

**POQUOSON CITY SCHOOL BOARD MEETING**  
**NOVEMBER 21, 2023 – 6:00 p.m.**  
**CITY OF POQUOSON COUNCIL CHAMBERS**

**AGENDA**

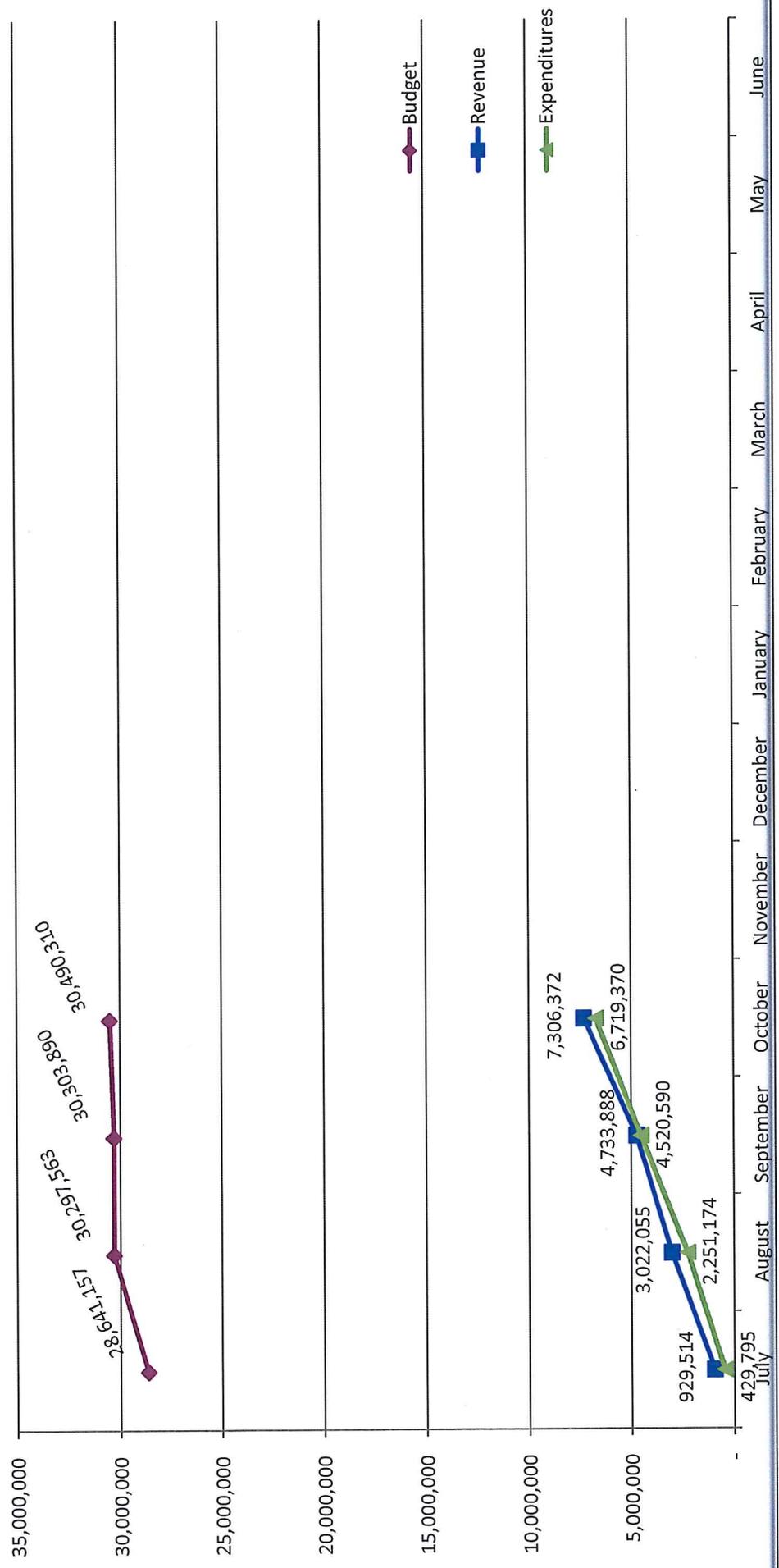
- I. CALL TO ORDER** – *Shannon Martin, Chair*
- II. PLEDGE TO THE FLAG, MOMENT OF SILENCE, AND INSPIRATIONAL READING** -  
*Thatcher Faciszewski, Board Student Representative*
- III. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA**
- IV. RECOGNITIONS** - *Kelly Purdie, Professional Learning & Communications Administrator*
  - A. Poquoson High School Senior of the Month
  - B. WHRO Learning Garden Vignette
  - C. Purple Star Schools (School Counselors)
- V. PRESENTATIONS AND REPORTS**
  - A. WHRO – *Bert Schmidt, President and Elmer Seward, VP of Education*
  - B. Historical Drawings – *Ellen Wildman, Former CAD/Engineering Instructor*
  - C. Instruction Update – *Amber Brown, Assistant Superintendent for Instruction*
  - D. Operations Update – *Brandon Ratliff, Ed. D., Assistant Superintendent for Operations*
  - E. Finance Update – *Tracy Spence, Executive Director of Finance*
- VI. PUBLIC COMMENT**
- VII. CONSENT AGENDA**
  - A. Approval of Financial Reports (*Enclosed*)
  - B. Authorization to Change Appropriation and to Accept and Expend Funds in Accordance with Attached Request (*Enclosed*)
  - C. Approval of Personnel Action (*Enclosed*)
  - D. Approval of Minutes for October’s Regular Meeting, Work Session and November 1<sup>st</sup> Work Session and Closed Meeting (*Enclosed*)
  - E. Approval to Authorize the Superintendent to Sign a Contract for Lawn Maintenance Services with Home Turf Landscapes for the 2024-2025 School Year (*Reading File Enclosed*)
- VIII. OTHER MATTERS FOR CONSIDERATION**
  - A. Consideration of Addition of a Provision for Students at PPS and PES to Carry a Smart Watch (*Reading File Enclosed*)
  - B. Consideration of Revision to the Student Code of Conduct to Include Specific Language Regarding the Discipline of Students with Disabilities (*Reading File Enclosed*)
  - C. Consideration of PCPS ALL In VA Spending Plan (*Reading File Enclosed*)
  - D. Consideration of Broadcasting Board Work Sessions in 2024
  - E. Consideration of Approval of Superintendent’s Request to City Council for Use of Carryover Funds (*Reading File Enclosed*)
- IX. COMMUNICATIONS AND/OR OTHER MATTERS BY SCHOOL BOARD AND/OR SUPERINTENDENT**
- X. MATERIAL FOR BOARD REVIEW**
- XI. ADJOURNMENT**

**POQUOSON CITY SCHOOL BOARD  
EXECUTIVE CLOSED SESSION  
NOVEMBER 21, 2023 – TO FOLLOW WORK SESSION  
CITY OF POQUOSON COUNCIL CHAMBERS**

**AGENDA**

- I. Call for Executive Closed Session – *Shannon Martin, Chair***
  - A.** Poquoson City Public Schools’ School Board will meet in closed session pursuant to the Scholastic Exemption of Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for consideration of personnel matters.

## 2023 - 2024 Expenditures and Revenue Year-To-Date



POQUOSON CITY PUBLIC SCHOOLS  
 EXPENDITURE ACCOUNT REPORT  
 FOR MONTH ENDING October 2023

	APPROPRIATIONS	OUTSTANDING ENCUMBRANCES	EXPENDITURES MONTH TO DATE	EXPENDITURES YEAR TO DATE	AVAILABLE BALANCE	PERCENT USED
ELEMENTARY HOMEBOUND INSTRUCTION	\$4,458.00	\$0.00	\$0.00	\$0.00	\$4,458.00	0%
SECONDARY HOMEBOUND INSTRUCTION	\$5,571.00	\$0.00	\$0.00	\$941.94	\$4,629.06	17%
TOTAL FOR POQUOSON PRIMARY	\$4,213,965.00	\$509.00	\$316,758.87	\$679,495.78	\$3,533,960.22	16%
TOTAL FOR POQUOSON ELEMENTARY	\$3,969,678.00	\$16,090.90	\$310,623.13	\$666,198.02	\$3,287,389.08	17%
TOTAL FOR POQUOSON MIDDLE	\$4,456,449.00	\$634.94	\$357,316.43	\$760,252.41	\$3,695,561.65	17%
TOTAL FOR POQUOSON HIGH	\$7,557,291.66	\$14,661.07	\$536,372.61	\$1,673,432.36	\$5,869,198.23	22%
TOTAL FOR ELEM & SECOND PROGRAMS	\$816,269.00	\$0.00	\$60,887.38	\$135,402.23	\$680,866.77	17%
TOTAL FOR ADMINISTRATION	\$7,901,452.24	\$55,132.06	\$582,564.08	\$2,642,515.03	\$5,203,805.15	34%
TOTAL FOR GRANTS:						
POSITIVE BEHAVIORIAL INTERVENTION AND SUPPORT	\$10,592.70	\$0.00	\$60.00	\$10,451.73	\$140.97	99%
TITLE I NCLB	\$122,058.67	\$0.00	\$2,732.24	\$29,828.41	\$92,230.26	24%
CARL PERKINS	\$39,135.54	\$0.00	\$0.00	\$19,996.04	\$19,139.50	51%
VI-B	\$631,947.45	\$33.00	\$21,898.35	\$61,516.92	\$570,397.53	10%
TITLE II	\$34,795.81	\$0.00	\$0.00	\$0.00	\$34,795.81	0%
TITLE IV	\$28,592.23	\$0.00	\$142.76	\$8,734.99	\$19,857.24	31%
IMPACT AID	\$238,608.05	\$0.00	\$0.00	\$0.00	\$238,608.05	0%
PRESCHOOL	\$21,669.92	\$0.00	\$1,156.77	\$7,697.02	\$13,972.90	36%
K-5 Literacy	\$185,083.75	\$0.00	\$0.00	\$0.00	\$185,083.75	0%
CARES-ESSER II	\$8,416.23	\$0.00	\$6.16	\$6,786.02	\$1,630.21	0%
CARES-ESSER III	\$205,649.11	\$0.00	\$8,260.37	\$16,120.74	\$189,528.37	0%
CARES-ESSER III Set Aside	\$38,626.42	\$0.00	\$0.00	\$0.00	\$38,626.42	0%
CSLFRF - PPS HVAC Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>TOTAL</b>	<b>\$30,490,309.78</b>	<b>\$87,060.97</b>	<b>\$2,198,779.15</b>	<b>\$6,719,369.64</b>	<b>\$23,683,879.17</b>	<b>22%</b>

Poquoson City Public Schools  
Expenditure Summary Report  
October 31, 2023

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
PJT 100 STATE/LOCAL FUNDS								
C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 1,507,541.00	\$ 0.00	\$ 125,434.89	\$ 249,090.76	\$ 1,258,450.24	16.52	
2000	EMPLOYEE BENEFITS	\$ 611,479.00	\$ 0.00	\$ 58,435.37	\$ 113,207.95	\$ 498,271.05	18.51	
3000	PURCHASE SERVICES	\$ 7,357.00	\$ 0.00	\$ 0.00	\$ 327.25	\$ 7,029.75	4.45	
5000	OTHER CHARGES	\$ 2,274.00	\$ 121.90	\$ 683.26	\$ 683.26	\$ 1,468.84	35.41	
6000	MATERIALS & SUPPLIES	\$ 29,420.00	\$ 220.00	\$ 500.17	\$ 4,074.19	\$ 25,125.81	14.60	
8000	CAPITAL OUTLAY	\$ 2,450.00	\$ 15,000.00	\$ 0.00	\$ 7,500.00	\$ 5,050.00	306.12	
61100	CLASSROOM INSTRUCTION	\$ 2,160,521.00	\$ 15,341.90	\$ 185,053.69	\$ 359,883.41	\$ 1,785,295.69	17.37	
FUNC 61210 GUIDANCE SERVICE								
1000	SALARY AND WAGES	\$ 59,144.00	\$ 0.00	\$ 4,701.58	\$ 9,403.16	\$ 49,740.84	15.90	
2000	EMPLOYEE BENEFITS	\$ 30,055.00	\$ 0.00	\$ 2,980.43	\$ 5,560.86	\$ 24,494.14	18.50	
6000	MATERIALS & SUPPLIES	\$ 878.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 878.00	0.00	
61210	GUIDANCE SERVICE	\$ 90,077.00	\$ 0.00	\$ 7,682.01	\$ 14,964.02	\$ 75,112.98	16.61	
FUNC 61230 HOMEBOUND INSTRUCTION								
1000	SALARY AND WAGES	\$ 1,495.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,495.00	0.00	
2000	EMPLOYEE BENEFITS	\$ 115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 115.00	0.00	
61230	HOMEBOUND INSTRUCTION	\$ 1,610.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,610.00	0.00	
FUNC 61310 ELEM & SECOND PROGRAMS								
1000	SALARY AND WAGES	\$ 87,637.00	\$ 0.00	\$ 8,474.23	\$ 33,375.21	\$ 54,261.79	38.08	
2000	EMPLOYEE BENEFITS	\$ 37,059.00	\$ 0.00	\$ 3,943.39	\$ 14,593.16	\$ 22,465.84	39.38	
3000	PURCHASE SERVICES	\$ 3,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,900.00	0.00	
5000	OTHER CHARGES	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00	
6000	MATERIALS & SUPPLIES	\$ 21,067.00	\$ 0.00	\$ 2,704.63	\$ 2,704.63	\$ 18,362.37	12.84	
61310	ELEM & SECOND PROGRAMS	\$ 149,748.00	\$ 0.00	\$ 15,122.25	\$ 50,673.00	\$ 99,075.00	33.84	
FUNC 61320 MEDIA SERVICES								
1000	SALARY AND WAGES	\$ 68,218.00	\$ 0.00	\$ 5,716.50	\$ 11,318.00	\$ 56,900.00	16.59	
2000	EMPLOYEE BENEFITS	\$ 27,708.00	\$ 0.00	\$ 2,536.32	\$ 5,063.84	\$ 22,644.16	18.28	
6000	MATERIALS & SUPPLIES	\$ 3,481.00	\$ 0.00	\$ 120.78	\$ 999.58	\$ 2,481.42	28.72	
61320	MEDIA SERVICES	\$ 99,407.00	\$ 0.00	\$ 8,373.60	\$ 17,381.42	\$ 82,025.58	17.49	
FUNC 61410 OFFICE OF THE PRINCIPAL								
1000	SALARY AND WAGES	\$ 283,528.00	\$ 0.00	\$ 21,302.01	\$ 72,230.91	\$ 211,297.09	25.48	
2000	EMPLOYEE BENEFITS	\$ 138,876.00	\$ 0.00	\$ 10,274.73	\$ 32,574.24	\$ 106,301.76	23.46	
61410	OFFICE OF THE PRINCIPAL	\$ 422,404.00	\$ 0.00	\$ 31,576.74	\$ 104,805.15	\$ 317,598.85	24.81	
1	REGULAR	\$ 2,923,767.00	\$ 15,341.90	\$ 247,808.29	\$ 547,707.00	\$ 2,360,718.10	19.26	
PGM 2 SPECIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 384,369.00	\$ 0.00	\$ 28,092.49	\$ 57,578.65	\$ 326,790.35	14.98	
2000	EMPLOYEE BENEFITS	\$ 170,846.00	\$ 0.00	\$ 12,310.43	\$ 25,596.49	\$ 145,249.51	14.98	
3000	PURCHASE SERVICES	\$ 35,000.00	\$ 0.00	\$ 9,845.63	\$ 9,845.63	\$ 25,154.37	28.13	
6000	MATERIALS & SUPPLIES	\$ 3,321.00	\$ 749.00	\$ 256.31	\$ 1,050.29	\$ 1,521.71	54.18	
7000	JOINT OPERATIONS/NEW HORIZONS	\$ 87,096.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 87,096.00	0.00	
61100	CLASSROOM INSTRUCTION	\$ 680,632.00	\$ 749.00	\$ 50,504.86	\$ 94,071.06	\$ 585,811.94	13.93	

POQUOSON CITY PUBLIC SCHOOLS  
 PJT-C/C-LOC-PGM-FUNC-OBJ- EXPENDITURES SUMMARY REPORT  
 for Fiscal Year 2024 (2023-2024 FISCAL YEAR)  
 Posted Only Figures  
 Executed By: jhulstin

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
2	SPECIAL	\$ 680,632.00	\$ 749.00	\$ 50,504.86	\$	\$ 94,071.06	\$ 585,811.94	13.93
	PGM 4 GIFTED AND TALENTED							
	FUNC 61100 CLASSROOM INSTRUCTION							
1000	SALARY AND WAGES	\$ 168,984.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 168,984.00	0.00
2000	EMPLOYEE BENEFITS	\$ 52,477.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 52,477.00	0.00
3000	PURCHASE SERVICES	\$ 293.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 293.00	0.00
6000	MATERIALS & SUPPLIES	\$ 625.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 625.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 222,379.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 222,379.00	0.00
4	GIFTED AND TALENTED	\$ 222,379.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 222,379.00	0.00
	PGM 5 REMEDIAL							
	FUNC 61100 CLASSROOM INSTRUCTION							
1000	SALARY AND WAGES	\$ 107,367.00	\$ 0.00	\$ 8,732.66	\$	\$ 17,465.32	\$ 89,901.68	16.27
2000	EMPLOYEE BENEFITS	\$ 37,143.00	\$ 0.00	\$ 3,577.32	\$	\$ 6,954.64	\$ 30,188.36	18.72
61100	CLASSROOM INSTRUCTION	\$ 144,510.00	\$ 0.00	\$ 12,309.98	\$	\$ 24,419.96	\$ 120,090.04	16.90
5	REMEDIAL	\$ 144,510.00	\$ 0.00	\$ 12,309.98	\$	\$ 24,419.96	\$ 120,090.04	16.90
150	POQUOSON ELEMENTARY SCHOOL	\$ 3,971,288.00	\$ 16,090.90	\$ 310,623.13	\$	\$ 666,198.02	\$ 3,288,999.08	17.18
	LOC 160 POQUOSON PRIMARY SCHOOL							
	PGM 1 REGULAR							
	FUNC 61100 CLASSROOM INSTRUCTION							
1000	SALARY AND WAGES	\$ 1,615,971.00	\$ 0.00	\$ 115,606.56	\$	\$ 225,487.75	\$ 1,390,483.25	13.95
2000	EMPLOYEE BENEFITS	\$ 717,710.00	\$ 0.00	\$ 62,190.70	\$	\$ 117,817.18	\$ 599,892.82	16.42
3000	PURCHASE SERVICES	\$ 7,214.00	\$ 0.00	\$ 0.00	\$	\$ 302.25	\$ 6,911.75	4.19
5000	OTHER CHARGES	\$ 2,274.00	\$ 0.00	\$ 643.50	\$	\$ 643.50	\$ 1,630.50	28.30
6000	MATERIALS & SUPPLIES	\$ 29,420.00	\$ 0.00	\$ 639.79	\$	\$ 5,447.12	\$ 23,972.88	18.52
8000	CAPITAL OUTLAY	\$ 2,450.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,450.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 2,375,039.00	\$ 0.00	\$ 179,080.55	\$	\$ 349,697.80	\$ 2,025,341.20	14.72
	FUNC 61210 GUIDANCE SERVICE							
1000	SALARY AND WAGES	\$ 50,718.00	\$ 0.00	\$ 4,028.16	\$	\$ 8,456.40	\$ 42,261.60	16.67
2000	EMPLOYEE BENEFITS	\$ 21,432.00	\$ 0.00	\$ 2,095.06	\$	\$ 4,041.18	\$ 17,390.82	18.86
6000	MATERIALS & SUPPLIES	\$ 1,045.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 1,045.00	0.00
61210	GUIDANCE SERVICE	\$ 73,195.00	\$ 0.00	\$ 6,123.22	\$	\$ 12,497.58	\$ 60,697.42	17.07
	FUNC 61230 HOMEBOUND INSTRUCTION							
1000	SALARY AND WAGES	\$ 2,645.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,645.00	0.00
2000	EMPLOYEE BENEFITS	\$ 203.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 203.00	0.00
61230	HOMEBOUND INSTRUCTION	\$ 2,848.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,848.00	0.00
	FUNC 61310 ELEM & SECOND PROGRAMS							
1000	SALARY AND WAGES	\$ 87,637.00	\$ 0.00	\$ 8,474.05	\$	\$ 33,374.52	\$ 54,262.48	38.08
2000	EMPLOYEE BENEFITS	\$ 37,059.00	\$ 0.00	\$ 3,943.35	\$	\$ 14,592.85	\$ 22,466.15	39.38
3000	PURCHASE SERVICES	\$ 3,900.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 3,900.00	0.00
5000	OTHER CHARGES	\$ 85.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 85.00	0.00
6000	MATERIALS & SUPPLIES	\$ 21,067.00	\$ 0.00	\$ 0.00	\$	\$ 118.02	\$ 21,185.02	-0.56
61310	ELEM & SECOND PROGRAMS	\$ 149,748.00	\$ 0.00	\$ 12,417.40	\$	\$ 47,849.35	\$ 101,898.65	31.95
	FUNC 61320 MEDIA SERVICES							
1000	SALARY AND WAGES	\$ 83,672.00	\$ 0.00	\$ 4,701.58	\$	\$ 9,403.16	\$ 74,268.84	11.24
2000	EMPLOYEE BENEFITS	\$ 44,784.00	\$ 0.00	\$ 3,558.31	\$	\$ 6,716.62	\$ 38,067.38	15.00
6000	MATERIALS & SUPPLIES	\$ 2,908.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,908.00	0.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
61320	MEDIA SERVICES	\$ 131,364.00	\$ 0.00	\$ 8,259.89	\$ 16,119.78	\$ 115,244.22	12.27
	FUNC 61410 OFFICE OF THE PRINCIPAL						
1000	SALARY AND WAGES	\$ 280,396.00	\$ 0.00	\$ 23,864.81	\$ 74,730.33	\$ 205,665.67	26.65
2000	EMPLOYEE BENEFITS	\$ 96,142.00	\$ 0.00	\$ 8,579.17	\$ 28,049.58	\$ 68,092.42	29.18
61410	OFFICE OF THE PRINCIPAL	\$ 376,538.00	\$ 0.00	\$ 32,443.98	\$ 102,779.91	\$ 273,758.09	27.30
1	REGULAR	\$ 3,108,732.00	\$ 0.00	\$ 238,325.04	\$ 528,944.42	\$ 2,579,787.58	17.01
	PGM 2 SPECIAL						
	FUNC 61100 CLASSROOM INSTRUCTION						
1000	SALARY AND WAGES	\$ 511,485.00	\$ 0.00	\$ 36,995.31	\$ 73,340.99	\$ 438,144.01	14.34
2000	EMPLOYEE BENEFITS	\$ 223,542.00	\$ 0.00	\$ 16,295.15	\$ 30,748.11	\$ 192,793.89	13.75
3000	PURCHASE SERVICES	\$ 0.00	\$ 0.00	\$ 5,909.49	\$ 5,909.49	\$ 5,909.49	100.00
6000	MATERIALS & SUPPLIES	\$ 3,136.00	\$ 509.00	\$ 100.95	\$ 1,845.60	\$ 781.40	75.08
7000	JOINT OPERATIONS/NEW HORIZONS	\$ 148,406.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 148,406.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 886,569.00	\$ 509.00	\$ 59,300.90	\$ 111,844.19	\$ 774,215.81	12.67
2	SPECIAL	\$ 886,569.00	\$ 509.00	\$ 59,300.90	\$ 111,844.19	\$ 774,215.81	12.67
	PGM 4 GIFTED AND TALENTED						
	FUNC 61100 CLASSROOM INSTRUCTION						
1000	SALARY AND WAGES	\$ 66,939.00	\$ 0.00	\$ 6,146.50	\$ 12,252.88	\$ 54,686.12	18.30
2000	EMPLOYEE BENEFITS	\$ 25,756.00	\$ 0.00	\$ 2,527.34	\$ 5,051.68	\$ 20,704.32	19.61
3000	PURCHASE SERVICES	\$ 293.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 293.00	0.00
6000	MATERIALS & SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 93,388.00	\$ 0.00	\$ 8,673.84	\$ 17,304.56	\$ 76,083.44	18.53
4	GIFTED AND TALENTED	\$ 93,388.00	\$ 0.00	\$ 8,673.84	\$ 17,304.56	\$ 76,083.44	18.53
	PGM 5 REMEDIAL						
	FUNC 61100 CLASSROOM INSTRUCTION						
1000	SALARY AND WAGES	\$ 99,695.00	\$ 0.00	\$ 7,989.58	\$ 16,043.74	\$ 83,651.26	16.09
2000	EMPLOYEE BENEFITS	\$ 27,788.00	\$ 0.00	\$ 2,469.51	\$ 4,943.98	\$ 22,844.02	17.79
6000	MATERIALS & SUPPLIES	\$ 641.00	\$ 0.00	\$ 0.00	\$ 414.89	\$ 226.11	64.73
61100	CLASSROOM INSTRUCTION	\$ 128,124.00	\$ 0.00	\$ 10,459.09	\$ 21,402.61	\$ 106,721.39	16.70
5	REMEDIAL	\$ 128,124.00	\$ 0.00	\$ 10,459.09	\$ 21,402.61	\$ 106,721.39	16.70
160	POQUOSON PRIMARY SCHOOL	\$ 4,216,813.00	\$ 509.00	\$ 316,758.87	\$ 679,495.78	\$ 3,536,808.22	16.13
20		\$ 8,188,101.00	\$ 16,599.90	\$ 627,382.00	\$ 1,345,693.80	\$ 6,825,807.30	16.64
	C/C 30 SECONDARY						
	LOC 010 POQUOSON HIGH SCHOOL						
	PGM 1 REGULAR						
	FUNC 61100 CLASSROOM INSTRUCTION						
1000	SALARY AND WAGES	\$ 3,087,343.00	\$ 0.00	\$ 202,477.90	\$ 413,059.44	\$ 2,674,283.56	13.38
2000	EMPLOYEE BENEFITS	\$ 1,119,826.00	\$ 0.00	\$ 92,354.83	\$ 182,944.12	\$ 936,881.88	16.34
3000	PURCHASE SERVICES	\$ 95,999.00	\$ 438.73	\$ 17,395.59	\$ 67,105.84	\$ 28,454.43	70.36
5000	OTHER CHARGES	\$ 2,955.00	\$ 0.00	\$ 659.00	\$ 2,279.31	\$ 675.69	77.13
6000	MATERIALS & SUPPLIES	\$ 85,535.00	\$ 13,250.29	\$ 3,940.59	\$ 16,011.88	\$ 56,272.83	34.21
7000	JOINT OPERATIONS/NEW HORIZONS	\$ 113,628.00	\$ 0.00	\$ 0.00	\$ 136,518.00	\$ 22,890.00	120.14
8000	CAPITAL OUTLAY	\$ 16,223.00	\$ 834.35	\$ 724.08	\$ 3,634.25	\$ 11,754.40	27.54
61100	CLASSROOM INSTRUCTION	\$ 4,521,509.00	\$ 14,523.37	\$ 317,551.99	\$ 821,552.84	\$ 3,685,432.79	18.49

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
FUNC 61210 GUIDANCE SERVICE								
1000	SALARY AND WAGES	\$ 247,515.00	\$ 0.00	\$ 19,774.33	\$ 46,005.24	\$ 201,509.76	18.59	
2000	EMPLOYEE BENEFITS	\$ 103,817.00	\$ 0.00	\$ 9,075.39	\$ 20,489.04	\$ 83,327.96	19.74	
3000	PURCHASE SERVICES	\$ 1,238.00	\$ 0.00	\$ 300.00	\$ 300.00	\$ 938.00	24.23	
6000	MATERIALS & SUPPLIES	\$ 6,698.00	\$ 0.00	\$ 79.84	\$ 1,470.70	\$ 5,227.30	21.96	
8000	CAPITAL OUTLAY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 223.57	\$ 223.57	100.00	
61210	GUIDANCE SERVICE	\$ 359,268.00	\$ 0.00	\$ 29,229.56	\$ 68,488.55	\$ 290,779.45	19.06	
FUNC 61230 HOMEBOUND INSTRUCTION								
1000	SALARY AND WAGES	\$ 1,150.00	\$ 0.00	\$ 0.00	\$ 875.00	\$ 275.00	76.09	
2000	EMPLOYEE BENEFITS	\$ 88.00	\$ 0.00	\$ 0.00	\$ 66.94	\$ 21.06	76.07	
61230	HOMEBOUND INSTRUCTION	\$ 1,238.00	\$ 0.00	\$ 0.00	\$ 941.94	\$ 296.06	76.09	
FUNC 61310 ELEM & SECOND PROGRAMS								
1000	SALARY AND WAGES	\$ 89,399.00	\$ 0.00	\$ 8,474.23	\$ 33,375.21	\$ 56,023.79	37.33	
2000	EMPLOYEE BENEFITS	\$ 74,118.00	\$ 0.00	\$ 3,943.39	\$ 14,593.16	\$ 59,524.84	19.69	
3000	PURCHASE SERVICES	\$ 5,900.00	\$ 0.00	\$ 1,627.50	\$ 1,627.50	\$ 4,272.50	27.58	
5000	OTHER CHARGES	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00	
6000	MATERIALS & SUPPLIES	\$ 21,062.00	\$ 0.00	\$ 0.00	\$ 150.50	\$ 20,911.50	0.71	
61310	ELEM & SECOND PROGRAMS	\$ 190,564.00	\$ 0.00	\$ 14,045.12	\$ 49,746.37	\$ 140,817.63	26.10	
FUNC 61320 MEDIA SERVICES								
1000	SALARY AND WAGES	\$ 73,356.00	\$ 0.00	\$ 7,523.58	\$ 15,047.16	\$ 58,308.84	20.51	
2000	EMPLOYEE BENEFITS	\$ 19,484.00	\$ 0.00	\$ 4,469.49	\$ 8,538.98	\$ 10,945.02	43.83	
6000	MATERIALS & SUPPLIES	\$ 4,179.00	\$ 0.00	\$ 1,631.64	\$ 1,631.64	\$ 2,547.36	39.04	
61320	MEDIA SERVICES	\$ 97,019.00	\$ 0.00	\$ 13,624.71	\$ 25,217.78	\$ 71,801.22	25.99	
FUNC 61410 OFFICE OF THE PRINCIPAL								
1000	SALARY AND WAGES	\$ 380,863.36	\$ 0.00	\$ 31,610.44	\$ 107,801.72	\$ 273,061.64	28.30	
2000	EMPLOYEE BENEFITS	\$ 154,214.00	\$ 0.00	\$ 14,174.12	\$ 47,209.34	\$ 107,004.66	30.61	
61410	OFFICE OF THE PRINCIPAL	\$ 535,077.36	\$ 0.00	\$ 45,784.56	\$ 155,011.06	\$ 380,066.30	28.97	
1	REGULAR	\$ 5,704,675.36	\$ 14,523.37	\$ 420,235.94	\$ 1,120,958.54	\$ 4,569,193.45	19.90	
PGM 2 SPECIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 582,122.92	\$ 0.00	\$ 36,386.82	\$ 71,304.64	\$ 510,818.28	12.25	
2000	EMPLOYEE BENEFITS	\$ 279,271.00	\$ 0.00	\$ 15,569.74	\$ 30,228.83	\$ 249,042.17	10.82	
6000	MATERIALS & SUPPLIES	\$ 3,880.00	\$ 0.00	\$ 326.86	\$ 1,120.83	\$ 2,759.17	28.89	
7000	JOINT OPERATIONS/NEW HORIZONS	\$ 249,551.00	\$ 0.00	\$ 31,922.85	\$ 141,086.85	\$ 108,464.15	56.54	
61100	CLASSROOM INSTRUCTION	\$ 1,114,824.92	\$ 0.00	\$ 84,206.27	\$ 243,741.15	\$ 871,083.77	21.86	
2	SPECIAL	\$ 1,114,824.92	\$ 0.00	\$ 84,206.27	\$ 243,741.15	\$ 871,083.77	21.86	
PGM 3 VOCATIONAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 293,024.00	\$ 0.00	\$ 16,670.92	\$ 33,226.84	\$ 259,797.16	11.34	
2000	EMPLOYEE BENEFITS	\$ 112,944.00	\$ 0.00	\$ 6,957.11	\$ 13,705.43	\$ 99,238.57	12.13	
3000	PURCHASE SERVICES	\$ 6,327.38	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,327.38	0.00	
5000	OTHER CHARGES	\$ 1,208.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,208.00	0.00	
6000	MATERIALS & SUPPLIES	\$ 10,000.00	\$ 137.70	\$ 329.60	\$ 329.60	\$ 9,532.70	4.67	
7000	JOINT OPERATIONS/NEW HORIZONS	\$ 218,338.00	\$ 0.00	\$ 0.00	\$ 246,591.00	\$ 28,253.00	112.94	
8000	CAPITAL OUTLAY	\$ 7,790.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,790.00	0.00	
61100	CLASSROOM INSTRUCTION	\$ 649,631.38	\$ 137.70	\$ 23,957.63	\$ 293,852.87	\$ 355,640.81	45.25	
3	VOCATIONAL	\$ 649,631.38	\$ 137.70	\$ 23,957.63	\$ 293,852.87	\$ 355,640.81	45.25	

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
PGM 4 GIFTED AND TALENTED								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 69,238.00	\$ 0.00	\$ 6,042.33	\$ 11,969.66	\$ 57,268.34	17.29	
2000	EMPLOYEE BENEFITS	\$ 19,309.00	\$ 0.00	\$ 1,930.44	\$ 3,852.08	\$ 15,456.92	19.95	
3000	PURCHASE SERVICES	\$ 293.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 293.00	0.00	
6000	MATERIALS & SUPPLIES	\$ 558.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 558.00	0.00	
61100	CLASSROOM INSTRUCTION	\$ 89,398.00	\$ 0.00	\$ 7,972.77	\$ 15,821.74	\$ 73,576.26	17.70	
4	GIFTED AND TALENTED	\$ 89,398.00	\$ 0.00	\$ 7,972.77	\$ 15,821.74	\$ 73,576.26	17.70	
010	POQUOSON HIGH SCHOOL	\$ 7,558,529.66	\$ 14,661.07	\$ 536,372.61	\$ 1,674,374.30	\$ 5,869,494.29	22.35	
LOC 130 POQUOSON MIDDLE SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 1,962,863.00	\$ 0.00	\$ 141,966.95	\$ 281,356.55	\$ 1,681,506.45	14.33	
2000	EMPLOYEE BENEFITS	\$ 742,035.00	\$ 0.00	\$ 66,520.63	\$ 122,657.36	\$ 619,377.64	16.53	
3000	PURCHASE SERVICES	\$ 13,486.00	\$ 0.00	\$ 715.00	\$ 2,056.86	\$ 11,429.14	15.25	
5000	OTHER CHARGES	\$ 2,274.00	\$ 0.00	\$ 302.71	\$ 777.23	\$ 1,496.77	34.18	
6000	MATERIALS & SUPPLIES	\$ 36,425.00	\$ 0.00	\$ 2,161.63	\$ 5,929.32	\$ 30,495.68	16.28	
8000	CAPITAL OUTLAY	\$ 2,433.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,433.00	0.00	
61100	CLASSROOM INSTRUCTION	\$ 2,759,516.00	\$ 0.00	\$ 211,666.92	\$ 412,777.32	\$ 2,346,738.68	14.96	
FUNC 61210 GUIDANCE SERVICE								
1000	SALARY AND WAGES	\$ 179,778.00	\$ 0.00	\$ 14,760.03	\$ 29,395.70	\$ 150,382.30	16.35	
2000	EMPLOYEE BENEFITS	\$ 72,991.00	\$ 0.00	\$ 6,600.54	\$ 13,139.10	\$ 59,851.90	18.00	
6000	MATERIALS & SUPPLIES	\$ 2,265.00	\$ 0.00	\$ 0.00	\$ 272.41	\$ 1,992.59	12.03	
61210	GUIDANCE SERVICE	\$ 255,034.00	\$ 0.00	\$ 21,360.57	\$ 42,807.21	\$ 212,226.79	16.78	
FUNC 61230 HOMEBOUND INSTRUCTION								
1000	SALARY AND WAGES	\$ 4,025.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,025.00	0.00	
2000	EMPLOYEE BENEFITS	\$ 308.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 308.00	0.00	
61230	HOMEBOUND INSTRUCTION	\$ 4,333.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,333.00	0.00	
FUNC 61310 ELEM & SECOND PROGRAMS								
1000	SALARY AND WAGES	\$ 85,875.00	\$ 0.00	\$ 8,474.06	\$ 33,374.53	\$ 52,500.47	38.86	
2000	EMPLOYEE BENEFITS	\$ 0.00	\$ 0.00	\$ 3,943.39	\$ 14,593.16	\$ 14,593.16	100.00	
3000	PURCHASE SERVICES	\$ 3,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,900.00	0.00	
5000	OTHER CHARGES	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00	
6000	MATERIALS & SUPPLIES	\$ 21,067.00	\$ 0.00	\$ 0.00	\$ 150.50	\$ 20,916.50	0.71	
61310	ELEM & SECOND PROGRAMS	\$ 110,927.00	\$ 0.00	\$ 12,417.45	\$ 48,118.19	\$ 62,808.81	43.38	
FUNC 61320 MEDIA SERVICES								
1000	SALARY AND WAGES	\$ 85,287.00	\$ 0.00	\$ 7,662.50	\$ 15,325.00	\$ 69,962.00	17.97	
2000	EMPLOYEE BENEFITS	\$ 33,884.00	\$ 0.00	\$ 2,416.53	\$ 4,833.06	\$ 29,050.94	14.26	
6000	MATERIALS & SUPPLIES	\$ 3,766.00	\$ 0.00	\$ 101.80	\$ 1,691.92	\$ 2,074.08	44.93	
61320	MEDIA SERVICES	\$ 122,937.00	\$ 0.00	\$ 10,180.83	\$ 21,849.98	\$ 101,087.02	17.77	
FUNC 61410 OFFICE OF THE PRINCIPAL								
1000	SALARY AND WAGES	\$ 257,453.00	\$ 0.00	\$ 20,595.74	\$ 76,589.96	\$ 180,863.04	29.75	
2000	EMPLOYEE BENEFITS	\$ 105,261.00	\$ 0.00	\$ 10,144.57	\$ 34,342.55	\$ 70,918.45	32.63	
61410	OFFICE OF THE PRINCIPAL	\$ 362,714.00	\$ 0.00	\$ 30,740.31	\$ 110,932.51	\$ 251,781.49	30.58	
1	REGULAR	\$ 3,615,461.00	\$ 0.00	\$ 286,366.08	\$ 636,485.21	\$ 2,978,975.79	17.60	
PGM 2 SPECIAL								

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FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 326,377.00	\$ 0.00	\$ 24,381.82	\$ 48,289.24	\$ 278,087.76	\$ 278,087.76	14.80
2000	EMPLOYEE BENEFITS	\$ 135,713.00	\$ 0.00	\$ 13,547.10	\$ 29,228.84	\$ 106,484.16	\$ 106,484.16	21.54
6000	MATERIALS & SUPPLIES	\$ 2,425.00	\$ 572.40	\$ 100.92	\$ 894.89	\$ 957.71	\$ 957.71	60.51
7000	JOINT OPERATIONS/NEW HORIZONS	\$ 150,732.00	\$ 0.00	\$ 20,486.79	\$ 20,486.79	\$ 130,245.21	\$ 130,245.21	13.59
61100	CLASSROOM INSTRUCTION	\$ 615,247.00	\$ 572.40	\$ 58,516.63	\$ 98,899.76	\$ 515,774.84	\$ 515,774.84	16.17
2	SPECIAL	\$ 615,247.00	\$ 572.40	\$ 58,516.63	\$ 98,899.76	\$ 515,774.84	\$ 515,774.84	16.17
PGM 3 VOCATIONAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 50,104.00	\$ 0.00	\$ 4,588.92	\$ 9,177.84	\$ 40,926.16	\$ 40,926.16	18.32
2000	EMPLOYEE BENEFITS	\$ 13,190.00	\$ 0.00	\$ 2,066.64	\$ 4,133.28	\$ 9,056.72	\$ 9,056.72	31.34
5000	OTHER CHARGES	\$ 440.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 440.00	\$ 440.00	0.00
6000	MATERIALS & SUPPLIES	\$ 3,217.00	\$ 62.54	\$ 0.00	\$ 0.00	\$ 3,154.46	\$ 3,154.46	1.94
8000	CAPITAL OUTLAY	\$ 1,743.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,743.00	\$ 1,743.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 68,694.00	\$ 62.54	\$ 6,655.56	\$ 13,311.12	\$ 55,320.34	\$ 55,320.34	19.47
3	VOCATIONAL	\$ 68,694.00	\$ 62.54	\$ 6,655.56	\$ 13,311.12	\$ 55,320.34	\$ 55,320.34	19.47
PGM 4 GIFTED AND TALENTED								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 59,462.00	\$ 0.00	\$ 4,333.92	\$ 8,667.84	\$ 50,794.16	\$ 50,794.16	14.58
2000	EMPLOYEE BENEFITS	\$ 16,784.00	\$ 0.00	\$ 1,444.24	\$ 2,888.48	\$ 13,895.52	\$ 13,895.52	17.21
3000	PURCHASE SERVICES	\$ 293.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 293.00	\$ 293.00	0.00
6000	MATERIALS & SUPPLIES	\$ 642.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 642.00	\$ 642.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 77,181.00	\$ 0.00	\$ 5,778.16	\$ 11,556.32	\$ 65,624.68	\$ 65,624.68	14.97
4	GIFTED AND TALENTED	\$ 77,181.00	\$ 0.00	\$ 5,778.16	\$ 11,556.32	\$ 65,624.68	\$ 65,624.68	14.97
PGM 5 REMEDIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 64,939.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 64,939.00	\$ 64,939.00	0.00
2000	EMPLOYEE BENEFITS	\$ 18,266.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 18,266.00	\$ 18,266.00	0.00
6000	MATERIALS & SUPPLIES	\$ 994.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 994.00	\$ 994.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 84,199.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 84,199.00	\$ 84,199.00	0.00
5	REMEDIAL	\$ 84,199.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 84,199.00	\$ 84,199.00	0.00
130	POQUOSON MIDDLE SCHOOL	\$ 4,460,782.00	\$ 634.94	\$ 357,316.43	\$ 760,252.41	\$ 3,699,894.65	\$ 3,699,894.65	17.06
30	SECONDARY	\$ 12,019,311.66	\$ 15,296.01	\$ 893,689.04	\$ 2,434,626.71	\$ 9,569,388.94	\$ 9,569,388.94	20.38
C/C 90 DISTRICT WIDE								
LOC 000								
PGM 0								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 203.91	\$ 203.91	\$ 203.91	100.00
3000	PURCHASE SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	\$ 0.00	100.00
5000	OTHER CHARGES	\$ 4,512.00	\$ 0.00	\$ 0.00	\$ 1,165.55	\$ 3,346.45	\$ 3,346.45	25.83
6000	MATERIALS & SUPPLIES	\$ 5,080.70	\$ 0.00	\$ 60.00	\$ 8,082.27	\$ 3,001.57	\$ 3,001.57	159.08
61100	CLASSROOM INSTRUCTION	\$ 10,592.70	\$ 0.00	\$ 60.00	\$ 10,451.73	\$ 140.97	\$ 140.97	98.67
FUNC 62110 BOARD SERVICES								
1000	SALARY AND WAGES	\$ 34,010.00	\$ 0.00	\$ 331.75	\$ 1,095.83	\$ 32,914.17	\$ 32,914.17	3.22
2000	EMPLOYEE BENEFITS	\$ 18,996.00	\$ 0.00	\$ 25.39	\$ 83.87	\$ 18,912.13	\$ 18,912.13	0.44

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62110	BOARD SERVICES	\$ 53,006.00	\$ 0.00	\$ 357.14	\$ 1,179.70	\$ 51,826.30	2.23
	FUNC 62120 ADMINISTRATIVE SERVICES						
1000	SALARY AND WAGES	\$ 778,515.31	\$ 0.00	\$ 67,900.43	\$ 269,801.15	\$ 508,714.16	34.66
2000	EMPLOYEE BENEFITS	\$ 356,480.00	\$ 0.00	\$ 23,213.51	\$ 90,455.56	\$ 266,024.44	25.37
3000	PURCHASE SERVICES	\$ 97,791.00	\$ 0.00	\$ 9,400.41	\$ 32,374.42	\$ 65,416.58	33.11
4000	INTERNAL CHARGES	\$ 5,314.00	\$ 0.00	\$ 477.62	\$ 1,281.28	\$ 4,032.72	24.11
5000	OTHER CHARGES	\$ 48,692.00	\$ 0.00	\$ 403.74	\$ 1,190.15	\$ 47,501.85	2.44
6000	MATERIALS & SUPPLIES	\$ 8,100.00	\$ 0.00	\$ 354.66	\$ 1,981.33	\$ 6,118.67	24.46
8000	CAPITAL OUTLAY	\$ 1,080.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,080.00	0.00
62120	ADMINISTRATIVE SERVICES	\$ 1,295,972.31	\$ 0.00	\$ 100,795.13	\$ 397,083.89	\$ 898,888.42	30.64
	FUNC 63100 TRANSPORTATION						
1000	SALARY AND WAGES	\$ 494,013.39	\$ 0.00	\$ 36,680.29	\$ 88,098.32	\$ 405,915.07	17.83
2000	EMPLOYEE BENEFITS	\$ 208,008.00	\$ 0.00	\$ 19,601.86	\$ 38,472.17	\$ 169,535.83	18.50
3000	PURCHASE SERVICES	\$ 268,950.00	\$ 0.00	\$ 30,876.68	\$ 65,908.27	\$ 203,041.73	24.51
5000	OTHER CHARGES	\$ 41,027.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 41,027.00	0.00
6000	MATERIALS & SUPPLIES	\$ 63,732.00	\$ 0.00	\$ 3,527.93	\$ 8,059.71	\$ 55,672.29	12.65
8000	CAPITAL OUTLAY	\$ 66,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 66,000.00	0.00
63100	TRANSPORTATION	\$ 1,141,730.39	\$ 0.00	\$ 90,686.76	\$ 200,538.47	\$ 941,191.92	17.56
	FUNC 64100 OPERATION AND MAINTENANCE						
1000	SALARY AND WAGES	\$ 532,820.00	\$ 0.00	\$ 45,587.93	\$ 186,239.22	\$ 346,580.78	34.95
2000	EMPLOYEE BENEFITS	\$ 174,378.00	\$ 0.00	\$ 16,092.28	\$ 61,363.24	\$ 113,014.76	35.19
3000	PURCHASE SERVICES	\$ 733,060.00	\$ 0.00	\$ 73,829.78	\$ 250,470.52	\$ 482,589.48	34.17
5000	OTHER CHARGES	\$ 1,024,200.00	\$ 0.00	\$ 61,819.14	\$ 200,437.12	\$ 823,762.88	19.57
6000	MATERIALS & SUPPLIES	\$ 62,314.00	\$ 0.00	\$ 7,184.13	\$ 34,123.01	\$ 28,190.99	54.76
8000	CAPITAL OUTLAY	\$ 24,138.00	\$ 2,090.72	\$ 0.00	\$ 16,906.04	\$ 5,141.24	78.70
64100	OPERATION AND MAINTENANCE	\$ 2,550,910.00	\$ 2,090.72	\$ 204,513.26	\$ 749,539.15	\$ 1,799,280.13	29.47
	FUNC 65100 SCHOOL FOOD						
1000	SALARY AND WAGES	\$ 71,885.00	\$ 0.00	\$ 3,093.66	\$ 5,292.28	\$ 66,592.72	7.36
2000	EMPLOYEE BENEFITS	\$ 18,252.00	\$ 0.00	\$ 1,155.46	\$ 2,242.43	\$ 16,009.57	12.29
8000	CAPITAL OUTLAY	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,350.00	0.00
65100	SCHOOL FOOD	\$ 91,487.00	\$ 0.00	\$ 4,249.12	\$ 7,534.71	\$ 83,952.29	8.24
	FUNC 66000 FACILITIES						
9000	OTHER USES OF FUNDS	\$ 879,995.90	\$ 0.00	\$ 208,410.10	\$ 724,797.90	\$ 155,198.00	82.36
	FUNC 66100 SITE ACQUISITION						
3000	PURCHASE SERVICES	\$ 7,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,300.00	0.00
	FUNC 67300						
9000	OTHER USES OF FUNDS	\$ 0.00	\$ 0.00	\$ 208,410.10	\$ 0.00	\$ 0.00	100.00
0		\$ 6,030,994.30	\$ 2,090.72	\$ 400,661.41	\$ 2,091,125.55	\$ 3,937,778.03	34.71
	PGM 1 REGULAR						
	FUNC 61220 SCHOOL SOCIAL WORKER SERVICES						
1000	SALARY AND WAGES	\$ 57,396.00	\$ 0.00	\$ 4,887.42	\$ 14,662.26	\$ 42,733.74	25.55
2000	EMPLOYEE BENEFITS	\$ 15,367.00	\$ 0.00	\$ 1,410.26	\$ 4,230.80	\$ 11,136.20	27.53
61220	SCHOOL SOCIAL WORKER SERVICES	\$ 72,763.00	\$ 0.00	\$ 6,297.68	\$ 18,893.06	\$ 53,869.94	25.97
	FUNC 62220 HEALTH						
1000	SALARY AND WAGES	\$ 192,283.00	\$ 0.00	\$ 14,471.92	\$ 28,666.93	\$ 163,616.07	14.91
2000	EMPLOYEE BENEFITS	\$ 74,666.00	\$ 0.00	\$ 7,630.72	\$ 14,637.58	\$ 60,028.42	19.60
3000	PURCHASE SERVICES	\$ 383.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 383.00	0.00
5000	OTHER CHARGES	\$ 636.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 636.00	0.00
6000	MATERIALS & SUPPLIES	\$ 7,628.00	\$ 0.00	\$ 1,523.22	\$ 1,701.18	\$ 5,926.82	22.30

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62220	HEALTH	\$ 275,596.00	\$ 0.00	\$ 23,625.86	\$	\$ 45,005.69	\$ 230,590.31	16.33
	FUNC 62230 PSYCHOLOGICAL							
1000	SALARY AND WAGES	\$ 147,024.00	\$ 0.00	\$ 6,857.83	\$	\$ 24,941.23	\$ 122,082.77	16.96
2000	EMPLOYEE BENEFITS	\$ 41,163.00	\$ 0.00	\$ 2,062.70	\$	\$ 6,522.23	\$ 34,640.77	15.84
62230	PSYCHOLOGICAL	\$ 188,187.00	\$ 0.00	\$ 8,920.53	\$	\$ 31,463.46	\$ 156,723.54	16.72
	FUNC 62240 SPEECH/AUDIOLOGY							
1000	SALARY AND WAGES	\$ 213,502.00	\$ 0.00	\$ 16,848.88	\$	\$ 30,128.54	\$ 183,373.46	14.11
2000	EMPLOYEE BENEFITS	\$ 66,221.00	\$ 0.00	\$ 5,194.43	\$	\$ 9,911.48	\$ 56,309.52	14.97
62240	SPEECH/AUDIOLOGY	\$ 279,723.00	\$ 0.00	\$ 22,043.31	\$	\$ 40,040.02	\$ 239,682.98	14.31
1	REGULAR	\$ 816,269.00	\$ 0.00	\$ 60,887.38	\$	\$ 135,402.23	\$ 680,866.77	16.59
	PGM 7 ADULT							
	FUNC 61100 CLASSROOM INSTRUCTION							
1000	SALARY AND WAGES	\$ 6,000.00	\$ 0.00	\$ 0.00	\$	\$ 50.00	\$ 5,950.00	0.83
2000	EMPLOYEE BENEFITS	\$ 459.00	\$ 0.00	\$ 0.00	\$	\$ 3.82	\$ 455.18	0.83
6000	MATERIALS & SUPPLIES	\$ 900.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 900.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 7,359.00	\$ 0.00	\$ 0.00	\$	\$ 53.82	\$ 7,305.18	0.73
7	ADULT	\$ 7,359.00	\$ 0.00	\$ 0.00	\$	\$ 53.82	\$ 7,305.18	0.73
	PGM 9 NON LEA PROGRAMS							
	FUNC 68100 INSTRUCTIONAL TECHNOLOGY							
1000	SALARY AND WAGES	\$ 209,464.00	\$ 0.00	\$ 17,641.73	\$	\$ 35,283.46	\$ 174,180.54	16.84
2000	EMPLOYEE BENEFITS	\$ 86,088.00	\$ 0.00	\$ 7,420.09	\$	\$ 14,240.19	\$ 71,847.81	16.54
3000	PURCHASE SERVICES	\$ 156,964.00	\$ 47,052.84	\$ 7,320.13	\$	\$ 17,815.00	\$ 92,096.16	41.33
5000	OTHER CHARGES	\$ 18,640.00	\$ 0.00	\$ 204.00	\$	\$ 708.30	\$ 17,931.70	3.80
6000	MATERIALS & SUPPLIES	\$ 154,085.00	\$ 4,228.50	\$ 5,984.14	\$	\$ 28,911.98	\$ 120,944.52	21.51
8000	CAPITAL OUTLAY	\$ 50,766.02	\$ 1,760.00	\$ 9,286.51	\$	\$ 21,438.53	\$ 27,567.49	45.70
68100	INSTRUCTIONAL TECHNOLOGY	\$ 676,007.02	\$ 53,041.34	\$ 47,856.60	\$	\$ 118,397.46	\$ 504,568.22	25.36
	FUNC 68200 INSTRUCTIONAL SUPPORT TECHNOLOGY							
1000	SALARY AND WAGES	\$ 375,831.00	\$ 0.00	\$ 23,538.24	\$	\$ 106,584.33	\$ 269,246.67	28.36
2000	EMPLOYEE BENEFITS	\$ 134,347.00	\$ 0.00	\$ 9,827.28	\$	\$ 40,824.41	\$ 93,522.59	30.39
3000	PURCHASE SERVICES	\$ 106,141.00	\$ 0.00	\$ 0.00	\$	\$ 350.00	\$ 105,791.00	0.33
6000	MATERIALS & SUPPLIES	\$ 3,350.00	\$ 0.00	\$ 360.00	\$	\$ 360.00	\$ 2,990.00	10.75
8000	CAPITAL OUTLAY	\$ 7,184.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 7,184.00	0.00
68200	INSTRUCTIONAL SUPPORT TECHNOLOGY	\$ 626,853.00	\$ 0.00	\$ 33,725.52	\$	\$ 148,118.74	\$ 478,734.26	23.63
	FUNC 68305 STATE TECHNOLOGY GRANT							
3000	PURCHASE SERVICES	\$ 6,000.00	\$ 0.00	\$ 0.00	\$	\$ 6,000.00	\$ 0.00	100.00
6000	MATERIALS & SUPPLIES	\$ 39,629.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 39,629.00	0.00
8000	CAPITAL OUTLAY	\$ 195,429.60	\$ 0.00	\$ 0.00	\$	\$ 86,699.74	\$ 108,729.86	44.36
68305	STATE TECHNOLOGY GRANT	\$ 241,058.60	\$ 0.00	\$ 0.00	\$	\$ 92,699.74	\$ 148,358.86	38.46
9	NON LEA PROGRAMS	\$ 1,543,918.62	\$ 53,041.34	\$ 81,582.12	\$	\$ 359,215.94	\$ 1,131,661.34	26.70
000		\$ 8,398,540.92	\$ 55,132.06	\$ 543,130.91	\$	\$ 2,585,797.54	\$ 5,757,611.32	31.45
90	DISTRICT WIDE	\$ 8,398,540.92	\$ 55,132.06	\$ 543,130.91	\$	\$ 2,585,797.54	\$ 5,757,611.32	31.45
100	STATE/LOCAL FUNDS	\$ 28,605,953.58	\$ 87,027.97	\$ 2,064,201.95	\$	\$ 6,366,118.05	\$ 22,152,807.56	22.56

PJT 101 REMEDIAL SUMMER

C/C 90 DISTRICT WIDE

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
LOC 000								
PGM 6 SUMMER								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 32,292.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,832.00	\$ 8,540.00	126.45
2000	EMPLOYEE BENEFITS	\$ 2,471.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,123.60	\$ 652.60	126.41
6000	MATERIALS & SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 36,763.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 43,955.60	\$ 7,192.60	119.56
6	SUMMER	\$ 36,763.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 43,955.60	\$ 7,192.60	119.56
000		\$ 36,763.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 43,955.60	\$ 7,192.60	119.56
90	DISTRICT WIDE	\$ 36,763.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 43,955.60	\$ 7,192.60	119.56
101	REMEDIAL SUMMER	\$ 36,763.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 43,955.60	\$ 7,192.60	119.56
PJT 201 TITLE I NCLB								
C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 69,741.99	\$ 0.00	\$ 2,538.08	\$ 0.00	\$ 5,076.16	\$ 64,665.83	7.28
2000	EMPLOYEE BENEFITS	\$ 14,642.96	\$ 0.00	\$ 194.16	\$ 0.00	\$ 388.32	\$ 14,254.64	2.65
4000	INTERNAL CHARGES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5000	OTHER CHARGES	\$ 6,540.44	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,625.00	\$ 4,915.44	24.85
6000	MATERIALS & SUPPLIES	\$ 29,133.28	\$ 0.00	\$ 0.00	\$ 0.00	\$ 22,738.93	\$ 6,394.35	78.05
61100	CLASSROOM INSTRUCTION	\$ 122,058.67	\$ 0.00	\$ 2,732.24	\$ 0.00	\$ 29,828.41	\$ 92,230.26	24.44
1	REGULAR	\$ 122,058.67	\$ 0.00	\$ 2,732.24	\$ 0.00	\$ 29,828.41	\$ 92,230.26	24.44
150	POQUOSON ELEMENTARY SCHOOL	\$ 122,058.67	\$ 0.00	\$ 2,732.24	\$ 0.00	\$ 29,828.41	\$ 92,230.26	24.44
20		\$ 122,058.67	\$ 0.00	\$ 2,732.24	\$ 0.00	\$ 29,828.41	\$ 92,230.26	24.44
201	TITLE I NCLB	\$ 122,058.67	\$ 0.00	\$ 2,732.24	\$ 0.00	\$ 29,828.41	\$ 92,230.26	24.44
PJT 202 CARL PERKINS								
C/C 30 SECONDARY								
LOC 010 POQUOSON HIGH SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
8000	CAPITAL OUTLAY	\$ 39,135.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,996.04	\$ 19,139.50	51.09
61100	CLASSROOM INSTRUCTION	\$ 39,135.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,996.04	\$ 19,139.50	51.09
1	REGULAR	\$ 39,135.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,996.04	\$ 19,139.50	51.09
010	POQUOSON HIGH SCHOOL	\$ 39,135.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,996.04	\$ 19,139.50	51.09
30	SECONDARY	\$ 39,135.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,996.04	\$ 19,139.50	51.09
202	CARL PERKINS	\$ 39,135.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,996.04	\$ 19,139.50	51.09
PJT 203 VI-B								

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C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 2 SPECIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 252,494.20	\$ 0.00	\$ 2,803.05	\$ 12,497.11	\$ 239,997.09		4.95
2000	EMPLOYEE BENEFITS	\$ 55,026.00	\$ 0.00	\$ 1,700.94	\$ 3,729.03	\$ 51,296.97		6.78
3000	PURCHASE SERVICES	\$ 8,041.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,041.00		0.00
6000	MATERIALS & SUPPLIES	\$ 7,271.25	\$ 33.00	\$ 0.00	\$ 0.00	\$ 7,238.25		0.45
61100	CLASSROOM INSTRUCTION	\$ 322,832.45	\$ 33.00	\$ 4,503.99	\$ 16,226.14	\$ 306,573.31		5.04
2	SPECIAL	\$ 322,832.45	\$ 33.00	\$ 4,503.99	\$ 16,226.14	\$ 306,573.31		5.04
150	POQUOSON ELEMENTARY SCHOOL	\$ 322,832.45	\$ 33.00	\$ 4,503.99	\$ 16,226.14	\$ 306,573.31		5.04
LOC 160 POQUOSON PRIMARY SCHOOL								
PGM 2 SPECIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 57,432.00	\$ 0.00	\$ 352.13	\$ 6,606.27	\$ 50,825.73		11.50
2000	EMPLOYEE BENEFITS	\$ 29,696.00	\$ 0.00	\$ 101.51	\$ 1,814.57	\$ 27,881.43		6.11
6000	MATERIALS & SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 109.75	\$ 109.75		100.00
61100	CLASSROOM INSTRUCTION	\$ 87,128.00	\$ 0.00	\$ 453.64	\$ 8,530.59	\$ 78,597.41		9.79
2	SPECIAL	\$ 87,128.00	\$ 0.00	\$ 453.64	\$ 8,530.59	\$ 78,597.41		9.79
160	POQUOSON PRIMARY SCHOOL	\$ 87,128.00	\$ 0.00	\$ 453.64	\$ 8,530.59	\$ 78,597.41		9.79
20		\$ 409,960.45	\$ 33.00	\$ 4,957.63	\$ 24,756.73	\$ 385,170.72		6.05
C/C 30 SECONDARY								
LOC 010 POQUOSON HIGH SCHOOL								
PGM 2 SPECIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 31,669.00	\$ 0.00	\$ 4,375.61	\$ 8,751.19	\$ 22,917.81		27.63
2000	EMPLOYEE BENEFITS	\$ 54,694.00	\$ 0.00	\$ 2,835.89	\$ 5,471.77	\$ 49,222.23		10.00
61100	CLASSROOM INSTRUCTION	\$ 86,363.00	\$ 0.00	\$ 7,211.50	\$ 14,222.96	\$ 72,140.04		16.47
2	SPECIAL	\$ 86,363.00	\$ 0.00	\$ 7,211.50	\$ 14,222.96	\$ 72,140.04		16.47
010	POQUOSON HIGH SCHOOL	\$ 86,363.00	\$ 0.00	\$ 7,211.50	\$ 14,222.96	\$ 72,140.04		16.47
LOC 130 POQUOSON MIDDLE SCHOOL								
PGM 2 SPECIAL								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 96,970.00	\$ 0.00	\$ 6,849.80	\$ 16,559.61	\$ 80,410.39		17.08
2000	EMPLOYEE BENEFITS	\$ 38,654.00	\$ 0.00	\$ 2,879.42	\$ 5,977.62	\$ 32,676.38		15.46
61100	CLASSROOM INSTRUCTION	\$ 135,624.00	\$ 0.00	\$ 9,729.22	\$ 22,537.23	\$ 113,086.77		16.62
2	SPECIAL	\$ 135,624.00	\$ 0.00	\$ 9,729.22	\$ 22,537.23	\$ 113,086.77		16.62
130	POQUOSON MIDDLE SCHOOL	\$ 135,624.00	\$ 0.00	\$ 9,729.22	\$ 22,537.23	\$ 113,086.77		16.62
30	SECONDARY	\$ 221,987.00	\$ 0.00	\$ 16,940.72	\$ 36,760.19	\$ 185,226.81		16.56

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
203	VI-B	\$ 631,947.45	\$ 33.00	\$ 21,898.35		\$ 61,516.92	\$ 570,397.53	9.74
PJT 204 TITLE II								
C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 28,540.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 28,540.00	0.00
6000	MATERIALS & SUPPLIES	\$ 6,255.81	\$ 0.00	\$ 0.00		\$ 0.00	\$ 6,255.81	0.00
61100	CLASSROOM INSTRUCTION	\$ 34,795.81	\$ 0.00	\$ 0.00		\$ 0.00	\$ 34,795.81	0.00
1	REGULAR	\$ 34,795.81	\$ 0.00	\$ 0.00		\$ 0.00	\$ 34,795.81	0.00
150	POQUOSON ELEMENTARY SCHOOL	\$ 34,795.81	\$ 0.00	\$ 0.00		\$ 0.00	\$ 34,795.81	0.00
20		\$ 34,795.81	\$ 0.00	\$ 0.00		\$ 0.00	\$ 34,795.81	0.00
204	TITLE II	\$ 34,795.81	\$ 0.00	\$ 0.00		\$ 0.00	\$ 34,795.81	0.00
PJT 205 TITLE IV								
C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 12,350.00	\$ 0.00	\$ 0.00		\$ 616.28	\$ 11,733.72	4.99
5000	OTHER CHARGES	\$ 150.00	\$ 0.00	\$ 142.76		\$ 142.76	\$ 7.24	95.17
6000	MATERIALS & SUPPLIES	\$ 640.00	\$ 0.00	\$ 0.00		\$ 800.10	\$ 160.10	125.02
61100	CLASSROOM INSTRUCTION	\$ 13,140.00	\$ 0.00	\$ 142.76		\$ 1,559.14	\$ 11,580.86	11.87
1	REGULAR	\$ 13,140.00	\$ 0.00	\$ 142.76		\$ 1,559.14	\$ 11,580.86	11.87
150	POQUOSON ELEMENTARY SCHOOL	\$ 13,140.00	\$ 0.00	\$ 142.76		\$ 1,559.14	\$ 11,580.86	11.87
LOC 160 POQUOSON PRIMARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 3,050.00	\$ 0.00	\$ 0.00		\$ 2,629.56	\$ 420.44	86.22
6000	MATERIALS & SUPPLIES	\$ 80.00	\$ 0.00	\$ 0.00		\$ 80.00	\$ 0.00	100.00
61100	CLASSROOM INSTRUCTION	\$ 3,130.00	\$ 0.00	\$ 0.00		\$ 2,709.56	\$ 420.44	86.57
1	REGULAR	\$ 3,130.00	\$ 0.00	\$ 0.00		\$ 2,709.56	\$ 420.44	86.57
160	POQUOSON PRIMARY SCHOOL	\$ 3,130.00	\$ 0.00	\$ 0.00		\$ 2,709.56	\$ 420.44	86.57
20		\$ 16,270.00	\$ 0.00	\$ 142.76		\$ 4,268.70	\$ 12,001.30	26.24
C/C 30 SECONDARY								
LOC 010 POQUOSON HIGH SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 5,300.00	\$ 0.00	\$ 0.00		\$ 616.28	\$ 4,683.72	11.63

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6000	MATERIALS & SUPPLIES	\$ 231.11	\$ 0.00	\$ 0.00		\$ 231.11	\$ 0.00	100.00
61100	CLASSROOM INSTRUCTION	\$ 5,531.11	\$ 0.00	\$ 0.00		\$ 847.39	\$ 4,683.72	15.32
1	REGULAR	\$ 5,531.11	\$ 0.00	\$ 0.00		\$ 847.39	\$ 4,683.72	15.32
010	POQUOSON HIGH SCHOOL	\$ 5,531.11	\$ 0.00	\$ 0.00		\$ 847.39	\$ 4,683.72	15.32
LOC 130 POQUOSON MIDDLE SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 5,000.00	\$ 0.00	\$ 0.00		\$ 2,711.50	\$ 2,288.50	54.23
6000	MATERIALS & SUPPLIES	\$ 151.12	\$ 0.00	\$ 0.00		\$ 151.12	\$ 0.00	100.00
61100	CLASSROOM INSTRUCTION	\$ 5,151.12	\$ 0.00	\$ 0.00		\$ 2,862.62	\$ 2,288.50	55.57
1	REGULAR	\$ 5,151.12	\$ 0.00	\$ 0.00		\$ 2,862.62	\$ 2,288.50	55.57
130	POQUOSON MIDDLE SCHOOL	\$ 5,151.12	\$ 0.00	\$ 0.00		\$ 2,862.62	\$ 2,288.50	55.57
30	SECONDARY	\$ 10,682.23	\$ 0.00	\$ 0.00		\$ 3,710.01	\$ 6,972.22	34.73
C/C 90 DISTRICT WIDE								
LOC 000								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00		\$ 616.28	\$ 883.72	41.09
6000	MATERIALS & SUPPLIES	\$ 140.00	\$ 0.00	\$ 0.00		\$ 140.00	\$ 0.00	100.00
61100	CLASSROOM INSTRUCTION	\$ 1,640.00	\$ 0.00	\$ 0.00		\$ 756.28	\$ 883.72	46.11
1	REGULAR	\$ 1,640.00	\$ 0.00	\$ 0.00		\$ 756.28	\$ 883.72	46.11
000		\$ 1,640.00	\$ 0.00	\$ 0.00		\$ 756.28	\$ 883.72	46.11
90	DISTRICT WIDE	\$ 1,640.00	\$ 0.00	\$ 0.00		\$ 756.28	\$ 883.72	46.11
205	TITLE IV	\$ 28,592.23	\$ 0.00	\$ 142.76		\$ 8,734.99	\$ 19,857.24	30.55
PJT 206 K-5 LITERACY								
C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 90,415.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 90,415.00	0.00
2000	EMPLOYEE BENEFITS	\$ 19,565.75	\$ 0.00	\$ 0.00		\$ 0.00	\$ 19,565.75	0.00
3000	PURCHASE SERVICES	\$ 8,680.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 8,680.00	0.00
5000	OTHER CHARGES	\$ 15,383.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 15,383.00	0.00
6000	MATERIALS & SUPPLIES	\$ 39,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 39,000.00	0.00
8000	CAPITAL OUTLAY	\$ 12,040.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 12,040.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 185,083.75	\$ 0.00	\$ 0.00		\$ 0.00	\$ 185,083.75	0.00
1	REGULAR	\$ 185,083.75	\$ 0.00	\$ 0.00		\$ 0.00	\$ 185,083.75	0.00
150	POQUOSON ELEMENTARY SCHOOL	\$ 185,083.75	\$ 0.00	\$ 0.00		\$ 0.00	\$ 185,083.75	0.00
20		\$ 185,083.75	\$ 0.00	\$ 0.00		\$ 0.00	\$ 185,083.75	0.00

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206	K-5 LITERACY	\$ 185,083.75	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185,083.75	0.00
PJT 207 PRESCHOOL HANDICAPPED								
C/C 20								
LOC 160 POQUOSON PRIMARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 21,669.92	\$ 0.00	\$ 1,156.77	\$ 1,156.77	\$ 7,697.02	\$ 13,972.90	35.52
61100	CLASSROOM INSTRUCTION	\$ 21,669.92	\$ 0.00	\$ 1,156.77	\$ 1,156.77	\$ 7,697.02	\$ 13,972.90	35.52
1	REGULAR	\$ 21,669.92	\$ 0.00	\$ 1,156.77	\$ 1,156.77	\$ 7,697.02	\$ 13,972.90	35.52
160	POQUOSON PRIMARY SCHOOL	\$ 21,669.92	\$ 0.00	\$ 1,156.77	\$ 1,156.77	\$ 7,697.02	\$ 13,972.90	35.52
20		\$ 21,669.92	\$ 0.00	\$ 1,156.77	\$ 1,156.77	\$ 7,697.02	\$ 13,972.90	35.52
207	PRESCHOOL HANDICAPPED	\$ 21,669.92	\$ 0.00	\$ 1,156.77	\$ 1,156.77	\$ 7,697.02	\$ 13,972.90	35.52
PJT 208 IMPACT AID								
C/C 30 SECONDARY								
LOC 010 POQUOSON HIGH SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 45,268.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 45,268.00	0.00
2000	EMPLOYEE BENEFITS	\$ 12,783.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,783.00	0.00
3000	PURCHASE SERVICES	\$ 141,443.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 141,443.05	0.00
6000	MATERIALS & SUPPLIES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00
8000	CAPITAL OUTLAY	\$ 29,114.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 29,114.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 238,608.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 238,608.05	0.00
1	REGULAR	\$ 238,608.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 238,608.05	0.00
010	POQUOSON HIGH SCHOOL	\$ 238,608.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 238,608.05	0.00
30	SECONDARY	\$ 238,608.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 238,608.05	0.00
208	IMPACT AID	\$ 238,608.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 238,608.05	0.00
PJT 210 SCHOOL FOOD								
C/C 90 DISTRICT WIDE								
LOC 000								
PGM 0								
FUNC 65100 SCHOOL FOOD								
5000	OTHER CHARGES	\$ 185,000.00	\$ 0.00	\$ 32,909.82	\$ 32,909.82	\$ 50,605.83	\$ 134,394.17	27.35
8000	CAPITAL OUTLAY	\$ 108,010.02	\$ 0.00	\$ 67,470.73	\$ 67,470.73	\$ 108,010.02	\$ 0.00	100.00
65100	SCHOOL FOOD	\$ 293,010.02	\$ 0.00	\$ 100,380.55	\$ 100,380.55	\$ 158,615.85	\$ 134,394.17	54.13
0		\$ 293,010.02	\$ 0.00	\$ 100,380.55	\$ 100,380.55	\$ 158,615.85	\$ 134,394.17	54.13
000		\$ 293,010.02	\$ 0.00	\$ 100,380.55	\$ 100,380.55	\$ 158,615.85	\$ 134,394.17	54.13

POQUOSON CITY PUBLIC SCHOOLS  
 PJT-C/C-LOC-PGM-FUNC-OBJ- EXPENDITURES SUMMARY REPORT  
 for Fiscal Year 2024 (2023-2024 FISCAL YEAR)  
 Posted Only Figures  
 Executed By: jhulstin

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
90	DISTRICT WIDE	\$ 293,010.02	\$ 0.00	\$ 100,380.55		\$ 158,615.85	\$ 134,394.17	54.13
210	SCHOOL FOOD	\$ 293,010.02	\$ 0.00	\$ 100,380.55		\$ 158,615.85	\$ 134,394.17	54.13
PJT 214 CARES ACT ESSER II								
C/C 90 DISTRICT WIDE								
LOC 000								
PGM 0								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASE SERVICES	\$ 145.00	\$ 0.00	\$ 6.16		\$ 6.16	\$ 138.84	4.25
6000	MATERIALS & SUPPLIES	\$ 8,271.23	\$ 0.00	\$ 0.00		\$ 6,779.86	\$ 1,491.37	81.97
61100	CLASSROOM INSTRUCTION	\$ 8,416.23	\$ 0.00	\$ 6.16		\$ 6,786.02	\$ 1,630.21	80.63
0		\$ 8,416.23	\$ 0.00	\$ 6.16		\$ 6,786.02	\$ 1,630.21	80.63
000		\$ 8,416.23	\$ 0.00	\$ 6.16		\$ 6,786.02	\$ 1,630.21	80.63
90	DISTRICT WIDE	\$ 8,416.23	\$ 0.00	\$ 6.16		\$ 6,786.02	\$ 1,630.21	80.63
214	CARES ACT ESSER II	\$ 8,416.23	\$ 0.00	\$ 6.16		\$ 6,786.02	\$ 1,630.21	80.63
PJT 215 CARES ACT ESSER III								
C/C 90 DISTRICT WIDE								
LOC 000								
PGM 0								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 144,440.57	\$ 0.00	\$ 5,283.66		\$ 10,567.32	\$ 133,873.25	7.32
2000	EMPLOYEE BENEFITS	\$ 46,853.28	\$ 0.00	\$ 2,976.71		\$ 5,553.42	\$ 41,299.86	11.85
3000	PURCHASE SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 10,000.00	0.00
6000	MATERIALS & SUPPLIES	\$ 4,355.26	\$ 0.00	\$ 0.00		\$ 0.00	\$ 4,355.26	0.00
61100	CLASSROOM INSTRUCTION	\$ 205,649.11	\$ 0.00	\$ 8,260.37		\$ 16,120.74	\$ 189,528.37	7.84
0		\$ 205,649.11	\$ 0.00	\$ 8,260.37		\$ 16,120.74	\$ 189,528.37	7.84
000		\$ 205,649.11	\$ 0.00	\$ 8,260.37		\$ 16,120.74	\$ 189,528.37	7.84
90	DISTRICT WIDE	\$ 205,649.11	\$ 0.00	\$ 8,260.37		\$ 16,120.74	\$ 189,528.37	7.84
215	CARES ACT ESSER III	\$ 205,649.11	\$ 0.00	\$ 8,260.37		\$ 16,120.74	\$ 189,528.37	7.84
PJT 216 CARES ESSER III SET ASIDE								
C/C 20								
LOC 150 POQUOSON ELEMENTARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 298.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 298.00	0.00
LOC 160 POQUOSON PRIMARY SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
1000	SALARY AND WAGES	\$ 298.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 298.00	0.00

POQUOSON CITY PUBLIC SCHOOLS  
 PJT-C/C-LOC-PGM-FUNC-OBJ- EXPENDITURES SUMMARY REPORT  
 for Fiscal Year 2024 (2023-2024 FISCAL YEAR)  
 Posted Only Figures  
 Executed By: jhulstin

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
20		\$ 596.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 596.00	0.00
C/C 30 SECONDARY							
LOC 010 POQUOSON HIGH SCHOOL							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1000	SALARY AND WAGES	\$ 19,173.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,173.00	0.00
2000	EMPLOYEE BENEFITS	\$ 1,539.94	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,539.94	0.00
61100	CLASSROOM INSTRUCTION	\$ 20,712.94	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,712.94	0.00
1	REGULAR	\$ 20,712.94	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,712.94	0.00
010	POQUOSON HIGH SCHOOL	\$ 20,712.94	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,712.94	0.00
LOC 130 POQUOSON MIDDLE SCHOOL							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1000	SALARY AND WAGES	\$ 16,108.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16,108.00	0.00
2000	EMPLOYEE BENEFITS	\$ 1,209.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,209.48	0.00
61100	CLASSROOM INSTRUCTION	\$ 17,317.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,317.48	0.00
1	REGULAR	\$ 17,317.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,317.48	0.00
130	POQUOSON MIDDLE SCHOOL	\$ 17,317.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,317.48	0.00
30	SECONDARY	\$ 38,030.42	\$ 0.00	\$ 0.00	\$ 0.00	\$ 38,030.42	0.00
216	CARES ESSER III SET ASIDE	\$ 38,626.42	\$ 0.00	\$ 0.00	\$ 0.00	\$ 38,626.42	0.00
GRAND TOTAL		\$ 30,490,309.78	\$ 87,060.97	\$ 2,198,779.15	\$ 6,719,369.64	\$ 23,683,879.17	22.32

Poquoson City Public Schools  
 Revenue Summary Report  
 October 31, 2023

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Code	Description	Estimated Revenue	Est. Revenue For	OCTOBER	For	Revenue OCTOBER	Revenue YTD	Unrealized Balance	Percent Real
FD 1 GENERAL FUND									
CAT 1 LOCAL FUNDS									
1502010	RENT-YMCA	\$ 0.00	\$	0.00	\$	3,300.00	\$ 4,500.00	\$ 4,500.00-	100.00
1602020	ATHLETIC FEES	\$ 38,000.00	\$	0.00	\$	0.00	\$ 0.00	\$ 38,000.00	0.00
1612040	SCHOOL FOOD SERVICE	\$ 48,125.00	\$	0.00	\$	9,314.76	\$ 13,156.84	\$ 34,968.16	27.34
1899120	MISCELLANEOUS/OTHER FUNDS	\$ 29,363.02	\$	0.00	\$	149.31	\$ 11,746.19	\$ 17,616.83	40.00
1899121	IN SCHOOL PAYROLL RECEIPTS	\$ 4,548.98	\$	1,335.59	\$	3,044.00	\$ 6,461.58	\$ 1,912.60-	142.04
1900110	E-RATE	\$ 11,000.00	\$	0.00	\$	0.00	\$ 0.00	\$ 11,000.00	0.00
5105000	OPERATION	\$ 11,740,668.00	\$	0.00	\$	1,300,481.61	\$ 1,811,416.97	\$ 9,929,251.03	15.43
5105011	CITY FUND TECHNOLOGY	\$ 34,000.00	\$	0.00	\$	0.00	\$ 0.00	\$ 34,000.00	0.00
1	LOCAL FUNDS	\$ 11,905,705.00	\$	1,335.59	\$	1,316,289.68	\$ 1,847,281.58	\$ 10,058,423.42	15.52
CAT 2 STATE FUNDS									
2402020	BASIC AID	\$ 6,962,726.00	\$	0.00	\$	543,831.92	\$ 2,175,327.68	\$ 4,787,398.32	31.24
2402030	GED ISAEP FUNDING	\$ 8,203.00	\$	0.00	\$	0.00	\$ 0.00	\$ 8,203.00	0.00
2402040	REMEDIAL SUMMER SCHOOL	\$ 52,734.00	\$	0.00	\$	0.00	\$ 0.00	\$ 52,734.00	0.00
2402050	FOSTER REGULAR ED STUDENTS	\$ 6,528.00	\$	0.00	\$	0.00	\$ 0.00	\$ 6,528.00	0.00
2402070	GIFTED AND TALENTED	\$ 73,307.00	\$	0.00	\$	5,906.50	\$ 23,626.00	\$ 49,681.00	32.23
2402080	REMEDIAL SOQ	\$ 77,305.00	\$	0.00	\$	6,228.66	\$ 24,914.64	\$ 52,390.36	32.23
2402110	COMPENSATION SUPPLEMENT	\$ 938,906.00	\$	0.00	\$	75,458.34	\$ 301,833.36	\$ 637,072.64	32.15
2402120	SPECIAL EDUCATION SOQ	\$ 690,414.00	\$	0.00	\$	55,628.16	\$ 222,512.64	\$ 467,901.36	32.23
2402140	TEXTBOOK PAYMENTS	\$ 176,442.00	\$	0.00	\$	14,216.34	\$ 56,865.36	\$ 119,576.64	32.23
2402150	SCHOOL FOOD PAYMENTS	\$ 8,819.00	\$	0.00	\$	0.00	\$ 0.00	\$ 8,819.00	0.00
2402170	VOCATIONAL ED.SOQ	\$ 158,609.00	\$	0.00	\$	12,779.42	\$ 51,117.68	\$ 107,491.32	32.23
2402210	SOCIAL SECURITY INSTRUCTIONAL	\$ 410,517.00	\$	0.00	\$	32,968.84	\$ 131,875.36	\$ 278,641.64	32.12
2402230	TEACHER RETIREMENT-INSTRUCTIONAL	\$ 955,651.00	\$	0.00	\$	76,784.00	\$ 307,136.00	\$ 648,515.00	32.14
2402280	EARLY READING/INTERVENTION	\$ 38,020.00	\$	0.00	\$	0.00	\$ 0.00	\$ 38,020.00	0.00
2402410	GROUP LIFE	\$ 29,323.00	\$	0.00	\$	2,362.58	\$ 9,450.32	\$ 19,872.68	32.23
2402460	HOMEBOUND	\$ 4,131.00	\$	0.00	\$	0.00	\$ 0.00	\$ 4,131.00	0.00
2402480	SPECIAL ED REGIONAL PROGRAM	\$ 215,772.00	\$	0.00	\$	0.00	\$ 0.00	\$ 215,772.00	0.00
2402510	CAREER & TECHNICAL EDUCATION	\$ 6,819.00	\$	0.00	\$	0.00	\$ 0.00	\$ 6,819.00	0.00
2402650	AT RISK SOQ	\$ 65,752.00	\$	0.00	\$	5,281.08	\$ 21,124.32	\$ 44,627.68	32.13
2402810	VIRGINIA PRESCHOOL INITIATIVE	\$ 106,310.00	\$	0.00	\$	0.00	\$ 0.00	\$ 106,310.00	0.00
2402860	SUPPLEMENTAL LOTTERY PER PUPIL AL	\$ 517,714.00	\$	0.00	\$	0.00	\$ 0.00	\$ 517,714.00	0.00
2402910	MENTOR TEACHER PROGRAM	\$ 2,121.00	\$	0.00	\$	0.00	\$ 0.00	\$ 2,121.00	0.00
2403080	SALES TAX	\$ 3,002,504.00	\$	0.00	\$	254,262.92	\$ 709,580.28	\$ 2,292,923.72	23.63
2403090	ESL	\$ 9,678.00	\$	0.00	\$	806.50	\$ 3,226.00	\$ 6,452.00	33.33
2403340	CTE EQUIPMENT SCHOOL DIV HIGH DEM	\$ 3,198.26	\$	0.00	\$	0.00	\$ 0.00	\$ 3,198.26	0.00
2403360	CTE STEM-H INDUSTRY CREDENTIALS	\$ 731.06	\$	0.00	\$	0.00	\$ 0.00	\$ 731.06	0.00
2403470	SCHOOL BREAKFAST	\$ 28,822.00	\$	0.00	\$	0.00	\$ 0.00	\$ 28,822.00	0.00
2403472	SCHOOL MEALS EXPANSION	\$ 3,188.00	\$	0.00	\$	0.00	\$ 0.00	\$ 3,188.00	0.00
2403490	INDUSTRY CERTIFICATION COSTS	\$ 1,946.77	\$	0.00	\$	0.00	\$ 0.00	\$ 1,946.77	0.00
2403650	WORKPLACE READINESS SKILLS ASSESS	\$ 451.29	\$	0.00	\$	0.00	\$ 0.00	\$ 451.29	0.00
2404050	SOL ALGEBRA READINESS	\$ 9,642.00	\$	0.00	\$	0.00	\$ 0.00	\$ 9,642.00	0.00
2404150	PROJECT GRADUATION	\$ 3,669.00	\$	0.00	\$	0.00	\$ 0.00	\$ 3,669.00	0.00
2404270	PBIS of the VTSS	\$ 10,592.70	\$	0.00	\$	0.00	\$ 10,592.70	\$ 0.00	100.00
2408990	HOLD HARMLESS-COVID 19	\$ 520,888.00	\$	0.00	\$	43,407.34	\$ 173,629.36	\$ 347,258.64	33.33
2409000	SUPP PAY IN LIEU OF SALES TAX	\$ 430,328.00	\$	0.00	\$	35,860.66	\$ 143,442.64	\$ 286,885.36	33.33
2409010	SCHOOL CONSTRUCTION GRANTS	\$ 879,995.90	\$	0.00	\$	0.00	\$ 879,995.90	\$ 0.00	100.00
2409030	SCHOOL MEALS EXPANSION-LUNCH	\$ 0.00	\$	0.00	\$	217.20	\$ 258.80	\$ 258.80-	100.00
2409040	SCHOOL MEALS EXPANSION-BREAKFAST	\$ 0.00	\$	0.00	\$	62.70	\$ 71.10	\$ 71.10-	100.00
2409411	RETENTION BONUS	\$ 79,995.00	\$	0.00	\$	0.00	\$ 0.00	\$ 79,995.00	0.00
2500000	DIRECT SERVICES	\$ 35,000.00	\$	0.00	\$	4,072.83	\$ 6,589.96	\$ 28,410.04	18.83
4104050	VPSA FUNDING FOR TECHNOLOGY	\$ 154,000.00	\$	0.00	\$	0.00	\$ 0.00	\$ 154,000.00	0.00
4104051	VPSA TECHNOLOGY CARRYOVER COMBINE	\$ 56,258.60	\$	0.00	\$	0.00	\$ 0.00	\$ 56,258.60	0.00
2	STATE FUNDS	\$ 16,737,011.58	\$	0.00	\$	1,170,135.99	\$ 5,253,170.10	\$ 11,483,841.48	31.39
CAT 3 FEDERAL FUNDS									
10.5530	SCHOOL BREAKFAST	\$ 30,000.00	\$	0.00	\$	6,598.92	\$ 7,699.92	\$ 22,300.08	25.67
10.5550	SCHOOL LUNCH	\$ 155,000.00	\$	0.00	\$	25,378.00	\$ 30,842.23	\$ 124,157.77	19.90
10.559	SFSP MEALS	\$ 0.00	\$	0.00	\$	0.00	\$ 11,080.78	\$ 11,080.78-	100.00
10.579	NSLP EQUIPMENT ASSISTANCE	\$ 108,010.02	\$	0.00	\$	0.00	\$ 0.00	\$ 108,010.02	0.00
10.649	SNP LOCAL EBT	\$ 0.00	\$	0.00	\$	653.00	\$ 653.00	\$ 653.00-	100.00

POQUOSON CITY PUBLIC SCHOOLS  
 FD-CAT-REV REVENUES SUMMARY REPORT  
 for Fiscal Year 2024 (2023-2024 FISCAL YEAR)  
 Posted and Distributed Figures  
 Executed By: jhulstin

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Code	Description	Estimated Revenue	Est. Revenue For	OCTOBER	Revenue For	OCTOBER	Revenue YTD	Unrealized Balance	Percent Real
12.556	K-5 LITERACY GRANT	\$ 185,083.75	\$ 185,083.75	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185,083.75	0.00	
84.0100	TITLE I NO CHILD LEFT BEHIND	\$ 105,008.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 105,008.00	0.00	
84.0101	TITLE I CARRYOVER	\$ 17,050.67	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,050.67	0.00	
84.0270	TITLE VI-B	\$ 437,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 437,200.00	0.00	
84.0271	VI-B CARRYOVER	\$ 194,747.45	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,102.43	\$ 180,645.02	7.24	
84.0410	IMPACT AID	\$ 238,608.05	\$ 0.00	\$ 34,752.00	\$ 55,586.00	\$ 183,022.05	\$ 23.30		
84.0411	IMPACT AID DOD	\$ 0.00	\$ 0.00	\$ 15,758.28	\$ 78,791.40	\$ 78,791.40	\$ 100.00		
84.0481	CARL PERKINS/DISADVANTAGE HANDICA	\$ 17,422.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,422.00	\$ 0.00		
84.0482	CARL PERKINS CARRYOVER FUNDS	\$ 21,713.54	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21,713.54	\$ 0.00		
84.1730	PRESCHOOL HANDICAPPED GRANT	\$ 12,357.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,357.00	\$ 0.00		
84.1731	PRESCHOOL HANDICAPPED CARRYOVER	\$ 9,312.92	\$ 0.00	\$ 0.00	\$ 3,150.00	\$ 6,162.92	\$ 33.82		
84.2810	TITLE II	\$ 28,540.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28,540.00	\$ 0.00		
84.2811	TITLE II CARRYOVER	\$ 6,255.81	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,255.81	\$ 0.00		
84.424	TITLE IV	\$ 28,592.23	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28,592.23	\$ 0.00		
84.425D	CARES ESSER	\$ 8,416.23	\$ 0.00	\$ 0.00	\$ 1,096.12	\$ 7,320.11	\$ 13.02		
84.425U	CARES ESSER III	\$ 244,275.53	\$ 0.00	\$ 0.00	\$ 0.00	\$ 244,275.53	\$ 0.00		
99.999	OTHER FEDERAL FUNDS	\$ 0.00	\$ 0.00	\$ 2,918.40	\$ 2,918.40	\$ 2,918.40	\$ 100.00		
3	FEDERAL FUNDS	\$ 1,847,593.20	\$ 185,083.75	\$ 86,058.60	\$ 205,920.28	\$ 1,641,672.92	\$ 11.15		
1	GENERAL FUND	\$ 30,490,309.78	\$ 186,419.34	\$ 2,572,484.27	\$ 7,306,371.96	\$ 23,183,937.82	\$ 23.96		
GRAND TOTAL		\$ 30,490,309.78	\$ 186,419.34	\$ 2,572,484.27	\$ 7,306,371.96	\$ 23,183,937.82	\$ 23.96		

### Authorization to Accept and Expend Additional Revenues

The following is a list of additional revenues and corresponding additional expenditures to the 2023-2024 Operating Budget requiring authorization from the Board to accept and expend. Please note that total revenue equals total expenditures.

Revenue for In School Payroll	#1-1-1899121	<u>\$1,912.60</u>	
Expenditure for PHS Instructional/Operational	#1-100-30-010-1-61410-1621		\$86.12
Expenditure for PHS Athletics Salaries	#1-100-90-000-0-62120-1151		\$941.41
Expenditure for Transportation Driver Salaries	#1-100-90-000-0-63100-1170		\$768.22
Expenditure for Pony Mail Service	#1-100-30-010-2-61100-1175		<u>\$116.85</u>
			<u>\$1,912.60</u>
2. School Security Officer State Grant:			
Revenue for SSO	#1-2-4104070	<u>\$127,052.00</u>	
Expenditure for SSO Salaries	#1-100-90-000-0-64600-1142		\$120,975.00
Expenditure for SSO FICA Benefits	#1-100-90-000-0-64600-2100		\$6,077.00
			<u>\$127,052.00</u>
3. Virginia Tiered Systems of Support State PBIS Grant:			
Revenue for VTSS/PBIS Grant	#1-2-2404270	<u>\$22,500.00</u>	
Expenditure for Substitutes and Stipends	#1-100-000-0-61100-1520		\$6,000.00
Expenditure for FICA Benefits	#1-100-90-000-0-61100-2100		\$620.00
Expenditure for Purchase/Contract Services	#1-100-90-000-0-61100-3000		\$1,250.00
Expenditure for Travel/Professional Development	#1-100-90-000-0-61100-5000		\$7,000.00
Expenditure for Materials and Supplies	#1-100-90-000-0-61100-6000		\$7,630.00
			<u>\$22,500.00</u>

The following is a list of donations to Poquoson City Public Schools Activity Accounts:

#### Poquoson High School

A donation from The American Online Giving Foundation to be used as needed	\$512.20
A donation from the City Of Poquoson to be used by the Football Team as needed	\$500.00
A donation from the City Of Poquoson to be used by the Band as needed	\$200.00
A donation from Chick-fil-A to be used as needed	\$250.00

#### Poquoson Middle School

A donation from PMS PTO to be used for Red Ribbon Week Yard signs and materials	\$250.00
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#### Poquoson Elementary School

A donation from PES PTO to be used towards the Veterans Day breakfast	\$200.00
A donation from Mr & Mrs R. Challoner to be used for the 5th grade field trip to the Ferguson Center to see The Nutcracker	\$63.00
A donation from the Homer-Varga family to be used for the 5th grade field trip to the Ferguson Center to see The Nutcracker	\$0.70
A donation of Plastic Cups and AA Batteries from the Jones family valued at \$20 to be used in the STEM Lab	
A donation of Plastic Bowls from Mr. Biggers valued at \$15 to be used in the STEM Lab	

**Personnel Action  
November 21, 2023**

<b>Name</b>	<b>Position</b>	<b>Work Location</b>
<b>Resignation(s) Current</b>		
Sabrina Miles	Paraprofessional	PES
<b>Recommendation(s) 2023-24 SY</b>		
Lisa Bowden	Teacher (part-time)	PHS
Erin Giardina	Paraprofessional	PES
Matthew LaValley	School Security Officer	PES
Dale Simmons	School Security Officer	PHS
Deborah Steigerwald	Teacher	PES
Jessica Stine	Teacher	PPS
Suzanne Taylor Wisheart	Transportation/Bus Driver	PCPS
Carrie Withrow	Transportation/Bus Driver	PCPS
<b>Recommendation(s)-Substitutes</b>		
Jennifer Clark	Instructional	
Chloey Firth	Instructional	
Robin Forrest	Nurse/Instructional	
Erin Lawson	Instructional	
William "Eric" Insley	Instructional	
Teresa Lowery	Instructional	
Laura Monfils	Instructional	
Ethel "Marlene" Welsh	Clerical	
Alexandrea Payne	Instructional	
<b>Retiree(s) Current</b>		
<b>Recommendation(s)-Supplements</b>		
Paula Bennett	Co-Senior Class Sponsor	PHS
Holly Forrest	Co-Color Guard Assistant	PHS
Victoria Spruill	Color Guard Assistant	PHS
Randall Lawson	Percussion Band Assistant	PHS
Joyce Sykes	Twirler Assistant	PHS
Norman Remchuk	Division Odyssey of the Mind Sponsor	PCPS
Dara Libby	Odyssey of the Mind Sponsor	PES
Tammi Glidewell	Intramural Sponsor	PMS
Valerie Firth	Co-SCA Sponsor	PES
Kelsey Germond	Co-SCA Sponsor	PES
Wendy Green	Volunteer Sponsor	PPS
Jennifer Barnes	Volunteer Sponsor	PES
Stacy Tuttle	Volunteer Sponsor	PMS
Faith Axsom	Volunteer Sponsor	PHS
Brittney Baker	Head Coach Varsity Sideline	PHS
Lisa Reynolds	Head Coach JV Sideline	PHS
Brittany Alger	Head Coach Varsity Sideline	PHS

**Personnel Action  
November 21, 2023**

Daniel Berry	Head Coach Swimming	PHS
Eric Decker	Head Coach Wrestling	PHS
Kendall Ridenour	Head Coach JV Wrestling	PHS
Mike McCormick	Co-Assistant Coach Wrestling	PHS
Glenn Parks	Co-Assistant Coach Wrestling	PHS
Richard Harrell	Volunteer Assistant Coach Wrestling	PHS
Patrick McCormick	Volunteer Assistant Coach Wrestling	PHS
Gregg Todd	Volunteer Assistant Coach Wrestling	PHS
Tony White	Volunteer Assistant Coach Wrestling	PHS
Robert Stokes	Head Coach Varsity Boys Basketball	PHS
James Sizemore	Head JV Coach Boys Basketball	PHS
Parker Topping, Jr.	Assistant Coach Boys Basketball	PHS
Page Yarbrough	Head Coach Girls Basketball	PHS
Sydney Turner	Assistant Coach Girls Basketball	PHS
Kevin Jones	Head Coach JV Girls Basketball	PHS
Amelia Brogden	Volunteer Assistant Coach Girls Basketball	PHS

**Addendum I to Personnel Action  
November 21, 2023**

Name	Position	Work Location
<b>Recommendation(s) 2023-2024 SY</b>		
Jennifer Cannella	Instructional and Technology Administrator	PCPS
<b>Resignation(s) current</b>		
Matthew LaValley	School Security Officer	PES

**POQUOSON CITY SCHOOL BOARD MEETING  
OCTOBER 17, 2023 – 6:00 p.m.  
CITY OF POQUOSON COUNCIL CHAMBERS**

**MINUTES**

**Present:**

Shannon Martin, Chair	Timothy Goodale	Michael DuBose
Christopher Burbage, Vice Chair	Cameron Childress	Arty Tillett, Superintendent
Jonathan Ingram	Kristen Jones	April Firth, Clerk of the Board

- I. CALL TO ORDER:** Chair Martin called meeting to order: 6:00 p.m.
- II. PLEDGE TO THE FLAG, MOMENT OF SILENCE, AND INSPIRATIONAL READING:** Thatcher Faciszewski, a junior at Poquoson High School and Student Representative of the Board, led the Pledge to the Flag, Moment of Silence, and read an inspirational quote.
- III. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA:** There were none.
- IV. RECOGNITIONS:** Kelly Purdie recognized Karsyn Aukamp as October Senior of the Month.
- V. PRESENTATIONS AND REPORTS:**
  - A. Superintendent's Update:** Mr. Arty Tillett announced that we have been awarded the 2023/24 DoDEA Grant of \$500,000.00. The Grant will provide funding to support a Structured Literacy Program and Literacy Coaches for grades K-5, over a 5-year grant cycle. He thanked the Division-Wide Instructional Leadership Team: Kim Montalvo, Kelly Purdie and Amber Brown.
  - B. Instructional Update:** Ms. Amber Brown gave an update of the PCPS Strategic Plan. She also spoke on social emotional learning (SEL). She gave an overview of SEL Curriculum, Caring School Community, and provided snapshots of the curriculum for Kindergarten and First Grade.
  - C. Operations Update:** Dr. Brandon Ratliff spoke about increasing involvement in school volunteers. He gave an overview of the school volunteer on-boarding process.
  - D. Finance Update:** Ms. Tracy Spence gave an update on Impact Aid and the Impact Aid Survey Forms. She also went over the activity funds report and the process for the Fiscal Year 2025 Budget.
- VI. PUBLIC COMMENT:** Theodore Imbasciani of 19 Dryden Drive spoke on our Code of Conduct. Brandon Call of 13 Bayview Drive spoke about SEL. Sherri Dykstra of 20 Emmaus Road spoke about TAG at PES. Tim Dykstra of 20 Emmaus Road spoke about special teachers. Benjamin

Aaronson of 7 Harbour View Drive spoke about SEL. Tricia Rainone of 114 Whitehouse Drive spoke about School Board work sessions.

**VII. CONSENT AGENDA:**

- A. Approval of Financial Reports
- B. Authorization to Change Appropriation and to Accept and Expend Funds in Accordance with Attached Request
- C. Approval of Personnel Action
- D. Approval of Revised Minutes for August's Work Session
- E. Approval of Minutes for September's Regular Meeting and October 3<sup>rd</sup> Work Session
- F. Approval to Authorize the Superintendent to Sign a Contract for Custodial Services with Service Master Commercial Services for the 2024-2025 School Year

Vice Chair Burbage read the Consent Agenda above. Mr. Ingram made a motion, seconded by Mr. DuBose, that the Consent Agenda be approved as read. Vote was taken.

VOTE: 7:0

Mr. Ingram, Aye; Dr. Goodale, Aye; Mr. Childress, Aye; Ms. Jones, Aye;  
Mr. DuBose, Aye; Vice Chair Burbage, Aye; Chair Martin, Aye

**VIII. OTHER MATTERS FOR CONSIDERATION:**

- A. Consideration of Approval of Proclamations for Bus Safety Week be approved.

Mr. DuBose made a motion, seconded by Mr. Childress, that the Consideration of Approval of Proclamations for Bus Safety Week be approved. Vote was taken.

VOTE: 7:0

Mr. Ingram, Aye; Dr. Goodale, Aye; Mr. Childress, Aye; Ms. Jones, Aye;  
Mr. DuBose, Aye; Vice Chair Burbage, Aye; Chair Martin, Aye

**IX. COMMUNICATIONS AND/OR OTHER MATTERS BY SCHOOL BOARD AND/OR SUPERINTENDENT:**

- **Mr. Faciszewski:** He gave updates from each school.
- **Mr. Ingram:** He congratulated Ms. Aukamp on being senior of the month and staff that were involved in the DoDEA Grant. He touched on Dr. Ratliff's update on volunteers and reminded everyone that the PTO's are always seeking out volunteers and there is always an opportunity there. He thanked the speakers for coming out and speaking and suggested a time clock for speakers to be able to view.
- **Dr. Goodale:** He echoed the above thoughts and congratulated the admin team that put the DoDEA Grant together and thanked the speakers for their time and sharing their thoughts and concerns.

- **Mr. Childress:** He congratulated Karsyn for senior of the month. He also thanked all the volunteers who help out with our community and schools and for their comments and emails. Even though they don't hear back from him per protocol, the School Board does not reply to comments and only Chair and Superintendent reply to emails sent to the Board, he hears and appreciates your input and feedback. He agrees with Ms. Brown that parents need to be involved in their child's education. If you are concerned, send emails and come and talk in the meetings. You need to be the advocate for your kids and be part of their education.
- **Ms. Jones:** She congratulated Karsyn on a job well done, Thatcher and other golf team members for their excellent showing at States. Our band and athletic teams, on a positive note, you could not watch the videos of the pep rally and attend the homecoming parade and not feel some Poquoson pride. We have a special community and to echo Mr. Childress, we're all here for the same goal so thank you to all who provided public comment. We appreciate your time; this is what we need and we do hear your concerns. Thank you to all the volunteers. She appreciates the volunteer check program. It is very important and necessary.
- **Mr. DuBose:** He echoes the thank you's and the appreciation. He thanked all the people that came to talk. He knows it's hard and some don't feel heard, but you are heard by everybody up there.
- **Vice Chair Burbage:** He thanked the speakers for speaking tonight. It helps them understand what the concerns of the community are in addition to emails and things. He encouraged more people to come to these meetings and work sessions, they are open to the public. He also thanked and congratulated Karsyn for senior of the month. He stated that the \$500,000 DoDEA Grant is huge. He thanked the volunteers and encouraged the public to consider volunteering in our schools.
- **Chair Martin:** She echoed the sentiments of the Board. She congratulated Miss Aukamp on senior of the month and for perfect attendance during her high school career. She thanked the public for coming and for their comments and emails. They do try to get back to you and appreciate the time you take to let them know. She stated that we are all here for the good of the children and that is where they try to keep their focus, you all help them with that, and they are thankful.
- **Mr. Tillett:** He also echoed all the comments from the Board and congratulated Karsyn. He reiterated the volunteer requests. This package that our team has put together is comprehensive so we can get more people in our schools safely. He thanked Kelly Purdie for her hard work on this. He spoke on the Governor's All in Plan and how we are working on a very short time frame to meet the requirements of that plan. We are going to need volunteers to help tutor. He is mind boggled to think about our work and then larger school divisions that need tutoring during a national educator shortage. He also asked families to please complete the impact aid report.

**X. MATERIAL FOR BOARD REVIEW:** There were none.

**XI. ADJOURNMENT:** Chair Martin adjourned the meeting at 7:14 p.m.

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Shannon Martin, Chair

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April Firth, Clerk of the Board

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Date

**POQUOSON CITY SCHOOL BOARD  
WORK SESSION  
NOVEMBER 1, 2023 – 6:00 p.m.  
CITY OF POQUOSON COUNCIL CHAMBERS CONFERENCE ROOM**

**MINUTES**

Present:

Shannon Martin, Chair	Timothy Goodale	Arty Tillett, Superintendent
Christopher Burbage, Vice Chair	Cameron Childress	Amber Brown, Deputy Clerk
Jonathan Ingram	Kristen Jones	Brandon Ratliff, Asst. Superintendent
	Michael DuBose	

Chair Martin called the work session of the Poquoson City School Board to order at 6:06 p.m.

**Old Business**

**I. Board Protocols**

Chair Martin briefly reviewed School Board work session protocols for board members and community members.

**New Business**

**I. Caring School Community Resources**

Amber Brown gave a detailed presentation on the inclusion of Caring School Community resources that are being utilized by some teachers at Poquoson Primary School and Poquoson Elementary School.

There being no further areas to be discussed by the Board, Chair Martin adjourned the work session at 7:39 p.m.

\_\_\_\_\_  
Shannon Martin, Chair

\_\_\_\_\_  
Amber S. Brown, Deputy Clerk

\_\_\_\_\_  
Date

**CLOSED MEETING  
POQUOSON CITY SCHOOL BOARD  
CITY OF POQUOSON COUNCIL CHAMBERS CONFERENCE ROOM  
NOVEMBER 1, 2023**

**MINUTES**

Present:

Shannon Martin, Chair	Timothy Goodale	Arty Tillett, Superintendent
Christopher Burbage, Vice Chair	Cameron Childress	Brandon Ratliff, Asst. Superintendent
Jonathan Ingram	Kristen Jones	Amber Brown, Deputy Clerk
	Michael DuBose	

Chair Martin called the meeting to order at 8:40 p.m.

**I. CONSIDERATION OF NEED FOR CLOSED SESSION**

A motion was made by Mr. Ingram and seconded by Mr. Childress, pursuant to the scholastic exemption of Sections 2.2-3711(A)(1) of the Virginia Freedom of Information Act, to move into Closed Session for consideration of personnel matters. Vote was taken.

Mr. Ingram, Aye; Dr. Goodale, Aye; Mr. Childress, Aye; Ms. Jones, Aye; Mr. DuBose, Aye; Vice Chair Burbage, Aye; Chair Martin, Aye.

The motion was approved by a vote of 7:0

**II. CLOSED SESSION**

The Board met in closed session for consideration of:

**A.** Personnel Matters.

**III. CONSIDERATION OF NEED FOR EXECUTIVE SESSION**

A motion was made by Chair Martin and seconded by Vice Chair Burbage, pursuant to the scholastic exemption of Sections 2.2-3711(A)(1) of the Virginia Freedom of Information Act, to move into Executive Session for consideration of personnel matters. Vote was taken.

Mr. Ingram, Aye; Dr. Goodale, Aye; Mr. Childress, Aye; Ms. Jones, Aye; Mr. DuBose, Aye; Vice Chair Burbage, Aye; Chair Martin, Aye.

The motion was approved by a vote of 7:0

Arty Tillett, Amber Brown and Brandon Ratliff exited the room.

**IV.** The Board met in executive session for consideration of:

A. Personnel Matters.

**V. MOVE TO OPEN SESSION**

A motion was made by Vice Chair Burbage, seconded by Chair Martin, to move back into open session. Vote was taken.

Mr. Ingram, Aye; Dr. Goodale, Aye; Mr. Childress, Aye; Ms. Jones, Aye; Mr. DuBose, Aye; Vice Chair Burbage, Aye; Chair Martin, Aye.

The motion was approved by a vote of 7:0

**VI. ACTION ITEM**

No action was taken.

**VII. ADJOURNMENT**

There being no further business, Chair Martin adjourned the meeting at 10:00 p.m.

\_\_\_\_\_  
Shannon Martin, Chair

\_\_\_\_\_  
Amber S. Brown, Deputy Clerk

\_\_\_\_\_  
Date

**Poquoson City School Board  
Reading File Item Brief**

**Reading File Item:** VII-E

**Meeting Date:** November 21, 2023

**Subject:** Motion to authorize the superintendent to sign a contract for lawn maintenance services with Home Turf Landscapes for the 2024-2025 school year.

**Background**

Poquoson City Public Schools (PCPS) contracts lawn maintenance services through an outside vendor. Every five years, or as needed, a Request for Proposal (RFP) is issued to solicit proposals for lawn maintenance for the school division.

**Discussion**

A RFP for lawn maintenance services was issued in the 2021-2022 school year. The initial contract start date was July 1, 2022. This was a one-year contract with the option to renew up to four additional years, each on a one one-year term, thereafter upon agreement of both parties. This addendum to the original contract is the second renewal of up to four renewals based on the stipulations from the original RFP. Home Turf Landscapes has been the lawn maintenance vendor for PCPS for the last two years.

**Recommendation:** Approval to authorize the superintendent to sign the contract for lawn maintenance services with Home Turf Landscapes for the 2024-2025 school year.

**Attachment:** Proposed lawn maintenance contract for the 2024-2025 school year

**Reference:** NA



Agreement #: \_\_\_\_\_

This **Commercial Landscape Management Service Agreement** dated November 1, 2023 by and between:

**CUSTOMER**

Poquoson City Public Schools  
500 City Hall Ave  
Poquoson, VA 23662

and

**Landscape Service Provider**

HomeTurf Landscapes  
PO Box 1711  
Tappahannock, VA 22560

This constitutes the entire agreement between the aforementioned parties and includes the scope of service, guarantees, terms and conditions, pricing and payment responsibilities for landscape management services provided at:

Poquoson City Schools

The Scope of Services provided under this Agreement shall include the selected Service Options below. (See Service Options for details.)

- General Grounds Maintenance
- Mulch Services
- Additional Services
- Turf Care Management
- Annual Flowers
- Parking Lot Maintenance
- Plant Care Management
- Irrigation Services

This Agreement takes effect April 1, 2024 (the "Commencement Date"). It will continue for an original term of 7 months.

**Agreement Price and Payment Terms:**

Service	Agreement Price	Total Cost
Mowing	\$2,016.00 per cut (4 schools)	Based on number of services
Pruning	\$504.00 per service (4 schools)	Based on number of services
Weeding	\$100.00 per service (4 schools)	Based on number of services

Payment for these services shall be made:  Annually;  Semiannually;  Quarterly;  Monthly;  Other (See Special Provisions) in accordance with the Terms and Conditions of this Agreement. This annual Agreement Price is subject to adjustment on each anniversary of the Commencement Date to reflect increases/decreases in labor, material, and other costs.

**Your and Our Acceptance:**

This Agreement will become effective only after acceptance as evidenced by the respective signatures of the parties' authorized representatives. This Agreement includes all of your and our obligations. No person has authority to make any claim, representation, promise or condition on our behalf that is not documented within this Agreement.

Authorized For:

Authorized For:  
HomeTurf Landscapes

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



Agreement #: \_\_\_\_\_

TO ORDER SERVICES UNDER THIS AGREEMENT WITH A PURCHASE ORDER, PLEASE PROVIDE THE FOLLOWING:

PO Number: \_\_\_\_\_ Date of Issue: \_\_\_\_\_ Customer Signature: \_\_\_\_\_

NOTE: When issuing a purchase order for this Agreement, the services, responsibilities, terms and conditions for both parties remain as detailed in this Agreement.

**DEFINITIONS:**

You should note the following words have special meaning throughout this Agreement:

- 1. "You" and "Your" mean Customer and all of their representatives.
- 2. "We", "Our", "Ours" and "Us" mean Home & Turf Inc. and all of its representatives.
- 3. "Labor" means our normal work day labor hours, overtime labor hours (time-and-one-half), travel labor hours, equipment use, and all out-of-pocket travel expenses associated with labor.

**OUR RESPONSIBILITIES INCLUDE:**

- 1. Provide a continuing managed process of professional managed care of your exterior environment.
- 2. Assign a lead technician to have primary responsibility for work to be performed at your site.
- 3. Coordinate all work with you to assure safety and minimal disruption at your site.

**YOUR RESPONSIBILITIES INCLUDE:**

- 1. Inform us of whom we should work with at your site to assure the proper coordination of our work.
- 2. Provide us with a copy, if available, of all site plans, drawings or prints.
- 3. Provide us with your protocols and regulations regarding working at your site, such as: parking, security procedures, emergency contacts, and other appropriate information.
- 4. Permit only our representatives to perform the work included in the Scope of Services of this Agreement, as we will only guarantee our work and not the work of other parties.
- 5. Bear the cost to repair or replace any materials and/or systems deemed by us to not be acceptable during our initial inspection or seasonal start-up visit. Should you choose to not make the repair or replacement, the material(s), system(s), component(s) or part(s) identified will automatically be removed from the repair or replacement guarantee provisions of this Agreement.
- 6. Inspect the work performed by us within seven (7) days of the date that the service is performed and notify us of any reasonable dissatisfaction with the work performed.
- 7. Provide us with your critique of our services and suggestions for on-going improvements as part of our Customer Assurance Review and Evaluation ("C.A.R.E.") program.

**C.A.R.E. INTERVIEWS**

We will seek your on-going feedback in the form of our exclusive LandOpt Service (C.A.R.E.) interviews to assure your satisfaction with our services and to continually improve our performance in meeting your needs.

**TERMS AND CONDITIONS**

**Accessibility:** In order for us to perform the required services for you in a cost-effective manner and for the estimated Agreement Price quoted in this Agreement, you agree to permit free and timely access to the necessary areas of your site to perform required services. All planned work under this Agreement will be performed during our normal working hours unless otherwise stipulated elsewhere in this Agreement.

**Permits:** Unless otherwise required by law, you agree to obtain and bear all costs incurred in connection with obtaining any necessary permits for the services provided pursuant to this Agreement.

**Payment Terms:** You agree to promptly pay invoices within thirty (30) days of receipt. Should a payment become thirty (30) days or more delinquent, we may stop all work under this Agreement without notice and/or cancel this Agreement. If this happens, the entire Agreement Price (less prior payments) will become due and payable immediately upon demand. A late charge of 1 1/2% per month will be charged on all amounts that become thirty (30) days or more delinquent.

In the event we must commence third party collection or arbitration in order to recover any amount payable under this Agreement, you agree to reimburse us for all costs and attorneys' fees when incurred by us.

**Acceptance of Existing Conditions:** The Agreement Price is conditioned upon the materials and systems covered being in maintainable condition. If the initial inspection or seasonal start-up visit indicates that repairs are necessary, a firm quotation will be submitted to you for your approval. Should you not authorize the repairs, we may remove the material(s), system(s), component(s) or part(s) from the Scope of Services under this Agreement.

**Concealed Conditions:** Concealed conditions, such as underground utilities, invisible fence, rock, debris, poor drainage situations, etc., not readily apparent at the time of providing the estimated Agreement Price quoted in this Agreement may cause us to incur additional costs, including without limitation additional materials and labor, which will be an extra charge (fixed price amount to be negotiated or on a time-and-material basis at our rates then in effect) over the Agreement Price.

**Extra Work:** Unless otherwise stated elsewhere in this Agreement, this Agreement does not include repairs to any system(s), the provision or installation of materials, or service calls requested by you. If requested, you will be charged for these services at our customer rates then in effect.

If you require any alteration to or deviation from this Agreement involving extra work, you agree that the cost of material and/or labor will be an extra charge (fixed price amount to be negotiated or on a time-and-material basis at our customer rates then in effect) over the Agreement Price.

Agreement #: \_\_\_\_\_

**Work Performed by Others:** Unless otherwise stated elsewhere in this Agreement, we will not be responsible for work that is performed by anyone other than us. Therefore, you agree to permit only our personnel or agent(s) to perform the work included in the Scope of Services. Should anyone other than us perform such work, we may, at our option, terminate this Agreement or eliminate the areas or materials involved from the Scope of Services of this Agreement.

**Hold Harmless:** In the event that there is a claim, damage, loss, or expense that is caused in whole or in part by any active or passive act or omission by you, anyone directly or indirectly employed by you, or for anyone whose act you may be liable, then, to the fullest extent permitted by law, you will defend, indemnify and hold harmless our representatives and us from and against these claims, damages, losses, and expenses including, but not limited to, attorneys' fees arising out of or resulting from the performance of our work under this Agreement.

**Delays Outside Our Control:** In the event that there is a delay, loss, damage, or detention caused by unavailability of equipment or materials, delay of carriers, strikes, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond our control, you agree that we will not be liable for this delay, loss, damage, or detention.

**Loss of Profits:** Under no circumstances, whether arising in contract, tort (including negligence and strict liability), equity or otherwise, will we be responsible for loss of use, loss of profits, anticipatory damages, increased operating or maintenance expenses, claims of your tenants or clients, or any special, indirect, consequential, incidental, exemplary or punitive damages, arising at any time from any cause related to or concerning this Agreement.

**Limited Warranty:** We warrant that our workmanship on all installations and repairs shall be performed in a good and workmanlike manner and that any parts repaired or replaced by us will be free from defects in workmanship until the end of this Agreement or for thirty (30) days, whichever is earlier.

You acknowledge that we are NOT the manufacturer of the installed materials and equipment and that we make no representations or warranties as to the installed materials and equipment or their specifications, fitness for a particular purpose, performance or merchantability other than as set forth in the preceding paragraph. You agree to look solely to said manufacturer to remedy any alleged deficiency in the installed materials and equipment and damages related directly or indirectly thereto. WE DISCLAIM ALL OTHER WARRANTIES ON THE MATERIALS FURNISHED UNDER THIS AGREEMENT, INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

**Limits of Liability:** We guarantee that our performance of services under this Agreement will be in accordance with generally accepted practices for similar services. In case of any failure to perform our obligations under this Agreement, our liability is limited to correcting, repairing, or replacing, at our option, the deficient work. You acknowledge and agree that such correction, repair, or replacement shall be the sole remedy available to you and in no event will our liability exceed the total amount of compensation we receive for services rendered.

**Site Damage:** We accept responsibility to repair any physical damage to your site directly caused by us during performance of work covered by this agreement.

**Dispute Resolution:** Should a dispute arise between you and us relating to this Agreement, or the making, performance or interpretation of the rights and obligations set forth herein, either party may, upon written notice, seek exclusive and binding relief through the procedure of the American Arbitration Association (AAA). Such arbitration shall take place in the city and state listed in our address on the first page hereof. A single arbitrator shall decide all disputes. The arbitrator shall render a decision no later than nine months after the demand for arbitration is filed, and the arbitrator shall state in writing the factual and legal basis for the award. Judgment may be entered upon the award in the highest state or federal court having jurisdiction over the matter. The decision of the arbitrator shall be binding on both parties, and any right to judicial action on any matter subject to arbitration hereunder is hereby waived, unless otherwise provided by applicable law, except suit to enforce the arbitration award or in the event arbitration is not available for any reason. The prevailing party shall recover all costs, including attorneys' fees, incurred as a result of the dispute. A prevailing party is a party that recovers at least 75% of its total claims or that is required to pay no more than 25% of the claims made against it.

We both agree that any action through arbitration relating to this agreement, or the making, performance or interpretation of the rights and obligations set forth herein must be commenced within one (1) year from the date of the work. In the case of arbitration for plant material warranty, we both agree that any action through arbitration must be commenced within one (1) year of the documented plant material failure.

**Changes:** This Agreement shall not be subject to change or modification other than by a writing to which both parties are signatories.

**Early Termination:** You may terminate this Agreement at any time by giving thirty (30) days notice to us in writing. Such notice will be deemed to have been given on the date of receipt at our address shown on the first page of this Agreement.

In the event that you terminate this Agreement for any reason other than our breach before its intended expiration date, you agree to pay the entire stated annual Agreement Price for the year of cancellation. We will submit a final invoice to you for the total Agreement Price less the amount of your payments made prior to termination.

**Notice:** Notice to either party to this Agreement shall be sufficient if made to the respective address shown herein.

**Purchase Orders:** This Agreement constitutes the entire contract between the parties. The entire contract is embodied in this writing and this writing constitutes the final expression of the party's agreement. No change is allowed to this Agreement, nor shall they become part of this Agreement whatsoever by our acknowledgment or acceptance of your purchase order forms that contain different provisions whether in addition to or not identical to the terms set forth herein. You acknowledge and agree that any purchase order issued by you, in accordance with this Agreement, is intended only to establish payment authority for your internal accounting purposes. No purchase order shall be considered to be a counteroffer, amendment, modification, or other revision to the terms of this Agreement. No term or



Agreement #: \_\_\_\_\_

condition included in the purchase order will have any force or effect.

be considered separable and inapplicable and will not affect any other provision or provisions of this Agreement.

**Severability:** Any provision of this Agreement that in any way contravenes the law of any state or country in which this Agreement is effective will, to the extent the law is contravened,

### **SCOPE OF SERVICES:**

The following are specific requirements associated with this request for proposal:

1. All school grounds at all four school locations, to include all parking lots and sidewalks. The hours of mowing shall be from 6:00 a.m. to 8:00 p.m., Monday through Saturday.

2. All areas should be cut weekly unless otherwise specified. The exception to this is when we have had a dry period of time and the grass is not growing or is dying out. Approximately 15-20 cuts will be needed each semi-annual period. If the lawn is not going to be serviced, the contractor should contact Brandon Ratliff, Assistant Superintendent for Operations, when this is happening.

3. The grass shall be cut to less than 3" unless otherwise specified. There shall be no grass clumps left behind or areas of raised cut grass and trimmings.

4. All areas should be trimmed, with all sidewalks edged and loose trimmings blown off; all fence lines, buildings, and any cracks or expansion joints in sidewalks or parking lots, or other obstacles should be trimmed.

5. Weed maintenance should also happen weekly in mulch, sidewalk, parking lot, and any other SBO-22-007 Lawn Maintenance IFB 6 areas in which weeds may be growing.

6. Fences should be kept clear of weeds or crawling vines and should be debris and weed free weekly.

7. Shrubbery pruning will be completed as needed throughout the year to maintain a neat appearance with respect to the intended growth patterns of the plants.

8. Weed management and control – Any spray that may be needed periodically to assist with weed control.

9. Work should be kept very neat and appealing. The Contractor shall police the area and provide litter pickup prior to mowing. The Contractor will also be responsible to review the area and pick up any materials that would possibly damage their equipment when mowing.

10. The contractor shall not provide services during scheduled state or federal testing times and shall not cut playgrounds while in use by students during normal school hours.



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11. The contractor shall not interfere with the daily operation of the schools.
12. All lawn care workers will maintain a professional appearance and workers will conduct themselves as professionals at all times. The Contractor's personnel shall wear OSHA approved safety equipment at all times.
13. The Bidder's IFB will be all-inclusive with no hidden costs of any type.
14. The Bidders must have the financial/procedural flexibility to provide an invoice (Net 30).



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**SPECIAL PROVISIONS:**

- HomeTurf Landscape shall not be responsible for natural events such as freeze damage, heavy storms, flooding or wind damage outside of stated scope. Clean-up from storm damage due from hurricanes, tornadoes, severe thunderstorms, ice, snow, hail or extreme winds are not included as general maintenance. Prior to all additional work, proposals will be supplied and signed off before work will commence.
- HomeTurf Landscape is not responsible for loss of plant material. Examples may include drought, root rot (poor soil with excess amounts of rain), insect damage, and wildlife destruction.
- All State and Federal regulations shall be adhered to for use and application of all chemical treatments.
- Any Additional Work that may be presented throughout the term of contract will be supplied in writing on HomeTurf Landscape documentation. All documents must be approved prior work commencing.
- If additional recurring services that are requested and agreed upon, addendums will be added to this agreement.
- Billing will be based on services performed each month and invoiced at the end of the month.



Agreement #: \_\_\_\_\_

**BUYER'S RIGHT TO CANCEL**

**NOTICE OF CANCELLATION**

DATE: \_\_\_\_\_

You may cancel this transaction, without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within ten business days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be cancelled.

If you cancel, you must make available to the seller at your residence in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller does not pick them up within twenty days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, or send a telegram, to [INSERT LSP COMPANY NAME], at [INSERT LSP COMPANY ADDRESS] not later than midnight of \_\_\_\_\_.

I hereby cancel this transaction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PRICING SCHEDULE**

The Bidder shall agree to serve as a lawn care service provider to maintain school grounds at all four schools in the school division. This contract will be written on a semi-annual basis (January through June and July through December, during the lawn care season) and will be renewable up to nine (9) times, or four and a half (4 ½) years, at the discretion of PCPS. PCPS reserves the right to terminate the agreement at any time. The lawn care provider shall be paid on a per cut/service basis and no payment will be issued until all required areas have been completed. The Bidder's price will be all-inclusive with no hidden costs of any type.

**Contact Information:**

Date:	November 1, 2023
Company Name:	HomeTurf Landscapes
Address:	PO Box 1711 Tappahannock VA 22560
Rep. Name:	Jessica Mueller
Rep. Email Address:	Jmm@hometurfinc.com
Rep. Phone Number:	757-354-0034

Service	Per School Cost for each Cut/Service	Description (If Needed)	Cost For Each Cut/Service	Total Cost
<b>Lawn Maintenance</b> , including mowing and weed maintenance (per cut/per week) – Approximately 15-20 cuts will be needed each contract period. Cost should be all inclusive of all mowing, trimming, and weed maintenance. Please include all descriptors in Section IV, numbers 1, 2, 3, 4, 5, 6.	PHS: \$630 PMS: \$504 PES: \$504 PPS: \$378		\$2,016	*This total cost should be based on an average of 18 cuts/services for comparative purposes.  \$36,288
<b>Shrubbery pruning</b> will be completed as needed throughout the year to maintain a neat appearance with respect to the intended growth patterns of the plants. Please refer to Section IV, number 7.	PHS: \$126 PMS: \$126 PES: \$126 PPS: \$126	*Please estimate the number of times this will need to be completed over the course of 6 months.  2	\$504	\$1,008
<b>Total cost of Lawn Maintenance and Shrubbery pruning.</b>				
<b>Weed Management and Control</b> (Any spray that may be needed periodically to assist with weed control) Please refer to Section IV, number 8.	PHS: \$25 PMS: \$25 PES: \$25 PPS: \$25	*Please estimate the number of times this will need to be applied over the course of 6 months.  Once Per Month	\$100	\$600

**Poquoson City School Board**  
**Reading File Item Brief**

**Reading File Item:** VIII-A

**Meeting Date:** November 21, 2023

**Subject:** Consideration of addition a provision for students at PPS and PES to carry a smart watch

**Background**

Students at Poquoson Middle and Poquoson High may carry their cellular phones in a pocket or backpack, but to avoid disruption to the instructional process, all cellular phones must be turned off and not displayed unless the student is in a designated area or classroom in which they are permitted to use their cellular phone. Students may also leave their cellular phones in their lockers. Students may not wear cellular phones outside clothing as an accessory. Certain instructional activities may occur during the school day that permit students to use their cellular phones. Cellular phones used as part of an instructional activity will be under the direct supervision of a teacher or staff member.

Currently, students at Poquoson Elementary School and Poquoson Primary School may not bring cellular phones to school or mobile-connected devices, including smart watches.

**Discussion**

The PCPS School Board has discussed potentially adding a provision to the Student Handbook and Code of Student Conduct for the allowance of students at PPS and PES to carry a smart watch with them while at school. The smart watch would be required to be carried in their back packs, would not be allowed out while on school grounds, or on the school bus.

**Recommendation:** Consideration of addition a provision for students at PPS and PES to carry a smart watch

**Attachment:** Pages 5 and 30 from the Student Handbook and Code of Student Conduct

**References:** NA

The Virginia Department of Education considers students who are absent ten percent of the school year or 18 days to be considered chronically absent. A student is considered to be chronically absent if the 18 days are excused or unexcused. The Virginia school accreditation system includes chronic absenteeism as a school quality indicator which may impact a school's and division's accreditation rating.

### **Make-Up Work**

When requesting make up work, a parent should give teachers 24 hour notice to have the child's assignments prepared for take home work. At least one day will be allowed for make-up work for every day of excused absence. Failure on the part of the student to complete make up work on time will result in the student receiving a lowered grade on the assignment. Students may not be allowed to make up any daily work and instruction provided by teachers during unexcused absences or unexcused tardies. Students may be given credit for extended assignments with a due date that occurs during an unexcused absence; extended assignments include, but are not limited to, research papers, essays, book reports, projects, tests, quizzes, and semester exams.

## **Bicycles**

The Poquoson City School Board permits but does not advocate the riding of bicycles to school by students. The riding of bicycles is only permitted if parents have provided written permission to the school.

## **Cellular Phones and Other Mobile Devices**

Students at Poquoson Middle and Poquoson High may carry their cellular phones in a pocket or backpack, but to avoid disruption to the instructional process, all cellular phones must be turned off and not displayed unless the student is in a designated area or classroom in which they are permitted to use their cellular phone. Students may also leave their cellular phones in their lockers. Students may not wear cellular phones outside clothing as an accessory. Certain instructional activities may occur during the school day that permit students to use their cellular phones. Cellular phones used as part of an instructional activity will be under the direct supervision of a teacher or staff member.

Students at Poquoson Elementary School and Poquoson Primary School may not bring cellular phones to school or mobile-connected devices, **with the exception of smart watches, which must be kept turned off and in a backpack while on school grounds or on a school bus.** ~~to include smart watches.~~

PCPS issues Chromebooks or iPads to students in grade K-12 for use during the school year; therefore, students do not need to bring laptops, tablets or other mobile devices to school. A mobile device is any device that can connect to the internet such as laptops, tablets, iPads, notebooks, eReaders, hand-held gaming devices, or PDAs. Students who have an instructional need for the use of mobile devices other than a cellular phones at school should speak with an administrator. PCPS is not responsible for loss, damage, or theft of any cellular phone or mobile device brought to school.

Any violations in the use of cellular phones or other mobile devices will result in disciplinary action in accordance with the PCPS Code of Student Conduct and the Acceptable Use Policy.

## **Child Abuse**

### **Reference: School Board Policy 7-5.7**

Poquoson City Public Schools' employees, in compliance with the Code of Virginia, Title 63.1, Chapter 12.1 Child Abuse and Neglect, shall report to the local department of social services, incidents of suspected child abuse and/or neglect.

## **Clubs • Activities**

### **Reference: School Board Policy 7-4.5**

All school clubs and organizations are established to benefit students. Some clubs and organizations may have prerequisites for membership. If students are interested in seeking membership to a club or organization, they will need to see the advisor for more information.

## **Communication with PCPS Employees**

OFFENSES		Range of Consequences		
		Grade	Minimum	Maximum
BSC3	Drugs: Possessing drug paraphernalia ^	K-12	2	5
BSC4	Drugs: Violating school board non-prescription (Over the counter) medication policy or look-alike drug policy ^	K-12	3	5
BES05	Drugs: Possessing controlled substances, illegal drugs, inhalants, or synthetic hallucinogens or unauthorized prescription medications	K-12	4	5
BES06	Drugs: Being under the influence of controlled substances, illegal drugs, inhalants, or synthetic hallucinogens or unauthorized prescription medications ^	K-12	4	5
BES07	Drugs: Using controlled substances or using illegal drugs or synthetic hallucinogens or unauthorized prescription medications* ^	K-12	4	5
PD16	Illegal Possession of Controlled Drugs and Substances with Intent to Distribute or Sell* ^	K-12	4	5
9.	<p><b>ELECTRONIC DEVICES</b> Students at Poquoson Middle and Poquoson High Schools may bring cellular phones to school.</p> <p>Students at Poquoson Elementary School and Poquoson Primary School may not bring cellular phones to school or mobile-connected devices, with the exception of smart watches, which must be kept turned off and in a backpack while on school grounds or on a school bus.</p> <p>Students may not take pictures or video on any school bus traveling to or from school or inside any school before and during school hours up to dismissal. NOTE: Exceptions for special events at schools may be made by an administrator.</p> <p>Students who engage in cyber bullying will be considered to have committed an electronic device offense. Students who engage in disruptive, disrespectful behavior or other behavior as a result of the inappropriate use of an electronic device will also be considered to have committed an electronic device offense.</p> <ul style="list-style-type: none"> <li>For the first offense, the device will be confiscated from the student and held for a 24 hour period. It will be returned at the end of the school day on which the 24 hour period ends. If the offense occurs on a Friday, the device will be confiscated for the remainder of the day and will be returned to the student at the end of the school day. On the following school day on which the student brings the device, the device will again be confiscated from the student and held for the entire school day.</li> <li>For the second offense, the device will be confiscated and</li> </ul>			

\*The Code of Virginia §22.1-279.3:1D requires principals to report violations of this offense to law enforcement.

**Poquoson City School Board**  
**Reading File Item Brief**

**Reading File Item:** VIII-B

**Meeting Date:** November 21, 2023

**Subject:** Consideration of amendment to the Code of Student Conduct to include specific language regarding *Teacher Responses to Manage Student Behavior* and the *Discipline of Students with Disabilities*.

**Background:** A teacher's authority extends to all students, whether or not the teacher teaches the student in class. Teachers have the initial authority to remove students from class for disruptive behavior, as authorized by the Code of Virginia (§ 22.1-276.2.) PCPS provides additional guidelines for teachers to follow prior to student removal and to outline the reasons for removal. Additional language is needed to clarify how long students may be removed.

The Individuals with Disabilities Education Act (IDEA) provides guidance for the discipline of students with disabilities as well as due process safeguards that must be followed by schools. The current Student Handbook & Code of Student Conduct 2023-2024 does not include information on the due process safeguards that apply to students with disabilities as well as those in the identification process who have an individualized education plan (IEP.) While parents receive this information during prereferral, eligibility, and all IEP meetings, PCPS believes it should be included in the Code of Student Conduct.

**Discussion:** As discussed and requested in the October work session, revisions have been made to the current Student Handbook & Code of Student Conduct 2023-2024 to provide additional clarification regarding student removal from class and the discipline of students with disabilities. All students are expected to adhere to the PCPS Code of Student Conduct; however, due process procedural safeguards have now been included to provide families with additional information regarding the rights and responsibilities of students with disabilities.

**Recommendation:** Consideration of amendment to the Code of Student Conduct to include specific language regarding *Teacher Responses to Manage Student Behavior* and the *Discipline of Students with Disabilities*.

**References:** 2023-2024 PCPS Student Handbook & Code of Student Conduct

# **Student Handbook & Code of Student Conduct 2023-2024**

Insert the following information on p. 47, after the section on **Expulsions**.

## **Discipline of Students with Disabilities**

### **A. General**

**A student with a disability shall be entitled to the same due process rights that all students are entitled to under the Code of Virginia and Poquoson City Public Schools disciplinary policies and procedures. In addition, children with disabilities will have access to the procedures set out below.**

**If the behavior of a child with a disability impedes the child's learning or that of others, the IEP team shall consider the use of positive behavioral interventions, strategies and supports to address the behavior. The IEP team shall consider either:**

- 1. Developing goals and services specific to the child's behavioral needs; or**
- 2. Conducting a functional behavioral assessment (FBA) and determining the need for a behavioral intervention plan (BIP) to address the child's behavioral needs.**
- 3. In reviewing the disciplinary incident, school personnel may review the child's IEP and any BIP, or consult with the child's teacher(s) to provide further guidance in considering any unique circumstances related to the incident.**
- 4. School personnel may convene an IEP team for this purpose.**

### **B. Short-Term Removals**

- 1. A short-term removal is a removal for ten (10) days or less at a time.**
- 2. A student with a disability may be removed from the student's current educational setting up to and including ten (10) cumulative school days in a school year for any violation of school rules to the extent a removal would be applied to a student without a disability. No educational services are required during the first ten (10) days of removal in the school year.**
- 3. A student with a disability may receive additional short-term removals in the school year after accumulating ten (10) school days of removal. A pattern determination must be made. The determination as to whether the discipline will constitute a pattern is made by school personnel, which typically would consist of a school administrator and the special education teacher of the child. If the removal does constitute a pattern, the requirements of subsection C of this procedure must be followed.**
- 4. A pattern is a series of removals that, after accumulating more than ten (10) school days in a school year, are found to be a pattern because the child's behavior is substantially similar to the child's behavior in previous incidents that resulted in a series of removals, and school personnel have considered such factors as the length of each removal, the total amount of time removed and the proximity of the removals to one another**
- 5. If there is no pattern:**

- a. A manifestation determination review, a functional behavioral assessment (FBA), and a behavior intervention plan (BIP) are not required. If, however, it is believed that these processes should be utilized, they should be initiated.
  - b. Services will be provided to the extent necessary to enable the student to continue to participate in the general education curriculum and to progress toward meeting the goals of the student's IEP, as determined by school personnel, in consultation with the student's special education teacher.
6. The person or persons imposing the discipline should consider unique circumstances and discipline on a case-by-case basis.
7. The student shall continue to participate in the Virginia Department of Education and Division wide assessment programs.

### **C. Long-Term Removals**

1. A long-term removal occurs and is considered a disciplinary change in placement if:
  - a. The removal is for more than ten (10) consecutive school days at a time, such as a long-term suspension or expulsion; or
  - b. The removal is a short-term removal after ten (10) cumulative days have occurred in the school year and a pattern exists.
2. In connection with any disciplinary change in placement, Poquoson City Public Schools shall notify the parent/ guardian of the proposed removal and provide the parent/guardian with a procedural safeguards notice on the date on which the decision is made to impose a long-term removal.
3. A manifestation determination review meeting must be held within ten (10) school days and educational services will be determined through the IEP process.
4. Additional authority of school personnel in certain circumstances to remove a student:
  - a. School personnel may remove a student with a disability to an appropriate interim alternative educational setting (IAES) for the same amount of time that a student without a disability would be subject to discipline, but for not more than forty-five (45) school days regardless of whether the behavior is a manifestation of the student's behavior, if:
    - i. The student carries a weapon to or possesses a weapon at school, on school premises or at a school function under the jurisdiction of any school division or the Virginia Department of Education; or
    - ii. The student knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function under the jurisdiction of any school division or the Virginia Department of Education. For purposes of this part, the definitions of § 8 VAC 20-81-10 apply:
      1. Controlled substance means a drug or other substance identified under schedules I, II, III, IV or V in § 202(c) of the Controlled Substances Act at 21 USC § 812 (c), as amended.
      2. Illegal drug means a controlled substance, but does not include a controlled substance that is legally possessed or used under the supervision of a licensed healthcare professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.



for not more than forty-five (45) school days if Poquoson City Public Schools believes that the student's behavior is likely to result in injury to self or others This procedure may be repeated as necessary.

2. The due process hearing officer will follow State Regulations in the conduct of the hearing.
3. The school board also may seek injunctive relief from the court to order a change in placement.

#### **F. Manifestation Determination Review (MDR)**

1. Manifestation determinations are required if Poquoson City Public Schools is contemplating a removal that constitutes a disciplinary change in placement.
2. The local educational agency, the parent(s)/guardian(s) and relevant members of the IEP team, as determined by the parent(s)/ guardian(s) and the local educational agency, (the MDR team) shall convene immediately, but not later than ten (10) school days after the date on which the decision to take the action.
  - a. The MDR team shall determine whether the child's behavior was a manifestation of the child's disability.
  - b. A behavior will be considered a manifestation of the student's disability if:
    - i. The conduct was caused by, or had a direct and substantial relationship to, the child's disability; or
    - ii. The conduct was the direct result of the Poquoson City Public Schools' failure to implement the student's IEP.
3. If the behavior is a manifestation of the student's disability:
  - a. The student can be removed from the student's educational placement only through the IEP process or through placement in an interim alternative educational setting (IAES) as permitted by subsection or through a court injunction; and
  - b. The IEP team shall conduct or review a FBA and BIP.
  - c. If the manifestation team determines that there was a failure to implement the student's IEP, Poquoson City Public Schools shall take immediate steps to remedy the failure.
4. If the manifestation team determines that the behavior of the student with a disability was not a manifestation of the student's disability, the relevant disciplinary procedures applicable to a student without a disability may be applied to the student with a disability in the same manner in which the procedures would be applied to a student without a disability. Education services must be provided and determined through the IEP process.
5. Poquoson City Public Schools must ensure that the special education and disciplinary records of the student with a disability are transmitted for consideration by the person or persons making the final determination regarding the disciplinary action.
6. The IEP team determines the extent to which services are necessary to enable the student to appropriately participate in the general curriculum and appropriately advance toward achieving the goals set out in the student's IEP.

#### **G. Parent Appeal**

1. If the student's parent(s)/guardian(s) disagree with the determination that the student's behavior was not a manifestation of the student's disability, with any decision regarding

placement under these disciplinary procedures or with the pattern determination, the parent(s)/guardian(s) may request an expedited due process hearing.

2. Poquoson City Public Schools may request an expedited due process hearing if it believes that maintaining the current placement of the child is substantially likely to result in injury to the child or others.

#### H. Placement During Appeals

1. The child shall remain in the interim alternative educational setting pending the decision of the special education hearing officer; or
2. Until the expiration of the time for the disciplinary period set forth in this section, whichever comes first, unless the parent(s)/guardian(s) and Poquoson City Public Schools agree otherwise.

#### I. Expedited Due Process Hearing

1. Poquoson City Public Schools may request an expedited due process hearing if there is substantial evidence that maintaining the current placement for a student with a disability is substantially likely to result in injury to the students or others.
2. The parent(s)/guardian(s) may request an expedited due process hearing if the parent(s)/guardian(s) disagree with the manifestation determination, any decision regarding placement under this section or with the pattern determination.

### ~~Provisions of Teacher Removal of a Student from Class~~

#### Teacher Responses to Manage Student Behaviors

According to the [Standards of Accreditation 8VAC20-131-220](#), “The professional teaching staff shall be responsible for providing instruction that is educationally sound in an atmosphere of mutual respect and courtesy.” Teachers are responsible for establishing and maintaining a safe, supportive environment that is developmentally appropriate, promotes academic achievement, and assists students in acquiring the skills needed to exhibit expected behaviors. This is initiated through the development of positive relationships and making connections with students that are built on mutual trust, respect, and expectations.

**The teacher’s authority extends to all students, whether or not the teacher teaches the student in class.** Teachers shall have the initial authority to remove students from class for disruptive behavior, as authorized by the Code of Virginia (§ 22.1-276.2.) Disruptive behavior is defined as a violation of School Board regulations governing student conduct that interrupts or obstructs the learning environment. Prior to removal of a student from class under this policy, the following criteria must be met:

1. The student’s behavior is disruptive as defined above;
2. Removal of the student from the class is necessary to restore a learning environment free from interruptions and obstructions caused by the student’s behavior;
3. Teacher and/or administrative interventions have been attempted and failed to end the student’s disruptive behavior; and

4. Notice of the student's disruptive behavior and the opportunity to meet with the teacher and/or school administrators have been provided to the student's parents as described below.

**When student behavior does not meet expectations, after interventions have been provided or policy has been violated, the following action(s)\* may be taken by the teacher:**

- **Warning/Reprimand**
- **Phone Call/Email**
- **Conference**
- **Detention**
- **Discipline referral**
- **Request for immediate removal by security or administration**

***\*Actions are not listed in a required sequential order***

**Teachers requesting immediate removal must provide accompanying referral/documentation for administrative review. Teacher removal is limited to the class period in which the incident took place and shall not exceed one class period.**

**A discipline referral should be sent to the assistant principal or principal when the teacher feels the behavior cannot be corrected through the teacher's classroom management procedures and interventions. After providing due process, the administrator will determine the appropriate course of action required for a positive school climate by providing a safe, comfortable, and conducive learning environment. Administration will determine the appropriate Discipline Disposition Response.**

~~When all of the above criteria have been satisfied, teacher removal of a student from class shall be deemed appropriate.~~

## Poquoson City School Board Reading File Item Brief

**Reading File Item:** VIII-C

**Meeting Date:** November 21, 2023

**Subject:** Consideration of PCPS ALL In VA Spending Plan

### **Background:**

The ALL In Virginia plan is a comprehensive education initiative launched by the Commonwealth of Virginia in 2023. It aims to address critical issues in the state's public education system, focusing on three key areas:

1. **High-Dosage Academic Tutoring:** The plan allocates \$418 million to provide high-dosage academic tutoring for students in grades K-12, particularly those struggling with literacy and mathematics. The goal of this intensive tutoring is to help students catch up to grade level and close learning gaps by providing small group tutoring focused on individualized needs.
2. **Expanding the Virginia Literacy Act (VLA):** The VLA was enacted to provide early intervention and support for students at risk of reading difficulties. The ALL In Virginia plan accelerates the expansion of the VLA, ensuring all K-8 classrooms in Virginia are teaching the science of reading and using evidence-based instructional strategies.
3. **Combating Chronic Absenteeism:** Chronic absenteeism, defined as missing 15 or more days of school per year, is a significant barrier to academic success. A state-wide task force has been created to identify best practices to help schools increase student attendance. Schools have also been tasked with reducing opportunities for student absenteeism.

### **Discussion:**

School divisions have received an allocation of funds to be used towards the three key areas: high-dosage academic tutoring, VLA, and chronic absenteeism. School divisions are encouraged to spend approximately 70% of funds on academic tutoring and programs that will support this initiative, 20% on instructional resources to support the VLA, and 10% on efforts to combat chronic absenteeism. These percentages are recommendations.

PCPS received \$458,916 to support the ALL In VA initiative. These funds are broken down into the following categories for the 2023-24 school year.

- High-Intensity Academic Tutoring: \$246,497 (an additional \$28,250 will be carried over for FY25)
- Virginia Literacy Act: \$129,913
- Student Attendance Recovery: \$27,128 (an additional \$27,128 will be carried over for FY25)

While the complete VDOE Spending Plan is attached, it is important to note that this document may be modified as needs change or if all funds are not used within each category or line item. A large portion of funding is dependent upon staffing.

**Recommendation:** Consideration of the ALL In VA Spending Plan

**Attachments:** VDOE School Division Spending Plan for PCPS

**Virginia Department of Education School Division Spending Plan  
(PCPS Allocation of the Per Pupil Funding Supporting the ALL In Virginia Initiative)**

**Category 1: Tutoring/Learning Acceleration w/ Focus on Grades 3-8 (Goal 70% of funding)**

<b>Budgeted Line-item Expenditures</b>	<b>Enter FY24 Budgeted Amount</b>	<b>Enter FY25 Budgeted Amount</b>	<b>Enter FY26 Budgeted Amount</b>	<b>Enter Required Explanation:</b>
				<p><u>High-Intensity Academic Tutoring</u></p> <p><b>PES:</b> 3 Tutors @ \$28/hour - 7 hours a day for 90 days - \$52,920</p> <p><b>PMS:</b> 4 teachers receiving additional stipend for teaching Academic Acceleration Class during their planning block @ \$4,500 - \$18,000</p> <p>2 teachers providing tutoring before school (2 days/week x 18 weeks x 1.25 hours x \$30/hour) - \$2,700</p> <p><u>Summer Intersession</u></p> <p><b>Curriculum Writing</b> * ELA: 10 hours x 9 grade levels x \$30/hour - \$2,700 * Math: 10 hours x 9 grade levels x \$30/hour - \$2,700 * Science: 10 hours x 9 grade levels x \$30/hour - \$2,700</p> <p><b>Intersession Program</b> 21 Teachers x 23 days x 5hrs/day x \$30/hour - \$72,450 Intersession Coordinator stipend - \$5,000</p> <p><b>FICA</b> based upon Personnel Costs: \$10,621</p>
1000 - Personnel Services	\$159,170			
2000 - Employee Benefits	\$12,177			
				<p><u>Scholastic News</u> - online subscription &amp; print for each grade level - \$9,500</p> <p><u>IXL Reading &amp; Math Subscription K-12</u> - \$28,250 (Funds will be used in FY25 to renew)</p> <p><u>Reflex-Math fact fluency online resource</u> - \$3,000</p>
3000 - Purchased/Contracted Services	\$40,750	28,250		



1000 - Personnel Services	\$25,200	\$25,200			
2000 - Employee Benefits	\$1,928	\$1,928			
3000 - Purchased/Contracted Services					
4000 - Internal Services					
5000 - Other Charges					
6000 - Materials and Supplies					
<b>Total =</b>	<b>\$27,128</b>	<b>\$27,128</b>	<b>0</b>		

Teachers (Time recovery sessions with instructional support)  
 \* After School: (6 teachers x 3 hours x \$30/hour x 18 weeks) - \$19,440  
 \* Saturdays: (4 teachers x 3 hours x \$40/hour x 12 sessions) - \$5,760  
 If effective, this model will be replicated for the 2024-25 school year.

FICA - Based upon personnel costs x 0.0765

**Category 4: Additional Operating and Infrastructure Support Expenditures**

Budgeted Line-item Expenditures	Enter FY24 Budgeted Amount	Enter FY25 Budgeted Amount	Enter FY26 Budgeted Amount	Enter Required Explanation:
1000 - Personnel Services				
2000 - Employee Benefits				
3000 - Purchased/Contracted Services				
4000 - Internal Services				
5000 - Other Charges				
6000 - Materials and Supplies				
<b>Total =</b>	<b>0</b>	<b>0</b>	<b>0</b>	

<b>TOTAL EXPENDITURES</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>TOTAL</b>
	\$403,538	\$55,378		\$458,916

## Poquoson City School Board Reading File Item Brief

**Reading File Item:** VIII-E

**Meeting Date:** November 21, 2023

**Subject:** Consideration to approve the Superintendent's request to City Council for use of carryover funds.

**Background:**

At the close of Fiscal Year 2023, there were excess funds totaling \$1,272,973, which was primarily the result of significant savings in operating costs due to vacancies that were unfilled throughout the year as well as conservative spending throughout the year.

Virginia school divisions may not retain excess local funds and the locality can re-appropriate funds.

**Discussion:**

The City Council request include funding as follows:

- \$3,896 for the required match for the State Technology Grant;
- \$250,000 for a Virginia Literacy Act (VLA) curriculum;
- \$200,000 for the 2023 Mathematics *Standards of Learning* Curriculum;
- \$148,750 for stipends for SPED teachers & paraprofessionals and crossing guards;
- \$98,452 to replace Poquoson Primary School fire alarm;
- \$571,875 to replace anticipated reduction in State funding due to lower student enrollment than projected and basic aid revenue reduction due to grocery tax hold harmless calculation error

**Recommendation:** Consideration to Approve the Superintendent's request to City Council for use of carryover funds.

**References:** School Board Policy 5-7.1