- ▶ [Reports](#)
 - ▶ [Service Contract Report](#)
 - ▶ [BioPreferred Report](#)
- ▶ [Exclusions](#)
 - ▶ [Active Exclusions](#)
 - ▶ [Inactive Exclusions](#)
 - ▶ [Excluded Family Members](#)

Entity Overview

Entity Registration Summary

DUNS: 099636771
Name: STONE COUNTY BOARD OF EDUCATION
Business Type: US Local Government
Last Updated By: Cassie Hardy
Registration Status: Active
Activation Date: 08/13/2020
Expiration Date: 08/13/2021

Exclusion Summary

Active Exclusion Records? No

[BACK TO USER DASHBOARD](#)



IBM-P-20200811-1154
WWW1

- Search Records
- Disclaimers
- RAPUS.gov
- Data Access
- Accessibility
- GSA.gov/TAF
- Check Status
- Privacy Policy
- GSA.gov
- About
- USA.gov
- Help

NINA SHAW
Beat One

DIANE JOHNSON
Beat Two

JACOB SMITH
Beat Three

Stone County School District

Inita Owen, Superintendent
214 Critz Street • Wiggins, MS 39577

Telephone: 601-928-7247 • Fax: 601-928-5122

RODNEY BEECH
Beat Four

DORIS MATTHEWS
Beat Five

CONTRACT/AGREEMENT INFORMATION

I would like to recommend the following agreement/contract between Mississippi Coastal Plains
RC&D Council, Inc. (vendor name) and Stone County School District. This
agreement/contract is for a term of 09/14/20-05/26/2021. (length of agreement/contract) The purpose of
this agreement/contract is to rent the facility and full commercial kitchen for Stone High School's
Culinary Arts Program.

I have read and reviewed the following agreement/contract and agree to all of the terms and conditions that are outlined.

Barbara Fowler
Person submitting agreement/contract

September 1, 2020
Date

Reviewed By:

Cassie Hardy
Business Manager

9/1/2020
Date

Board Attorney

Date

Mississippi Coastal Plains RC&D Council, Inc.
The Lightered Knot
401 E. Pine Ave.
Wiggins, MS 39577

Kitchen Rental Agreement

Customer Name: Stone County School District, Culinary Arts Program

Address: 400 East Border Avenue

City: Wiggins State: Mississippi

Facility Reserved:

X Full Commercial Kitchen - Rate - \$20/Hour

_____ Meeting Facilities – Rate - \$20/Hour

Date(s) Reserved: 2020-2021 School Year as Requested

Items required prior to rental:

Health Department Permit/ServSafe Certificate

Liability Insurance - \$100,000 minimum

\$100 Deposit (Refundable following inspection and completion of usage agreement)

- The kitchen will be left in a clean and orderly manner per the Kitchen Facilities Checklist
- Use of the area does not exceed the scheduled time
- All equipment is accounted for and present in its correct location and is undamaged

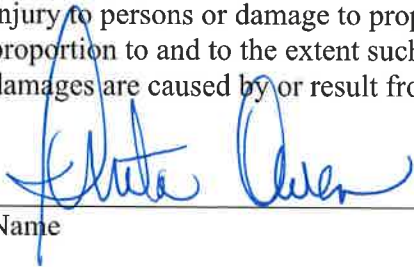
By signing this agreement, customer agrees to the following:

Customer hereby guarantees and assumes full and exclusive responsibility for damage to or loss of personal property, fixtures, and equipment on the premises which belong to MCPRCD during the term of the rental agreement.

Customer will follow all rules and operating instructions for the various pieces of equipment within the kitchen. This includes, but is not limited to the ventilation hood, stove, ovens, mixer, kettle and ware washing facilities.

Customer shall defend and hold MCPRCD, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for death or injury to persons or damage to property arising out of the performance of this permit but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of customer.

Name



Date

9/2/2020

Deposit Paid: _____ Ck # _____

Hours Used: _____



NINA SHAW
Beat One

DIANE JOHNSON
Beat Two

JACOB SMITH
Beat Three

Stone County School District

Inita Owen, Superintendent
214 Critz Street • Wiggins, MS 39577

Telephone: 601-928-7247 • Fax: 601-928-5122

RODNEY BEECH
Beat Four

DORIS MATTHEWS
Beat Five

CONTRACT/AGREEMENT INFORMATION

I would like to recommend the following agreement/contract between Kids First LLC
_____ (vendor name) and Stone County School District. This
agreement/contract is for a term of 20-21 (length of agreement/contract) The purpose of
this agreement/contract is In service support to meet
federal programs Compliance indicators

I have read and reviewed the following agreement/contract and agree to all of the terms and conditions that are outlined.

Niki Robin
Person submitting agreement/contract

8/19/20
Date

Reviewed By:

Cassie Hardy
Business Manager

8/19/20
Date

Board Attorney

Date



Proposal for Services:

Federal Programs

Stone County School District

August 19, 2020



KIDS FIRST EDUCATION, LLC

601-765-KIDS

PO Box 6512

Laurel, MS 39443

info@kidsfirst.llc

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PART 1: NARRATIVE

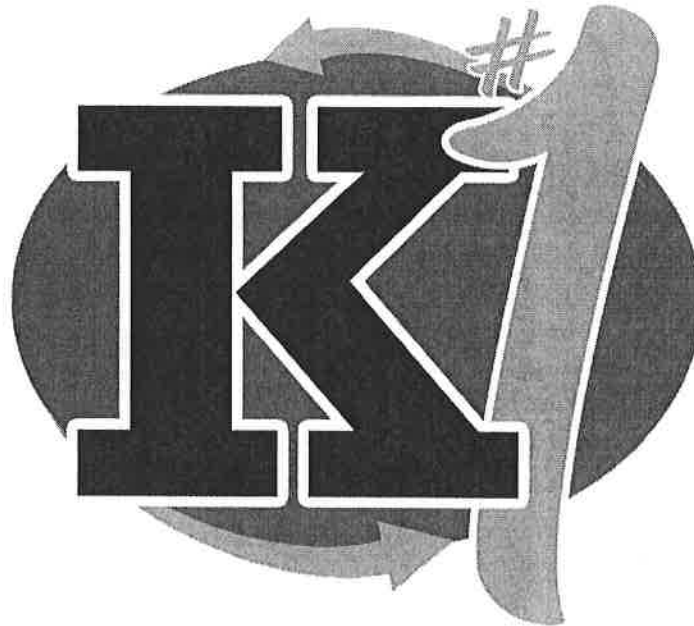
ABOUT KIDS FIRST

Chuck Poer and Cellie Scoggin successfully led Bailey Education Group LLC from 2008 through 2019, leading the company to prominence as Mississippi's premier service provider during their tenure.

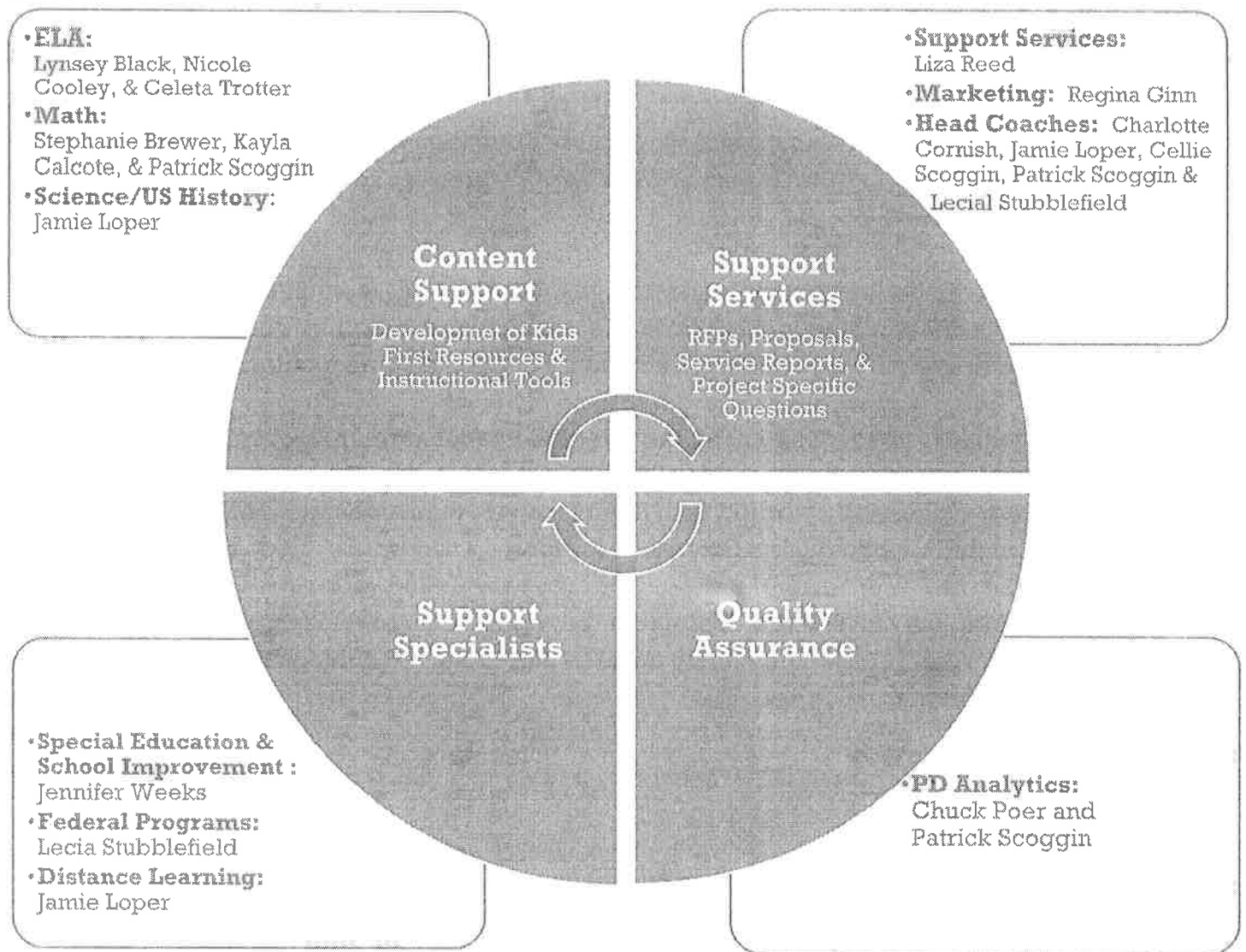
Chuck and Cellie have now taken their innovative ideas and talents to exciting new levels with the formation of Kids First Education, LLC. Free of autocracy and fueled by collaboration, the company is led exclusively by educators for educators and focused on placing Kids First.

Kids First Education, LLC is domiciled at 1229 Springhill Road, Laurel, MS, 39443. The company was co-founded by Chuck and Cellie on May 1st, 2020. They are joined by a team of coaches and specialists that have successfully worked with them for more than a decade. This stellar team is passionate and committed to making a difference for kids.

Kids First was founded out of a sincere desire to improve teaching and learning. The company's low overhead and research-based efficiency ensures high quality teaching and learning solutions with competitive pricing.



KIDS FIRST LEADERSHIP TEAM



Mr. Chuck Poer, Vice President of Sales and Quality Assurance, has gained national recognition for his work as an instructional leader in the areas of data analysis, data driven decision making and school improvement. Chuck has over 30 years of experience in the field of education and was named Mississippi's Administrator of the Year in 2007 by the Mississippi Department of Education. He successfully led Bailey Education Group LLC from 2008 through 2019, leading the company to prominence as Mississippi's premier service provider during his leadership. In addition to Chuck's current role with Kids First Education, he is the author of his motivational book *Heart to Heart*, Account Executive for NWEA, and President of his evidence-based research company *PD Analytics*.

Mrs. Cellie Scoggin, Vice President of Education Services, brings more than 25 years of experience in education including twelve years of experience in school improvement. She is a former elementary and middle school teacher and elementary principal. Cellie led the teacher, leadership, English learner, and special education coaches with Bailey Education Group from 2009 through 2019. She leads the Kids First Education, LLC Head Coaches and Content Support Leaders working in districts across Mississippi, Alabama, and Tennessee to ensure the Kids First Education, LLC services impact teaching and learning.

Kids First Education, LLC is committed to placing Kids First and providing the highest quality of teaching and learning solutions in the industry. Our team consists of ten employees and forty education consultants who are committed to 100% client satisfaction.

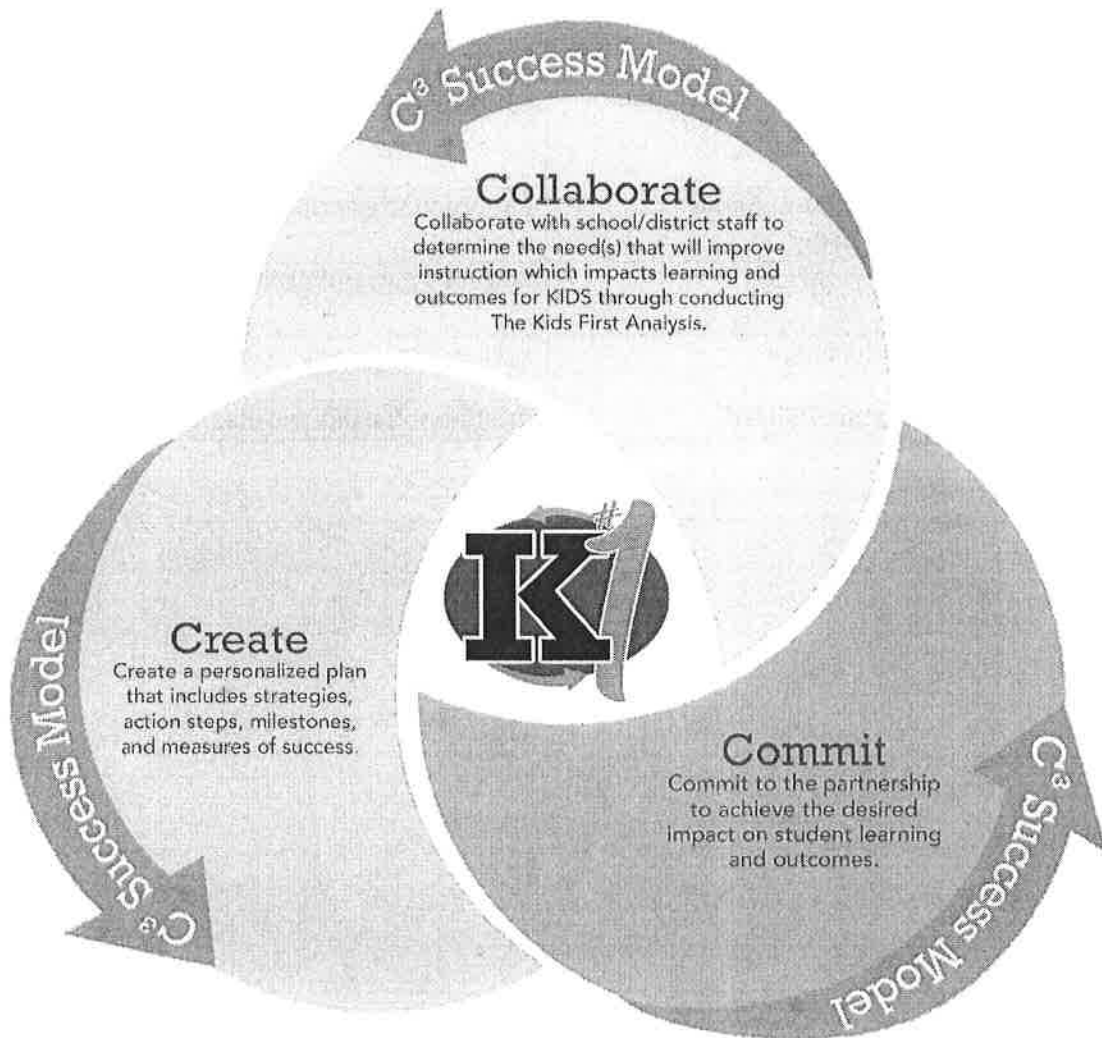
REFERENCES

District	Contact	Email
Harrison County	Roy Gill, Superintendent	rgill@harrison.k12.ms.us
Starkville-Oktibbeha	Curriculum, Angie Abernathy	aabernathy@starkvillesd.com
Itawamba School District	Sheryl Ewing	sewing@itawambaschools.com
Alcorn School District	Brian Phelps	bphelps@alcornschools.org
Laurel School District	Kristina Pollard	kristinapollard@laurelschools.org

PART 2: PROPOSED PLAN FOR PARTNERSHIP

HOW WE WORK

The common threads of our work are the KIDS (students) we serve and our commitment to personalized learning. Our work with KIDS, teachers, and school and district level leadership begins and ends with KIDS in mind. Our C³ process is a KIDS 1st trademark and remains constant throughout our teaching and learning solutions.



OUR RESEARCH

PD Analytics: PD Analytics (PDA) is a unique computer-based technology designed to align KIDS 1st professional development and coaching with teacher/administrator needs. PDA's surveys have been validated as measuring the intended constructs and have been shown to perform reliably over time. PDA collects schedule files, professional development details, and student formative and state test data for the purpose of linking professional development to student outcomes. PDA is host to a growing PD data base supervised by a Research Scientist. Professional development data within PDA serves as a resource to research ways to improve outcomes for KIDS.

Evidence Based: Professional Development as a school intervention is validated by the work of Timperley, Wilson, Barrar, and Fung (2007) who found 72 studies that assessed the effects of professional development on student outcomes. Based on their meta-analysis of these studies, the overall effect on student outcomes was $d = .66$, validating that professional development has a significant effect on student outcomes which is significantly higher than the minimal standards of the WWC's ($d = .25$).

Timperley and his colleagues further used effect sizes to identify what works best in professional development in terms of positively impacting student outcomes. KIDS 1st has teamed with PD Analytics to monitor and ensure high levels of competency in the areas identified in their work.

OUR INNOVATIVE APPROACH

The challenge to provide a high-quality education during the Covid-19 pandemic has prompted a need for change in our approach to improving teaching and learning in the districts we serve. As part of our response to this RFP, the KIDS 1st team will ensure instructional continuity within all determined scopes of work. This may include consultation and technical assistance for school and district level personnel around:

- Instructional continuity planning;
- Social distancing protocols for school re-start;
- Social-emotional wellbeing of students and teachers;
- Scheduling for each re-start model: "new" traditional, virtual and blended;
- Research-based practices for each re-start model: "new" traditional, virtual and blended;
- Continued teaching and learning in the event of school closure.

SCOPE OF SERVICES

Federal Programs Support

Kids First Education Coaches will:

- Collaborate within the district's Federal Programs Director to help execute Title I, Title II, Title IV, Title V, Cost Pool, Homeless, Foster Care, and other topics under the Federal Programs Director's purview;
- Provide prescriptive services focusing on practical, specific "next steps" for the director/department;
- Assist in the development of grants, policies, and procedures, as needed;
- Act as an "auditor" of documentation, as needed;
- Provide administration with reports of the consultant's actions, observations, and suggestions;

SERVICE REPORTS AND COMMUNICATION

Kids First Education will:

- Prepare service reports that reflect daily service outlining actions taken and recommendations to be submitted to district level team;
- Meet quarterly with district level team to review progress;
- Deliver service reports in an electronic form through the Kids First Management.
- Contact school district leadership in the event of an interruption of traditional school to ensure services are continued.

SERVICE CONTINUITY PLAN

Covid-19:

The Challenge to provide high-quality professional services during the Covid-19 pandemic has prompted a need for change in the way Kids First Education will work with schools. In response to this need, we are prepared to provide training, modeling, co-teaching, consultation and technical assistance in a variety of modalities. The safety and well-being of students and school/district staff will always be our top priority. All representatives will wear masks and/or shields upon entering buildings and for the duration of their visit.

On Campus:

For on-campus services, KIDS 1st coaches and representatives will follow school/district protocols for social distancing while supporting the established instructional continuity plan. To ensure strict adherence to establish pandemic norms, KIDS 1st Leadership will ensure all representatives:

- Follow CDC and school/district protocols for social distancing.
- Follow school/district instructional continuity plans.

Off Campus (students only):

KIDS 1st anticipates there may be interruptions to traditional school where students are required to learn from home, while teachers and administrators continue reporting to school. In this scenario, KIDS 1st coaches will:

- Coach/Train teachers on-campus while following CDC guidelines and school/district protocols at all times.
- Certify that all coaches have been trained and have hands-on experience with school/district's instructional management system and any learning applications that have been included in the continuity plan.

Off Campus (staff and students):

KIDS 1st anticipates there may be interruptions to traditional school where all staff members and students are required stay home. In this scenario, KIDS 1st coaches will:

- Continue providing services to supporting teachers, administrators, and/or students virtually while following the school/district's instructional continuity plans.
- Certify that all coaches have been trained and have hands-on experience with school/district's instructional management system and any learning applications that have been included in the continuity plan.

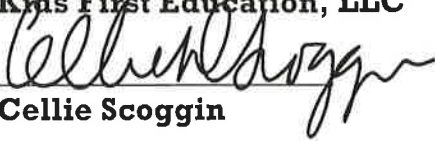
PART 3: BUDGET

CONSULTANT COST

Kids First Education, LLC will provide services at a daily rate of \$1,375 per day per consultant. This rate is all inclusive of all expenses and travel costs. Materials and instructional deliverables provided to the district during the duration of the project will be provided via electronic copies to the district.

Total Number of Days for Project: 1 day
Total Cost of Project: \$1,375.00

Proposal for Services Submitted by:
Kids First Education, LLC


Cellie Scoggin

August 19, 2020
Date

Proposal Accepted By:

Stone County School District

Date



NINA SHAW
Beat One

Stone County School District

RODNEY BEECH
Beat Four

DIANE JOHNSON
Beat Two

Inita Owen, Superintendent

DORIS MATTHEWS
Beat Five

214 Critz Street • Wiggins, MS 39577

JACOB SMITH
Beat Three

Telephone: 601-928-7247 • Fax: 601-928-5122

CONTRACT/AGREEMENT INFORMATION

I would like to recommend the following agreement/contract between Will's

Way (vendor name) and Stone County School District. This

agreement/contract is for a term of 20-21 sy (length of agreement/contract) The purpose of

this agreement/contract is To provide behavioral and/or psychological services for Sped Students

I have read and reviewed the following agreement/contract and agree to all of the terms and conditions that are outlined.

[Signature]
Person submitting agreement/contract

07/20/2020
Date

Reviewed By:

Cassie Hardy
Business Manager

8/14/2020
Date

Board Attorney

Date

TO
Cassie
7/20/20

✓



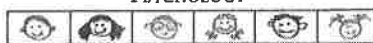
Fax 2020

Attention: Stone Co. SPED	From: Dr. Kimberly Bellipanni/ Dr. Dannel Roberts
Fax: smorrison@stoneschools.org	Date: 7.16.2020
Phone:	Phone: (601) 255-5264
Comment:	Return Fax: (866) 625-0559
Urgent <input type="checkbox"/> Reply <input type="checkbox"/> Review <input type="checkbox"/> ASAP <input type="checkbox"/>	Total Pages Sent: () including cover

Thank You!
Will's Way, LLC
32 Millbranch Road, Suite 40
Hattiesburg, MS 39402
Phone: 601-255-5264
Fax: 866-625-0559
Email: Info@willswaybehavioral.com
www.willswaybehavioral.com

CONFIDENTIALITY NOTICE: The materials in this fax transmission (including all attachments) are private and confidential and are the property of the sender. The information contained in the material is privileged and is intended only for the use of the named addressee(s). If you are not the intended addressee, be advised that any unauthorized disclosure, copying, distribution or the taking of any action in reliance on the contents of this material is strictly prohibited. If you received this electronic mail message in error, please immediately notify the sender by telephone at 601-255-5264 or send an email to info@willswaybehavioral.com, and thereafter, destroy the fax immediately. Thank you.

Will's Way, LLC
PEDIATRIC BEHAVIORAL
PSYCHOLOGY



32 Millbranch Rd., Suite 40, Hattiesburg, MS 39402

CONTRACT FOR SERVICES
School Year 2020-2021

THIS AGREEMENT is entered into by the STONE COUNTY SCHOOL DISTRICT (hereinafter referred to as the "DISTRICT") and Will's Way, L.L.C. (hereinafter referred to as "WILL'S WAY"), of Hattiesburg, MS. The parties agree as follows:

1. That Will's Way is in the business of providing services related to behavioral therapy and school consultation services.
2. That the Department of Special Services of the DISTRICT is in need of the services of behavioral specialists and/or school psychological services to specific DISTRICT students.
3. That WILL'S WAY will provide designated DISTRICT with school consultation services at the rate of \$110 per hour (per therapist). Travel time and mileage configured at national rate from the physical location of Will's Way (Hattiesburg office) will also be billed. Will's Way will provide services at the request of the school on an as needed basis.
4. That WILL'S WAY will bill the DISTRICT on a monthly basis, with bill due to district special education office by 20th of each month unless otherwise noted by the DISTRICT.
5. In the event that WILL'S WAY is involved in any legal proceedings, additional fees, including round trip travel and mileage, must be paid in full by the DISTRICT prior to any court appearances (see attached sheet).
6. That WILL'S WAY will provide services only during school days while school is in its normal session unless prior agreement by both parties. Consultation, assessments, and report writing services will be provided during the School Year upon request. All services must be pre-approved by the Director of the Department of Special Services of the DISTRICT.
7. That the DISTRICT will provide WILL'S WAY with a copy of student record information deemed necessary to carryout behavioral consultation and assessment as appropriate to specific cases.
8. That this Agreement may be terminated by either party giving the other thirty (30) days notice in writing at the following address:

Amy Stampley, Director of Special Services
Stone County School District
Department of Special Services
214 Critz St.
Wiggins, MS 39577
601-928-7247

Will's Way, LLC
32 Millbranch Rd., Suite 40
Hattiesburg, MS 39402
601-255-5264

Will's Way, LLC
PEDIATRIC BEHAVIORAL
PSYCHOLOGY



32 Millbranch Rd., Suite 40, Hattiesburg, MS 39402

That this Contract may not be assigned in whole or in part without the express written consent of both parties.

Stone County School District

By: _____
President of School Board

Date: _____

Attest:

By: _____
Superintendent of Schools

Date: _____

By: _____
Director of Special Services

Date: _____
Kimberly D. Bellipanni, Ph.D.

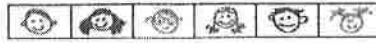
By: _____
Kimberly D. Bellipanni, Ph.D.
Will's Way, LLC

Date 7.15.2020

By: *Dannell Roberts, PhD*
Dannell S. Roberts, Ph.D.
Will's Way, LLC

Date: 7.15.2020

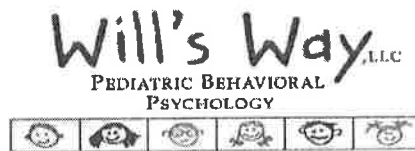




32 Millbranch Rd., Suite 40, Hattiesburg, MS 39402

Legal Fees

- Fees for forensic and court related appointments are charged at an hourly rate (\$150/hour). Hourly fees are charged for all activities with clients, family members, attorneys, or other legal personnel including face-to-face appointments, email correspondence, phone consultations, record gathering, or written responses or correspondence.
- Activities that require a therapist to travel off-site (i.e., home, work, attorney office, or court) are billed at \$150/hour for travel time and mileage (billed at the current national rate), for each round-trip visit.
- The fee for depositions is \$900.00 for the first hour of testimony and \$200.00 for each additional hour. Time limits for depositions will be imposed and may need to be rescheduled if they go longer than expected. *Payment is required in full prior to any testimony.* Depositions will be cancelled for lack of payment.
- The fee for all court appearances (i.e., subpoenas, testimony as expert or fact witness) is \$1500.00 per day, plus travel, mileage, and additional expenses (hotels, meals, etc). *Court fees are nonrefundable and due in full at time of the request/subpoena.* If a court date is extended and the therapist is required to appear for a subsequent court date, an additional fee of \$1500.00 is required. Payment for subsequent dates will be due in full prior to court appearance.



Information & Prices

Will's Way, LLC is a behavioral psychology practice located in Hattiesburg, MS. Therapists at **Will's Way, LLC** are dedicated to providing behavioral assessments, consultation and evidence-based treatments to address a variety of behavioral excesses (e.g., aggression, self-injury, tantrums) as well as behavioral deficits (e.g., coping skills, toileting skills, communication deficits) interfering with a child's quality of life. Therapists at **Will's Way, LLC** provide individual and family therapy, evaluations, social skills groups, and applied behavior analysis for families, children, adolescents, and young adults with a variety of mental health needs.

Will's Way, LLC offers a discount to public and private schools due to the volume of work typically sought by districts. School districts providing family services for children in their district will continue to receive the school consultation rate. Services can be provided to districts on an *as-needed basis* or by *contractual relationships*. Schools are encouraged to contract with **Will's Way, LLC** so that services can be provided more efficiently. Services for school districts and community agencies include but are not limited to the following:

Services for Schools:

Educational Evaluations (8-10 hours)

Functional Behavior Assessments (6-8 hours)

Classroom Management Strategies
Teacher Support Team Assistance
Remote Conferencing

Behavior Intervention Plans (2-3 hours)

Staff Development Training	Communication Training
Behavioral Consultation	Writing Objective IEP Goals
Parent Training	Direct Therapy to Students

Typical Cases Served:

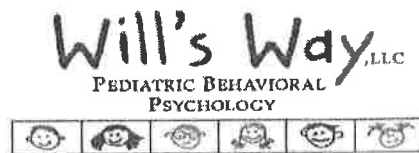
Autism Spectrum Disorders
Noncompliance Feeding Problems
Anxiety
PICA
Problems
Emotional Disturbances

ADHD
OCD
Communication Deficits
Cerebral Palsy
Down Syndrome

Encopresis/Enuresis
Toileting
Self-Injury
Tantrums and Aggression Sleep
Intellectual Disabilities

Comprehensive assessment can provide useful information to districts and agencies for the following concerns: Learning Disabilities, Intellectual Functioning, Language Functioning, Adaptive Skills, IEP Development and Support, Testing Accommodations, Motivational Functioning, Giftedness, and School Readiness.

Upon completion of the testing, therapists focus on interpreting the results and explaining them in a manner that is easy to comprehend for schools and families. It is our goal to provide practical and proven recommendations to help your student and their family through this process. A written report is provided and will serve as a guide for treatment development across a variety of settings (i.e., home, school, community).



School Based Services

1. Consultation (per therapist) Fees: \$110 per hour + mileage.

a. Contractual Pricing

- i. Incentive pricing is offered to school districts that contract for regular services and more hours.
- ii. Please call for more information.

b. Travel Time and Mileage

- i. Therapists charge time for travel to and from districts at hourly rate.
- ii. Therapists charge mileage from physical location of Will's Way to school at national rate which varies.

c. Direct Services and Indirect Services.

- i. **Direct Service** is defined as any ONSITE (i.e., at school district) teacher consultation, observations, direct training, data collection, testing & assessment, parent training, progress monitoring, direct therapy with student and the like.
- ii. **Indirect Service** is defined as any treatment planning, administrative consultation regarding a specific case, phone consultations, behavioral plan writing, and other offsite or onsite services that contribute indirectly to the care of targeted client.

2. Psychological Evaluations

Evaluating a child's overall psychological functioning may take multiple sessions to ensure the appropriate and accurate diagnosis is given. Diagnoses will only be given when clinically appropriate. Schools have the option to have Will's Way staff conduct the assessments at Will's Way or at the targeted students' home campus. WE can also provide Functional Behavior Assessments (FBAs) and follow up Behavior Intervention Plans (BIPs) when requested.

Evaluations typically require 8 to 10 hours of service (\$880 – \$1,100) excluding IEP meetings to review report with families. However, these hours will vary depending on the complexity of the case and the amount of testing completed by the district. A thorough breakdown of assessment protocol is located on our website. If districts require an evaluation to be completed with less than 2 weeks' notice will incur additional charges due to time constraints.

Additional pricing is added if we are asked to be a part of the eligibility meeting and/or discuss the report during an IEP meeting, etc. All reports will be provided to district in a timely manner. Reports are typically faxed immediately and a hard copy is placed in the mail.

3. Staff Development Workshops

1. Presenter Fee (per person) - \$175.00 per hour + Travel + Mileage*
2. Materials and Preparation Fee (1-40 participants) ** \$175.00
 - a. Covers presentation prep, copies, handouts, etc.
 - b. ** Material fee may increase based on number of participants
3. Mileage (current national rate) and Travel Time (\$110/hr) to site
4. Full quotes are available upon request and prior to service delivery.

*- National rate varies

NINA SHAW
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DIANE JOHNSON
Beat Two

JACOB SMITH
Beat Three

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Beat Four

DORIS MATTHEWS
Beat Five

CONTRACT/AGREEMENT INFORMATION

I would like to recommend the following agreement/contract between Cunningham
CPAs, PLLC (vendor name) and Stone County School District. This
agreement/contract is for a term of one year. (length of agreement/contract) The purpose of
this agreement/contract is FY 20 Financial Audit

I have read and reviewed the following agreement/contract and agree to all of the terms and conditions that are outlined.

Cassie Hardy
Person submitting agreement/contract

8/31/2020
Date

Reviewed By:

Business Manager

Date

Board Attorney

Date

✓

CUNNINGHAM CPAs, PLLC

Certified Public Accountants & Consultants

202 Church Street
Belzoni, Mississippi 39038
Office: (662) 247-2416
Fax: (662) 247-2420

10 South Bancroft Street
Fairhope, Alabama 36532
Office: (251) 929-7778
Fax: (251) 929-7779

August 17, 2020

To the School Board and Management
Stone County School District

We are pleased to confirm our understanding of the services we are to provide Stone County School District for the year ended June 30, 2020. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Stone County School District as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Stone County School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Stone County School District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules
- 3) Schedule of the District's Proportionate Share of the Net Pension Liability
- 4) Schedule of District's Pension Contributions
- 5) Schedule of the District's Proportionate Share of the Net OPEB Liability
- 6) Schedule of the District's OPEB Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Stone County School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.
- 2) Schedule of Instructional, Administrative and other Expenditures-Governmental Funds.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Schedule of Revenues, Expenditures and Changes in Fund Balance – General Fund – Last Four Years.
- 2) Schedule of Revenues, Expenditures and Changes in Fund Balance – All Governmental Funds – Last Four Years.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management of Stone County School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Stone County School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Stone County School District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Stone County School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Stone County School District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review as of the date of this letter.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial

statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Stone County School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Cunningham CPAs, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Mississippi Office of the State Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Cunningham CPAs, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Mississippi Office of the State Auditor. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately January 11, 2021 and to issue our reports no later than March 15, 2021. Joel B. Cunningham III is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$16,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Stone County School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Cunningham CPAs

RESPONSE:

This letter correctly sets forth the understanding of Stone County School District.

Management signature: _____

Title: Superintendent of Education

Date: 8/31/2020



Governance signature: _____

Title: _____

Date: _____

MEMO

To: Ms. Owen and School Board Members

From: Cassie Hardy *ch*

Date: September 3, 2020

Subject: Worker's Compensation Insurance Premium

Please approve the attached proposal for Worker's Compensation Insurance for the period of 10/1/2020 to 10/1/2021 with BXS Insurance. Total estimated annual premium is \$100,727.

The premium is down approximately \$41,456 from prior year. The decrease is due to a change in carriers from MSBA WC Trust to BXS Insurance writing Summit – Retailers Casualty.

The proposals that were received were as follows:

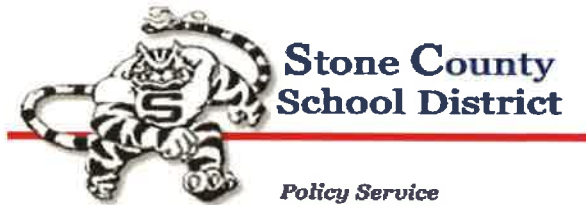
BXS Insurance \$100,727.16 (no dividend/refund)

MSBA WC Trust \$142,183 (plus refund of \$15,852, net amount of \$126,331)



Proposal of Insurance

prepared for:



Stone County Board Of Education
214 Critz Street
Wiggins MS 39577

Presented by:

Frank Bordeaux
Vice President

9/1/2020





Important Please Read

As you review our proposal, please keep these thoughts in mind.

Always refer to the policies for specific coverage questions. Our proposal is a general overview only. The policy contract determines where and if coverage is available.

Consider flood and earthquake coverage. Neither flood loss nor earthquake loss are covered under standard property policies. All of us have exposure to floods and earthquakes.

The property and liability limits that we illustrate in this proposal are options only. We can provide additional alternative limit options if you request. The selection of limits is solely your decision.

Please notify us throughout the policy year of changes in your business that may affect your exposure to risk. Failure to do so may result in uncovered losses.

Our inspections, reports and recommendations are provided to assist in your efforts to establish and maintain a safe workplace and not to warrant workplace safety or compliance with applicable laws, regulations or standards. Our observations and suggestions are not a substitute for legal advice. You bear this ultimate responsibility and are encouraged to seek appropriate legal counsel when implementing a program or process to maintain a comprehensive workplace safety program.

Loss control is a daily responsibility of your management. Our visits are not a substitute for your own loss control program. Recommendations are developed from conditions observed at the time of our visit. They do not include every possible loss potential, code violation, or exception to good practice.

The solvencies of the insurance carriers that you select are of utmost importance. Unless notified otherwise, all carriers have a Best Guide rating of A- or better.

In order to offer you choices, our agency maintains relationships with a number of insurance companies. Most of these companies pay our agency a commission when we place coverage with them. Some companies issue policies on a net basis to us, and we in turn, will charge you an agency fee. Some companies do pay our agency a contingency commission at the end of the calendar year if the group of insurance customers placed with that company has been profitable. Such an arrangement is an incentive for our agency to work with you to prevent losses as well as send profitable business to insurance carriers.

Our relationship with you is based on trust and we do our best to make no representation that would mislead anyone about any aspect of the products or services that we offer.

We value your trust and have always held it in the highest regard; therefore, we will continue to do all that we can to fully represent you in the insurance marketplace.

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Named Insured's Schedule

Name	FEIN	For Policies
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Stone County Board of Education

64-6001086

Workers Compensation

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Workers Compensation

Issuing Company:

Retailers Casualty Insurance Company (A- VII)

Policy Term:

10/1/2020 – 10/1/2021

Coverage

- A. Workers' Compensation Insurance: Part One of this proposal applies to the Workers' Compensation Law of the following states: **MS.**
- B. Employer Liability Insurance: Part Two of this proposal applies to work in each of the states listed in item A. above. The limits of liability under Part Two are as follows:

Limits

Coverage	Limits
Employers Liability – Bodily Injury by Accident (Each Accident)	\$1,000,000
Employers Liability – Bodily Injury by Disease (Policy Limit)	\$1,000,000
Employers Liability – Bodily Injury by Disease (Each Employee)	\$1,000,000
Workers Compensation Employee Benefits	As Required by Law for Covered States

- C. Other States' Insurance: Part Three of this proposal applies to all states, if any, listed here:
Alabama, Arkansas, Louisiana, Oklahoma, and Texas.

This proposal addresses the states you have indicated per the application. If you have employees working in other states or you go into a state not included, you must advise us promptly. Not indicating the additional states on your policy can result in large regulatory fines, or reduced or no coverage as described in your policy.

Experience Modification

The Experience Modification used in preparing this quote was: 1.00

Locations

Loc #	Address
1	Per Property Schedule on File - MS

Classifications - Estimated Annual

State	Loc#	Code	Categories and Duties	Current Payroll	Current Rate
MS	1	9101	School - All Other Employees	\$987,960	3.61
MS	1	7380	Drivers & Their Helpers NOC	\$500,047	4.05
MS	1	8868	School: Professional Employees & Clerical	\$12,487,448	0.45
Total Estimated Payroll				\$13,975,455	

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Terms & Conditions

Guaranteed Cost Plan

No Dividend Plan Offered

Policy Subject to Audit

*The proposed premium is based on the above estimates of annual exposures. This policy will be audited on the following basis: **Annual.***

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



**When you choose Summit for your business,
you are choosing the *people who know workers' comp*[®]**

Summit was formed in 1977 as a third-party administrator for workers' compensation self-insurance funds in Florida. After 40 years of growth and evolution, Summit today provides workers' compensation insurance programs to approximately 35,000 employers throughout the southeastern United States. When you choose Summit to manage your business's workers' compensation coverage, you get:

Specialized attention. As a monoline insurance company, we are able to focus solely on your workers' comp needs

Experienced claims management. With 40 years of experience in workers' compensation claims handling, we understand the costs that drive workers' comp. We are committed to making sure that injured workers get the right care while developing innovative ways to stay on top of growing costs.

Below-average adjustor caseloads. Our average adjustor case load average is just 110 claims per adjustor, which is well below industry average. That means they can devote the time necessary to manage a claim properly.

Focused safety consultations. Our prevention consultants are available to evaluate your business to help identify potential risks and recommend solutions to lessen exposures.

Return-to-work assistance. Back2work[®], Summit's return-to-work program, is designed to help you create a manageable, successful plan to get employees back to work as soon as possible. Back2work coordinators can help you create a customized program specific to your business.

Nurse case management and physician review. Summit's on-staff nurse case managers and medical directors help ensure that medical treatment is appropriate.

In-house claims management. Summit staff are responsible for all claims decisions.

24-hour claims reporting. You can report an injury 24 hours a day, 7 days a week by phone, fax or online. Reports are handled by Summit staff, who begin our hands-on process for managing claims.

Competitive payment options. We offer several payment options, including electronic transfer capabilities, online bill pay and monthly online self-reporting, so you can pay your premium in the way most appropriate for your business. Plus, we offer low down payments.

Provider network. We've built our own health-care network which consists of doctors, specialists and medical facilities and ancillary service providers that are focused on getting injured workers back on their feet—and back on the job. (*Network available in Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina and Tennessee. Networks that offer benefits comparable to our proprietary arrangement are available in Arkansas, Indiana, Oklahoma and Texas.*)

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Premium Summary

Coverage	Company	MSBA 19/20 (Annualized) Expiring Premium	Summit 20/21 (Estimated) Renewal Premium
Work Comp	Summit – Retailers Casualty	Premium \$139,652 Minus Dividend <u>-\$19,779</u> Total Less Dividend \$119,873	\$100,727.16

Payment Options

Company/Coverage	Billed by:	Payment Plan	Down Payment	# of Installments
Summit/Work Comp	Summit	EFT	\$180	11
Summit/Work Comp	Summit	Direct Bill	15%	9
Summit/Work Comp	Summit Online	WebCAP	\$180	Pay as you go (online monthly reporting)
Summit/Work Comp	BXSI	Annual	-	Pay In Full

*Option: Policy Billed By: BXS Insurance

- o Pay Online – <https://bxsi.epaypolicy.com/>
- o ACH - \$3.00
- o Credit Card – 3.25%

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Understanding Best's Financial Strength Ratings

A Best's Financial Strength Rating can be assigned to an insurance company on an interactive or non-interactive basis. In both cases, the rating scale and descriptors are:

Secure	Vulnerable
A++, A+ (Superior)	B, B- (Fair)
A, A- (Excellent)	C++, C+ (Marginal)
B++, B+ (Good)	C, C- (Weak)
	D (Poor)
	E (Under Regulatory Supervision)
	F (In Liquidation)
	S (Suspended)

Financial Size Category

Class	Adj. PHS (\$ Millions)	Class	Adj. PHS (\$ Millions)
I	Less than 1	IX	250 to 500
II	1 to 2	X	500 to 750
III	2 to 5	XI	750 to 1,000
IV	5 to 10	XII	1,000 to 1,250
V	10 to 25	XIII	1,250 to 1,500
VI	25 to 50	XIV	1,500 to 2,000
VII	50 to 100	XV	2,000 or greater
VIII	100 to 250		

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Market Submission Results

Carrier/Broker	Declined/Quoted/Reason
Accident Fund	Declined – Losses
AmFed	Declined – Losses
AmTrust – Wesco I	Quoted – \$110,745
Berkley – Union	Quoted - \$128,109
Church Mutual	Declined – COVID
Eastern	Declined – Pass this year, may revisit next year
LCTA	Declined – Losses
LUBA	Declined – Losses
MS Municipal – Safety National	Quoted – \$110,569.37 Excluding Agency Fee Charge
State Auto	Declined – Not Competitive
Summit – Retailers Casualty	Quoted – \$100,727.16
Zenith	Declined – Not Writing K-12

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Acceptance of Proposal

Stone County Board Of Education

Please bind coverage as proposed by BXS Insurance, effective 10/1/2020.

I understand that this proposal is only an outline of the insurance policy/policies and does not include all of the terms, coverages, exclusions, limitations and conditions included in the insurance policy/policies. Regardless of the terms, limitations and conditions carried in prior years, this proposal contemplates only the limits, terms, conditions, warranties and exposures represented herein. The insurance policy/policies will include these specific details.

_____ I accept the proposal as presented

_____ I accept the proposal with the following changes:

_____ I reject this proposal

Binding & Quote Subjectivities

- Favorable Evaluation to be Completed by Summit Loss Prevention Department
- Completed and Signed Acord 130 Work Comp Application
- Currently Dated 5 Year Loss Runs
- Confirm if Named Insured should be Stone County Board of Education or Stone County School District

_____ Date Signed

_____ Authorized Signature of Named Insured

_____ Title

_____ Print Name

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Stone County Board Of Education's Service Team

The following individuals are dedicated to providing service for your insurance needs.

Team Member	How They Can Help	Contact Numbers	Email Address
Frank Bordeaux Vice President	Gathers your risk information and oversees and executes resources and services.	(o) 228-863-5362 (c) 228-223-2223	frank.bordeaux@bxsi.com
Lani Lenhoff Account Executive	Manages and implements all day-to-day changes and any services you need.	(o) 228-863-5362 (c) 228-424-8772	lani.lenhoff@bxsi.com
Renee King Sr. Claims Specialist	Reports, monitors and assists with problematic claims.	(o) 228-563-611 877-897-9312 <i>Emergency After Hours</i>	renee.king@bxsi.com
Sonny Blackwell VP of Loss Control	Helps you proactively prevent, reduce and manage exposures while reducing the frequency and severity of losses.	(o) 228-563-5903 (c) 228-697-1200	sonny.blackwell@bxsi.com

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Discussion

These items are for discussion only and do not represent all of your potential exposures.

Workers Compensation
US Longshoreman's & Harbor Workers
Jones Act
Maritime
Stop Gap
Foreign

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BXSI Resource Options

Resources	
You Currently Have Checked Items	
X	<p>PRESS – Stewardship report providing detail analysis of losses on all coverage lines, multiple policy years.</p> <ul style="list-style-type: none"> • Identifies Severity and Frequency Trends • Provides Loss Ratio by Line/Policy Year • Itemizes Exposures/Rates on GL and WC • Provides Benchmarking/RCOR Analysis • Overview of Resources
X	<p>Loss Control – Specializes in helping you proactively prevent, reduce and manage exposures while reducing the frequency and severity of losses. Rather than restricting services by a predetermined date, we provide loss control services at the time needs arise.</p>
	<p>Work Comp Injury Triage – provides professional and immediate response on work compensation claims:</p> <ul style="list-style-type: none"> • Access to Occupational Registered Nurse 24/7 for Treatment Recommendations • Claim reporting completes 1st Report of Injury, Notifies Carrier • Controls and Reduces Claim Cost • Reduces Fraudulent Claims/Records All Calls • Interpreters Available
Will Add	<p>CARE – Internal workers' compensation monitoring tool designed to reduce impact of claims which ultimately reduces experience modifier. The program monitors workers' compensation claims:</p> <ul style="list-style-type: none"> • Any Claim over \$5,000 • Claims with Indemnity Reserve • Any Claim Open Longer than 180 Days • Experience Mod Reviewed before Unit Stat • Experience Mod Checked at Renewal
	<p>Transportation Compliance Services – provides assistance to motor carriers to maintain compliance with the U.S. DOT and the FMCSA.</p> <ul style="list-style-type: none"> • Evaluate State of Compliance • Quarterly DOT style audits with action plans • Manage Drug and Alcohol Consortium • Carrier Compliance Audits • Drive MVR Reports • Hazardous Materials Training • IFTA Processing & Reporting • Accident Investigation/Vehicle Inspections
	<p>Certificate E-Service Issuance – Online certificate service offering electronic generation of certificates and auto ID cards 24/7 at no cost.</p> <p>Tracking – Automates the tracking of Vendors, Sub-contractors, Project by Expiration Date, compares contract requirement, automates certificate request and notices of deficiencies of coverage</p>

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



ThinkHR Workplace

A cloud-based platform of integrated HR resources and training supported by live HR experts.



ThinkHR Live

ThinkHR Live's team of experienced HR Advisors are there in the moment that matters to point you in the right direction, offer a second opinion, or coach you on critical workforce issues.

- Calls answered live every day
- Accessible 8am-7pm Central each business day
- Senior level experienced HR professionals with PHR® and SPHR® designations



ThinkHR Learn

ThinkHR Learn has more than 200 compliance-related courses on topics like:

- Calls answered live every day
- Harassment prevention
- Safety and OSHA
- Environmental compliance
- Wellness



ThinkHR Comply

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This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.

**Stone County School District
Request for Disposal of Fixed Assets ***

Fixed Asset Number: 6398

Location CO Building Number: 1 Room Number: 27

Description of Item: old hand scanner

Type of Disposition: Sold (01): _____ Scrapped (02): Trade-In (03): _____

Donated (04): _____ Other (5): _____ Non-Capitalized (06): _____

Damaged by Hurricane (07): _____ Lightning Damaged (08): _____

Returned to Vendor (09): _____

Teacher \ Staff Signature: N/A

Approval Principal \ Supervisor: N/A

Approval Technology Director: Chuck Mader
(Technology Equipment Only)

Approval Federal Program Director: _____
(Title, Sped or Child Nutrition Equip.)

Approval (Superintendent): [Signature]

Date Board Approved: _____

Date Removed from Inventory: _____

Note: When asset is no longer needed or useful for school purposes, it must be declared surplus property by the school board.

For County Office Use Only: Fund Code: <u>1120-2620</u> Federal Code: _____

*To be completed on location and submitted to the Central Office for approval



MEMO



TO: STONE COUNTY SCHOOL BOARD & INITA OWEN

FROM: TUNYA SEAL *ts*

DATE: AUGUST 21, 2020

Due to the cancellation of service on our Southern Communications linc radios, they need to be removed from our Marathon asset system.

I am requesting approval to dispose of asset numbers 11248-11337 & 11430, a total of 91 radios.

Thank you

/

✓

STONE COUNTY SCHOOL DISTRICT
Summary Asset List By Asset Number

Asset No: 000000011248 - 99999999999999
 Acq Date: ALL
 Status: ACTIVE
 Group: 412
 Classification: ALL
 Condition: ALL
 Location: ALL
 Building: ALL
 Room: ALL

Vendors: ALL Donated: ALL
 Disposal Date: ALL
 Depreciate: ALL
 PO No: ALL
 Fund: ALL
 Function: ALL
 Description: ALL
 Serial No: ALL
 User Defined: ALL

Asset No	Bar Code	Description	Loc	Build	Room	Class	Model	Serial No	Amount	Acq. Date
000000011248	000000011248	LINC RADIO/SRO-2	16	SM0001	000110	740	XP55	SNM-181118C00964	\$0.99	12/01/2018
000000011249	000000011249	LINC RADIO/SRO-1	12	SH0005	510D	740	XP55	SNM-181119B00113	\$0.99	12/01/2018
000000011250	000000011250	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181118C00914	\$0.99	12/01/2018
000000011251	000000011251	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181117C01308	\$0.99	12/01/2018
000000011252	000000011252	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181117C01313	\$0.99	12/01/2018
000000011253	000000011253	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181118C00955	\$0.99	12/01/2018
000000011254	000000011254	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181117B00833	\$0.99	12/01/2018
000000011255	000000011255	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181118C00701	\$0.99	12/01/2018
000000011256	000000011256	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181118C00961	\$0.99	12/01/2018
000000011257	000000011257	LINC RADIO	10	BS0001	00001A	740	XP55	SNM-181118C00975	\$0.99	12/01/2018
000000011258	000000011258	LINC RADIO	12	SH0001	000107	740	XP55	SNM-181118C00861	\$0.99	12/01/2018
000000011259	000000011259	LINC RADIO	12	SH0002	000203	740	XP55	SNM-181119B00107	\$0.99	12/01/2018
000000011260	000000011260	LINC RADIO	12	SH0005	000504	740	XP55	SNM-181117B00842	\$0.99	12/01/2018
000000011261	000000011261	LINC RADIO	12	SH0001	107F	740	XP55	SNM-181118C00970	\$0.99	12/01/2018
000000011262	000000011262	LINC RADIO	12	SH0005	510B	740	XP55	SNM-181117B00830	\$0.99	12/01/2018
000000011263	000000011263	LINC RADIO	12	SH0002	000208	740	XP55	SNM-181118C00981	\$0.99	12/01/2018
000000011264	000000011264	LINC RADIO/C SANDERS	12	SH0001	107C	740	XP55	SNM-181117B00834	\$0.99	12/01/2018
000000011265	000000011265	LINC RADIO	16	SM0001	000101	740	XP55	SNM-181118C00772	\$0.99	12/01/2018
000000011266	000000011266	LINC RADIO	12	SH0004	000401	740	XP55	SNM-181119B00109	\$0.99	12/01/2018
000000011267	000000011267	LINC RADIO	12	SH0001	107E	740	XP55	SNM-181118C00958	\$0.99	12/01/2018
000000011268	000000011268	LINC RADIO	16	SM0001	00101A	740	XP55	SNM-181118C00978	\$0.99	12/01/2018
000000011269	000000011269	LINC RADIO	12	SH0001	107D	740	XP55	SNM-181118C00903	\$0.99	12/01/2018
000000011270	000000011270	LINC RADIO	12	SH0002	000205	740	XP55	SNM-181117B00946	\$0.99	12/01/2018
000000011271	000000011271	LINC RADIO	16	SM0001	00101B	740	XP55	SNM-181119B00178	\$0.99	12/01/2018
000000011272	000000011272	LINC RADIO	08	SE0001	00050C	740	XP55	SNM-181119B00108	\$0.99	12/01/2018
000000011273	000000011273	LINC RADIO	08	SE0001	00050A	740	XP55	SNM-181117B00948	\$0.99	12/01/2018

STONE COUNTY SCHOOL DISTRICT
Summary Asset List By Asset Number

Asset No	Bar Code	Description	Loc	Build	Room	Class	Model	Serial No	Amount	Acq. Date
000000011274	000000011274	LINC RADIO	08	SE0001	00053B	740	XP5S	SNM-181118C00956	\$0.99	12/01/2018
000000011275	000000011275	LINC RADIO	12	SH0001	000105	740	XP5S	SNM-181118C00973	\$0.99	12/01/2018
000000011276	000000011276	LINC RADIO	16	SM0001	000101	740	XP5S	SNM-181117B00938	\$0.99	12/01/2018
000000011277	000000011277	LINC RADIO	12	SEC001	000001	740	XP5S	SNM-181118C00770	\$0.99	12/01/2018
000000011278	000000011278	LINC RADIO/9/11	10	BS0001	00001A	740	XP5S	SNM-181118C00795	\$0.99	12/01/2018
000000011279	000000011279	LINC RADIO	08	SE0001	000050	740	XP5S	SNM-181118C00892	\$0.99	12/01/2018
000000011280	000000011280	LINC RADIO	16	SM0001	00101C	740	XP5S	SNM-181118C00976	\$0.99	12/01/2018
000000011281	000000011281	LINC RADIO	04	PE0001	000060	740	XP5S	SNM-181118C00645	\$0.99	12/01/2018
000000011282	000000011282	LINC RADIO	04	PE0001	00060F	740	XP5S	SNM-181118C00969	\$0.99	12/01/2018
000000011283	000000011283	LINC RADIO	04	PE0001	0060B	740	XP5S	SNM-181118C00979	\$0.99	12/01/2018
000000011284	000000011284	LINC RADIO	12	SEC001	1A	740	XP5S	SNM-181117B00838	\$0.99	12/01/2018
000000011285	000000011285	LINC RADIO	04	PE0001	0060C	740	XP5S	SNM-181118C00891	\$0.99	12/01/2018
000000011286	000000011286	LINC RADIO	01	CO0001	000016	740	XP5S	SNM-181118C00950	\$0.99	12/01/2018
000000011287	000000011287	LINC RADIO	01	CO0001	000019	740	XP5S	SNM-181117B00851	\$0.99	12/01/2018
000000011288	000000011288	LINC RADIO/BUS #61	10	BS0001	00010A	740	XP5S	SNM-181116B00713	\$0.99	12/01/2018
000000011289	000000011289	LINC RADIO/BUS #11	10	BS0001	00010A	740	XP5S	SNM-181116B01077	\$0.99	12/01/2018
000000011290	000000011290	LINC RADIO/BUS #36	10	BS0001	00010A	740	XP5S	SNM-181117B00727	\$0.99	12/01/2018
000000011291	000000011291	LINC RADIO/BUS #50	10	BS0001	00010A	740	XP5S	SNM-181116B01075	\$0.99	12/01/2018
000000011292	000000011292	LINC RADIO/BUS #1	10	BS0001	00010A	740	XP5S	SNM-181116B01085	\$0.99	12/01/2018
000000011293	000000011293	LINC RADIO/BUS #6	10	BS0001	00010A	740	XP5S	SNM-181117B00720	\$0.99	12/01/2018
000000011294	000000011294	LINC RADIO/BUS #2	10	BS0001	00010A	740	XP5S	SNM-181117B00528	\$0.99	12/01/2018
000000011295	000000011295	LINC RADIO/BUS #7	10	BS0001	00010A	740	XP5S	SNM-181116B00714	\$0.99	12/01/2018
000000011296	000000011296	LINC RADIO/BUS #26	10	BS0001	00010A	740	XP5S	SNM-181117B00404	\$0.99	12/01/2018
000000011297	000000011297	LINC RADIO/BUS #45	10	BS0001	00010A	740	XP5S	SNM-181117B00780	\$0.99	12/01/2018
000000011298	000000011298	LINC RADIO/BUS #23	10	BS0001	00010A	740	XP5S	SNM-181117B00480	\$0.99	12/01/2018
000000011299	000000011299	LINC RADIO/BUS #19	10	BS0001	00010A	740	XP5S	SNM-181117B00484	\$0.99	12/01/2018
000000011300	000000011300	LINC RADIO/BUS #24	10	BS0001	00010A	740	XP5S	SNM-181117B00482	\$0.99	12/01/2018
000000011301	000000011301	LINC RADIO/BUS #55	10	BS0001	00010A	740	XP5S	SNM-181117B00488	\$0.99	12/01/2018
000000011302	000000011302	LINC RADIO/BUS #16	10	BS0001	00010A	740	XP5S	SNM-181116B01073	\$0.99	12/01/2018
000000011303	000000011303	LINC RADIO/BUS #14	10	BS0001	00010A	740	XP5S	SNM-181117B00396	\$0.99	12/01/2018
000000011304	000000011304	LINC RADIO/BUS #12	10	BS0001	00010A	740	XP5S	SNM-181116B00731	\$0.99	12/01/2018
000000011305	000000011305	LINC RADIO/BUS #33	10	BS0001	00010A	740	XP5S	SNM-181116B01078	\$0.99	12/01/2018
000000011306	000000011306	LINC RADIO/BUS #31	10	BS0001	00010A	740	XP5S	SNM-181116B00734	\$0.99	12/01/2018
000000011307	000000011307	LINC RADIO/BUS #47	10	BS0001	00010A	740	XP5S	SNM-181117B00483	\$0.99	12/01/2018
000000011308	000000011308	LINC RADIO/BUS #52	10	BS0001	00010A	740	XP5S	SNM-181116B01100	\$0.99	12/01/2018

STONE COUNTY SCHOOL DISTRICT
Summary Asset List By Asset Number

Asset No	Bar Code	Description	Loc	Build	Room	Class	Model	Serial No	Amount	Acq. Date
000000011309	000000011309	LINC RADIO/BUS #57	10	BS0001	00010A	740	XP5S	SNM-181116B01093	\$0.99	12/01/2018
000000011310	000000011310	LINC RADIO/BUS #31	10	BS0001	00010A	740	XP5S	SNM-181117B00769	\$0.99	12/01/2018
000000011311	000000011311	LINC RADIO/BUS #21	10	BS0001	00010A	740	XP5S	SNM-181117B00400	\$0.99	12/01/2018
000000011312	000000011312	LINC RADIO/BUS #8	10	BS0001	00010A	740	XP5S	SNM-181116B00733	\$0.99	12/01/2018
000000011313	000000011313	LINC RADIO/BUS #35	10	BS0001	00010A	740	XP5S	SNM-181117B00449	\$0.99	12/01/2018
000000011314	000000011314	LINC RADIO/BUS #46	10	BS0001	00010A	740	XP5S	SNM-181117B00479	\$0.99	12/01/2018
000000011315	000000011315	LINC RADIO/BUS #5	10	BS0001	00010A	740	XP5S	SNM-181117B00428	\$0.99	12/01/2018
000000011316	000000011316	LINC RADIO/BUS #34	10	BS0001	00010A	740	XP5S	SNM-181117B00781	\$0.99	12/01/2018
000000011317	000000011317	LINC RADIO/BUS #54	10	BS0001	00010A	740	XP5S	SNM-181116B00736	\$0.99	12/01/2018
000000011318	000000011318	LINC RADIO/BUS #38	10	BS0001	00010A	740	XP5S	SNM-181116B01076	\$0.99	12/01/2018
000000011319	000000011319	LINC RADIO/BUS #53	10	BS0001	00010A	740	XP5S	SNM-181117B00726	\$0.99	12/01/2018
000000011320	000000011320	LINC RADIO/BUS #59	10	BS0001	00010A	740	XP5S	SNM-181117B00395	\$0.99	12/01/2018
000000011321	000000011321	LINC RADIO/BUS #30	10	BS0001	00010A	740	XP5S	SNM-181117B00785	\$0.99	12/01/2018
000000011322	000000011322	LINC RADIO/BUS #28	10	BS0001	00010A	740	XP5S	SNM-181117B008763	\$0.99	12/01/2018
000000011323	000000011323	LINC RADIO/BUS #27	10	BS0001	00010A	740	XP5S	SNM-181117B00764	\$0.99	12/01/2018
000000011324	000000011324	LINC RADIO/BUS #51	10	BS0001	00010A	740	XP5S	SNM-181117B00721	\$0.99	12/01/2018
000000011325	000000011325	LINC RADIO/BUS #29	10	BS0001	00010A	740	XP5S	SNM-181117B00767	\$0.99	12/01/2018
000000011326	000000011326	LINC RADIO/BUS #49	10	BS0001	00010A	740	XP5S	SNM-181116B00716	\$0.99	12/01/2018
000000011327	000000011327	LINC RADIO/BUS #17	10	BS0001	00010A	740	XP5S	SNM-181117B00715	\$0.99	12/01/2018
000000011328	000000011328	LINC RADIO/BUS #48	10	BS0001	00010A	740	XP5S	SNM-181117B00477	\$0.99	12/01/2018
000000011329	000000011329	LINC RADIO/BUS #43	10	BS0001	00010A	740	XP5S	SNM-181116B00742	\$0.99	12/01/2018
000000011330	000000011330	LINC RADIO/BUS #32	10	BS0001	00010A	740	XP5S	SNM-181117B00444	\$0.99	12/01/2018
000000011331	000000011331	LINC RADIO/BUS #58	10	BS0001	00010A	740	XP5S	SNM-181117B00478	\$0.99	12/01/2018
000000011332	000000011332	LINC RADIO/BUS #3	10	BS0001	00010A	740	XP5S	SNM-181117B00476	\$0.99	12/01/2018
000000011333	000000011333	LINC RADIO/BUS #56	10	BS0001	00010A	740	XP5S	SNM-181117B00393	\$0.99	12/01/2018
000000011334	000000011334	LINC RADIO/BUS #20	10	BS0001	00010A	740	XP5S	SNM-181116B00741	\$0.99	12/01/2018
000000011335	000000011335	LINC RADIO/BUS #9	10	BS0001	00010A	740	XP5S	SNM-181116B00715	\$0.99	12/01/2018
000000011336	000000011336	LINC RADIO/BUS #37	10	BS0001	00010A	740	XP5S	SNM-181117B00816	\$0.99	12/01/2018
000000011337	000000011337	LINC RADIO/BUS #44	10	BS0001	00010A	740	XP5S	SNM-181117B00733	\$0.99	12/01/2018
000000011430	000000011430	LINC RADIO/MADDOX/SRO	04	PE0001	0060A	740	XP5S	SNM-181214A00290	\$99.00	04/11/2019
Grand Total									91	\$188.10

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-21-20

Fixed Asset Number 9047

Location 08 Building Number SE0001 Room Number 23

Item Description Dell Optiplex 760 Outdated - will not update
(2014)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2330

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 7032

Location 08 Building Number SE0001 Room Number: 52

Item Description Binding Machine Outdated & non-operational (2008)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D. D. Long

Approval (Principal/Supervisor) Sandy Danzger

Approval (Tech Director) _____
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1920-2620 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 1766

Location 08 Building Number SE0001 Room Number 52

Item Description Binding Machine - Outdated? (1995) non-operational

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) _____
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120-0 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 7488

Location 08 Building Number SE0001 Room Number 40

Item Description Interwrite Pad - Outdated & non-operational
(2009)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 7489

Location 08 Building Number SE0001 Room Number 4.3

Item Description Interwrite Pad - Outdated & non-operational
(2009)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D.W. Long

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck McCall
Tech Equipment Only

Approval (Federal Director) Yvonne Noel
If Applicable

Approval (Superintendent) John Auer

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-8-20

Fixed Asset Number 7677

Location 08 Building Number SE0001 Room Number 19

Item Description Dell Inspiron 1545 laptop - Outdated & non-operational (2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D. W. Long

Approval (Principal/Supervisor) Sandy Dansky

Approval (Tech Director) Chuck Meiser
Tech Equipment Only

Approval (Federal Director) Mike Koen
If Applicable

Approval (Superintendent) Steve Que

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2562-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-9-20

Fixed Asset Number 7848

Location 08 Building Number SE0001 Room Number 21

Item Description Dell Computer - Outdated & non-operational

Type of Disposition: Sold (01) ⁽²⁰¹⁰⁾ Scrapped (02) Trade-in (03)

Donated (04) Other (05) Description Non-Capital (06)

Damaged by Hurricane (07) Lightning Damage (08) Return to Vendor (09)

Teacher/Staff Signature D.D. Long

Approval (Principal/Supervisor) Sandy Danzay

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) John W...
If Applicable

Approval (Superintendent) John Aue

Date Board Approved

For County Office use only:

Fund Code Federal Code 2562-2225

Date Removed From Inventory

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL

12-total

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-9-20

Fixed Asset Number 7082 - 7084, 7087, 7089 - 7091, 7093 - 7095, 7100 - 7101

Location 08 Building Number SE0001 Room Number Various

Item Description Interwrite Board - Outdated : non-operational
(2008)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. D. Long

Approval (Principal/Supervisor) Sandy Danzley
Church McHenry

Approval (Tech Director) _____
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) _____

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



11 total

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 7873-7874, 7877-7884

Location 08 Building Number SE0001 Room Number 35

Item Description 28 Pad Clicker Set Outdated & non-operational
(2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D.D. Long

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck McLes
Tech Equipment Only

Approval (Federal Director) Melie Roew
If Applicable

Approval (Superintendent) Steve Allen

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2562-2210

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 8002

Location 08 Building Number SE0001 Room Number: 24

Item Description Benchmark Scanner 3000 - Outdated! non-operational
(2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature H. W. Long

Approval (Principal/Supervisor) Sandy Dancy

Approval (Tech Director) Chuck Miller
Tech Equipment Only

Approval (Federal Director) Wili Koe
If Applicable

Approval (Superintendent) Steve Aue

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 8036

Location 08 Building Number SE0001 Room Number 28

Item Description 32 Interwrite Classpack - Dated & non-operational
(2011)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. W. Long

Approval (Principal/Supervisor) Sandy Janssen

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) Wili Koh
If Applicable

Approval (Superintendent) John Doe

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 8037

Location 08 Building Number SE0001 Room Number 27

Item Description 32 Interwrite Classpack - Outdated : non-operational
(2011)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. W. Song

Approval (Principal/Supervisor) Sandy Danzay

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) Wesley Roe
If Applicable

Approval (Superintendent) Debra Allen

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 8879

Location 08 Building Number SE0001 Room Number 12

Item Description Nook (2013) Outdated & non-operational

Type of Disposition: Sold (01) ___ Scrapped (02) X Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. W. Long

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck Mc...
Tech Equipment Only

Approval (Federal Director) Milki Noel
If Applicable

Approval (Superintendent) Steve Lee

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2211-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-17-20

Fixed Asset Number 7811

Location 08 Building Number SE0001 Room Number 14

Item Description Dell Computer Outdated & non-operational
(2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature

Approval (Principal/Supervisor)

Approval (Tech Director)
Tech Equipment Only

Approval (Federal Director)
If Applicable

Approval (Superintendent)

Date Board Approved

For County Office use only:

Fund Code 1153 1120 Federal Code

Date Removed From Inventory

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-17-20

Fixed Asset Number 9236

Location 08 Building Number SE0001 Room Number 50

Item Description Dell Optiplex 960 Outdated & non-operational
(2014)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120 0 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 5-13-20

Fixed Asset Number 9938

Location 08 Building Number SE0001 Room Number 50B

Item Description Tripp Lite Power Supply - No longer Operational
(2016)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D. D. Long

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) Steve Que

Date Board Approved _____

For County Office use only:

Fund Code 11202225 Federal Code _____

Date Removed From Inventory _____

**TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL**

Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-8-20

Fixed Asset Number 8629

Location 08 Building Number SE0001 Room Number 47

Item Description Dell Latitude E6400 - Outdated & non-operational
(2012) Laptop

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D. J. Long

Approval (Principal/Supervisor) Sandy Danzay

Approval (Tech Director) Chuck McLe
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) Debra Allen

Date Board Approved _____

For County Office use only:

Fund Code 1930-225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-8-20

Fixed Asset Number 8627

Location 08 Building Number SE0001 Room Number 42

Item Description Dell Latitude E6400 laptop - Outdated & non-Operational (2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D. W. Long

Approval (Principal/Supervisor) Sandy Danzay

Approval (Tech Director) Chuck Miller
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) Ante Que

Date Board Approved _____

For County Office use only:

Fund Code 1930-2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-8-20

Fixed Asset Number 8626

Location 08 Building Number SE0001 Room Number 3

Item Description Dell Latitude E6400 laptop - Outdated & non-Operational (2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D.W. King

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck McNeil
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) Steve Ave

Date Board Approved _____

For County Office use only:

Fund Code 1930-2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-8-20

Fixed Asset Number 8621

Location 08 Building Number SE0001 Room Number 216

Item Description Dell Latitude E6400 laptop - Outdated & non-Operational
(2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature H.H. King

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck Melton
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) Steve Que

Date Board Approved _____

For County Office use only:

Fund Code 1930-2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 6394

Location 08 Building Number SE0001 Room Number: 51B

Item Description Handpunches Model HP-2000 - Outdated and replaced

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. L. Long

Approval (Principal/Supervisor) Sandy Dancy

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) John Awe

Date Board Approved _____

For County Office use only:

Fund Code 1120-2020 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 6395

Location 08 Building Number SE0001 Room Number: 50

Item Description Handpunches Model HP-2000 - Outdated & replaced

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature D. D. Long

Approval (Principal/Supervisor) Sandy Dango

Approval (Tech Director) Chuck Mc...
Tech Equipment Only

Approval (Federal Director) ___
If Applicable

Approval (Superintendent) Ante...

Date Board Approved _____

For County Office use only:

Fund Code 11202020 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-9-20

Fixed Asset Number 6836

Location 08 Building Number SE0001 Room Number 11

Item Description School Board (Interwrite Board) (2007) Outdated & non-operational

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature: Sandy Banzey]

Approval (Tech Director) [Signature: Church]
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) [Signature: Felita Aue]

Date Board Approved _____

For County Office use only:

Fund Code 1120-2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 7896

Location 08 Building Number SE 0001 Room Number: 14

Item Description Interwrite RE ClassRk Case System - (2010) Outdated Non-operational

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. D. Long

Approval (Principal/Supervisor) Sandy Danzey

Approval (Tech Director) Chuck McCl...
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2569-1220

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-14-20

Fixed Asset Number 7895

Location 08 Building Number SE 0001 Room Number 23

Item Description Interwrite RF ClassPk Case System - (2010) - Outdated & Non-operational

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature W. D. Long

Approval (Principal/Supervisor) Sandy Jansen

Approval (Tech Director) Cheryl McLean
Tech Equipment Only

Approval (Federal Director) Amy Sampley
If Applicable

Approval (Superintendent) Wanda Lee

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2569-1220

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-11-20

Fixed Asset Number 7968

Location 12 Building Number SF0006 Room Number 600

Item Description Dell Laptop Computer (2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Summer Disposal - Teacher Not Available

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) Wesley Koen
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120-2225 Federal Code 2567-2225

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL



**Stone County School District
Request for Disposal of Fixed Assets ***

Fixed Asset Number: 6/20 SH0005
Location SHS Building Number: 500 Hall Room Number: 506
Description of Item: projector - Sharp
(2006)
Type of Disposition: Sold (01): Scrapped (02): Trade-In (03): _____
Donated (04): _____ Other (5): Non-Capitalized (06): _____
Damaged by Hurricane (07): _____ Lightning Damaged (08): _____
Returned to Vendor (09): _____

Teacher \ Staff Signature: Matthew White

Approval Principal \ Supervisor: Lance

Approval Technology Director: Chuck Meder
(Technology Equipment Only)

Approval Federal Program Director: _____
(Title, Sped or Child Nutrition Equip.)

Approval (Superintendent): Auto One

Date Board Approved: _____

Date Removed from Inventory: _____

Note: When asset is no longer needed or useful for school purposes, it must be declared surplus property by the school board.

For County Office Use Only: Fund Code: <u>1100 2225</u> Federal Code: _____

*To be completed on location and submitted to the Central Office for approval



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 6387

Location 12 Building Number SH 0001 Room Number 107A

Item Description Time Clock

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120-2620 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District
Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 6390

Location 12 Building Number 5140005 Room Number 510

Item Description Time Clock

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120-2620 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 6391

Location 12 Building Number 5H0005 Room Number 500

Item Description Time Clock

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120-2620 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



**Stone County School District
Request for Disposal of Fixed Assets**

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-20-20

Fixed Asset Number 7522

Location 12 Building Number SECOOL Room Number 9

Item Description Time Clock

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120-1230 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 6-22-20

Fixed Asset Number 8606

Location 12 Building Number 540001 Room Number 103

Item Description Dell Laptop

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Teacher Not Available - Summer Break

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1930-2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-16-20

8176 thru 8199

Fixed Asset Number See Attached Sheet

Location 12 Building Number 5H0006 Room Number 603

Item Description Dell Desktop Computers

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Ken Jurek - Unattended Lab

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chris McLean
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1930-1191 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE
FOR APPROVAL



JHS Room 603

FADS
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Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 7-8-20

Fixed Asset Number See Attached Sheet

Location 12 Building Number 5H0006 Room Number 602

Item Description Dell Desktop Computer

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Brian Trip - Unattended Lab

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Cheryl Maden
Tech Equipment Only

Approval (Federal Director) _____
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1120 2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

**Disposals SHS
Room 602**

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GM
Almeida



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-25-20

Fixed Asset Number 8809

Location 12 Building Number S#0005 Room Number 502

Item Description Dell Laptop Computer (2013)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Connie Ly Cuth

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck Maden
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1930 2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-25-20

Fixed Asset Number 8580

Location 12 Building Number SH0005 Room Number 502

Item Description Dell Laptop Computer (2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Cornelia G. Gault

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1930225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-25-20

Fixed Asset Number 8625

Location 12 Building Number 540005 Room Number 502

Item Description Dell Laptop Computer (2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Connie G. White

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck Moore
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1930-2225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-25-20

Fixed Asset Number 8593

Location 12 Building Number SH0005 Room Number 502

Item Description Dell Laptop Computer (2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Conni G. Guter

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck Mader
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 1930225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-11-20

Fixed Asset Number 8339

Location 12 Building Number JH0011 Room Number 1100

Item Description Dell Desktop Computer - won't Update to Win 10
(2012)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) Chuck Nelson
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code 11202225 Federal Code _____

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-7-20

Fixed Asset Number 7821

Location 12 Building Number SH0005 Room Number 500

Item Description Dak Tech Desktop Computer (2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature [Signature]

Approval (Principal/Supervisor) [Signature]

Approval (Tech Director) [Signature]
Tech Equipment Only

Approval (Federal Director) [Signature]
If Applicable

Approval (Superintendent) [Signature]

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2110-3100

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL



Stone County School District Request for Disposal of Fixed Assets

NOTE: When equipment is no longer needed or useful for school purposes it must be declared surplus property by the school board.

Date 8-7-20

Fixed Asset Number 7822

Location 12 Building Number SH6005 Room Number 500

Item Description Daktech Desktop Computer (2010)

Type of Disposition: Sold (01) ___ Scrapped (02) Trade-in (03) ___

Donated (04) ___ Other (05) Description ___ Non-Capital (06) ___

Damaged by Hurricane (07) ___ Lightning Damage (08) ___ Return to Vendor (09) ___

Teacher/Staff Signature Ronie Eaton

Approval (Principal/Supervisor) B.T.J.

Approval (Tech Director) Chuck McLean
Tech Equipment Only

Approval (Federal Director) J. Parker
If Applicable

Approval (Superintendent) Anta Que

Date Board Approved _____

For County Office use only:

Fund Code _____ Federal Code 2110-3100

Date Removed From Inventory _____

TO BE COMPLETED AT LOCATION SITE AND SUBMITTED TO THE CENTRAL OFFICE FOR APPROVAL

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STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

DATE 8/26/2020

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION SMS Football Boosters

NAME OF SPONSOR Steve Gardner

PURPOSE FOR FUNDRAISER Team Supplies

DESCRIPTION OF FUNDRAISER Cuevas Catfish
Catfish Plates

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) 9/22 + 10/15
CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED 55

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? NO IF SO, LIST THE DATE(S) _____

APPROVED BY PRINCIPAL: [Signature] DATE: 8/31/20

DATES APPROVED BY SCHOOL BOOKKEEPER [Signature] DATE 8/31/20

APPROVED BY SUPERINTENDENT [Signature] DATE 8/31/2020

APPROVED BY SCHOOL BOARD _____ DATE _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

DATE 8/26/2020

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION SMS Football Boosters

NAME OF SPONSOR Steve Padover

PURPOSE FOR FUNDRAISER Supplies/ meals for the team

DESCRIPTION OF FUNDRAISER Spirit apparel

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) Sept. 14-25
CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED 55

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? No IF SO, LIST THE DATE(S) _____

APPROVED BY PRINCIPAL: [Signature] DATE: 8/31/20

DATES APPROVED BY SCHOOL BOOKKEEPER [Signature] DATE 8/31/20

APPROVED BY SUPERINTENDENT [Signature] DATE 8/31/2020

APPROVED BY SCHOOL BOARD _____ DATE _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

DATE 8/26/2020

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION SMS Football Boosters

NAME OF SPONSOR Steve Radtner

PURPOSE FOR FUNDRAISER Supplies for the team

DESCRIPTION OF FUNDRAISER Detergent Sales

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) Oct. 5-16
CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED 55

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? No IF SO, LIST THE DATE(S) _____

APPROVED BY PRINCIPAL: [Signature] DATE: 8/31/20

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE 8/31/20

APPROVED BY SUPERINDENDENT [Signature] DATE 8/31/2020

APPROVED BY SCHOOL BOARD _____ DATE _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

DATE 9/2/2020

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION SHS Football Boosters

NAME OF SPONSOR Bill Cameron

PURPOSE FOR FUNDRAISER meals + supplies for team

DESCRIPTION OF FUNDRAISER Split the Pot Raffle

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) each home game for JV + Varsity games
CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED _____

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? NO IF SO, LIST THE DATE(S) _____

APPROVED BY PRINCIPAL: [Signature] DATE: 9/2/20

DATES APPROVED BY SCHOOL BOOKKEEPER _____ DATE _____

APPROVED BY SUPERINDENDENT [Signature] DATE 9/2/2020

APPROVED BY SCHOOL BOARD _____ DATE _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

8/31/2020

DATE _____

SCHOOL: (SHS) SMS SES PES

NAME OF CLUB OR ORGANIZATION: Stone Band Boosters

NAME OF SPONSOR: Ida Mitchell

PURPOSE FOR FUNDRAISER: Offset program cost

DESCRIPTION OF FUNDRAISER: Raffle \$1 tickets \$50 - Bills Restaurant, \$20 - WhistleStop

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) October 5-12 2020

CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED: 111

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? Yes IF SO, LIST DATE(S)

APPROVED BY PRINCIPAL: [Signature] DATE: 8/1/20

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 9/1/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 9/1/2020

APPROVED BY SCHOOL BOARD: _____ DATE: _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

DATE 8/31/2020

SCHOOL: (SHS) SMS SES PES

NAME OF CLUB OR ORGANIZATION: Stone Band Boosters

NAME OF SPONSOR: I Mitchell

PURPOSE FOR FUNDRAISER: Offset program expenses

DESCRIPTION OF FUNDRAISER: Car Wash at Bank of Wiggins, The First Bank and Autozone

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) 9/26/2020 8-12
CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED: 111

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? Yes IF SO, LIST DATE(S)

APPROVED BY PRINCIPAL: [Signature] DATE: 9/1/20

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 9/1/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 9/1/2020

APPROVED BY SCHOOL BOARD: _____ DATE: _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOLS
PERMISSION FORM FOR FUNDRAISER

DATE 8/31/2020

SCHOOL: (SHS) SMS SES PES

NAME OF CLUB OR ORGANIZATION: Stone Band Boosters

NAME OF SPONSOR: I Mitchell

PURPOSE FOR FUNDRAISER: Offset program expenses

DESCRIPTION OF FUNDRAISER: Car Wash at Bank of Wiggins, The First Bank and Autozone

ACTUAL LENGTH OF ACTIVITY (INCLUSIVE DATES) 10/17/2020 8-12
CANNOT BE MORE THAN TWO WEEKS

NUMBER OF STUDENTS INVOLVED: 111

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? Yes IF SO, LIST DATE(S)

APPROVED BY PRINCIPAL: [Signature] DATE: 9/1/20

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 9/1/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 9/1/2020

APPROVED BY SCHOOL BOARD: _____ DATE: _____

NOTE: A PURCHASE ORDER IS REQUIRED FOR ANY ITEM PURCHASED TO BE SOLD AS A FUNDRAISER.



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 8/19/20

SCHOOL: (SHS) SMS SES PES

NAME OF CLUB OR ORGANIZATION: Softball ^{Team} Boosters

NAME OF SPONSOR: Softball Boosters

PURPOSE OF FUNDRAISER: Raise funds for practice gear

DESCRIPTION OF FUNDRAISER: Sell waffle House pies

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) 11/9/20 - 11/20/20

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: _____

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 8/19/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 8/25/20

APPROVED BY SCHOOL BOARD: _____ DATE: _____

****NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER**

*****ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.**



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 8/19/20

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION: Softball Team

NAME OF SPONSOR: Softball Boosters

PURPOSE OF FUNDRAISER: Raise funds for equipment

DESCRIPTION OF FUNDRAISER: Gift Card raffle

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) 12/7/20 - 12/18/20

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: _____

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 8/19/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 8/25/20

APPROVED BY SCHOOL BOARD: _____ DATE: _____

****NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER**

*****ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.**



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 8/3/20

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION: Softball Boosters

NAME OF SPONSOR: Savanah Scarborough

PURPOSE OF FUNDRAISER: Raise funds for equipment/
practice uniforms

DESCRIPTION OF FUNDRAISER: t-shirt sales
& Custom mask

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) 2 weeks Sept 9-23

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: _____

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 8/4/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 8/17/20

APPROVED BY SCHOOL BOARD: _____ DATE: _____

****NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER**

***** ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.**



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 8/3/20

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION: Softball Boosters

NAME OF SPONSOR: Savannah Scarborough

PURPOSE OF FUNDRAISER: Raise funds for equipment

DESCRIPTION OF FUNDRAISER: Vegetable Sale

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) 2 weeks Sept 23 - Oct 7

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: _____

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 8/4/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 8/11/20

APPROVED BY SCHOOL BOARD: _____ DATE: _____

**NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER

*** ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 8/3/20

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION: Softball Boosters

NAME OF SPONSOR: Savannah Scarborough

PURPOSE OF FUNDRAISER: raise funds for equipment/practice gear

DESCRIPTION OF FUNDRAISER: car wash Both Banks 8-7

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) 1 day September 12

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: _____

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 8/4/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 8/17/2020

APPROVED BY SCHOOL BOARD: _____ DATE: _____

****NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER**

*****ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.**



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 8/25/20

SCHOOL: SHS SMS SES PES

NAME OF CLUB OR ORGANIZATION: Tennis Boosters

NAME OF SPONSOR: Freddie Wegner

PURPOSE OF FUNDRAISER: Raise money for Tennis expenses

DESCRIPTION OF FUNDRAISER: Sell Tomcat Cards

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) 2 weeks October 3rd - 14th

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: _____

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 8/25/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: 8/25/20

APPROVED BY SCHOOL BOARD: _____ DATE: _____

****NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER**

*****ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.**



STONE COUNTY SCHOOL DISTRICT
PERMISSION FORM FOR FUND RAISER

DATE: 9/1/20

SCHOOL: (SHS) SMS SES PES

NAME OF CLUB OR ORGANIZATION: Soccer Boosters

NAME OF SPONSOR: Coach Harrison

PURPOSE OF FUNDRAISER: _____

Raise money for practice equipment & uniforms

DESCRIPTION OF FUNDRAISER: Raffle (split the pot)
Sale

ACTUAL LENGTH OF FUNDRAISER (INCLUSIVE DATES) Sept 14th-28th

HAVE YOU HAD A FUNDRAISER THIS SCHOOL YEAR? _____ YES NO (IF SO LIST DATES)

APPROVED BY THE PRINCIPAL: [Signature] DATE: 9/1/20

DATES APPROVED BY SCHOOL BOOKKEEPER: [Signature] DATE: 9/1/20

APPROVED BY SUPERINTENDENT: [Signature] DATE: _____

APPROVED BY SCHOOL BOARD: _____ DATE: _____

****NOTE A PURCHASE ORDER IS REQUIRED FOR ANY PURCHASED ITEMS TO BE SOLD AS A FUNDRAISER**

*****ALL FUNDRAISERS THAT ARE NOT BOOSTERS, PTO OR CHARITY MUST HAVE A POST ACTIVITY PROFIT RECONCILLATION FORM FILLED OUT WITHIN FIVE (5) DAYS AFTER THE FUNDRAISER HAS BEEN COMPLETED.**



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball

Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics

Person(s) Attending: Volleyball Team

Function Attending: V/JV game

Address of Destination: Picayune

Mode of Transportation: School Bus yes Number of Students: 25

School Van (*School Personnel Only*) _____ Non-District Vehicle: _____


***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes No 9/1/20 3:00 9/1/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/25/20  Signature

School Board: Approved: Yes: No: Date: _____ Signature

TRANSPORTATION DEPARTMENT USE

8/26/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball

Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics

Person(s) Attending: Volleyball Team

Function Attending: V/JV game

Address of Destination: Gautier

Mode of Transportation: School Bus yes Number of Students: 25

School Van (*School Personnel Only*) _____ Non-District Vehicle: _____

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 9/3/20 3:00 9/3/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/25/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/26/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

J

Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball
Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics
Person(s) Attending: Volleyball Team
Function Attending: V/JV game

Address of Destination: Sacred Heart

Mode of Transportation: School Bus yes Number of Students: 25
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 9/8/20 3:00 9/8/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____
Charge Out: _____ Miles X _____ = _____
Driver Cost: _____ = _____
Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

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Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball
Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics
Person(s) Attending: Volleyball Team
Function Attending: V/JV game

Address of Destination: FCAHS

Mode of Transportation: School Bus yes Number of Students: 25
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 9/10/20 3:00 9/10/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 [Signature]
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball
Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics
Person(s) Attending: Volleyball Team
Function Attending: V game

Address of Destination: Gulfport

Mode of Transportation: School Bus Number of Students: 25
School Van (*School Personnel Only*) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 9/26/20 8:00 9/26/20 5:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 Rhonda Burton
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball
Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics
Person(s) Attending: Volleyball Team
Function Attending: V/ JV game

Address of Destination: Greene Co

Mode of Transportation: School Bus yes Number of Students: 25
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 9/29/20 3:00 9/29/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 [Signature]
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball
Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics
Person(s) Attending: Volleyball Team
Function Attending: V/ JV game

Address of Destination: Purvis

Mode of Transportation: School Bus yes no Number of Students: 25

School Van (*School Personnel Only*) Non-District Vehicle:


***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 10/1/20 3:00 10/1/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Volleyball
Person Making Request: Rachel Landrum Trip paid for by: Stone Athletics
Person(s) Attending: Volleyball Team
Function Attending: V/ JV game

Address of Destination: Poplarville

Mode of Transportation: School Bus yes Number of Students: 25
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes No 10/6/20 3:00 10/6/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 Rhonda Burton
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____
Charge Out: _____ Miles X _____ = _____
Driver Cost: _____ = _____
Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: John Feaster Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: JV

Address of Destination: Gautier

Mode of Transportation: School Bus Number of Students: 30
School Van (*School Personnel Only*) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 9/28/20 3:00 9/28/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 [Signature]
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: John Feaster Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: JV

Address of Destination: Vanleave

Mode of Transportation: School Bus Number of Students: 30
School Van (*School Personnel Only*) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 10/5/20 3:00 / 10/5/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____
Charge Out: _____ Miles X _____ = _____
Driver Cost: _____ = _____
Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: John Feaster Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: Varsity

Address of Destination: Hancock

Mode of Transportation: School Bus yes Number of Students: 60
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 9/11/20 4:00 9/11/20 10:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 [Signature]
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: John Feaster Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: Varsity

Address of Destination: Biloxi

Mode of Transportation: School Bus Number of Students: 60
School Van (*School Personnel Only*) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 9/18/20 4:00 9/18/20 10:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20


Signature

School Board: Approved: Yes: No: Date: _____

Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: John Feaster Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: Varsity

Address of Destination: Poplarville

Mode of Transportation: School Bus Number of Students: 60
School Van (School Personnel Only) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 10/9/20 5:00 10/9/20 10:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____
Charge Out: _____ Miles X _____ = _____
Driver Cost: _____ = _____
Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

✓

**Stone County Schools
Permission for Travel Request**

School/Location: Stone High Group/Class: Football
Person Making Request: John Feaster Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: Varsity

Address of Destination: Greene Co

Mode of Transportation: School Bus yes Number of Students: 60
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____


***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 10/16/20 5:00 10/16/20 10:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____
Charge Out: _____ Miles X _____ = _____
Driver Cost: _____ = _____
Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football

Person Making Request: John Feaster Trip paid for by: Stone Athletics

Person(s) Attending: Football Team

Function Attending: Varsity

Address of Destination: FCAHS

Mode of Transportation: School Bus Number of Students: 60

School Van (*School Personnel Only*) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 10/30/20 5:00 10/30/20 10:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 [Signature]
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: Brant Peddy Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: JH

Address of Destination: Pearl River Central

Mode of Transportation: School Bus yes Number of Students: 30
School Van (*School Personnel Only*) _____ Non-District Vehicle: _____


***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: _____ Yes _____ x No 9/10/20 3:00 9/10/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____
Charge Out: _____ Miles X _____ = _____
Driver Cost: _____ = _____
Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football

Person Making Request: Brant Peddy Trip paid for by: Stone Athletics

Person(s) Attending: Football Team

Function Attending: JH

Address of Destination: Moss Point

Mode of Transportation: School Bus yes Number of Students: 30

School Van (*School Personnel Only*) Non-District Vehicle:


***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 9/17/20 3:00 9/17/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

Please turn in original copy to Rhonda Burton and a copy to Mike Parker.



Stone County Schools Permission for Travel Request

School/Location: Stone High Group/Class: Football
Person Making Request: Brant Peddy Trip paid for by: Stone Athletics
Person(s) Attending: Football Team
Function Attending: JH

Address of Destination: Vanceleave

Mode of Transportation: School Bus Number of Students: 30
School Van (*School Personnel Only*) Non-District Vehicle:

***If using district transportation, please verify with Transportation Department 48 hours before departure.

Overnight stay: Yes No 9/24/20 3:00 9/24/20 9:30
Date and Time Leaving Date and Time Returning

Explain the educational value of this trip and how it relates:

OVERNIGHT OR STUDENT OUT OF DISTRICT TRAVEL MUST BE APPROVED BY THE SCHOOL BOARD PRIOR TO THE TRAVEL; OTHER TRAVEL MUST BE APPROVED BY THE SUPERINTENDENT PRIOR TO TRAVEL.

Principal/Supervisor: _____

Superintendent Approved: Yes: No: Date: 8/27/20 
Signature

School Board: Approved: Yes: No: Date: _____
Signature

TRANSPORTATION DEPARTMENT USE

8/27/20

Bus Number: _____ Driver Assigned: _____

Charge Out: _____ Miles X _____ = _____

Driver Cost: _____ = _____

Total Charge for Trip: _____ = _____

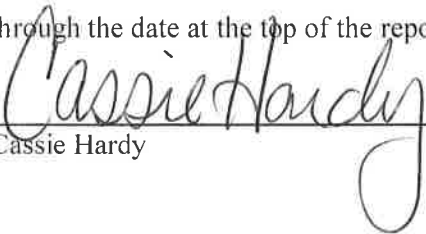
Please turn in original copy to Rhonda Burton and a copy to Mike Parker.

↓

**STONE COUNTY SCHOOL DISTRICT
BALANCES AS OF JULY 31, 2020**

STONE COUNTY SCHOOLS	\$ 8,135,434.76
STONE HIGH SCHOOL ACTIVITY	58,101.65
STONE HIGH SCHOOL ACTIVITY, CULINARY ARTS CAFÉ	10.00
STONE MIDDLE SCHOOL ACTIVITY	45,412.28
STONE ELEMENTARY SCHOOL ACTIVITY	72,347.43
PERKINSTON ELEMENTARY SCHOOL ACTIVITY	41,903.06
ATHLETIC DEPARTMENT	29,089.49
STONE COUNTY SCHOOLS CHILD NUTRITION	133,511.97
STONE COUNTY SCHOOL 12/13 SHORTFALL	-
STONE COUNTY SCHOOL 13/14 SHORTFALL	-
STONE COUNTY SCHOOL 14/15 SHORTFALL	-
STONE COUNTY SCHOOL 15/16 SHORTFALL	22,056.34
STONE COUNTY SCHOOL 16/17 SHORTFALL	54,052.29
STONE COUNTY SCHOOL 17/18 SHORTFALL	84,923.71
STONE COUNTY SCHOOL 18/19 SHORTFALL	13,391.90
STONE COUNTY SCHOOL BOND DEBT SERVICE	4.96
STONECOUNTRY SCHOOLS LIMITED TAX NOTE, SERIES 2015	187,821.58
STONE COUNTY SCHOOL PAYROLL	333,872.26
STONE HIGH SCHOOL AGENCY	45.85
STONE MIDDLE SCHOOL AGENCY	6.88
STONE COUNTY SCHOOLS ACCOUNTS PAYABLE	30,388.24
	<hr/>
	\$ 9,242,374.65

The above list of bank accounts held at the The First have been reconciled through the date at the top of the report.


Cassie Hardy

FUND # & NAME	BEG BAL	RECEIPTS	INT	SJE-DR	SJE-CR	PAYROLL	CLAIM DKT	MAN CKS	END BAL	O/S DEP	O/S DEPOSITS	O/S CKS	BANK BAL	THE FIRST
1120 DIST MAINT	3,919,076.27	1,322,925.05	9,873.55	235,453.94		216,172.10			5,271,196.71	fund 1120	13.05	270.37		
1130 SPED LOCAL	-	115,326.02	216.42						115,542.44	1130				
1145 AT RISK	-	12,321.82				16,051.26			(3,729.44)	1145				
1840 16TH SECTION INTE	1,758,291.79	50,187.00	3,468.23						1,851,947.02	1840				
1930 16TH SECT B & I	-								-	1930				
1935 SPECIAL PROJECT	16,124.51		30.26						16,154.77	1935				
1940 MAXIMUS	381,339.96		715.63						382,055.59	1940				
2093 SPED ESY FY13				3,082.17	15,195.12	8,240.29			(20,353.24)	2093				
2211 TITLE I	-	108,894.06	8.02		104,620.19				4,281.89	2211				
2213 TITLE I-1003(8) SCH	-	4,809.66			5,636.06	4,132.10			(4,958.52)	2213				
2290 CONSOLIDATED CC	-				6,612.68	10,107.76			(16,720.44)	2290				
2311 TITLE VI RURAL									-	2311				
2410 EEF BLDG & BUS	119,193.87	6,769.00	236.39						126,199.26	2410				
2511 IMP TCHR Q	-	2,697.06	1.53	826.42	1,881.34	826.42			817.25	2511				
2566 PRESCHOOL - ARR	4.63								4.63	2566				
2590 ESSER	-								-					
2610 IDEA PART B		84,671.79			90,971.07	6,689.56			(12,988.84)	2610				
2620 SPED PRE SCH		2,885.99	0.01		2,880.14				5.86	2620				
2711 VOC ST & LOCAL		48,872.22	74.88			8,972.83			39,974.27	2711				
2714 VOC TECH PREP									-	2714				
2811 TITLE IV		8,423.35			8,523.74				(100.39)	2811				
2812 21st CENTURY	19.95								19.95	2812				
2816 STATE ASSEMTS									-	2816				
2820 UNEMP COMP	29,398.96		55.17						29,454.13	2820				
2830 FORESTRY ESC	56,277.04	3,908.50	112.95						60,298.49	2830				
2901 LIMITED TAX NOTE	-	242,000.00							242,000.00	2901				
2902 BEAUTIFICATION	500.00								500.00	2902				
2903 LIMITED TAX NOTE	-								-	2903				
2920 STONE SUCCESS	9,518.16	1,550.00	20.77						11,088.93	2920				
7211 16TH SECT PRINC	42,407.53		79.59						42,487.12	7211				
	6,372,152.67	2,016,241.52	14,893.40	239,402.53	236,320.36	271,192.32			8,135,177.44		13.05	270.37	8,135,434.76	
		Rec	Int	JE	JE	PR	CI Dkt	Man Cks						

JULY 2020 BANK RECONCILIATION

	BEG BAL	RECEIPTS	INT	SJE-DR	SJE-CR	PAYROLL	CLAIM DKT	MAN CKS	END BAL	O/S DEP	O/S CKS	BANK BAL
1151 STONE HIGH GEN	38,069.89	19,638.91	102.85					200.00	57,611.65		500.00	58,111.65 x
1152 STONE MIDDLE	44,343.14	1,013.55	95.59						45,452.28	40.00		45,412.28 x
1153 STONE ELEM	70,495.15	1,700.00	152.28						72,347.43			72,347.43 x
1154 PERK ELEM	41,709.14	104.90	89.02						41,903.06			41,903.06 x
1155 ATHLETICS	27,979.41	2,054.79	58.09						30,092.29	1,002.80		29,089.49 x
2110 CHILD NUTRITION	114,760.81	2,393.67	301.83	50.00		12,267.17			105,239.14			105,239.14
2121 CHILD NTR SMR FY15	12,586.31								12,586.31	20.00		12,566.31
2130 CN COVID 19	15,706.52								15,706.52			15,706.52
4012 2012-2013 SF NOTE	-								-			-
4013 2013-2014 SF NOTE	-								-			-
4014 2014-2015 SF NOTE	-								-			-
4015 2015-2016 SF NOTE	21,829.73	179.81		46.80					22,056.34			22,056.34 x
4016 2016-2017 SF NOTE	53,155.29	782.62		114.38					54,052.29			54,052.29 x
4017 17-18 SF NOTE	82,989.21	1,755.27		179.23					84,923.71			84,923.71 x
4018 18-19 SHORTFALL NOT	11,820.79	1,543.99		27.12					13,391.90			13,391.90 x
4021 3MIL NOTE, SERIES 20	178,579.94	8,849.73		391.91					187,821.58			187,821.58 x
4031 BOND DEBT	0.44	4.51	0.01						4.96			4.96 x
7310 PAYROLL CLR	794,289.91		1,692.01		785,572.80				10,409.12		323,463.14	333,672.26 x
7321 STONE HIGH AGN	45.76		0.09						45.85			45.85 x
7322 STONE MIDDLE AGEN	6.87		0.01						6.88			6.88 x
7500 ACCT PAY CLR	3,291.10	367.11							3,658.21		26,730.03	30,388.24 x
TOTAL	1,511,659.41	40,388.86	2,491.78	809.44	785,572.80	12,267.17	-	200.00	757,309.52	1,062.80	350,693.17	1,106,939.89

DISTRICT NAME & NO.: Stone County, 6600

CASH FLOW REPORT - DISTRICT MAINTENANCE FUND

Cash	<u>Jul-20</u>
1120 - cash on hand	<u>3,919,076.27</u>
Close out Prior Year	<u></u>
ACTUAL Revenue	
MAEP	917,136.650
Ad Val Collections	155,025.240
Other Taxes	4,703.330
Homestead Exemption Reimburse	
Contributions/Donations From Priv Sources	
Indirect Cost Transfer In	
Other: <u>Tuition/Rentals.</u>	400.000
Other: <u>Interest</u>	9,873.550
Other: <u>Miscellaneous</u>	5,021.390
Other: <u>Grants-In-Aid</u>	13,228.500
Other: Special Tag	816.000
Other: <u>National Forest</u>	1,509.940
Other: <u>Transfers In</u>	
Other: E-Rate	
Other: SF Note Proceeds	225,084.000
Other: EOY Loan Reverse	235,493.94
<u>Total Anticipated Revenue</u>	<u>1,568,292.54</u>

ACTUAL Expenses	
1120 - Payroll	216,172.10
1120 - Accts. Payable	
1120 - Transfers Out	
Other: <u>Prior Period JE</u>	
Other: <u>EOY LOANS</u>	
Other: <u>JE's</u>	
Other: <u>Interfund Loan</u>	
Other: _____	
Other: _____	
<u>Total Antipated Expenditures</u>	<u>216,172.10</u>

<u>Ending Balance</u>	<u>5,271,196.71</u>
-----------------------	---------------------

SUMMARY

CASH FLOW REPORT - DISTRICT MAINTENANCE FUND

Note: MUST reconcile bank statements monthly

	Projected FY 20 Fund 1120	Year To Date Fund 1120	Remaining Revenue/Expense
Expected Revenue			
MAEP	10,195,558.75	917,136.65	9,278,422.10
Ad Val Collections	5,688,491.62	155,025.24	5,533,466.38
Other Taxes	57,000.00	4,703.33	52,296.67
Homestead Exemption Reimbursement	192,500.00	-	192,500.00
Contributions/Donations From Priv Source	-	-	-
Indirect Cost Transfer In	71,593.33	-	71,593.33
Other: _Tuition/Rental__	27,800.00	400.00	27,400.00
Other: _Interest_____	70,000.00	9,873.55	60,126.45
Other: _Miscellaneous__	43,400.00	5,021.39	38,378.61
Other: _Grants-In-Aid__	72,000.00	13,228.50	58,771.50
Other:Special Tags	3,500.00	816.00	2,684.00
Other: National Forest	81,000.00	1,509.94	79,490.06
Other: Transfers In	150,000.00	-	150,000.00
Other: E-Rate	35,500.00	-	35,500.00
Other: SF Notes Received	-	225,084.00	(225,084.00)
Other:	-	235,493.94	(235,493.94)
Total Ant. Rev	16,688,343.70	1,568,292.54	15,120,051.16
Anticipated Expenses			
1120 - Payroll	13,393,577.43	216,172.10	13,177,405.33
1120 - Accts. Payable	3,161,689.00	-	3,161,689.00
1120 - Transfers Out	1,309,384.28	-	1,309,384.28
Other: _____	-	-	-
Other: _____	-	-	-
Other: _____	-	-	-
Other: _____	-	-	-
Other: _____	-	-	-
Other: _____	-	-	-
Total Antipated Exp.	17,864,650.71	216,172.10	17,648,478.61

NINA SHAW
Beat One

DIANE JOHNSON
Beat Two

JACOB SMITH
Beat Three

Stone County School District

Inita Owen, Superintendent
214 Critz Street • Wiggins, MS 39577

Telephone: 601-928-7247 • Fax: 601-928-5122

RODNEY BEECH
Beat Four

DORIS MATTHEWS
Beat Five

September 1, 2020

To: The Stone County School Board
From: Ms. Inita Owen, Superintendent

Due to considerations in the Back to School Plan, the district is recommending the Stone County School Board temporarily suspend and/or adopt the following modifications to Stone County School District's Board Policies for the 2020-2021 school year. The district is also requesting that the temporarily suspended policies be reinstated when deemed necessary by the Stone County School District's School Board.

School Board Policies to Adopt:

School Board Policy	Description:	Reasoning:
GBRIA	Family and Medical Leave Act	Addendum added to existing policy
IAAA	Distance/Online Learning	No Policy Exists
IAAB	Staff Conduct on Virtual Meetings	No Policy Exists
JGAA	Return to School During COVID-19	No Policy Exists

School Board Policies Temporarily Suspended:

School Board Policy	Description	Reasoning:
ADB	Average Daily Attendance	Virtual Students will not be present 63% of Instructional Day
AE	School Year Academic	Students will attend 180 days. Virtual students will not be present in school 60% of the school day
AEA	School Calendar	Virtual Students will not be present 63% of Instructional Day. Students will attend 180 days
BBBCB	School Board Member Visits to School	Not Required to fulfill the legal requirement of school visits
BCAF	Public Comments at Board Meetings	MSBA Recommendation
BCBI	Public Participation at Board Meetings	May be open to public in a Virtual Setting
EBH	School Facility Rental	Not available for rental at this time
EBHA	Use of School Property	Not available for public use at this time
GBRB	Professional Personnel Time Schedule	Start time and release time will change 7:30-3:30 this year
GBRC	Professional Personnel Work Load	Teaching Day for teachers of Virtual Students will equal 330 minutes per week with independent study
KM	Visitors to School	Limited Visitors & by Appointment Only

District: Stone County School District
Section: G - Personnel
Policy Code: GBRIA - Family and Medical Leave Act

I. GENERAL

1. Definition

- a. "Eligible employee" means one who is employed at a school facility where at least 50 persons are employed, either there or within a 75 mile radius of that school facility as measured by road miles by the shortest route possible; and who has been employed for at least 12 months by the school district as of the date leave commences, and who has also provided at least 1250 hours of service during that 12 month period. Fifty-two (52) weeks of casual, intermittent or occasional employment qualifies as "at least 12 months". School district employees exempt from FLSA requirements are presumed to have worked 1250 hours.
- b. "Employee's spouse" means husband or wife as defined by Mississippi Law.
- c. "Employee's son or daughter" means biological child, adopted child or foster child, legal ward or the child for whom the employee is standing in loco parentis who is either under the age of 18 or above the age of 18 and incapable of self-care because of a mental or physical disability.
- d. "Employee's parent" means biological parent or an individual who stood (or now stands) in loco parentis to an employee when the employee was a child (not to include parents-in-law).
- e. "Employee's immediate family member" means spouse, son or daughter or parent as defined herein above.
- f. For the purposes of FMLA, "serious health condition" means an illness, injury, impairment or physical or mental condition that involves either in-patient care (overnight stay) in a hospital, hospice or residential medical care facility or continuing treatment by a health care provider.

2. Leave Provisions

- a. An eligible employee is entitled to 12 unpaid work weeks of leave during any 12 month period for any one or more of the following reasons:
 - i. The birth of a son or daughter, and to care for the newborn child (within 12 months of the birth).
 - ii. The placement of a child with the employee for adoption or foster care (within 12 months of the placement).
 - iii. To care for the employee's spouse, son, daughter, or parent with a serious health condition (not parent "in-law").
 - iv. Because of the employee's own serious health condition which makes the employee unable to perform the function of his/her job.

- v. Service Member Exigency Leave: For absences caused by an active duty exigency when the employee's spouse, child, or parent is a service member.
- vi. Military Caregiver Leave: To care for the employee's spouse, child, parent, or next of kin (if the employee is the nearest blood relative) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness incurred in the line of duty on active duty.

3. Leave Period The 12 month period for FMLA for Stone County Schools will be based on a "rolling" 12-month period measured backward from the date an employee uses any FMLA leave. Each time FMLA leave is taken, the remaining leave entitlement would be the balance of the 12 weeks which has not been used during the immediately preceding 12 months.

- b. When both spouses are employed in the district, employees have a 12 week aggregate leave limit except for personal illness or the illness of a child or the other spouse; that is, if each spouse took 6 weeks of leave for the birth of a child, each could later use an additional 6 weeks due to personal illness or to care for a sick child.
- c. Brother and sister employees would have an aggregate limit of 12 weeks to care for their parent.
- d. Special rules apply to this school district which allow it to require eligible instructional personnel only to take FMLA leave on an intermittent or reduced leave schedule, or to take leave near the end of a semester. Instructional employees are only those employees whose principal function is to teach and instruct students in a class, small group or individual setting. Instructional employees include teachers, teacher aides and assistant teachers who actually teach, coaches, driver's ed instructors and special ed assistants such as signers. All other eligible employees may request intermittent leave or leave on a reduced leave schedule to care for a family member or for the employee's own serious health condition.

3. Notice Requirement

- a. School district employees must provide this district at least 30 days advance notice before FMLA leave is to begin if the need for the leave is foreseeable based on an expected birth, placement for adoption or foster care or planned medical treatment for a serious health condition of the employee or family member.
- b. Due to lack of knowledge or a medical emergency, notice must be given as soon as is practicable, which means as soon as both practical and possible or at least verbally within 1 or 2 working days when the need for leave becomes known to the employee.
- c. Failure to give 30 days notice for foreseeable leave may result in the denial of the taking of FMLA leave until at least 30 days after the date the employee provides notice.

II. REQUIRED CERTIFICATION

- 1. Eligible employees shall provide the superintendent certification of a serious health condition for his/her own serious health condition or that of a family member. The certification, to be signed by the health care provider, shall be attached to the required written notice or submitted in a timely manner which shall be no more than fifteen (15) working days after providing written notice. No leave period may begin without the approval of the school

district. No approval shall be granted without the required written notice and certificate, when required.

2. The certification is to include the following:
 - a. The date on which the serious health condition in question began.
 - b. The probable duration of the condition.
 - c. Appropriate medical facts regarding the condition.
 - d. A statement that the employee is needed to care for a spouse, parent or child (along with estimate of the time required) or that the employee is unable to perform his/her functions, and, in the case of intermittent leave, the duration of treatment to be given.
 - e. Signature of health care provider.
3. The school district may require that a second opinion be obtained at the school district's expense. The second opinion may not be provided by a health care provider employed by this school district. In the event of conflicting opinions, the school district may pay for a third and final provider to offer a binding decision.
4. The school district may require subsequent written re-certification on a reasonable basis.

III. EMPLOYMENT BENEFITS PROTECTION

1. An employee who completes a period of leave and has complied fully with the terms of this policy shall be returned either to the same position he/she had before the taking of leave or to a position which is genuinely equivalent (as compared to a comparable or similar job) in pay, benefits, and other terms and conditions of employment.
2. Taking of leave shall not result in the loss of any previously accrued seniority or employment benefits. Except for health benefits, no other benefits will accrue during the leave period.
3. The school district may exempt from the restoration requirement in paragraph A above a key employee who is in the highest paid 10 percent of this district's workforce within a 75 mile radius of the school facility if restoring the key employee would cause substantial and grievous injury to the classroom and instructional program.
4. The school district shall notify the key employee of its intent not to restore him/her at the time of the request for leave or when the determination is made. If the leave has begun, the key employee shall have the option of deciding whether or not to return to work after receiving the notice. An employee who is not restored shall be considered to be on leave for the duration of his/her leave period.
5. Health benefits shall continue through an employee's twelve (12) week leave period, even for key employees who have been notified that reinstatement will be denied. The school district shall recover health coverage premiums paid for an employee who fails to return from leave except as follows:
 - a. No recovery will be made from a key employee who has chosen to take or continue leave after receiving notice of non reinstatement.

- b. No recovery will be made from an employee who fails to return from leave if the reason is the continuation, recurrence, or onset of a serious health condition, or something else beyond the employee's control, all of which is subject to the certification requirement in Section II, above.

IV. PROHIBITED ACTS

This school district shall not interfere with or restrain an eligible employee's right to exercise the provisions of this policy. This policy shall take effect and be in force from and after August 5, 1993. An employee's service prior to this effective date shall be counted in determining whether the employee is eligible for leave.

LEGAL REF.: Family and Medical Leave Act of 1993

CROSS REF.: Policies GBRI - Absence from Duty
GBRID - Military Leave

Date Last Reviewed 2-3-2020

[Families First Coronavirus Response Act Addendum.pdf](#)

Adopted Date: 12/7/2015

Approved/Revised Date:

Families First Coronavirus Response Act: Employee Paid Leave Rights

The Families First Coronavirus Response Act (FFCRA) requires certain employers to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. **These provisions will apply through December 31, 2020.**

The FFCRA provides that employees of covered employers are eligible for:

- *Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or*
- *Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor; and*
- *Up to an additional 10 weeks of **paid expanded family and medical leave** at two-thirds the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.*

Covered Employers: The paid sick leave and expanded family and medical leave provisions of the FFCRA apply to certain public employers, and private employers with fewer than 500 employees.

Eligible Employees: *All employees* of covered employers are eligible for two weeks of paid sick time for specified reasons related to COVID-19. *Employees employed for at least 30 days* are eligible for up to an additional 10 weeks of paid family leave to care for a child under certain circumstances related to COVID-19.

Notice: Where leave is foreseeable, an employee should provide notice of leave to the employer as is practicable. After the first workday of paid sick time, an employer may require employees to follow reasonable notice procedures in order to continue receiving paid sick time.

Qualifying Reasons for Leave:

Under the FFCRA, an employee qualifies for paid sick time if the employee is unable to work (or unable to telework) due to a need for leave because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under the FFCRA, an employee qualifies for expanded family leave if the employee is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19.

Duration of Leave:

For reasons (1)-(4) and (6): A full-time employee is eligible for 80 hours of leave, and a part-time employee is eligible for the number of hours of leave that the employee works on average over a two-week period.

For reason (5): A full-time employee is eligible for up to 12 weeks of leave (two weeks of paid sick leave followed by up to 10 weeks of paid expanded family & medical leave) at 40 hours a week, and a part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

Calculation of Pay:

For leave reasons (1), (2), or (3): employees taking leave are entitled to pay at either their regular rate or the applicable minimum wage, whichever is higher, up to \$511 per day and \$5,110 in the aggregate (over a 2-week period).

For leave reasons (4) or (6): employees taking leave are entitled to pay at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$2,000 in the aggregate (over a 2-week period).

For leave reason (5): employees taking leave are entitled to pay at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$12,000 in the aggregate (over a 12-week period).

Workers are protected from discharge, discipline, or any other retaliation for using this leave.

Memorandum

Date: 2 Sep. 2020

To: Inita Owen – Superintendent

CC: Stone County Board of Education

Subj: New Policy Submissions

- 1.) SCS Distance/Online Learning Policy (Section – I Policy Code – IAAA)
- 2.) SCS Staff Conduct in Virtual Meetings Policy (Section – I Policy Code –IAAB)

Ms. Owen,

The attached policies are being submitted for first review. These policies are being activated to accommodate the changing instructional environment in our schools and at home. Please let me know if there is anything that may need to be added, removed or changed.

Respectfully,

A handwritten signature in cursive script that reads "Chuck McGee".

Chuck McGee

Director of Technology

Stone County School District

District: Stone County School District
Section: I - Instructional Program
Policy Code: IAAA - Distance/Online Learning

Distance/Online Learning

During times of emergency closures, the teachers and staff of the Stone County School District may be required to deliver educational services through distance learning. Distance Learning, also called distance education and online learning, is a method of instruction and study in which lectures are broadcast or classes are conducted by correspondence or over the Internet, without students needing to attend a school. Distance learning techniques may include, but are not limited to;

- a.) Hard copy materials (paper packets) or electronic files pre-loaded onto usb thumb drives. These may be delivered to the students residence by the district, mailed to the student and/or picked up on campus by the parent\guardian or the student,
- b.) Live web-based instruction via the district's learning management system (LMS) or other means,
- c.) Pre-recorded instruction made available online via the district's LMS or via teacher\student email accounts,
- d.) By other means as district administration deems necessary.

District employees will be trained in using technology to deliver academic content in order to continue to support high quality student learning.

The district recognizes that the health, safety, and well-being of students and staff is the primary concern during times of emergency. Educators, administrators, and parents\guardians will have to collaborate creatively to ensure students continue to have access to appropriate educational materials and continue to receive daily interaction with teachers. Teacher and student responsibilities and expectations will change during any distance learning instruction.

Teacher's responsibilities are as follows:

- 1) Teachers will have all required technology such as laptops or tablets with them to provide remote instruction;
- 2) Teachers will provide guidance and feedback on class work through email, the school website, the district's online learning management system (LMS) or other approved means of communication;
- 3) Teachers will be available for communication during normal work hours;
- 4) If a teacher is not available for distance learning due to illness or a personal day, the teacher will communicate with the students/parents within 24 hours of their return to work;
- 5) Teachers will provide instruction to all students, by whatever means available, along with appropriate and reasonable accommodations to those who are on a 504 plan or an IEP;
- 6) Any other responsibilities approved by the Board or the Superintendent.

Student's responsibilities are as follows:

- 1) Students will be available for their courses during instructional periods and will complete assignments given by their teachers;
- 2) Students will continue to follow the expectations set by their individual classroom teachers;
- 3) Students who do not have electronic access or are not provided a school district device, will complete educational activities through paper/written format;
- 4) Students will bring any questions or concerns to their individual teachers;
- 5) Any other responsibilities approved by the Board or the Superintendent.

Students with Disabilities

During times of emergency, individual education must take place for all students, including students with disabilities. District employees will make decisions regarding distance learning based upon what is best for each individual student. The district will continue to comply with all applicable state and federal laws including the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (ADA). Students with disabilities will continue to receive a free and appropriate public education (FAPE), however, special education and related services may be provided virtually, online, and/or telephonically in order to maintain the health and safety of both the students and teachers.

If, during an emergency closure, it becomes unfeasible or unsafe to provide certain IEP services such as hands-on physical therapy or occupational therapy, these services will be provided online. This includes, but is not limited to, extensions of time for assignments, videos with accurate captioning or embedded sign language, accessible online reading materials, and other services through video conferencing.

Where technology itself imposes a barrier to access or where educational materials simply are not available in an accessible format, children with disabilities will be provided with equally effective alternate access to the curriculum or services provided to other students. This includes, but is not limited to, distributing print material, reading educational material over the phone, and/or audio recordings.

Adopted Date:

Approved/Revised Date:

District: Stone County School District
Section: I - Instructional Program
Policy Code: IAAB - Staff Conduct on Virtual Meetings

Staff Conduct on Virtual Meetings

The Stone County School District recognizes that distance learning methods may have to be instituted or other virtual meetings may have to take place at different times during the school year. During these periods of virtual interaction, the staff shall abide by the guidelines set forth in this and other relevant board policy. Access to virtual meetings must be used in a responsible, safe, ethical, and legal manner. Failure to adhere to board policy shall result in disciplinary action up to and including termination.

Virtual Platform Usage

Staff members shall only use methods of conducting virtual meetings which are approved by the Superintendent and by the Special Services Director when special needs students are involved. Available platforms must be screened for security by the technology department and approved ahead of time before any staff member may use a platform to conduct virtual meetings involving school related business. A staff member shall consult with his/her building administrator before using any method of virtual meeting that has not been previously approved. The building administrator will seek approval from the Superintendent, and when necessary, the Special Services Director, prior to authorizing the use of any new virtual meeting platform. The technology department must complete a vetting process to ensure the new application is safe to use.

Virtual meetings shall only be used when necessary, when meeting in person is not possible, and/or when conducting physical meetings is not possible due to safety or security concerns. Staff members shall always conduct themselves in a professional manner while participating in virtual meetings with students, parents, other staff members, or district administration. All applicable board policies and procedures shall be followed at all times.

As expected of any class interaction, participants are expected to treat each other with courtesy and respect. Abuse in the form of intimidation, harassment, or threatening behavior directed towards any staff member, student, or administrative staff will not be tolerated.

No person shall enter, or attempt to enter, a virtual session fraudulently using the name or likeness of another student, faculty, or staff member.

Student Communication

All communications with students over virtual meetings shall remain professional and shall be for educational purposes only. Any inappropriate material used during a virtual meeting including, but not limited to, sexual material, derogatory material, and/or items exhibiting drugs and/or alcohol is strictly prohibited. Social media shall never be used or approved as a communication method.

Teachers may conduct a virtual meeting with a single student as long as they have documented verbal or written permission from the parent\guardian to do so.

If individual instruction is required due to individualized education plans or 504 plans parental presence is required throughout the duration of the instruction.

Disclosure of Information

Staff shall be aware of the information that is being disclosed over virtual meetings to students, parents, or other staff members. Information shall only be shared which is relevant to instruction and no information shall be shared that violates state or federal law including the Family Educational Rights and Privacy Act (FERPA).

FERPA protects personally identifiable information (PII) from students' education records from unauthorized disclosure. FERPA defines education records as "records that are: (1) directly related to a student; and (2) maintained by an educational agency or institution or by a party acting for the agency or institution." Staff shall be aware of what constitutes personally identifiable information and shall only share information in accordance with the Family Educational Rights and Privacy Act.

Staff shall take care when sharing protected information and shall only disclose information over a virtual meeting when absolutely necessary or when other methods, such as in person or in writing, is not feasible.

Professional Educator Code of Conduct

During all interactions over virtual platforms, staff shall be aware of and adhere to the Mississippi Educator Code of Ethics and Standards of Conduct. All behavior and material shared shall be in compliance with the code of conduct at all times.

LEGAL REF: Family Educational Rights and Privacy Act 20 U.S.C. § 1232g and 34 CFR Part 99

CROSS REF: GAA – Professional Educator Code of Conduct

GABB – Staff/Student Non-Fraternization

GABBA – Social Media Websites

JRAB – Compliance with FERPA

IDDF – Special Education Programs

Adopted Date:

Approved/Revised Date:

District: Stone County School District
Section: J - Students
Policy Code: JGAA - Return to School During COVID-19

Return to School During COVID-19

The Stone County School Board is implementing this policy in an effort to minimize the risk that COVID-19 will impact the school district going forward. The Stone County School Board recognizes that every employee and student of the Stone County School District has a personal responsibility to help mitigate the risk of COVID-19's impact on staff, students, and visitors.

Accessing Campus

Each employee and student is expected to return to campus in accordance with federal, state, and local guidance. Depending on the circumstances at that time, different schedules may be used, such as:

1. Traditional Schedule – Requires students to be physically present in school with scheduling modifications to follow CDC and the Mississippi State Department of Health recommendations.
2. Hybrid Schedule – Combines online and face-to-face instruction for students. Schools must meet distance learning requirements.
3. Virtual Schedule – Provides instruction provided through distance learning. Schools must meet distance learning requirements.

These schedules may be interchanged throughout the school year. Traditional and Hybrid schedule requirements include avoiding unnecessary contact with surfaces and objects, maintaining a distance of at least six feet from others when possible, and practicing a heightened level of sanitation of district buildings and individual personal spaces. Unnecessary physical contact should be avoided.

Masks may be **(Required if ordered by state government or local health authorities)** for **(students and staff)**. **This will be enforced until the executive order is lifted or at the discretion of the Superintendent.**

The Board understands that not all of these methods are possible at all times, such as remaining six feet apart while in classrooms; however, these directives shall be observed as closely as possible.

Campus and Vehicle Sanitation

The Stone County School District will continue normal cleaning operations while also following the guidelines from both the Mississippi State Department of Health and the Mississippi Department of Education. Each employee is required to regularly clean his/her workstations, bus/vehicle, phones, desks, and other office equipment and should avoid using other staff member's phones, desks, offices, equipment, etc. when possible. If necessary, these areas should be cleaned and disinfected frequently throughout the day.

All employees should either wash their hands or use hand sanitizer before using a copying machine, common scanner, printer, or fax machine.

Students should refrain from sharing personal supplies such as pencils, pens, calculators, etc.

The Board understands that some common classroom items such as books and computers must be shared among students. For these items, both employees and students shall observe proper sanitation methods before and after use when possible.

Health Screenings

Each student will have his/her temperature checked daily before entering any school building. Employees with a temperature of 100 degrees or more shall be asked to return home. Students with a temperature of 100 degrees or more shall be isolated, rechecked by the nurse, and shall be immediately picked up from school by a parent or a parent's designee if temperature is still above 100 degrees.

Each employee and student must also be aware if he/she has come into contact with any person who has experienced these symptoms or those who have tested positive for COVID-19. If an employee or student feels sick or is experiencing symptoms, that person should stay at home and not report to school. Employees and students shall be aware of the following symptoms listed below:

- Fever
- Shortness of Breath
- Cough
- Chills
- Unexplained Muscle Pain
- Sore Throat
- Loss of Sense of Smell
- Nausea, Vomiting, and/or Diarrhea

Reporting

Both employees and students shall immediately report in accordance with the chain of command:

1. Possible symptoms of COVID-19,
2. Confirmed positive test of COVID-19, and/or

3. Exposure to someone who may have been exposed to a confirmed COVID-19 patient.

Quarantine may be required after this report. The reporting requirement includes employees and students, a family member of an employee or a student, a friend of an employee or student, or anyone with whom the employee or student has been in close contact with during a 14-day period.

Student and Employee Absence

Any student and/or staff member who has been infected with COVID-19 will not be allowed to attend school until the quarantine period of 14 days is over and no symptoms for at least 24 hours without fever reducing medication.

Students with excessive absences due to COVID-19 shall be given a reprieve from other Board policies relative to excessive student absences. Efforts will be made by the staff to determine what, if any, school work the student can complete while absent. Distance learning methods may be used.

The school board may, in its discretion, provide additional administrative leave with pay for all employees (professional, certified, and classified) in the event of declared emergency closures.

Staff members who are forced to miss excessive days of work shall first use any leave entitled to them through the Families First Coronavirus Response Act, accrued sick leave, the Family and Medical Leave Act, and/or any other state or federal law that provides entitled leave to employees.

A staff member's right to continued employment will not be affected if the staff member has absences in excess of his/her allotted leave and still has not received medical clearance to resume his/her work duties.

Large Gatherings and Extracurricular Activities

All large gatherings, including assemblies and field trips, are prohibited. The _____ School District will follow all MHSAA guidelines and recommendations as it pertains to athletic events and activities.

Students participating in the Virtual/distance learning option will not be allowed to participate in athletic or other MHSAA sanctioned/extracurricular activities. This does not apply to virtual meetings of clubs.

Transportation

The Stone County School District strongly encourages parents to transport their children to and from school.

Bus drivers and students will be required to wear masks or an appropriate face covering while on the bus. Any student who refuses to wear a mask or an appropriate face covering will be supplied with a disposable mask to wear while on the bus. Parents will be contacted and if this behavior continues, the student may lose bus privileges. Buses shall be sanitized between each route.

Cafeteria Use

Each school shall create and implement a breakfast and lunch plan whereby all social distancing guidelines are met and routinely followed.

Visitors to Campus

Visitors should avoid coming to campus unless it is absolutely necessary. When necessary, visitors should practice social distancing by remaining at least six feet apart from all other people when possible. Visitors will also be required to use hand sanitizer and masks upon entering the building and shall use only the front entrance.

Each employee of the district will refer to and ensure compliance with policy KM “Visitors to the Schools”.

CROSS REF: AFC – Authority for Emergency Closings

EBBD – Emergency Closings

GBRI – Absence from Duty

GBRIA – Family and Medical Leave Act

JBA – Compulsory School Attendance/School Age

JGA – Pandemic/Epidemic Emergencies

KM – Visitors to the Schools

MDE Considerations for Reopening Schools

Adopted Date:

Approved/Revised Date:



Stone County School District

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Section: A School District Organization

Policy Code: ADB Average Daily Attendance

Policy:

AVERAGE DAILY ATTENDANCE

The term "average daily attendance" shall be the figure which results when the total aggregate full-day attendance during the period or months counted is divided by the number of days during the period or months counted upon which both teachers and pupils are in regular attendance for scheduled classroom instruction, unless a pupil's absence is excused due to participation in an activity authorized by the State Board of Education listed below, less the average daily attendance for self-contained special education classes.

State Board of Education activities include, but are not limited to: official organized events sponsored by the 4-H or Future Farmers of America (FFA); official organized junior livestock shows and rodeo events; official employment as a page at the State Capitol for the Mississippi House of Representatives or Senate; subject-matter field trips; athletic contests; student conventions; music festivals or contests; and any similar school-related activity designated by the State Board of Education.

For purposes of determining and reporting attendance, a pupil must be present for at least sixty-three percent (63%) of the instructional day, as fixed by the local school board for each school in the school district, in order to be considered in full-day attendance.

LEGAL REF.: MS CODE 37-151-5

Last Review Date: 6/27/2019

Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

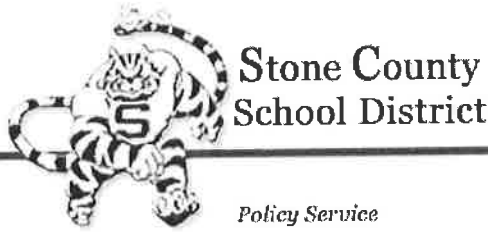
37-151-5 - Definitions.

Approved/Revised Date: 12/1/2014

Status: Adopted

Review Date: 1/27/2015

Record Id: 114212



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Section: A School District Organization

Policy Code: AE School Year (Academic Year)

Policy:

SCHOOL YEAR (ACADEMIC YEAR)

Except as otherwise provided, all public schools in the state shall be kept in session for at least one hundred eighty (180) days in each scholastic year. ' 37-13-63

DISASTER EMERGENCY

If this school board determines that it is not economically feasible or practicable to operate any school within the district for the full one hundred eighty (180) days required for a scholastic year as contemplated due to an enemy attack, a manmade, technological or natural disaster, or extreme weather emergency in which the Governor has declared a disaster or state of emergency or the U.S. President has declared an emergency or major disaster to exist in this state, the school board may notify the State Department of Education of the disaster or weather emergency and submit a plan for altering the school term.

If the State Board of Education finds the disaster or extreme weather emergency to be the cause of the school not operating for the contemplated school term and that such school was in a school district covered by the Governor's or President's disaster or state of emergency declaration, it may permit that school board to operate the schools in its district for less than one hundred eighty (180) days; however, in no instance of a declared disaster or state of emergency under the provisions of this subsection shall a school board receive payment from the State Department of Education for per pupil expenditure for pupils in average daily attendance in excess of ten (10) days. ' 37-13-63

MINIMUM SCHOOL TERM

"Minimum school term" shall mean a term of at least one hundred eighty (180) days of school in which both teachers and pupils are in regular attendance for scheduled classroom instruction for not less than sixty percent (60%) of the normal school day. It is the intent of the Legislature that any tax levies generated to produce additional local funds required by any school district to operate school terms in excess of one hundred seventy-five (175) days shall not be construed to constitute a new program for the purposes of exemption from the limitation on tax revenues as allowed under Sections 27-39-321 and 37-57-107 for new programs mandated by the Legislature. ' 37-151-5 (j)

The Mississippi Public School Accountability Process Standard for this policy is standard 13.

LEGAL REF.: MS CODE as cited
Mississippi Public School Accountability Standards

CROSS REF.: Policy CEB C Duties of Superintendent

Last Review Date: 6/27/2019

Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

- 37-13-63 - Minimum length of school term.
- 37-13-64 - Exemption from minimum school term length requirement for certain schools under certain circumstances
- 37-151-5 - Definitions.
- MPSAS - Public School Accountability Standards

Approved/Revised Date: 12/1/2014

Status: Adopted

Review Date: 1/27/2015

Record Id: 134377

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Section: A School District Organization

Policy Code: AEA School Calendar

Policy:

SCHOOL CALENDAR

The Board of Trustees of the Stone County School District shall review and approve a school calendar annually.

The minimum school term shall be at least one hundred eighty (180) days of school in which both teachers and pupils are in regular attendance for scheduled classroom instruction for not less than sixty-three percent (63%) of the instructional day, as defined by the school board for each school in the school district. Please see student handbook for the instructional day of each school.

The Mississippi Public School Accountability Standard for this policy is standard 13.

LEGAL REF.: MS CODE as cited

Mississippi Public School Accountability Standards

CROSS REF.: Policy CEB C Duties of Superintendent

Last Review Date: 6/27/2019
Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

- 37-13-67 - Length of scholastic month; length of school day.
- 37-151-5 - Definitions.
- MPSAS - Public School Accountability Standards

Approved/Revised Date: 12/5/2016

Status: Adopted

Review Date: 12/12/2016

Record Id: 199617

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Section: B School Board Operations

Policy Code: BBBCB School Board Member Visits to Schools

Policy:

SCHOOL BOARD MEMBER VISITS TO SCHOOLS

Each school board member elected to office after July 1, 2002 shall spend one full day, without compensation, in one or more of the District's schools. (MS Code Section 37-7-306) Board members elected to office before July 1, 2002 shall not be required to meet the requirement of this policy until such time as they are re-elected.

The Board, in their discretion, may as a body periodically visit schools in the district for the purpose of determining necessary school improvements. (MS Code Section 37-7-301)

Definition: One full day shall mean seven clock hours spent at one or more of the school district's campuses.

Procedure: Each school board member of the Stone County School District may choose one of the following options to fulfill the legal requirement of spending one full day in the district's schools:

1. Spend one seven hour day visiting any one, or combination, of school(s) in the district;
2. Spend three and one-half hours on two separate days visiting any school or schools;
3. Spend seven hours visiting any one, or combination, of schools over several days.

Record Keeping: The superintendent of schools shall annually provide each school board member with a "Board Member Visitation Form." Individual board members are to complete this form after each visit to a school campus and return this form to the superintendent on or before June 30th of each year.

The superintendent shall include this information on the July or August board meeting agenda for board review. This record of school board member visitation to the schools shall be reflected in the school board minutes and shall become a permanent part of each board member's personnel file.

Last Review Date: 4/8/2019

Review History:[1/1/1900][1/1/1901]

Exhibits:

School Bd Mem-Visit to Sch.pdf

Regulations:

References:

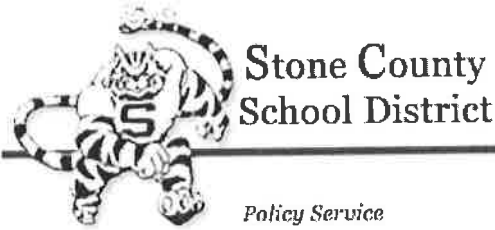
Approved/Revised Date: 4/8/2019

Status: Adopted

Review Date:

Record Id: 239452

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Section: B School Board Operations

Policy Code: BCAF Public Comments at Board Meetings

Policy:

PUBLIC COMMENTS AT BOARD MEETINGS

This school board encourages the public to express to the school board its viewpoints on issues vital to the operation of the school district. In order to conduct board business in an orderly, efficient manner and to allow public input into board meetings, the board authorizes a "Public Comments" item on its agenda for its regularly board meetings.

DEFINITION: Public comments are an opportunity for members of the general public to briefly express their ideas, concerns, and suggestions to the school board on matters of individual or community interest.

LIMITATIONS: Public comments are limited to three (3) minutes per individual or group. Public comments at special meetings must be related to the call of the meeting.

In order to address comments to the board, individuals must sign-in at the beginning of the meeting. Individuals will be allowed to address the board in the order of sign-in. The school board will allow 30 minutes on the agenda for public comments; the first ten people signing the roster at the board meeting will be given three minutes each to comment to the board.

The public comments time is not a forum for in-depth discussion of issues with the board, nor is it a public discussion. Rather, it is a time that the public may use to make the board aware of matters related to student achievement and school operations. The board will not debate any issues raised through public comments, other than to decide if any issues brought before the board through the public comments require further consideration. If the board deems that an issue has arisen that requires investigation and possible board action, the board shall direct the superintendent to investigate the matter and to report back to the board at a subsequent board meeting.

Issues requiring more than three minutes and possibly requiring board action or response should be addressed through the process outlined in Policy BCBI, *Public Participation at Board Meetings*.

PARAMETERS: The public is reminded that issues protected by privacy laws (student discipline and school personnel, for example) cannot be discussed in open session and are therefore not suitable items for public comments. Remarks of this nature and personal remarks will be ruled out of order by the board chair. Further, the board reserves the right to "make and enforce rules and regulations for the conduct of persons attending its meetings." Sec. 25-41-9

DISRUPTION OF THE BOARD MEETING: The chairman of the school board shall ask anyone causing a disturbance at the school board to leave the meeting. Anyone failing to abide by the chairman's request and continuing to disturb the board meeting will be arrested and possibly fined. Sec. 37-11-23.

This Mississippi Public School Accreditation Standard for this policy Standard 12.

LEGAL REF.: MS CODE as cited

CROSS REF.: Policies BCBI, Public Participation at Board Meetings
BCAE, Public Hearings

Last Review Date: 6/4/2018
Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

25-41-9 - Regulatory authority for governing; conduct of persons attending meetings.

Approved/Revised Date: 12/1/2014

Status: Adopted

Review Date: 1/27/2015

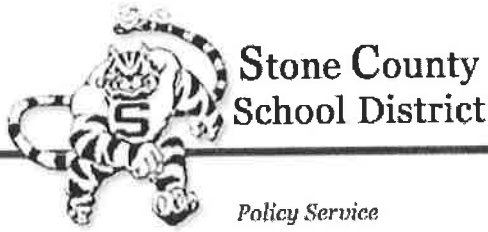
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It being essential to the fundamental philosophy of the American constitutional form of representative government and to the maintenance of a democratic society that public business be performed in an open and public manner, and that citizens be advised of and be aware of the performance of public officials and the deliberations and decisions that go into the making of public policy, it is hereby declared to be the policy of this school district that the formation and determination of public policy is public business and shall be conducted at open meetings except as otherwise provided herein.

All meetings of this school board are declared to be public meetings and shall be open to the public at all times unless declared an executive session as provided in sections 25-41-7 and 25-41-5. This school board shall make and enforce reasonable rules and regulations for the conduct of persons attending its meetings. (25-41-9)

Process for Bringing an Issue Before the School Board

To be placed on the agenda of a regular board meeting, groups or individuals shall submit through certified mail— receipt requested—or hand carry a written request to come before the board to the office of the superintendent. The request shall be received in the office of the Superintendent no later than 12 noon on the Wednesday preceding the regular Board meeting the person or group wishes to attend or it will be held until the next meeting of the Board. Should the agenda be too crowded the matter will be held for the next regular Board meeting.

To be considered, the request shall contain the following information:

1. Name, address, telephone number, and signature of the person making the request
2. Date of the board meeting
3. Reason(s) for the request
4. Name, address, and telephone number of the spokes-person of the individual or the group, if different from the person making the request. (The spokesperson shall be the only voice of the group.)

The superintendent shall acknowledge receipt of a request and issue instructions by return mail to the individual making the request. The written statement of the request submitted by the individual or group wishing to be placed on the board agenda shall be included in each board member's "board packet"—along with any pertinent information— prior to the board meeting.

Should the agenda be too crowded, as determined by the superintendent, the matter will be held for the next regular board meeting. The superintendent, or his or her designee, shall notify the individual or group that the issue is being held for consideration at a subsequent school board meeting and shall notify the affected party(s) of the time and date of the subsequent board meeting.

To promote order and efficiency the following rules shall apply to individual people or groups of people appearing before the board:

1. No person or group shall be recognized without first being placed on the agenda.
2. Only the individual designated as spokesperson shall be allowed to speak for a group.
3. Any person willfully disturbing the school board meeting shall be in violation of the law and possibly arrested and fined. (Sec. 37-11-23)
4. The board may make and enforce resolutions, rules and regulations for the conduct of persons attending board meetings.
5. Speakers shall adhere to a 10 minute time limit and shall speak only on the subject(s) stated in the written request.
6. The board reserves the right to take matters under advisement.

ENFORCEMENT OF OPEN MEETINGS LAW

The chancery courts of this state shall have the authority to enforce the provisions of the Open Meetings Law upon application of any citizen of the state, and shall have the authority to issue injunctions or writs of mandamus to accomplish that purpose. If the court finds that a public body has willfully and knowingly violated the provisions of the Open Meetings Law, the court may impose a civil penalty upon the public body in a sum not to exceed One Hundred Dollars (\$100.00), plus all reasonable expenses incurred by the person or persons in bringing suit to enforce this chapter. ? 25-

41-15 (2003)

TELECONFERENCE OR VIDEO MEETING

In the event that this Board finds it necessary to conduct a meeting through means of teleconference or video, the Board shall adhere to the requirements of the Open Meetings Law, as specified in Section 25-41-5 of the MS Code.

LEGAL REF.: MS CODE as cited

CROSS REF.: Policies BCAD: Teleconference or Video Board Meeting

BCAE: Public Hearings

KL-R: Public Complaints

Last Review Date: 6/4/2018

Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

25-41-15 - Enforcement.

25-41-5 - Official meetings of public bodies to be public and open; provisions for teleconference and video meetings.

25-41-9 - Regulatory authority for governing; conduct of persons attending meetings.

37-11-23 - Disturbing public school sessions of meetings.

Approved/Revised Date: 10/14/2013

Status: Adopted

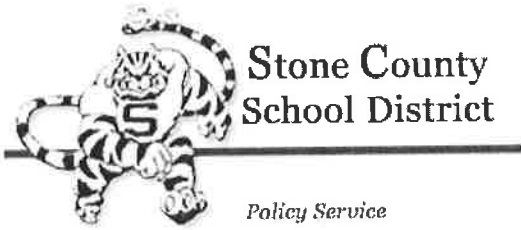
Review Date:

Record Id: 67402

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Section: E Business Management

Policy Code: EBH School Facility Rental

Policy:

Stone County School District Facility Use
 Rate Schedule

		Hourly Rate
Class A	No Charge (School Related)	
Class B	No Charge (Governmental Related)	
Class C	Rate Schedule A (Public Service Use)	\$25.00
Class D	Rate Schedule B (Commercial Use)	\$50.00
Class E	Rate Schedule C (Commercial Use)	\$75.00

I. PURPOSE

To establish reasonable regulations for the short-term use of certain school facilities for school related activities and by the community and to authorize the superintendent or designee to approve the use of certain school facilities only under the terms and conditions stated herein.

II. IMPORTANT NOTICE TO PROSPECTIVE FACILITY USERS, INCLUDING SCHOOL RELATED USERS

A public liability insurance policy which insures this school district against loss due to bodily injury or property damage IN THE AMOUNT OF \$1,000,000.00 shall be in effect during the full term of use for any facility. There shall be no exception other than most school related uses and governmental use.

Coverage shall be evidenced by a valid written Certificate of Insurance from an insurance company licensed to do business in Mississippi by the State Insurance Commissioner which names the School Board of the Stone County School District as insured or additionally insured during the term or your use of the facility. Said Certificate must state policy limits, types of coverage, dates of coverage and signature(s). No set-up, rehearsal or event shall commence unless and until the principal, superintendent or designee receives proof of coverage, even if rental fees have been paid.

Securing the required insurance coverage shall be the responsibility of the individual renting the facility at his sole cost and expense

Individuals, businesses, governments, agencies and organizations having public liability coverage should contact their agent regarding this requirement prior to completing this publication. Others should seek a reputable agency to secure coverage prior to completing their application.

School related uses of facilities in which the school related class, club or organization uses the services of an individual, group or business in a joint business relationship shall meet this insurance requirement before the activity may take place. A Waiver of Subrogation must be signed by prospective facility users and participants.

III. GENERAL

1. School facilities are not available for purposes which may be suitably accommodated through the use of non-school facilities.
2. School facilities are not available for the promotion of games of chance.
3. School facilities are not available if the requested use would in any way conflict with or displace a school class, school activity, school event or in any way disrupt the education process.
4. Except for certain uses allowed by law the superintendent or designee shall have the authority to deny any request for short-term use of any school facility by any individual, group or organization if such use would not be to the best interest of this school district.
5. Any individual, group or organization receiving approval to use certain school facilities shall not exclude from such facility any person for the reasons of race, color, creed, national origin, age, sex, religion or handicap.
6. School facility users are responsible for compliance with all regulations and laws which apply to public school building use.
7. School facility users shall not allow smoking and shall not serve food and/or drink except in those areas that may be designated by the school administrator having responsibility for a facility.
8. School facility users are responsible for any damage or theft to the facility and/or equipment due to user's occupancy regardless of cost.
9. School facility users shall not permit disruptive behavior or the use, possession or distribution of any obscene material, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage or intoxicant of any kind on school property. The use of prescription drug by the person for who it was prescribed is permitted.
10. School facility users shall have participants enter and leave a facility by the most direct route.
11. All functions shall terminate by 12:00 a.m.
12. Any facility use granted shall not be assigned to another person, group or organization by the grantee.
13. Each written request for use shall be made on the school board approved application form.

IV. MAKING APPLICATION

1. Interested parties shall make application with the principal or superintendent of the Stone County School District.
2. Applications must be received by the principal or superintendent no later than fourteen (14) calendar days prior to the use date(s) requested or such request shall be denied. All applicable fees, insurance documents and waivers attached thereto.

V. SUPERVISION REQUIRED

Unless otherwise noted the use of any facility shall be supervised at your expense during such use by at least one employee of the school district. This may be the principal, the administrator having responsibility for the facility and/or one or more employee designees. Additional supervision is required to the extent necessary to protect the interest of the school district.

VI. RENTAL CHARGES

1. The school board will renew and revise if necessary these rate schedules at the first meeting in July of each year. The superintendent shall at least two weeks prior to this meeting furnish the board with recommendations for rental charges. The rental charges shall be sufficient in the amount to provide a pro rata cost to the district for utilities, insurance, maintenance on the facility and its equipment.
2. An air conditioning and heating minimum shall be charged and reflect the utilities costs to the district for cool-down or warm-up.
3. The rates in each schedule shall apply for each hour of use including rehearsals, set-up, and take-down.
4. Users shall be charged for any time in excess of that shown on the rental application.

VII. INSURANCE (see Section II)

The rental charges does not provide the user with any liability or property damage insurance. It is the user's responsibility for securing any insurance deemed appropriate .

VIII. USE CLASSIFICATION (see Section II)

I. Class "A"- School Related Use

1. The following may use certain school facilities without charge and without application when approved in advance by the school principal or school administrator having responsibility for a facility and supervised by the school principal or administrator having responsibility for the facility or his designee who is an employee of the school district:

1. Classroom teachers and coaches for classroom and athletic related activities.
 2. Student public performances.
 3. A school's PTA unit for its meetings and activities.
 4. A school's board-approved booster club(s) for their meetings and activities.
 5. A school's board-approved student clubs and organizations for their meetings and activities with the sponsor.
 6. The city PTA Council for its meetings and activities.
 7. A school's membership of any professional teachers' organization for building level or school district-wide meetings.
 8. In-service workshops and other staff development opportunities offered by or in cooperation with the school district for its employees.
2. Community education and continuing education personnel, for classes offered by or in cooperation with the school district may apply as indicated below for the use of certain school facilities. Community education and continuing education classes shall be charged only the hourly rental rate found in Schedule "A" for the facility used to include utilities if applicable.
3. School clubs and organization using school facilities for raising funds which will be considered private funds shall reimburse the district its cost for the utilities consumed in the use of the school facility.
4. School related use does not include any use which would result in material gain for any employee or student.

2. Class "B"- Governmental Use

1. Departments or agencies of local county, state or federal government and tax supported educational institutions may apply, as indicated below, for the use of certain school facilities without charge for public hearings or for the dissemination of non-political information to the public.
2. The Director of Civil Defense may file contingency plans with the superintendent for the use of certain school facilities and/or transportation services without charge in the event of a declared emergency or natural disaster.

1. Such plans shall include provisions for continuous supervision of any facility used and shall insure the proper use of any school equipment required.

3. Class "C"- Public Service Use (see Section II)

Non-profit, non-political groups, clubs, organizations, or individuals without paid staff, unrelated to school use, whose activities are philanthropic and are or would be considered by community standards as being worthwhile to the community as a whole may apply as indicated below for the use of certain school facilities. Public service users may charge admission and/or sell or offer for sale merchandise provide the proceeds therefrom are used solely for philanthropic purposes. Public service use includes, but is not limited to, community concern performances or civic club fund raisers. See Rate Schedule.

4. Class "D"- Commercial Use (see Section II)

Groups, clubs, organizations with one or more paid staff or groups, clubs or organizations whose members stand to profit businesses who will not charge admission or solicit funds or sell or offer for sale merchandise or make any other authorized use of facility which due to such use would result in financial gain to the user may apply as indicated below for the use of certain school facilities. Class "D" commercial use includes but is not limited to dance recitals, piano recitals, church related meetings, beauty pageants. See Rate Schedule

5. Class "E"- Commercial Use (see Section II)

Groups, clubs, organizations with one or more paid staff or groups clubs or organizations whose members stand to profit materially as individual s due to their membership, self employed persons, and non-profit or for profit businesses who intend to charge admission and/or solicit funds and/or sell or offer for sale merchandise or make any other authorized use of a facility which due to such use will result in

financial gain to the user may apply as indicated below for the use of certain facilities. Class "E" commercial use includes but is not limited to church related meetings and promotional entertainment. The rental fees for Class "E" commercial use are listed in Schedule "C".

IX. SPECIAL REQUIREMENTS FOR DINING ROOM USE

1. Kitchens and equipment are not available for use by anyone other than cafeteria personnel.
2. Meal preparation and dining room service by cafeteria personnel is not available to non school related users if such use would place the school district in competition with commercial establishments.
3. Should a user intend to serve any food or drinks in a dining room, cafeteria personnel shall be on duty at your expense during serving time and afterward for clean-up.
4. Health Department regulations require that all garbage shall be removed from the school premises by the user immediately after clean-up.
5. No keys shall be given out for any reason.
6. No ornaments, signs, decorations, etc. shall be hung from ceilings or placed on walls unless approved in advance by the Cafeteria Director.

Last Review Date: 9/3/2019
Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

Approved/Revised Date: 6/1/2015

Status: Adopted

Review Date: 9/8/2015

Record Id: 143169

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Section: E Business Management

Policy Code: EBHA Use of School Property

Policy:

USE OF SCHOOL PROPERTY

The Stone County School District Board of Education believes that the first priority in the use of its school property is the education of children in the district. However, this district will allow the public use of indoor or outdoor school property during nonschool hours for purposes of recreation or sport, to support active living, reduce obesity, reduce health care costs associated with obesity, increase community safety, maximize community resources, and promote community support for schools.

Local citizens are also encouraged to use the property for other reasonable general public use including religious, political, literary, community, cultural, scientific, mechanical, agricultural, or parental involvement purposes.

The board shall exercise its authority to fix and collect rentals, rates, and charges for the occupancy or use of school property in such amounts and in such manner as may be determined.

The superintendent is directed to establish rules and regulations in support of this policy. The rules and regulations will require evidence of appropriate liability insurance coverage. The school district will not permit the use of school property or equipment by any person or organization that does not furnish evidence of insurance coverage.

If the district has provided classroom space or other school facilities for a federally sponsored Head Start program and is planning to make a material change in the arrangement, the superintendent will give notice to the director of the Head Start program at least seven (7) days prior to a school board hearing on the matter.

School districts and school district employees may not be held liable for any claim resulting from a loss or injury arising from the use of indoor or outdoor school property or facilities made available for public recreation or sport.

LEGAL REF.: 20 USC ' 7905, HB 540 2012
CROSS REF.: Policy EBH C School Facility Rental

Last Review Date: 9/3/2019
Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

- 20 US Code 7905 - Equal access to public school facilities
- 37-171-5 - Use of school property during nonschool hours by public for recreation or sports authorized; liability

Approved/Revised Date: 10/14/2013

Status: Adopted

Review Date:

Record Id: 69828

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Section: G Personnel

Policy Code: GBRB Professional Personnel Time Schedule (Length of Work Day)

Policy:

PROFESSIONAL PERSONNEL TIME SCHEDULE

The work day shall be set within the legal parameters with consideration of the instruction and activity schedules established by the principal.

Every effort shall be made to provide a uniform work day for employees where this is practical and consistent with the safe and efficient administration of the school.

Professional employees shall be on duty the number of days shown on the face of their current employment contract less and except those days granted by the board for illness, personal business, earned vacation and emergencies.

LENGTH OF SCHOOL DAY

The number of hours of actual teaching which shall constitute a school day shall be determined and fixed by the board of trustees of the school district at not less than five and one-half (5-1/2) hours. ' 37-13-67

Teachers are expected to be on duty at their respective schools per administrator's guidelines each day. Except when carrying out assignments of the principal, teachers are expected to remain at school or on duty during the designated hours.

LEGAL REF.: MS CODE as cited

CROSS REF.: Policies GBRC Professional Personnel Work Load

GBRI Absence From Duty

Last Review Date: _2-3-2020_

Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

37-13-67 - Length of scholastic month; length of school day.

Approved/Revised Date: 12/1/2014

Status: Adopted

Review Date: 1/27/2015

Record Id: 123600

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Section: G Personnel

Policy Code: GBRC Professional Personnel Work Load

Policy:

PROFESSIONAL PERSONNEL WORK LOAD

The local school board shall have the power and authority to fix the date for the opening and closing of the school term, subject to the minimum number of days which schools must be in session during a scholastic year, as prescribed under Section 37-13-63. However, local school boards are authorized to keep school in session in excess of the minimum number of days prescribed in Section 37-13-63. ' 37-13-61

Except as otherwise provided, all public schools in the state shall be kept in session for at least one hundred eighty (180) days in each scholastic year. ' 37-13-63

TEACHING DAY

A day in which a minimum of 330 minutes of instruction and/or evaluation and/or district approved group testing is provided. Exceptions are days with fewer than 330 instructional minutes that are part of an instructional week of at least 27.5 hours.

LEGAL REF.: MS CODE as cited

Mississippi Public School Accountability Standards

CROSS REF.: Policy CA General School Administration Goals and Objectives

Last Review Date: _2-3-2020 _

Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

37-11-5 - Instruction in fire drills, emergency management, and active shooter drills.

37-13-63 - Minimum length of school term.

MPSAS - Public School Accountability Standards

Approved/Revised Date:

Status: Adopted

Review Date: 12/9/2019

Record Id: 262475

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Section: K General Public Relations

Policy Code: KM Visitors to the Schools

Policy:

VISITORS TO SCHOOLS

Parents are encouraged to visit the schools. The classroom teacher shall be informed as to the day and time of visits so as to avoid any conflicts with the school schedule.

All visitors to schools shall report immediately to the school office, except when parents have been invited to a classroom or assembly program.

Unauthorized persons shall not be permitted in school buildings or on school grounds. School principals are authorized to take appropriate action to prevent such persons from entering buildings or from loitering on grounds. Such persons will be prosecuted to the full extent of the law.

Procedures for School Visitation

Out-of-town visitors who have made arrangements through the Superintendent's office will have a member of the Superintendent's staff or a principal as host for the visitor or delegation.

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

Parents and other persons who wish to visit the public schools should be routed to the school office, be greeted by the principal and guide services. All visitors are to be made to feel welcome.

There shall be no solicitation of teachers or students on personal matters on the school premises by salesmen or agents.

Any person desiring to visit a school must report upon arrival at the school to the principal's office for clearance. The principal shall have the right to deny visitation rights to any individual if in the judgment of the principal the visit might negatively affect the classroom procedures.

Student visitation

The schools, because of space factors in the classrooms and the importance of classroom instruction, require that student visitors have prior approval of the principal.

Also see BCBI, JGF, KBB.

Last Review Date: 10/7/2019

Review History:[1/1/1900][1/1/1901]

Exhibits:

Regulations:

References:

Approved/Revised Date: 10/14/2013

Status: Adopted

Review Date:

Record Id: 74724

[District Home](#) | [Accessibility Links](#)

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Memorandum

Date: Aug. 31, 2020

To: Inita Owen – Superintendent

CC: Stone County Board of Education

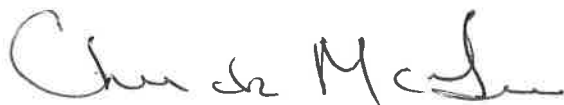
Subj: Revised Policy Submissions

- 1.) SCS Acceptable Use Policy (Section – I Policy Code – IJ-R)
- 2.) District Mobile Device Responsible Use Policy
(Section - I - Policy Code: IJBD)

MS. Owen,

The attached policies are being submitted for second review. These policies have been updated to accommodate our upcoming student 1:1 mobile device program and our virtual\distance learning programs. A few minor changes were made to policy #2 above in order to address a question asked by Mrs. Doris Matthews at the Aug 25th special called board meeting at which time she requested clarification concerning proper device storage. These changes are outlined in red. No additional changes were made to policy #1. Please let me know if there is anything else that may need to be added, removed or changed.

Respectfully,



Chuck McGee

Director of Technology

Stone County School District

Descriptor Term:

TECHNOLOGY ACCEPTABLE USE POLICY
(Page 1 of 7)

Descriptor:

Section - I
Policy Code - IJ-R

Issued:

Aug-4-2020

Rescinds:

Issued:

INTERNET ACCESS

Stone County School District (SCSD) provides the privilege of Internet access to district faculty, staff, students, and occasional guests. Each user, as well as a minor's parent or guardian, voluntarily agrees to release, hold harmless, defend, and indemnify, the Stone County School District, its officers, board members, employees, and agents, for and against all claims, actions, charges, losses or damages which arise out of the user's use of the SCSD network, but not limited to negligence, personal injury, wrongful death, property loss or damage, delays, non-deliveries, mis-deliveries of data, or service interruptions. SCSD will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through the user's Internet account.

Access will be restricted as required to comply with the Children's Internet Protection Act (CIPA). Web browsing may be monitored and records retained to ensure compliance.

Users are expected to respect the web filter and shall not attempt to circumvent the filter when browsing the Internet. The determination of whether material is appropriate or inappropriate is based solely on the content of the material and the intended use of the material, not on whether a website has been blocked or not. If a user believes a site is unnecessarily blocked, the user should submit a technology work order to review the site or a "Request for Access" notification directly from the blocked page itself.

Each user acknowledges that the information available from other websites may not be accurate. Use of any of the information obtained via the Internet is at the user's own risk. Stone County School District makes no warranty of any kind, either expressed or implied, regarding the quality, accuracy or validity of the data on the Internet.

SCSD NETWORK RULES

- The person to whom an SCSD network account is issued is responsible at all times for its proper use.
- Any inappropriate use may result in the cancellation of the privilege of use, and/or disciplinary action. Consequences for any user who fails to comply with SCSD and school guidelines may include paying for damages, denial of access to technology, ISD, suspension, expulsion or other remedies applicable under the school disciplinary policy, and state or federal law.
- Any district employee who uses the SCSD network or any district device attached to it inappropriately is subject to disciplinary action, including dismissal.
- Under no conditions should a SCSD network user give their password information to another user nor allow another user to utilize their account unless speaking directly to a technology department employee who is assisting them.

TECHNOLOGY ACCEPTABLE USE POLICY (Page 2 of 7)

- Schools may supplement any provisions of the district AUP (Acceptable Use Policy), and may require additional parent releases and approvals, but in no case will such documents replace the district AUP.
- Users will immediately report to school district authorities any attempt by other network users to engage in inappropriate conversations or personal contact. Any non-standard software that is needed to perform a specific job function will need to be brought to the attention of the Technology Department. Those applications shall be the sole responsibility of that office and if the application interferes with any required programs, applications, and utilities, it should not be used and if in use, it may be disabled.

ACCEPTABLE USES OF TECHNOLOGY (not all inclusive)

A responsible user of the technology will:

- Use school technologies only for school-related activities and assignments.
- Follow the same guidelines for respectful, responsible behavior online that they are expected to follow offline, on or off campus.
- Handle school resources carefully and alert staff if there is any problem with their operation.
- Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.
- Immediately alert a teacher, administrator, or other staff member if they see threatening, inappropriate, or harmful content (images, messages, posts) online.
- Use district technologies at appropriate times, in approved places, for educational pursuits.

This is not intended to be an exhaustive list. Users should use their own good judgment when using SCSD technology.

UNACCEPTABLE USES OF THE TECHNOLOGY (not all inclusive)

- Violating any state and/or federal law (i.e., copyright laws).
- Using profanity, obscenity, or other language that may be offensive to others.
- Conducting or orchestrating personal attacks on other people, organizations, religions, or ethnicities.
- Accessing, downloading, texting, emailing, storing, or printing files or messages that are sexually explicit, obscene, or that offend or tend to degrade others. The administration invokes its discretionary rights to determine such suitability.

TECHNOLOGY ACCEPTABLE USE POLICY (Page 3 of 7)

- Not respecting the privacy of a person by posting personal or sensitive contact information, such as work/home address, telephone, e-mail, photographs, or names, without obtaining prior permission from the person affected.
- Student information shall be posted only with written parent/guardian permission.
- Forwarding personal information or communication(s) without the author's prior consent.
- Using district provided Internet, on or off campus, for commercial purposes, financial gain, personal business, producing advertisement, business service endorsement, or religious or political lobbying is prohibited.
- Destroying or altering school or district files or personal files of another user.
- Unauthorized viewing or taking the files of another user.

FILTERING

DISCLAIMER: SCSD disclaims all liability for the content or accuracy of materials to which a student or employee may access while using the district's Internet service and for any harm or damages suffered as a result of the student or employee's Internet use. While the SCSD takes steps to protect users from inappropriate material, to intercept malicious actions directed toward its users etc, no filtering system is perfect. Those risks must be recognized and accepted by all users who sign the district's Acceptable Use Policy.

An Internet filter is in service for Stone County School District. This filter is a critical component of the SCSD network and is Children's Internet Protection Act (CIPA) compliant since it allows valuable educational online Internet access while restricting access to specific unwanted material in the categories listed below. In order to maintain CIPA compliance the district employs web filtering on all devices whether they are being used on or off campus and the same policies for its use apply regardless of location. Inappropriate use will be dealt with in accordance with the policies set for by the SCSD whether an offense occurs on or off campus. This is not, by any means, an all inclusive list and additional content may be at the discretion of the administration.

- Pornography
- Gambling
- Illegal Drugs
- Online Merchandising (unrelated to district activities)
- Hate Speech
- Extreme Violence
- Criminal Skills
- Alternative Journals
- Other Undesirable Material as determined by district administration

TECHNOLOGY ACCEPTABLE USE POLICY (Page 4 of 7)

The web filter is updated on a daily basis in order to restrict access to the above items. Filtering is **not** a 100% foolproof way of limiting access to appropriate sites. Inappropriate sites are added to the Internet daily. Students must be supervised at all times by a staff member while using the Internet. Inappropriate use is logged along with the date/time and the IP address of the workstation making the request on and off campus.

Attempts to bypass the district's Internet filters is in violation of this Acceptable Use Policy and will be subject to disciplinary action that may include denial of access to technology, ISD, suspension, expulsion, termination of employment or other actions as determined by the administration, school disciplinary policy and state or federal law.

WORKSTATION\MOBILE DEVICE MONITORING

Data transferred and/or transmitted over the SCSD network and Internet connection can be monitored and recorded at any time and originating users can be held liable if their use of these services violates any established policy, regulation, or law. Any data stored on district-owned equipment may be archived and preserved by the district for an indefinite period. Such data includes, but is not limited to E-mail, text documents, video files, digital photographs, music, and other digital or electronic files. If a particular workstation/mobile device continues to try to connect to an inappropriate site, that device will be remotely monitored and the individual using that device will be reported to the principal of the school and the individual's parent/guardian may be notified. Illegal use of a proxy and/or breach of security may result in disciplinary action(s).

TECHNOLOGIES COVERED

SCSD may provide the privilege of Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, email, and more.

The Acceptable Use Policy applies to both district-owned technology equipment utilizing the SCSD network, the SCSD Internet connection, and/or private networks/Internet connections accessed from district-owned devices at any time or location. The AUP also applies to privately-owned devices accessing the SCSD network, the SCSD Internet connection, and/or private networks/Internet connections while on school property or participating in school functions or events off campus. SCSD policies outlined in this document cover all available technologies now and in the future. Not just those specifically listed or currently available.

EMAIL

Employee and student district email is the property of SCSD. SCSD archives employee and student email. All email accounts are deleted (and removed from the archive) when the user leaves the district unless a valid request for retention is received ahead of time. Email may also be retained as required by a legal hold request. It is the responsibility of the employee and student to maintain this email account appropriately.

SCSD provides faculty, staff and students in grades K-12 with email accounts for the purpose of school-related communication. Grades K-7 are only allowed to communicate with others within the Stoneschools.org domain. Grades 8-12 have access to information outside the district for purposes of conducting/completing school related activities only. No personal communications or non-school related communications are allowed. Availability and use may be restricted based on school policies.

Users with district email accounts should use these accounts with care. Users should not send personal information, attempt to open files or follow links from unknown or untrusted origins. Student users should also use appropriate language and should only communicate with other people as allowed by district policy, their teacher or campus administrator.

USING EMAIL WHILE ACTING AS DISTRICT REPRESENTATIVE (Students, Teachers, Administrators, Directors, Managers, etc.)

Student use of personal email accounts to conduct school related business is prohibited. It is highly recommended that staff not use personal email accounts while in the performance of work related duties. Personal email accounts are a conduit for malware, viruses, phishing and ransomware attacks and are a **significant** danger to the safety and security of the district's sensitive resources.

Any OFFICIAL communication, e.g., Teacher to Parent, Teacher to Student, Staff to Staff, must be conducted via the district provided e-mail system. This includes, but is not limited to, staff who guide extracurricular activities such as Clubs, Choirs, Bands, Athletics, and the like. These, and all other work related communications, are archived during the school year for your protection.

SECURITY

Users are expected to take reasonable safeguards against the transmission of security threats over the SCSD network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. Users should never share personal or sensitive information without proper authorization. If you are unsure about what this means ask your teacher (for students) or a supervisor (if you are a staff member) for clarification.

If users believe a desktop computer, laptop or other device they are using might be infected with a virus, they should alert the technology department immediately. Users should not attempt to remove the virus themselves or download any programs to help remove the virus. Downloading and installation of free virus/malware removal programs can in many cases do more harm than the virus itself.

ONLINE ETIQUETTE (Netiquette)

Users should always use the Internet, network resources and online sites in a courteous, respectful and professional manner.

Users should recognize that among the valuable content online there is also unverified, incorrect, or inappropriate content. Users should only use known or trusted sources when conducting research or browsing the Internet.

TECHNOLOGY ACCEPTABLE USE POLICY (Page 6 of 7)

Users should not post anything online that they would not want students, parents, teachers, future colleges or employers to see. Once something is online, it can never be completely retracted and can sometimes be shared and spread in ways the user never intended.

PLAGIARISM

Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they did not create themselves, or misrepresent themselves as an author or creator of something found online. Information obtained via the Internet should be properly cited, giving credit to the original author.

PERSONAL SAFETY

Students should never share personal information, including phone numbers, addresses, social security numbers, birthdays, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks and should carefully safeguard the personal information of themselves or others. Users should never agree to meet in person someone they meet online without parental permission.

If users see a message, comment, image, or anything else online that makes them concerned for their personal safety or the safety of someone else, they should immediately bring it to the attention of an adult (teacher or administrator if at school, a parent if using the device at home).

CYBER BULLYING

Cyber bullying, including but not limited to, harassing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyber stalking will not be tolerated. Users should not send emails or post comments with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted individual and create for the targeted individual a hostile school environment.

Engaging in these behaviors or in any online activities intended to harm (physically or emotionally) another person, will result in disciplinary action. In some cases, cyber bullying can be a crime. Users should remember that online activities might be monitored and recorded.

All students will be educated about appropriate online behavior, including interacting with other persons on social networking websites and in chat rooms, and cyber bullying awareness and response.

SOCIAL MEDIA

The SCSD has a policy addressing social media and it applies to all employees and students. By signing the Staff/Student/Parent/Guardian Technology Agreement, users are acknowledging they have read and agree to abide by the Social Media guidelines outlined in the district's Social Media Policy (page 32 of the Technology Handbook). Violations of the Social Media Policy are also considered violations of the Acceptable Use Policy.

LIMITATION OF LIABILITY

SCSD will not be responsible for damage or harm to persons, files, data, or hardware. While SCSD employs web filtering and other safety and security mechanisms and attempts to ensure their proper function, it makes no guarantees as to their effectiveness and users should have no expectation of privacy while using district resources. SCSD will not be responsible or liable for, financially or otherwise, unauthorized transactions conducted over the SCSD network or its Internet service. Violations of this policy may have disciplinary consequences, including:

- Suspension of network, technology, or computer privileges
- Notification of parents
- ISD or suspension from school and school-related activities
- For employees, disciplinary action up to and including termination of employment
- Legal action and/or prosecution if deemed necessary

Employees and students are be required to sign the district's Acceptable Use Policy either in the schools employee handbook, as a form provided by the technology department at the beginning of the year or as part of the district's Technology Handbook before Internet or network access shall be allowed. Users are also agreeing to the district's Acceptable Use Policy each time they click on the "OK" button on the AUP splash screen when logging into a district-owned device.

Stone County Schools

Employee Acceptable Use Policy Agreement

Name: (Print): _____

Position: _____

School / Department: _____

E-Mail Address: _____

I have read the district Acceptable Use Policy. I agree to follow the rules in this policy.

I understand that if I violate policy rules, I may be denied service, face disciplinary action and/or have computers and other technologies removed from my possession. I further agree to educate my students on the contents of this document and the consequences of failing to meet its requirements.

I hereby release the district, its personnel and any institution with which it is affiliated, from any and all claims and damages of any nature arising from my use of or inability to use, the district's network, Internet and or any other technologies provided, including but not limited to, claims that may arise from the unauthorized use of the system to purchase products or services.

Signature: _____ Date: _____

District Mobile Computing Device Responsible Use Policy (Page 1 of 4)	Descriptor: Section - I Policy Code: IJBD	Issued: Aug-4-2020
	Rescinds:	Issued:

TERMS

All users of district provided laptops, chromebooks, tablets, or other mobile computing devices must comply at all times with Stone County School District (SCSD) Technology Handbook policies. Any failure to comply may result in termination of user rights of possession effective immediately and the district may repossess the device. Any lost, stolen and damaged devices must be reported to school authorities immediately.

TITLE

The district retains legal title to the property at all times. The user's right of possession and use is limited to and conditioned upon full and complete compliance with this agreement, the SCSD Technology Handbook policies, and all applicable district policies and procedures.

LOSS, THEFT OR FULL DAMAGE

If a device is **stolen**, the employee, student or parent/guardian (in the case of a K-5 student) should immediately notify the school administration or a member of the technology department. At that time, the individual the device is assigned to (or the parent/guardian of a K-5 student) will be required to file a police report. Once a police report has been filed, the district, in conjunction with the local law enforcement agency may deploy locating software to aid authorities in recovering the device. It is imperative that a lost or stolen device be reported immediately. If the stolen device is not reported within three (3) calendar days to a district school administrator or a member of the technology department, the employee, student or parent/guardian may be held responsible for full replacement cost of the device.

If a device is **lost or damaged** as a result of irresponsible or negligent behavior, the employee, student or the parent/guardian may be responsible for the full replacement cost of the device. The user or the parent/guardian may also be responsible for full replacement cost of the device if not reported to district personnel within three (3) calendar days of the device going missing or becoming damaged.

Employees or students who leave the district must return all devices and associated accessories, in complete working condition, to the school media specialist (librarian) or the campus technology department representative.

District Mobile Computing Device Responsible Use Policy (Page 2 of 4)

REPOSSESSION

If the user does not fully comply with all terms of this Agreement and the SCSD Technology Handbook, including the timely return of the property, SCSD shall be entitled to declare the user in default and come to the user's place of residence, or other location of the property, to take possession of the property.

TERMS OF AGREEMENT

The user's right to use and possess the device assigned to them terminates not later than the last day of employment/enrollment unless terminated earlier by SCSD or upon withdrawal from SCSD.

UNLAWFUL APPROPRIATION

Failure to return the property in a timely manner and the continued use of it for non-school purposes without the district's consent may be considered unlawful appropriation of the district's property.

FEES ASSOCIATED WITH DEVICE USE

Use and Maintenance Fees

- SCSD will institute an annual usage or technology fee for all 1:1 devices beginning the 2020-21 school year. The district will use this fee to cover the expense of repairs due to normal wear and tear as well as the annual refresh of outdated devices. The tech maintenance fee for school year 2020-21 will be \$20 per student and payment must be received by the campus bookkeeper before a 1:1 mobile device can be issued to a student. The annual tech fee will increase to \$30/per device starting school year 2021-22.
- The cost of repairs or device replacements incurred due to irresponsible or negligent behavior may become the responsibility of the assigned user or the students parent/guardian. Furthermore, if this type of behavior becomes what the superintendent determines to be excessive the students assigned mobile device may be confiscated or take home privileges for the device(s) may be revoked at which time the student will be forced to provide his/her own device for completing school work off campus. **Take care of and protect your device!**
- A police/sheriffs report will be required for all stolen devices and devices damaged due to negligence.
- The district may disable the device remotely to protect the device and/or any data on the device.
- Students with outstanding repair or maintenance fees at the beginning of the school year may have their device confiscated until those fees are paid in full.
- Seniors must clear all records and pay all outstanding mobile device fees before they will be allowed to participate in commencement exercises.

Damaged Devices

Any damage must be reported to school authorities immediately. Power adapters and sleeves must be returned with the assigned mobile device or paid for in full if broken or missing. If a device is in need of repair, staff/students may be assigned a loaner until the original device is returned to service. If a device is in need of repair or replacement due to what is determined to be excessive irresponsible or negligent behavior on the part of the assigned user the district has the right to refuse to issue them a loaner device. If the user is a student he/she will be required to complete assignments by other means. Any repair/replacement fees assessed during the regular school year must be paid within **30** calendar days from the day the fee was assessed.

District Mobile Computing Device Responsible Use Policy (Page 3 of 4)

Table of Estimated Repair Pricing (For employee/parent/guardian reference only)

Costs For Loss, Deliberate Damage or Neglect	Laptop Estimated	Chromebook / Tablet Estimated
	Repair / Replacement	Repair / Replacement
Broken Screen	\$125.00	\$75.00
Broken Keyboard	\$50.00	\$35.00
Power Adapter / Cord	\$65.00	\$60.00
Power Adapter	\$55.00	\$50.00
Power Cord	\$10.00	\$10.00
Liquid Damage to Device	\$150.00 (or fair market value)	\$85.00 (or fair market value)
District Assigned Case	\$35.00	\$35.00
Trackpad Damage	\$75.00	\$55.00
Severe Damaged Corner	\$85.00	\$75.00
Writing, Drawing, Stickers, and Labels attached	\$50.00	\$50.00

HANDLING AND CARE

- Keep the device in the district-issued or otherwise approved sleeve or case at all times.
- Keep the device free of any writing, drawing, stickers, or labels that are not applied by SCSD.
- The district may put an SCSD asset tag on the device. Do not remove or alter this tag or disciplinary action may result.
- Always use the device on a flat, stable surface.
- Do not place books or other heavy objects on top of the device.
- Do not have food or drinks near the device. Do not use or place the device near a shower or pool area.
- Wipe surfaces with a clean, dry soft cloth. Never use cleaning solvents on your keyboard or screen.
- Avoid touching the screen with pens, pencils or any other object.
- Do not leave the device exposed to direct sunlight or near any other source of heat or moisture for extended periods of time.
- Do not attempt to use off-brand A/C adapters to power your device. This could damage the device.

POWER MANAGEMENT

- It is the user's responsibility to recharge the device's battery so it is **fully charged** by the start of the next school day.
- Devices with an uncharged battery are not the district's responsibility. A loaner device may be assigned if available. Otherwise, students must complete all required assignments by other means.
- All class work missed because of uncharged batteries must be made up on a student's own time.

TRANSPORT

- Never transport or store your device with ANYTHING plugged into it.
- Never lift their device by the screen or carry or move their device while the screen is open.
- Always transport the device in its protective case or sleeve. (Student devices only)
- Do not leave the device in a vehicle for extended periods of time or overnight.
- Do not leave the device in visible sight if left in a vehicle.

MONITORING AND SUPERVISION

- NEVER lend the device to a classmate, friend, coworker or family member. If any person damages the device it will be the user's (parent/guardian in the case of a student) responsibility and the staff member/parent/guardian/student may be held financially responsible for the repair or replacement cost of the device.
- Any attempt to jailbreak or remove the SCSD profile on a device could result in disciplinary action, including suspension or loss of take home privileges for students and loss of the device for staff.
- The assigned user is responsible for the safety and security of the device **and** any user activity on the device whether incurred on or off campus.
- Students may only log in using their district assigned Stoneschools.org account on their device.

District Mobile Computing Device Responsible Use Policy (Page 4 of 4)

MONITORING AND SUPERVISION (Cont.)

- Under no circumstances should devices be left in an unsupervised area. Unsupervised areas include, but are not limited to, the school grounds, cafeteria, computer labs, gymnasium, the library, unlocked classrooms, dressing rooms, restrooms, hallways or an unlocked vehicle.
- Any device left unsupervised is in danger of being stolen. **If not being used student devices should be safely stored in their backpack (out of site) or in another safe location to help prevent it from being stolen.**
- If an unsupervised device is found, deliver it to a staff member immediately.
- Unsupervised devices will be collected by staff and taken to the library for safekeeping.
- Disciplinary action and/or loss of take home privileges may result for leaving your device in an unsupervised location.

SWAPPING OR SHARING OF DEVICES

Since every individual is issued a device, everyone should maintain their own, properly charged device at all times. There should NOT be a need to swap or share devices. Swapping or sharing of district-owned mobile devices is strictly prohibited.

USER DATA

All users are responsible for keeping backups of important data. All data should be stored in the users Google Drive account or on a personal USB storage device. Not on the device itself unless the technology department has enabled take home devices (chromebooks only) to store data locally for working in "off-line" mode. If a device has to be repaired there may be a need to reset it to its factory settings. The **technology department will not be responsible for any user data that might be lost as a part of this process.** Your data is your responsibility at all times. Students, any user data on the device may also be removed via the Google Admin Console before the device is used for state sponsored testing events and when the device is returned prior to commencement exercises.

HELP AND SUPPORT

Teachers or campus media specialists (librarians), will be the only individuals allowed to submit SCSD technology work orders for students. Students will contact their teachers as a first level of support. If the student needs additional assistance they will visit the campus media specialist at their school at which time an authorized individual will contact the technology department for additional assistance as needed or submit a Help Desk ticket on behalf of the student.

USE OF DISTRICT OWNED MOBILE COMPUTING DEVICES

Students will not be allowed to use their personal device in place of a district provided device. The goal of the 1:1 initiative is to provide every student with the same device. If a parent refuses a device for home use, the student will be required to check out a device at school for use in class each day. The district is not able to provide support or install software on personal devices therefore the use of personal devices is not a viable alternative to a district provided device.

ALTERNATIVE SCHOOL

In the case of a student transferring to Stone Education Center, the student device will remain with the student unless the device was confiscated due to improper care or use by that student. If it was confiscated due to improper or negligent care it will be retained by the technology department while the student is assigned to SEC.

Stone County Schools

Staff/Student/Parent/Guardian Mobile Technology

Agreement (2020-21) (Page 1 of 2)

As a borrower of an SCS Laptop/Chromebook/Tablet: I _____ (print name)

- Will follow the policies established in the SCSD Technology Handbook.
- Will follow the guidelines listed below for proper care of my assigned mobile device.
- Will report any problems/issues I discover while using the device.
- Understand that resetting the device to factory settings may occur as a result of any repairs or modifications to the device and this reset may result in the loss of data.
- Understand that it may become necessary to turn in my assigned device for periodic updates throughout the school year and/or at the end of the school year.
- I understand that this device is to be used as an instructional tool. Not a personal media tool.

Guidelines for Proper Care of the Laptop/Chromebook/Tablet

- I will not loan the device to anyone.
- I will not remove labels, stickers, screen protectors or cases placed on the device by the district's technology department or business office.
- I will not write or draw on or place any labels or stickers on the device.
- I shall properly care for the device at all times, including but not limited to the following:
 - a. By keeping food and drink away from the device.
 - b. By Not exposing the device to extreme heat, cold or moisture.
 - c. By Not attempting to repair a damaged or malfunctioning device.
 - d. By Not upgrading the device operating system unless directed by district IT staff.
 - e. By using the appropriate A/C adapter to charge the device. Generic, off-brand A/C adapters are strictly prohibited.
- I shall provide proper security for the device at all times including, but not limited to, the following:
 - a. By NOT leaving the device unattended in an insecure or unsupervised area. **If not being used student devices should be safely stored in their backpack (out of site) or another safe location to help prevent it from being stolen.**
 - b. By NOT leaving the device in an unlocked vehicle on or off campus.
 - c. By NOT transporting the device unless the lid is closed and nothing is plugged into it.

Laptop/Chromebook/Tablet Management

1. I shall not sync the device to personal or school computers or other devices.
2. Only district purchased/approved software/apps will be installed on district-owned devices. If an app or extension is needed I will have my teacher (students) or the campus media specialist request the technology department install the app or extension.

Mobile Device Technical Support

Technical support will be provided by the district technician assigned to your school. Students should report technical issues to their teacher, their campus media specialist (librarian) or the school support technician who will complete a support request for them. Support services provided include;

- Hardware/maintenance repairs
- Password resets and other user account support
- Coordination and completion of warranty repairs
- Distribution of loaner devices
- App/Extension installation or removal
- The SCSD Technology Department is the **only** one authorized to perform repairs on district owned mobile devices except for onsite services which may be provided by the hardware provider.

Stone County Schools

Staff/Student/Parent/Guardian Mobile Technology Agreement 2020 – 2021 (Page 2 of 2)

Student Last Name: _____ First Name: _____

Staff/Parent Last Name: _____ First Name: _____

Staff/Student Home Address: (Optional for staff)

Staff/Parent Email Address: _____ (Please print neatly)

Staff/Parent Phone Number: _____ (Optional for staff)

The Stone County Schools Acceptable Use Policy allows staff/students to use technology inside and/or outside of the classroom as well as off campus. Stone County Schools may provide Internet access, desktop computers, mobile devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, and more, all of which are covered under the policies listed in the Technology Handbook. I have reviewed the SCS Technology Handbook and understand the rules and guidelines for the following:

1. District Technology Goals
2. Acceptable Use Policy
3. Mobile Device Responsible Use Policy
4. Proper Use and Care of District Mobile Technology
5. My financial responsibility should the device become damaged, lost or stolen due to improper or negligent care of the device.

Terms of Agreement

The staff member/student is responsible at **all** times for the care and appropriate use of their assigned technology. I understand if I violate the guidelines agreed to in the policies outlined in the SCS Technology Handbook, my privilege to use district technology may be restricted or revoked and I may be subject to disciplinary action.

I understand that I may be held responsible for reimbursement for loss, damage, repair or theft of my assigned mobile device, which may have occurred at school, at home, or while the mobile device was being transported.

The device remains the property of the Stone County School District. In the event that the device listed below cannot be repaired, SCS has the right to assign a replacement device. A replacement device notification will be sent home with the student but the initial agreement signed by me is still in effect. At the end of the school year or upon transfer or departure from the district, staff, parents and students agree to return the device to the district in the same condition it was issued to them less reasonable wear along with any accessories that might have been issued with the device.

Signatures

Student Signature: _____ Date: _____

Staff/Parent/Guardian Signature: _____ Grade Level: _____ School: _____ Asset #: _____

_____ SIN: _____

Brand: _____

Model: _____

Stone County Schools

Student Mobile Device Acceptance Form (Students Only)

To participate in the SCSD 1:1 or distance learning program I understand the child listed below will require a computing device at home capable of completing school related assignments.

_____ I agree to the terms and conditions outlined in the Staff/Student/Parent/Guardian Mobile Technology Agreement and the Technology Department Handbook which allows SCSD to provide my child with a mobile computing device.

_____ I or my parent\guardian has paid the annual technology fee the coming school year.

I understand that the laptop/chromebook/tablet, peripheral equipment, and/or accessories that have been provided to me are the property of the Stone County School District.

I understand that I must report any damage, loss, or theft of the device immediately. In addition, I understand that, in accordance with the policies outlined in the SCSD Technology Handbook, either myself or my parent/guardian may be held responsible for reimbursement for the loss, damage, or repair of the device issued to me, which may have occurred at school, at home, or while the mobile device was being transported. My parent/guardian may also be held responsible for the replacement cost of a lost/or stolen device if not reported within 3 calendar days of the event. In the event that the device listed below cannot be repaired, SCS has the right to assign a replacement device at which time all parent\student rights and responsibilities will transfer to the new device. The originally signed Staff/Student/Parent/Guardian Responsible Use Agreement and Student Mobile Device Acceptance Form will be changed to reflect the correct S\N and Asset number and will remain in affect. If the original device was lost, stolen or damaged due to neglect the district reserves the right to refuse to issue a replacement device to the student. These situations will be handled on a case by case basis and may require review by the superintendent of education.

I will participate in a training session about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

I understand that a violation of the terms and conditions as set forth in the Staff/Student/Parent/Guardian Technology Agreement and the SCSD Technology Handbook may result in the loss of all mobile device privileges, and possible disciplinary action in accordance with district policy.

I also authorize my child to access the online services provided by Google Apps for Education, the district's learning management system (LMS) of choice. K-12 will have access to Google Docs, Google Drive, Google Email and Google Classroom.

Device(s) Issued

Laptop/Chromebook/Tablet
A\C Adapter and Cable
Protective Case

Received

Device Identification

Device Serial # _____
Fixed Asset # _____
Brand\Model: _____

Student Name:

(Print) _____

Date: _____

(Sign) _____

Student ID # _____

Parent/Guardian Name:

(Print) _____

(Sign) _____

Date: _____

Policies with Revisions 1st Reading

District: Stone County School District
Section: J - Students
Policy Code: JGA - Pandemic / Epidemic Emergencies

PANDEMIC / EPIDEMIC EMERGENCIES

The Board recognizes that a pandemic/epidemic outbreak is a serious threat that stands to affect students, staff, and the community as a whole. With this consideration in mind, the Board establishes this policy in the event the town/municipality and/or school district is affected by a pandemic/epidemic outbreak. At all times the health, safety and welfare of the students shall be the first priority.

PLANNING AND COORDINATION

The Superintendent shall designate one or more employees to serve as a liaison between the school district and local and state health officials. This designee is responsible for connecting with health officials to identify local hazards, determine what crisis plans exist in the school district and community, and to establish procedures to account for student well-being and safety during such a crisis. The designee shall work with local health officials to coordinate their pandemic/epidemic plans with that of the school district.

The principal and/or school nurse or other designee shall develop a curriculum component to health classes that is designed to teach students about preventing or limiting the spread of communicable diseases.

With fiscal concerns in mind, the district shall purchase and store supplies necessary for an epidemic/pandemic outbreak, including but not limited to disinfectant products, face masks, water, examination gloves, and other supplies as recommended by the school nurse.

The Superintendent shall develop procedures and plans for the transportation of students in the event of an evacuation. Such procedures shall include provisions for students who cannot be transported to home at the time of the evacuation.

RESPONSE

In the event anyone within the school is discovered or suspected to have a communicable disease that may result in an epidemic/pandemic, that person shall be immediately quarantined pending further medical examination. Local and state health officials shall be notified immediately.

In conjunction with local and state health officials, the Superintendent shall ascertain whether an evacuation, lockdown, or shelter-in-place needs to be established. As soon as such a decision has been made, the school district shall attempt to notify the parents of all students.

In the event of an evacuation, the Superintendent is charged with determining when the school shall re-open. In the event of a lockdown or shelter-in-place, the Superintendent shall notify all proper authorities and relief agencies seek their assistance for the duration of the lockdown or shelter-in-place.

INFECTION CONTROL

Any student or staff member found to be infected with a communicable disease that bears risk of pandemic/epidemic will not be allowed to attend school until approved by school personnel.

Students with excessive absences due to a communicable disease shall be given a reprieve from other Board policies relative to excessive student absences. Efforts will be made by the staff to determine what, if any, school work the student can complete while absent.

Staff members who are forced to miss excessive days of work shall first use any leave entitled to them through the Family and Medical Leave Act and/or accrued sick leave. If a staff member has still not received medical clearance to resume his/her work duties, absences in excess of a staff member's allotted leave will not affect the employees right to continued employment.

CONTINUANCE OF EDUCATION

The Superintendent shall develop a plan of alternate means of educating students in the event of prolonged school closings and/or extended absences. Such a plan may include providing students with assignments via mail, local access cable television, or the school district's website.

The Superintendent is authorized to amend the traditional class schedule and schedule of days. Such a plan may include extending the school day, having school days held on Saturdays, the use of previously scheduled vacation days, and/or extend the school year beyond the previously established end of school year.

CROSS REF.: Policy JGCCB Communicable Diseases

Last Review Date: _____
Review History:[1/1/1900][1/1/1901]

Adopted Date:

Approved/Revised Date:

District: Stone County School District
Section: J - Students
Policy Code: JRAB - Compliance with FERPA

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

In accordance with the policy of the Stone County Board of Education, the following regulation shall govern the release of student records to students and members of the student's family, legal custodian, or legal guardian.

DEFINITIONS

For the purpose of this regulation, the school district has used the following definitions of terms:

Student: Any person who attends or has attended a program of instruction sponsored by the board of education of this school district.

Eligible Student: A student or former student who has reached age 18 or is attending a post-secondary school, and who is no longer a dependent of the parent for federal tax purposes.

Parent: Either natural parent of a student unless his or her rights under the Family Education Rights and Privacy Act (FERPA) have been removed by a court order; an adopted parent; a guardian; or an individual acting as a parent or guardian in the absence of the student's parent or guardian.

Education Records: Any item of information or record (in handwriting, print, computer media, video or audio tapes, film, microfilm, microfiche, or other medium) maintained by the school district, an employee of the district, or an agent of the district which is directly related to an identifiable student except:

1. A personal record, including informal notes, kept by a school staff member, which meets the following tests:
 - A. It was made as a personal memory aid;
 - B. It is in the sole possession of the individual who made it; or

- C. Information contained in it has never been revealed or made available to any other person except the maker's temporary substitute;
2. An employment record which is used only in relation to a student's employment by the school district (employment for this purpose does not include activities for which a student receives a grade or credit in a course); or
 3. Alumni records that relate to the student after the student no longer attends classes provided by the school district and the records do not relate to the person as a student.

Personal Identifier: Any data or information that makes the subject of a record known. This includes the student's name, the student's parents or other family member's name, the student's address, the student's social security number, a student number, a list of personal characteristics, or any other information that would make the student's identity known.

ANNUAL NOTIFICATION

Within the first month of each school year, the school district will publish a notice to parents and eligible students of their rights under the FERPA and this policy. The district will also send home with each student a bulletin listing these rights and the bulletin will be included with a packet of material provided parents or an eligible student when the student enrolls during the school year.

The notice will include the following:

1. The right of a student's parent or eligible student to inspect and review the student's education records;
2. The intent of the school district is to limit the disclosure of information contained in a student's education records except: (1) by the prior written consent of the student's parent or the eligible student, (2) as directory information, or, (3) under certain limited circumstances, as permitted by the FERPA;
3. The right of a student's parent or an eligible student to seek to correct parts of the student's education records which he or she believes to be inaccurate, misleading, or in violation of student rights (this right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent's or eligible

student's request and the right to insert in the student's permanent records an explanatory statement giving reasons for disagreeing with the decision);

4. The right of any person to file a complaint with the Department of Education if the school district violates the FERPA; and
5. The procedure that a student's parent or an eligible student should follow to obtain copies of this policy and the locations where copies may be obtained.

The district will arrange to provide translations of this notice to non-English speaking parents in their native language.

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act and this policy:

1. The right to inspect and review the student's education record;
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the FERPA to the Department of Education; and
5. The right to be informed about FERPA rights.

All rights and protections given parents under the FERPA and this policy transfer to the student when the student reaches 18 or enrolls in a post-secondary school.

LOCATIONS OF EDUCATION RECORDS

TYPES

LOCATION

CUSTODIAN

Cumulative School Records

Cumulative School Records

(Former Students)

Health Records

School Transportation Records

Speech Therapy Records

Psychological Records

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below.

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The parent or eligible student should submit to the student's school principal a written request that identifies, as precisely as possible, the record or records he or she wishes to inspect.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged (copies, at the exact location, or records brought to a single site).

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. See below for information regarding fees for copies of records.

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

FEES FOR COPIES OF RECORDS

The school district will not deny parents or eligible students any rights to copies of records because of the following published fees. Where the fee represents an unusual hardship, it may be waived in part, or in whole, by the record custodian. However, the district reserves the right to charge for copies, such as transcripts, it forwards to potential employers or to colleges and universities for employment or admission purposes. The school district may deny copies of records (except for those required by the FERPA) in the following situations:

1. The student has an unpaid financial obligation to the school.
2. There is an unresolved disciplinary action against the student that warrants the denial of copies.

FERPA requires the school district to provide copies of records:

1. When the refusal to provide copies effectively denies access to the records by a parent or eligible student;
2. At the request of the parent or eligible students when the school district has provided the records to third parties by the prior consent of the parent or eligible student; or
3. At the request of the parent or eligible student when the school district has forwarded the records to another school where the student seeks or intends to enroll.

The fee for copies provided under the FERPA may not include the costs for search and retrieval. The fee will be from no cost to ten cents per page. (Actual copying cost, less hardship factor.)

The fee for all other copies, such as copies of records forwarded to third parties with prior consent or those provided to parents as a convenience, will be from ten cents to thirty-five cents per page

(actual search, retrieval, and copying cost) plus postage, if incurred.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information." (*NOTE: A district may designate all, some, or none of this information as directory information.*)

1. The student's name, address, and telephone number;
2. The names of the student's parents;
3. The student's date and place of birth;
4. The student's major field of study and class designation (i.e., first grade, tenth grade, etc.);
5. The student's extracurricular participation;
6. The student's achievement awards or honors;
7. The student's weight and height if a member of an athletic team;
8. The student's photograph;
9. The student's electronic mail address;
10. The student's dates of attendance; and
11. The most recent educational institution the student attended prior to the student enrolling in this school district.

Within the first month of each school year, the school district will publish the above list, or a revised list, of items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment.

After the parent or eligible student has been notified, he or she will have two weeks to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about the student.

At the end of the two-week period, each student's record will be appropriately marked by the record custodian to indicate the items the district will designate as directory information about the student. This designation will remain in effect until it is modified by the written direction of the student's parent or the eligible student.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who school officials are. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

The school district will only release information from, or permit access to, a student's education record with a parent's or eligible student's prior written consent except that the school superintendent, or a person designated in writing by the superintendent, may permit disclosure:

1. When a student seeks or intends to enroll in another school district or a post-secondary school (the district will not further notify the parent or eligible student prior to such a transfer of records; the parent or eligible student has a right to obtain copies of records transferred under this provision);
2. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally supported education programs in the district;
3. The parties who provide or may provide financial aid to a student to:
 - A. Establish the student's eligibility for the aid,
 - B. Determine the amount of financial aid,
 - C. Establish the conditions for the receipt of the financial aid, or
 - D. Enforce the agreement between the provider and the receiver of financial aid;
4. When the school district has entered into a written agreement or contract for an organization to conduct studies on the school district's behalf to develop tests, administer student aid, or improve instruction;
5. To accrediting organizations to carry out their accrediting functions;
6. To comply with a judicial order or lawfully issued subpoena (the district will make a reasonable effort to notify the student's parent or the eligible student before making a disclosure under this provision); or
7. If the disclosure is an item of directory information, and the student's parent or eligible student has not refused to allow the district to designate that item as directory information for the student; or
8. In response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

The school district will permit any of its officials to make the needed disclosure from student education records in a health or safety emergency if:

1. He or she deems it is warranted by the seriousness of the threat to the health or safety of the student or other persons;
2. The information is necessary and needed to meet the emergency;
3. The persons to whom the information is to be disclosed are qualified and in a position to deal with the emergency; or
4. Time is an important and limiting factor in dealing with the emergency.

The school district officials may release information from a student's education record if the student's parent or the eligible student gives prior written consent for disclosure. The written consent must include at least:

1. A specification of the records to be released;
2. The reasons for the disclosure;
3. The person, organization, or the class or organizations to whom the disclosure is to be made;
4. The parent's or eligible student's signature; and
5. The date of the consent and, if appropriate, a date when the consent is to be terminated.

The student's parent or the eligible student may obtain a copy of any records disclosed under this provision.

The school district will not release information contained in a student's education records, except directory information, to any third parties except its own officials, unless those parties agree that the information will not be re-disclosed without the parent's or eligible student's prior written consent.

RECORDS OF REQUESTS FOR ACCESS AND DISCLOSURES MADE FROM EDUCATION RECORDS

The school district will maintain an accurate record of all requests for it to disclose information from, or to permit access to, a student's education records and of information it discloses and access it permits with some exceptions listed below. This record will be kept with, but will not be a part of, the student's cumulative school records. It will be available only to the record custodian, the eligible student, the parent of the student, or to federal, state, and local officials for the purpose of auditing or enforcing federally supported educational programs.

The record will include at least:

1. The name of the person or agency that made the request;
2. The interest the person or agency had in the information;
3. The date the person or agency made the request; and
4. Whether the request was granted and, if it was, the date access was permitted or the disclosure was made.

The district will maintain this record as long as it maintains the student's education record.

The record will not include:

1. Requests for access or access granted to the parent of the student or to an eligible student;
2. Request for access granted to officials of the school district who have a legitimate educational interest in the student;
3. Requests for, or disclosures of, information contained in the student's education record if the request is accompanied by the prior written consent of a parent of the student or the eligible student or if the disclosure is authorized by such prior consent;
4. Requests for, or disclosure of, directory information designated for that student; or for

5. Requests for, or disclosure of, information contained in the student's education record if the request is in response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (*NOTE: under FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.*)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure.

First Level Decision

When a parent of a student or an eligible student finds an item in the student's education record that he or she believes is inaccurate, misleading, or in violation of student rights, he or she should immediately ask the record custodian to correct it. If the record is incorrect because of an obvious error and it is a simple matter to make the record change at this level, the record custodian will make the correction. However, if the record is changed at this level, the method and result must satisfy the requester.

If the record custodian cannot change the record to the requester's satisfaction, or if the record does not appear to be obviously incorrect, the record custodian will:

1. Provide the requester a copy of the questioned record at no cost;
2. Ask the requester to initiate a written request for the change; and
3. Follow the procedure for a second level decision.

Second Level Decision

The written request to correct a student's education record through the procedure at this level should specify the correction the requester wishes the district to make. It should at least identify the item the requester believes is incorrect and state whether he or she believes the item:

1. Is inaccurate and why;
2. Is misleading and why; and/or
3. Violates student rights and why.

The request will be dated and signed by the requester.

Within two weeks after the record custodian receives a written request, he or she will study the request, discuss it with other school officials (the person who made the record or those who may have a professional concern about the district's response to the request), make a decision to comply or decline to comply with the request, and complete the appropriate steps to notify the requester or move the request to the next level for a decision.

If, as a result of this review and discussion, the record custodian decides the record should be corrected, he or she will effect the change and notify the requester in writing that the change has been made. Each such notice will include an invitation for the requester to inspect and review the student's education record to make certain the record is in order and the correction is satisfactory.

If the record custodian decides the record is correct, he or she will make a written summary of any discussions with other officials and of the findings in the matter. The record custodian will transmit this summary and a copy of the written request to the school superintendent.

Third Level Decision

The school superintendent will review the material provided by the record custodian and, if necessary, discuss the matter with other officials such as the school attorney, or the school board (in executive session). The superintendent will then make a decision concerning the request and complete the steps at this decision level. Ordinarily, this level of the procedure should be completed within two weeks. If it takes longer, the superintendent will notify the requester, in writing, of the reasons for the delay and a date when the decision will be made.

If the superintendent decides the record is incorrect and should be changed, he or she will advise the record custodian to make the changes. The record custodian will advise the requester of the change as at the second level.

If the superintendent decides the record is correct, he or she will prepare a letter to the requester, which will include:

1. The school district's decision that the record is correct and the basis for the decision;
2. A notice to the requester that he or she has a right to ask for a hearing to present evidence that the record is incorrect and that the district will grant such a hearing;
3. Instructions for the requester to contact the superintendent, or an official he or she designates, to discuss acceptable hearing officers, convenient times, and a satisfactory site for the hearing (the district will not be bound by the requester's positions on these items, but will, so far as possible, arrange the hearing as the requester wishes); and
4. Advise that the request may be represented or assisted in the hearing by other parties, including an attorney at the requester's expense.

Fourth Level Decision

After the requester has submitted (orally, or in writing) his or her wishes concerning the hearing officer and the time and place for the hearing, the superintendent will, within a week, notify the requester when and where the district will hold the hearing and who it has designated as the hearing officer.

At the hearing, the hearing officer will provide the requester a full and reasonable opportunity to present material evidence and testimony to demonstrate that the questioned part of the student's education record is incorrect as shown in the requester's written request for a change in the record (second level).

Within a week after the hearing, the hearing officer will submit to the school superintendent a written summary of the evidence submitted at the hearing. Along with the summary, the hearing officer will submit his or her recommendation, based solely on the evidence presented at the hearing, that the record should be changed or remain unchanged.

The school superintendent will prepare the district's decision within two weeks of the hearing. The decision will be based on the summary of the evidence presented at the hearing and the hearing officer's recommendation. However, the district's decision will be based solely on the evidence presented at the hearing. Therefore, the superintendent may overrule the hearing officer if the superintendent believes the hearing officer's recommendation is not consistent with the evidence presented. As a result of the district's decision, the superintendent will take one of the following actions:

1. If the decision is that the district will change the record, the superintendent will instruct the record custodian to correct the record. The record custodian will correct the record and notify the requester as at the second level decision.
2. If the decision is that the district will not change the record, the superintendent will prepare a written notice to the requester that will include:
 - A. The school district's decision that the record is correct and will not be changed;
 - B. A copy of a summary of the evidence presented at the hearing and a written statement of the reasons for the district's decision; and
 - C. Advice to the requester that he or she may place in the student's education record an explanatory statement which gives the reasons he or she disagrees with the school district's decision and/or the reasons he or she believes the record is incorrect.

DISTANCE LEARNING

Online Educational Services are services involving computer software, mobile applications (apps), and web-based tools provided by a third-party to a school district that students and/or parents access via the internet and use as part of a school activity.

All methods of distance learning involving online educational services shall be evaluated and approved by the Superintendent or his/her designee prior to use to ensure the platform's security and to ensure that there is no risk of disclosure of student protected personally identifiable information. When using an online educational service, the district shall have a written contract in place prior to use which dictates the necessity of security and data protection. If a contract with a provider is not possible, such as with free-to-use applications, the district must use the utmost caution and validate the security of the application before use. The Superintendent shall consult legal and information technology staff during this process.

Personally identifiable information must be protected at all times in accordance with FERPA. The district shall inform parents of any third-party provider used during distance learning. Non-students shall be discouraged from participating in any district sponsored distance learning.

The Mississippi Public School Accountability Standard for this policy is standard 8.

LEGAL REF.: Family Education Rights and Privacy Act of 1974, as amended

Mississippi Public School Accountability Standards

CROSS REF.: Policies CN Administrative Records

JR Student Records

JRA Student Directory Information

JRAA Student Recruitment and Directory Information

Date Last Reviewed 4/8/2019

Adopted Date: 6/8/2017

Approved/Revised Date:

District: Stone County School District
Section: J - Students
Policy Code: JBD - Attendance, Tardiness and Excuses

Section: J Students

Policy Code: JBD Attendance, Tardiness, and Excuses

Policy:

STUDENT ATTENDANCE, REPORTING OF STUDENT ATTENDANCE, TARDINESS, AND EXCUSES

The school board believes that good attendance, with a minimum of tardiness and absenteeism, is essential if students are to gain maximum benefit from the school district's instructional program. The school board thusly directs the superintendent to develop administrative regulations governing tardiness and absences (excused and non-excused).

The administrative regulations shall be based on all applicable state laws governing absenteeism and tardiness and shall include (but not limited to) the counting and reporting of students to the Mississippi Department of Education for attendance purposes, expectations for good student attendance, parent responsibility, excused and unexcused absences, and tardiness. Initial administration regulations and any future changes to such administrative regulations shall be reviewed by the school board before implementation.

Make-up Assignments: The administrative regulations shall specify that no absence will be excused when it is due to suspension, expulsion, or other disciplinary action. However, to avoid adopting a policy or administrative rule that would ensure a student's failure, the district may adopt a provision that permits or requires suspended students who are not immediately placed in an alternative school program to make up work within specified deadlines.

Attendance Reporting: In order for a student to be considered as having attended school for a full day, the school board specifies that each student must be present for 63% of his or her individual Instructional day as fixed by the local school board for each individual school. For purposes of reporting absenteeism, a student who has an absence that is more than thirty-seven percent (37%) of the student's instructional day, as fixed by the school board for the school at which the student is enrolled, shall be considered absent the entire school day.

The superintendent shall develop and submit for board adoption a policy which includes:

1. a definition of the instructional day for each individual school so that the 63% of the instructional day can be computed for each student within the school district's individual schools, and
2. a process for computing 63% of the instructional day for each student within the school district's individual schools.

Existing regulations governing the collection of attendance assume physical presence. Beginning with the 2020 – 2021 school year, attendance shall be collected as follows:

- Schools shall report daily attendance using the following types: traditional (in-person) and virtual (i.e., online/distance learning).
- For in-person attendance, consistent with existing regulations, a student will be marked present or absent.
- For virtual (online/distance learning) attendance, the student shall be marked present or absent based on the following:
- For a student to be marked present when attending school through virtual learning, the LEA shall meet one (1) of the following conditions:
 - o If the LEA uses a learning management system (LMS),³ the student shall be authenticated and engaged in education consistent with the LEA's prescribed policy; or
 - o If the LEA does not use an LMS, the LEA shall make one-on-one contact with a student for the day to authenticate their presence and provide daily evidence of engagement consistent with the LEA's Policy.

Types of Traditional, Hybrid, and Virtual Scheduling Based on Restart/Digital Learning Plan/Home Connectivity

1. In-Person Mode (Traditional)
 - a. Hours at school
 - b. Reporting
 - i. Report attendance in Local SIS daily
 - ii. Report attendance to MSIS monthly
2. Mixed Mode (Hybrid)
 - a. in MSIS which days of attendance are counted via which mode (daily or weekly)
3. Synchronous Online Mode (Digital-Virtual)
 - a. Daily assignment [a minimum of 240 minutes of instruction] completed = hours toward daily attendance
 - b. Attending scheduled daily interactions = hours toward daily attendance
 - c. Reporting
 - i. Daily metadata for accessing software, completing assignments, and participating
 - ii. Report engagement in Local SIS daily [data integration with LMS]
 - iii. Report attendance to MSIS monthly
 - iv. Automated metadata report to MDE via LMS monthly
4. Asynchronous Online Mode (Digital-Virtual)
 - a. Daily assignment [a minimum of 240 minutes of instruction] completed = hours toward daily attendance
 - b. Attending scheduled weekly interactions [one-on-one or in groups] = hours toward daily attendance
 - c. Reporting

- i. Daily metadata for accessing software, completing assignments, and participating
 - ii. Report engagement in Local SIS daily [data integration with LMS]
 - iii. Report attendance to MSIS monthly
 - iv. Automated metadata report to MDE via LMS monthly
- 5. Asynchronous Offline Mode (Digital-Virtual)
 - a. Daily assignment [a minimum of 240 minutes of instruction] completed = hours toward daily attendance
 - b. Attending scheduled weekly interactions [one-on-one or in groups] = hours toward daily attendance
 - c. Reporting
 - i. Weekly metadata for accessing software, completing assignments, and participating
 - ii. Report engagement in Local SIS weekly [data integration with LMS]
 - iii. Report attendance to MSIS monthly
 - iv. Automated metadata report to MDE via LMS monthly
- 6. Asynchronous Offline Mode (Learning Packets)
 - a. Daily assignment [a minimum of 240 minutes of instruction] completed = hours toward daily attendance
 - b. Attending scheduled weekly interactions [one-on-one or in groups] = hours toward daily attendance
 - c. Reporting
 - i. Report attendance in Local SIS weekly
 - ii. Report attendance to MSIS monthly

Definitions

Full-Day Attendance: When a student is present for 63% of his or her individual Instructional day as fixed by the local school board for each individual school.

Unlawful Absence: An absence for an entire school day or during part of a school day when such absence is not due to a valid excuse.

Attorney General Opinion: According to a 1998 Attorney General Opinion, automatic fail provision of an absences policy may not apply against legal, excused absences. Such absences policies may not be applied against absences resulting from disciplinary suspensions if absences policies are applied to truant students who are otherwise passing, the district must afford the student procedural due process.

(Attorney General Opinion, Carter, 1-9-98) (#183) (97-0817)

LEGAL REF.:

Mississippi Compulsory School Attendance Law, MS CODE 37-13-91

Mississippi Public School Accountability Standard 10 and 11

CROSS REF.: Policies

CED - Duties of Superintendent

JBA - Compulsory School Attendance

JBAC - Truancy XXXX- Student Instructional Day

MDE Memo on Implementation of House Bill 1530, Kent (5/17/13)

MDE Memo from Office of Chief Accountability Officer (07/16/2020)

Last Review Date:

Review History:[1/1/1900][1/1/1901]

Adopted Date:

Approved/Revised Date:

September 2, 2020

School Board Members and Ms. Owen, Superintendent,

Attached is the Stone County School District Test Policy for the school year 2020-2021. This document will be uploaded to the superintendent's SharePoint folder, upon your review and appropriate signatures, for the MDE accountability review and approval.

Thank you for your time.



Rebecca Puckett, DTC

**District Test
Security Plan Guidance**

September 2020



**Mississippi Statewide Assessment System
Office of Accountability
Office of Student Assessment**

Section I - ASSURANCES

We assure that Stone County School District will be in full
(Name of School District)

compliance with the testing requirements as set forth in Appendix F of the current version of the *Mississippi Public School Accountability Standards* and Mississippi Code 37-16-4. We understand that there is one Security Plan governing the school district and also a Security Plan for each school. The District Test Security Plan and the School Test Security Plan must be updated and signed by the appropriate personnel each year.

Stone County School District
School District

Diane Johnson
School Board President Signature Date

Inita Owen
Superintendent Signature Date

Section II - DISTRICT PLAN

All State Directed Assessments
Test(s) or if all indicate "All State Directed Assessments"

Rebecca Puckett
District Test Coordinator Signature Date

Training.

1. Any person involved in any phase of the testing program shall be trained.

The District Test Coordinator will conduct professional development with the School Test Coordinators, Superintendent, Special Education Director, and necessary central office personnel on proper test administration procedures, test security regulations, and consequences for confirmed violations following the MDE’s fall and spring DTC training. The district test coordinator, school test coordinators, and school principals will determine school level faculty training dates. These dates will be noted on agendas and sign-in sheets.

After each training session, the following documentation will be readily available:

- A dated, detailed agenda of all training conducted in preparation for all tests
- A copy of hand-outs, power points, and/or other materials used in training
- Documentation that participants were informed of consequences of testing violations
- Signatures of all who attended the training

All necessary agendas, hand-outs, materials, confidentiality forms, and sign-in sheets will be posted to the MDE SharePoint site and attached to school test plans. Copies of these items will be placed

in the District Test Plan Notebook. Each school will maintain a School Test Plan Notebook with the required training materials for each test administration.

B. Handling Materials.

1. Describe the procedure used for receiving and securing materials. Include specific information about where materials will be stored and about who will have access to secure storage areas.

All test materials are delivered to the Stone County School District Office. The District Test Coordinator or his/her designee will inventory all materials using packing slips and security checklists for verification. The materials are then placed in a secure storage area directly across from the Superintendent's Office where the door remains locked at all times. Rebecca Puckett, District Test Coordinator, and Glynis Williams, administrative assistant, have the only keys to this area. The Superintendent, Inita Owen, and Rebecca Puckett will meet each year to determine who will have access to the secure storage area. The determination is based on the need for access if an emergency and the number of keys to the secure storage area is limited to the DTC and her assistant.

2. Describe the procedure used for distributing materials to individual schools. Include the date materials will be distributed to the schools.

The District Test Coordinator and her assistant will inventory the materials when delivered to the secure area for the Stone County School District. The DTC and STC will inventory test materials prior to checkout. Testing materials may be checked out two weeks prior to the test administration. The test materials remain in the locked storage area while not in use. Materials are accounted for at all times. The location of the secure storage area and the personnel with a key are noted in each school security plan. Security of the area is maintained by limiting the number of individuals with access to the area. One of the two people must be listed in the security plan. Administrators, counselors, teachers, students, and proctors will be made aware of the importance of test security. Staff members that handle test materials before the day of the test sign assurances indicating their awareness of Appendix F and Mississippi Code 37-16-4.

3. Describe the procedure used for retrieving materials from individual schools.

After testing is completed, the STC and another trained person will return the materials from their school site. Upon return to the Stone County District Office, all test materials are counted and packed to meet testing company and MDE regulations. All scoreable and non-scoreable materials are packed and prepared separately for UPS pick up or delivered to UPS office by the DTC and assistant DTC.

4. Describe the procedure for verifying all materials are accounted for as they are packed for return to the test vendor.

- a. Test booklets and manuals will be counted one grade and/or subject area at a time. The school's packing list is used to account for materials.
- b. Documents to be scored are counted and packed for transport back to the Scoring Center. Non-scoreable materials are packed and prepared separately for transport back to the testing company.
- c. Boxes are taped and the appropriate colored label is placed on each box.
- d. Scratch paper is shredded.
- e. A box count will be submitted to the carrier (if asked) that will be responsible for picking up all scoreable and non-scoreable materials.
- f. All directions from the MDE will be followed for placing tracking and shipping labels on all scoreable and non-scoreable boxes.
- g. The DTC or his designee will sign the appropriate papers and keep a copy on file.

C. Additional Procedures

1. Stone County School District does not require mandatory breaks during testing, nor does the district prohibit breaks. The decision to allow breaks is site based. All schools who decide to offer a break during an assessment will adhere to the following directives:

- a. If schools allow breaks, whether restroom, lunch, or emergency, the school must ensure that all security measures are maintained at all times. Students who need to go to the restroom may be allowed to go one male and one female at a time, but must be accompanied to ensure security.
- b. Schools must address all security procedures in place for breaks and document those procedures in their School Security Plan.

2. Students attending Stone Educational Opportunity Center during a test administration will be handled as follows:

- a. Students will be transported and tested at the school of enrollment, when possible.
- b. Homebound students will be tested at the district office by trained personnel, as necessary.

3. Are students with disabilities or English Learners (ELs) allowed to test individually in order for students to read the test aloud?

- a. Yes, this is an option available to all students. While the teacher cannot read the test to the student, a student can be tested individually so the student can read the test aloud to himself/herself. The test administrator and proctor must both be present during that time.

Section III - SCHOOL PLAN

We assure that Stone High School will be in full
(Name of School)
compliance with the testing requirements as set forth in Appendix F of the current version of the *Mississippi Public School Accountability Standards* and Mississippi Code 37-16-4. The following signatures must be included in the Security Plan.

Stone County School District Stone High School
District School

Adam Stone
School Principal Signature Date

Jonathan Story
School Test Coordinator (STC) Signature Date

Rebecca Puckett
District Test Coordinator (DTC) Signature Date

All State Directed Assessments
Test(s) or if all indicate "All State Directed Assessments"

A. Training

The School Test Coordinator will conduct a training session for the Stone High School administrators, counselors, all test administrators, proctors, hall monitors and other school personnel prior to the administration of each statewide assessment. Proper procedures for administering the test and test security regulations and consequences for violations will be discussed. A dated agenda and participant signature roll will be kept. The District and School Test Security Plans will also be discussed. A copy of all training materials will be given to each participant including any dated agendas, handouts, documentation of consequences of testing violations. Any power points will be provided to the District Test Coordinator and kept on file in the School Test Coordinator’s office. A copy of the materials should be uploaded into the districts SharePoint folder by the DTC.

B. Studying Test Administrator Manuals.

1. Describe when and where test administrators will be allowed to study the manuals prior to testing.

State policy regarding the studying of TA Manuals will be followed at all times. Once the manuals are released by the state, TA’s will meet in a secure area to study manuals. The STC will be present during this time to observe and provide clarification of information. The STC and another trained employee will be responsible for the delivery and return of manuals to and from the secured storage area. This meeting will include certified employees who are involved in the administration of the current assessment.

Handling Materials.

1. Procedure for distributing materials to each test administrator.

The STC, with an assistant, will deliver the test materials to each testing room after the students have been called to the testing area. The TA will count and sign the chain of command form to receive testing materials. Two trained people will be with the tests at all times.

2. Outline the procedure to distribute materials to students and to account for materials before students leave the testing area.

The TA and proctor will distribute all materials as laid out by the TAM, including an authorization ticket to each student. The TA or proctor will collect all materials as required by the TAM, including the authorization ticket, from each student, as he/she completes the test. The TA will count the materials before the students are dismissed from the testing area.

3. Procedure for returning materials to the school test administrator.

Two trained people will collect all testing materials from the TA and proctor in each testing room. They will count the materials and sign the chain of command form stating the materials have been returned. The materials will be delivered by the trained personnel to the testing storage room. Two trained people will be with the testing materials at all times. Authorization tickets will be shredded at the end of the testing window.

4. Security measures, if applicable, for allowing teachers to review Braille test materials, to transfer answers for large print/Braille, and to read tests that are allowed under the Accommodations Manual to students with IEP'S, etc.

Scribing will be done under secure conditions with two people present for paper/pencil testing. A "reader meeting" will be conducted for all human readers. Readers will sign a Staff Statement of Assurance at this meeting that states that they understand the guidelines for reading a test to students. In the event that a student has a dictation accommodation for an online assessment, the following procedures will be in place:

- a. This scribe will sign a Staff Statement of Assurance Security Agreement before this process.
- b. The student will not test with any other students.
- c. A scribe will be the third person in the room.(TA, Proctor, Scribe)
- d. The scribe will input the answers exactly as the student dictates directly into the system in the presence of the TA and Proctor.
- e. All other security measures will be maintained.

5. List of all individuals who have access to the secure storage area.

Jonathan Story, School Test Coordinator
Sheri White, Assistant STC
Ursula Whitehead, Counselor
Brett Byrd, Assistant Principal

6. List or schedule of test administrators, proctors, hall monitors, and relief personnel who will be involved in each test administration. (Please note that the test administrators must be licensed in compliance with Appendix F. (See Section IV, 5a.).

These will be posted as an attachment before each test cycle.

D. Additional Procedures

In this section, describe in detail the procedures by which your staff will address the following areas:

1. Describe your policy on secure storage access – (Review Appendix F).

Test Materials will be kept in a locked secured closet. The STC and his assistant will have the only keys to the room. A sign stating “Authorized Personnel Only” with the names listed will be posted on the door along with a copy of the School Test Security Plan.

2. Describe the plan for student emergencies (bathroom, sudden illness).

If a student emergency occurs, the TA or proctor will signal the hall monitor with the appropriate signal. The student will go to the restroom, one male and one female at a time, under the supervision of a trained person. The TA will exit the student’s test from the testing system. Once the student returns, the TA will resume the student’s test. The student will log in to continue testing.

3. Describe the plan for severe weather, fire, bomb threat, or any other form of emergency that would cause for an immediate evacuation of the facility.

In accordance with Section 37-11-5 of the Mississippi School Safety manual, Stone County School District adhere to a comprehensive list of Emergency/Crisis Management Procedures. The response procedures are thorough, and employees are trained annually on the effective implementation of these procedures. In the event of a unique threat, which require the use of evacuation procedures during a state assessment, SCSD will adhere to the Emergency/Crisis Response Procedures set forth by the District to ensure the health and safety of our students and staff. The STC will work with the TAs to maintain the integrity of all secure test materials. In the event of a unique threat, the TA and proctor will make every effort to account for all secure material. The TA will be responsible for checking student computers. The TA and proctor will check students for secure materials while exiting the testing room. The TA and proctor will make every effort to secure the materials in the room and log out student computers. The hall monitor will escort students to assigned areas according to the crisis/emergency management plan. TAs and proctors will secure and exit the classroom after all students have vacated the secured environment. After the threat of injury has subsided, the TA and proctor shall be the first to enter the secured classroom. Upon re-entry, the TA and proctor will account for all the test materials. Any inconsistencies that could jeopardize the security and integrity of the assessment will be documented and reported to the STC. The students will log in, under the assistance of the TA, to their computer and resume testing.

4. Describe the plan that prohibits the possession and/or use of any electronic communication device, including cell phones and personal digital assistance devices, during the administration of scheduled statewide assessments.

Each student will sign a statement ensuring that he/she understands that electronic devices are not allowed. Prior to the beginning of each test, the TA will remind the students that electronic devices are not allowed and will collect the electronic devices from the students. If a student violates this policy, his/her testing materials will be retrieved by the TA; and the student will be escorted by a hall monitor to the principal’s office for disciplinary action. The STC will document the incident and notify the DTC.

5. Describe the procedure used for ensuring that students are using only allowable calculators.

Students in high school can receive a graphing calculator. Graphing calculators used must be cleared before students are allowed to use them. In the event any student has a handheld calculator, the following will be in place:

- a. Each high school and middle school principal will appoint a math teacher to make sure that every calculator used in a state assessment is completely cleared.
- b. Each math teacher that serves in this role will be properly trained by district personnel on the proper way to clear a calculator. A back up person will also be trained in case of an emergency where the appointed person is not available.
- c. Each calculator that is used in any state assessment will be cleared prior to use on the state assessment.
- d. Each calculator will be locked up in the secure testing room immediately after being cleared and will only be removed from the secure room for state assessments.
- e. TAs and Proctors will make sure students do not load programs, applications, or formulas back on the calculators (which require a second calculator and connector).
- f. Calculators will be cleared again after each time of use.
- g. The person responsible for actually clearing the calculators and the STC will sign a statement of assurance declaring that every calculator to be used in the state assessment was properly cleared.
- h. Each STC will keep the signed statement of assurance regarding calculators in their Audit Folder. This folder is available for review by District or State personnel.
- i. Students are NOT allowed to bring a personal calculator to use for any state assessment. Every student will be provided a school calculator to use if using a handheld calculator.

6. Describe the procedure used to ensure that all content relevant materials in testing areas have been covered or removed.

Teachers are notified before testing that content related materials should be removed or covered. Testing areas will be checked prior to testing to ensure that rooms are free from content related materials.

7. Describe district monitoring of Test Administrators, Proctors, students and any others involved in the testing process.

Trained staff will walk the tested area halls to guarantee that the TAs and proctors are actively monitoring the students. They will also make sure that students are on task.

8. Describe the plan for multiple test administration (i.e. morning/afternoon) if applicable. Students from the morning session will not be combined with students in an afternoon session.

9. Describe the procedure for online testing, and include procedures to address when Disruptions occur (power outages, network problems, etc.)

Students will be verified according to procedures determined by MDE. A computer technician will be assigned to Stone High School during online testing to assist with technical issues. The computer tech will sign the security agreement that he/she has been trained. All test security guidelines will be followed. If a disruption occurs, the TA and Proctor will have the student(s) sit quietly. The TA will contact the STC and the STC will contact the technician.

10. Describe the procedure used to create the seating charts for students during statewide assessments (alphabetized, prearranged to separate friends, placement of students at the front of the room based on IEP or special circumstances, etc.)

Most students will be seated in pre-arranged order. However, all IEP, 504, and/or ELL

accommodations will be considered first in regards to student seating. Also, TA's and/or the STC may be allowed to use their professional judgment regarding student seating if the need arises. Any changes made during testing regarding student seating will be made on the seating chart.

11. On an untimed test, students who finish early may be allowed to read library books or other material not related to the content of the test. This is a district decision. What will students in your school be allowed to do?

Students are allowed to bring one book, not related to the subject area content, to read after they complete testing. This book will be placed on the floor under his/her chair. Once the student has completed testing, and the TA or proctor has collected the testing materials and/or verified that the student has logged out of testing, he/she may read.

12. If special accommodations are requested, (i.e. accommodation 24 and/or 25) you must complete a Planning Template for Accommodation 24 and or 25 for each student.

A template will be completed for each student and will be submitted to MDE for approval. The template will be kept on file at the school.

Section III - SCHOOL PLAN

We assure that Stone Middle School will be in full
(Name of School)

compliance with the testing requirements as set forth in Appendix F of the current version of the *Mississippi Public School Accountability Standards* and Mississippi Code 37-16-4. The following signatures must be included in the Security Plan.

<u>Stone County School District</u> District	<u>Stone Middle School</u> School
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<u>Lance Bolen</u> School Principal	Signature	Date
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<u>Tiffany Farmer</u> School Test Coordinator (STC)	Signature	Date
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<u>Rebecca Puckett</u> District Test Coordinator (DTC)	Signature	Date
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All State Directed Assessments
Test(s) or if all indicate "All State Directed Assessments"

A. Training

The School Test Coordinator will conduct a training session for the Stone Middle School administrators, counselors, all test administrators, proctors, hall monitors and other school personnel prior to the administration of each statewide assessment. Proper procedures for administering the test and test security regulations and consequences for violations will be discussed. A dated agenda and participant signature roll will be kept. The District and School Test Security Plans will also be discussed. A copy of all training materials will be given to each participant including any dated agendas, handouts, documentation of consequences of testing violations. Any power points will be provided to the District Test Coordinator and kept on file in the School Test Coordinator's office. A copy of the materials should be uploaded into the districts SharePoint folder by the DTC.

B. Studying Test Administrator Manuals.

1. Describe when and where test administrators will be allowed to study the manuals prior to testing.

State policy regarding the studying of TA Manuals will be followed at all times. Once the manuals are released by the state, TA's will meet in a secure area to study manuals. The STC will be present during this time, to observe and provide clarification of information. The STC and another trained employee will be responsible for the delivery and return of manuals to and from the secured storage area. This meeting will include certified employees who are involved in the administration of the current assessment.

C. Handling Materials.

1. Procedure for distributing materials to each test administrator.

The STC, with an assistant, will distribute the test materials to each testing area after the students have been called to the testing area. The TA will count and sign the chain of command form to receive testing materials. The TA will then be escorted to the testing room by a trained individual. Two trained people will be with the tests at all times.

2. Outline the procedure to distribute materials to students and to account for materials before students leave the testing area.

The TA and proctor will distribute all materials as laid out by the TAM, including an authorization ticket to each student. The TA or proctor will collect all materials as required by the TAM, including the authorization ticket, from each student, as he/she completes the test. The TA will count the materials before the students are dismissed from the testing area.

3. Procedure for returning materials to the school test administrator.

Two trained people will collect all testing materials from the TA and proctor in each testing room. They will count the materials and sign the chain of command form stating the materials have been returned. The materials will be delivered by the trained personnel to the testing storage room. Two trained people will be with the testing materials at all times. Authorization tickets will be shredded at the end of the testing window.

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- a. This scribe will sign a Staff Statement of Assurance Security Agreement before this process.
- b. The student will not test with any other students.
- c. A scribe will be the third person in the room.(TA, Proctor, Scribe)
- d. The scribe will input the answers exactly as the student dictates directly into the system in the presence of the TA and Proctor.
- e. All other security measures will be maintained.

5. List of all individuals who have access to the secure storage area.

TiffanyFarmer, School Test Coordinator
Colleen Hickman, Assistant STC
Lori Hartley, Teacher

6. List or schedule of test administrators, proctors, hall monitors, and relief personnel who will be involved in each test administration. (Please note that the test administrators must be licensed in compliance with Appendix F. (See Section IV, 5a.).

These will be posted as an attachment before each test cycle.

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In this section, describe in detail the procedures by which your staff will address the following areas:

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2. Describe the plan for student emergencies (bathroom, sudden illness).

If a student emergency occurs, the TA or proctor will signal the hall monitor with the appropriate signal. Students may go to the restroom, one male and one female at a time, under the supervision of a trained person.. The TA will exit the student’s test from the testing system. Once the student returns, the TA will resume the student’s test. The student will log in to continue testing.

3. Describe the plan for severe weather, fire, bomb threat, or any other form of emergency that would cause for an immediate evacuation of the facility.

In accordance with Section 37-11-5 of the Mississippi School Safety manual, Stone County School District adhere to a comprehensive list of Emergency/Crisis Management Procedures. The response procedures are thorough, and employees are trained annually on the effective implementation of these procedures. In the event of a unique threat, which require the use of evacuation procedures during a state assessment, SCSD will adhere to the Emergency/Crisis Response Procedures set forth by the District to ensure the health and safety of our students and staff. The STC will work with the TAs to maintain the integrity of all secure test materials. In the event of a unique threat, the TA and proctor will make every effort to account for all secure material. The TA will be responsible for checking student computers. The TA and proctor will check students for secure materials while exiting the testing room. The TA and proctor will make every effort to secure the materials in the room and log out student computers. The hall monitor will escort students to assigned areas according to the crisis/emergency management plan. TAs and proctors will secure and exit the classroom after all students have vacated the secured environment. After the threat of injury has subsided, the TA and proctor shall be the first to enter the secured classroom. Upon re-entry, the TA and Proctor will account for all the test materials. Any inconsistencies that could jeopardize the security and integrity of the assessment will be documented and reported to the STC. Upon entering the room, students will log in to the system and resume testing.

4. Describe the plan that prohibits the possession and/or use of any electronic communication device, including cell phones and personal digital assistance devices, during the administration of scheduled statewide assessments.

Each student will sign a statement ensuring that he/she understands that electronic devices are not allowed. Prior to the beginning of each test, the TA will remind the students that electronic devices are not allowed and will collect the electronic devices from the students. If a student violates this policy, his/her testing materials will be retrieved by the TA; and the student will be escorted by a hall monitor to the principal’s office for disciplinary action. The STC will document the incident and notify the DTC.

5. Describe the procedure used for ensuring that students are using only allowable calculators.

Students in high school can receive a graphing calculator. Graphing calculators used must be cleared before students are allowed to use them. In the event any student has a handheld calculator, the following will be in place:

- a. Each high school and middle school principal will appoint a math teacher to make sure that every calculator used in a state assessment is completely cleared.
- b. Each math teacher that serves in this role will be properly trained by district personnel on the proper way to clear a calculator. A back up person will also be trained in case of an emergency where the appointed person is not available.
- c. Each calculator that is used in any state assessment will be cleared prior to use on the state assessment.
- d. Each calculator will be locked up in the secure testing room immediately after being cleared and will only be removed from the secure room for state assessments.
- e. TAs and Proctors will make sure students do not load programs, applications, or formulas back on the calculators (which require a second calculator and connector).
- f. Calculators will be cleared again after each time of use.
- g. The person responsible for actually clearing the calculators and the STC will sign a statement of assurance declaring that every calculator to be used in the state assessment was properly cleared.
- h. Each STC will keep the signed statement of assurance regarding calculators in their Audit Folder. This folder is available for review by District or State personnel.
- i. Students are NOT allowed to bring a personal calculator to use for any state assessment. Every student will be provided a school calculator to use if using a handheld calculator.

6. Describe the procedure used to ensure that all content relevant materials in testing areas have been covered or removed.

Teachers are notified before testing that content related materials should be removed or covered. Testing areas will be checked prior to testing to ensure that rooms are free from content related materials.

7. Describe district monitoring of Test Administrators, Proctors, students and any others involved in the testing process.

Trained staff will walk the tested area halls to guarantee that the TAs and proctors are actively monitoring the students. They will also make sure that students are on task.

8. Describe the plan for multiple test administration (i.e. morning/afternoon) if applicable. Students from the morning session will not be combined with students in an afternoon session.

9. Describe the procedure for online testing, and include procedures to address when Disruptions occur (power outages, network problems, etc.)

Students will be verified according to procedures determined by MDE. A computer technician will be assigned to Stone Middle School during online testing to assist with technical issues. The computer technician will sign the security agreement that he/she has been trained. All test security guidelines will be followed. If a disruption occurs, the TA and Proctor will have the student(s) sit quietly. The TA will contact the STC and the STC will contact the technician.

10. Describe the procedure used to create the seating charts for students during statewide assessments (alphabetized, prearranged to separate friends, placement of students at the front of the room based on IEP or special circumstances, etc.)

Most students will be seated in pre-arranged order. However, all IEP, 504, and/or ELL accommodations will be considered first in regards to student seating. Also, TA's and/or the STC may be allowed to use their professional judgment regarding student seating if the need arises. Any changes made during testing regarding student seating will be made on the seating chart.

11. On an untimed test, students who finish early may be allowed to read library books or other material not related to the content of the test. This is a district decision. What will students in your school be allowed to do?

Students are allowed to bring one book, not related to the subject area content, to read after they complete testing. This book will be placed on the floor under his/her chair. Once the student has completed testing, and the TA or proctor has collected the testing materials and/or verified that the student has logged out of testing, he/she may read.

12. If special accommodations are requested, (i.e. accommodation 24 and/or 25) you must complete a Planning Template for Accommodation 24 and or 25 for each student.

A template will be completed for each student and will be submitted to MDE for approval. The template will be kept on file at the school.

Section III – School Plan

Stone County School District District	Stone Elementary School School
--	-----------------------------------

Sandy Danzey School Principal	Signature	Date
----------------------------------	-----------	------

Cyntria Young School Test Coordinator (STC)	Signature	Date
--	-----------	------

Rebecca Puckett District Test Coordinator (DTC)	Signature	Date
--	-----------	------

All State Directed Assessments
Test(s) or if all indicate “All State Directed Assessments”

A. Training

The School Test Coordinator will conduct a training session for the Stone Elementary School administrators, counselors, all test administrators, proctors, hall monitors and other school personnel prior to the administration of each statewide assessment. Proper procedures for administering the test and test security regulations and consequences for violations will be discussed. A dated agenda and participant signature roll will be kept. The District and School Test Security Plans will also be discussed. A copy of all training materials will be given to each participant including any dated agendas, handouts, documentation of consequences of testing violations. Any power points will be provided to the District Test Coordinator and kept on file in the School Test Coordinator’s office. A copy of the materials should be uploaded into the districts SharePoint folder by the DTC.

B. Studying Test Administrator Manuals

1. Describe when and where test administrators will be allowed to study the manuals prior to testing?

State policy regarding the studying of TA Manuals will be followed at all times. Once the manuals are released by the state, TA’s will meet in a secure area to study manuals. The STC will be present during this time to observe and provide clarification of information. The STC and another trained employee will be responsible for the delivery and return of manuals to and from the secured storage area. This meeting will include certified employees who are involved in the administration of the current assessment.

C. Handling Materials.

1. Procedure for distributing materials to each test administrator.

The STC, with an assistant, will deliver the test materials to each testing room after the students have been called to the testing area. The TA will count and sign the chain of command form to receive testing materials. The TA will then be escorted to the testing area by a trained individual. Two trained people will be with the tests at all times.

2. Outline the procedure to distribute materials to students and to account for materials before students leave the testing area.

The TA and proctor will distribute all materials as laid out by the TAM, including an authorization ticket to each student. The TA or proctor will collect all materials as

required by the TAM, including the authorization ticket, from each student, as he/she completes the test. The TA will count the materials before the students are dismissed from the testing area.

3. Procedure for returning materials to the school test administrator.

Two trained people will collect all testing materials and the TA will be escorted to the secure location. The STC or assistant will count the materials and sign a chain of command form stating the materials have been returned. The materials will be delivered by the trained personnel to the testing storage room. Two trained people will be with the testing materials at all times. Authorization tickets will be shredded at the end of the testing window.

4. Security measures, if applicable, for allowing teachers to review Braille test materials, to transfer answers for large print/Braille, and to read tests that are allowed under the Accommodations Manual to students with IEP'S, etc.

Scribing will be done under secure conditions with two people present for paper/pencil testing. A "reader meeting" will be conducted for all human readers. Readers will sign a Staff Statement of Assurance at this meeting that states that they understand the guidelines for reading a test to students. In the event that a student has a dictation accommodation for an online assessment, the following procedures will be in place:

- a. This scribe will sign a Staff Statement of Assurance Security Agreement before this process.
- b. The student will not test with any other students.
- c. A scribe will be the third person in the room. (TA, Proctor, Scribe)
- d. The scribe will input the answers exactly as the student dictates directly into the system in the presence of the TA and Proctor.
- e. All other security measures will be maintained.

5. List of all individuals who have access to the secure storage area.

Cyntria Young, School Test Coordinator
Amy Perry, Assistant STC
Rebecca Danner, Lead Teacher

6. List or schedule of test administrators, proctors, hall monitors, and relief personnel who will be involved in each test administration. (Please note that the test administrators must be licensed in compliance with Appendix F. (See Section IV, 5a.).

These will be posted as an attachment before each test cycle.

D. Additional Procedures

In this section, describe in detail the procedures by which your staff will address the following areas:

1. Describe your policy on secure storage access – (Review Appendix F).

Test Materials will be kept in a locked secured closet in a secured room. The STC and her assistant will have the only keys to the room. A sign stating "Authorized Personnel Only" with the names listed will be posted on the door along with a copy of the School Test Security Plan.

2. Describe the plan for student emergencies (bathroom, sudden illness).

If a student emergency occurs, the TA or proctor will signal the hall monitor with the appropriate signal. The student will go to the restroom, one male and one female at a time, under the supervision of a trained person. The TA will exit the student's test from the testing system.

Once the student returns, the TA will resume the student's test. The student will log in to continue testing.

3. Describe the plan for severe weather, fire, bomb threat, or any other form of emergency that would cause for an immediate evacuation of the facility.

In accordance with Section 37-11-5 of the Mississippi School Safety manual, Stone County School District adhere to a comprehensive list of Emergency/Crisis Management Procedures. The response procedures are thorough, and employees are trained annually on the effective implementation of these procedures. In the event of a unique threat, which require the use of evacuation procedures during a state assessment, SCSD will adhere to the Emergency/Crisis Response Procedures set forth by the District to ensure the health and safety of our students and staff. The STC will work with the TAs to maintain the integrity of all secure test materials. In the event of a unique threat, the TA and proctor will make every effort to account for all secure material. The TA will be responsible for checking student computers. The TA and proctor will check students for secure materials while exiting the testing room. The TA and proctor will make every effort to secure the materials in the room and log out student computers. The hall monitor will escort students to assigned areas according to the crisis/emergency management plan. TAs and proctors will secure and exit the classroom after all students have vacated the secured environment. After the threat of injury has subsided, the TA and proctor shall be the first to enter the secured classroom. Upon re-entry, the TA and Proctor will account for all the test materials. Any inconsistencies that could jeopardize the security and integrity of the assessment will be documented and reported to the STC. Students, under the supervision of the TA, will log into the testing system and resume testing.

4. Describe the plan that prohibits the possession and/or use of any electronic communication device, including cell phones and personal digital assistance devices, during the administration of scheduled statewide assessments.

Each student will sign a statement ensuring that he/she understands that electronic devices are not allowed. Prior to the beginning of each test, the TA will remind the students that electronic devices are not allowed and will collect the electronic devices from the students. If a student violates this policy, his/her testing materials will be retrieved by the TA; and the student will be escorted by a hall monitor to the principal's office for disciplinary action. The STC will document the incident and notify the DTC.

5. Describe the procedure used for ensuring that students are using only allowable calculators.

Calculators are not an allowable accommodation on a K-5 assessment.

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Section III – School Plan

Stone County School District
District

Perkinston Elementary School
School

Krista Sablich

School Principal

Signature

Date

Danielle Miller

School Test Coordinator (STC)

Signature

Date

Rebecca Puckett

District Test Coordinator (DTC)

Signature

Date

All State Directed Assessments

Test(s) or if all indicate "All State Directed Assessments"

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Colleen Brooks, Assistant STC
Amanda Danzey, Lead Teacher

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MEMO

TO: Ms. Owen and School Board

FROM: Cassie Hardy 

SUBJECT: 20-21 Salary Scales

DATE: August 31, 2020

Please find attached the MDE and Stone County School District salary scale for approval for the 2020-2021 school year. The previous scale that was approved on March 2, 2020 was the 2019-2020. The MDE schedule for the new year had not been provided yet by legislature or MDE.

✓

FY2020-2021 MAEP SALARY SCHEDULE

MS Code Section 37-19-7

	Yrs. Exp.	Certification Level AAAA	Certification Level AAA	Certification Level AA	Certification Level A	
Base	0	40,608	39,444	38,280	35,890	
	1	40,608	39,444	38,280	35,890	
	2	40,608	39,444	38,280	35,890	
Increment for 3-35 yrs		794	727	660	495	
Base + Increment	3	41,402	40,171	38,940	36,385	
	4	42,196	40,898	39,600	36,880	
	5	42,990	41,625	40,260	37,375	
	6	43,784	42,352	40,920	37,870	
	7	44,578	43,079	41,580	38,365	
	8	45,372	43,806	42,240	38,860	
	9	46,166	44,533	42,900	39,355	
	10	46,960	45,260	43,560	39,850	
	11	47,754	45,987	44,220	40,345	
	12	48,548	46,714	44,880	40,840	
	13	49,342	47,441	45,540	41,335	
	14	50,136	48,168	46,200	41,830	
	15	50,930	48,895	46,860	42,325	
	16	51,724	49,622	47,520	42,820	
	17	52,518	50,349	48,180	43,315	
	18	53,312	51,076	48,840	43,810	
	19	54,106	51,803	49,500	44,305	
	20	54,900	52,530	50,160	44,800	
	21	55,694	53,257	50,820	45,295	
	22	56,488	53,984	51,480	45,790	
	23	57,282	54,711	52,140	46,285	
	24	58,076	55,438	52,800	46,780	
	Increment for 25th year		2,060	2,060	2,060	2,060
		25	60,930	58,225	55,520	49,335
	26	61,724	58,952	56,180	49,830	
	27	62,518	59,679	56,840	50,325	
	28	63,312	60,406	57,500	50,820	
	29	64,106	61,133	58,160	51,315	
	30	64,900	61,860	58,820	51,810	
	31	65,694	62,587	59,480	52,305	
	32	66,488	63,314	60,140	52,800	
	33	67,282	64,041	60,800	53,295	
	34	68,076	64,768	61,460	53,790	
	35 & above	68,870	65,495	62,120	54,285	

NOTE: Assistant Teachers - \$14,000 (MS Code Section 37-21-7(6))

STONE COUNTY SCHOOL DISTRICT
 2020-21 TEACHER SALARY SCHEDULE
 (Figures include local supplement)

Yrs. Exp.	2020-21 Salary Schedule AAAA	2020-21 Salary Schedule AAA	2020-21 Salary Schedule AA	2020-21 Salary Schedule A
0	41,708	40,544	39,380	36,990
1	41,908	40,744	39,580	37,190
2	42,108	40,944	39,780	37,390
3	42,902	41,671	40,440	37,885
4	43,696	42,398	41,100	38,380
5	44,590	43,225	41,860	38,975
6	45,384	43,952	42,520	39,470
7	46,178	44,679	43,180	39,965
8	46,972	45,406	43,840	40,460
9	47,766	46,133	44,500	40,955
10	48,760	47,060	45,360	41,650
11	49,554	47,787	46,020	42,145
12	50,348	48,514	46,680	42,640
13	51,142	49,241	47,340	43,135
14	51,936	49,968	48,000	43,630
15	52,930	50,895	48,860	44,325
16	53,724	51,622	49,520	44,820
17	54,518	52,349	50,180	45,315
18	55,312	53,076	50,840	45,810
19	56,106	53,803	51,500	46,305
20	57,200	54,830	52,460	47,100
21	57,994	55,557	53,120	47,595
22	58,788	56,284	53,780	48,090
23	59,582	57,011	54,440	48,585
24	60,376	57,738	55,100	49,080
25	63,430	60,725	58,020	51,835
26	64,224	61,452	58,680	52,330
27	65,018	62,179	59,340	52,825
28	65,812	62,906	60,000	53,320
29	66,606	63,633	60,660	53,815
30	67,400	64,360	61,320	54,310
31	68,194	65,087	61,980	54,805
32	68,988	65,814	62,640	55,300
33	69,782	66,541	63,300	55,795
34	70,576	67,268	63,960	56,290
35 & above	71,370	67,995	64,620	56,785

Legend: AAAA - Doctorate
 AAA - Specialist
 AA - Master's Degree
 A - Bachelor's Degree

Local Supplement	Exp. 0 years	1,100	10 to 14 yrs	1,800
	1 yr.	1,300	15 to 19 yrs.	2,000
	2 to 4 yrs.	1,500	20 to 24 yrs.	2,300
	5 to 9 yrs.	1,600	25 yrs +	2,500

Hailey Quave

8/13/2020

To whom it may concern,

Please accept this letter as my official resignation from my position as a teacher assistant at Stone High School effective 8/14/20.

Sincerely,



SHS TA



Office
8/20/2020

✓

August 17, 2020

RECEIVED
AUG 17 2020

I, Heather Davis, am resigning from my position in Child Nutrition at Stone Middle School, effective today.

Heather Davis

Heather Davis

WJ
8/17/2020

✓

July 31, 2020

This is to inform you that I am retiring on December 18, 2020. I am very thankful I had the opportunity to work in this school system for over 23 years. I am blessed to have worked with a wonderful work family, and have so many children touch my heart.

Sincerely,
Julene Parker
PES TA

Julene Parker

Rec. 7-31-2020

TS
Whe 7/31/2020 ✓

STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Adam Stone
Principal/Director

SHS
Location

I would like to recommend Amanda Breland

for the position of Teacher Assistant for the 2020-2021 school year.

Effective Date of Employment: 09/03/2020 (Must complete)

Recommended Employee Replaces: Hailey Quave (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one) : Per Salary Scale Hourly Rate of \$10.80 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____
 Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+
 Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days
 220 Days 235 Days TBD To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval


Application On File Applicant # 482

References Checked

This line for HR Use Only: _____


Principal/Supervisor

8.25.20
Date


Superintendent

9/2/2020
Date


Human Resources

8/25/2020
Date



STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Jaclyn Parker
Principal/Director

Child Nutrition - Stone Middle School
Location

I would like to recommend Kathryn McMurrian

for the position of Cafeteria Worker for the 2020-2021 school year.

Effective Date of Employment: August 19, 2020 (Must complete)

Recommended Employee Replaces: Heather Davis (Must complete)

Additional notes/information, if needed: Step 3, Regular, 5 hours

Rate of Pay (Choose one): Per Salary Scale Hourly Rate of \$8.93 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____

Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+

Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days

220 Days 235 Days _____ To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # 388

References Checked

This line for HR Use Only: _____

Jaclyn Parker
Principal/Supervisor

Wanda Lee
Superintendent

Wanda Lee
Human Resources

8/18/2020
Date

9/2/2020
Date

8/18/2020
Date

STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Mike Parker
Principal/Director

Transportation
Location

I would like to recommend Christian Rushing

for the position of HVAC Tech./Maintenance for the 2020-2021 school year.

Effective Date of Employment: 9/9/2020 (Must complete)

Recommended Employee Replaces: N/A (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one) : Per Salary Scale Hourly Rate of \$16.00 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____
 Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+
 Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days
 220 Days 235 Days Summer To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # 3113

References Checked

This line for HR Use Only:

[Signature]
Principal/Supervisor
[Signature]
Superintendent
[Signature]
Human Resources

9/2/20
Date
9/2/2020
Date
9/2/2020
Date



STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Adam Stone
Principal/Director

SHS
Location

I would like to recommend Sharye Whipple

for the position of Part-Time Nurse for the 2020-2021 school year.

Effective Date of Employment: 8-18-2020 (Must complete)

Recommended Employee Replaces: New Position (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one) : Per Salary Scale Hourly Rate of \$25 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____
 Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+
 Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days
 220 Days 235 Days TBD To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # 3163

References Checked

This line for HR Use Only: _____

[Signature]
Principal/Supervisor

8-18-20
Date

[Signature]
Superintendent

9/2/2020
Date

[Signature]
Human Resources

8/24/20
Date

STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Adam Stone
Principal/Director

SHS
Location

I would like to recommend Curtis Sanders
for the position of Sanitizer for the 2020-2021 school year.

Effective Date of Employment: 8-17-2020 (Must complete)

Recommended Employee Replaces: New Position (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one): Per Salary Scale Hourly Rate of \$11.30 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____
 Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+
 Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days
 220 Days 235 Days TBD To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)


Vacancy Advertised/**Must Choose One:**

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # _____

References Checked

This line for HR Use Only: _____


Principal/Supervisor


Superintendent


Human Resources

8-18-20
Date

9/2/2020
Date

8/24/2020
Date

STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Sandra Danzey
Principal/Director

Stone Elementary School
Location

I would like to recommend Belinda Martin

for the position of Sanitizer for the 2020-2021 school year.

Effective Date of Employment: August 17, 2020 (Must complete)

Recommended Employee Replaces: _____ (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one) : Per Salary Scale Hourly Rate of \$11.30 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____

Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+

Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days

220 Days 235 Days _____ To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # _____

References Checked

This line for HR Use Only:

Sandra Danzey
Principal/Supervisor

09/02/2020
Date

Don Lee
Superintendent
Human Resources

09/02/2020
Date

STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Mike Parker
Principal/Director

Transportation
Location

I would like to recommend Alyassa Bull
for the position of Sub H/C Rider for the 2020-2021 school year.

Effective Date of Employment: 8/25/2020 (Must complete)

Recommended Employee Replaces: N/A (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one) : Per Salary Scale Hourly Rate of \$7.25 (if no scale available)

Transportation Only: Full Time Driver Route: _____ Yrs of Experience _____
 Substitute Driver: \$ _____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+
 Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From Full Time Rider To Sub Rider

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days
 220 Days 235 Days Summer To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # 3114

References Checked

This line for HR Use Only.

Mike Parker
Principal/Supervisor

[Signature]
Superintendent

[Signature]
Human Resources

9/2/20
Date

9/2/2020
Date

9/2/2020
Date

STONE COUNTY SCHOOL DISTRICT NON-CERTIFIED EMPLOYEE RECOMMENDATION

Mike Parker
Principal/Director

Transportation
Location

I would like to recommend Larry Ponce

for the position of Full Time Bus Driver for the 2020-2021 school year.

Effective Date of Employment: 8/25/2020 (Must complete)

Recommended Employee Replaces: Torrence Oshea Martin (Must complete)

Additional notes/information, if needed: _____

Rate of Pay (Choose one) : Per Salary Scale Hourly Rate of \$_____ (if no scale available)

Transportation Only: Full Time Driver Route: DD Yrs of Experience 2

Substitute Driver: \$_____ per route

New Teacher Assistant Only: Choose Level: Transcript on file: 24 hrs+ 48 hrs+ 72 hours+

Work Keys Test: Work Keys scores attached

Choose Status below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete From/To details):

Within School: From _____ To _____

Within District: From D To DD

Number of Days to Work:

181 Days 185 Days 187 Days 200 Days 205 Days

220 Days 235 Days Summer To Be Pro-Rated

Principal/Supervisor Verifies the following: (Must complete ALL sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplement No, emergency hire with Superintendent's approval

Application On File Applicant # _____

References Checked

This line for HR Use Only:

[Signature]
Principal/Supervisor

[Signature]
Superintendent

[Signature]
Human Resources

9/2/20
Date

9/2/2020
Date

9/2/2020
Date

STONE COUNTY SCHOOL DISTRICT
CERTIFIED EMPLOYEE RECOMMENDATION

Kevin Conard
Principal/Administrator

SEC
Location

I would like to recommend Kathleen Renee Turmon

for the position of SPED Teacher for the 2020 - 2021 school year.

Effective Date of Employment: 8/17/20 (Must complete)

Recommended Employee Replaces: N/A (Must complete)

Additional notes/information, if needed:

Certification: A AA AAA AAAA Pending

Choose Status Below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete To/From details):

Within School: From SMS SPED Teacher To SEC SPED Teacher

Within District: From _____ To _____

Number of Days to Work:

187 Days 197 Days 200 Days 205 Days 215 Days

220 Days 235 Days

To be pro-rated according to effective start date

Principal/Supervisor verifies the following: (Must Complete ALL Sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplements No, emergency hire with Superintendent's approval


Application on File Applicant # _____

Current License Attached If not attached, please explain: _____

References Checked

This line for HR Use Only:


Principal/Supervisor


Superintendent


Human Resources

9/2/20

Date


Date

9/2/2020
Date

To whom it may concern,

I am respectfully resigning from my position with the yearbook staff at Perkinston Elementary School.

With warmest regards,

Amanda Danzey

Received 8/18/2020
Krista Sablich

Amanda Danzey

WJG
8/20/2020

✓

STONE COUNTY SCHOOL DISTRICT
CERTIFIED EMPLOYEE RECOMMENDATION

Krista Sablich
Principal/Administrator

Perkinston Elementary School
Location

I would like to recommend Carrie Long

for the position of Yearbook for the 2020 - 2021 school year.

Effective Date of Employment: August 17, 2020 (Must complete)

Recommended Employee Replaces: _____ (Must complete)

Additional notes/information, if needed: _____

Certification: A AA AAA AAAA Pending

Choose Status Below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete To/From details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

187 Days 197 Days 200 Days 205 Days 215 Days

220 Days 235 Days

To be pro-rated according to effective start date

Principal/Supervisor verifies the following: (Must Complete ALL Sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplements No, emergency hire with Superintendent's approval

Application on File Applicant # _____

Current License Attached If not attached, please explain: _____

References Checked

This line for HR Use Only: _____

Krista Sablich
Principal/Supervisor

8/12/2020
Date

Date

Krista Que
Superintendent

9/2/2020
Date

Date

Alana Lee
Human Resources

8/20/2020
Date

Date



STONE COUNTY SCHOOL DISTRICT
CERTIFIED EMPLOYEE RECOMMENDATION

Kevin Conard
Principal/Administrator

SHS
Location

I would like to recommend Jacob Pryor

for the position of Assistant Football for the 2020 - 2021 school year.

Effective Date of Employment: 8/17/20 (Must complete)

Recommended Employee Replaces: Dallas Taylor (Must complete)

Additional notes/information, if needed: Split supplement: \$3,500 to prior and \$1,500 to Marcus Hinton

Certification: A AA AAA AAAA Pending

Choose Status Below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete To/From details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

187 Days 197 Days 200 Days 205 Days 215 Days

220 Days 235 Days

To be pro-rated according to effective start date

Principal/Supervisor verifies the following: (Must Complete ALL Sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplements No, emergency hire with Superintendent's approval

Application on File Applicant # _____

Current License Attached If not attached, please explain: _____

References Checked

This line for HR Use Only:

Kevin Conard
Principal/Supervisor

Christa Oue
Superintendent

Donna De
Human Resources

8/17/20
Date

9/2/2020
Date

8/24/2020
Date

STONE COUNTY SCHOOL DISTRICT
CERTIFIED EMPLOYEE RECOMMENDATION

Kevin Conard
Principal/Administrator

SHS
Location

I would like to recommend Dallas Taylor

for the position of Assistant Football for the 2020 - 2021 school year.

Effective Date of Employment: 8/17/20 (Must complete)

Recommended Employee Replaces: Abraham Holloway (Must complete)

Additional notes/information, if needed: Full supplement. Was splitting with Hinton

Certification: A AA AAA AAAA Pending

Choose Status Below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete To/From details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

187 Days 197 Days 200 Days 205 Days 215 Days

220 Days 235 Days

To be pro-rated according to effective start date

Principal/Supervisor verifies the following: (Must Complete ALL Sections)

Vacancy Advertised/Must Choose One:

Yes N/A Transfer, General Recommendation, Coach, Misc Supplements No, emergency hire with Superintendent's approval

Application on File Applicant # _____

Current License Attached If not attached, please explain: _____

References Checked

This line for HR Use Only:

[Signature]
Principal/Supervisor

8/17/20
Date

[Signature]
Superintendent

9/2/2020
Date

[Signature]
Human Resources

8/24/2020
Date

STONE COUNTY SCHOOL DISTRICT
CERTIFIED EMPLOYEE RECOMMENDATION

Leslie N. Robinson
Principal/Administrator

District Office
Location

I would like to recommend Thomas Matt White

for the position of EL Interpreter Supplement for the 2020 - 2021 school year.

Effective Date of Employment: 08-01-2020 (Must complete)

Recommended Employee Replaces: New Supplement (Must complete)

Additional notes/information, if needed: \$2,000.00

Certification: A AA AAA AAAA Pending

Choose Status Below, when applicable:

New Employee: Full-Time Part-Time

Transferred Employee (Mark correct option below and complete To/From details):

Within School: From _____ To _____

Within District: From _____ To _____

Number of Days to Work:

- 187 Days 197 Days 200 Days 205 Days 215 Days
 220 Days 235 Days
 To be pro-rated according to effective start date

Principal/Supervisor verifies the following: (Must Complete ALL Sections)

Vacancy Advertised/Must Choose One:


Yes N/A Transfer, General Recommendation, Coach, Misc Supplements No, emergency hire with Superintendent's approval

Application on File Applicant # _____

Current License Attached If not attached, please explain: _____

References Checked

This line for HR Use Only: _____


Principal/Supervisor

09/03/2020

Date


Superintendent

9/3/2020

Date


Human Resources

9/03/2020

Date

