REGULAR SESSION
BULLOCH COUNTY BOARD OF EDUCATION
WILLIAM JAMES EDUCATIONAL COMPLEX
CENTRAL OFFICE BOARD ROOM
AUGUST 8, 2019
6:30 P.M.
BOARD MEETING
AGENDA

(The Board requests all cell phones be silenced.)

CALL TO ORDER
MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
SCHOOL HIGHLIGHTS
   FCCLA Students
BOARD MEMBER COMMENTS
PUBLIC PARTICIPATION
   The public may address the Board of Education concerning issues other than specific student or individual matters. A three-minute time limit will be imposed for each speaker. A timer will be set and appear on the SMARTBoard and a buzzer will sound when time expires. At this point, the speaker will have 10 seconds to conclude remarks. If remarks are not concluded, the speaker will be thanked for their comments and asked to yield the floor. Passing of time to another person is not allowed.
   No speaker shall indulge in personal attacks while speaking. All comments are to be addressed directly to the Board of Education. Personnel concerns may be addressed in writing to the Superintendent or Chairman of the Board of Education. The board cannot vote, comment or respond to issues or comments made during public participation.

SUPERINTENDENT’S REPORT
   Capital Projects Update

AMEND/ADOPT AGENDA

A. CONSENT AGENDA
   1. Board Minutes: July 11, 2019 Regular Session
      July 27, 2019 Special Called Session
   2. Board Member Payroll for July 2019

B. OLD BUSINESS
   1. Intergovernmental Agreement by and between the BOE, Bulloch County Board of Commissioners, and the Bulloch County Sheriff’s Office
   2. Millage Rate Adoption

C. NEW BUSINESS
   Acceptance of 21st CCLC Grant Award for LCES

D. EXECUTIVE SESSION

E. RETURN TO OPEN
   Personnel Recommendations

F. ADJOURNMENT
Superintendent’s Report
Consent Agenda
Bulloch County Board of Education  
Minutes of Regular Session  
July 11, 2019

The Bulloch County Board of Education met in a Regular Session Meeting on Thursday, July 11, 2019, at 6:30 p.m. in the Board Room at the Central Office. Board Members present were as follows: April Newkirk, Glennera Martin, Dr. Stuart Tedders, Cheri Wagner, Heather Mims, Mike Sparks, Maurice Hill and Jay Cook. Superintendent Charles Wilson was also present.

Board Chairman Mike Sparks called the meeting to order and led the Moment of Silence and Pledge of Allegiance.

Following Board Member Comments, Chris Caplinger spoke regarding the 2020-2021 School Calendar during public participation.

After review and recommendation by the Superintendent, upon motion by Cheri Wagner, and second by Glennera Martin, the agenda was approved as presented. (8:0) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, Jay Cook, Maurice Hill and Mike Sparks

After review and recommendation by the superintendent, upon motion by Maurice Hill, and second by April Newkirk, the Board unanimously approved the Consent Agenda that consisted of the following: Surplus Lot #539 Transportation, Board Minutes: June 13, 2019 Regular Session, and June 25, 2019 Special Called Session; Board Member Payroll for June 2019, and the May 2019 Financial Reports. (8:0) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, Jay Cook, Maurice Hill and Mike Sparks

After review and recommendation by the Superintendent, upon motion by Stuart Tedders, and second by Jay Cook, the Board approved the iReady Software Renewal. (6:2) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, Heather Mims, Jay Cook, and Mike Sparks (No - April Newkirk and Maurice Hill)

After review and recommendation by the Superintendent, upon motion by April Newkirk, and second by Heather Mims, the Board unanimously approved the Resolution for New Five-Year Local Facilities Plan. (8:0) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, Jay Cook, Maurice Hill and Mike Sparks

After review and recommendation by the Superintendent, upon motion by Heather Mims, and second by Glennera Martin, the Board unanimously approved the Food Bids for July 1, 2019-June 30,2020. (8:0) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, Jay Cook, Maurice Hill and Mike Sparks

After review and recommendation by the Superintendent, upon motion by Cheri Wagner, and second by April Newkirk, the Board unanimously approved the School Food Service Paper and Chemical Bids for 2019-2020. (8:0) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, Jay Cook, Maurice Hill and Mike Sparks

After review and recommendation by the Superintendent, upon motion by Stuart Tedders, and second by Heather Mims, the Board unanimously approved the Dish Machine Chemical Bids for July 1, 2019-June 30,2020 and July 1, 2020-June 30,2021. (8:0) Yes -
Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, Jay Cook, Maurice Hill and Mike Sparks

Upon motion by Stuart Tedders, and second by April Newkirk, the Board unanimously voted to enter into executive session to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee or to interview applicants for the position of superintendent; (O.C.G.A. § 50-14-3(b)(2)); (8:0) Yes – Cheri Wagner, April Newkirk, Glennera Martin, Stuart Tedders, Jay Cook, Maurice Hill, Heather Mims and Mike Sparks. Board Members present at the time of executive session were as follows: (8:0) Yes - Cheri Wagner, Stuart Tedders, Maurice Hill, Jay Cook, Glennera Martin, April Newkirk, Heather Mims and Mike Sparks.

Upon motion by Maurice Hill, and second by Jay Cook, the Board unanimously voted to return to open session. Board members present at the time of the return to open session were as follows: (8:0) Yes - Cheri Wagner, Stuart Tedders, April Newkirk, Jay Cook, Maurice Hill, Mike Sparks, Glennera Martin, Heather Mims

After review and recommendation by the Superintendent, upon motion by Maurice Hill, and second by Glennera Martin, the Board approved the Personnel Recommendations as presented and made a part of these minutes by reference. (Classified employees are employed at the will of the Board; certified employees are employed contingent upon the receipt of criminal background checks satisfactory to the Superintendent and Board.) (8:0) Yes – Jay Cook, Maurice Hill, Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims, and Mike Sparks

There being no further business, upon motion by Maurice Hill, and second by April Newkirk, the Board unanimously voted to adjourn the meeting at 7:01 p.m. (8:0) Yes - Jay Cook, Maurice Hill, Cheri Wagner, Stuart Tedders, April Newkirk, Mike Sparks, Glennera Martin and Heather Mims.

Charles G. Wilson, Jr., Superintendent  Michael Alan Sparks, Board Chair
Bulloch County Board of Education
Minutes of Work Session
July 25, 2019

The Bulloch County Board of Education met in a Work Session Meeting on Thursday, July 25, 2019, at 6:30 p.m. in the Board Room at the Central Office. Board Members present were as follows: April Newkirk, Glennera Martin, Cheri Wagner, Heather Mims, Mike Sparks, Jay Cook and Maurice Hill. Superintendent Charles Wilson was also present. Stuart Tedders was absent.

Board Chairman Mike Sparks called the meeting to order and led the Moment of Silence and Pledge of Allegiance.

After review and recommendation by the Superintendent, upon motion by Cheri Wagner, and second by April Newkirk, the agenda was approved as presented. (7:0) Yes - Cheri Wagner, Maurice Hill, Jay Cook, Glennera Martin, April Newkirk, Heather Mims and Mike Sparks

After review and recommendation by the Superintendent, upon motion by Cheri Wagner, and second by Stuart Tedders, the Board unanimously approved the 2018-2019 Transition Learning Center School Improvement Plan. (7:0) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Jay Cook, Heather Mims and Mike Sparks

After review and recommendation by the Superintendent, upon motion by April Newkirk, and second by Heather Mims, the Board approved the Resolution for Bank Account Number Change. As we closeout our ESPLOST III funds, we are needing to change the account number on one of our investment accounts. This resolution is required to enact that change. (6:0:1) Yes - Cheri Wagner, Stuart Tedders, Glennera Martin, April Newkirk, Heather Mims and Mike Sparks (Abstention – Jay Cook)

Chief Financial Officer Troy Brown provided information to the Board about the Millage Rate for FY20 and mentioned a proposed rollback to 9.038 would be recommended at the August 8th board meeting.

After review and discussion, upon motion by Maurice Hill, and second by Glennera Martin, the Board voted to table until another meeting the Intergovernmental Agreement by and between the BOE, Bulloch County Board of Commissioners, and the Bulloch County Sheriff's Office. (6:1) Yes - Cheri Wagner, Maurice Hill, Glennera Martin, April Newkirk, Heather Mims, Jay Cook (No - Mike Sparks)

There were no work session topics.

Upon motion by Maurice Hill, and second by April Newkirk, the Board unanimously voted to enter into executive session to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee or to interview applicants for the position of superintendent; (O.C.G.A. § 50-14-3(b)(2)); (7:0) Yes – Cheri Wagner, April Newkirk, Glennera Martin, Maurice Hill, Jay Cook, Heather Mims and Mike Sparks. Board Members present at the time of executive session were as follows: Cheri Wagner, Jay Cook, Maurice Hill, Glennera Martin, April Newkirk, Heather Mims and Mike Sparks.
Upon motion by Maurice Hill, and second by Heather Mims, the Board unanimously voted to return to open session. (7:0) Yes - Cheri Wagner, April Newkirk, Mike Sparks, Glennera Martin, Heather Mims, Jay Cook and Maurice Hill. Board Members present at the time of return to open session were as follows: Cheri Wagner, Jay Cook, Maurice Hill, Glennera Martin, April Newkirk, Heather Mims and Mike Sparks.

After review and recommendation by the Superintendent, upon motion by April Newkirk, and second by Jay Cook, the Board approved the Personnel Recommendations as presented and made a part of these minutes by reference. (Classified employees are employed at the will of the Board; certified employees are employed contingent upon the receipt of criminal background checks satisfactory to the Superintendent and Board.) (7:0) Yes - Cheri Wagner, Jay Cook, Maurice Hill, Glennera Martin, April Newkirk, Heather Mims, and Mike Sparks

There being no further business, upon motion by Glennera Martin, and second by April Newkirk, the Board unanimously voted to adjourn the meeting (7:0) Yes - Cheri Wagner, April Newkirk, Mike Sparks, Maurice Hill, Jay Cook, Glennera Martin and Heather Mims.

______________________________  ______________________________
Charles G. Wilson, Jr., Superintendent   Michael Alan Sparks, Board Chair
BULLOCH COUNTY BOARD OF EDUCATION
BOARD MEMBER PAYROLL
FOR THE MONTH OF: July 2019
July 2019 Payroll

<table>
<thead>
<tr>
<th>NAME</th>
<th>CSI#</th>
<th>DATES</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Cook</td>
<td>000-00-6712</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
<tr>
<td>April Newkirk</td>
<td>000-00-7882</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
<tr>
<td>Maurice Hill</td>
<td>000-00-1452</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
<tr>
<td>Glennera Martin</td>
<td>000-00-6713</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
<tr>
<td>Heather Mims</td>
<td>000-00-5460</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
<tr>
<td>Mike Sparks</td>
<td>000-00-2986</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
<tr>
<td>Stuart Tedders</td>
<td>000-00-7267</td>
<td>7/11</td>
<td>100.00</td>
</tr>
<tr>
<td>Cheri Wagner</td>
<td>000-00-6286</td>
<td>7/11;7/25</td>
<td>200.00</td>
</tr>
</tbody>
</table>

TOTAL 1,500.00

100-9990-2300-111-8010-0-06-000-0000

July 11, 2019 - Regular Session
July 25, 2019 - Work Session
Bulloch County Board of Education
Board Meeting Attendance Form
Regular/Called/Work Session

Date
July 11, 2019

Jay Cook

Maurice Hill

Glennera Martin

Heather Mims

April Newkirk

Mike Sparks

Stuart Tedders

Cheri Wagner
Bulloch County Board of Education
Board Meeting Attendance Form
Regular/Called/Work Session

Date 7/25/19

Jay Cook

Maurice Hill

Glennera Martin

Heather Mims

April Newkirk

Mike Sparks

Stuart Tedders absent

Cheri Wagner
To: Superintendent
From: Troy A. Brown, CFO
Date: July 31, 2019
Re: June 2019 Financial Report

The General Fund is reported to you on the Cash Basis. When we prepare our financials for audit purposes, we will be reporting on the Accrual Basis, and thus those final numbers may be adjusted. We ended the year with revenues exceeding expenditures by $3.9 million thus resulting in an ending Fund Balance of $21.1 million. The following will summarize the variances between budget and actual:

General Fund revenues collected were $.5 million over budget and were comprised of the following revenue sources:
- Local Option Sales Tax was $.5 million above budgeted revenue.
- State Sources were $.9 million under budgeted revenue. There are two main areas for this shortfall.
  1. The State reduced the allocation for health insurance by $.6 million.
  2. Mid-Term adjustment was $.3 million under budgeted revenue.
- Property & Other taxes (TAVT, Intangible, PILOT) were $.7 million above budgeted revenue.
- Local Sources – Interest revenue $.2 million above budgeted revenue.

Expenditures were $3.2 million under budget. Expenditure reductions resulted from controlling salary costs (maximizing federal and state program funds, replacing vacant positions with lower costs or absorbing the position, scrutinizing vacant positions, etc.), and controlling departmental operational costs. The following summarizes the areas that reflect a variance:
- Local funding to schools and departmental budgets were $3.3 million under budgeted expenditures. This is due to various departments and schools not expending the total of their allotted budgets.
- Salaries and Benefits were $.1 million over budget.

Reports to the State have been finalized for our Special Revenue Funds. Those funds have been requested from the State and will be received next month.

School Nutrition had a negative cash flow of $.15 million. The decrease resulted in an ending fund balance of $.2 million.

We expended $7.2 million in ESPLOST IV Project funds as follows:
- Technology $2.8 million
- Facilities $2.0 million
- Instructional $1.5 million
- Transportation $.9 million

Debt service had sufficient funds to pay for all of the required principal and interest payments during the year.

Please let me know if you have any questions after reading this report.
### General Fund

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Current Month</th>
<th>Year-To-Date</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Taxes</td>
<td>$31,525,078</td>
<td>$1,469,997</td>
<td>$32,693,078</td>
<td>103.7%</td>
</tr>
<tr>
<td>Other Local Sources</td>
<td>$1,146,500</td>
<td>$60,518</td>
<td>$1,330,972</td>
<td>116.1%</td>
</tr>
<tr>
<td>State Sources</td>
<td>$62,516,342</td>
<td>$4,584,898</td>
<td>$61,611,970</td>
<td>98.6%</td>
</tr>
<tr>
<td>Federal Sources</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$95,187,920</strong></td>
<td><strong>$6,115,413</strong></td>
<td><strong>$95,636,020</strong></td>
<td><strong>100.5%</strong></td>
</tr>
<tr>
<td>Other Sources</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues and Other Sources</strong></td>
<td><strong>$95,187,920</strong></td>
<td><strong>$6,115,413</strong></td>
<td><strong>$95,636,020</strong></td>
<td><strong>100.5%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Budget</th>
<th>Current Month</th>
<th>Year-To-Date</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Services</td>
<td>$65,269,273</td>
<td>$4,400,776</td>
<td>$61,056,308</td>
<td>93.5%</td>
</tr>
<tr>
<td>Pupil Services</td>
<td>$3,758,457</td>
<td>$290,513</td>
<td>$3,840,581</td>
<td>102.2%</td>
</tr>
<tr>
<td>Improvement of Instructional Services</td>
<td>$1,681,188</td>
<td>$217,664</td>
<td>$1,992,732</td>
<td>118.5%</td>
</tr>
<tr>
<td>Educational Media Services</td>
<td>$1,312,078</td>
<td>$99,894</td>
<td>$1,335,488</td>
<td>101.8%</td>
</tr>
<tr>
<td>General Administration Services</td>
<td>$482,963</td>
<td>$34,565</td>
<td>$435,882</td>
<td>90.3%</td>
</tr>
<tr>
<td>School Administration Services</td>
<td>$6,750,769</td>
<td>$541,192</td>
<td>$7,448,541</td>
<td>110.3%</td>
</tr>
<tr>
<td>Business Support Services</td>
<td>$889,027</td>
<td>$367,853</td>
<td>$825,771</td>
<td>92.9%</td>
</tr>
<tr>
<td>Maintenance and Operation of Plant Services</td>
<td>$7,729,650</td>
<td>$553,061</td>
<td>$7,423,805</td>
<td>96.0%</td>
</tr>
<tr>
<td>Student Transportation Services</td>
<td>$5,604,399</td>
<td>$321,322</td>
<td>$5,717,970</td>
<td>102.0%</td>
</tr>
<tr>
<td>Central Support Services</td>
<td>$1,277,931</td>
<td>$99,442</td>
<td>$1,219,579</td>
<td>95.4%</td>
</tr>
<tr>
<td>Other Support Services</td>
<td>$146,342</td>
<td>$16,961</td>
<td>$382,063</td>
<td>261.1%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$94,902,077</strong></td>
<td><strong>$6,943,261</strong></td>
<td><strong>$91,678,721</strong></td>
<td><strong>96.6%</strong></td>
</tr>
<tr>
<td>Other Uses</td>
<td>$268,183</td>
<td>$9,214</td>
<td>$9,214</td>
<td>3.4%</td>
</tr>
<tr>
<td><strong>Total Expenditures and Other Uses</strong></td>
<td><strong>$95,170,260</strong></td>
<td><strong>$6,952,474</strong></td>
<td><strong>$91,687,934</strong></td>
<td><strong>96.3%</strong></td>
</tr>
</tbody>
</table>

**Excess / (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses**

<table>
<thead>
<tr>
<th>Budget</th>
<th>Current Month</th>
<th>Year-To-Date</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excess</td>
<td>$17,660</td>
<td>$(837,061)</td>
<td>$3,948,086</td>
</tr>
<tr>
<td>Beginning Fund Balance - Unrestricted</td>
<td>$13,500,000</td>
<td>$17,130,307</td>
<td></td>
</tr>
</tbody>
</table>

**Ending Fund Balance - Unrestricted**

<table>
<thead>
<tr>
<th>Current Year</th>
<th>Month</th>
<th>Year-To-Date</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$13,517,660</td>
<td></td>
<td>$21,078,392</td>
<td></td>
</tr>
</tbody>
</table>
# Bulloch County Board of Education
## Combined Balance Sheet
### June 30, 2019
(Cash Basis - Unaudited)

### ASSETS

<table>
<thead>
<tr>
<th>Fund</th>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>School Activity Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Temporary Investments</td>
<td>$21,077,182</td>
<td>$678,266</td>
<td>$215,549</td>
<td>$5,680,434</td>
<td>$35,950,222</td>
<td>$1,184,412</td>
<td>$63,429,533</td>
</tr>
<tr>
<td>Due from Other Funds</td>
<td>$</td>
<td>-</td>
<td>$11,357</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Due from State of Georgia</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>$</td>
<td>-</td>
<td>$198,479</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest Receivable</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Inventory</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Fixed Assets</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Amount available in Debt Service Fund</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Amount to be provided for retirement of long-term debt</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**Total Assets**

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
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<td>$35,950,222</td>
<td>$1,184,412</td>
<td>$63,429,533</td>
</tr>
</tbody>
</table>

### LIABILITIES AND FUND EQUITY

<table>
<thead>
<tr>
<th>Fund</th>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>School Activity Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liabilities</td>
<td>$1,210</td>
<td>-</td>
<td>$362,012</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$1,210</td>
<td>-</td>
<td>$362,012</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Due to Other Funds</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>General Obligation Bonds Payable</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
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</table>

**Total Liabilities**

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>School Activity Funds</th>
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</tr>
</thead>
<tbody>
<tr>
<td>$1,210</td>
<td>-</td>
<td>$362,012</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Fund Equity

<table>
<thead>
<tr>
<th>Fund</th>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>School Activity Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment in Fixed Assets</td>
<td>$21,078,392</td>
<td>$678,266</td>
<td>$63,373</td>
<td>$5,680,434</td>
<td>$35,950,222</td>
<td>$1,184,412</td>
<td>$63,278,568</td>
</tr>
</tbody>
</table>

**Total Fund Equity**

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>School Activity Funds</th>
<th>Total All Funds</th>
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</thead>
<tbody>
<tr>
<td>$21,078,392</td>
<td>$678,266</td>
<td>$63,373</td>
<td>$5,680,434</td>
<td>$35,950,222</td>
<td>$1,184,412</td>
<td>$63,278,568</td>
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</tbody>
</table>

**Total Liabilities and Fund Equity**

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<tr>
<th>General Fund</th>
<th>Special Revenue Funds</th>
<th>School Nutrition Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>School Activity Funds</th>
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<td>$35,950,222</td>
<td>$1,184,412</td>
<td>$63,639,369</td>
</tr>
</tbody>
</table>
Old Business for Approval
INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN
THE BULLOCH COUNTY SCHOOL DISTRICT, BULLOCH
COUNTY, AND THE BULLOCH COUNTY SHERIFF’S OFFICE

THIS AGREEMENT is made and entered into this ___ day of __________, 2019, by and between BULLOCH COUNTY, a political subdivision of the State of Georgia, acting by and through its duly elected Board of Commissioners (hereinafter “the County”) and NOEL BROWN in his official capacity as Sheriff of Bulloch County, Georgia, (hereinafter “the Sheriff”) as party or parties of the first part, and BULLOCH COUNTY SCHOOL DISTRICT, acting by and through its duly elected Board of Education (hereinafter the “School District”) as party or parties of the second part.

WITNESSETH:

WHEREAS, Article IX, Section III, Paragraph I of the Constitution of the State of Georgia provides, in pertinent part, that a county, school district, or other political subdivision of the State of Georgia, may contract with one another for the provision of services, and for the use of facilities which the county, school district, or other political subdivision is authorized by law to provide; and

WHEREAS, the Sheriff, through the Sheriff’s Office and in coordination with the School District, has instituted and established a School Resource Officer Program (“the SRO Program”) that provides for the placement of Sheriff’s Office certified law enforcement officers (“SROs”) within the School District; and

WHEREAS, the School District agrees to implement the SRO Program in certain School District schools; and

WHEREAS, the County, the Sheriff, and the School District desire to establish the guidelines of the SRO Program and have a mutual understanding of the particular roles of each entity in relation to the SRO Program.

NOW THEREFORE, for and in consideration of good and valuable consideration described herein, the receipt and sufficiency of which are hereby acknowledged, and the mutual covenants and agreements contained in this Agreement, the parties do hereby agree as follows:

ARTICLE 1- PURPOSE

The School District, the Sheriff, and the County agree that the purpose of the SRO Program is to provide resources and support for School District students, teachers, and staff in law enforcement related matters. These resources and support include: providing classroom
instruction on law enforcement related matters, D.A.R.E., and G.R.E.A.T.; allowing students to build positive relationships with law enforcement officers, in the form of SROs, in a non-confrontational setting; protecting persons and property on School District grounds; attending extracurricular activities after the regular school day both at the school and at out of town events; gathering information concerning criminal activity involving School District students on or off of School District grounds; investigating crimes that occur on School District grounds; and generally enforcing the laws of the State of Georgia on and around School District grounds. For the purposes of this Agreement, the term “Regular Academic Session” shall mean each period beginning on the first day class is in regular session at any school at the beginning of the school calendar, excluding pre-planning, and ending on the last day that class is in regular session at the end of the school calendar, each such period being comprised of 180 School District business days.

ARTICLE 2- POLICY

It is the policy of the Sheriff’s Office to maintain a minimum of five (5) SROs for the School District.

ARTICLE 3- CHAIN OF COMMAND

The SRO Program is part of the Sheriff’s Office, and all SROs shall follow the chain of command of the Sheriff’s Office. The commander of the Sheriff’s Office Community Relations Division shall serve as the SRO Program Coordinator for the Sheriff’s Office and will act as the day to day immediate supervisor of the SRO Program for the Sheriff’s Office.

Each SRO shall coordinate activities with the School’s administration. All School related activity must be coordinated by each SRO with the principal’s office. When an SRO perceives that law enforcement action is required at a School, he/she shall take such action and then notify the principal of the actions taken as soon as reasonably possible thereafter.

The SROs are first and foremost law enforcement officers and employees of the Sheriff’s Office and, while performing duties as SROs, will remain employees of the Sheriff’s Office with all rights, benefits, and privileges attaching thereto. At any time during which the School District is not in Regular Academic Session, each SRO will report to the Sheriff’s Office and perform duties as assigned by and through the Patrol Division chain of command and receive law enforcement and SRO training. The commander of the Sheriff’s Office Community Relations Division will coordinate these activities with the commander of the Sheriff’s Office Patrol Division. Upon request by the School District, scheduling and time permitting, the SRO shall be available for additional School District related duties at extracurricular activities as designated by school officials during the period when the School District is not in Regular Academic Session, including sporting events and school registration. Compensation for such extra services will be paid by the School District to the County as outlined below.
ARTICLE 4- SELECTION OF PERSONNEL AND MINIMUM REQUIREMENTS

The Sheriff, based upon criteria to be mutually established by the Sheriff’s Office and the School District, shall appoint SROs. Appropriate School District personnel may participate in any interviews of prospective SRO candidates.

SROs will be sworn and certified law enforcement officers and will possess, at a minimum, these qualifications:

- Peace Officers Standards and Training (POST) Certification
- Must be able to obtain certification as a D.A.R.E. and G.R.E.A.T. instructor within one calendar year of assignment
- Demonstrated ability to work well with young people and educators
- Demonstrated maturity and no history of conduct unbecoming a deputy
- Skills in interpersonal relationships
- Skills in de-escalation of conflict and in conflict resolution
- Must adhere to the Sheriff’s Office principle that a balanced approach be taken between law enforcement activity and maintaining healthy community relations with citizens

ARTICLE 5- DISMISSAL OF SROs

In the event that a principal of a school to which an SRO is assigned believes that the assigned SRO is not effectively performing his/her duties and responsibilities, the superintendent of schools shall notify the SRO Program Coordinator. Within a reasonable amount of time after receiving such notification from the superintendent, the SRO Program Coordinator shall advise the Sheriff of the superintendent’s concerns. If the Sheriff so desires, the superintendent and the Sheriff, or their designees, may meet with the SRO to mediate or resolve any problems they may determine exist. Additionally, the SRO assigned to the School may immediately be re-assigned to another post by the Sheriff.

ARTICLE 6- SRO DUTIES AND RESPONSIBILITIES

Each SRO shall have the following duties and responsibilities, in addition to those described elsewhere in this Agreement:

- Provide School District students, faculty, staff, and visitors with the opportunity to meet and interact with a law enforcement officer in a non-confrontational setting
- Act as a deterrent to crime in School buildings, on School grounds, and in communities surrounding Schools, not only through their uniformed presence, but also by developing positive relationships with School District students, faculty, and staff, and the communities surrounding the Schools
- Provide classroom instruction and act as a resource for information for School District students, faculty, and staff concerning law enforcement topics
• Provide for the safety and security of School District students, faculty, staff, and visitors, including sporting events and extracurricular activities
• Make himself/herself available, as time permits, for conferencing with students, parents, and faculty members in order to assist them with issues of a law enforcement and crime prevention nature
• Respond to emergency situations that arise on School District grounds and take whatever appropriate law enforcement action is reasonable to resolve such situations
• Assist the Sheriff’s Office Criminal Investigations Division and the Statesboro-Bulloch Crime Suppression Team in the investigation of any crimes which occur on School District grounds; the SRO will contact additional law enforcement personnel to assist him/her as determined to be needed by the SRO
• Enforce the law of the State of Georgia
• Communicate with School administrators about law enforcement concerns on School District grounds
• Be present on School grounds during the hours of 7:30am to 3:30pm during the Regular Academic Session when classes are in session
• As needed, conduct formal interviews of School District students in accordance with Sheriff’s Office and School District policies
• Assist all local, state, and federal law enforcement agencies conducting interviews, arrests, or other actions related to the School District in accordance with Sheriff’s Office policies
• Maintain a “zero tolerance” policy on all criminal gang activities, illegal drug activities, and weapons on School District grounds; criminal charges will be filed by the SRO regarding such activities as appropriate and case files sent to the courts of proper jurisdiction
• It is acknowledged that a SRO may be called on as a witness or to participate in the School District’s disciplinary or truancy processes; however, the disciplining of students for violations of School District policies is solely the responsibility of the School District; a School principal may contact the SRO if he/she believes that an incidents involves a violation of Georgia law, after which the SRO shall determine whether a law enforcement response is appropriate; SROs are not to be utilized by the School District for enforcing School District policies or monitoring the duties of School District employees; violations of School District policies observed by the SRO shall be brought to the attention of the appropriate School District administrator
• Attend pre-planning meetings with administration and instruction staff of the SRO’s assigned Schools for a complete orientation of the SRO Program as needed or when requested
ARTICLE 7- SCHOOL DISTRICT DUTIES AND RESPONSIBILITIES

The School District shall provide to each SRO the following materials, training, and facilities, which are deemed essential to the performance of the SRO’s duties:

- A reasonable work space at the School
- A copy of relevant School District policies and procedures
- School operations training

ARTICLE 8- SHERIFF’S OFFICE AND COUNTY’S DUTIES AND RESPONSIBILITIES

- Provide the SRO with the usual and customary office supplies and forms required for the performance of the SRO’s duties
- Provide uniforms and equipment required of law enforcement personnel
- Provide a vehicle, fuel, and maintenance
- Provide law enforcement and SRO training
- Provide Liability and Workers’ Compensation Insurance coverage for the SROs

ARTICLE 9- REVIEW OF SRO PROGRAM

SRO evaluations will occur in June of each year. A SRO Program Committee will perform all evaluations. The SRO Program Committee will consist of the School District Superintendent or his designee, the SRO Program Coordinator, and the principal of Schools with assigned SROs. Each SRO will be provided with a written evaluation no later than June 30 of each year.

ARTICLE 10- ASSIGNMENT OF PERSONNEL

SROs will be assigned to schools in unincorporated Bulloch County by the Sheriff. The Sheriff will provide advice to the School Superintendent in the form of crime statistics and call volumes pertaining to the schools under consideration. Conflicts over the assignment of SROs will be resolved by the Sheriff with advice provided by the School Superintendent. The addition of SROs to schools located in incorporated municipalities may only be made after further agreements regarding joint funding and supervision of these SROs by the municipality, Sheriff, the County, and the School District.

The School District agrees to allow SROs to leave their assigned schools during the Regular Academic Session to instruct D.A.R.E. at designated elementary schools and/or G.R.E.A.T. at designated middle schools nearby their assigned school.

ARTICLE 11- COMPENSATION

For purposes of this Agreement, the term “Regular Duty Period” means the eight-hour period from 7:30 am until 3:30 pm each day that school is in session during the Regular Academic
Session, and the term “Extracurricular Period” means time that an SRO performs work outside of a Regular Duty Period at the request of a school administrator. SROs shall be employed by the Sheriff and paid through the County’s payroll system at all times they are performing work during a Regular Duty Period or an Extracurricular Period and will be covered by the County’s liability and workers’ compensation insurance.

For work performed by SROs during Regular Duty Periods, the School District will pay the County during the initial term for each SRO assigned to this Agreement in the amount of forty-three thousand, six-hundred eighty seven dollars and ninety-five cents ($43,687.95). After the initial term, this amount shall be increased by three percent (3%) on July 1st each year that this Agreement remains in effect. The County Finance Department will send monthly invoices to the School District for work performed by SROs during Regular Duty Periods.

For work performed by SROs during an Extracurricular Period, the School District will pay the County at the hourly rate of $25.00 for each hour worked. The Sheriff’s SRO Coordinator will send monthly invoices to the School District for work performed by SROs during Extracurricular Periods.

The School District will make payment for all invoices to the County within thirty (30) days of receipt. In the event that payments to the County by the School District become more than thirty (30) days past due, the County and/or the Sheriff may thereafter immediately terminate this Agreement by providing written notice of such termination, and the reason therefor, to the School District.

The School District shall have no obligation to pay the County for SROs utilized by the Sheriff’s Office for work outside of Regular Duty Periods or Extracurricular Periods.

**ARTICLE 12- TERM**

This initial term of this Agreement commences on July 1, 2019 and shall end on June 30, 2020. Thereafter, this Agreement will automatically renew for successive one-year terms commencing on July 1 and ending on June 30 each year, unless any party provides a notice of non-renewal to the other parties at least sixty (60) days prior to the end of the then-current term.

**ARTICLE 13- INDEMNIFICATION**

Each party does hereby agree, to the extent, if any, allowed by law, to indemnify and hold harmless the other parties, their officers, agents, servants, and employees from any and all injuries, claims, actions, lawsuits, damages, judgments, or liabilities of any kind whatsoever arising out of the performance of this Agreement, except as would relate to any injury, claim, action, lawsuit, damage, judgment, or liability caused by or contributed to by the negligence or reckless or intentional act of the complaining party, its officers, agents, servants, or employees to the extent of such negligence or reckless or intentional act.
ARTICLE 14- ASSIGNMENT OR TRANSFER

The rights, privileges, and obligations under this Agreement shall not be assigned or transferred by any party; provided, however, that this Agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto.

ARTICLE 15- NOTICES

Any notices required or permitted pursuant to this Agreement shall be in writing and may be effected by U.S. mail or by facsimile. Mailed notices shall be deemed to have been received on the date of acknowledgment on any return receipt or three days after deposit in the U.S. mail with proper postage affixed, whichever date is earlier. Notices by facsimile shall be deemed to have been received on the date on the sending party’s facsimile confirmation sheet.

- To the School District: Superintendent Charles Wilson
  150 Williams Rd
  Statesboro, GA  30458
  Facsimile: (912) 212-8529

- To Bulloch County County Manager Tom Couch
  115 North Main Street
  Statesboro, GA  30458
  Facsimile: (912) 764-8634

- With a copy to County Attorney Jeff Akins
  115 North Main Street
  Statesboro, GA  30458
  Facsimile: (912) 764-8634

- To the Sheriff’s Office Sheriff Noel Brown
  17257 U.S. 301 N
  Statesboro, GA  30458
  Facsimile: (912) 764-2917

- With a copy to SRO Coordinator James Billings
  17257 U.S. 301 N
  Statesboro, GA 30458
  Facsimile: (912) 764-2917
ARTICLE 16- GENERAL PROVISIONS OF THIS AGREEMENT

The brief capitalized and underlined headings or titles preceding each paragraph are for purposes of identification, convenience, and ease of reference, and shall be disregarded in the construction of this Agreement.

No failure of any party hereto to exercise any right or power granted under this Agreement, or to insist upon strict compliance by another party with this Agreement, and no custom or practice of any party at variance with the terms and conditions of this Agreement, shall constitute a waiver of any such party’s right to demand exact and strict compliance by the other parties hereto with the terms and conditions of this Agreement.

This Agreement shall be governed by, construed under, performed and enforced in accordance with the laws of Georgia.

Should any provision of this Agreement require judicial interpretation, it is agreed and stipulated by and among the parties that the court interpreting or construing the same shall not apply a presumption that the terms, conditions, and provisions hereof shall be more strictly construed against one party by reason of the rule of construction that an instrument is to be construed more strictly against the party who prepared the same.

This Agreement may be executed in multiple counterparts, each of which is deemed an original of equal dignity with the others and which is deemed one and the same instrument as the others.

ARTICLE 17- ENTIRE AGREEMENT

This Agreement shall constitute the entire Agreement between the parties and no modification thereof shall be binding unless evidenced by a subsequent signed written agreement. This Agreement supersedes any prior agreements between the parties, either written or oral.

ARTICLE 18- SEVERABILITY OF TERMS

In the event that any part or provision of this Agreement is held to be invalid, the remainder of this Agreement shall not be affected thereby and shall remain in full force and effect.

ARTICLE 19 - IMMUNITY

Nothing contained in this Agreement shall be deemed to be a waiver of any immunity to which the parties, their officials, or employees are legally entitled.

[SIGNATURES ON NEXT PAGE]
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals.

BULLOCH COUNTY BOARD OF COMMISSIONERS

By: ____________________________
   Roy Thompson, Chairman

Attest: __________________________
       Olympia Gaines, Clerk

NOEL BROWN SHERIFF OF BULLOCH COUNTY

By: ____________________________
   Noel Brown, Sheriff

Attest: __________________________
       James Billings,
       SRO Coordinator

BULLOCH COUNTY SCHOOL DISTRICT

By: ____________________________
   Michael Alan Sparks,
   Chairman

Attest: __________________________
       Charles G. Wilson,
       Superintendent
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals.

BULLOCH COUNTY BOARD OF COMMISSIONERS

By: ____________________________
Roy Thompson, Chairman

Attest: __________________________
Olympia Gaines, Clerk

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SHERIFF OF BULLOCH COUNTY

By: ____________________________
Noel Brown, Sheriff

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James Billings,
SRO Coordinator

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Michael Alan Sparks,
Chairman

Attest: __________________________
Charles G. Wilson,
Superintendent
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BULLOCH COUNTY BOARD
OF COMMISSIONERS

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Attest: __________________________
       Olympia Gaines, Clerk

NOEL BROWN
SHERIFF OF BULLOCH
COUNTY

By: ____________________________
    Noel Brown, Sheriff

Attest: __________________________
       James Billings,
       SRO Coordinator

BULLOCH COUNTY
SCHOOL DISTRICT

By: ____________________________
    Michael Alan Sparks,
    Chairman

Attest: __________________________
       Charles G. Wilson,
       Superintendent
To: Superintendent

From: Troy A. Brown, CFO

Date: July 31, 2019

Re: Approval of Millage Rate for FY ‘20

Attached is a copy of our 2019 Tax Digest and 5-Year History of Levy for the Bulloch County Board of Education’s M&O millage rate for FY ‘20. As we discussed at the last board meeting, I am asking that the Board roll back the M & O millage rate from 9.427 to 9.038. Please let me know if you have any questions.
August 8, 2019

Mr. Roy Thompson  
Bulloch County Board of Commissioners  
Post Office Box 334  
Statesboro, Georgia 30459

Dear Mr. Thompson:

The 2019 tax digest, five year history and proposed 2019 School Maintenance and Operations millage rate of 9.038 mills were presented to and approved by the Bulloch County Board of Education on August 08, 2019. Therefore, the Bulloch County Board of Education hereby requests $29,062,398 minus $10,971,878 Local Option Sales Tax, which nets the Board of Education $18,090,520 (after a 2.5% collection fee), or 9.038 mills, for School Maintenance and Operations purposes for the public schools of Bulloch County for the 2019–2020 school year.

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<th>Description</th>
<th>Amount</th>
<th>Gross Millage</th>
<th>L.O.S.T</th>
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<tr>
<td>Net M &amp; O Millage</td>
<td>9.038</td>
<td></td>
<td>5.344</td>
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<tr>
<td>Net Taxes Levied</td>
<td>$18,554,379</td>
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<td>9.038</td>
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<tr>
<td>Less 2.5% Collection Fee</td>
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<td>Taxes Net to the BOE</td>
<td>$18,090,520</td>
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Sincerely,

Michael Alan Sparks  
Board Chair  
Bulloch County Board of Education

Cc: Bulloch County Tax Commissioner  
Bulloch County Tax Assessor
NOTICE

The Bulloch County Board of Education does hereby announce that the millage rate will be set at a meeting to be held at the Bulloch County Board of Education Central Office on August 08, 2019 at 6:30 pm and pursuant to the requirements of O.C.G.A. Section 48-5-32 does hereby publish the following presentation of the current year's tax digest and levy, along with the history of the tax digest and levy for the past five years.

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<th></th>
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<th></th>
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<tr>
<td>Real &amp; Personal</td>
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<td>Less M&amp;O Exemptions</td>
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<td>Net M&amp;O Digest</td>
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<td>Adjusted Net M&amp;O Digest</td>
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<td>Gross M&amp;O Millage</td>
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<td>15,710</td>
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<td>14,989</td>
<td>14,382</td>
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<td>Less Rollbacks</td>
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<td>5,875</td>
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<td>5,562</td>
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<td>9,804</td>
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<td>Total School Taxes Levied</td>
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<td>$149,024</td>
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<td>Net Taxes % Increase / (Decrease)</td>
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<td>-0.28%</td>
<td>0.87%</td>
<td>2.74%</td>
<td>2.34%</td>
<td>2.87%</td>
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</tbody>
</table>
New Business
MEMORANDUM

TO: Charles Wilson, Superintendent

FROM: Catherine Hendrix, 21st CCLC Grant Administrator

DATE: July 31, 2019

RE: Acceptance of 21st CCLC grant award

I am asking for board approval to accept the 21st Century Community Learning Center grant award (FY20 award) for Langston Chapel Elementary in the amount of $349,379.

The 21st CCLC program, will provide expanded learning opportunities through after school and summer academic and enrichment programs for 105 students representing grades K-5 enrolled at Langston Chapel Elementary (LCES). 21st CCLC will provide targeted students with a 29 week after school program offering academic remediation, skill building and acceleration (ELA/Reading and Math), aligned with the Georgia Standards for Excellence. In addition, enrichment (STEM), social, emotional and physical well-being strategies that are consistent with academic success and the development of internal assets (positive personal growth) will be provided. 21st CCLC will also provide 4 weeks (40 hours a week) of summer programming, providing academic enrichment to prevent learning loss, STEM, project-based learning, social and emotional learning, leadership and career exploration, physical wellness, arts and culture. Parent engagement sessions will focus on increasing parental knowledge and skills related to personal growth, as well as encouraging parental participation and engagement with the students’ academic and social well-being outcomes. The 21st CCLC program for LCES was developed utilizing the guiding principles (as appropriate) of the Georgia After School and Youth Development Quality Standards and the program will use scientifically based, research-developed and/or best practice programs and activities designed to reinforce and complement the regular school day.

The intended outcomes of the LCES 21st CCLC program are: 1) Improve Academic Achievement, 2) Improve Student Behaviors, and 3) Increase Family Engagement. Achievement measures include: Georgia Milestones Assessment System, local academic assessments, local attendance and behavior data, Federal required teacher survey and self-reported survey results.

This is the 1st year of potentially a five year grant cycle.
July 19, 2019

Mr. Charles Wilson  
Superintendent  
Bulloch County Schools  
150 Williams Road  
Statesboro, Georgia 30458

Dear Mr. Wilson:

We are pleased to inform you that the State Board of Education approved the funding allocation in fiscal year 2020 (FY20) for your 21st Century Community Learning Centers (21st CCLC) subgrant. Funding is authorized under Title IV, Part B of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act, and is made available for a total project period of five (5) years contingent upon successful implementation of the subgrant and continued availability of Federal funds for each of the five (5) fiscal years of the award. Your subgrant has been approved for the amount indicated below.

<table>
<thead>
<tr>
<th>Subgrantee</th>
<th>Amount of FY20 Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bulloch County Schools - Langston Chapel Elementary 21st CCLC</td>
<td>$349,379</td>
</tr>
<tr>
<td>PAWS</td>
<td></td>
</tr>
</tbody>
</table>

Title IV, Part B supports the creation of community learning centers that provide academic enrichment opportunities during non-school hours for children, particularly students who attend high-poverty and low-performing schools. The program helps students meet state and local student standards in core academic subjects, such as reading and math; offers students a broad array of enrichment activities that complement their regular academic programs; and offers meaningful opportunities for families of participating children to be actively engaged in their child’s education.

The purpose of this letter is three-fold:

1) Announce the award of your 21st CCLC subgrant and the amount for the first year of a five-year grant of $349,379,

2) Communicate subgrant requirements,
3) Provide a reminder about the mandatory 21st CCLC training on July 24 - 25, 2019 in Macon, GA for program directors. Every Subgrantee must have at least one representative in attendance at all times during the training. It is strongly recommended that the program director attend all relevant days and other individuals (e.g., finance directors, site coordinators) in program leadership are also recommended to attend.

Please note that expenditures may not be charged to the FY20 subgrant period until your FY20 budget has been approved by the Georgia Department of Education (GaDOE) and the assurances governing the fiduciary/programmatic responsibilities of subgrantees are agreed upon by the authorized signatory of your 21st CCLC program. The program assurances will be agreed upon and signed through the Consolidated Application (Con App) portal as a required step in the budget submission process. The authorized signatory of your 21st CCLC program must have access to the Consolidated Application portal in order to agree to the program assurances as well as approve the budget.

Attached to this letter is the Title IV, Part B (21st CCLC) Grant Award Notification (GAN), which contains the terms and conditions that apply to all subgrantees receiving 21st CCLC funds in addition to the program assurances. Please retain a copy of this document for your records.

Furthermore, it is required that your governing board of directors/fiscal agent approve acceptance of this award. Documentation of this approval and the retention of this documentation are required for annual monitoring purposes. This award letter should also be filed for record keeping purposes.

Please contact Deirdre Smith, 21st CCLC Program Manager, at desmith@doe.k12.ga.us or 404-232-1197 if you have any questions or need additional guidance. Thank you for your commitment to improving educational outcomes for the students in Georgia. We look forward to our continued partnership in this critical work.

Sincerely,

John Wight
Director, Division of Federal Programs

JW:ds
Attachment
# GRANT AWARD NOTIFICATION

<table>
<thead>
<tr>
<th>1</th>
<th>RECIPIENT NAME</th>
<th>2</th>
<th>AWARD INFORMATION</th>
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</thead>
<tbody>
<tr>
<td>Bulloch County Schools</td>
<td>PR/AWARD NUMBER</td>
<td>S287C190010</td>
<td></td>
</tr>
<tr>
<td>150 Williams Road</td>
<td>ACTION NUMBER</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Statesboro, Georgia 30458</td>
<td>ACTION TYPE</td>
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</tr>
<tr>
<td><strong>PROJECT STAFF</strong></td>
<td>AWARD TYPE</td>
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<tr>
<td><strong>RECIPIENT SUBGRANTEE SUPERINTENDENT/CEO</strong></td>
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<td></td>
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</tr>
<tr>
<td>Mr. Charles Wilson</td>
<td><strong>PROJECT DESCRIPTION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(912) 212-8500</td>
<td>84.287C</td>
<td></td>
<td></td>
</tr>
<tr>
<td><a href="mailto:cwilson@bullochschools.org">cwilson@bullochschools.org</a></td>
<td>21st Century Community Learning Centers Program</td>
<td></td>
<td></td>
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<tr>
<td><strong>GaDOE 21st CCLC PROGRAM CONTACT</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Deirdre Smith</td>
<td><strong>AWARD PERIOD</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(404) 232-1197</td>
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<td><a href="mailto:desmith@doe.k12.ga.us">desmith@doe.k12.ga.us</a></td>
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<td><strong>GaDOE GRANTS ACCOUNTING CONTACT</strong></td>
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<tr>
<td>Regina Hailey</td>
<td><strong>AUTHORIZED FUNDING</strong></td>
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<td></td>
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<tr>
<td>(404) 656-4676</td>
<td>FEDERAL GRANT</td>
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<tr>
<td><a href="mailto:rhailey@doe.k12.ga.us">rhailey@doe.k12.ga.us</a></td>
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<td><strong>REstricted INDIRECT COST RATE</strong></td>
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<td>EDGAR AS APPLICABLE</td>
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<td>2 C.F.R. AS APPLICABLE</td>
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<td></td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>3, 8, 11, 12, 13, 14, and E-3</td>
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<table>
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<th>LEGISLATIVE AND FISCAL DATA</th>
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<td>PL X X ELEMENTARY &amp; SECONDARY EDUCATION ACT OF 1965 AS AMENDED BY</td>
<td></td>
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<tr>
<td>every student succeeds act</td>
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<td>FUNDING YEAR</td>
<td>AWARD YEAR</td>
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<td>616-1839</td>
<td>2019</td>
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Georgia Department of Education  
Atlanta, Georgia 30334  

GRANT AWARD NOTIFICATION

<table>
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<th>PR/AWARD NUMBER:</th>
<th>S287C180010</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECIPIENT NAME:</td>
<td>Bulloch County Schools – Langston Chapel Elementary 21st CCLC PAWS</td>
</tr>
</tbody>
</table>

TERMS AND CONDITIONS

1. The Office of Management and Budget requires all federal agencies to assign a Federal Award Identifying Number (FAIN) to each of their financial assistance awards. The PR/AWARD NUMBER identified in block 2 is the FAIN for this award.

2. The negotiated indirect cost rate approved for the entity identified in block 6 of the Grant Award Notification (GAN) applies to this grant award.

3. This grant award is made subject to the provisions of all applicable acts and regulations. This grant is subject to the provisions of Title IV of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act, the General Education Provisions Act (GEPA) and the Education Department General Administrative Regulations (EDGAR), 34 C.F.R. Parts 76, 77, and 82, and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 C.F.R. Part 200.

4. 21st CCLC approves budgets for the grant period between July 1, 2019 and September 30, 2020. Funds may be encumbered between the date of subgrantee budget approval and September 30, 2020.

5. The grant period ends September 30, 2020 and program completion reports are due no later than October 31, 2020.

6. Under the “Tydings Amendment,” Section 421 (b) of the General Education Provisions Act, 20 USC 1225 (b), any funds that are not obligated at the end of the Federal funding period specified in #5 shall remain available for obligation for an additional period of 12 months.

7. Subgrantees must seek budget amendment approval when changes in any function code are equal to or exceed 10 percent of that function code. Budget amendments must be submitted no later than May 15, 2020 for approval by the Subgrantee’s 21st CCLC Fiscal Analyst.

8. Subgrantees must establish internal control policies and procedures to procure, record and maintain custody of equipment and real property purchased with Title IV, Part B funds. The policies and procedures must include how the Subgrantee will account for and maintain control of equipment and real property used at private schools.


10. Subgrantees must conduct and reconcile physical inventories of equipment purchased with Title IV, Part B funds. The Subgrantee must use, manage and dispose of equipment acquired under Title IV, Part B in accordance with State laws and procedures.

11. Subgrantees will be reimbursed according to actual 21st CCLC expenditures that meet the definition of “necessary and reasonable costs” as defined by 2 C.F.R. Part 200. Reimbursement requests must be made monthly (by the 15th) and must follow the reimbursement procedures established by GaDOE using the Grant Accounting Online Reporting System (GAORS).
(12) Subgrantees that are not a local school district shall, prior to commencing work, but no longer than 60 days after the grant award notice, furnish to the GaDOE a fidelity bond in favor of the GaDOE in the amount equal to at least 25% of the grant award and a general liability insurance policy of no less than $1,000,000 per occurrence and showing the GaDOE as an additional insured for and as certificate holder. If a fiscal agent is awarded more than one subgrant, they must increase the general liability policy by $250,000 for each additional subgrant awarded with a cap of $2,000,000 per fiscal agent.

(13) The Subgrantee assures that Title IV, Part B funds will be used to increase the level of State, local, and other non-Federal funds that would, in the absence of 21st CCLC funds, be made available for programs and activities authorized by the 21st CCLC Program. In no case should Title IV, Part B funds supplant Federal, State, local, or non-Federal funds.

(14) The Subgrantee must ensure that appropriate documentation is maintained for auditing and monitoring purposes.

(15) Subgrantees must have required policies in place in order to comply with 21st CCLC program guidelines within the first 30 days of receiving the award. Policies must include those related to hiring staff, including job descriptions with qualifications and salary range, child safety, including evacuation training, parental notification, bus safety for students who are transported, and national criminal background checks, including new negative information will be handled and the process used to ensure that each employee, contractor, volunteer, etc., will have a national criminal background check once every 365 days. The Subgrantee must ensure that the policies have been shared with parents and staff. Policies must be approved through the agency governing board. Subgrantees with existing local board policies may use these policies if they cover all 21st CCLC requirements.

(16) Subgrantees have the responsibility of implementing 21st CCLC programs in accordance with the subgrantee’s approved application and applicable federal and state regulations. In addition, the program guidance (non-regulatory guidance), fiduciary guidance (2 CFR Part 200), Education Department General Administrative Regulations [EDGAR], and General Education Provision Act [GEPA]) are available on the US ED Web site at www.ed.gov.

(17) In accordance with 2 C.F.R. Part 200.415(a), subgrantees are required to assure that expenditures are proper and in accordance with the terms and conditions of the federal award and approved project budgets, the annual and final fiscal reports or vouchers requesting payment under the agreements must include a certification, signed by an official who is authorized to legally bind the non-federal entity, which reads as follows: I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

John Wight  
Federal Programs Director  
July 19, 2019  

AUTHORIZING OFFICIAL  
DATE
An Overview of Single Audit Requirements of States, Local Governments, and Non-Profit Organizations

To meet audit requirements of U.S. Office of Management and Budget (OMB) Uniform Guidance: Cost Principles, Audit, and Administrative Requirements for Federal Awards (Uniform Guidance), grantees must submit all documents required by Uniform Guidance 2 CFR 200.512, including Form SF-SAC: Data Collection Form, to:

Federal Audit Clearinghouse
1201 East 10th Street
Jeffersonville, Indiana 47132
(301) 763-1551 (voice)
(800) 253-0696 (toll free)
(301) 457-1540 (fax)

Below is a summary of the single audit requirements:

(1) Single Audit. A non-Federal entity that expends $750,000 or more during the non-Federal entity’s fiscal year in Federal awards must have a single audit conducted in accordance with 2 CFR 200.514, “Scope of Audit,” except when it elects to have a program specific audit conducted.

(2) Program-specific audit election. When an auditee expends Federal awards under only one Federal program (excluding R&D), and the Federal program’s statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.

(3) Exemption when Federal awards expended are less than $750,000. A non-Federal entity that expends less than $750,000 during the non-Federal entity’s fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in 2 CFR 200.503, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

12/2014
(4) Federally Funded Research and Development Centers (FFRDC). Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity.

(5) Report Submission. The audit must be completed, and the data collection form and reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor’s report(s), or nine months after the end of the audit period. If the due date falls on a Saturday, Sunday, or Federal holiday, the reporting package is due the next business day. Unless restricted by Federal statutes or regulations, the auditee must make copies available for public inspection. Auditees and auditors must ensure that their respective parts of the reporting package do not include protected personally identifiable information. (2 CFR 200.512)

Grantees are strongly urged to obtain the “OMB Compliance Supplement” and to contact their cognizant agency for single audit technical assistance.

The designated cognizant agency for single audit purposes is “the Federal awarding agency that provides the predominant amount of direct funding to the recipient.” Grantees should obtain a copy of the OMB Compliance supplement. This supplement will be instructive to both grantees and their auditors. Appendix III of the supplement provides a list of Federal Agency Contacts for Single Audits, including addresses, phone numbers, fax numbers, and e-mail addresses for technical assistance.

If the U.S. Department of Education is the cognizant agency, grantees should contact the Non-Federal Audit Team in the Department’s Office of Inspector General, at the address, phone, or fax number provided on page 3 of this attachment.

Grantees can obtain information on single audits from:

The OMB Publications Service, (202) 395-7332. (To obtain OMB Compliance Supplement, and Form SF-SAC: Data Collection Form)

The OMB web site. The Internet address is www.omb.gov. Look under OMB “Information for Agencies”, then in OMB Circulars. (To obtain OMB Compliance Supplement, and Form SF-SAC: Data Collection Form)

The Federal Audit Clearinghouse, 1-888-222-9907. (to obtain Form SF-SAC: Data Collection Form), or

The American Institute of Certified Public Accountants (AICPA). AICPA has illustrative OMB Single Audit report examples that might be of interest to accountants, auditors, or financial staff. The examples can be obtained by their fax hotline: (202) 938-3797, request document number 311; or from their Internet page. The Internet address is www.aicpa.org.

12/2014
If the U.S. Department of Education is the cognizant agency for the grantee organization, the following shows, according to the location of the grantee entity, which location of the Office of Inspector General to contact for single audit-related questions. For programmatic questions, grantees should contact the Education Program Contact shown on the Department’s Grant Award Notification.

**U.S. Department of Education Non-Federal Audit Teams**

Director, Non-Federal Audits  
Office of Inspector General  
U.S. Department of Education  
Wanamaker Building  
100 Penn Square East, Suite 502  
Philadelphia, PA 19107  
Phone: Voice (215) 656-6900  
FAX (215) 656-6397


Non-Federal Audit Team  
Office of Inspector General  
U.S. Department of Education  
1999 Bryan Street, Suite 2630  
Dallas, TX 75201-6817  
Phone: Voice (214) 880-3031  
FAX (214) 880-2492

For audits in Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, New Mexico, North Carolina, Oklahoma, South Carolina, Tennessee, and Texas.

Non-Federal Audit Team  
Office of Inspector General  
U.S. Department of Education  
8930 Ward Parkway, Suite 2401  
Kansas City, MO 64114-3302  
Phone: Voice (816) 268-0502  
FAX (816) 823-1398


12/2014
**Trafficking in Persons**

The Department of Education adopts the requirements in the Code of Federal Regulations at 2 CFR 175 and incorporates those requirements into this grant through this condition. The grant condition specified in 2 CFR 175.15(b) is incorporated into this grant with the following changes. Paragraphs a.2.ii.B and b.2.ii. are revised to read as follows:

"a.2.ii.B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 34 CFR part 85."

"b.2.ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 34 CFR part 85."

Under this condition, the Secretary may terminate this grant without penalty for any violation of these provisions by the grantee, its employees, or its subrecipients.
SPECIFIC CONDITIONS FOR DISCLOSING
FEDERAL FUNDING IN PUBLIC ANNOUNCEMENTS

When issuing statements, press releases, requests for proposals, bid solicitations and other
documents describing projects or programs funded in whole or in part with Federal money,
U.S. Department of Education grantees shall clearly state:

1) the percentage of the total costs of the program or project which will be financed
with Federal money;

2) the dollar amount of Federal funds for the project or program; and

3) the percentage and dollar amount of the total costs of the project or program that
will be financed by non-governmental sources.

Recipients must comply with these conditions under Division H, Title V,
Section 505 of Public Law 115-141, Consolidated Appropriations Act, 2018.

4/2018
PROHIBITION OF TEXT MESSAGING AND EMAILING WHILE DRIVING DURING OFFICIAL FEDERAL GRANT BUSINESS

Federal grant recipients, sub recipients and their grant personnel are prohibited from text messaging while driving a government owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email when driving.

Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009.
Registration of Data Universal Numbering System (DUNS) Number and Taxpayer Identification Number (TIN) in the System for Award Management (SAM)

The U.S. Department of Education (Education) Grants Management System (G5) will begin disbursing payments via the U.S. Department of Treasury (Treasury) rather than directly through the Federal Reserve as in the past. The U.S. Treasury requires that we include your Tax Payer Identification Number (TIN) with each payment. Therefore, in order to do business with Education you must have a registered DUNS and TIN number with the SAM, the U.S. Federal Government’s primary registrant database. If the payee DUNS number is different than your grantee DUNS number, both numbers must be registered in the SAM. Failure to do so will delay the receipt of payments from Education.

A TIN is an identification number used by the Internal Revenue Service (IRS) in the administration of tax laws. It is issued either by the Social Security Administration (SSA) or by the IRS. A Social Security number (SSN) is issued by the SSA whereas all other TINs are issued by the IRS.

The following are all considered TINs according to the IRS.

- Social Security Number "SSN"
- Employer Identification Number "EIN"
- Individual Taxpayer Identification Number "ITIN"
- Taxpayer Identification Number for Pending U.S. Adoptions "ATIN"
- Preparer Taxpayer Identification Number "PTIN"

If your DUNS number is not currently registered with the SAM, you can easily register by going to www.sam.gov. Please allow 3-5 business days to complete the registration process. If you need a new TIN, please allow 2-5 weeks for your TIN to become active. If you need assistance during the registration process, you may contact the SAM Federal Service Desk at 866-606-8220.

If you are currently registered with SAM, you may not have to make any changes. However, please take the time to validate that the TIN associated with your DUNS is correct.

If you have any questions or concerns, please contact the G5 Hotline at 888-336-8930.

12/2014
System for Award Management and Universal Identifier Requirements

1. Requirement for System for Award Management (SAM)

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

2. Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

3. Definitions

For purposes of this award term:

1. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at http://www.sam.gov).

2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at http://fedgov.dnb.com/webform).

3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
   a. A Governmental organization, which is a State, local government, or Indian Tribe;
   b. A foreign public entity;
   c. A domestic or foreign nonprofit organization;
   d. A domestic or foreign for-profit organization; and
   e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. Subaward:
   a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
   b. The term does not include your procurement of property and services needed to carry out the project or program (see 2 CFR 200.501 of the OMB “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”).
   c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. Subrecipient means an entity that:
   a. Receives a subaward from you under this award; and
   b. Is accountable to you for the use of the Federal funds provided by the subaward.

12/2014
MEMORANDUM to ED GRANTEES REGARDING THE USE OF GRANT FUNDS FOR CONFERENCES AND MEETINGS

You are receiving this memorandum to remind you that grantees must take into account the following factors when considering the use of grant funds for conferences and meetings:

- Before deciding to use grant funds to attend or host a meeting or conference, a grantee should:
  - Ensure that attending or hosting a conference or meeting is consistent with its approved application and is reasonable and necessary to achieve the goals and objectives of the grant;
  - Ensure that the primary purpose of the meeting or conference is to disseminate technical information, (e.g., provide information on specific programmatic requirements, best practices in a particular field, or theoretical, empirical, or methodological advances made in a particular field; conduct training or professional development; plan/coordinate the work being done under the grant); and
  - Consider whether there are more effective or efficient alternatives that can accomplish the desired results at a lower cost, for example, using webinars or video conferencing.

- Grantees must follow all applicable statutory and regulatory requirements in determining whether costs are reasonable and necessary, especially the Cost Principles for Federal grants set out at 2 CFR Part 200 Subpart E of the, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.” In particular, remember that:
  - Federal grant funds cannot be used to pay for alcoholic beverages; and
  - Federal grant funds cannot be used to pay for entertainment, which includes costs for amusement, diversion, and social activities.

- Grant funds may be used to pay for the costs of attending a conference. Specifically, Federal grant funds may be used to pay for conference fees and travel expenses (transportation, per diem, and lodging) of grantee employees, consultants, or experts to attend a conference or meeting if those expenses are reasonable and necessary to achieve the purposes of the grant.
  - When planning to use grant funds for attending a meeting or conference, grantees should consider how many people should attend the meeting or conference on their behalf. The number of attendees should be reasonable and necessary to accomplish the goals and objectives of the grant.

- A grantee hosting a meeting or conference may not use grant funds to pay for food for conference attendees unless doing so is necessary to accomplish legitimate meeting or conference business.
  - A working lunch is an example of a cost for food that might be allowable under a Federal grant if attendance at the lunch is needed to ensure the full participation by conference attendees in essential discussions and speeches concerning the purpose of the conference and to achieve the goals and objectives of the project.

- A meeting or conference hosted by a grantee and charged to a Department grant must not be promoted as a U.S. Department of Education conference. This means that the seal of the U.S. Department of Education must not be used on conference materials or signage without Department approval.
UNITED STATES DEPARTMENT OF EDUCATION
Office of the Chief Financial Officer

- All meeting or conference materials paid for with grant funds must include appropriate disclaimers, such as the following:
  
  The contents of this (insert type of publication; e.g., book, report, film) were developed under a grant from the Department of Education. However, those contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.

- Grantees are strongly encouraged to contact their project officer with any questions or concerns about whether using grant funds for a meeting or conference is allowable prior to committing grant funds for such purposes.
  
  - A short conversation could help avoid a costly and embarrassing mistake.

- Grantees are responsible for the proper use of their grant awards and may have to repay funds to the Department if they violate the rules on the use of grant funds, including the rules for meeting- and conference-related expenses.

12/2014
Executive Session
MEMORANDUM

DATE: August 8, 2019
TO: Charles Wilson
FROM: Phillip Tremble
RE: Personnel Action

VOLUNTARY SEPARATION

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<tr>
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<td>Brewton, Delanie</td>
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RECOMMENDATIONS

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### RECOMMENDATIONS CONTINUED

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### RECOMMENDATIONS PENDING BACKGROUND CHECK AND TRS APPROVAL

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### RECOMMENDATIONS PENDING TRS APPROVAL

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FYI
Property Tax Homestead Exemptions

Generally, a homeowner is entitled to a homestead exemption on their home and land underneath provided the home was owned by the homeowner and was their legal residence as of January 1 of the taxable year. (O.C.G.A. § 48-5-40)

LGS-Homestead - Application for Homestead Exemption

When and Where to File Your Homestead Exemption

Exemptions Offered by the State and Counties

Homestead Exemptions Offered by the State

Homestead Valuation Freeze Exemption

LGS-Homestead - Application for Homestead Exemption

To be granted a homestead exemption:

- A person must actually occupy the home, and the home is considered their legal residence for all purposes.
- Persons that are away from their home because of health reasons will not be denied homestead exemption. A family member or friend can notify the tax receiver or tax commissioner and the homestead exemption will be granted. (O.C.G.A. § 48-5-40)

When and Where to File Your Homestead Exemption
Property Tax Returns are Required to be Filed by April 1 Homestead applications that are filed after April 1 will not be granted until the next calendar year. (O.C.G.A. § 48-5-45)

Failure to apply by the deadline will result in loss of the exemption for that year. (O.C.G.A. § 48-5-45)

Homestead Applications are Filed with Your County Tax Officials Application for homestead exemption must be filed with the

- tax commissioner's office,
- or in some counties the tax assessor's office has been delegated to receive applications for homestead exemption.

To Receive Homestead for the Current Tax Year A homeowner can file an application for homestead exemption for their home and land any time during the prior year up to the deadline for filing returns. To receive the homestead exemption for the current tax year, the homeowner must have owned the property on January 1 and filed the homestead application by the same date property tax returns are due in the county.

Exemptions Offered by the State and Counties

The State of Georgia offers homestead exemptions to all qualifying homeowners. In some counties they have increased the amounts of their homestead exemptions by local legislation above the amounts offered by the State. As a general rule the exemptions offered by the county are more beneficial to the homeowner.

Homestead Exemptions Offered by the State

- **Standard Homestead Exemption** The home of each resident of Georgia that is actually occupied and used as the primary residence by the owner may be granted a $2,000 exemption from county and school taxes except for school taxes levied by municipalities and except to pay interest on and to retire bonded indebtedness. The $2,000 is deducted from the 40% assessed value of the homestead. The owner of a dwelling house of a farm that is granted a homestead exemption may also claim a homestead exemption in participation with the program of rural housing under contract with the local housing authority. (O.C.G.A. § 48-5-44)
• **Individuals 65 Years of Age and Older May Claim a $4,000 Exemption** Individuals 65 years of age or over may claim a $4,000 exemption from all county ad valorem taxes if the income of that person and his spouse does not exceed $10,000 for the prior year. Income from retirement sources, pensions, and disability income is excluded up to the maximum amount allowed to be paid to an individual and his spouse under the federal Social Security Act. The social security maximum benefit for 2019 is $68,664. The owner must notify the county tax commissioner if for any reason they no longer meet the requirements for this exemption. (O.C.G.A. § 48-5-47)

• **Individuals 62 Years of Age and Older May Claim Additional Exemption for Educational Purposes** Individuals 62 years of age or over that are residents of each independent school district and of each county school district may claim an additional exemption from all ad valorem taxes for educational purposes and to retire school bond indebtedness if the income of that person and his spouse does not exceed $10,000 for the prior year. Income from retirement sources, pensions, and disability income is excluded up to the maximum amount allowed to be paid to an individual and his spouse under the federal Social Security Act. The social security maximum benefit for 2019 is $68,664. The owner must notify the county tax commissioner if for any reason they no longer meet the requirements for this exemption. This exemption may not exceed $10,000 of the homestead's assessed value. (O.C.G.A. §48-5-52)

• **Floating Inflation-Proof Exemption** Individuals 62 years of age or over may obtain a floating inflation-proof county homestead exemption, except for taxes to pay interest on and to retire bonded indebtedness, based on natural increases in the homestead's value. If the appraised value of the home has increased by more than $10,000, the owner may benefit from this exemption. Income, together with spouse or any other person residing in the house cannot exceed $30,000. This exemption does not affect any municipal or educational taxes and is meant to be used in the place of any other county homestead exemption. (O.C.G.A. § 48-5-47.1)

• **Disabled Veteran or Surviving Spouse** Any qualifying disabled veteran may be granted an exemption of $60,000 plus an additional sum from paying property taxes for county, municipal, and school purposes. The additional sum is determined according to an index rate set by United States Secretary of Veterans Affairs. The amount for 2019 is $85,645. The value of the property in excess of this exemption remains taxable. This exemption is extended to the unremarried surviving spouse or minor children as long as they continue to occupy the home as a residence. (O.C.G.A. § 48-5-48)

• **Surviving Spouse of U.S. Service Member** The unremarried surviving spouse of a member of the armed forces who was killed in or died as a result of any war or armed conflict will be granted a homestead exemption from all ad valorem taxes for county, municipal and school purposes in the amount of $60,000 plus an additional sum. The additional sum is determined according to an index rate set by United States Secretary of Veterans Affairs. The amount for 2019 is $85,645. The surviving spouse will continue to be eligible for the exemption as long as they do not remarry. (O.C.G.A. § 48-5-52.1)

• **Surviving Spouse of Peace Officer or Firefighter** The unremarried surviving spouse of a peace officer or firefighter killed in the line of duty will be granted a homestead exemption for the full value of the homestead for as long as the applicant occupies the residence as a homestead. (O.C.G.A. § 48-5-
Homestead Valuation Freeze Exemption

The Constitution of Georgia allows counties to enact local homestead exemptions. A number of counties have implemented an exemption that will freeze the valuation of property at the base year valuation for as long as the homeowner resides on the property. Even as property values continue to rise the homeowner’s taxes will be based upon the base year valuation. This exemption may be for county taxes, school taxes, and/or municipal taxes, and in some counties age and income restrictions may apply. In some counties the law may allow for the base year valuation to be increased by a certain percentage each year.

Homeowners should contact the county for details about this exemption in their county. The following counties have implemented this type of exemption:

Baldwin
Barrow
Camden
Carroll
Chatham
City of Atlanta
Cherokee
Clarke
Cobb
Dade
DeKalb
Douglas
Effingham
Fannin
Floyd
Forsyth
Fulton
Gilmer
Glynn
Greene
Gwinnett
Habersham

https://dor.georgia.gov/property-tax-homestead-exemptions#freeze
Henry
Liberty
McIntosh
Meriwether
Murray
Muscogee
Oconee
Pierce
Putnam
Toombs
Towns
Walton
Ware
White

Contact

Applications are Filed with Your County Tax Office

The State offers basic homestead exemptions to taxpayers that qualify, but your county may offer more beneficial exemptions. Whether you are filing for the homestead exemptions offered by the State or county, you should contact the tax commissioner or the tax assessor’s office in your county for more information or clarification about qualifying for homestead exemption.

More about Property Tax

Property Taxes in Georgia

Property Tax Forms