

**MINUTES OF THE BUSINESS MEETING
COLLIERVILLE SCHOOLS BOARD OF EDUCATION
January 13, 2015**

**MR. MARK HANSEN, CHAIRMAN
MR. KEVIN VAUGHAN, VICE-CHAIRMAN
MS. WANDA CHISM
MR. WRIGHT COX
MRS. CATHY MESSERLY**

- I. **CALL TO ORDER:** The Collierville Schools Board meeting was called to order by Chairman Mark Hansen at 6:02 p.m.
- II. **ROLL CALL:** Roll call was taken by Chairman Mark Hansen and all five of the school board members were present, representing a quorum.
- III. **MOMENT OF SILENCE:** A moment of silence was observed. Chairman Hansen asked that we take a moment to remember Alderman Jimmy Lott and his family.
- IV. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Board Member Wanda Chism.
- V. **PUBLIC COMMENTS:**
There were no public comments.
- VI. **RECOGNITIONS:**

Mr. John Aitken recognized the Student Advisory Council that were present tonight:
Luke Singer – Schilling Farms Middle
Jordan Veillaux – Collierville Middle
Roger Lee – Collierville High School
Sneha Mittal – Collierville High School

Schilling Farms Middle School was our “spotlight” school this month. Mr. Jones is a 20-year veteran of Collierville Schools and he was honored to be at the meeting tonight and proud to serve the Collierville community as principal of Schilling Farms Middle School. For many years, he referred to SFMS as the “best kept secret” in Collierville but with 1062 students enrolled this year, it hardly applies any longer. The accomplishments of their students, teachers, and parents require very public praise. He took a moment to acknowledge some of the SFMS stakeholders at the meeting tonight:

- His administrative staff – three of the finest assistant principals
- Faculty Members – the foundation of the school community
- Student Body – Luke Singer, the Student Council President and TEAM Impact
- SFMS PTSA President – Leslie Thomas

Mr. Jones notes that a particular point of personal pride for him at Schilling Farms Middle School is their catalog of extracurricular activities. With nearly 55 clubs, sports, honor societies and other teams he is confident that Schilling Farms Middle School offers more opportunities for extracurricular involvement than any other middle school in the Mid-South. Just this year, they have added the following clubs: “5K Run Club,” the “Pin-It” club, the “So You Think You Want to Be a Teacher” club, the “Young Philosophers” club and the “FIRST Lego League.”

Mr. Jones introduce STEM teacher and FIRST LEGO League coach Erik Shoemake, who introduced the TEAM Impact members. What is FIRST LEGO: It is not actually building bricks, but actually building robots. It consist of three separate pieces, it is also about core values and also about the world challenge. We will hear from some of our own students who have built their own robot from their own design. The following TEAM Impact members who showed their STEM projects to the board and explained their projects were:

Autumn Erwin, Kaitlyn Denny, Grace Capooth, Elizabeth Harrington, Nathan Salazar, Harrison Stewart, Christopher McKinnon, Zachary Burk, Alex Wade and Ashwin Suryaram.

VII. APPROVAL OF AGENDA:

Recommendation: It is recommended that the Collierville Schools Board of Education approve the agenda for the January 13, 2015 Business Meeting.

Kevin Vaughan made motion to approve the January 13, 2015 agenda. The motion was seconded by Cathy Messerly and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

VIII. BUSINESS AFFAIRS

• **APPROVAL OF THE MINUTES OF THE DECEMBER 9, 2014 BUSINESS MEETING**

Recommendation: It is recommended that the Collierville Schools Board of Education approve minutes of the December 9, 2014.

Kevin Vaughan made motion to approve the minutes as presented. The motion was seconded by Wright Cox and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

• **APPROVAL OF THE NOVEMBER 2014 FINANCIAL STATEMENTS**

Recommendation: It is recommended that the Collierville Schools Board of Education approve the November 2014 Financial Statements.

Kevin Vaughan made motion to approve the November 2014 Financial Statements. The motion was seconded by Wright Cox and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

IX. REPORTS:

Chairman's Report

Chairman Hansen recognized the members of the Collierville High School Track Team who have come down regarding the conditions of the track. Superintendent Aitken will discuss this in his report.

Over the past week, The Collierville Education Foundation has been out in our schools. The Education Foundation has been around for a long time and has raised a lot of money for grants that will go to individual teachers and to schools. This year they distributed grants to every Collierville school totaling \$100,000.00. These grants go for big

things and small things including teaching supplies and major pieces of equipment. Chairman Hansen would like to publicly express his appreciation for the hard work and support that the Collierville Education Foundation members give to our schools. This is exactly the things that improve education because this goes directly to the teachers and they are used on the front lines of education in our schools.

A couple of dates that will be coming up are:

- Thursday, January 15th at Sycamore Elementary 5:30 – 7:30 there will be a Family Literacy Program.
- Tennessee Schools Board Association has an event called “Day on the Hill”. The School Boards from all over the State of Tennessee are invited to come to Nashville and go to Capitol Hill to meet with their State Representatives and Senators to discuss issues that are important to public education in Tennessee. All of the board members are registered to attend this event in Nashville on February 17th.

Mr. Hansen noted that in September of 2014, the Board developed Collierville Schools goals and mission statement. The goals are as follows:

Our Goals

1. To increase academic achievement for our diverse student population as evidenced by state and national assessments.
2. To provide a safe, orderly and secure learning environment.
3. To create an environment that promotes active engagement, accountability, and collaboration of all families and community members to maximize student achievement.
4. To effectively communicate the systems’ vision and purpose and allow involvement in an effort to build understanding and support.
5. To provide high quality support services delivered on time and within budget to promote student academic success.
6. To recruit and retain highly qualified and effective staff.

The Collierville Schools developed 6 Strategic Planning Committees who are tasked with the responsibility of coming up specific items to achieve those six goals. We are excited about working on some long range plans and coming up with some tangible and achievable goals.

- **Goal 1: Academic Achievement**

Co-Chairs: Wanda Chism & Louise Claney

- **Goal 2: Learning Environment**

Co-Chairs: Wright Cox & Herchel Burton

- **Goal 3: Maximize Student Achievement**

Co-Chairs: Mark Hansen & Beth Robbins

- **Goal 4: Communications**

Co-Chairs: John Aitken & Russell Dyer

- **Goal 5: Support Services**

Co-Chairs: Cathy Messerly & Nancy Kelley

- **Goal 6: Recruit and Retain Staff**

Co-Chairs: Kevin Vaughan & Cecelia Booker

Ms. Collierville Pageant was this past weekend. Miranda Dyer was crowned as Ms. Collierville. Her community based project will be working on performing arts in the Collierville Schools. Superintendent Aitken and Dr. Dyer met with her last week. It's nice to see that young people are thinking about improving schools in different ways. She is to be congratulated and appreciated for her works in the schools.

Superintendent's Report

Mr. Aitken expressed his condolences to the family of Mr. Jimmy Lott. He was a great supporter of Collierville Schools and we will miss him.

Mr. Aitken also recognized our Commercial Appeal reporter, Ms. Jennifer Pignolet was at our meeting tonight.

Mr. Aitken recognized that many of the Collierville High track team members and parents were present. He is aware of the issues facing the track and the need for resurfacing. He has met with the coaches as well as town administrators. He assures everyone that we will have a track season this spring. The Town is willing to step up and help in this area. The system will prepare a temporary and permanent solution. Mr. Aitken asked for your flexibility and patience because there are many factors, such as weather and cost that go into a project such as this. He thanked the Board members and Town officials for their support in solving this problem.

The Calendar Committee will meet this Friday, January 16, 2015 to give feedback on the proposed 2015-16 and the 2016-17 calendars. The survey results indicate that the vast majority of our respondents favor the approval of the calendars for the next couple of years. Once the committee gives feedback, we will post the proposed calendars on-line, and we will bring the proposed calendars to this Board for approval on January 27th, 2015. We are working with all other municipalities, particularly Germantown – in effort to be as consistent as possible on the calendars.

The textbook review committee met today at our offices and were sworn in by Judge Craig Hall. This committee will review and vote on recommendations to this Board for its approval. All books up for review can be viewed from 7:00 a.m. until 5:00 p.m. at our administrative offices. Please feel free to come by and check out the latest and greatest in Math textbooks.

The January 27th meeting will be a busy one. We will present to you the 5 Year Capital Improvement plan. We will look at enrollment projections and discuss the next steps as far as facility needs for Collierville Schools. Mr. Aitken noted that we anticipate holding a special called business meeting immediately after the work session to consider any recommendations presented at the work session, as well as to approve the calendars for the next two years.

The 109th General Assembly convened in Nashville today. We will continue to keep you updated on the happenings in Nashville. We will meet with legislators on February 17th at the TSBA Day on the Hill.

The first annual Family Literacy Night will be held this Thursday at Sycamore Elementary from 5:30 p.m. until 7:30 p.m. Mr. Aitken encourages all to attend.

The deadline for applications for 5th graders to apply for our STEM Scholars program is this Friday, January 16, 2015. Brochures are available on-line, at our schools and at our office. We are looking forward to this initiative. The application process is open to current 5th grade students in our schools. The program will begin this summer with an orientation.

Finally, a reminder that schools and offices will be closed next Monday, January 19th, 2015 for Martin Luther King holiday.

X. BUSINESS ITEMS:

Recommendation: It is recommended that the Collierville Schools Board of Education approve the following policies as presented by the Superintendent and move them to a 2nd reading at the February 10th, 2015 Board Meeting:

- **Proposed Revised Policy #6.200, Attendance**

Wright Cox made a motion to approve the 1st reading of this proposed policy and move for a 2nd reading. The motion was seconded by Cathy Messerly and approved unanimously by the Board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **Proposed Revised Policy #6.203, School Admissions**

Wright Cox made a motion to approve the 1st reading of this proposed policy and move for a 2nd reading. The motion was seconded by Cathy Messerly and approved unanimously by the Board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **Proposed Revised Policy 6.206, Transfers Within the System**

Cathy Messerly made a motion to approve the 1st reading of this proposed policy and move for a 2nd reading. The motion was seconded by Wanda Chism and approved unanimously by the Board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **Proposed New Policy 6.711, Homebound Instruction**

Cathy Messerly made motion to approve the 1st reading of this new policy and move for a 2nd reading. The motion was seconded by Wanda Chism and approved unanimously by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **Proposed New Policy 6.712, Section 504 Student Grievance and Due Process Procedures**

Wright Cox made motion to approve the 1st reading of this new policy and move for a 2nd reading. The motion was seconded by Wanda Chism and approved unanimously by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

XII. ADJOURNMENT

With no further comments or objections, the meeting was adjourned at 7:15 p.m.

J. Mark Hansen, *Chairman*

John S. Aitken, *Superintendent*

**MINUTES OF THE SPECIAL CALLED BUSINESS MEETING
COLLIERVILLE SCHOOLS BOARD OF EDUCATION
January 27, 2015**

**MR. MARK HANSEN, CHAIRMAN
MR. KEVIN VAUGHAN, VICE-CHAIRMAN
MS. WANDA CHISM
MR. WRIGHT COX
MRS. CATHY MESSERLY**

- I. **CALL TO ORDER:** The Collierville Schools Special Called Board meeting was called to order by Chairman Mark Hansen at 7:35 p.m.
- II. **ROLL CALL:** Roll call was taken by Chairman Mark Hansen and all five of the school board members were present, representing a quorum.
- III. **MOMENT OF SILENCE:** A moment of silence was observed.
- IV. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Board Member Wright Cox.
- V. **PUBLIC COMMENTS:**
There were no public comments.
- VI. **APPROVAL OF AGENDA:**
Recommendation: It is recommended that the Collierville Schools Board of Education approve the agenda for the January 27, 2015 Special Called Business Meeting.

Kevin Vaughan made motion to approve the January 27, 2015 agenda. The motion was seconded by Cathy Messerly and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

VII. RECOMMENDED ACTIONS

• **APPROVAL OF THE 2015-2016 INSTRUCTIONAL CALENDAR**

Recommendation: It is recommended that the Collierville Schools Board of Education approve the 2015-2016 Instructional Calendar as presented by the Superintendent.

Kevin Vaughan made motion to approve the 2015-2016 Instructional Calendar as presented by the Superintendent. The motion was seconded by Cathy Messerly and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **APPROVAL OF 2016-2017 INSTRUCTIONAL CALENDAR**

Recommendation: It is recommended that the Collierville Schools Board of Education approve the 2016-2017 Instructional Calendar as presented by the Superintendent.

Wright Cox made motion to approve the 2016-2017 Instructional Calendar as presented by the Superintendent. The motion was seconded by Wanda Chism and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **APPROVAL OF THE FIVE YEAR CAPITAL IMPROVEMENT PLAN**

Recommendation: It is recommended that the Collierville Schools Board of Education approve the Five Year Capital Improvement Plan as presented by the Superintendent.

Kevin Vaughan made motion to approve the Five Year Capital Improvement Plan as presented by the Superintendent. The motion was seconded by Wanda Chism and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **APPROVAL TO INITIATE MIDDLE SCHOOL REZONING PROCESS**

Recommendation: It is recommended that the Collierville Schools Board of Education approve to Initiate Middle School Rezoning Process as presented by the Superintendent.

Wright Cox made motion to approve to Initiate Middle School Rezoning Process as presented by the Superintendent. The motion was seconded by Wanda Chism and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

- **APPROVAL TO INITIATE SITE SELECTION AND AN ARCHITECTURAL TEAM FOR THE NEW COLLIERVILLE HIGH SCHOOL FACILITY**

Recommendation: It is recommended that the Collierville Schools Board of Education approve to Initiate Site Selection and an Architectural Team for the new Collierville High School Facility as presented by the Superintendent.

Wright Cox made motion to approve to Initiate Site Selection and an Architectural Team for the new Collierville High School Facility as presented by the Superintendent. The motion was seconded by Wanda Chism and unanimously approved by the board.

Wanda Chism	Aye
Wright Cox	Aye
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

XII. ADJOURNMENT

With no further comments or objections, the meeting was adjourned at 7:53 p.m.

J. Mark Hansen, *Chairman*

John S. Aitken, *Superintendent*

MONTHLY FINANCIAL REPORT



COLLIERVILLE SCHOOLS

SCHOLARSHIP · INTEGRITY · SERVICE

DECEMBER
2014-2015

GENERAL FUND
SCHOOL NUTRITION
FEDERAL PROGRAMS
DISCRETIONARY GRANTS
C.I.P.

**GENERAL FUND
REVENUE**

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367807

FOR DECEMBER, 2014

FUNCTION 1ST 2: 40 -

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
40110	Current Property Tax	18,706,172.00	18,706,172.00	6,625,438.46	8,217,223.91	0.00	10,488,948.09	44
40120	Trustee's Collection - Prior Years	0.00	0.00	48,718.10	261,276.22	0.00	-261,276.22	0
40130	Clerk & Master/Circuit Court - Prior Years	0.00	0.00	23,455.58	107,760.76	0.00	-107,760.76	0
40150	Pickup Taxes	0.00	0.00	5,748.66	43,776.90	0.00	-43,776.90	0
40162	Payments in Lieu of Taxes - Local Utilities	0.00	0.00	149,373.87	149,373.87	0.00	-149,373.87	0
40163	Payments in Lieu of Taxes - Other	0.00	0.00	8,068.73	27,242.23	0.00	-27,242.23	0
40210	Local Option Sales Taxes	7,014,851.00	7,014,851.00	601,803.95	2,414,257.78	0.00	4,600,593.22	34
40270	Business Tax	2,596.00	2,596.00	159.22	1,119.84	0.00	1,476.16	43
40390	Municipal Tax	2,170,335.00	2,170,335.00	0.00	0.00	0.00	2,170,335.00	0
TOTALS:	Function: 40 -	27,893,954.00	27,893,954.00	7,462,766.57	11,222,031.51	0.00	16,671,922.49	40

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367807

FOR DECEMBER, 2014

FUNCTION 1ST 2: 43 - CHARGES FOR CURRENT SERVICES

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
43513	Tuition - Summer School	57,494.00	57,494.00	0.00	0.00	0.00	57,494.00	0
43515	Tuition - Other State Systems	266,400.00	266,400.00	3,700.00	133,200.00	0.00	133,200.00	50
43990	Other Charges for Services	0.00	100,000.00	6,244.22	98,734.66	0.00	1,265.34	99
43991	Other Charges for Svcs - Shared Svcs	994,118.00	894,118.00	211,835.52	479,157.26	0.00	414,960.74	54
TOTALS:	Function: 43 - Charges for Current Services	1,318,012.00	1,318,012.00	221,779.74	711,091.92	0.00	606,920.08	54

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367807

FOR DECEMBER, 2014

FUNCTION 1ST 2: 44 -

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
44120	Lease/Rentals	49,460.00	49,460.00	0.00	0.00	0.00	49,460.00	0
44130	Sales of Materials & Supplies	0.00	0.00	50.00	14,080.00	0.00	-14,080.00	0
44170	Miscellaneous Refunds	266,884.00	266,884.00	1,208.40	41,742.90	0.00	225,141.10	16
44990	Other Local Revenue	25,271.00	25,271.00	0.00	0.00	0.00	25,271.00	0
TOTALS:	Function: 44 -	341,615.00	341,615.00	1,258.40	55,822.90	0.00	285,792.10	16

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367807
FOR DECEMBER, 2014
FUNCTION 1ST 2: 46 -

Report Code: BAT_GL_TEMPLATE

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FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
46511	Basic Education Program	31,570,000.00	31,570,000.00	3,148,900.00	15,744,500.00	0.00	15,825,500.00	50
46610	Career Ladder Program	248,924.00	248,924.00	82,266.45	82,266.45	0.00	166,657.55	33
46612	Extended Contracts	111,172.00	111,172.00	29,497.50	29,497.50	0.00	81,674.50	27
46850	Mixed Drink Tax	165,558.00	165,558.00	13,262.71	53,101.27	0.00	112,456.73	32
TOTALS:	Function: 46 -	32,095,654.00	32,095,654.00	3,273,926.66	15,909,365.22	0.00	16,186,288.78	50

COLLIERVILLE SCHOOLS

REVENUE BY FUNC
 BATCH QUEUE ID 367807
 FOR DECEMBER, 2014
 FUNCTION 1ST 2: 47 -

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FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
47143	Special Education - Grants to States	110,000.00	110,000.00	0.00	0.00	0.00	110,000.00	0
47590	Other Federal Thru State	33,442.00	33,442.00	0.00	0.00	0.00	33,442.00	0
TOTALS:	Function: 47 -	143,442.00	143,442.00	0.00	0.00	0.00	143,442.00	0

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367807

FOR DECEMBER, 2014

FUNCTION 1ST 2: 49 -

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
49800	Transfers In	46,148.00	46,148.00	5,236.59	14,505.70	0.00	31,642.30	31
49810	City General Fund Transfers	0.00	0.00	0.00	7,238,625.00	0.00	-7,238,625.00	0
TOTALS:	Function: 49 -	46,148.00	46,148.00	5,236.59	7,253,130.70	0.00	-7,206,982.70	15.717

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367807

Report Code: BAT_GL_TEMPLATE

BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
61,838,825.00	61,838,825.00	10,964,967.96	35,151,442.25	0.00	26,687,382.75	57
GRAND TOTAL:						

**GENERAL FUND
EXPENDITURES**

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367806

FOR DECEMBER, 2014

FUNCTION : 71100 - REGULAR INSTRUCTION PROGRAM

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION/ ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
11600	Teachers	23,285,707.00	23,285,707.00	1,910,846.59	9,615,918.50	0.00	13,669,788.50	41
11700	Career Ladder	111,000.00	98,000.00	60,500.00	60,500.00	0.00	37,500.00	62
12700	Career Ladder Extended Contracts	32,992.00	32,992.00	0.00	0.00	0.00	32,992.00	0
16300	Educational Assistants	716,440.00	716,440.00	45,402.15	255,278.85	0.00	457,161.15	36
20100	Social Security	1,497,061.00	1,497,061.00	113,457.40	574,563.34	0.00	922,497.66	38
20400	State Retirement	2,184,459.00	2,184,459.00	181,992.33	896,955.89	0.00	1,287,503.11	41
20600	Life Insurance	111,250.00	111,250.00	9,447.96	42,671.89	0.00	68,578.11	38
20700	Medical Insurance	2,887,456.00	2,833,315.00	212,941.34	966,784.71	0.00	1,863,530.29	34
21200	Employer Medicare	350,118.00	350,118.00	26,534.49	132,413.23	0.00	217,704.77	38
33600	Maint & Repair-Equipment	8,716.00	8,716.00	0.00	625.00	0.00	8,091.00	7
39900	Other Contracted Services	420,148.00	420,148.00	64,623.00	180,335.50	0.00	239,812.50	43
39901	Other Contr Svcs - Brunswick Day School	0.00	15,000.00	0.00	1,804.00	0.00	13,196.00	12
42900	Instructional Supplies & Materials	463,211.00	463,211.00	649.65	355,572.86	915.46	106,722.68	77
44900	Textbooks	100,000.00	100,000.00	1,656.25	73,807.95	1,883.18	24,308.87	76
49900	Other Supplies & Materials	38,759.00	38,759.00	19,490.00	19,490.00	0.00	19,269.00	50
59900	Other Charges	8,699.00	8,699.00	0.00	0.00	0.00	8,699.00	0
59902	Other Charges - Summer School	25,839.00	25,839.00	0.00	0.00	0.00	25,839.00	0
72200	Reg Inst Equipment	375,201.00	292,749.00	8,590.49	252,257.05	8,046.22	32,445.73	89
72217	Reg Inst Equipment (Reimbursed)	50,000.00	171,593.00	5,846.55	97,634.17	64,651.90	9,306.93	95
TOTALS:	Function: 71100 - Regular Instruction Program	32,667,056.00	32,654,056.00	2,661,978.20	13,533,612.94	75,496.76	19,044,946.30	42

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367806
FOR DECEMBER, 2014

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FUNCTION : 71150 - ALTERNATIVE INSTRUCTION PROGRAM

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
12800	Homebound Teachers	36,471.00	36,471.00	1,540.00	1,540.00	0.00	34,931.00	4
20100	Social Security	2,261.00	2,261.00	95.48	95.48	0.00	2,165.52	4
21200	Employer Medicare	529.00	529.00	22.33	22.33	0.00	506.67	4
31200	Contracts w Private Agencies	252,000.00	252,000.00	0.00	84,000.00	0.00	168,000.00	33
42900	Instructional Supplies & Materials	200.00	200.00	0.00	0.00	0.00	200.00	0
59900	Other Charges	500.00	500.00	0.00	0.00	0.00	500.00	0
TOTALS:	Function: 71150 - Alternative Instruction Program	291,961.00	291,961.00	1,657.81	85,657.81	0.00	206,303.19	29

COLLIERVILLE SCHOOLS

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FUNCTION : 71200 - SPECIAL EDUCATION PROGRAM

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
11600	Teachers	2,048,835.00	2,048,835.00	171,748.85	858,602.21	0.00	1,190,232.79	42
11700	Career Ladder	14,000.00	14,000.00	4,000.00	4,000.00	0.00	10,000.00	29
12700	Career Ladder Extended Contracts	5,903.00	5,903.00	0.00	0.00	0.00	5,903.00	0
16300	Educational Assistants	644,217.00	644,217.00	48,337.80	255,424.26	0.00	388,792.74	40
17100	Speech Pathologist	495,913.00	495,913.00	34,438.33	159,713.79	0.00	336,199.21	32
20100	Social Security	198,950.00	198,950.00	14,668.04	73,434.51	0.00	125,515.49	37
20400	State Retirement	291,563.00	291,563.00	23,478.63	116,089.76	0.00	175,473.24	40
20600	Life Insurance	17,750.00	17,750.00	1,212.14	5,436.37	0.00	12,313.63	31
20700	Medical Insurance	463,488.00	463,488.00	28,613.47	124,311.65	0.00	339,176.35	27
21200	Employer Medicare	46,529.00	46,529.00	3,430.36	17,174.00	0.00	29,355.00	37
31100	Contracts w Otr School Systems	43,546.00	43,546.00	0.00	0.00	0.00	43,546.00	0
31200	Contracts w Private Agencies	110,000.00	110,000.00	132.00	5,410.38	0.00	66,589.62	8
33600	Maint & Repair-Equipment	4,909.00	4,909.00	0.00	640.80	0.00	4,268.20	13
39900	Other Contracted Services	25,500.00	55,500.00	8,424.03	23,021.81	0.00	32,478.19	41
42900	Instructional Supplies & Materials	34,800.00	34,800.00	0.00	5,487.86	0.00	29,312.14	16
44900	Textbooks	15,000.00	0.00	0.00	0.00	0.00	0.00	0
49900	Other Supplies & Materials	10,000.00	10,000.00	0.00	5,823.35	0.00	4,176.65	58
72500	Special Education Equipment	7,000.00	7,000.00	0.00	1,544.36	0.00	5,455.64	22
TOTALS:	Function: 71200 - Special Education Program	4,477,903.00	4,454,903.00	338,483.65	1,656,115.11	0.00	2,798,787.89	37

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

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FUNCTION : 71300 - VOCATIONAL EDUCATION PROGRAM

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
11600	Teachers	677,483.00	677,483.00	56,171.83	283,899.03	0.00	393,583.97	42
11700	Career Ladder	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100
12700	Career Ladder Extended Contracts	964.00	964.00	0.00	0.00	0.00	964.00	0
20100	Social Security	42,126.00	42,126.00	3,210.78	16,203.96	0.00	25,922.04	38
20400	State Retirement	61,422.00	61,422.00	5,168.34	25,754.93	0.00	35,667.07	42
20600	Life Insurance	3,000.00	3,000.00	274.60	1,235.70	0.00	1,764.30	41
20700	Medical Insurance	78,336.00	78,336.00	6,773.32	30,479.94	0.00	47,856.06	39
21200	Employer Medicare	9,852.00	9,852.00	750.92	3,789.69	0.00	6,062.31	38
33600	Maint & Repair-Equipment	4,307.00	4,307.00	0.00	0.00	0.00	4,307.00	0
39900	Other Contracted Services	11,489.00	11,489.00	468.00	468.00	0.00	11,021.00	4
42900	Instructional Supplies & Materials	11,882.00	11,882.00	9,475.00	9,475.00	0.00	2,407.00	80
44900	Textbooks	4,307.00	4,307.00	0.00	0.00	0.00	4,307.00	0
49900	Other Supplies & Materials	2,584.00	2,584.00	0.00	0.00	0.00	2,584.00	0
73000	Vocational Equipment	10,336.00	10,336.00	0.00	0.00	0.00	10,336.00	0
TOTALS:	Function: 71300 - Vocational Education Program	919,088.00	919,088.00	83,292.79	372,306.25	0.00	546,781.75	41

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION
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 FUNCTION : 72110 - ATTENDANCE

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OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10500	Supervisor/Director	286,978.00	286,978.00	24,177.41	145,064.54	0.00	141,913.46	51
16100	Secretary(s)	47,189.00	47,189.00	3,932.42	23,594.52	0.00	23,594.48	50
16200	Clerical Personnel	39,672.00	39,672.00	3,236.40	19,418.40	0.00	20,253.60	49
18900	Other Salaries & Wages	156,489.00	156,489.00	13,040.75	78,244.54	0.00	78,244.46	50
20100	Social Security	32,880.00	32,880.00	2,543.41	15,574.39	0.00	17,305.61	47
20400	State Retirement	44,127.00	44,127.00	4,029.13	24,174.63	0.00	19,952.37	55
20600	Life Insurance	1,750.00	1,750.00	216.60	974.70	0.00	775.30	56
20700	Medical Insurance	45,696.00	45,696.00	4,218.16	20,277.33	0.00	25,418.67	44
21200	Employer Medicare	7,006.00	7,006.00	594.83	3,642.37	0.00	3,363.63	52
35500	Travel	1,964.00	864.00	0.00	97.39	0.00	766.61	11
39900	Other Contracted Services	34,196.00	33,666.00	78.00	7,908.99	0.00	25,757.01	23
49900	Other Supplies & Materials	861.00	861.00	0.00	198.69	0.00	662.31	23
52400	In-Service/Staff Development	2,067.00	3,167.00	0.00	867.55	0.00	2,299.45	27
59900	Other Charges	345.00	345.00	0.00	224.00	0.00	121.00	65
70400	Attendance Equipment	1,206.00	1,736.00	0.00	1,410.88	285.00	40.12	98
TOTALS:	Function: 72110 - Attendance	702,426.00	702,426.00	56,067.11	341,672.92	285.00	360,468.08	49

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION
 BATCH QUEUE ID 367806
 FOR DECEMBER, 2014
 FUNCTION : 72120 - HEALTH SERVICES

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
13100	Medical Personnel	372,000.00	372,000.00	30,949.52	163,499.58	0.00	208,500.42	44
18900	Other Salaries & Wages	202,240.00	202,240.00	16,850.40	95,155.20	0.00	107,084.80	47
20100	Social Security	35,600.00	35,600.00	2,559.79	14,253.24	0.00	21,346.76	40
20400	State Retirement	52,378.00	52,378.00	4,431.00	23,977.13	0.00	28,400.87	46
20600	Life Insurance	4,000.00	4,000.00	218.32	956.69	0.00	3,043.31	24
20700	Medical Insurance	104,448.00	104,448.00	8,950.10	39,853.21	0.00	64,594.79	38
21200	Employer Medicare	8,328.00	8,328.00	598.66	3,333.41	0.00	4,994.59	40
35500	Travel	687.00	687.00	10.75	23.70	0.00	663.30	3
39900	Other Contracted Services	1,292.00	1,292.00	0.00	0.00	0.00	1,292.00	0
49900	Other Supplies & Materials	13,436.00	13,436.00	168.87	168.87	0.00	13,267.13	1
52400	In-Services/Staff Development	2,894.00	2,894.00	0.00	0.00	0.00	2,894.00	0
59900	Other Charges	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0
73500	Health Equipment	10,000.00	10,000.00	4,156.00	4,156.00	0.00	5,844.00	42
TOTALS:	Function: 72120 - Health Services	812,303.00	812,303.00	68,893.41	345,377.03	0.00	466,925.97	43

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

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FOR DECEMBER, 2014

FUNCTION : 72130 - OTHER STUDENT SUPPORT

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OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
11700	Career Ladder	3,000.00	3,000.00	1,000.00	1,000.00	0.00	2,000.00	33
12300	Guidance Personnel	1,076,745.00	1,076,745.00	91,895.26	468,401.99	0.00	608,343.01	44
12700	Career Ladder Extended Contracts	5,415.00	5,415.00	0.00	0.00	0.00	5,415.00	0
18900	Other Salaries & Wages	30,606.00	30,606.00	3,684.90	19,929.91	0.00	10,676.09	65
20100	Social Security	69,177.00	69,177.00	5,493.91	28,316.43	0.00	40,860.57	41
20400	State Retirement	100,865.00	100,865.00	8,728.05	44,222.77	0.00	56,642.23	44
20600	Life Insurance	4,500.00	4,500.00	446.78	1,998.31	0.00	2,501.69	44
20700	Medical Insurance	117,504.00	117,504.00	8,525.12	38,057.92	0.00	79,446.08	32
21200	Employer Medicare	16,179.00	16,179.00	1,284.87	6,622.33	0.00	9,556.67	41
32200	Evaluation & Testing	109,279.00	109,279.00	7,987.50	7,987.50	0.00	101,291.50	7
49900	Other Supplies & Materials	750.00	750.00	0.00	0.00	0.00	750.00	0
59900	Other Charges	66,769.00	66,769.00	0.00	0.00	0.00	66,769.00	0
TOTALS:	Function: 72130 - Other Student Support	1,600,789.00	1,600,789.00	129,046.39	616,537.16	0.00	984,251.84	39

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FUNCTION : 72210 - REGULAR INSTRUCTION PROGRAM SUPPORT

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION/ ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10500	Supervisor/Director	291,130.00	291,130.00	24,227.00	145,362.04	0.00	145,767.96	50
11700	Career Ladder	4,000.00	11,000.00	9,000.00	9,000.00	0.00	2,000.00	82
12900	Librarian(s)	595,550.00	595,550.00	48,975.29	249,094.45	0.00	346,455.55	42
13600	Audiovisual Personnel	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0
13700	Education Media Personnel	53,392.00	53,392.00	4,853.82	24,269.02	0.00	29,122.98	45
13800	Instru Computer Personnel	250,510.00	250,510.00	20,875.84	104,379.12	0.00	146,130.88	42
16100	Secretary(s)	47,189.00	47,189.00	3,932.42	23,594.52	0.00	23,594.48	50
16200	Clerical Personnel	39,248.00	39,248.00	0.00	0.00	0.00	39,248.00	0
18900	Other Salaries & Wages	12,500.00	12,500.00	1,250.00	5,000.00	0.00	7,500.00	40
19600	In-Service Training	21,454.00	21,454.00	0.00	0.00	0.00	21,454.00	0
20100	Social Security	81,529.00	81,529.00	6,511.23	25,171.75	0.00	56,357.25	31
20400	State Retirement	119,195.00	119,195.00	10,104.51	50,610.51	0.00	68,584.49	42
20600	Life Insurance	4,750.00	4,750.00	505.62	2,275.29	0.00	2,474.71	48
20700	Medical Insurance	124,032.00	124,032.00	7,395.98	26,980.37	0.00	97,051.63	22
21200	Employer Medicare	19,066.00	19,066.00	1,522.76	7,837.81	0.00	11,228.19	41
30700	Communication	800.00	800.00	0.00	190.38	0.00	609.62	24
33600	Maint & Repair-Equipment	1,750.00	1,750.00	0.00	0.00	0.00	1,750.00	0
35500	Travel	0.00	500.00	0.00	64.23	0.00	435.77	13
42900	Instructional Supplies & Materials	600.00	600.00	0.00	0.00	0.00	600.00	0
43200	Library Books/Media	30,000.00	31,078.00	0.00	31,076.43	0.00	1.57	100
49900	Other Supplies & Materials	5,000.00	4,500.00	485.08	485.08	41.40	3,973.52	12
52400	In-Service/Staff Development	28,300.00	27,222.00	235.20	14,118.35	215.00	12,888.65	53
59900	Other Charges	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0
79000	Other Equipment	1,723.00	1,723.00	0.00	0.00	0.00	1,723.00	0
TOTALS:	Function: 72210 - Regular Instruction Program Support	1,734,718.00	1,741,718.00	139,874.75	719,509.35	256.40	1,021,952.25	41

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FUNCTION : 72220 - SPECIAL EDUCATION PROGRAM SUPPORT

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10500	Supervisor/Director	163,596.00	163,596.00	13,599.66	81,598.04	0.00	81,997.96	50
11700	Career Ladder	0.00	6,000.00	1,500.00	1,500.00	0.00	4,500.00	25
12400	Psychological Personnel	228,309.00	228,309.00	20,127.17	99,217.98	0.00	129,091.02	43
16200	Clerical Personnel	264,560.00	264,560.00	23,201.20	138,032.80	0.00	126,527.20	52
20100	Social Security	40,702.00	40,702.00	3,262.85	18,251.19	0.00	22,450.81	45
20400	State Retirement	59,950.00	59,950.00	5,335.26	29,299.53	0.00	30,650.47	49
20600	Life Insurance	3,500.00	3,500.00	278.10	1,246.77	0.00	2,253.23	36
20700	Medical Insurance	91,392.00	91,392.00	5,325.74	25,261.44	0.00	66,130.56	28
21200	Employer Medicare	9,521.00	9,521.00	763.11	4,268.50	0.00	5,252.50	45
30800	Consultants	1,723.00	9,723.00	0.00	0.00	0.00	9,723.00	0
35500	Travel	1,000.00	3,000.00	137.59	612.73	0.00	2,387.27	20
39900	Other Contracted Services	316,568.00	316,568.00	26,430.00	117,075.00	0.00	199,493.00	37
49900	Other Supplies & Materials	15,413.00	20,413.00	919.00	15,189.23	0.00	5,223.77	74
52400	In-Service/Staff Development	5,000.00	13,000.00	0.00	3,769.97	1,505.00	7,725.03	41
59900	Other Charges	345.00	345.00	0.00	0.00	0.00	345.00	0
TOTALS:	Function: 72220 - Special Education Program Support	1,201,579.00	1,230,579.00	100,879.68	535,323.18	1,505.00	693,750.82	44

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FUNCTION : 72230 - VOCATIONAL EDUCATION PROGRAM SUPPORT

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
39900	Other Contracted Services	30,751.00	30,751.00	2,702.33	13,511.65	0.00	17,239.35	44
TOTALS:	Function: 72230 - Vocational Education Program Support	30,751.00	30,751.00	2,702.33	13,511.65	0.00	17,239.35	44

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FUNCTION : 72310 - BOARD OF EDUCATION

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
18900	Other Salaries & Wages	12,000.00	12,000.00	1,000.00	6,000.00	0.00	6,000.00	50
20100	Social Security	744.00	744.00	62.00	372.00	0.00	372.00	50
20600	Life Insurance	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0
20700	Medical Insurance	70,073.00	70,073.00	0.00	0.00	0.00	70,073.00	0
21200	Employer Medicare	174.00	174.00	14.50	87.00	0.00	87.00	50
30500	Audit Services	26,500.00	26,500.00	0.00	6,026.25	0.00	20,473.75	23
32000	Dues & Memberships	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00	0
33100	Legal Services	104,277.00	104,277.00	1,457.50	67,000.00	0.00	37,277.00	64
35500	Travel	409.00	409.00	0.00	0.00	0.00	409.00	0
49900	Other Supplies & Materials	172.00	172.00	0.00	0.00	0.00	172.00	0
50500	Judgments	86,131.00	81,963.00	0.00	0.00	0.00	81,963.00	0
50600	Liability Insurance	104,421.00	104,421.00	0.00	97,833.00	0.00	6,588.00	94
51300	On the Job Injuries	168,543.00	168,543.00	3,405.86	132,927.30	0.00	35,615.70	79
52400	In-Service/Staff Development	3,204.00	7,372.00	1,644.82	3,810.19	0.00	3,561.81	52
59900	Other Charges	560,254.00	560,254.00	0.00	512,924.99	0.00	47,329.01	92
TOTALS:	Function: 72310 - Board of Education	1,144,402.00	1,144,402.00	7,584.68	826,980.73	0.00	317,421.27	72

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FUNCTION : 72320 - DIRECTOR OF SCHOOLS

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10100	County Official/Administrative Officer	190,400.00	190,400.00	15,866.67	95,199.98	0.00	95,200.02	50
16100	Secretary(s)	55,963.00	55,963.00	4,663.58	27,981.48	0.00	27,981.52	50
18900	Other Salaries & Wages	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0
20100	Social Security	16,205.00	16,205.00	1,254.36	7,563.24	0.00	8,641.76	47
20400	State Retirement	23,756.00	23,756.00	1,866.66	11,199.96	0.00	12,556.04	47
20600	Life Insurance	500.00	500.00	83.56	376.02	0.00	123.98	75
20700	Medical Insurance	12,056.00	12,056.00	2,243.82	13,127.58	0.00	-1,071.58	109
20800	Dental Insurance - Supt	1,000.00	1,000.00	130.30	803.52	0.00	196.48	80
21200	Employer Medicare	3,790.00	3,790.00	293.36	1,768.81	0.00	2,021.19	47
29900	Other Fringe Benefits	5,550.00	5,550.00	0.00	0.00	0.00	5,550.00	0
32000	Dues & Memberships	6,214.00	9,214.00	0.00	8,761.00	0.00	453.00	95
34800	Postal Charges	21,681.00	18,681.00	7.40	2,720.49	520.99	15,439.52	17
35500	Travel	3,100.00	3,100.00	0.00	0.00	0.00	3,100.00	0
39900	Other Contracted Services	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0
43500	Office Supplies	517.00	1,517.00	184.62	679.43	0.00	837.57	45
52400	In-Service/Staff Development	4,307.00	4,307.00	0.00	3,082.32	0.00	1,224.68	72
59900	Other Charges	5,000.00	4,000.00	0.00	237.50	0.00	3,762.50	6
70100	Administration Equipment	7,838.00	7,838.00	0.00	0.00	0.00	7,838.00	0
TOTALS:	Function: 72320 - Director of Schools	374,877.00	374,877.00	26,594.33	173,501.33	520.99	200,854.68	46

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

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FUNCTION : 72410 - OFFICE OF THE PRINCIPAL

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10400	Principal(s)	2,440,525.00	2,440,525.00	204,326.92	1,167,251.67	0.00	1,273,273.33	48
11700	Career Ladder	8,000.00	8,000.00	3,500.00	3,500.00	0.00	4,500.00	44
12700	Career Ladder Extended Contracts	4,423.00	4,423.00	0.00	0.00	0.00	4,423.00	0
16100	Secretary(s)	249,312.00	249,312.00	25,037.60	146,499.20	0.00	102,812.80	59
16200	Clerical Personnel	584,173.00	584,173.00	47,415.90	272,147.80	0.00	312,025.20	47
18900	Other Salaries & Wages	21,197.00	21,197.00	1,320.00	7,680.00	0.00	13,517.00	36
20100	Social Security	205,073.00	205,073.00	15,785.78	91,948.43	0.00	113,124.57	45
20400	State Retirement	299,420.00	299,420.00	25,504.00	144,644.71	0.00	154,775.29	48
20600	Life Insurance	14,250.00	14,250.00	1,354.54	6,081.63	0.00	8,168.37	43
20700	Medical Insurance	372,096.00	372,096.00	31,306.75	138,937.02	0.00	233,158.98	37
21200	Employer Medicare	47,961.00	47,961.00	3,691.85	21,441.08	0.00	26,519.92	45
32000	Dues & Memberships	5,319.00	5,319.00	0.00	0.00	0.00	5,319.00	0
35500	Travel	5,390.00	5,390.00	0.00	0.00	0.00	5,390.00	0
52400	In-Service/Staff Development	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0
TOTALS:	Function: 72410 - Office of the Principal	4,260,139.00	4,260,139.00	359,243.34	2,000,131.54	0.00	2,280,007.46	47

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE
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 FUNCTION : 72510 - FISCAL SERVICES

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION/ ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10500	Supervisor/Director	108,729.00	108,729.00	9,060.75	54,364.50	0.00	54,364.50	50
11900	Accountants/Bookkeepers	112,896.00	112,896.00	9,348.41	56,090.51	0.00	56,805.49	50
16100	Secretary(s)	47,189.00	47,189.00	4,002.00	24,012.00	0.00	23,177.00	51
16200	Clerical Personnel	39,672.00	39,672.00	3,344.00	16,720.00	0.00	22,952.00	42
20100	Social Security	19,126.00	19,126.00	1,432.98	8,503.06	0.00	10,622.94	44
20400	State Retirement	28,597.00	28,597.00	2,387.50	14,015.02	0.00	14,581.98	49
20600	Life Insurance	1,250.00	1,250.00	126.16	567.72	0.00	682.28	45
20700	Medical Insurance	32,640.00	32,640.00	3,831.60	20,533.35	0.00	12,106.65	63
21200	Employer Medicare	4,473.00	4,473.00	335.14	1,988.67	0.00	2,484.33	44
32000	Dues & Memberships	2,007.00	2,007.00	0.00	909.92	0.00	1,097.08	45
35500	Travel	0.00	400.00	0.00	244.61	0.00	155.39	61
39900	Other Contracted Services	196,385.00	195,885.00	0.00	47,613.96	0.00	148,271.04	24
43500	Office Supplies	1,550.00	2,550.00	0.00	2,470.35	62.56	17.09	99
49900	Other Supplies & Materials	1,463.00	1,463.00	0.00	1,130.77	0.00	332.23	77
52400	In-Service/Staff Development	6,332.00	5,432.00	0.00	4,244.15	0.00	1,187.85	78
70100	Administration Equipment	2,049.00	2,049.00	0.00	0.00	0.00	2,049.00	0
TOTALS:	Function: 72510 - Fiscal Services	604,358.00	604,358.00	33,868.54	253,408.59	62.56	350,886.85	42

COLLIERVILLE SCHOOLS

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FUNCTION : 72520 - HUMAN RESOURCES/PERSONNEL

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
10500	Supervisor/Director	84,849.00	84,849.00	7,333.33	44,000.02	0.00	40,848.98	52
16100	Secretary(s)	47,189.00	47,189.00	4,002.00	24,012.00	0.00	23,177.00	51
16200	Clerical Personnel	39,672.00	39,672.00	3,306.00	19,836.00	0.00	19,836.00	50
20100	Social Security	10,646.00	10,646.00	833.66	5,007.24	0.00	5,638.76	47
20400	State Retirement	15,722.00	15,722.00	1,340.38	8,042.28	0.00	7,679.72	51
20600	Life Insurance	750.00	750.00	71.60	322.20	0.00	427.80	43
20700	Medical Insurance	19,584.00	19,584.00	1,489.26	9,183.78	0.00	10,400.22	47
21000	Unemployment Compensation	51,679.00	51,679.00	0.00	0.00	0.00	51,679.00	0
21200	Employer Medicare	2,490.00	2,490.00	194.98	1,171.11	0.00	1,318.89	47
29900	Other Fringe Benefits	16,152.00	16,152.00	1,215.50	3,646.50	0.00	12,505.50	23
32000	Dues & Memberships	1,000.00	1,000.00	0.00	195.00	0.00	805.00	20
35500	Travel	737.00	737.00	0.00	56.11	0.00	680.89	8
39900	Other Contracted Services	9,012.00	2,712.00	0.00	0.00	0.00	2,712.00	0
41100	Data Processing Supplies	2,000.00	2,000.00	0.00	969.11	0.00	1,030.89	48
43500	Office Supplies	1,378.00	1,378.00	38.63	759.75	70.80	547.45	60
52400	In-Service/Staff Development	7,215.00	15,015.00	0.00	6,027.04	0.00	8,987.96	40
70100	Administration Equipment	3,200.00	1,700.00	0.00	0.00	902.95	797.05	53
TOTALS:	Function: 72520 - Human Resources/Personnel	313,275.00	313,275.00	19,825.34	123,228.14	973.75	189,073.11	40

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367806
 FOR DECEMBER, 2014
 FUNCTION : 72610 - OPERATION OF PLANT

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
16600	Custodial Personnel	415,332.00	415,332.00	33,808.02	203,662.18	0.00	211,669.82	49
20100	Social Security	25,748.00	25,748.00	1,954.53	12,005.24	0.00	13,742.76	47
20400	State Retirement	38,501.00	38,501.00	3,134.03	18,879.63	0.00	19,621.37	49
20600	Life Insurance	2,250.00	2,250.00	164.72	741.24	0.00	1,508.76	33
20700	Medical Insurance	58,752.00	58,752.00	3,963.44	17,835.48	0.00	40,916.52	30
21200	Employer Medicare	6,025.00	6,025.00	457.10	2,807.69	0.00	3,217.31	47
32800	Janitorial Services	963,127.00	963,127.00	81,215.75	572,428.25	0.00	390,698.75	59
39900	Other Contracted Services	67,884.00	67,884.00	8,730.10	34,548.12	0.00	33,335.88	51
41000	Custodial Supplies	9,000.00	9,449.80	0.00	0.00	0.00	9,449.80	0
41500	Electricity	1,560,957.00	1,560,507.20	78,270.64	542,595.86	0.00	1,017,911.34	35
49900	Other Supplies & Materials	6,000.00	6,000.00	0.00	321.20	0.00	5,678.80	5
50200	Building & Content Insurance	155,603.00	155,603.00	0.00	155,603.00	0.00	0.00	100
52400	In-Service/Staff Development	258.00	258.00	0.00	80.91	0.00	177.09	31
59900	Other Charges	12,920.00	12,920.00	500.00	4,358.00	499.00	8,063.00	38
72000	Plant Operation Equipment	8,975.00	8,975.00	0.00	0.00	0.00	8,975.00	0
TOTALS:	Function: 72610 - Operation of Plant	3,331,332.00	3,331,332.00	212,198.33	1,565,866.80	499.00	1,764,966.20	47

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

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FUNCTION : 72620 - MAINTENANCE OF PLANT

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBR
10500	Supervisor/Director	84,849.00	84,849.00	4,242.72	53,741.12	0.00	31,107.88	63
16100	Secretary(s)	47,826.00	47,826.00	3,932.42	22,600.12	0.00	25,225.88	47
20100	Social Security	8,226.00	8,226.00	507.21	4,734.67	0.00	3,491.33	58
20400	State Retirement	12,103.00	12,103.00	364.54	2,095.06	0.00	10,007.94	17
20600	Life Insurance	500.00	500.00	19.26	86.67	0.00	413.33	17
20700	Medical Insurance	13,056.00	13,056.00	0.00	0.00	0.00	13,056.00	0
21200	Employer Medicare	1,924.00	1,924.00	118.63	1,107.31	0.00	816.69	58
33500	Maint & Repair-Building	50,000.00	50,000.00	150.00	6,975.03	0.00	43,024.97	14
33600	Maint & Repair-Equipment	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0
39900	Other Contracted Services	1,062,514.00	1,062,514.00	76,437.75	534,706.42	0.00	527,807.58	50
49900	Other Supplies & Materials	1,000.00	1,000.00	35.70	488.47	0.00	511.53	49
52400	In-Service/Staff Development	1,157.00	1,157.00	0.00	0.00	0.00	1,157.00	0
59900	Other Charges	5,000.00	5,000.00	0.00	799.00	0.00	4,201.00	16
70100	Administration Equipment	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0
TOTALS:	Function: 72620 - Maintenance of Plant	1,294,355.00	1,294,355.00	85,808.23	627,333.87	0.00	667,021.13	48

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FUNCTION : 72710 - TRANSPORTATION

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
10500	Supervisor/Director	68,670.00	68,670.00	5,150.16	44,348.60	0.00	24,321.40	65
16200	Clerical Personnel	40,000.00	40,000.00	3,333.33	20,000.02	0.00	19,999.98	50
18900	Other Salaries & Wages	170,000.00	170,000.00	11,607.26	78,961.56	0.00	91,038.44	46
20100	Social Security	17,278.00	17,278.00	1,206.37	8,718.24	0.00	8,559.76	50
20400	State Retirement	12,978.00	12,978.00	1,081.50	6,488.92	0.00	6,489.08	50
20600	Life Insurance	750.00	750.00	56.78	255.51	0.00	494.49	34
20700	Medical Insurance	19,584.00	19,584.00	637.29	2,124.30	0.00	17,459.70	11
21200	Employer Medicare	4,041.00	4,041.00	282.13	2,038.91	0.00	2,002.09	50
31200	Contracts w Private Agencies	2,485,217.00	2,485,217.00	534,814.58	534,814.58	0.00	1,950,402.42	22
35500	Travel	2,128.00	2,128.00	211.68	801.36	0.00	1,326.64	38
39900	Other Contracted Services	192,516.00	192,516.00	0.00	33,387.13	350.00	158,778.87	18
41200	Diesel Fuel	464,764.00	461,764.00	36,723.82	144,107.34	0.00	317,656.66	31
42500	Gasoline	0.00	3,000.00	322.22	1,105.74	0.00	1,894.26	37
49900	Other Supplies & Materials	1,000.00	1,000.00	56.18	557.20	33.59	409.21	59
52400	In-Service/Staff Development	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0
59900	Other Charges	400.00	400.00	0.00	0.00	0.00	400.00	0
70100	Administration Equipment	1,500.00	1,500.00	0.00	536.79	0.00	963.21	36
TOTALS:	Function: 72710 - Transportation	3,482,426.00	3,482,426.00	595,483.30	878,246.20	383.59	2,603,796.21	25

COLLIERVILLE SCHOOLS

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FUNCTION : 72810 - CENTRAL AND OTHER

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
10500	Supervisor/Director	444,891.00	444,891.00	37,074.24	222,445.52	0.00	222,445.48	50
16200	Clerical Personnel	41,674.00	41,674.00	3,236.40	17,930.40	0.00	23,743.60	43
18900	Other Salaries & Wages	231,000.00	231,000.00	19,250.01	115,499.94	0.00	115,500.06	50
20100	Social Security	44,489.00	44,489.00	3,487.77	20,910.90	0.00	23,578.10	47
20400	State Retirement	65,495.00	65,495.00	5,450.43	32,550.01	0.00	32,944.99	50
20600	Life Insurance	2,500.00	2,500.00	290.02	1,305.09	0.00	1,194.91	52
20700	Medical Insurance	65,280.00	65,280.00	4,744.64	26,559.33	0.00	38,720.67	41
21200	Employer Medicare	10,405.00	10,405.00	815.68	4,890.45	0.00	5,514.55	47
30700	Communication	360,147.00	360,147.00	15,758.61	110,328.94	24,340.95	225,477.11	37
30800	Consultants	10,000.00	10,000.00	0.00	4,700.00	0.00	5,300.00	47
33600	Maint & Repair-Equipment	44,960.00	44,960.00	0.00	80.00	928.00	43,952.00	2
35500	Travel	2,955.00	3,955.00	168.32	750.51	0.00	3,204.49	19
39900	Other Contracted Services	251,663.00	251,663.00	3,267.87	41,427.65	116.67	210,118.68	17
41100	Data Processing Supplies	1,860.00	1,860.00	0.00	0.00	0.00	1,860.00	0
43500	Office Supplies	33,751.00	33,751.00	754.74	20,774.95	4,701.00	8,275.05	75
49900	Other Supplies & Materials	22,912.00	22,912.00	-8,375.18	12,394.54	4,420.83	6,096.63	73
52400	In-Service/Staff Development	31,979.00	31,979.00	784.00	4,756.51	45.00	27,177.49	15
59900	Other Charges	333,881.00	332,881.00	10,989.00	244,472.33	262.83	88,145.84	74
70100	Administration Equipment	93,508.00	93,508.00	6,509.19	20,600.97	0.00	72,907.03	22
79000	Other Equipment	17,037.00	17,037.00	1,052.64	7,692.64	2,389.00	6,955.36	59
TOTALS:	Function: 72810 - Central and Other	2,110,387.00	2,110,387.00	105,258.38	910,070.68	37,204.28	1,163,112.04	45

COLLIERVILLE SCHOOLS

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FUNCTION : 76100 - REGULAR CAPITAL OUTLAY

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
30400	Architects	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0
30800	Consultants	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0
32100	Engineering Services	30,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0
39900	Other Contracted Services	0.00	10,000.00	0.00	9,950.00	0.00	50.00	100
70700	Building Improvements	150,000.00	150,000.00	0.00	0.00	12,703.12	137,296.88	8
72400	Site Development	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0
79900	Other Capital Outlay	189,700.00	189,700.00	0.00	139,074.69	0.00	50,625.31	73
TOTALS:	Function: 76100 - Regular Capital Outlay	484,700.00	484,700.00	0.00	149,024.69	12,703.12	322,972.19	33

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

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	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
GRAND TOTAL:	61,838,825.00	61,838,825.00	5,028,740.59	25,727,415.97	129,890.45	35,981,518.58	42

SCHOOL NUTRITION

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367803
FOR DECEMBER, 2014
FUNCTION 1ST: 4 -

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
43521	Lunch Payments Children	528,000.00	528,000.00	45,611.10	254,920.70	0.00	273,079.30	48
43522	Lunch Payments Adults	98,000.00	98,000.00	3,667.50	24,462.75	0.00	73,537.25	25
43523	Income from Breakfast	242,000.00	242,000.00	3,033.10	18,643.25	0.00	223,356.75	8
43525	Ala Carte Sales	609,818.00	609,818.00	28,574.45	159,417.75	0.00	450,400.25	26
44990	Other Local Revenue	80,000.00	80,000.00	0.00	67,326.73	0.00	12,673.27	84
46520	School Food Service	6,520.00	6,520.00	0.00	0.00	0.00	6,520.00	0
47111	USDA School Lunch Program	453,000.00	453,000.00	35,122.88	195,437.42	0.00	257,562.58	43
47113	Breakfast	249,000.00	249,000.00	5,809.64	33,753.32	0.00	215,246.68	14
TOTALS:	Function: 4 -	2,266,338.00	2,266,338.00	121,818.67	753,961.92	0.00	1,512,376.08	33

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

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BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
GRAND TOTAL: 2,266,338.00	2,266,338.00	121,818.67	753,961.92	0.00	1,512,376.08	33

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367804
FOR DECEMBER, 2014

FUNCTION: 73100 - FOOD SERVICE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
10500	Supervisor/Director	173,000.00	173,000.00	14,416.67	86,499.98	0.00	86,500.02	50
16200	Clerical Personnel	40,000.00	40,000.00	3,333.33	20,354.29	0.00	19,646.71	51
16501	Catereria Managers	266,704.00	266,704.00	21,542.40	126,799.80	0.00	139,904.20	48
16502	School Nutrition Technicians	405,043.00	405,043.00	32,972.80	186,390.40	0.00	218,652.60	46
16506	Substitute Helpers	5,960.00	5,960.00	0.00	0.00	0.00	5,960.00	0
20100	Social Security	55,225.00	55,225.00	4,040.82	23,948.76	0.00	31,276.24	43
20400	State Retirement	82,172.00	82,172.00	5,313.79	30,913.71	0.00	51,258.29	38
20600	Life Insurance	5,750.00	5,750.00	280.14	1,260.63	0.00	4,489.37	22
20700	Medical Insurance	150,144.00	150,144.00	10,753.44	51,094.11	0.00	99,049.89	34
21200	Employer Medicare	12,916.00	12,916.00	944.97	5,600.61	0.00	7,315.39	43
30500	Audit Services	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0
33600	Maint & Repair-Equipment	20,000.00	20,000.00	3,395.85	9,964.27	0.00	10,035.73	50
35400	Transportation - Food	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0
35500	Travel	3,000.00	3,000.00	225.79	225.79	0.00	2,774.21	8
39900	Other Contracted Services	33,000.00	116,000.00	1,956.26	90,843.62	987.00	24,169.38	79
42200	Food Supplies	883,000.00	756,700.00	49,775.58	312,372.43	77,240.21	367,087.36	51
43500	Office Supplies	3,000.00	3,000.00	386.00	2,693.95	0.00	306.05	90
49900	Other Supplies & Materials	92,000.00	101,000.00	4,235.73	36,214.98	4,981.79	59,803.23	41
52400	In-Services/Staff Development	4,000.00	4,000.00	0.00	1,017.85	0.00	2,982.15	25
59900	Other Charges	7,904.00	7,904.00	100.00	2,534.44	0.00	5,369.56	32
71000	Food Service Equipment	15,520.00	49,820.00	1,210.14	27,222.83	500.00	22,097.17	56
TOTALS:	Function: 73100 - Food Service	2,266,338.00	2,266,338.00	154,883.71	1,015,952.45	83,709.00	1,166,676.55	49

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367804

BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
2,266,338.00	2,266,338.00	154,883.71	1,015,952.45	83,709.00	1,166,676.55	49
GRAND TOTAL:						

FEDERAL PROGRAMS

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367796

FOR DECEMBER, 2014

PROJECT : 0105 - CONSOLIDATED ADMINISTRATION

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBERD
47590	Other Federal Thru State	173,255.86	173,255.86	41,154.39	78,931.39	0.00	94,324.47	46
TOTALS:	Project: 0105 - Consolidated Administration	173,255.86	173,255.86	41,154.39	78,931.39	0.00	94,324.47	46

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367796
FOR DECEMBER, 2014

PROJECT : 1005 - TITLE I, PART A, IMPROVING ACADEMIC ACHIEVEMENT

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
47141	Title I - Grants to Local Education Agencies	433,162.00	433,162.00	100,902.83	152,232.64	0.00	280,929.36	35
TOTALS:	Project: 1005 - Title I, Part A, Improving Academic Achievement	433,162.00	433,162.00	100,902.83	152,232.64	0.00	280,929.36	35

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367796

FOR DECEMBER, 2014

PROJECT : 2005 - TITLE II, PART A, TRAINING & RECRUITING

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
47189	Title II - Professional Development	288,154.00	288,154.00	25,673.60	64,006.69	0.00	224,147.31	22
TOTALS:	Project 2005 - Title II, Part A, Training & Recruiting	288,154.00	288,154.00	25,673.60	64,006.69	0.00	224,147.31	22

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367796

FOR DECEMBER, 2014

Report Code: BAT_GL_TEMPLATE

PROJECT : 3005 - TITLE III, PART A, ENGLISH LANGUAGE ACQUISITION

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
47146	English Language Acquisition Grants	25,330.14	25,330.14	0.00	848.60	0.00	24,481.54	3
TOTALS:	Project: 3005 - Title III, Part A, English Language Acquisition	25,330.14	25,330.14	0.00	848.60	0.00	24,481.54	3

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367796

FOR DECEMBER, 2014

PROJECT : 9005 - IDEA, PART B

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
47143	Special Education - Grants to States	1,371,023.00	1,371,023.00	330,914.79	531,866.39	0.00	839,156.61	39
TOTALS:	Project: 9005 - IDEA, Part B	1,371,023.00	1,371,023.00	330,914.79	531,866.39	0.00	839,156.61	39

COLLIERVILLE SCHOOLS

REVENUE BY FUNC
 BATCH QUEUE ID 367796
 FOR DECEMBER, 2014
 PROJECT : 9105 - IDEA, PRESCHOOL

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
47145	Special Education Preschool Grants	16,554.00	16,554.00	2,287.60	2,287.60	0.00	14,266.40	14
TOTALS:	Project: 9105 - IDEA, Preschool	16,554.00	16,554.00	2,287.60	2,287.60	0.00	14,266.40	14

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367796

Report Code: BAT_GL_TEMPLATE

	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCOMBRD
GRAND TOTAL:	2,307,479.00	2,307,479.00	500,933.21	830,173.31	0.00	1,477,305.69	36

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367795
FOR DECEMBER, 2014

PROJECT : 0105 - CONSOLIDATED ADMINISTRATION

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBR
Function : 72210 - Regular Instruction Program Support								
10500	Supervisor/Director	84,849.00	84,849.00	7,070.75	42,424.50	0.00	42,424.50	50
16200	Clerical Personnel	38,837.00	38,837.00	3,186.80	18,674.40	0.00	20,162.60	48
20100	Social Security	7,669.00	7,669.00	597.99	3,609.34	0.00	4,059.66	47
20400	State Retirement	11,271.00	11,271.00	934.62	5,566.34	0.00	5,704.66	49
20600	Life Insurance	900.00	900.00	50.30	226.35	0.00	673.65	25
20700	Medical Insurance	15,681.00	15,681.00	1,084.42	4,879.89	0.00	10,801.11	31
21200	Employer Medicare	1,793.00	1,793.00	139.85	844.08	0.00	948.92	47
52400	In-Service/Staff Development	3,956.73	3,956.73	0.00	0.00	0.00	3,956.73	0
79000	Other Equipment	5,000.00	5,000.00	1,182.00	1,182.00	0.00	3,818.00	24
TOTALS:	Function: 72210 - Regular Instruction Program Support	169,956.73	169,956.73	14,246.73	77,406.90	0.00	92,549.83	46
Function : 99100 - Transfers Out								
50400	Indirect Cost	3,299.13	3,299.13	522.53	1,524.49	0.00	1,774.64	46
TOTALS:	Function: 99100 - Transfers Out	3,299.13	3,299.13	522.53	1,524.49	0.00	1,774.64	46
TOTALS:	Project: 0105 - Consolidated Administration	173,255.86	173,255.86	14,769.26	78,931.39	0.00	94,324.47	46

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367795
FOR DECEMBER, 2014

Report Code: BAT_GL_TEMPLATE

PROJECT : 1005 - TITLE I, PART A, IMPROVING ACADEMIC ACHIEVEMENT

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 71100 - Regular Instruction Program								
11600	Teachers	154,629.00	154,629.00	14,860.00	72,615.97	0.00	82,013.03	47
16300	Educational Assistants	0.00	0.00	2,743.50	15,667.40	0.00	-15,667.40	0
20100	Social Security	9,587.00	9,587.00	1,078.97	5,417.38	0.00	4,169.62	57
20400	State Retirement	13,978.46	13,978.46	1,597.65	8,016.82	0.00	5,961.64	57
20600	Life Insurance	1,350.00	1,350.00	86.60	384.60	0.00	965.40	28
20700	Medical Insurance	24,900.00	24,900.00	0.00	0.00	0.00	24,900.00	0
21200	Employer Medicare	2,242.12	2,242.12	252.35	1,266.99	0.00	975.13	57
42900	Instructional Supplies & Materials	70,019.92	70,019.92	0.00	0.00	0.00	70,019.92	0
TOTALS:	Function: 71100 - Regular Instruction Program	276,706.50	276,706.50	20,619.07	103,369.16	0.00	173,337.34	37
Function : 72210 - Regular Instruction Program Support								
16300	Educational Assistants	52,296.00	52,296.00	0.00	0.00	0.00	52,296.00	0
20100	Social Security	3,242.35	3,242.35	0.00	0.00	0.00	3,242.35	0
20400	State Retirement	4,847.84	4,847.84	0.00	0.00	0.00	4,847.84	0
20600	Life Insurance	500.00	500.00	0.00	0.00	0.00	500.00	0
20700	Medical Insurance	13,200.00	13,200.00	0.00	0.00	0.00	13,200.00	0
21200	Employer Medicare	758.29	758.29	0.00	0.00	0.00	758.29	0
49900	Other Supplies & Materials	13,571.57	13,571.57	1,349.25	1,648.82	1,680.87	10,241.88	25
52400	In-Service/Staff Development	18,000.00	18,000.00	50.00	553.38	0.00	17,446.62	3
79000	Other Equipment	45,000.00	45,000.00	0.00	44,549.85	0.00	450.15	99
TOTALS:	Function: 72210 - Regular Instruction Program Support	151,416.05	151,416.05	1,399.25	46,752.05	1,680.87	102,983.13	32
Function : 99100 - Transfers Out								
50400	Indirect Cost	7,662.45	7,662.45	0.00	1,235.94	0.00	6,426.51	16
TOTALS:	Function: 99100 - Transfers Out	7,662.45	7,662.45	0.00	1,235.94	0.00	6,426.51	16
TOTALS:	Project: 1005 - Title I, Part A, Improving Academic Achievement	435,786.00	435,786.00	22,018.32	151,357.15	1,680.87	282,746.98	35

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367795
FOR DECEMBER, 2014

PROJECT : 2005 - TITLE II, PART A, TRAINING & RECRUITING

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
Function : 72210 - Regular Instruction Program Support								
10500	Supervisor/Director	84,849.00	84,849.00	7,070.75	42,424.50	0.00	42,424.50	50
19600	In-Service Training	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00	0
20100	Social Security	10,220.65	10,220.65	405.16	2,519.59	0.00	7,701.06	25
20400	State Retirement	22,318.35	22,318.35	639.20	3,835.20	0.00	18,483.15	17
20600	Life Insurance	900.00	900.00	34.48	155.16	0.00	744.84	17
20700	Medical Insurance	16,600.00	16,600.00	0.00	0.00	0.00	16,600.00	0
21200	Employer Medicare	2,390.31	2,390.31	94.75	589.26	0.00	1,801.05	25
39900	Other Contracted Services	468.00	0.00	-117.00	0.00	0.00	0.00	0
52400	In-Service/Staff Development	26,391.07	26,391.07	40.95	4,443.95	0.00	21,947.12	17
52401	In Service/Staff Dev - Non Public	6,531.78	6,531.78	0.00	0.00	0.00	6,531.78	0
59900	Other Charges	31,834.76	32,302.76	234.00	8,784.00	0.00	23,518.76	27
TOTALS:	Function: 72210 - Regular Instruction Program Support	282,503.92	282,503.92	8,402.29	62,751.66	0.00	219,752.26	22
Function : 99100 - Transfers Out								
50400	Indirect Cost	5,650.08	5,650.08	335.22	1,255.03	0.00	4,395.05	22
TOTALS:	Function: 99100 - Transfers Out	5,650.08	5,650.08	335.22	1,255.03	0.00	4,395.05	22
TOTALS:	Project: 2005 - Title II, Part A, Training & Recruiting	288,154.00	288,154.00	8,737.51	64,006.69	0.00	224,147.31	22

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367795
FOR DECEMBER, 2014

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PROJECT : 3005 - TITLE III, PART A, ENGLISH LANGUAGE ACQUISITION

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 72210 - Regular Instruction Program Support								
49900	Other Supplies & Materials	13,833.47	13,833.47	0.00	831.96	0.00	13,001.51	6
52400	In-Service/Staff Development	11,000.00	11,000.00	0.00	0.00	0.00	11,000.00	0
TOTALS:	Function: 72210 - Regular Instruction Program Support	24,833.47	24,833.47	0.00	831.96	0.00	24,001.51	3
Function : 99100 - Transfers Out								
50400	Indirect Cost	496.67	496.67	0.00	16.64	0.00	480.03	3
TOTALS:	Function: 99100 - Transfers Out	496.67	496.67	0.00	16.64	0.00	480.03	3
TOTALS:	Project: 3005 - Title III, Part A, English Language Acquisition	25,330.14	25,330.14	0.00	848.60	0.00	24,481.54	3

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367795

FOR DECEMBER, 2014

PROJECT : 9005 - IDEA, PART B

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 71200 - Special Education Program								
11600	Teachers	270,449.00	270,449.00	23,085.50	115,427.46	0.00	155,021.54	43
16300	Educational Assistants	535,601.00	535,601.00	42,432.00	234,741.00	0.00	300,860.00	44
18900	Other Salaries & Wages	132,348.00	132,348.00	11,414.40	56,579.30	0.00	75,768.70	43
20100	Social Security	58,183.00	58,183.00	4,408.51	23,708.93	0.00	34,474.07	41
20400	State Retirement	86,368.00	86,368.00	7,058.04	37,313.38	0.00	49,054.62	43
20600	Life Insurance	13,500.00	13,500.00	369.16	1,674.40	0.00	11,825.60	12
20700	Medical Insurance	198,000.00	198,000.00	8,515.11	36,730.01	0.00	161,269.99	19
21200	Employer Medicare	13,607.00	13,607.00	1,031.01	5,513.16	0.00	8,093.84	41
39900	Other Contracted Services	36,084.00	36,084.00	9,750.00	9,750.00	0.00	26,334.00	27
TOTALS:	Function: 71200 - Special Education Program	1,344,140.00	1,344,140.00	108,063.73	521,437.64	0.00	822,702.36	39
Function : 99100 - Transfers Out								
50400	Indirect Cost	26,883.00	26,883.00	4,333.99	10,428.75	0.00	16,454.25	39
TOTALS:	Function: 99100 - Transfers Out	26,883.00	26,883.00	4,333.99	10,428.75	0.00	16,454.25	39
TOTALS:	Project: 9005 - IDEA, Part B	1,371,023.00	1,371,023.00	112,397.72	531,866.39	0.00	839,156.61	39

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367795
 FOR DECEMBER, 2014
 PROJECT : 9105 - IDEA, PRESCHOOL

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBR
Function : 72220 - Special Education Program Support								
49900	Other Supplies & Materials	10,808.00	10,808.00	0.00	2,242.74	0.00	8,565.26	21
52400	In-Service/Staff Development	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0
79000	Other Equipment	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0
TOTALS:	Function: 72220 - Special Education Program Support	16,308.00	16,308.00	0.00	2,242.74	0.00	14,065.26	14
Function : 99100 - Transfers Out								
50400	Indirect Cost	246.00	246.00	44.85	44.85	0.00	201.15	18
TOTALS:	Function: 99100 - Transfers Out	246.00	246.00	44.85	44.85	0.00	201.15	18
TOTALS:	Project: 9105 - IDEA, Preschool	16,554.00	16,554.00	44.85	2,287.59	0.00	14,266.41	14

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367795

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GRAND TOTAL:	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
	2,310,102.00	2,310,102.00	157,967.66	829,297.81	1,680.87	1,479,123.32	36

DISCRETIONARY GRANTS

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367801

FOR DECEMBER, 2014

Report Code: BAT_GL_TEMPLATE

PROJECT : 8025 - COORDINATED SCHOOL HEALTH

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
46591	Coordinated School Health	90,000.00	90,000.00	0.00	0.00	0.00	90,000.00	0
TOTALS:	Project: 8025 - Coordinated School Health	90,000.00	90,000.00	0.00	0.00	0.00	90,000.00	0

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367801

FOR DECEMBER, 2014

PROJECT : 8030 - SAFE SCHOOLS GRANT

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
46590	Other State Education Funds	36,940.00	36,940.00	0.00	0.00	0.00	36,940.00	0
TOTALS:	Project: 8030 - Safe Schools Grant	36,940.00	36,940.00	0.00	0.00	0.00	36,940.00	0

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367801

FOR DECEMBER, 2014

Report Code: BAT_GL_TEMPLATE

PROJECT : 8035 - TEACHER LEADER COUNCIL GRANT

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
46590	Other State Education Funds	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0
TOTALS:	Project: 8035 - Teacher Leader Council Grant	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367801

FOR DECEMBER, 2014

PROJECT : 8040 - WAL-MART GRANT

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
44990	Other Local Revenue	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100
TOTALS:	Project: 8040 - Wal-Mart Grant	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367801

Report Code: BAT_GL_TEMPLATE

	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION/ ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
GRAND TOTAL:	134,440.00	134,440.00	1,500.00	1,500.00	0.00	132,940.00	1

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367797

FOR DECEMBER, 2014

PROJECT : 8025 - COORDINATED SCHOOL HEALTH

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 72120 - Health Services								
18900	Other Salaries & Wages	12,829.00	12,829.00	0.00	0.00	0.00	12,829.00	0
20100	Social Security	795.00	795.00	0.00	0.00	0.00	795.00	0
20400	State Retirement	1,190.00	1,190.00	0.00	0.00	0.00	1,190.00	0
21200	Employer Medicare	186.00	186.00	0.00	0.00	0.00	186.00	0
39900	Other Contracted Services	13,000.00	13,000.00	3,270.76	3,270.76	0.00	9,729.24	25
49900	Other Supplies & Materials	29,000.00	28,000.00	0.00	8,205.05	0.00	19,794.95	29
52400	In-Service/Staff Development	10,000.00	10,000.00	0.00	2,016.23	0.00	7,983.77	20
59900	Other Charges	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0
73500	Health Equipment	17,000.00	18,000.00	0.00	0.00	0.00	18,000.00	0
TOTALS:	Function: 72120 - Health Services	90,000.00	90,000.00	3,270.76	13,492.04	0.00	76,507.96	15
TOTALS:	Project: 8025 - Coordinated School Health	90,000.00	90,000.00	3,270.76	13,492.04	0.00	76,507.96	15

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367797
FOR DECEMBER, 2014

PROJECT : 8030 - SAFE SCHOOLS GRANT

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 72130 - Other Student Support								
30900	Contracts w/ Govt Agencies	36,940.00	36,940.00	12,313.33	12,313.33	0.00	24,626.67	33
TOTALS:	Function: 72130 - Other Student Support	36,940.00	36,940.00	12,313.33	12,313.33	0.00	24,626.67	33
TOTALS:	Project: 8030 - Safe Schools Grant	36,940.00	36,940.00	12,313.33	12,313.33	0.00	24,626.67	33

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367797

FOR DECEMBER, 2014

PROJECT : 8035 - TEACHER LEADER COUNCIL GRANT

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 72210 - Regular Instruction Program Support								
39900	Other Contracted Services	1,638.00	1,638.00	0.00	0.00	0.00	1,638.00	0
49900	Other Supplies & Materials	769.00	769.00	0.00	0.00	0.00	769.00	0
52400	In-Service/Staff Development	3,242.00	3,242.00	0.00	0.00	0.00	3,242.00	0
59900	Other Charges	351.00	351.00	0.00	0.00	0.00	351.00	0
TOTALS:	Function: 72210 - Regular Instruction Program Support	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0
TOTALS:	Project: 8035 - Teacher Leader Council Grant	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367797

FOR DECEMBER, 2014

PROJECT : 8040 - WAL-MART GRANT

Report Code: BAT_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 72210 - Regular Instruction Program Support								
49900	Other Supplies & Materials	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0
59900	Other Charges	300.00	300.00	0.00	0.00	0.00	300.00	0
TOTALS:	Function: 72210 - Regular Instruction Program Support	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0
TOTALS:	Project: 8040 - Wal-Mart Grant	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367797

GRAND TOTAL:	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION/ ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
	134,440.00	134,440.00	15,584.09	25,805.37	0.00	108,634.63	19

C.I.P.

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367798

FOR DECEMBER, 2014

PROJECT : 0000 - PROJECT NOT REQUIRED

Report Code: BAT_GL_TEMPLATE

FUNCTION	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
49100	Bonds Issued	1,092,340.00	1,092,340.00	0.00	92,340.00	0.00	1,000,000.00	8
TOTALS:	Project: 0000 - Project Not Required	1,092,340.00	1,092,340.00	0.00	92,340.00	0.00	1,000,000.00	8

COLLIERVILLE SCHOOLS

REVENUE BY FUNC

BATCH QUEUE ID 367798

Report Code: BAT_GL_TEMPLATE

	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCMBRD
GRAND TOTAL:	1,092,340.00	1,092,340.00	0.00	92,340.00	0.00	1,000,000.00	8

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

BATCH QUEUE ID 367802

FOR DECEMBER, 2014

PROJECT : 0000 - PROJECT NOT REQUIRED

Report Code: BAI_GL_TEMPLATE

OBJECT	DESCRIPTION	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
Function : 91300 - Education Capital Projects								
70700	Building Improvements	1,092,340.00	1,092,340.00	0.00	0.00	0.00	1,092,340.00	0
TOTALS:								
	Function: 91300 - Education Capital Projects	1,092,340.00	1,092,340.00	0.00	0.00	0.00	1,092,340.00	0
TOTALS:								
	Project: 0000 - Project Not Required	1,092,340.00	1,092,340.00	0.00	0.00	0.00	1,092,340.00	0

COLLIERVILLE SCHOOLS

EXPENSES BY FUNCTION

Report Code: BAT_GL_TEMPLATE

BATCH QUEUE ID 367802

Page: 2 of 3

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	BUDGET AMOUNT	ADJUSTED BUDGET	CURRENT ACTIVITY	YTD ACTIVITY	REQUISITION / ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT ENCUMBRD
GRAND TOTAL:	1,092,340.00	1,092,340.00	0.00	0.00	0.00	1,092,340.00	0

Collierville Schools Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 07/07/14
		Rescinds: 6.200	Issued: 05/13/14

1 Attendance is a key factor in student achievement and therefore, students are expected to be present each
2 day school is in session.

3 The attendance supervisor shall oversee the entire attendance program which shall include:¹

- 4 1. All accounting and reporting procedures and their dissemination;
- 5 2. Alternative program options for students who severely fail to meet minimum attendance
- 6 requirements;
- 7 3. Ensuring that all school age children attend school;
- 8 4. Providing documentation of enrollment status upon request for students applying for new or
- 9 reinstatement of driver's permit or license; and
- 10 5. Notifying the Department of Safety whenever a student with a driver's permit or license
- 11 withdraws from school.²

12 Student attendance records shall be given the same level of confidentiality as other student records. Only
13 authorized school officials with legitimate educational purposes may have access to student information
14 without the consent of the student or parent/guardian.³

15 Absences shall be classified as either excused or unexcused as determined by the principal or his/her
16 designee. Excused absences shall include:

- 17 1. Personal illness;
- 18 2. Illness of immediate family member;
- 19 3. Death in the family;
- 20 4. Extreme weather conditions;
- 21 5. Religious observances;⁴
- 22 6. College visits;
- 23 7. Pregnancy;
- 24 8. School sponsored or school endorsed activities⁷
- 25 9. Legal court summons not as a result of the student's misconduct;
- 26 10. Circumstances which in the judgment of the principal create emergencies over which the student
- 27 has no control.

28
29 The principal shall be responsible for ensuring that: ⁵

- 30
- 31 1. Attendance is checked and reported daily for each class;
- 32 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
- 33 the majority of the day;
- 34 3. All student absences are verified;

4. Written excuses are submitted for absences and tardiness;
5. System-wide procedures for accounting and reporting are followed.

TRUANCY

Truancy is defined as an absence for an entire school day, a major portion of the school day or the major portion of any class, study hall or activity during the school day for which the student is scheduled.

Students who are absent five (5) days without adequate excuse shall be reported to the director of schools who will, in turn, provide written notice to the parents/guardians of the student's absence.⁵ The director of schools shall also comply with state law regarding the reporting of truant students to the proper authorities.⁵ If a student is required to participate in a remedial instruction program outside of the regular school day where there is no cost to the parent(s) and the school system provides transportation, unexcused absences from these programs shall be reported in the same manner.⁶

Students participating in school-sponsored activities whether on- or off-campus shall not be counted absent. In order to qualify as "school-sponsored," the activity must be school-planned, school-directed, and teacher-supervised.⁷

MILITARY SERVICE OF PARENT/GUARDIAN

School principals shall provide students with a one-day excused absence prior to the deployment of and a one-day excused absence upon the return of a parent or custodian serving active military service. Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a parent or guardian during a deployment cycle. The student shall provide documentation to the school as proof of his/her parent's/guardian's deployment. Students shall be permitted to make up schoolwork missed during the these absences.⁸

CREDIT/PROMOTION DENIAL

Credit/promotion denial determinations may include student attendance, however, student attendance may not be the sole criterion.¹⁰ However, if attendance is a factor, prior to credit/promotion denial, the following shall occur:

1. Parents and students shall be advised if a student is in danger of credit/promotion denial due to excessive absenteeism.
2. Procedures in due process are available to the student when credit or promotion is denied.

DRIVER'S LICENSE REVOCATION ²

More than ten (10) consecutive or fifteen (15) reported unexcused absences by a student during any semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.

In order to qualify for reclaiming a driver's permit or license, the student must make a passing grade in at least three (3) full unit subjects or their equivalency at the conclusion of a subsequent grading period.

Legal References

1. TRR/MS 0520-1-3-.08(1)(a); TCA 49-6-3006
2. TCA 49-6-3017
3. TCA 10-7-504; 20 U.S.C. § 1232g
4. TRR/MS 0520-1-3-.03(16); TCA 49-6-2904
5. TCA 49-6-3007
6. TCA 49-6-3021(c)
7. Attendance Accounting Procedural Manual, '11-'12 (0104), Minimum Standards and Guidelines, State Department of Education
8. TCA 49-6-3019
9. TRR/MS 0520-1-3-.06(1)(d)(2)
10. TCA 49-2-203(b)(7)

Cross References

Extracurricular Activities 4.300
Reporting Student Progress 4.601
Promotion and Retention 4.603
Recognition of Religious Beliefs 4.803
Student Records 6.600

Collierville Schools Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: School Admissions	Descriptor Code: 6.203	Issued Date:
		Rescinds: 6.203	Issued: 03/04/14

1 Any student entering school for the first time must present:

- 2
- 3 1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;¹
- 4 2. Evidence of a current medical examination.² There shall be a complete medical examination of
- 5 every student entering school for the first time; and
- 6 3. Evidence of state-required immunization.³

7 The name used on the records of a student entering school must be the same as that shown on the birth certificate
8 unless evidence is presented that such name has been legally changed through a court as prescribed by law. If the
9 parent does not have or cannot obtain a birth certificate, then the name used on the records of such student will be
10 the same as that shown on documents which are acceptable to the school principal as proof of date of birth.

11 A child whose care, custody and support have been assigned to a resident of the district by a power of attorney or
12 order of the court shall be enrolled in school provided appropriate documentation has been filed with the district
13 office.⁴

14
15 A student may transfer into the school system at any time during the year if his/her parent(s) or legal guardian
16 moves his/her residence into the school system.

17
18 If a student has at any time been adjudicated delinquent for any offense listed in TCA 49-6-3051(b), the
19 parents/guardians and a school administrator of any school having previously received similar notice from the
20 juvenile court or another source, shall provide to the school principal/designee, the abstract provided under TCA
21 37-1-153 or TCA 37-1-154 or other similar written information when any such student:

- 22
- 23 (1) Initially enrolls in an LEA;
- 24 (2) Resumes school attendance after suspension, expulsion or adjudication of delinquency; or
- 25 (3) Changes schools within this state.

26 This information shall be shared only with school employees who have responsibility for classroom instruction of
27 the student and the school counselor, social worker or psychologist who is developing a plan for the child while
28 in the school, and the school resource officer. Such information is otherwise confidential and shall not be released
29 to others, and the written notification shall not become a part of the student's record.⁵

30 **PROOF OF RESIDENCY**

31 Unless otherwise prohibited by law, parents/legal guardians/custodians having lawful control of students (proof
32 of legal custody shall be required) must provide the following proof of residence in order to enroll a child in the
33 Collierville School System.

34 **GENERAL PROOF OF RESIDENCY**

35
36 The parents/ legal guardians/custodians having lawful control of the student must provide two (2) of the following
37 items listed below:

- 1 1. Most recent MLGW or municipal water bill of the owner, renter or lessee of the home in which
- 2 the student will reside during the current school year;
- 3 2. Mortgage statement or deed of the owner of the home in which the student will reside during
- 4 the current school year;
- 5 3. Lease of the lessee of the home in which the student will reside during the current school year;
- 6 4. Rental Agreement of the renter of the home in which the student will reside during the current
- 7 school year;
- 8 5. Real Estate tax receipt;
- 9 6. Public assistance/government benefits check, card, or papers;
- 10 7. In the event that two (2) of the items listed above cannot be provided, residency may be
- 11 established by submitting other documentation deemed to be appropriate proof of residence by
- 12 the department responsible for verifying residency.

13 **SHARED RESIDENCY REQUIREMENTS**

14 Unless otherwise prohibited by law, in the case in which a student resides with his/her parents/legal
15 guardians/custodians having lawful control of the student in the home of someone else, the following proof of
16 shared residency must be provided in order to enroll a child in the Collierville School System:

- 17 A. Unless otherwise approved by the department responsible for verifying residency, the homeowner
- 18 of the home in which the student resides must accompany the parents/legal guardians/custodians
- 19 to registration and provide two (2) of the items listed in the General Proof of Residency Section
- 20 above; and
- 21 B. The parents/legal guardians/custodians having lawful control of the student claiming shared
- 22 residency must provide two (2) of the following items listed below:
 - 23 1. Car registration of the parent/legal guardian/custodians having lawful control of the
 - 24 student bearing the address at which the student will be residing during the current school
 - 25 year;
 - 26 2. Voter registrations of the a parent/legal guardian/custodians having lawful control of the
 - 27 student bearing the address at which the student will be residing during the current school
 - 28 year;
 - 29 3. Payroll stub of the parent/legal guardian/custodians having lawful control of the student
 - 30 bearing the address at which the student will be residing during the current school year;
 - 31 4. Three (3) significant pieces of mail with a forwarding sticker bearing the address at which
 - 32 the student will be residing during the current school year;
 - 33 5. Government Assistance Communication directed to the parent/legal/guardian/custodians
 - 34 having lawful control of the student bearing the address at which the student will be
 - 35 residing during the current school year.
 - 36 6. In the event that two (2) of the items listed directly above cannot be provided, residency
 - 37 may be established by submitting other documentation deemed to be appropriate proof
 - 38 of residence by the department responsible for verifying residency. The parents/legal
 - 39 guardians/custodians of homeless students shall not be subject to the provisions outlined
 - 40 in the Shared Residency Requirements section above.
- 41 C. Any parent, guardian or other legal custodian who enrolls an out-of-district student in a school
- 42 district and fraudulently represents the address for the domicile of the student for enrollment
- 43 purposes is liable for restitution to the school district for an amount equal to the local per pupil
- 44 expenditure identified by the Tennessee Department of Education for the district in which the
- 45 student is fraudulently enrolled.⁶
- 46
- 47
- 48

1

Legal References

1. TCA 49-6-3008(b)
2. TRR/MS 0520-1-3-.08(2)(a);
3. TCA 49-6-5001(c)
4. TCA 49-6-3001(c)(6); TCA 37-1-131(a)(2)
5. TCA 49-6-3051
6. TCA 49-6-3004(c)

Collierville Schools Board of Education

Monitoring: Review: Annually in April	Descriptor Term: <h2 style="text-align: center;">Transfers Within the System</h2>	Descriptor Code: <h3 style="text-align: center;">6.206</h3>	Issued Date:
		Rescinds: <h3 style="text-align: center;">6.206</h3>	Issued: <h3 style="text-align: center;">03/04/14</h3>

1 A parent/guardian may request that his/her child attend a school within the system other than the one to
 2 which the child is zoned.** Resident students must apply during Collierville Schools' open enrollment
 3 period in the spring of each year. The superintendent or his/her designee shall review such requests and,
 4 if adequate space is available, grant such transfers unless a transfer would be adverse to the best interests
 5 of the child or the school system. If granted, the student must provide his/her own transportation to and
 6 from the school.¹

7 Except within the first ten (10) days of a school year where a parent/guardian may appeal the assignment
 8 of a student to Collierville Schools,² after a student has enrolled in one (1) school within the system,
 9 he/she shall not be permitted to transfer to another unless there is a change in residence of the student's
 10 parents or guardian outside the area in which the student enrolled. Any exception to this policy must be
 11 brought before the superintendent for evaluation and decision.

12 Students whose families transfer their residence to another school within Collierville Schools after the
 13 first month of school may complete the school year at their former school. Students who present evidence
 14 that they will move during the school year and who desire to enroll in a new school in the new area may
 15 do so with prior written request for a change of school area. The superintendent or his/her designee may
 16 grant other exceptions to this policy for good and sufficient reasons.

17 Principals shall allow credit for work transferred from other schools only when substantiated by official
 18 transcripts or successful completion of comprehensive written examinations approved, administered and
 19 graded by the principal or his/her designated representative.³

20 **Eligible Circumstance Request for Transfer:**

21 A request for transfer may be made at any time throughout the school year for only the following eligible
 22 circumstances: death of parent/guardian/custodian, divorce of parent/guardian/custodian, change of
 23 residence within the Collierville Schools zone, Collierville Schools employee, and/or victim of a violent
 24 crime on campus.

Legal References

1. TCA 49-2-128
 2. TCA 49-6-3201
 3. TRR/MS 0520-1-3-.03 (11)(a-e)
- **Not effective in event of federally-mandated desegregation order.

Cross References

Student Assignments 6.205

Collierville Schools Board of Education

Monitoring: Review: Annually	Descriptor Term: Homebound Instruction	Descriptor Code: 6.711	Issued Date:
		Rescinds:	Issued:

1 It is the policy of the Collierville Schools Board of Education to provide homebound instruction as a service
2 available to all K-12 students who are unable to attend school for a physical and/or mental health condition for at
3 least a minimum of ten (10) consecutive school days or longer as diagnosed by a licensed doctor of medicine,
4 such as a physician or a psychiatrist.

5 **ELIGIBILITY:**

- 6 • The student must be enrolled in the Collierville Municipal School District.
- 7 • The student must have a health impairment of sufficient seriousness as certified by a licensed doctor of
8 medicine, such as a physician or a psychiatrist.
- 9 • The licensed doctor of medicine, such as a physician or a psychiatrist, must complete documentation
10 stating the health impairment or seriousness for the homebound services.
- 11 • The student can receive instruction in a homebound placement without endangering the health of
12 personnel providing it.

13
14 All homebound placements shall be temporary. Homebound placements shall not exceed thirty (30) school days
15 duration, unless there is a substantive medical necessity that requires such extension of services. In that case, a
16 homebound placement shall be reviewed prior to the end of the thirty (30) school days to ensure the
17 appropriateness of continuation of services and the homebound placement.

18 Inquiry may be conducted to verify the seriousness and authenticity of requests. Modifications or accommodations
19 may be used in lieu of homebound services.

20 **STUDENTS UNDER IDEA:**

21 If a student has a disability pursuant to IDEA and state regulations, instruction will be provided by qualified
22 personnel, as based on these regulations.

23 An IEP containing a homebound placement shall be reviewed at intervals of thirty (30) school days by the child's
24 IEP team to ensure appropriateness of the provision of instruction and appropriateness of continuing the
25 homebound placement.

26 The frequency and duration of instruction necessary to provide a free appropriate public education (FAPE) during
27 a homebound placement will be determined by the IEP team. ¹

28 **HOMEBOUND SERVICES PROVIDED FOR STUDENTS POST-PREGNANCY:**

29 The homebound instruction program for post-pregnancy student shall consist of three (3) hours of instruction per
30 week for a period of six (6) weeks.

31

1 The student’s physician shall state, in writing, the student’s condition for eligibility for homebound instruction
2 with an estimated date for delivery.

3 A homebound instruction program for longer than the six (6) week period shall only be provided to a student who
4 is certified in writing by her physician as having health complications arising from the pregnancy that prevent her
5 from returning to regular classes. ^{2,3}

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7
8

9 **Legal References**

- 10 1. TRR/MS 0520-01-09-.07
11 2. TCA 49-10-1102
12 3. TRR/MS 0520-1-2-.10

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Collierville Schools Board of Education

Monitoring: Review: Annually	Descriptor Term: Section 504 Student Grievance and Due Process Procedures	Descriptor Code: 6.712	Issued Date:
		Rescinds:	Issued:

1 **PURPOSE**

2 To provide a grievance procedure to challenge the District's actions regarding a student's identification,
3 evaluation, or educational placement in compliance with Section 504 of the Rehabilitation Act of
4 1973.¹

5 **SCOPE**

6 This policy applies to the students and parents/guardians of the Collierville Municipal School District.

7 **DEFINITIONS**

8 *The Rehabilitation Act of 1973, commonly referred to as Section 504, is a nondiscrimination statute*
9 *enacted by the United States Congress. The purpose of the Act is to prohibit discrimination and to assure*
10 *that disabled students have educational opportunities and benefits equal to those provided to*
11 *nondisabled students. An eligible student under Section 504 is a student who (a) has, (b) has a record of*
12 *having, or (c) is regarded as having, a physical or mental impairment which substantially limits a major*
13 *life activity such as learning, self-care, walking, seeing, hearing, speaking, breathing, working and*
14 *performing manual tasks.*

15 *Section 504 of Rehabilitation Act of 1973 provides the right to an impartial due process hearing if a*
16 *parent wishes to contest any action of the school system with regard to a child's identification,*
17 *evaluation, and placement under Section 504. If a parent/guardian requests a Section 504 hearing, the*
18 *parent/guardian has the right to personally participate and to be represented at the hearing by an*
19 *attorney or advocate at the parent's expense. Contested actions or omissions that are appropriate for a*
20 *Section 504 hearing should involve identification, evaluation, or placement issues involving a child who*
21 *has or is believed to have a disability.*

22 **Section 504 Committee** - a group of individuals who make placement decisions pursuant to Section 504
23 of The Rehabilitation Act of 1973. The individuals include persons knowledgeable about a student, the
24 meaning of the student's evaluation data, placement options, and the legal requirements for the least
25 restrictive environment and comparable facilities.²

26 **Grievance** - a claim by parents or students that the District has not complied with the provisions of
27 Section 504 of the Rehabilitation Act of 1973 or has engaged in actions prohibited by the Act.
28

1 **POLICY STATEMENT**

2 The Rehabilitation Act of 1973 (Act), commonly referred to as Section 504, is a nondiscrimination
3 statute enacted by the United States Congress. The purpose of the Act is to prohibit discrimination and
4 to assure that disabled students have educational opportunities and benefits equal to those provided to
5 nondisabled students.

6 Notice of Parents and Student Rights under the Act, as required by law, shall be provided in the Student
7 Handbook located on the District's website at www.colliervilleschools.org or at a school with the 504
8 coordinator.

9 Parents shall have a right to challenge the actions of the Section 504 Committee with regard to their
10 child's identification, evaluation, or educational placement through any **one (1) or all** of the following
11 in accordance with this policy:

- 12 1. Informal Grievance Procedures;
- 13 2. Formal Grievance Procedures; and/or
- 14 3. Impartial Due Process Hearing

15
16 **A. Grievance Procedures**

17 A parent/guardian's decision to participate in the informal and/or formal grievance process does not
18 prevent them from requesting an impartial due process hearing at any time. Parents/guardians may
19 register a formal grievance or request an impartial due process hearing either orally or in writing. If the
20 request is initially made orally, it shall be put in writing. The parent/guardian's may be provided a form
21 for this purpose.

22 **1. Informal Grievance**

23 If parents have a grievance, they may request an informal conference with a school level administrator.
24 A conference will be scheduled after the principal receives notice of the grievance.

25 If the grievance is not resolved following the informal conference or if parents elect not to participate
26 in an informal conference with school level administrators, a formal grievance and/or a request for a
27 due process hearing may be filed.

28 **2. Formal Grievance**

29 Parents may lodge a formal grievance by filing a written Notice of Appeal with the District's Section
30 504 Coordinator within five (5) work days from the time they receive written notice of the Section 504
31 Committee's action(s).

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1 The Section 504 Coordinator may be reached at:

2 Collierville Schools
 3 146 College Street
 4 Collierville, TN 38017
 5 Phone (901) 286-6396
 6 Fax (901) 861-1447
 7 Attention: Section 504 Coordinator
 8

9 The Superintendent (or designee) shall conduct an investigation and a written decision shall be
10 rendered within a reasonable time.

11 If the grievance is not resolved after the Superintendent's (or designee's) written decision, the
12 parent/guardian's may appeal to the Collierville School Board of Education. The Board shall meet and
13 review the formal grievance and decide (1) that no hearing before the Board is warranted or (2) notify
14 the grievant of the scheduled hearing.

15 If the grievance is not resolved following the formal grievance or the parents elect not to participate in a
16 formal grievance process, an informal grievance and/or a request for a due process hearing may be filed.

17 **3. Impartial Due Process Hearing**

18 Section 504 requires that the District maintain a procedure for conducting impartial hearings with an
19 opportunity for participation by the student's parent/guardian's and representation by counsel.³ The
20 following provides the due process hearing procedures:

21 Parents requesting a hearing should submit a written request to the Section 504 Coordinator at the
22 following:

23 Attention: Section 504 Coordinator
 24 Collierville Schools
 25 146 College Street
 26 Collierville, TN 38017
 27 Phone (901) 286-6396
 28 Fax (901) 861-1447
 29

30 The written request shall include the following information:

- 31 1. The reason for the request
- 32 a. Denied identification, evaluation or educational placement of persons who,
 - 33 because of disability need or are believed to need special instruction or related
 - 34 services
 - 35 b. Placed in a setting which is not the least restrictive environment
 - 36 c. Denied appropriate services due to inaccessibility of programs
 - 37 d. Denied accommodations and/or modification to regular education program
 - 38 because of identified disability
 - 39 e. Denied participation in extracurricular or nonacademic activities because of a
 - 40 disability

- 2. A suitable time for the hearing: morning, afternoon, evening
- 3. Two (2) possible dates for the hearing
- 4. A statement as to whether you prefer the hearing to be closed or open

Upon receipt of the Due Process Request, the Section 504 Coordinator will forward it to one of the impartial Hearing Officers on the approved Hearing Officer List. The impartial Hearing Officer will then advise both parties of the date, time and location of the hearing.

The hearing must be held no less than fifteen (15) days and no more than thirty (30) days from the time the request for the hearing is submitted, unless the parent/guardian agrees otherwise, or the Hearing Officer grants a continuance at the request of one of the parties.

School System's Responsibilities

- The school will provide a location for the hearing.
- The cost of the impartial Hearing Officer and court reporter will be paid by the school system. The school system will provide the parents with a copy of the hearing transcript at no cost to the parent.
- The school system will allow the child to remain in his/her present placement until after the hearing; unless the parents agree that a change in placement would be best for the child.
- The school system must inform the parent of any free or low cost legal services or other relevant services available in the area.
- If a parent/guardian is represented by a licensed attorney at the due process hearing, she/he must inform the District's Section 504 Coordinator and the appointed Hearing Officer of that fact, in writing, at least (7) days prior to the hearing date.

Before the Hearing

- All exhibits to be presented at the hearing shall be exchanged between the school system and the parents at least five (5) days prior to the hearing.
- The school system must allow the parent to examine the child's records and make copies if requested.

During the Hearing

- The parent(s) and the school system may be represented by legal counsel.
- The parent(s) may present and cross-examine witnesses who know about the child's disability.
- The child may be present at the hearing.
- After the impartial Hearing Officer has heard the case, he/she will give a written decision.
- The impartial Hearing Officer understands what the law requires for children with special needs.

1 **After the Hearing**

- 2 • The parent/guardian’s will receive a written record or tape recording of all that was said at the
- 3 hearing.
- 4 • A copy of the impartial Hearing Officer's decision will be given to both the school systems and
- 5 parents. The Hearing Officer must render a decision within forty-five (45) days after the 504
- 6 Coordinator's receipt of the request for a hearing, unless the parent/guardian’s agree otherwise or
- 7 the Hearing Officer has granted a continuance at the request of one of the parties.
- 8 • The decision made by the Hearing Officer is final unless parents or the school system appeals
- 9 the decision to the appropriate state or federal court.
- 10 • A parent/guardian may file a complaint with the Office for Civil Rights (OCR) if she/he believes
- 11 that the District has violated any provision or regulation of Section 504. OCR addresses Section
- 12 504 complaints separately and independently of the local hearing process, in accordance with the
- 13 guidelines set forth in OCR's Case Processing Manual. A parent/guardian should contact OCR
- 14 concerning timeframes for filing OCR complaints.

15
16 The OCR office for Tennessee is:

The OCR regional office is:

17
18 Nashville Office
19 Office for Civil Rights
20 Tennessee Department of Education
21 710 James Robertson Parkway
22 Nashville, TN 37243

Atlanta Office
Office of Civil Rights
U.S. Department of Education
61 Forsyth St. S.W., Suite 19T10
Atlanta, GA 30303-8927

23
24 Telephone: (615) 253-1550
25 FAX: (615) 532-2599

Telephone: (404)974-9406
FAX: (404)974-9471;
TDD: (877)521-2172
Email: OCR.Atlanta@ed.gov

33
34 **Legal References:**

Cross References:

- 35 1. Section 504 of the Rehabilitation
- 36 Act of 1973; 29 U.S.C. § 794; 34
- 37 C.F.R. Part 104
- 38 2. 34 C.F.R. 104.35
- 39 3. 34 C.F.R. 104.36
- 40 4. 34 C.F.R. 104.36

Tenure List 2015

Last Name	First Name	School
McGuire	Lydia	Collierville Elem
Coleman	Lesley	Collierville High
Kelly	Anna	Collierville High
May	Mary	Collierville High
Metcalf	Josh	Collierville High
Pierce	Angela	Collierville High
Waddell	Alexander	Collierville High
Wall	Courtney	Collierville High
Gibbs	Melissa	Schilling Farms
Ross	Danica	Schilling Farms
Berry	Christina	Sycamore
Finley	Robin	Sycamore
Harrell	Liz	Sycamore
Summerville	Reginald	Sycamore
Crain	Jane	Tara Oaks
Flynt	Anna	Tara Oaks

Collierville Schools Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Director of Schools Recruitment and Selection	Descriptor Code: 5.801	Issued Date: 10/14/14
		Rescinds:	Issued:

1 When a vacancy occurs, the appointment of a director of schools is a function of the Board.¹ The Board
2 is responsible for finding the person it believes can most effectively translate into action the policies of
3 the Board and the goals of the community and the professional staff.

4 The Board may employ a consultant to advise and assist the Board in the search and selection process.
5 However, final selection shall rest with the Board after a thorough consideration of qualified applicants.
6 An interim director of schools appointed during the time of a search shall not become a candidate unless
7 the Board expressly permits such inclusion in the selection procedures. A board member may not apply
8 for or in other way be considered for the position of schools.²

9 If the Board chooses to conduct a search to fill the position, the Board shall initially develop the
10 following:

- 11 • a job description
- 12 • a timeline
- 13 • a process for accepting and reviewing applications
- 14 • selection procedures which shall include, but not be limited to, the following:³

- 15
- 16 1. The Board may invite the community, including board employees, to participate in the process
17 of selecting a director of schools. Resumes of persons interviewed by the Board shall be
18 available in the central office for public inspection.
- 19
- 20 2. The interview process for each finalist shall include meetings with various staff and community
21 groups and an interview with the entire board.
- 22
- 23 3. Candidates shall be interviewed by the Board in an open session. Only board members will be
24 allowed to ask questions during the interview.
- 25
- 26 ~~4. The Board shall attempt to select a director by unanimous vote, but a two-thirds vote of~~
27 ~~membership of the board shall be required for the appointment of a director of schools.~~
28 **A majority of all of the members constituting the board, and not merely a majority of the**
29 **quorum, shall be required to transact all business coming before the board in regular or**
30 **special meetings.⁴**

Legal References

1. TCA 49-2-203 (a)(14)
2. TCA 49-2-203 (a)(1)(D)
3. TCA 49-2-203 (a)(14)(B)
4. TCA 49-2-202(g)