

JACKSON COUNTY PUBLIC SCHOOLS
Regular Business Meeting
September 24, 2024 – 6:00 p.m.
Blue Ridge School and Early College

AGENDA

- I. JACKSON COUNTY BOARD OF EDUCATION**
 - A. Call to Order (Wes Jamison, Chairman)
 - B. Pledge of Allegiance
 - C. Approve Agenda
- II. SPECIAL PRESENTATION** (Kheri Cowan and Dr. Nathan Frizzell)
Blue Ridge School and Early College
- III. CONSENT ACTION AGENDA**
 - A. [Draft Open Session Minutes of Regular Meeting on August 27, 2024.](#)
- IV. INFORMATION**
 - A. Superintendent's Report (Dr. Dana L. Ayers, Superintendent)
 - B. [State Accountability Data Release](#) (Adam Holt, Director Testing and Accountability)
 - C. School Nutrition Update (Laura Cabe, School Nutrition Director)
 - D. [Plan for Social Emotional Learning and School Mental Health Plan Update](#) (Meagan Crews, Mental Health Director)
 - E. [Gaggle Therapy Services](#) and [LCMHD Contract](#) (Meagan Crews, Mental Health Director)
 - F. [JCPS Annual Report](#) (Shaneka Allen, Public Information Officer)
 - G. [Unaudited Financial Statement](#) (Kristie Walker, Chief Financial Officer)
- V. OPEN SESSION FOR PUBLIC COMMENTS**

Sign up to speak before meeting. • Designed for school board to listen.
Time to speak limited to 3 minutes • Complaints about individual employees or students prohibited.
- VI. ACTION AGENDA**
 - A. [Budget Amendments](#) (Kristie Walker, Chief Financial Officer)
 - B. [JCPS and Jackson County Health Department MOA 2024-2025](#) (Dr. Dana L. Ayers, Superintendent)
 - C. [Water Heater Replacement at Scotts Creek Elementary School](#) (Jake Buchanan, Deputy Superintendent)
 - D. Field Trips (Dr. Dana L. Ayers, Superintendent)
 - 1. [FES, Grade 4 - Ripley's Aquarium, Gatlinburg, TN, 04-10-25 to 04-11-25, TT9681.](#)
 - 2. [FES, Grade 5 – Knoxville Zoo, Knoxville, TN, 10-16-2024, TT9663.](#)
 - 3. [FES, Grades 7 and 8 - Washington, DC, 03-18-25 to 03-21-05, TT9702.](#)
 - 4. [SMES, Grades 6, 7, 8 - Chattanooga, TN, 04-07-25 to 04-10-25, TT9673.](#)
 - 5. [SMES, Grades 6, 7, 8 - Dollywood, Pigeon Forge, TN, 11-7-24, TT9666.](#)
 - 6. [SMES, Grades 6, 7, 8 – Young Harris College, Young Harris, GA, 10-09-2024, TT9648.](#)
 - 7. [SMES, Grade 8 - Sequoyah Birthplace, Venore, TN, 10-23-24, TT9715.](#)

VII. CLOSED SESSION – Pursuant to G.S. 143.318.11 for the following purposes: under subsection; (a) (1) to prevent the disclosure of privileged or confidential personnel information pursuant to G.S. 115C-319-321 and (a) (3) to discuss matters protected by the attorney-client privilege.

VIII. PERSONNEL ACTION AGENDA

Announcements:

The next regularly scheduled business meeting of the Board of Education is October 22, 2024, at 6:00 p.m., at Scotts Creek Elementary School, 516 Parris Branch Road, Sylva, NC.

IX. Adjournment

**Jackson County Board of Education
Minutes of Regular Meeting
Sylva, North Carolina**

398 Hospital Road, Sylva

August 27, 2024

6:00 p.m.

The Jackson County Board of Education held their regular session on Tuesday, August 27, 2024, at 6:00 p.m., at the Board of Education Administrative Office Board Room, 398 Hospital Road, Sylva, North Carolina. The following members were present:

Wes Jamison, Chairperson
Abigail Clayton, Vice-Chair
Kim Moore
Dr. Lynn Dillard
Gayle Woody

Also present were Dr. Dana L. Ayers, Superintendent; Jacob Buchanan, Deputy Superintendent; Mike Vetter, Director of Human Resources; Greg Stewart, Chief Technology Officer; Ashley Leonard, School Board Attorney; and Cora Fields, Board Assistant.

CALL TO ORDER

Chairperson Wes Jamison called the business meeting to order.

Mr. Jamison led the Pledge of Allegiance.

BOARD CHAIR STATEMENT

Before we get started, I want to reiterate how fortunate we've been over the past few weeks to make progress on some longstanding projects. Recently, the county commissioners approved moving forward with securing an architectural firm to design and put out for bid the construction of the cafeteria and additional classroom spaces at Fairview Elementary. This project has been at the top of our capital improvement plan for at least eight years, likely longer than I've been on the school board, so it's gratifying to finally see movement.

Additionally, we secured funding from the county commissioners to provide free lunches and breakfasts for every student in our school system. This is a significant achievement, ensuring that all our students have access to nutritious meals each day.

We also announced that we will be installing lights on the Smoky Mountain High School baseball and softball fields. This project was made possible by a combination of funds from the purchase of right-of-way at the high school and previous donations. While we didn't have enough funds to build a new regulation-size track, which is projected to cost around \$3M, the combined resources allowed us to move forward with the lighting installation—another long-awaited improvement.

These are important milestones, and many of these projects have been in discussion for years. For the past two years, we've been pushing hard to secure funding, and we're finally seeing the benefits of those efforts. However, with progress comes some challenges and misunderstandings. I've heard concerns that the Blue Ridge cafeteria is not operational, which isn't true. The issue isn't the facility but rather a shortage of school nutrition staff. To address this, we're currently bussing hot meals from Cullowhee Valley twice a day. Unfortunately, staffing shortages are a district-wide issue, with only two schools fully staffed. It's a competitive job market, and it's tough for our school system to compete with the funds we have available.

To help cover the gaps, our staff here has implemented several temporary measures:

****Custodial Support:** For the next four weeks, additional custodial help will be provided. Scotts Creek will assist on Tuesdays, and Danny Price from SME on Thursdays.

****Media Specialist:** Mrs. Nicole Sink, media coordinator at SMHS, will assist at Blue Ridge on Tuesdays and Fridays for the next two weeks, and then on Fridays for four weeks afterward.

****Permanent Sub:** We are working to hire a permanent substitute who will be on campus daily for the next four weeks.

****Central Office Support:** Our central office staff, including myself, are regularly visiting Blue Ridge to offer support.

Regarding the leaky roof at Blue Ridge, this is an older building as are all of our schools, average age of our schools is 42 years old with Jackson Community School and Fairview being the oldest. Maintenance issues are inevitable. Last year alone maintenance staff completed approximately 300 separate work orders at Blue Ridge. Originally, this roof was scheduled for replacement next school year, but given the situation, we've accelerated the timeline and will be voting on a contract for its replacement tonight. I want to emphasize that everyone can contribute to our schools' success.

- Volunteer, join the PTA, or advocate for more funding. For example, Fairview PTA recently raised money for a new playground and installed it themselves several years ago Cullowhee Valley did the same. I was told of a parent who was spotted trimming back the overgrown pine trees at the entrance to the football field last week by himself.

- We're also actively recruiting, advertising job vacancies in both English and Spanish, and spending around \$1,500 just on new job ads.

- One of the most impactful things we can do is advocate for more funding for public education. Please continue to reach out to your state representatives and county commissioners to let them know that you want your tax dollars invested in our public schools. They expect us to ask for money and we do. They need to hear from you that that is where you want your money spent.

I want to remind everyone here that earlier this year all potential and current County Commissioners were invited to go on tours of JCPS. Only one current County Commissioner, Tom Stribling, showed up to 2 of the 9 tours. Cody Lewis, who is a prospective County Commissioner showed up to all 9 tours including Blue Ridge. No current or prospective Commissioners from the Cashiers area came to the Blue Ridge tour. These tours were intended to show these folks the condition of our schools and how our current employees are making the best out of a situation that is not so ideal at times. You have to let them know that this is an issue that is of the highest priority for you.

I'll wrap this up with a story I saw that was shared by my preacher's wife. A teacher gave a balloon to every student, who then inflated it, wrote their name on it, and tossed it into the hallway. The teacher mixed all the balloons, and the students were given five minutes to find their own.

Despite a frantic search, no one found their balloon. The teacher then instructed the students to pick up the first balloon they saw and hand it to the person whose name was on it. Within five minutes, everyone had their own balloon. The teacher explained, these balloons are like happiness. We will never find it if we only look for our own. But if we care about others happiness, we find ours too. I relate this story to the condition of our school system. We will never be able to improve it if we all focus on our own areas of it, but if everyone works together toward the common goal of overall improvement, it makes it more achievable.

APPROVAL OF AGENDA

Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the Agenda.

CONSENT ACTION AGENDA

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board unanimously approved the consent action agenda:*

- A. Draft Open Session Minutes of Regular Meeting of July 23, 2024.

SPECIAL RECOGNITION

Dr. Ayers presented a Certificate of Recognition to the Smokey Mountain Elementary School Artemis ROADS II Challenge Winners. The teams were the Solar Stars: Emali Sanchez, McKayla Waldroup, and Madison Beam (all current 7th graders at SMES); and The Snoopy's: Rubi Conner, Rylee Peek (9th), Nevaeh Wilkes (9th), and Shawn Driver, and Coach Scott Miller.

INFORMATION AGENDA

- A. **Agenda Item:** Superintendent's Report
Presenter: Dr. Dana Ayers, Superintendent

Dr. Ayers reported on the following:

1. We've had a good start to the 2024-2025 school year with only a few bumps in the road. One huge need we continue to experience is staffing. At this time, we are in need of eight bus drivers, multiple school nutrition staff and several custodians across the district. As a reminder, all non-certified staff are paid a minimum of \$15 per hour or more based on relevant experience. I encourage anyone interested to contact our Human Resources department or view available vacancies online. Mr. Vetter is available this evening if you need more information.
2. Blue Ridge, in particular, has faced staffing challenges. On that campus, we pay a \$3 per hour pay differential for custodians. Last year we began the year without a custodian but are fortunate to have Isaiah there this year doing an excellent job. I'm also thankful for Mrs. Jackson, the new assistant principal who willingly drives a bus as do Ms. Cowan, Dr. Frizzell and several teachers. JCPS has been unsuccessful in hiring bus drivers and custodians even with print and online job postings, flyers for parents and tapping into community agencies to spread the word! We are also supporting BR with custodians from other schools going two days per week, a media coordinator supporting two days per week

and a counselor one day per week. The staff at Blue Ridge are working hard for our students and their families.

3. All classes have begun with an excitement and a level of rigor that I haven't witnessed before. Students are engaged and high expectations have been communicated with students, families and staff. I love seeing the expanded SCC opportunities at SMHS and BREC. I also want to remind families how important it is to have students in school and on time each day. Every missed class period or day negatively impacts your student and those in the class as well as the teacher. Please value school attendance and make it a priority! Our district has made great strides with improving attendance over the last year and I expect that to continue.
4. Our student-athletes are busy across the district. Just last week, there were soccer, volleyball and tennis matches, football games, dance and cheer, golf and cross country meets. This means that these student-athletes are juggling the rigorous pace of academics along with athletics. I am proud of their commitment to both. Likewise, this also means that our coaches are spending an enormous amount of time on campuses. THANK YOU to every coach who spends countless hours with our kids.
5. Last week we announced the soon-to-open infant/toddler class for JCPS employees. This reduced-cost childcare will be available to staff and if not completely filled by our employees' children, will become open to the public. Laura Dills and Cassie Rogers are working diligently to complete tasks that will allow us to open, tentatively in October. More information will be shared as it becomes available.
6. Next week our NCDPI Needs-Based Grant application for the traditional middle school (being presented for action this evening) will be presented to the Board of Commissioners for approval. This application, for the maximum amount of \$52 million dollars, will need to be matched by the commissioners by 15%. This means they must commit to approximately \$8 million in addition to purchasing land. It is my hope that many people will be there to support this much-needed capital project.
7. Tomorrow, JCPS has the pleasure of hosting the North Carolina Teacher of the Year, Heather Smith. She is a local college graduate who did her student teaching at Fairview School. Mrs. Smith will be accompanied by Deputy State Superintendent, Dr. Jeremy Gibbs. I am always excited to highlight our schools and district.
8. Finally, a sincere thank you to everyone involved in the third annual Back to School Bash. The August 3rd event was our largest yet and successful thanks to our school principals, directors, staff and community volunteers. It truly was a wonderful day for our community, students and families.

B. Agenda Item: Hourly Pay Discussion

Presenter: Dr. Dana L. Ayers, Superintendent

Dr. Ayers provided background information about the November 2023 Non-Certified Salary Study and specific differential pay for positions at Blue Ridge School. The board discussed possible options that could be implemented for retention of staff in the future and the creation of a Resolution to be sent to the County Commissioners for future funding.

C. Agenda Item: Social Media Commenting Guidelines

Presenter: Ms. Shaneka Allen, Public Information Officer

Ms. Allen presented the guidelines for staff, students, parents and members of the community when commenting on JCPS Social Media posts.

D. Agenda Item: College Advising Corp – Appalachian State

Presenter: Angie Dills, Assistant Superintendent for Curriculum and Instruction

Mrs. Dills presented the Memorandum of Understanding with College Advising Corps - Appalachian State for 2024-2025.

E. Agenda Item: 4th Quarter Internal Audits and Bank of America Audits

Presenter: Mrs. Kristie Walker, Chief Financial Officer

Mrs. Walker informed the board that the 4th quarter internal audit and Bank of America purchase card audits have been completed with no findings.

F. Agenda Item: Unaudited Financial Summary

Presenter: Mrs. Kristie Walker, Chief Financial Officer

Mrs. Walker presented the Unaudited Financial Summary as of August 27, 2024.

OPEN SESSION FOR PUBLIC COMMENTS

Jamie Bumgarner and Kayley Bryson submitted written comments.

Kelly Miles, Kim Aiken, Travis Russell, Brittany Hall, Kendra Pressley, and Myra Bumgarner provided public comments.

The written comments and public commenters expressed significant frustration and concern about the conditions at Blue Ridge School and Early College. Key points include:

1. **Poor Facilities and Safety Concerns:** The school's cafeteria is closed due to outdated and potentially hazardous equipment, and food is being transported from another school. There are also issues with non-functional bathrooms and deteriorating roofs in classrooms, which pose safety risks.
2. **Lack of Support and Maintenance:** The school has been neglected compared to others, with minimal upgrades and no recent substantial improvements. The facilities are in poor condition, including playground issues and a lack of proper cleaning due to no custodian. The school should be closed due to ongoing issues.
3. **Teacher and Staff Challenges:** Teachers are having to clean the school and manage multiple tasks due to staff shortages, contributing to a decline in overall school maintenance and safety. Additionally, there are issues with attracting and retaining staff because of low wages and the difficulty of commuting.
4. **Community and Parental Concern:** There is a sense that Blue Ridge School and Early College is forgotten and undervalued compared to other schools in the district. Parents and alumni are deeply concerned about the school's future and urge for immediate action and funding to address these critical needs.

ACTION AGENDA

A. Agenda Item: 2024-2025 Budget Resolution

Presenter: Mrs. Kristie Walker, Chief Financial Officer

Mrs. Walker presented the 2024 – 2025 Budget Resolution and asked for board approval.

Action: *Upon a motion by Mrs. Gayle Woody and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the 2024 – 2025 Budget Resolution.*

B. Agenda Item: Consolidated Federal Programs Application for 2024-2025

Presenter: Laura Dills, Executive Director of Federal Programs

Mrs. Dills presented the Consolidated Federal Programs Application for 2024 - 2025 and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board voted unanimously to approve the Consolidated Federal Programs Application for 2024 - 2025.*

C. Agenda Item: Elevate K-12 Contract for BREC Math Position

Presenter: Angie Dills, Assistant Superintendent for Curriculum and Instruction

Mrs. Dills presented the Elevate K-12 Contract for the Blue Ridge Early College Math Teacher position and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the Elevate K-12 Contract for the BREC Math position.*

D. Agenda Item: Purchase White Activity Bus

Presenter: Josh Francis, Transportation Director

Mr. Francis presented the bid for the purchase of a White Activity Bus and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the purchase of a white activity bus for delivery in May 2025.*

E. Agenda Item: Right of Way Funds for Purchase of SMHS Ball Field Lighting

Presenter: Jake Buchanan, Deputy Superintendent

Mr. Buchanan presented the proposal for the use of the Right of Way Funds received from the sale of Smoky Mountain High School property and asked for board approval to use these funds for the SMHS Ball Field Lighting project.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the use of the Right of Way Funds for the SMHS Ball Field Lighting.*

F. Agenda Item: School Resource Officer MOU 2024-2025

Presenter: Dr. Dana L. Ayers, Superintendent

Dr. Ayers presented the School Resource Officer Memorandum of Understanding for 2024 – 2025 and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board voted unanimously to approve the SRO MOU for 2024 - 2025.*

G. Agenda Item: CISNC MOA

Presenter: Dr. Dana L. Ayers, Superintendent

Dr. Ayers presented the Memorandum of Agreement with Communities in School NC and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the CISNC MOA for 2024 - 2025.*

H. Agenda Item: Needs Based Grant Application – Middle School

Presenter: Dr. Dana L. Ayers, Superintendent

Dr. Ayers presented the Needs Based Grant Application for a new Middle School and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the Needs Based Grant Application for a Middle School.*

I. Agenda Item: Access Controls for CVES – MSS Bid

Presenter: Jake Buchanan, Deputy Superintendent

Mr. Buchanan presented the MSS proposal for Access Controls for Cullowhee Valley Elementary School and asked for board approval.

Action: *Upon a motion by Mrs. Gayle Woody and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the MSS proposal for Access Controls for CVES.*

J. Agenda Item: VI Instructor MOU for 2024-2025

Presenter: Jake Buchanan, Deputy Superintendent

Mr. Buchanan presented the Memorandum of Understanding for the Visually Impaired Instructor for 2024 – 2025 and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board voted unanimously to approve the VI Instructor MOU for 2024 - 2025.*

K. Agenda Item: Beautifully Intertwined Contract for Therapy Services

Presenter: Jake Buchanan, Deputy Superintendent

Mr. Buchanan presented the contract renewal for Beautifully Intertwined for Occupational Therapy and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the Beautifully Intertwined for Occupational Therapy contract.*

- L. **Agenda Item:** Physical Therapy Contract renewal
Presenter: Jake Buchanan, Deputy Superintendent

Mr. Buchanan presented the contract renewal for Physical Therapy Services and asked for board approval.

Action: *Upon a motion by Mrs. Gayle Woody and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the Physical Therapy contract renewal.*

- M. **Agenda Item:** Blue Ridge Early College Roof Proposal
Presenter: Jake Buchanan, Deputy Superintendent

Mr. Buchanan presented the estimate from Roman's Roofing for the Roof Replacement at Blue Ridge Early College and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the Romans Roofing estimate for the BREC roof replacement.*

- N. **Agenda Item:** Policy Updates
Presenter: Jake Buchanan, Deputy Superintendent

1. Interim Title IX Discrimination – Prohibited Conduct and Reporting Process (1725/4035/7236)
2. Interim Title IX Sex Discrimination Grievance Process (1726/4036/7237)

Mr. Buchanan presented the updates to the above-listed policies and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board voted unanimously to approve the above-listed policy updates.*

- O. **Agenda Item:** Field Trips
Presenter: Dr. Dana L. Ayers, Superintendent

1. FES, Grade 6 – Blue Ridge Assembly, Black Mountain, NC, 09-25-24 to 09-27-24. TT9550.

Dr. Ayers presented the above-listed field trip and asked for board approval.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the above-listed field trip.*

CLOSED SESSION

The board unanimously approved a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, to enter into closed session pursuant to G.S. 143.318.11 for the following purposes: under subsection; (a) (1) to prevent the disclosure of privileged or confidential personnel information pursuant to G.S. 115C-319-32 and (a) (3) to discuss matters protected by attorney-client privilege.

Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board voted unanimously to return to open session.

OPEN SESSION

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board unanimously approved the consent action agenda:*

- A. Closed Session Minutes of Regular Meeting of July 23, 2024.

PERSONNEL ACTION AGENDA

Action: *Upon a motion made by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the personnel agenda as recommended by Dr. Ayers. The board unanimously approved the following recommendations:*

Employee Recommendations:

1. Ashe, Brianna – Afterschool Assistant, CVES
2. Boud, Sarah Denise – EC Teacher Assistant and Afterschool Director, FES
3. Brooks, Beth – Teacher Assistant, CVES
4. Buchanan, Amy – PE Teacher Assistant, SCES
5. Carr, Nita – Temporary School Nutrition Manager, BRS and BREC
6. Clawson, James “Dillon” – Custodian, Central Office
7. Cline, Jessica – Teacher, SMES
8. Cochran, Trevor – Custodian and School Nutrition Assistant, CVES
9. Condill, Charles “Buck” – Substitute Bus Driver and Field Trip Driver, SMES
10. Cooper, Michaela – School Nutrition Intern, District-wide
11. Daniel, Erin – Teacher, FES
12. Davis, Janet – EC Teacher Assistant, FES
13. Davis, Trisha – Teacher Assistant, SCES
14. Dupree, Jason – School Nutrition Assistant, CVES
15. Eldridge, Sibyl – School Nutrition Assistant, SMES
16. Ensley, Cindy – Substitute Bus Driver and Field Trip Driver, SMHS
17. Figueroa, Lisa – School Nutrition Assistant, SCES
18. Farmer, Kristina “Autumn” – Teacher Assistant, SCES
19. Frantz, Kate-Anne – Afterschool Assistant, FES
20. Henry, Kayla – Pre-K Teacher Assistant, CVES
21. Herren, Steven – Teacher, BREC
22. Jackson, Paula - Substitute Bus Driver and Field Trip Driver, BRS and BREC
23. Jensen, Theresa – Pre-K Teacher Assistant, CVES
24. Johns, Sara – Teacher, BREC
25. Jung, Isabella – Afterschool Assistant, CVES
26. Kennedy, Odette – EC Teacher, CVES
27. Khan, Dylan – Afterschool Assistant, FES
28. Lyle, Julia – Afterschool Assistant, FES
29. Mathis, Donna – Teacher Assistant, FES
30. Mathis, Rebecca – School Nutrition Assistant, SMHS
31. Mills, Jordan – Teacher, JCS

32. Mills, Jordan - Substitute Bus Driver and Field Trip Driver, JCS
33. Mulligan, Rebekah "Lara" - Substitute Bus Driver and Field Trip Driver, CVES
34. Peels, Jase – Afterschool Assistant, CVES
35. Peoples, W Jen – Teacher Assistant, SMES
36. Plemmons, Lindsey – EC Teacher Assistant, SMHS
37. Plemmons, Robert – Teacher, FES
38. Roth, Natalie – School Mental Health Clinician – District-wide-SCES
39. Shuler, Pamela – District Middle School Athletic Director – Multi-District-SMHS
40. Sutherland, Diana – Teacher, SCES
41. Tallent, Natasha – Receptionist, SMES
42. Teem, Allison – Pre-K Teacher Assistant, FES
43. Touzel, Faith – School Nutrition Assistant, SCES
44. Treadwell, Gabrielle – EC Teacher, CVES
45. White, Autumn – Teacher, JCS
46. Whitehouse, Katherine – Marching Band Staff, SMHS
47. Wilcher, Sandra – Teacher, CVES

Employee Resignations:

1. Cloutier, Rhonda – Data Manager, BRS
2. Cochran, Trevor – Custodian and School Nutrition Assistant, CVES
3. Daggs, Kevin – Teacher, CVES
4. Doppke, Kelly – Student Support Services Director, Central Office
5. Fahey, Amy – Project AWARE Coach/Clinician, BOE
6. Frizzell, Judith – School Nutrition Assistant, SMHS
7. Gotay, Maria – School Nutrition Assistant and Custodian, SCES and Central Office
8. Hickman, Melissa – Teacher, SCES
9. Kennedy, Paula – School Counselor, BRS and BREC
10. Massingale, Shealyn – Pre-K Teacher Assistant, SMES
11. Mathis, Susan – EC Teacher Assistant, FES
12. Pero, Joseph – Teacher, JCS
13. Sizemore, Brenda – Teacher Assistant, SCES
14. Warrick, Randy – Custodian, BRS

Employee Retirements:

1. Martin, Pamela – Teacher, FES

Special Requests – Leave of Absence:

1. Silvers, Danielle – Teacher, JCS
2. Thompson, Audrey – Teacher, CVES

Staff, Non-Staff and Returning Coach Recommendations:

1. Albury, Tiffany – Head Coach Volleyball, SMES – Returning Staff
2. Boone, Jerrod – Assistant Coach Varsity Football, SMHS - Returning Staff
3. Buenting, Abby – Head Coach Varsity Men's Cross Country, SMHS – Returning Non-Staff
4. Collins, Dale – Head Coach JV Men's Soccer, SMHS – Returning Staff
5. Davis, Thomas – Assistant Coach Women's Golf, SMHS – Returning Non-Staff
6. Dean, Eliza – Head Coach Women's Tennis, SMHS – Returning Non-Staff

7. Dengler, Ty – Head Coach JV Football, SMHS – Returning Staff
8. Edwards, Ryan – Assistant Coach Varsity Volleyball, SMHS – New Non-Staff
9. Eyler, James – Assistant Coach Women’s Tennis, SMHS – Returning Non-Staff
10. Hansen, Debbie – Head Coach Volleyball, FES – Returning Staff
11. Hill, Melissa – Head Coach Varsity Volleyball, SMHS - Returning Staff
12. Jamison, Jack – Assistant Coach Volleyball, FES – Returning Non-Staff
13. Macke, Stacy – Head Coach Women’s Golf, SMHS – Returning Staff
14. McAbee, Dustin – Assistant Coach Varsity Football, SMHS – New Staff
15. Melton, Daniel – Assistant Coach Varsity Football, SMHS – Returning Non-Staff
16. Menickelli, Kristin – Head Coach Varsity Women’s Cross Country, SMHS – Returning Staff
17. Metcalf, Jonathan – Assistant Coach District Middle School Football, SMHS – Returning Staff
18. Moody, Madison – Head Coach Varsity Cheer, SMHS – Returning Non-Staff
19. Morgan-Nations, Ryan – Head Coach Volleyball, SCES – New Staff
20. Nelson, Gabrielle – Head Coach JV Volleyball, SMHS – Returning Staff
21. Orr, Kelli – Head Coach JV Cheer, SMHS – Returning Non-Staff
22. Plemmons, Robert – Head Coach Varsity Baseball, SMHS – New Staff
23. Postell, JT – Head Coach Varsity Football, SMHS – Returning Staff
24. Rhoads, Emory – Head Coach Varsity Men’s Soccer, SMHS – Returning Staff
25. Shuler, Tiffany – Assistant Coach JV Volleyball, SMHS – Returning Staff
26. Shull, Heather - Assistant Coach Varsity Cheer, SMHS – Returning Staff
27. Stephens, Dustin – Assistant Coach District Middle School Football, SMHS – Returning Non-Staff
28. Sutherland, Diana – Assistant Coach Volleyball, SCES – New Staff
29. Winchester, Travis – Assistant Coach Varsity Football, SMHS – Returning Non-Staff

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is September 24, 2024, at 6:00 p.m., in the Cafeteria at Blue Ridge School and Early College, 95 Bobcat Drive, Cashiers, NC.

ADJOURNMENT

There being no objection, Chairman Wes Jamison adjourned the meeting at 8:54 p.m.

Mr. Wes Jamison, Chairperson

Dr. Dana Ayers, Secretary



State Data Release 2023-2024 School Year

September 2024

Adam Holt
Director of Testing and Accountability



Accountability Updates

- Students completed End of Year Testing May/June 2024
- NC Department of Public Instruction and NC State Board of Education publicly released data on September 4, 2024
- School level Growth - represents 20% of the School Performance Grade
- School Achievement (Proficiency Test Scores) - represents 80% of the School Performance Grade
- School Performance Grades are on a 15 point scale

School Performance Grades

JCPS: School Performance Grades 2024						
School	Achievement	Growth Rating	Growth index	Growth score	Final Score SPG	Letter Grade
BREC	40.4	Not Met	-2.03	69.8	46	D
BRS	54.4	Met	-0.11	79.4	59	C
CV	44.4	Not Met	-5.92	56.8	47	D
FV	59.4	Not Met	-2.78	66.1	61	C
JCEC	83.9	Met	1.80	84.5	84	B
SCS	45.7	Met	1.05	82.6	53	D
SME	33.5	Met	0.83	82.0	43	D
SMHS	64.2	Met	0.84	82.1	68	C
JCS	45.3		Maintaining/ALT_D			



Cohort Graduation Rate

School	2024	2023	2022	2021
Blue Ridge Early College	89.3%	85.7%	>95%	93.1%
Jackson County Early College	>95%	>95%	>95%	>95%
Jackson Community School	48.6%	70.0%	76.1%	82.1%
Smoky Mountain High School	87.4%	92.5%	90.1%	93.9%
Jackson County Public Schools	84.0%	87.8%	90.2%	92.9%
North Carolina	86.9%	86.5%	86.2%	86.9%



JCPS Highlights

- As a district, JCPS increased Grades 9-12 EOC Proficiency by 3 percentage points
 - NC Math 3 increased 15.9 percentage points
 - English II increased by 3.9 percentage points
- 6 of 9 JCPS Schools Met Growth
- JCPS continues to be above the state average for percent of students meeting the UNC System minimum requirement of 19 or higher.
 - JCPS = 42.7% – an increase of 1.4 percentage points
 - NC = 40.2%



JCPS School Highlights

- Smokey Mountain Elementary School increased their School Performance Grade from an F to a D.
- Smokey Mountain Elementary School and Blue Ridge Early College each increased their School Performance Grade by 4 points from the previous year.
- Scotts Creek School increased their School Performance Grade by 2 points from the previous year.
- Jackson County Early College Biology EOC and English II EOC proficiency rates are greater than 89.0% and both increased by more than 12 percentage points from the previous year.
- Smoky Mountain High School increased their EOC NC Math 3 proficiency rate by 15 percentage points and EOC English II proficiency rate by 4 percentage points from the previous year.



JCPS School Highlights

- Fairview School's math EOG proficiency rate is 9 percentage points above the state average and their science EOG proficiency rate is 3 percentage points above the state average.
- Cullowhee Valley increased the percentage of 3-8 students meeting English learner progress by 3.9 percentage points and by 1 percentage point for total EL progress which is more than 13 points above the state average.
- Blue Ridge Early College increased the percent of students meeting the UNC System Minimum by 26.9 percentage points.



JCPS School Highlights

- Jackson Community School has met growth status for the last two consecutive school years.
- The following schools met growth in all areas for total students and each subgroup breakdown:
 - Blue Ridge School
 - Jackson Community School
 - Jackson County Early College
 - Scotts Creek School
 - Smokey Mountain Elementary School
 - Smoky Mountain High School



PUBLIC SCHOOLS OF NORTH CAROLINA

State Board of Education | Department of Public Instruction

JCPS Improvement Plan for Social Emotional Learning (SEL) and School Mental Health (SMH) (per NC SBOE Policy [SHLT-003](#))

Note: PSUs whose District MTSS teams have completed the Core SEL Practices course and developed a Core SEL implementation plan around instruction, curriculum, and environment will be well situated to develop a compliant local improvement plan for promoting student health and well-being by July 1, 2021, per SHLT-003 requirements.

In addition, it is strongly recommended that a local needs assessment and resource mapping be conducted prior to completing the improvement plan below. Completion of the [SHAPE Quality Assessment](#) and/or use of the [needs assessment](#) and [resource mapping](#) tools on the [NCDPI SEL and Crisis Response Practice Guide](#) will provide the data needed for the targeted improvement planning below.

PSU Compelling Why & Vision for SEL and School Mental Health Improvement: Jackson County Public Schools recognizes that students need a strong and resilient social/emotional foundation in order to access and unlock their fullest academic potential. Partnering with schools, families, and the community provides students with the best opportunity for present and future success.

CORE SEL and Mental Wellness Supports

Content	Action Items/Status	Person(s) responsible & Timeline	Helpful Resources
SEL and MH Prevention Strengths & Needs	<p>Resources:</p> <ul style="list-style-type: none">- The SHAPE is completed annually in each individual school, and then at the district level (all completed by 5/29/2024)- Annual completion of the FAM-S with individual school leadership (all completed by April 2024)- Annual completion of the FAM-D (4/29/2024) <p>Strengths:</p> <ul style="list-style-type: none">-JCPS has school level, district, regional, and state level support for the implementation of	<ul style="list-style-type: none">- School teams and District MH staff- School MTSS teams- District MTSS leadership	<p>FAM-S YRBS (Youth Risk Behavior Survey) Annual School Health Services Report Healthy Active Children report PowerSchool data Say Something App data SHAPE (School Health Assessment and Performance Evaluation) ECATS MTSS Early Warning System data District Report Card data</p>

	<p>SEL and MH Prevention</p> <ul style="list-style-type: none"> -JCPS is a Project AWARE site, which in addition to funding, has provided access to robust resource sharing and support from the state level for the implementation of prevention and treatment initiatives -Thanks to the support of the Jackson County Commissioners and JCPS School Board, there is existing funding supporting SISP and MH staff that brings JCPS closer to recommended ratios than many of our neighboring districts, increasing the capacity to provide prevention and treatment services -JCPS has an active SHAC with strong community representation supporting the research of evidence-based prevention initiatives particularly around vaping and substance use -JCPS has strong partnerships with WCU and the higher education community resulting in frequent internship placements, and professional development opportunities - JCPS has cultivated relationships with local health foundations including Dogwood Health Trust, Great Smokies Health Foundation, Highlands Cashiers Health Foundation, Nantahala Health Foundation, and Evergreen Foundation resulting in increased opportunities to implement MH and SEL prevention services -JCPS has used these partnerships and opportunities to build sustainable capacity to implement services by training staff as trainers, and purchasing durable resources that will continue to serve students and staff - JCPS has strong partnerships with outside providers including HIGHTS, Analensigi, and Blue Ridge Health who provide services to JCPS students and families <p>Needs:</p>	<ul style="list-style-type: none"> - JCPS MH Team - JCPS SHAC leadership - JCPS SISP and MH Team - JCPS District and MH Leadership - JCPS District and MH Leadership 	<p>Racial Equity Report Card data</p>
--	--	---	---

	<ul style="list-style-type: none"> - The SMHI form that SISP staff are using to track services has not been used consistently, and does not align with the new SISP reporting requirements. The district is exploring amending the current Qualtrics survey, using a new Google Form, or adopting SCUTA or another platform that will better serve this purpose - The Universal Screener (BASC-3 BESS) was not administered 23-24 because of the Parents Bill of Rights legislation and our lack of a consent or "opt-in" process. We have embedded consent in the Parent Portal of Infinite Campus, and hope to administer the screener in October 2024 and March 2025 - One of the district Reconnect for Resilience trainers is no longer with JCPS, and buy-in has been challenging due to the 2-day nature of the training. JCPS is exploring more accessible and abbreviated options to support resiliency and staff wellness. - Despite having multiple staff trained in Circle of Security Parenting and working to cultivate parent interest and engagement, there continue to be significant barriers preventing participation (2 hr class once a week for 8 wks) 	<ul style="list-style-type: none"> - JCPS District and MH Leadership - JCPS District and MH Leadership - JCPS District and MH Leadership - COSP Trainers 	
Describe existing PSU SEL/ MH prevention initiatives	<ul style="list-style-type: none"> - JCPS has partnered with Dogwood Health Trust to provide coaching and support from the NC Resilience Center in 4 of our schools (SME, CV, and BR/BREC) – this represents an increase from the one school (SME) that previously received this support. - School Safety funds were used to increase the district's capacity to offer Youth Mental Health First Aid by adding 3 additional trainers. YMHFA was offered 3 times in 23-24 and there are plans in place for at least 5 opportunities in 24-25. - JCPS followed through with the board approved plan to implement Character Strong in K-5 for the 	<ul style="list-style-type: none"> - JCPS District and school leadership - YMHFA Trainers and JCPS MH Leadership - C&I Team and District Leadership 	

	<p>24-25 school year following implementation with grades 6-12 in the 23-24 school year. K-5 teachers and school teams were trained in August 2024 and are implementing across the district.</p> <ul style="list-style-type: none"> - JCPS will publish a “Character Spotlight” video each month on social media, highlighting the Character Strong and SEL work taking place in every school, and across disciplines (gen ed, PE, media coordinators, EC, etc) - JCS, the alternative high school setting, is continuing to participate in year 2 of the Sources of Strength suicide prevention program in partnership with UNC. - JCEC is implementing Resiliency Ambassadors for Youth - JCPS is updating MOUs and MOAs with outside providers including Vaya, Blue Ridge Health and HIGHTS to support school-based services for JCPS students. - JCPS updated the Risk Assessment Protocol based on the new guidance provided by Center for Safer Schools and provided training to all school teams in August 2024. - 4 staff at SMHS were trained in Peer Group Connections and 32 SMHS juniors and seniors were selected to participate as mentors in the 24-25 school year - JCPS is a 2021 Project AWARE pilot site and continues to employ Mental Health Clinicians who are working in partnership with SISP teams to strengthen problem-solving processes, resource mapping, and effective partnerships with outside providers. Clinicians are providing direct services to students, in addition to coaching and case management. They are assisting with the implementation of several of the initiatives listed above. This year the JCPS MH team will be 	<ul style="list-style-type: none"> - MH Director and Communications Director - JCS Sources of Strength leaders / administrator - JCEC SISP and Administration - JCPS MH Director - JCPS MH Director - SMHS PGC Leaders - JCPS MH Director 	
--	---	--	--

	<p>seeking reimbursement for services based on IEP, 504 and BIP goals and recommendations using InfoHandler.</p> <p>The JCPS MH Team promotes and implements prevention and awareness practices in September (suicide prevention), October (bullying and substance use prevention), and May (mental health acceptance) across the district.</p> <p>JCPS is focused on offering robust professional development and increasing our capacity to offer training to our community partners and strengthen the existing resources in our community, including DSS, DJJ, MH providers, and LE.</p> <p>-JCPS partnered with the Highlands Cashiers Health Foundation and the Great Smokies Health Foundation to develop a replication opportunity that was offered to Swain, Graham, and Macon districts to support the development of school-based mental health services, and was provided with additional funding to support a clinician position for 3 years.</p> <p>- JCPS obtained grant funding from The Evergreen Foundation to provide a scholarship opportunity supporting 3 existing School Counselors in pursuing their LCMHC supervision to increase the number of licensed providers in JCPS and in the region.</p> <p>- JCPS is developing partnerships with WCU and the University of South Carolina to provide robust training and support for mental health interns</p> <p>- JCPS partnered with DPI to provide Check and Connect mentor training for 6 school staff in August 2024</p> <p>- Communities in Schools provides Check and Connect mentor services to students at SME</p> <p>- JCPS is participating in the “low touch” cohort</p>	<ul style="list-style-type: none"> - JCPS MH Director - JCPS MH Director - JCPS MH Director - C&C Mentors - CIS - JCPS MH Director, CFO, 	
--	---	--	--

	of the ROI Mental Health Medicaid Cost Recovery Program	and MH Clinician	
Build/Align Infrastructure	<ul style="list-style-type: none"> ● JCPS has adopted Character Strong as the SEL curriculum serving all grade levels in 24-25 ● JCPS implements CASEL's 3 signature practices in district and school level meetings to support adult SEL and mental wellness ● JCPS partnered with the developers of the Columbia Suicide Severity Rating Scale to develop a screener in June 2021. This is reviewed and updated yearly when new guidance is provided, and SISP teams are trained annually. ● JCPS continues to cultivate buy-in from stakeholders such as county commissioners, the school board, local health foundations, service clubs, and other stakeholders in order to improve SISP staffing ratios ● JCPS partners with relevant stakeholders including families through school and community events including the Back to School Bash, literacy nights, PTA/PTO, volunteer opportunities, presentations to local organizations, and presentations to the school board ● JCPS also partners with outside agencies in regular multidisciplinary team meetings including DSS, DJJ, AWAKE CAC, HIGHTS, BRH, Vaya, and the Health Department ● JCPS facilitates monthly Early Intervention Team meetings to support school attendance and provide interdisciplinary wrap-around support to 	<ul style="list-style-type: none"> - C&I Team - District and School Leadership - JCPS MH Team - JCPS District Leadership - School and District Leadership - SISP and MH Team - SSS Director, SISP Teams, stakeholders 	FAM-S SEL in Homes and Communities

	families		
Align with Academic Objectives	<p>School and district SEL teams explored CASEL resources and followed the JCPS School Board plan for the adoption of Character Strong as the district-wide SEL curriculum.</p> <p>School Counselors and Health and PE teachers are aligning instruction with state standards and participating in PLCs.</p>	<ul style="list-style-type: none"> - C&I Team, MH Team, SISP Teams - Counselors and Health/PE Teachers 	<p>NC SEL Standards Mapping Documents</p> <p>Webinar Series Recordings: Integrating SEL into the Content Areas</p> <p>Aligning SEL and Academic Objectives</p> <p>Aligned SEL Sample Lesson Plan</p>
<p>SEL/MH prevention curriculum</p> <p>SEL/MH prevention instruction</p> <p>SEL/MH prevention environment</p>	<p>All 6-12 staff were trained in Character Strong in August 2023 and K-5 staff were trained in August 2024.</p> <p>General education teachers, along with SISP staff are responsible for teaching and embedding Character Strong in the school day / week.</p> <p>School administrators were encouraged to incorporate SEL time in the master schedules.</p> <p>Schools utilize PBIS matrices in common areas and classrooms to create clear expectations and safe environments for student learning.</p>	District and School Leadership, and all trained staff	<p>Evidence-based Programs Decision Tree</p> <p>NC Professional Teaching Standard II</p> <p>CASEL Supportive School/Classroom Environment</p>
SEL and MH prevention Data Evaluation -student data (screening)	<p>The BASC3/BEES has been administered twice annually in years past. This was put on hold due to the Parents Bill of Rights legislation that prohibits screeners and surveys without explicit parental consent. The district embedded consent in the Parent Portal of Infinite Campus, and plans to screen students in the Fall and Spring of 24-25.</p> <p>School and district MTSS teams, as well as the JCPS MH Team collect and analyze data from the SMHI forms, student records such as grades, attendance, and discipline to assess outcomes and whether our programming is effective.</p>	JCPS MH Team, SISP, District Leadership	<p>Create SEL/ MH Data Evaluation Plan</p> <p>School Mental Health Quality Guide: Screening</p> <p>MTSS Assessment Guidelines</p>

System of Interventions for SEL and Mental Health

Content & Time	Action Items/Status	Person(s) responsible & Timeline	Helpful Resources
<i>Early Intervention</i>	<ul style="list-style-type: none"> JCPS SISP teams come together weekly or bi-weekly to review student data and identify students who are at risk of developing SEL and/or mental health issues at school. They then coordinate services based on specific student needs and identify appropriate supplemental supports such as Check-In/Check-Out, Check and Connect, or accommodations. SISP Teams utilize data decision rules in these meetings to identify students who are experiencing SEL and/or mental health issues at school District teams and the JCPS MH Team provide an annual review of crisis intervention policies, practices, and personnel, and provide updated training annually The JCPS district leadership team and School Improvement Teams provide an annual review of discipline policies, practices, and personnel JCPS district leadership partners with local Law Enforcement and county leaders to ensure that JCPS is included in local community emergency preparedness plan. JCPS planned and participated in a live drill in April 2024 with local LE and emergency personnel. 	<p>SISP</p> <p>SISP</p> <p>District and MH Teams</p> <p>District Leadership and SIT</p> <p>District Leadership, and community partners</p>	<p>MTSS Module 2.4 Develop a Behavior/ Social-Emotional and Attendance Component to System of Interventions</p> <p>ECATS Early Warning System</p>
<i>Treatment, Referral, Re-entry</i>	<ul style="list-style-type: none"> JCPS continually strives to improve access to school-based and community-based services for students and their families through the hiring and coordinating of school-based clinicians, and continued 	MH Director, MH Coordinator	Resources for Early Intervention and Treatment

	<p>communication and partnership with outside providers to alleviate barriers that families continue to experience</p> <ul style="list-style-type: none"> ● JCPS participates in community meetings, committees, and boards to improve transitions between and within school and community-based services, and works to provide up-to-date information to SISP as well as families ● JCPS implements a formalize protocol for students re-entering school following acute/residential mental health treatment 	<p>MH Director, MH Coordinator</p> <p>MH Team</p>	
--	---	---	--

Improvement Plan Review

- Update at each team meeting
- Review quarterly based on evaluation data

JCPS Mental Health Training Program for Policy SHLT-003, SL 2019-245 and SL 2020-7

Legislated Trainings Required (6 hrs. Initial, 2 hrs subsequent annually per SHLT-003)	Content	Platform & Duration of training
Youth Mental Health	<p>General: Vector Training: <i>Student Mental Health: Awareness, Prevention, and Referral</i> (All staff)</p> <p>YMHFA is offered 3 times each year. (New staff)</p> <p>SISP: Roles, procedures and protocols, intervention strategies, referrals, and follow-up are reviewed in monthly PLC meetings</p>	<p>36 minutes</p> <p>6 hrs in-person</p> <p>2 hrs in-person monthly</p>
Suicide Prevention	<p>General: Suicide Prevention video, created by Steve McRae, based on QPR & the Columbia Suicide Severity Rating Scale (All staff)</p> <p>SISP: Risk Assessment Protocol Training provided by JCPS MH Team</p> <p>CALM Training</p>	<p>36 minutes</p> <p>2 hrs in-person</p> <p>2 hrs virtual</p>
Substance Abuse	<p>General: Vector Training: <i>Student Alcohol and Substance Misuse</i> (All staff)</p> <p>SISP: Substance Use and Vaping education and prevention training provided by HIGHTS</p>	<p>52 minutes</p> <p>2 hrs in-person</p>

Teenage Dating Violence	General: Dating Violence: Identification and Prevention (All staff)	34 minutes
Child Sexual Abuse Prevention (2+ hrs of training provided by AWAKE CAC in 23-24)	General: Child Abuse: Identification & Intervention - includes sexual abuse (All staff)	36 minutes
Sex Trafficking Prevention	General: Vector Training: Human Trafficking Awareness (All staff)	60 minutes
Total		New: 10.2 hrs All: 4.2 hrs



JCPS Suicide Risk Protocol

- TAKE SUICIDAL BEHAVIOR SERIOUSLY EVERYTIME
- NO STUDENT EXPRESSING SUICIDAL THOUGHTS SHOULD BE SENT HOME ALONE OR LEFT ALONE DURING THE SCREENING PROCESS.
- IF THERE IS REASON TO BELIEVE A STUDENT HAS THOUGHTS OF SUICIDE, EVERY EFFORT SHOULD BE MADE TO AVOID SENDING THE STUDENT HOME TO AN EMPTY HOUSE.

The risk of suicide is raised when any peer, teacher, or other school employee identifies someone as potentially suicidal because s/he has directly or indirectly expressed suicidal thought (ideation) or demonstrated other warning signs. If a student is having thoughts of suicide, there is suicide risk.

If imminent danger exists, phone 911 or the School Resource Officer immediately and then contact JCPS MH Clinician for crisis support. This is especially important if the student of concern has skipped school altogether or left the campus and a plan to attempt suicide is discovered. If imminent danger is *not* present but a concern about suicide risk exists, the school counselor, school social worker, or school psychologist initiates the screening process.

Screening Process

1. A school staff person stays with the student in a quiet, private setting to provide supervision and appropriate support until a school counselor, school social worker, or school psychologist meets with the student.
2. Trained Support Staff will administer the suicide risk screener for any student showing signs of suicide risk and follow through with identified recommendations with the exception of students under the age of 8 years old. Students younger than 8 years old should be referred to an outside agency for a full assessment if there are concerns. The [JCPS Suicide Screening Questionnaire](#) utilizes the Columbia Suicide Severity Rating Scale (C-SSRS) to determine *Level of Risk* and provides *Recommendations Based on Responses* for assessed students on the document.

Follow recommendations based on Responses:

- If no items are answered “yes,” a student support staff person should follow up with the student the same or next day.
- If Items 1-2 are “yes,” consult with the school team to determine which if any of the following steps is appropriate:
 - a. A behavioral health referral, JCPS MH referral or a referral to an outside agency
 - b. School counselor follow up
 - c. Parental notification (*please ensure that notification is in the best interest of the child)
 - d. Explore safety planning and limiting access to lethal means
- If Items 3 & 6 are “yes,” seek consultation from a member of the Behavioral Support Team for unclear risk

- If Items 4-6 are “yes,” complete the following steps:
 - a. Contact the parent/guardian to inform them of the need for a suicide assessment. Depending on whether the student is receiving outside services or not, the process will look different.
 - b. Next, determine if student has counseling services through an outside agency.
 - If the student sees a Blue Ridge Health therapist and they are onsite at the student’s school (in the case with BRH having therapists at FES and SMHS), they may be able to assess the student there. Contact that therapist directly to ask for support.
 - If the student is seeing a BRH therapist but they are not reachable or onsite, please contact (in the following order if Alice does not answer): Referral Coordinator Alice Nelson at 828-508-1307, Team Lead Abby Walker at 828-226-3087, then Becca Swanger (828-508-4807). If they have availability to schedule a suicide assessment, determine whether BR/MBHS will contact the parent with the time/location of appointment or if school staff will contact the parent. Also, a referral form will need to be completed after availability is confirmed. This will be emailed to BHReferrals@brchs.com with “suicide assessment” as the subject header.
 - If the student is seeing another outside provider, determine if they’re available to see the student asap. They may have recommendations such as to contact the parent and ask parent to take the student to the ER, or to contact Mobile Crisis.
 - If the student is not receiving any outside services, obtain the parent’s verbal permission to refer to Blue Ridge Health, then contact Alice Nelson or supervisor as listed above to ascertain availability to complete a suicide assessment. If they have availability, determine if they will contact the parent with time of the assessment or if school staff should inform parent. Also, complete the BRH referral form and email it asap to BHReferrals@brchs.com, with parent contact information and reason for referral including Columbia results; “Suicide Assessment” should be the subject. If they don’t have availability, contact Meagan Crews, Steve McRae, or Erika Geary to determine next steps (these may include calling Mobile Crisis or sending the student to the ER).
 - c. Continue to provide supervision to the student in conjunction with the school support team and keep school administration updated.
 - c. Let parents/guardians know that school staff will need to be informed of outcome of assessment prior to student returning to school, and that a meeting with student support may be required.
- 4. Complete the [Crisis Form](#) after the Screening process is completed. Outcomes must be documented as well, including any possible hospitalization.

Forms and Documentation

JCPS Suicide Screening Questionnaire:

When to Use: The [JCPS Suicide Screening Questionnaire](#) is required when a student has been identified as a potential suicide risk.

Who completes the form: The [JCPS Suicide Screening Questionnaire](#) is to be completed by student support personnel and the identified student.

Where is the form stored: Findings should be reviewed with the parent, but a copy of the [JCPS Suicide Screening Questionnaire](#) is not provided to the student/parent. A copy is retained by student support personnel, outside of the student record.

Coping Plan:

When to Use: The [Coping Plan](#) should be used for a student presenting with any level of risk, as identified in the [JCPS Suicide Screening](#)

[Questionnaire](#), but may be used for any student.

Who completes the form: The [Coping Plan](#) is to be completed by student support personnel and the identified student and should be reviewed with parent, as available.

Where is the form stored: One copy goes with the student and another copy is retained by student support personnel, outside of the student record.

Support Intervention and Monitoring Plan

When to Use: [The Support Intervention and Monitoring Plan](#) should be used for a student presenting with a moderate level of risk, as identified in the [JCPS Suicide Screening Questionnaire](#), but may be used for any student.

Who completes the form: The plan is to be completed by student support personnel and the identified student and should be reviewed with parent, as available.

Where is the form stored: One copy goes with the student/parent and another copy is retained by student support personnel, outside of the student record.

Keeping Your Child Safe:

When to Use: The [Keeping Your Child Safe](#) form is required when a student presents with a moderate level of risk, as identified in the [JCPS Suicide Screening Questionnaire](#).

Who completes the form: The [Keeping Your Child Safe](#) form is to be reviewed with the identified student's parent. It may also be beneficial to include the student in the review.

Where is the form stored: The form is provided to the parent as a safety reference.

Risk Screening Notification-Parent/Guardian:

When to Use: The [Risk Screening Notification](#) form is required when the [JCPS Suicide Screening Questionnaire](#) is completed with a student.

Who completes the form: The [Risk Screening Notification](#) form is to be completed by Student Support Personnel and the identified student's parent/guardian. Parent signature is required as notification of school safety recommendations. If the parent is only available by phone, student support personnel will document a verbal verification from parent.

***If a parent does NOT agree to follow recommendations, is NOT available to assist in the process of referral for further evaluation, or if notifying the parent presents a potential safety risk to the student, Meagan Crews, Steve McRae, or Jake Buchanan should be contacted.**

Where is the form stored: One copy goes with the parent and another copy is retained by student support personnel, outside of the student record.

JCPS Suicide Screening Questionnaire

Do you know why I want to talk with you? What happened today when you were (place of incident)?

What exactly did you say? What exactly did you do?

What did you mean when you said or did that?

Has something changed recently to make you feel this way? (Relationship, environment, mental health)

COLUMBIA-SUICIDE SEVERITY RATING SCALE

Screen with Triage Points for Schools (Modified)

Screeners is only valid for students ages 8 years and older. If a younger student is suspected to be at risk, a referral to a provider for a full assessment is recommended.		Past month	
Ask questions that are in bold and underlined.		YES	NO
Ask Questions 1 and 2			
1) <u>Have you wished you were dead or wished you could go to sleep and not wake up?</u>			
2) <u>Have you had any actual thoughts of killing yourself?</u>			
If YES to 2, ask questions 3, 4, 5, and 6. If NO to 2, go directly to question 6.			
3) <u>Have you been thinking about how you might do this?</u> e.g. "I thought about taking an overdose but I never made a specific plan as to when where or how I would actually do it....and I would never go through with it."		C	

4) <u>Have you had these thoughts and had some intention of acting on them?</u> as opposed to “I have the thoughts but I definitely will not do anything about them.”		
5) <u>Have you started to work out or worked out the details of how to kill yourself? Do you intend to carry out this plan?</u>		
6) a. <u>Have you ever done anything, started to do anything, or prepared to do anything to end your life?</u> Examples: Collected pills, obtained a gun, gave away valuables, wrote a will or suicide note, took out pills but didn't swallow any, held a gun but changed your mind or it was grabbed from your hand, went to the roof but didn't jump; or actually took pills, tried to shoot yourself, cut yourself, tried to hang yourself, etc. If YES, ask: b. <u>Was this within the past 3 months?</u>	Lifetime	
	C	
	Past 3 Months	

Recommendations based on responses:

No items: School counselor follow-up.
Items 1-2: Complete <u>Coping Plan</u> with student. -School counselor follow-up on next school day. -Consider benefit of completing a <u>Support, Intervention & Monitoring Plan</u> with student and/or family. -Consider benefit for providing parent with a <u>Keeping Your Child Safe</u> form. -Complete <u>Risk Notification</u> form. Items 3 and 6: C=Seek consultation from a member of the JCPS Mental Health Team for unclear risk level.
Items 4-6: Request verbal consent from parent to contact Blue Ridge Health or student's established provider to request a suicide assessment. Assessments may occur at school, at Blue Ridge Health, or in a provider's office - follow JCPS Suicide Risk Protocol -Complete <u>Risk Notification</u> form. -Provide parent with a <u>Keeping Your Child Safe</u> form. -Inform parent of need to meet with student and family prior to return to school to complete a <u>Coping Plan</u> and <u>Support, Intervention &</u>

Monitoring Plan.

Emergent Risk: If a student presents as an IMMEDIATE safety risk, contact SRO/911, Principal, Deputy Superintendent, as relevant. Seek consultation from a member of the JCPS MH Team.

Findings and Recommendations: Briefly note relevant responses in determining recommendations. Other factors to consider may include student's age and developmental level, behavioral history, perceived validity of student responses and availability of adequate supervision. For students with existing services, consider accessing their therapist for assistance.

After screening is completed:

- 1) Inform Administrator of screener completion and recommendations.
- 2) Follow through with recommendations based on responses.
- 3) Maintain a copy of this document separate from the student record.

Student Name: _____ Parent Name (if contacted): _____ Administrator Name: _____
Screener Name: _____ Date: _____

Safety Planning: Supervision-Warning Signs - Coping Strategies - Distractions - Supports - Remove Lethal Means

Emergency #s: Mobile Crisis/Balsam Center (888)315-2880 Harris ER 828-586-7000

The JCPS Mental Health Team is available for consultation through the contact information below:

Meagan Crews	586-2177 x2303	704-466-0822	mcrews@jcpsmail.org
Erika Geary	586-2819 x2302	828-508-4256	egeary@jcpsmail.org
Steve McRae	586-2177 x2600	828-506-2858	smcrae@jcpsmail.org



Gaggle.Net, Inc.
5050 Quorum Drive, Suite 700
Dallas, TX 75254
800-288-7750
www.gaggle.net

CONTRACT FOR SERVICES

Contract Number: Q-122034

This contract by and between Gaggle.Net, Inc. (Gaggle) and Jackson County Public Schools - Sylva NC (Customer) for good and valuable consideration as set forth hereby agree and contract as follows:

1. Services Provided by Gaggle

Scope of Agreement. This Agreement governs Customer's use of Licensed Mental Health professionals to provide Services.

Services may include but are not limited to the following:

- Video conference mental health therapy and coaching services, consultation, collaboration with school staff, documentation and planning, parent contact, and service coordination.
- Assessments, e.g., pre- and post-assessments and intervention services; initial and biennial assessments. Additional assessments will be administered where outlined in the student's assessment plan.
- Review of Records / Parent & Teacher Interviews, e.g., a cumulative file review for a student, including medical, educational, and social development histories, plus current parent, and teacher interviews. All such services are billed at the same rate as clinical sessions, as a Coordinated Care session.

2. Contract Term Service

Service Start Date: 8/1/2024

Service End Date: 7/31/2025

3. Cost

Customer agrees with the standardized hourly rate for Gaggle Mental Health Services. No costs will be billed directly to students or families or their insurance.

Customer agrees to secure Gaggle Mental Health Services with an initial retainer. The parties recognize that the retainer billing may vary over the term of the contract, and an additional retainer may need to be secured to continue services for students.

Retainer expires 12 months from Service Start Date. In the event of unused retainer amount, that amount can be extended for an additional 12 months.

Client No-Show is an Unplanned Client Absence. If the Client cancels a session with less than 24 hours advance notice or the session does not occur due to a client absence ("Unplanned Student Absence"), Customer agrees to pay Gaggle the applicable Rate to cover a portion of the scheduled session.

This is a multi-tiered support solution. Based on the client's needs, they will be assigned to a Licensed Mental Health provider who will provide the most appropriate level of care from Mental Health Coaching to Clinical Therapy services. We also contract with Associate level clinicians who are under clinical supervision, allowing them to provide therapy services.

4. Agreements

Customer agrees:

- To maintain the confidentiality of professional reports as required by state law or professional standards
- To provide any necessary information for each student referred to Gaggle Mental Health services
- To secure informed consent from students and families prior to referring students to Gaggle Mental Health services
- To provide a suitable, HIPAA compliant area to administer mental health services if a student is otherwise unable to secure a private or appropriate location
- To provide a minimum of 30 days' notice if canceling services to ensure sufficient time for transitioning clients who are currently receiving services.

Gaggle Therapy agrees:

- To provide licensed mental health professionals that may include counselors, therapists or therapist associates under clinical supervision that have passed a background check and screening
- Mental Health providers licensed in other states may also be used and such licenses shall be provided, upon request, to Customer
- To provide the school district with account statements reflecting the services provided and the current retainer balance
- To ensure all providers are covered by professional liability insurance and maintain bodily injury coverage.
- To provide access to district Reporting Dashboard for monitoring the progress of clients
- To maintain the confidentiality of student records as required by state law or professional standards, and to honor any previously signed Data Privacy Agreement
- In the event a client presents as suicidal, homicidal, or other behaviors that would cause the client or any other person immediate danger of harm, the provider will ask the client to speak to parent/guardian (in-home session) or district personnel (in- school session) located nearest to the client's current location. If they cannot or will not comply, the provider will contact their local police/EMS dispatch and make every effort to keep the client engaged when emergency personnel arrive
- If a provider has concerns regarding the welfare of a client, the provider will contact the appropriate authorities in the state where the client resides
- To maintain confidentiality of student and staff safety management information as outlined in our Student and Staff Data Privacy Agreement.
- To maintain the confidentiality of student records as required by state law or professional standards, and to honor any previously signed Data Privacy Agreement.
- To maintain confidentiality of student and staff safety management information and/or Gaggle therapy information when all Gaggle services are utilized by the district.

5. Incorporation by Reference

Upon the commencement of service; Gaggle's applicable Quote, Invoice, Terms and Conditions, Service Level Agreement, Privacy Policy, Student Data Privacy Notice, along with future engagements and renewals of service; are hereby acknowledged and incorporated by reference.

NOTE:
NC DPI

Authorized Representative of Gaggle

Authorized Representative for Jackson
County Public Schools - Sylva NC

Date

Date

Gaggle Services Terms & Conditions

Last Updated: August 4, 2023

Please read the following Agreement carefully. This Agreement explains your rights and obligations as a user of “Services” provided by Gaggle.Net, Inc. (“Gaggle”). Gaggle Services include but are not limited to, Archiving & Backup, Safety Management, SpeakUp for Safety, Mental Health Services, and ReachOut. For a further Description of Services, please consult the Gaggle Service Level Agreement.

It may be necessary for us to update or revise parts of this Agreement or any feature of Gaggle Services without prior notice. If we make material changes to this Agreement, we will post the updated Agreement (with a notice that the Agreement has been updated) and notify Customers by email using the primary email address specified in their accounts.

1. Acceptance of Terms

The Terms & Conditions herein establish the understanding for Gaggle to provide Services to you (“Customer”). Compensation for the Services provided shall be at the rates and terms set forth in a Gaggle invoice, Customer contract, or Subscription Agreement. By completing the registration process and providing Gaggle with current, complete, and accurate information, you are agreeing to be bound by these Terms & Conditions. If you choose not to agree with the changes, your only remedy would be to cancel Gaggle Services in accordance with Section 8.

2. Unauthorized Access, Password Protected, and Secured Areas

Users of Gaggle Services shall be responsible for unauthorized access made through their usernames and passwords. For this reason, Gaggle recommends that users change their passwords periodically. Access to and use of current or future password-protected or secured Services is restricted to authorized users only. You will be asked to provide accurate and current information on all registration forms for Gaggle Services. You are solely responsible for maintaining the confidentiality of any username and password that you choose or is chosen by someone on your behalf. You agree not to misuse or share your username or password, misrepresent your identity or your affiliation with an entity, impersonate any person or entity, or misstate the origin of any materials that you are exposed to through Gaggle Services. If you violate your obligations under this section, you may be subject to criminal prosecution or civil damages. You agree to notify Gaggle and your applicable administrator immediately of any unauthorized use of your account or any other breach of security known to you.

3. Privacy and Security

Gaggle uses a variety of measures to protect the security and privacy of its users. Users should be aware, however, that Gaggle cannot guarantee security and confidentiality through its Services. Gaggle accepts no responsibility for harm caused directly or indirectly by the use of its Services. Users should also be aware that the use of Gaggle email and/or email through third-party products, such as those from Google Inc. and Microsoft Corporation, is not private. Although Gaggle is not obligated to do so, it has the right to review and monitor your content and communications, including but not limited to fulfilling obligations set forth in your contract or Subscription Agreement, to back up or review messages to identify network problems, or to

determine whether you comply with our Terms & Conditions. Gaggle, at its discretion, may choose to turn over or make available message content to appropriate personnel, the National Center for Missing and Exploited Children (“NCMEC”), and/or law enforcement agencies, if required.

For more information, please also refer to the [Gaggle Privacy Policy](#) and [Gaggle Student Data Privacy Notice](#).

4. Confidentiality Policy

As used herein, “Confidential Information” shall mean the respective parties’ proprietary information or material to which the other party may become aware of as a result of this Agreement, including but not limited to research data, methodologies, products, services, processes, formulas, technology, or other business information disclosed to one party by the other, either directly or indirectly, whether in writing, orally, or otherwise, but not including any of the foregoing that was known to the receiving party at the time of disclosure from a source other than the disclosing party or any third party that owed a duty of confidentiality with respect to such information to the disclosing party or which has become publicly known and made generally available through no wrongful act or omission of the receiving party or of others who were under confidentiality obligations with respect thereto. Each party agrees that with respect to the Confidential Information of the other party, during the term of this Agreement and thereafter, such party: (a) shall at all times maintain the confidentiality of the Confidential Information, using the same degree of care that such party uses to protect its own confidential information of a like nature and, (b) shall not disclose the Confidential Information to any other individual, entity, or third party, except as permitted herein or as may be requested or required by (or as deemed advisable by counsel under) applicable law, rule, regulation, court order, legal process, or governmental, judicial, regulatory, or self-regulatory oversight.

5. Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. §1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. You are required to comply with FERPA and its applicable regulations. Gaggle shall not disclose any student’s education records, personally identifiable information, or other related records monitored, maintained, and retained by Gaggle and/or other Services provided by Gaggle to any third party (other than your school organization) without prior authority. Gaggle shall maintain the privacy and confidentiality of all student education records and shall make available to your school organization the right to inspect and review the student education records upon request. Gaggle shall not disclose or transmit student education records or information to any unauthorized party without the prior consent of the student, guardian, and/or your school organization, or by court order, administrative order, or subpoena. Notwithstanding the foregoing, to protect your school or district against the risks involved in handling explicit content involving minors, Gaggle registers incidents containing pornographic videos and images of possible minors with the CyberTipline at the National Center for Missing and Exploited Children (“NCMEC”). It is NCMEC’s mission to prevent the spread of these materials, as well as to prevent the sexual exploitation of children. For more information, consult the Gaggle Student Data Privacy Notice.

6. Support

Gaggle maintains a case system to manage all Customer issues. Gaggle provides customer service between the hours of 6:00 AM and 7:00 PM CT Monday through Friday. Customers can reach Gaggle by email (support@gaggle.net), telephone (800-288-7750), or by accessing a live chat feature within the Gaggle

interface and on the Gaggle website. After-hours support is provided through a monitored email account at support@gaggle.net.

Gaggle provides additional technical support twenty-four (24) hours per day, seven (7) days per week. Response time commitments are made based on the severity of the issue, ranging from six (6) hours for critical issues to twenty-four (24) hours for informational requests.

7. Assignment

Neither party may assign or transfer any part of this Agreement without the written consent of the other party, but only if: (a) the assignee agrees in writing to be bound by the terms of this Agreement, and (b) the assigning party remains liable for obligations incurred under the Agreement prior to the assignment. Any other attempt to transfer or assign is void.

8. Term of Agreement.

This agreement commences with the start of Services and continues until otherwise terminated, by written agreement of the parties, in accordance with Section 10 or upon the expiration of the last Service Term or Renewal thereof.

9. Automatic Renewal of Services

Except as otherwise specified, Services shall automatically renew for successive one-year periods, unless and until terminated by either party in accordance herewith or unless either party provides written notice of non-renewal to the other party prior to the end of the then-current Services Term. Gaggle may increase pricing applicable to the renewal of any then-current Services Term by providing Customer with notice thereof, including by email, at least 30 days prior to the end of such term.

10. Termination

Customer may terminate the Services under this Agreement at the end of any contract by providing thirty (30) days' written notice of the intent to terminate. Gaggle may also terminate or suspend Services if you breach the conditions of this Agreement, the Gaggle Service Level Agreement (SLA), your contract, or Subscription Agreement.

You can cancel your Services by sending your cancellation notice to Gaggle, P.O. Box 735566, Dallas, TX 75373-5566; sending email to support@gaggle.net; or by fax to 309-665-0171.

Gaggle can, at any time, modify or discontinue any of its Services without liability to any user or third party.

11. Limitation of Liability, Statute of Limitations

In no event shall Gaggle be liable with respect to Services (i) for any amount in the aggregate in excess of the fees paid by you; or (ii) for any indirect, incidental, punitive, or consequential damages of any kind whatsoever. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations and exclusions may not apply to you. You agree that regardless of any statute or law to the contrary, any claim or cause of action against Gaggle arising out of or related to use of Services or the

terms of use must be filed within one (1) year after such claim or cause of action arose or be forever barred.

You assume total responsibility for the use of Gaggle Services and use these Services at your own risk. Gaggle exercises no control over and has no responsibility whatsoever for actions taken on the internet, and Gaggle expressly disclaims any responsibility for such actions. You acknowledge to Gaggle, and for Gaggle's benefit and the benefit of its directors, employees, licensors, and agents, that the Services may contain bugs and are not designed or intended for use in mission-critical environments requiring fail-safe performance.

12. Message Storage, Content Storage, and Other Limitations

The amount of email storage space and content storage space is limited for each user depending upon your contract or Subscription Agreement.

13. Communications

Except for any disclosure by you for technical support purposes, or as specified in the Gaggle Privacy Policy, all communications from you will be considered non-confidential and nonproprietary. You agree that any and all comments, information, feedback, and ideas that you communicate to Gaggle will be deemed, at the time of the communication, the property of Gaggle, and Gaggle shall be entitled to full rights of ownership including, without limitation, unrestricted right to delete, use, or disclose such communication in any form, medium, or technology now known or later developed, and for any purpose, commercial or otherwise, without compensation to you. You are solely responsible for the content of your communications and their legality under all laws and regulations. You agree not to use Gaggle Services to distribute, link to, or solicit content that is defamatory, harassing, unlawful, libelous, harmful to minors, threatening, obscene, false, misleading, or infringing a third-party intellectual property or privacy rights.

14. Miscellaneous

Gaggle provides Services to your organization to assist it in the protection of your students and your organization. Gaggle shall undertake every commercially reasonable effort to update its Services to maximize detection of unsafe, graphic, and/or obscene communications. Gaggle does not warrant, represent, and/or guaranty that all unsafe communications can or will be detected while monitoring your student communications or website content.

Your organization is responsible for reviewing all Gaggle communications, and to take all reasonable and precautionary actions required by your organization to protect the interests of students including, but not limited to, notifying applicable governmental agencies and/or bureaus, such as child protection services pursuant to the Family Educational Rights and Privacy Act (FERPA) and other applicable laws and regulations.

15. Notices

Unless specified otherwise herein: (a) all notices must be in writing and addressed to the attention of the other party's legal department and primary point of contact; and (b) notice will be deemed given: (i) when verified by written receipt if sent by personal courier, overnight courier, or when received if sent by mail without verification of receipt; or (ii) when verified by automated receipt or electronic logs if sent by facsimile or email.

16. Indemnity

You agree to indemnify, defend, and hold Gaggle and its respective officers, directors, shareholders, employees, agents, representatives, successors, and assigns (collectively, the “Gaggle Indemnified Persons”) harmless from and against any and all third-party claims, liabilities, damages, losses, or expenses (including reasonable attorney’s fees and costs) arising out of, based on, or in connection with your access and/or use of Gaggle Services.

Gaggle’s indemnification from third-party claims for which we have no control, even when we do our job with 100% professionalism and client satisfaction, is a requirement of our insurance carriers and legal team.

Notwithstanding the foregoing, your indemnification obligations shall be limited to the extent that such claims or demands are the results of Gaggle’s breach of contract, gross negligence, or willful misconduct.

17. Taxes

All fees set forth in this Agreement and any invoices shall include all taxes except such “Transaction Taxes” which Gaggle is required by law to invoice and collect from Customer. Transaction Taxes, if any, will be separately stated on the invoice and will be paid by Customer to Gaggle unless Customer provides an exemption certificate to Gaggle or the transaction is statutorily exempt from Transaction Taxes. Gaggle shall be solely responsible for the timely remittance of all Transaction Taxes to the applicable Governmental Authority, and Gaggle shall pay (without reimbursement by Customer), and shall hold Customer harmless against, any penalties, interest, or additional taxes that may be levied or assessed as a result of the failure to invoice or delay of Gaggle to pay any such taxes. “Transaction Taxes” means sales and use taxes, value-added taxes, goods and services taxes, gross receipts taxes, and excise taxes, and excludes any tax on income, real or personal property taxes, or payroll taxes.

18. Trademarks

The trademarks, service marks, logos, slogans, and product designations of Gaggle (“Trademarks”) are the property of Gaggle.Net, Inc., and/or their respective owners. You have no right to use any such Trademarks, and nothing contained in Gaggle Services grants any right to use (by license, implication, waiver, estoppel, or otherwise) any Trademarks without the prior written permission of Gaggle or the respective owner.

19. Acknowledgment of Ownership Rights and Disclosure of Deliverables

Gaggle does not convey any ownership in and Gaggle will own in perpetuity all right, title, and interest, worldwide, in and to: (i) any intellectual property or related rights owned or licensed by Gaggle and used in the performance of Gaggle’s service hereunder, including Gaggle’s Confidential Information, and (ii) the frameworks, methodologies, processes, inventions, analytical tools, and industry data and insights that may be used or developed by Gaggle in the performance of Gaggle’s services hereunder along with any and all intellectual property rights in connection with the foregoing (the “Gaggle IP”).

20. Choice of Law

This Agreement is made in and shall be interpreted and governed in all respects in accordance with the laws of

the State of Delaware without giving effect to any choice of law or conflict of law rules or provisions.

21. Violations

Please report any violations of these Terms & Conditions to Gaggle's Customer Service department at 800-288-7750, via email at support@gaggle.net, or fax to 309-665-0171.

22. General Questions

If you have any questions regarding the Terms & Conditions, please contact Gaggle's Customer Service department at 800-288-7750, via email support@gaggle.net, or fax to 309-665-0171.

Gaggle Service Level Agreement

Last Updated: July 23, 2024

This Enterprise Service Level Agreement (SLA) for Gaggle.Net, Inc. (“Gaggle”) Solutions (“Services”) is made in connection with, and is a part of, your (Customer) Gaggle invoice, Customer contract, or Subscription Agreement for Services including, but not limited to: Archiving & Backup, Safety Management, SpeakUp for Safety, After Hours, Mental Health Services, and ReachOut. This SLA establishes the understanding for Gaggle to provide any of these Services to ensure maximum performance and uptime. Compensation for the Services provided under this SLA shall be at the rates and terms set forth in a Gaggle invoice, Customer contract, or Subscription Agreement.

1. Descriptions of Services

Archiving & Backup

Gaggle Archiving & Backup includes the archiving of all Customer email messages up to 50 megabytes (MB) in size, and all cloud-based (Drive) files up to 300 megabytes (MB) in size.

This Service includes full-text indexing, tiered administrator access permissions, granular litigation management, audit logs of access and activity, policy-based data retention, and advanced search, data recovery, and export options. Gaggle shall not be required to archive, and Customer shall not transmit, miscellaneous documents, which are not attachments to specific email communications for the sole purpose of archiving non-email-related documents.

A separate drive-based archiving solution can also be purchased, which provides archiving of cloud-based files subject to certain file size and file type limitations. This service is intended for individual user-based file archiving versus the archiving of data systems.

Upon request, for an additional charge, all email content and cloud-based files archived by Gaggle may be delivered to the Customer.

Safety Management and SpeakUp for Safety Tipline

Gaggle shall monitor email, message communications, documents, and other file types subject to certain file size limitations within third-party services including, but not limited to, those from Google Inc. and Microsoft Corporation.

Gaggle shall not make Safety Management or SpeakUp for Safety tipline available to Customer until Customer has provided Gaggle with the identity of three (3) designated emergency contacts including all emergency contact information. “Designated emergency contact” means the individual(s) designated by you to receive and act upon Gaggle notifications. If applicable, Customer must also provide access to student information system (SIS) data.

If there is a change in any designated emergency contact and/or emergency contact information, you must immediately notify Gaggle of all applicable changes. Your failure to immediately notify Gaggle of any changes to the designated emergency contact information will result in the delay or inability of Gaggle to properly send notifications to your organization.

Web Activity Monitor Extension

Gaggle's Web Browser Extensions are an additional safety layer. The extensions monitor student activity on school-provided devices or in certain optional cases when students log in via their school-issued accounts on non-school computers. The extension is a lightweight add-on that does not interfere with or block activity on the device. The extension monitors content entered into the browser. This includes internet searches, text entered into emails, forms, social media sites, chat boxes, websites, and more. It will not capture Personal Identifiable Information (PII) or financial data. Customers will receive a screen capture from the student browser for user-created incidents. Activity that indicates bullying, suicide ideation, self-harm, and/or threats of violence will result in email notifications and immediate emergency phone calls when warranted.

Web Filter

Gaggle's Web Filter monitors and blocks access to inappropriate websites and content based on predefined policies set by the Customer. Customers can customize policies to align with their specific needs and guidelines, ensuring a safe and appropriate online environment for students.

After Hours

Gaggle Safety Team Members will alert designated local authorities, who can then determine the appropriate course of action to help ensure student well-being. Possible Student Situation (PSS) incidents occurring after hours, overnight, and on weekends will be handled by the Gaggle Safety Team. Gaggle will reach out to local authorities or social workers to perform a wellness check.

Gaggle will pull data from the district's Student Information System (SIS) so that we can provide the relevant information to authorities. Files with the student data will need to be uploaded daily via a file transfer (SFTP) for each group.

Mental Health Services

Gaggle shall provide outpatient individual and group therapy or coaching sessions to address a variety of experiences, symptoms, and disorders. These services are evidence-based and individualized to meet student or staff needs addressing symptoms related to mood disorders, substance use disorders, depression, anxiety, self-harm, PTSD, grief and loss, stress, trauma, etc.

School staff identify students for therapy or mental health coaching and Gaggle will reach out to coordinate the intake process and obtain informed consent. Gaggle will then match the students with licensed counselors and send a secure HIPAA-compliant video login link for each session.

Students will participate in ongoing video sessions for a duration determined by the customer and the therapist. Sessions will be scheduled at convenient times for all parties. The sessions may be held during school hours, evenings, or weekends. Students may be allowed to log on for therapy sessions from home or at school.

All Gaggle Mental Health Services and activities comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Family Educational Rights and Privacy Act (FERPA).

ReachOut

Gaggle will provide crisis response and de-escalation for students 24x7 via call, text, web chat, Google Chat, or Microsoft Teams. Gaggle will provide each customer with a specific local number to connect with a ReachOut crisis counselor. ReachOut is staffed with trained crisis counselors to address youth crisis situations. ReachOut can include proactive check-ins with students. Crisis response will involve local authorities if a student is deemed to be in a harmful and imminent situation. ReachOut is designed for in the moment response and not to be used as ongoing therapy or counseling services.

2. Service Standards

Gaggle shall regularly maintain and update, as needed, all Services. General maintenance typically shall not result in an interruption of Services (Downtime) except for Scheduled Downtime or Emergency Downtime, which is outside the control of Gaggle.

Gaggle guarantees that its Services shall be available 99.5% of the time in a given month, excluding Scheduled Downtime for maintenance and Emergency Downtime. Downtime exists when a particular Customer is unable to send or receive data from Gaggle servers, the failure is resolvable by Gaggle, and such failure has been clearly and fully communicated in writing to the Gaggle technical support team. Downtime shall be applicable until the server is able to send and receive data as confirmed by Gaggle's monitoring systems. Maintenance and updates to Services, which may require an interruption of Services, shall be scheduled by Gaggle through notice to Customer of the Scheduled Downtime. Gaggle shall undertake commercially reasonable efforts to arrange Scheduled Downtime for maintenance and updates to be performed during off-peak hours.

When third-party applications are used within Gaggle Services, Gaggle does not have control over these applications. Downtime of these applications is specifically excluded from this SLA.

3. Limitations

This SLA and any applicable Services do not apply to any of the following:

Issues that are due to factors outside of Gaggle's control including, but not limited to, natural acts of God, acts of any governmental body, war, insurrection, sabotage, armed conflict, embargo, fire, flood, strike or other labor disturbance, interruption of or delay in transportation, unavailability of or interruption or delay in telecommunications or third-party services, virus attacks or hackers, failure of third-party software, or inability to obtain raw materials, supplies, or power used in or equipment needed for the provision of this SLA.

Interruptions that result from Customer and/or a third-party hardware or software and that are not within the primary control of Gaggle.

Issues that result from outages between Gaggle's Internet Service Provider and Gaggle servers.

Interruptions relating to Domain Name Server ("DNS") issues outside the control of Gaggle including DNS propagation or any delays in the registration or transfer of domain names and browser or DNS caching that may make Customer Site appear inaccessible when others can still access Customer Site.

Scheduled Downtime including upgrades and Emergency Downtime, as described in Section 2.

Customer acts or omissions (or acts or omissions of others engaged or authorized by Customer) including, without limitation, custom scripting or coding and any unauthorized, unlawful email practices.

Issues due to any negligence, willful misconduct, or use of the Services in breach of this SLA, Terms & Conditions, and other related documents.

4. Duration

This SLA shall commence on the Service Start (Commencement) Date and ends on the earlier of the Service End (Expiration) Date or at the time of termination in accordance with Section 7.

5. Roles and Responsibilities

The Services under this SLA are provided to Customer pursuant to Tiered Administrator Access Permissions, which Customer will select and assign to its users based on the access and security needs of the Customer's organization. Users shall only be allowed to access and utilize the Services based on the designated Administrator Access Permission. Customer is responsible to communicate all usernames and passwords to its users. Customer shall control all Customer Tiered Administrator Access Permissions and any changes to those Permissions.

Use of accounts shall be limited to those individuals granted access by the Customer, who is solely responsible for the assignment of accounts and the enforcement of user access security. Gaggle shall use commercially reasonable efforts to advise Customer in identifying any known security breach, but Gaggle shall not be liable to Customer or any user for any inability, failure, or mistake in connection with such assistance. Customer is responsible, at its own cost and expense, to maintain all Customer (Client) Software and Hardware Configurations recommended by Gaggle, which may be updated from time to time. Customer shall report to Gaggle any changes to its Customer (Client) Software and Hardware Configurations.

Customer shall be responsible for monitoring and reporting any problems with its Customer (Client) Software and Hardware Configurations to Gaggle through written or digital format. All Gaggle Services shall only be used in a manner consistent with the appropriate uses associated with the operations and functions of Customer's organization and shall not be contrary to public policy, the law, and commercially acceptable online etiquette. Failure to comply with these limitations may result in Gaggle suspending or terminating the Services of the violating user or all Customer accounts without notice. Gaggle maintains a ticket system to

manage all Customer issues. Gaggle provides customer service between the hours of 6:00 AM and 7:00 PM CT Monday through Friday.

Customers can reach our Customer Service team by email (support@gaggle.net), telephone (800-288-7750), or by accessing a live chat feature within the Gaggle interface and on the [Gaggle website](#). After-hours support is provided through a monitored email account at support@gaggle.net. Gaggle provides additional technical support twenty-four (24) hours per day, seven (7) days per week. Response time commitments are made based on the severity of the issue, ranging from six (6) hours for critical issues to twenty-four (24) hours for informational requests.

6. SLA Claim

If Customer believes Gaggle is in violation of this SLA, Customer should send an email to Gaggle at support@gaggle.net indicating the day(s) and time(s) in which the unavailability of Services occurred. Gaggle will review each claim and respond to the sender of the email within one (1) full business day.

7. Termination

Either party may terminate the Services under this SLA at any time by providing thirty-day (30) written notice of the intent to terminate. Gaggle may also terminate or suspend any and all Services immediately, without prior notice or liability, if Customer breaches any conditions set forth in this SLA or in the Terms & Conditions the Customer accepted by clicking the Accept button prior to accessing Gaggle Services. Gaggle can, at any time, modify or discontinue any of its Services without liability to any user or third party.

8. Notifications

Unless specified otherwise herein: (a) all notices must be in writing and addressed to the attention of the other party's legal department and primary point of contact; and (b) notice will be deemed given: (i) when verified by written receipt if sent by personal courier, overnight courier, or when received if sent by mail without verification of receipt; or (ii) when verified by automated receipt or electronic logs if sent by facsimile or email.

9. Assignment

Neither party may assign or transfer any part of this SLA without the written consent of the other party, but only if: (a) the assignee agrees in writing to be bound by the terms of this Agreement; and (b) the assigning party remains liable for obligations incurred under the Agreement prior to the assignment. Any other attempt to transfer or assign is void.

Gaggle Student & Staff Data Privacy Notice

Last Updated: May 29, 2024

Gaggle.Net, Inc. (Gaggle) has been working with K-12 schools and school districts since 1998 and has always maintained clear terms regarding how we treat student and staff data. We reinforce our commitment through participation in a pledge created by the Future of Privacy Forum (FPF) and the Software & Information Industry Association (SIIA) to advance data privacy protection regarding the collection, maintenance, and use of personal information.

We will:

- Safeguard the privacy of student and staff information.
- Not disclose confidential student or staff safety management information to a therapist, coach, or crisis counselor, even when providing therapy or crisis line services.
- Ensure that the only authorized channel for private student or staff information is through the school district.
- Not sell student or staff information
- Not behaviorally target advertising nor show advertising to any user
- Use data for authorized education purposes only
- Enforce strict limits on data retention
- Support parental access to, and correction of errors in, their children's information
- Provide comprehensive security standards
- Be transparent about the collection and use of data

Definition of Data

Data includes all personally identifiable information (PII) and other non-public information. Data includes, but is not limited to, student data, staff data, metadata, and user content. See Data Collection section for specific data types.

Scope of Policy

This Policy describes the types of information we may collect, or that you may provide, when registering with, accessing, or using Gaggle solutions. This Policy does not apply to information we collect offline or on Gaggle websites (such as our [company website](#)) or to information that you may provide to, or is collected by, third parties.

Purpose of Data Collection and Ownership

We consider all school and district data to be confidential and do not use such data for any purpose other than to provide services on your behalf and as outlined in your service level agreement or contract. Student data is the property of the school or district and remains in the school or district's control throughout the duration of any agreement/contract.

Role of School and School Officials

Although this Policy will focus mainly on what we do, and what we confirm we will not do, with student and staff data, we believe that schools and school officials are critical partners in our collective efforts to protect and ensure only appropriate use of student-related information entrusted to them and us. In that regard, schools and school officials using Gaggle solutions should be mindful that in granting or allowing access to Gaggle solutions, they are controlling who has access to student and staff information. When we reference “granting or allowing access,” we are referring to both intentional actions, such as an administrator authorizing a Gaggle account for a teacher, as well as unintentional actions and consequences that may flow from, for example, a school’s failure to maintain sufficient data governance or security practices.

In cases where the Family Educational Rights and Privacy Act (FERPA) applies, access to certain student information remains the legal responsibility of the applicable school. In all situations, it is incumbent upon our customers to make an affirmative determination before furnishing access to anyone that the party has a legitimate need for access to Gaggle solutions and the sensitive information that may be accessible to that party through Gaggle solutions.

Information About Students

FERPA and Education Records

Although FERPA was enacted decades ago, and certainly well before internet-based services became ubiquitous in academic settings, one of its core tenets was and remains the protection of the privacy of PII in students’ education records. As defined in FERPA, “education records” are “those records, files, documents, and other materials which (i) contain information directly related to a student; and (ii) are maintained by an educational agency or institution or by a person acting for such agency or institution.” PII from education records includes information such as a student’s name or identification number, which can be used to distinguish or trace an individual’s identity, either directly or indirectly through linkages with other information.

FERPA requires that educational institutions and agencies that receive certain federal funds (for example, public schools) get prior consent from a parent or legal guardian before disclosing any education records regarding that student to a third party. Consequently, before you enter, upload, or access any data concerning a minor student, you must confirm that your agency or institution has (1) obtained appropriate consent from the parent or guardian of that student or (2) determined that one of the limited exceptions to the consent requirement applies.

Gaggle only uses PII from students’ education records to enable the use of Gaggle solutions to promote school safety and the physical security of students. Unless a school official expressly instructs otherwise, we will not share or reuse PII from education records for any other purpose. While we think those statements are clear, **to avoid any doubt, we will not use student PII to target students or their families for advertising or marketing efforts or sell rosters of student PII to third parties.**

FERPA (§ 99.31(a)(1)(i)(B)) permits schools to outsource institutional services or functions that involve the disclosure of education records to contractors, consultants, volunteers, or other third parties provided that the outside party: Performs an institutional service or function for which the agency or institution would

otherwise use employees; Is under the direct control of the agency or institution with respect to the use and maintenance of education records; Is subject to the requirements in § 99.33(a) that the personally identifiable information (PII) from education records may be used only for the purposes for which the disclosure was made, e.g., to promote school safety and the physical security of students, and governing the redisclosure of PII from education records; and Meets the criteria specified in the school or local educational agency's (LEA's) annual notification of FERPA rights for being a school official with a legitimate educational interest in the education records.

COPPA and Children Under the Age of 13

The Children's Online Privacy Protection Act (COPPA) is a federal law designed to protect the privacy of children under 13 years old.

Gaggle's services are in compliance with the Children's Online Privacy Protection Act of 1998. Gaggle Services participates in the iKeepSafe Safe Harbor program. If you have any questions or need to file a complaint related to our privacy policy and practices, please do not hesitate to contact the iKeepSafe Safe Harbor program at COPPAprivacy@ikeepsafe.org

1. Individual children are not allowed to sign up for any Gaggle solutions. **The only way a child may obtain access to a Gaggle solution is through their school.**
2. Each school is responsible for creating student accounts for any Gaggle solution. For example, schools may choose to list students' full names, grade level, and ID number in the record for each user. Entering data in these fields is optional and is intended for administrative purposes only.
3. The schoolwide data collected by Gaggle is the school's address, grade levels, and other aggregate information about the school's internet connection, computers, and the likelihood of students having devices such as smartphones or tablets.

Disclosure and Retention of PII

Gaggle will not distribute to third parties any staff data or student data without the consent of either a parent/guardian or a qualified educational institution except in cases of **Possible Student Situations (PSS)**, which may be reported to law enforcement.

To protect your students, the school or the district against the risks involved in handling sexually explicit content involving minors, **Gaggle registers incidents containing explicit videos and images of possible minors with the CyberTipline at the National Center for Missing and Exploited Children (NCMEC)**. It is NCMEC's mission to prevent the spread of these materials, as well as to prevent the sexual exploitation of children.

We may also disclose student or staff data to comply with a court order, law, or legal process (including a government or regulatory request), but before doing so, we will provide the applicable school with notice of the requirement so that, if the school so chooses, it could seek a protective order or another remedy. If after providing that notice we remain obligated to disclose the demanded student or staff data, we will disclose no more than that portion of data which, on the advice of our legal counsel, the order, law, or process specifically requires us to disclose.

If a third party purchases all or most of our ownership interests or assets, or we merge with another organization, it is possible that we would need to disclose data to the other organization following the transaction; for example, were we to integrate Gaggle with the other organization's product offerings. To the extent any such transaction would alter our practices relative to this Policy, we will give schools or school districts notice of those changes and any choices they may have regarding student or staff data. Notwithstanding the foregoing, in the event of a merger, acquisition, or substantial transfer of assets, we will provide you with notice within thirty (30) days following the completion of such a transaction, by posting on our homepage and by email to your email address that you provided to us. If you do not consent to the use of your information by such a successor company, subject to applicable law, you may request its deletion from the company.

Finally, although we outlined earlier in this Policy what constitutes student or staff data, we also want to be clear about what information is not student or staff data or PII. Once PII, whether relating to a school or district employee or student, has been de-identified, that information is no longer PII. PII may be de-identified through aggregation or various other means. The U.S. Department of Education has issued [guidance on de-identifying PII in education records](#). In order to allow us to proactively address customer needs, we anticipate using de-identified information to improve Gaggle solutions and services. That said, we would use reasonable de-identification approaches to ensure that, in doing so, we are not compromising the privacy or security of the PII you entrust to us. **We will not attempt to re-identify de-identified data and will not transfer de-identified data to any party unless that party agrees not to attempt re-identification.**

Data Security and Protection of Data, Including PII

We have implemented measures designed to secure PII from accidental loss and unauthorized access, use, alteration, and disclosure. Among other things, PII is encrypted in transit to and from Gaggle using SSL technology. In addition, all PII is stored in multiple databases with extensive redundancy and failover maintained at data centers located in two geographically dispersed states, consistent with guidance from the U.S. Department of Education that storing sensitive education records within the United States is a "[best practice](#)." That said, unfortunately, the transmission of information via the internet is not completely secure and, although we do our best to protect PII, neither we nor any other hosted service provider can guarantee the security of all personally identifiable information.

Data integrity and accuracy are achieved through strict restrictions on how data may be accessed and by whom. Audit logs are kept to be able to track data modification. Additional security measures are in place to prevent and identify data tampering. In the extremely rare case of a data breach, we will immediately notify all customers affected using the primary email address specified in their accounts. It is the responsibility of our customers to contact parents or legal guardians regarding a data breach.

Gaggle has completed a SOC 2 Type 2 audit of the Trust Service Principles: Security, Availability, and Privacy. Our assessors' review of our technology and practices resulted in a final SOC 2 report free of any disclosures, which evidences Gaggle's unwavering commitment to information security and keeping our customers' data safe.

According to the American Institute of CPAs:

“A Software-as-a-Service (SaaS) or Cloud Service Organization that offers virtualized computing environments or services for user entities and wishes to assure its customers that the service organization maintains the confidentiality of its customers’ information in a secure manner and that the information will be available when it is needed. A SOC 2 report addressing security, availability, and confidentiality provides user entities with a description of the service organization’s system and the controls that help achieve those objectives.”

Expiration of Agreement and Disposal of Data, Including PII

Upon the expiration or termination of any agreement/contract between a school or school district and Gaggle, we keep customer data for up to 30 days except in cases where state laws require a specific shorter or longer duration.

Any retained data will, of course, remain subject to the restrictions on disclosure and use outlined in this policy for as long as it resides with us.

Correction of Data

We only accept requests to change data from main contacts and administrators. Parents or legal guardians who request changes to student data should go through a school- or district-authorized main contact or administrator.

Focused Collection

- Geolocation data is not collected.
- Gaggle does not collect biometric data.
- No sensitive data is intentionally collected.

Data Collection

- Types of Data we can collect: Student first and last name, Student Physical Address, Student ID, Parent/Guardian First and last name, Parent/Guardian Physical address, Parent/Guardian Phone/Mobile Number, Parent/Guardian Email Address. While Gaggle can collect this data if provided by the district, the student email is the only required data point for Gaggle Services to be enabled.
- Gaggle does not combine personally identifiable information except for data produced by the school or district.
- All data collected will be used solely for the stated purpose of ensuring student safety as required by the product. All data is used only for the purpose for which it was collected for product requirements to ensure student safety.
- No user personal information is acquired from third parties.
- The product does not provide any links to external websites.
- Third parties are not allowed to access user information.

Data Sharing

- No data is shared with unrelated third parties unless requested by a customer or as required by law.

- All data collected will be used solely for the stated purpose of ensuring student safety as required by the product.
- Data is never shared with unrelated third parties for research, although de-identified data is used to improve the product.

Data Storage

- While aggregate data is maintained, none is shared with unrelated third parties.
- **Third-Party Subprocessors**
 - **AWS (Amazon Web Services)** - for providing servers, databases and network infrastructure for storage, service delivery and other related services.
 - **Quadranet** - Physical Data Center that houses IT infrastructure for delivering applications and services. This location/Infrastructure is also used as a failsafe to provide 24/7 security and access control to our services.

Data Security

- User identity is not linked to other sources, except student information systems as provided by the school or district.
- Gaggle and our sub processing partners have completed a SOC 2 Type 2 audit of the Trust Service Principles: Security, Availability, and Privacy of all services and systems.

Data Rights

- Schools and districts operating in loco parentis control all student information and privacy settings.
- Users do not create or upload data on Gaggle but may do so via the platforms being monitored.
- Schools and districts may download data from the system.

Data Sold

- **No user data is ever sold to third parties. As such, an opt out is unnecessary.**
- User information is never transferred to a third party.
- Data is not shared with third parties for research or product improvement.

Data Safety

- Users cannot communicate with untrusted users via Gaggle. No communication via Gaggle is enabled for Gaggle Safety Management.
- **Users do not create profiles on Gaggle, nor do they engage in social interactions in the safety management system.**
- No personal information is displayed publicly.
- All user-created data is content filtered and none is displayed publicly.
- All interactions between users, social or otherwise, and administrator activities are logged.
- Users can report abuse or cyberbullying either directly in content, via the SpeakUp for Safety tipline, or by contacting Customer Support.

Ads & Tracking

- No marketing messages are ever sent to end users.
- Gaggle does not engage in sweepstakes, contests, or surveys with end users.
- **Gaggle does not engage in contextual or behavioral marketing.**

Parental Consent

- Gaggle is only provided to schools and districts operating in loco parentis. Students are subject to the school's acceptable use policy.
- COPPA parental consent is provided via the school or district operating in **loco parentis**.
- Parental consent with respect to third parties does not apply as there are no third-party relationships and **consent is provided by the school or district**.
- Parental consent can be withdrawn via arrangements with the school or district.
- **Parental consent notice and submission methods are provided via the school or the district.**

School Purpose

- Gaggle is designed and built for K-12 students, schools, and districts but is not marketed to students.
- Gaggle does not publish or disclose directory information.

Changes to This Policy

We may update this Policy from time to time. If we make material changes, we will post the updated policy on this page (with a notice that the policy has been updated) and notify all customers, within 30 days by email using the primary email address specified in their accounts.

Contact Information

You can, and should, ask questions about this Policy and our privacy practices. You should always feel free to contact us at:

Gaggle.net, Inc.
5050 Quorum Drive
Suite 700
Dallas, TX 75254
Phone: (800) 288-7750
Email: support@gaggle.net



Gaggle Privacy Policy

Last Updated: September 9, 2022

Welcome to the company website of Gaggle.Net, Inc. (Gaggle).

This policy describes the types of information we may collect from you or that you may provide when you visit <http://www.gaggle.net> (the "Company Site") and our practices for collecting, using, maintaining, protecting, and disclosing that information. Please note: The information herein represents only the Company Site at <https://www.gaggle.net> and not Gaggle.Net, Inc. ("Gaggle") Solutions ("Services").

The Company Site is intended for a general audience. Although we may permit educators and parents to access Gaggle solutions through links provided on the Company Site, access to and use of Gaggle solutions is governed by separate agreements with customers and authorized users, including our [Student Data Privacy Notice](#), [Terms & Conditions](#), and [Service Level Agreement](#). In addition, this policy does not apply to information collected by us offline or through any other means or by any third party, including through application or content (including advertising) that may link to or be accessible from or on the Company Site.

Please read this policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, your choice is not to use the Company Site. By accessing or using the Company Site, you agree to this privacy policy. This policy may change from time to time (see "Changes to this Privacy Policy"). Your continued use of the Company Site after we make changes is deemed to be acceptance of those changes, so please check the policy periodically for updates.

Children Under the Age of 13 and Student Education Records

The Company Site is not intended for children under 13 years of age or for use in connection with student education records. We do not knowingly collect personal information from children under 13, or information that may comprise student education records, through the Company Site. If you are under 13, do not use or provide any information on the Company Site or on or through any of its features. In addition, regardless of age, you should never provide student education records on or through the Company Site. If we learn we have collected or received personal information from a child under 13 without verification of parental consent or any education records of a minor student through the Company Site, we will delete that information.

To learn more about our practices with respect to student information entered into Gaggle solutions, please refer to our [Student Data Privacy Notice](#).

Information We Collect About You and How We Collect It

We collect several types of information from, and about, users of the Company Site, including information:

- By which you may be personally identified, such as name, employer, job title, postal address, email address, and telephone number ("personal information")
- About your internet connection, the equipment you use to access the Company Site, and other usage details

We collect information:

- Directly from you when you voluntarily provide it to us by completing web forms on the Company Site, such as requests for marketing or other information
- Automatically as you navigate through the Company Site, such as usage details, IP addresses, operating systems, browser types, and information collected through automatic data collection technologies, including cookies, web beacons, and other tracking technologies
- That details your visits to the Company Site, including traffic data, location data, logs, and other communication data, and the resources that you access and use on the Company Site
- Including records and copies of your correspondence (including email addresses), if you choose to contact us
- To help us estimate our audience size and usage patterns
- To recognize you when you return to the Company Site

The technologies we use for this automatic data collection may include:

Cookies (or browser cookies): A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting, you may be unable to access certain parts of the Company Site. Unless you have adjusted your browser setting so that it will refuse cookies, the Company Site will issue cookies when you direct your browser to the Company Site.

Web Beacons: Pages of our Company Site and our emails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit us, for example, to count users who have visited those pages or opened an email and for other related website statistics (for example, recording the popularity of certain website content and verifying system and server integrity).

Third-Party Use of Tracking Technologies

The Company Site works with third parties when you use the Company Site and to perform services on our behalf. We do not control these third parties' tracking technologies or how they may be used. If you have any questions, you should contact the responsible provider directly.

- **Act-On** allows us to track the activity of anonymous and known prospects coming to the Company Site.
- **AddThis** is a social bookmarking service integrated into the Company Site through the use of a web widget to allow visitors to easily share content.
- **Disqus** is a networked community platform that allows the Company Site to gain a feature-rich comment system complete with social network integration, advanced administration and moderation options, and other extensive community functions.
- **Google Analytics** is a web analysis service provided by Google Inc. ("Google"). Google utilizes the data collected to track and examine the use of the Company Site, prepare reports on its activities, and share them with other Google services.
- **Service Cloud** is a customer service platform that allows the Company Site to create customer relationships that are meaningful, personal, and productive through the use of live chat.

How We Use Your Information

We use information that we collect about you, or that you provide to us while visiting the Company Site, including any personal information:

- To present the Company Site and its contents to you
- To provide you with information about solutions or services that you request from us or that may be relevant to you
- To fulfill any other purpose for which you provide it
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection
- To notify you about changes to the Company Site or any of our solutions or services
- In any other way that we may describe when you provide the information
- For any other purpose with your consent

Disclosure of Your Information

We may disclose aggregated information about our visitors to the Company Site, and information that does not identify any individual, without restriction. Unless otherwise stated herein, we will not disclose to any third party personal information that we collect or that you provide unless you provide consent to do so. We may disclose your personal information:

- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of the Company's assets
- To comply with any court order, law, or legal process, including responding to any government or regulatory request
- To enforce or apply our Terms & Conditions or Service Level Agreement
- If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of our company, our customers, or others

Choice/Opt Out

The Company Site gives users the following options for removing their information from our database to not receive future communications or to no longer receive our service:

- You can send an email to support@gaggle.net
- You can send mail to the following postal address: P.O. Box 735566, Dallas, TX 75373-5566
- You can call the following telephone number: 800-288-7750

Correcting and Updating Information

The Company Site gives users the following options for changing and modifying information previously provided:

- You can send an email to support@gaggle.net
- You can send mail to the following postal address: P.O. Box 735566, Dallas, TX 75373-5566
- You can call the following telephone number: 800-288-7750

Telephone Calls

Telephone calls to and from Gaggle may be recorded for training or monitoring purposes only.

Trademarks

All trademarks, service marks, trade names, logos, and graphics (“Marks”) indicated on this site are registered trademarks of Gaggle, its affiliates, and/or licensors in the United States and other countries. You may not make any use of Gaggle Marks without the prior written consent of Gaggle.Net, Inc.

The company, solutions, and service names used on this website are for identification purposes only. All trademarks and registered trademarks are the properties of their respective owners.

Changes to This Policy

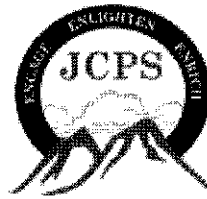
It is our policy to post any changes we make to our privacy policy on this page. If we make material changes to how we treat our users’ personal information, we will notify you via a notice on the Company Site home page. The date the privacy policy was last revised is identified at the top of the page. You are responsible for periodically visiting the Company Site and this privacy policy to check for any changes.

Contact Information

You can, and should, ask questions about this policy and our privacy practices, or feel free to report complaints. You should always feel free to contact us at:

Gaggle.net, Inc.
5050 Quorum Drive
Suite 700
Dallas, TX 75254
Phone: (800) 288-7750
Email: support@gaggle.net





CONTRACT FOR SUPERVISION SERVICES

Between

Jackson County Public Schools (hereinafter "JCPS")
398 Hospital Road
Sylva, North Carolina 28779

And

Lisa Neff, LCMHC-S (hereinafter "Contractor")
P.O. Box 676
Sylva, NC 28779

In consideration of the promises and conditions contained herein, JCPS and the Contractor do mutually agree as follows:

I. Contractor Duties:

- A. Individual and Group Supervision: Conduct a combination of individual and group supervision per month for each LCMHC-A.
- B. Training and Guidance: Offer guidance on clinical issues, ethical considerations, and best practices in counseling. Provide resources and training relevant to the needs of the LCMHC-As.
- C. Compliance: Ensure that all supervision activities adhere to the North Carolina Board of Licensed Clinical Mental Health Counselors requirements and ethical standards.
- D. Emergency Consultation: Be available for emergency consultation during the school year as needed, with a response time of no more than 24 hours.

II. Duration: The term of this Contract shall begin on November 1, 2024 and shall continue until October 2027, unless terminated earlier in accordance with the provisions of this Contract. The Contractor is not expected to complete any duties during times in which school is not in session except as needed to comply with licensure requirements.

III. Compensation: The Supervisor shall be compensated at a rate of \$500 per LCMHC-A per month totaling a maximum of \$1,500 per month and \$45,000 total over the full 3 years of this agreement. Payment shall be made to Contractor as follows:

- A. Budget Code-The monthly supervision invoice shall include the following budget code:
8.5830.104.313
- B. Upon satisfactory completion of approved aspects of its duties each month, Contractor shall submit an invoice requesting payment to:

Jackson County Public Schools
Attn: Accounts Payable
398 Hospital Road
Sylva, North Carolina 28779
828-586-2311 ext. 1934
accountspayable@jcpsmail.org

- C. JCPS payment term is **Net 30 DAYS after receipt of invoice.**
- D. Payment of compensation to Contractor **shall be conditional upon satisfactory completion of its duties as evidenced by approval of JCPS Representative, Meagan Crews.** The signature of the authorized representative on the invoice shall be sufficient proof of such approval.
- E. Contractor's invoices shall specify the dates of the performance rendered for which payment is requested.

IV. Confidentiality: The Supervisor agrees to maintain confidentiality regarding all client-related information shared during supervision, in accordance with HIPAA and other applicable privacy laws. Confidentiality must also be maintained with respect to any issues discussed in supervision sessions.

V. Amendments: This Contract may be amended only by written agreement signed by both parties.

VI. Termination: Either party may terminate this Contract with a [30/60] day written notice to the other party. In the event of termination, the Supervisor will be compensated for all supervision hours provided up to the date of termination.

- A. The contractor may terminate performance under this Agreement at any time upon thirty (30) days written notice to JCPS. Upon receipt of notification, JCPS must proceed in an orderly fashion to limit or terminate any outstanding commitments and/or to conclude the Project.
- B. JCPS may terminate performance under this Agreement by giving thirty (30) days written notice to the contractor if circumstances beyond its control preclude the continuation of the Project.
- C. Either party may terminate this Agreement if the other party commits a material breach or default of any of its terms, and fails to fix the breach or default within sixty (60) days after receiving written notice from the non-breaching party.

VII. Any notices required to be given or which may be given under this Agreement must be in writing delivered by private overnight mail service, first-class mail, facsimile, or by electronic mail (email) addressed to the Parties as follows:

JCPS 398 Hospital Rd Sylva, NC 28779 828-586-2311	Lisa Neff, LCMHC-S P.O. Box 676 Sylva, NC 28779 (828) 507-0598
--	---

VIII. Independent Parties: For purposes of this Agreement the Parties are independent contractors and neither may be considered an agent or an employee of the other at any time or for any purpose. No joint venture, partnership or like relationship is created between the Parties by this Agreement.

- IX. Assignment:** This Agreement is binding upon and inures to the benefit of the Parties and may be assigned only to the successors to substantially the entire business and assets of the respective Parties. Any other assignment by either party without the prior written consent of the other party is void.
- X. Governing Law:** This Agreement is acknowledged to have been made and must be construed and interpreted in accordance with the laws of the State of North Carolina, without regard for its conflict of law's provisions, provided that all questions concerning the construction or effect of patent applications and patents shall be decided in accordance with the laws of the country in which the particular patent application or patent concerned has been filed or granted, as the case may be.
- XI. Liability:** The Contractor will indemnify and hold harmless JCPS, its board, leadership, employees and agents from and against any liabilities, damages, or claims (including attorneys' fees) arising out of injuries (including death) or property damage suffered by any person arising out of the Contractor's use or possession of the results or Inventions produced hereunder or as a result of the Contractor's negligence or willful misconduct in the performance of this Agreement.
- XII. Order of Precedence:** If any provisions stated in this Agreement, resulting Lisa Neff, LCMHC-S purchase orders, and/or appendices are in conflict, the order of precedence, beginning with the first to last, shall be (1) this Agreement and (2) the Lisa Neff, LCMHC-S purchase order. The Parties understand and agree that any purchase order or similar document issued by Lisa Neff, LCMHC-S will be for the sole purpose of establishing a mechanism for payment of any sums due and owing hereunder. Notwithstanding any of the terms and conditions contained in said purchase order, the purchase order will in no way modify or add to the terms and conditions of this Agreement.
- XIII. Entire Agreement:** This Agreement, including appendices, embodies the entire understanding of the Parties for this Project, superseding any prior or contemporaneous representations, either oral or written regarding this matter. Unless otherwise specified herein, written modifications signed by both Parties will affect changes to this Agreement.

IN WITNESS THEREOF, the parties have executed this agreement, a copy of which is retained by each of the parties, effective the day and year first above written.

Contractor

Dana L. Lutz
JCPS Superintendent

Date

9/18/24
Date

Megan Cross
JCPS Director of Mental Health

9/18/24
Date

Whistie Walker
Chief Finance Officer

9/18/24
Date



JACKSON COUNTY PUBLIC SCHOOLS
2023-2024
ANNUAL REPORT



Blue Ridge Early College
Principal - Dr. Nathan Frizzell
95 Bobcat Drive
Cashiers, NC 28717



Jackson County Early College
Principal - Melanie Jacobs
447 College Drive
Sylva, NC 28779



Blue Ridge School
Principal - Kheri Cowan
95 Bobcat Drive
Cashiers, NC 28717



Scotts Creek School
Principal - April Bryson
516 Parris Branch Road
Sylva, NC 28779



Cullowhee Valley School
Principal - Holly Whisnant
240 Wisdom Drive
Cullowhee, NC 28723



Smokey Mountain Elementary School
Principal - Tim Kurr
884 US-441 N
Whittier, NC 28789



Fairview School
Principal - Eleanor McCauley
251 Big Orange Way
Sylva, NC 28779



Smoky Mountain High School
Principal - Evelyn Graning
100 Smoky Mountain Drive
Sylva, NC 28779

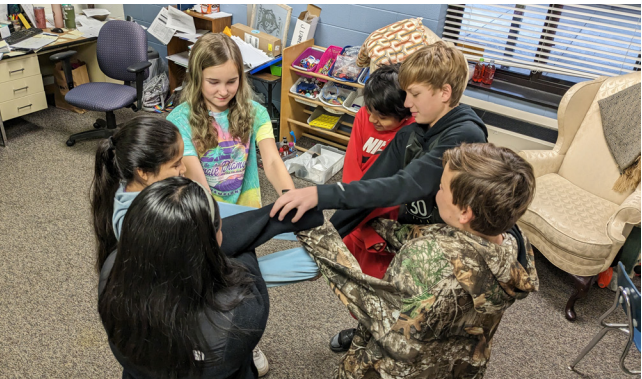


Jackson Community School
Principal - Heather Reidinger
3770 Skyland Drive
Sylva, NC 28779



Back to School Bash

The annual Back to School Bash, in partnership with the Jackson County Recreation Center in Cullowhee, is a unique opportunity to help meet our families needs throughout the district. During this free event, families have access to school information, backpacks, school supplies, immunizations, haircuts, and sports physicals. Items and services are donated by community members and businesses as a way to support our students and their families at the beginning of each school year.



Introducing Character Spotlights! In each monthly video we highlight a different staff or faculty member, who offers us a glimpse into their day, demonstrating their dedication to educational growth and positive impact on our students.



Vaping Campaign

The School Health Advisory Council (SHAC) kicked off a campaign to enhance parent education about vaping in October. This education included brochures, flyers, billboards, social media, public service announcements and education at all school events. A parent information night was also held to help educate our community about substance abuse in youth.

TALL COP
SAYS STOP

National Presenter: Officer Jermaine Galloway

“High in Plain Sight”

★ ADULTS ONLY ★
Childcare will be provided

Sunday, November 5, 2023

SMHS Auditorium | 6:00pm-7:30pm

Dinner provided at 5:00pm

Register now for this FREE event!

How much
do you know
about youth vaping?



Scan to
learn
more!



1 in 7
high school students
and
1 in 30
middle school students
currently use
e-cigarettes.
www.fda.gov/tobacco

Kieran Foxx
NCSPA
Practitioner
of the Year



Kieran Foxx, a School Psychologist, was named the 2023 School Practitioner of the Year by the North Carolina School Psychology Association. She was selected out of seven finalists across the state.



The Smoky Mountain Academic Robotics Team (SMART) brought home the Impact Award at the Mecklenburg District FIRST (For Inspiration and Recognition of Science and Technology) Robotics Competition event in Charlotte. The Impact Award is the most prestigious award at FIRST, honoring the team that best embodies the mission of FIRST, representing a model for other teams to emulate.



Perfect Sanitation
Scores

All Jackson County Public Schools cafeterias scored 100% on their sanitation ratings. This evaluation is conducted by the Jackson County Department of Public Health. Pictured is the School Nutrition team at Smokey Mountain Elementary.

UNAUDITED FINANCIAL SUMMARY SEPTEMBER 2024

Fund		Beginning Budget/Beg Balance		Budget Adjustments	Current Budget/Balance	Year-to-Date Exp/Rev	PO's & Encumbrance s Outstanding		Remaining Balance	Percent Spent
1	STATE PUBLIC SCHOOL FUND	\$28,250,201.00		\$0.00	\$28,250,201.00	\$3,600,155.70	\$146,419.34	\$24,503,625.96	13.26%	
2	LOCAL FUNDS	\$11,542,861.00		\$0.00	\$11,542,861.00	\$1,890,953.39	\$125,580.38	\$9,526,327.23	17.47%	
3	FEDERAL GRANT FUND	\$289,911.55		\$0.00	\$289,911.55	\$415,238.30	\$91,264.08	(\$216,590.83)	174.71%	
4	THE CAPITAL OUTLAY FUND	\$5,626,990.00		\$0.00	\$5,626,990.00	\$325,472.22	\$694,254.37	\$4,607,263.41	18.12%	
5	CHILD NUTRITION FUND	\$3,701,290.00		\$0.00	\$3,701,290.00	\$269,962.94	\$124,691.38	\$3,306,635.68	10.66%	
6	TRUST AND AGENCY FUND	\$0.00		\$0.00	\$0.00	\$0.00	\$156,162.00	(\$156,162.00)		
8	OTHER SPECIFIC REVENUE FUND	\$3,994,438.00		\$0.00	\$3,994,438.00	\$513,539.64	\$345,089.54	\$3,135,808.82	21.50%	
	Grand Total	\$53,405,691.55		\$0.00	\$53,405,691.55	\$7,015,322.19	\$1,683,461.01	\$44,706,908.27	16.29%	

We are on target with our budget and project to be within budget by June 30, 2025.

UNAUDITED FINANCIAL SUMMARY SEPTEMBER 2023

Fund		Beginning Budget/Beg Balance		Current Budget/Balance		Year-to-Date Exp/Rev		PO's & Encumbrance s Outstanding		Remaining Balance		Percent Spent	
Fund	Fund Description	Budget/Beg Balance	Budget Adjustments	Budget/Balance	Exp/Rev	Encumbrance s Outstanding	Remaining Balance	Percent Spent					
1	STATE PUBLIC SCHOOL FUND	\$27,351,510.00	\$0.00	\$27,351,510.00	\$5,848,975.79	\$133,194.92	\$21,369,339.29	21.87%					
2	LOCAL FUNDS	\$10,005,814.00	\$0.00	\$10,005,814.00	\$1,735,948.81	\$78,855.72	\$8,191,009.47	18.14%					
3	FEDERAL GRANT FUND	\$4,101,053.58	\$0.00	\$4,101,053.58	\$1,073,813.66	\$132,508.13	\$2,894,731.79	29.41%					
4	THE CAPITAL OUTLAY FUND	\$1,822,510.00	\$0.00	\$1,822,510.00	\$354,649.75	\$644,096.30	\$823,763.95	54.80%					
5	CHILD NUTRITION FUND	\$3,343,992.00	\$0.00	\$3,343,992.00	\$368,182.71	\$175,942.64	\$2,799,866.65	16.27%					
6	TRUST AND AGENCY FUND	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	0.00%					
8	OTHER SPECIFIC REVENUE FUND	\$5,403,198.00	\$0.00	\$5,403,198.00	\$503,089.75	\$121,230.95	\$4,778,877.30	11.55%					
	Grand Total	\$52,088,077.58	\$0.00	\$52,088,077.58	\$9,884,660.47	\$1,285,828.61	\$40,917,588.45	21.45%					

*** Comparison Data Only ***

**AGREEMENT
BETWEEN JACKSON COUNTY BOARD OF EDUCATION AND
JACKSON COUNTY DEPARTMENT OF PUBLIC HEALTH
For Fiscal Year 2024-2025**

I. PROGRAM GOALS AND OBJECTIVES

Public Health School Nurses and Health Assistants from the Jackson County Department of Public Health ("Health Department") are contracted to provide healthcare services to the Jackson County Public School System ("School System"). By meeting the standards set by the North Carolina Department of Health and Human Services, Division of Public Health and the North Carolina Department of Public Instruction, these personnel manage and deliver a comprehensive school health program. Nursing supervision for medical and clinical procedures is in accordance with the NC Nurse Practice Act and policies of Health Department. In the event of an emergency or disaster necessitating the use of school nurses, Health Department and School System follow the Jackson County Emergency Operations Plan.

II. ROLES/RESPONSIBILITIES FOR EACH AGENCY

A. HEALTH DEPARTMENT

School nurses and school health assistants ("School Health Personnel") are and remain employees solely of Jackson County and are subject to county supervision, hiring, termination, and Jackson County Personnel Policies. School nurses may be given responsibilities related to communicable disease outbreaks in the community, including those reserved for pandemic response.

Under North Carolina law, certain sex offenders are prohibited from coming onto school campuses. The Health Department agrees to conduct an annual check of the N.C. Sex Offender and Public Protection Registration Program, the N.C. Sexually Violent Predator Registration Program and the National Sex Offender Registry for all of its employees whose job involves direct interaction with students as part of the job. The School System prohibits any personnel listed on such registries from being on any property owned or operated by the School System and from having any direct interaction with students. As a term of the Agreement, said checks must be performed by the Health Department and reported to the School System's Superintendent or designee, if Health Department employees will be working directly with students.

1. Health Director's Medical Director is responsible for:

- a. Providing medical oversight of school health personnel, as needed.
- b. Developing quality assurance policies for school health personnel.
- c. Providing prescriptions for emergency school supply of epinephrine auto-injectors for the 9 schools in accordance with NCGS 115C-375.2A.
- d. Providing emergency shelter training for school nurses.
- e. Defining school nurses' roles and responsibilities during a community emergency/disaster response.

2. Health Department Director of Nursing is responsible for:

- a. Supervising School Health Personnel including schedules, job duties, roles and responsibilities, time management, performance evaluation, etc.
- b. Assigning a lead nurse for the School System.
- c. Consulting with the School System when evaluating School Health Personnel, including hiring and performance appraisals.
- d. Ensuring professional development of School Health Personnel, including attending the annual conference for school nurses and North Carolina school nurse meetings
- e. Discussing with school administration additional ways to meet the health needs of Jackson County students.
- f. Ensuring School Health Personnel participate in annual training regarding occupational exposure to bloodborne pathogens (OSHA).
- g. School Health Personnel services will be consistent with the N.C. Department of Health and Human Services manual that is available online.

3. Health Department School Health Personnel are responsible for:

- a. Collaborating with School System to plan, establish, manage and evaluate the school health program.
- b. Complying with the independent obligations of health care practitioners pursuant to the Parents' Bill of Rights, N.C. S.L. 2023-106 ("Act"), to the extent the requirements of Part III of the Act are applicable to School Health Personnel's services.
- c. Complying with the Family Education Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232G; 34 C.F.R. 99, to the extent School Health Personnel generate and/or maintain student education records. School Health Personnel shall not access or make any disclosure of student education records to third parties without prior notice to and consent from the School System or as otherwise provided by the law or this Agreement. For purposes of this Agreement, the School System designates School Health Personnel as school officials with a legitimate educational interest in education records of participating students to the extent access to education records is required by School Health Personnel to carry out services. School Health Personnel further certifies that they will maintain the confidential and exempt status of any Social Security number information, as required by N.C.G.S. §132-1.10(c)(1), and that they will not re-disclose personally identifiable information pursuant to FERPA or by any other State or Federal laws.
- d. Advising School System regarding policies and procedures of the health services delivered or supervised by the nurse according to the North Carolina Nurse Practice Act and Health Department policies.
- e. Consulting with school professionals, parents, physicians and community agencies to access appropriate services for students.
- f. Providing skilled nursing supervision including Individual Health Plans (IHPs) and Emergency Action Plans (EAPs) for students identified by the School

System.

- g. Providing generalized diabetic care and response training to designated Diabetic Care Managers at each school.
- h. Training and monitoring personnel, designated by the School System, to perform legally permitted medical treatments and therapies, and administering medications, subject to parental/guardian permission and physician orders.
- i. Complying with requirements for healthcare delegation, oversight, and training for school staff providing health care pursuant to N.C.G.S. § 115C-307(c).
- j. Subject to availability, participating as a member of school-based committees (safety, Student Assistant Team) and Individual Education Plan/504 teams implementing IHP and EAP.
- k. Referring and coordinating telehealth visits through Blue Ridge Health school-based health clinics.
- l. Providing CPR/AED/First Aid training for designated first responders.

4. School Nurse, through the Comprehensive School Health Program (hereafter “CSHP”) as specified in the NC School Health Manual, will:

- a. In accordance with N.C.G.S. § 130A-440, and subject to parent/guardian written permission on health history updates, provide limited nursing assessments for acute/chronic problems and case management, as needed.
- b. With collaboration from school personnel, providing vision screening for students in grades K-5 and for middle and high school students as needed. Notify parent/guardian of any abnormal screening results.
- c. Provide limited health screening to K-12 students, to include height, weight, blood pressure, mental health and vision as requested by teacher/counselor/school psychologist/parent/guardian or student, subject to any required written permission from parent/guardian.
- d. Prior to administering a health care screening or well-being questionnaire to a student in K-3rd grades, verify parental consent that School System has obtained.
- e. After reviewing any necessary parental consent obtained by the School System, provide counseling with individual students about special health concerns and pursuant to the Parents' Bill of Rights, collaboration with staff and parent/guardian to obtain health care as indicated.
- f. When needed, determine immunization requirements, review immunization records of students entering School System for the first time, and ensure immunization compliance pursuant to N.C.G.S. § 130A-155 and School System policy. Refer students for health assessments, sports physicals, immunizations, etc., where applicable, to the Jackson County Department of Public Health, Blue Ridge Health School-Based Health Center, or private medical provider.
- g. Assure students receive vaccinations required by the North Carolina Administrative Code rules governing school immunization requirements (ex: Tdap requirements starting or after July 1, 2015, for individuals entering the 7th grade or by 12 years of age, whichever comes first etc.; Meningococcal

conjugate vaccine –two doses: one dose is required for individuals entering the seventh grade or by 12 years of age, whichever comes first, required starting on or after July 1, 2015; booster dose required for 12th graders after Aug. 1, 2020), and/or other vaccination initiatives deemed required by the NC Division of Public Health Immunization Branch.

- h. Monitor and implement AED training.
- i. Subject to written parent/guardian permission, provide tuberculin skin tests for Smoky Mountain High School Health science students. Costs for this service will be paid by students. If students cannot cover the costs, the School System will pay for the costs of the tests.
- j. Provide an annual and as needed in-service for designated school personnel on the school medication policy, medication administration, and completing medication logs. Be available to school personnel, onsite or by phone, to answer questions regarding medication administration.
- k. When needed, provide direction on communicable diseases, infestation, and other health issues related to the school environment.
- l. Develop and implement health education presentations on mutually agreed upon health topics, for school students and personnel subject to school nurse availability.
- m. Refer families for North Carolina insurance coverage through Medicaid, as appropriate.
- n. Provide a representative on the School Health Advisory Council.
- o. Collect data, generate, and submit yearly state-mandated reports for School System, including health assessment/immunization and end-of-year reports.
- p. Pursuant to N.C.G.S. §115C-375, provide epinephrine auto-injector device training annually to designated school staff.
- q. Present health information annually to the Board of Education, as requested.

B. SCHOOL SYSTEM

1. School System is responsible for:

- a. With input from Health Department, develop school health services policies and procedures, including the following:
 - i. Diabetes Care pursuant to N.C.G.S. § 115C-375.3
 - ii. Student health records/electronic records maintenance
 - iii. Medication administration
 - iv. Communicable disease prevention and control
 - v. Process for identifying students with acute/chronic health care needs
 - vi. Emergency care, including injury reports pursuant to N.C.G.S. § 115C-375.2A
 - vii. Do Not Attempt Resuscitation directives
 - viii. Return-to-Learn and Return-to-Play after concussion (NC State Board of Education policy)

- ix. Screening, referral, and follow-up
 - x. Special health care services pursuant to 16 NCAC 6D.0402
- b. Maintaining, storing, handling, destroying and archiving student health records including, but not limited to, medication records, in accordance with school medication policy and applicable state and federal laws. School System is the custodian of medical records. School System adheres to U.S. Family Educational Rights and Privacy Act- FERPA and records retention and disposition schedule. Medication administration logs and hard copies of accident reports are housed at School System.
- c. Policies, consents, and opt-in forms to be obtained from parents/guardians to comply with N.C.G.S. § 115C-76.25 (Parents' Bill of Rights)
- d. Conducting periodic assessment and review of emergency plans.
- e. Defining School Health Personnel's role and responsibilities during a school-based emergency/disaster.
- f. Providing and maintaining a designated school email address for School Health Personnel.
- g. Complying with environmental health requirements including:
 - i. Tobacco Free Schools law and local board policy N.C.G.S. § 115C-407
 - ii. Cafeteria, water, and sanitation inspections by Health Department
- h. Environmental issues such as mold, school air quality, or other related concerns are the responsibility of School System.

2. School System School Principals are responsible for:

- a. Providing administrative accountability and guidance for school functions.
- b. Providing supplies and space in each school for School Health Personnel to assess and counsel students in a confidential manner, including the provision of locking file cabinets.
- c. Providing all School Health Personnel email/computer/internet/phone access in their office or access to internet from laptops at each school and copier access.
- d. Providing school nurses ample time to address school staff during each school's first staff meeting regarding important health issues such as diabetes, OSHA, etc. Principals are responsible for ensuring staff complete the necessary health trainings and maintaining attendance rosters.
- e. Providing all necessary forms in implementing school health services.
- f. Contacting the School Health Personnel when new students arrive to assess health status/immunizations.
- g. Monitoring immunization compliance pursuant to N.C.G.S. § 130A-155.
- h. Coordinating with School Health Personnel to access resources to meet the health needs of children.
- i. Obtaining physician authorization and parent/guardian written permission to administer medications.
- j. Working cooperatively with School Health Personnel and other Health Department personnel to implement health programs, provide health intervention and health promotion.
- k. Providing a primary contact in each school to communicate School Health Personnel's schedules.

- l. Contacting Health Department Director of Nursing or Health Director immediately regarding questions or concerns regarding School Health Personnel matters such as schedule, job duties, roles and responsibilities, time management, and work performance of School Health Personnel.
- m. Designating at least two school staff per school as Diabetic Care Managers (DCMs) and ensure they attend required DCM training at the beginning of the school year.
- n. Designating a minimum of two school staff per school, to be trained by the school nurse, for administration of medications/special health care procedures.
- o. Providing lock boxes in classrooms for medications/special health care equipment, where needed.
- p. Providing a safe school environment.

III. MISCELLANEOUS

- A. The term of this Agreement is July 1, 2024 through June 30, 2025.
- B. Upon breach of this Agreement either party must notify the other of the breach. Within ten days of receipt of notice, the breaching party must correct the breach. If the breach is not corrected, and upon sixty days' notice of intent to terminate, a party may terminate this Agreement.
- C. Any notice sent pursuant to this Agreement, must be (i) hand delivered or (ii) sent certified mail, return receipt requested, posted pre-paid to the following:

School System: Dr. Dana Ayers, Superintendent 398 Hospital Rd. Sylva, NC 28779	Health Department: Anna Lippard, Health Director 538 Scotts Creek Rd. Sylva, NC 28779
--	---
- D. Any amendment to this Agreement must be in writing and executed by both parties.
- E. Unless agreed to in writing by all Parties, the Agreement is not assignable.
- F. All of the work contemplated under this Agreement by Jackson County Health Department are traditional governmental functions. As such, nothing in this Agreement is intended to waive Health Department's governmental immunity or any other affirmative defenses which are otherwise available to it. Notwithstanding any other term or provision in this Agreement, nothing herein is intended nor shall be interpreted as waiving any claim or defense based on the principle of sovereign or governmental immunity or other State or federal constitutional or statutory provision or principle that otherwise would be available to the Parties under applicable law.
- G. The Agreement is not intended to create, and does not create, any individual right, privilege, or benefit, whether substantive or procedural, enforceable at law or in equity by any person or entities against the parties, their agencies, departments, political subdivisions, or other entities, or any

elected officials, officers, employees, or agents thereof, or any worker or any other person.

- H. The parties understand and agree nothing contained in this Agreement shall be construed to create a joint venture, partnership, associate, or other affiliation or like relationship between the parties, it being specifically agreed the relationship is and shall remain that of independent parties to a contractual relationship as set forth in this Agreement.
- I. If any term, provision, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated as a result of such decision.

Signature

Dr. Dana Ayers

Superintendent,
Jackson County Public School System
On behalf of the Jackson County Board of
Education

Printed Name

Title

Signature

Anna Lippard

Health Director,
Jackson County
Department of Public
Health

Printed Name

Title

Signature

Darlene Fox

Finance Director,
Jackson County

Printed Name

Title

BUDGET AMENDMENT

Jackson County Schools Administrative Unit

Federal Grants Fund

The Jackson County Board of Education, at a meeting on the 24th day of September 2024, passed the following resolution: Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2025.

The attached list of increases and decreases in expenditures is hereby incorporated by reference as if fully set forth herein.

Revenue Sources:

Budget code	Description	Amount
49	IDEA Preschool Grant	\$ 32,640
60	IDEA VI-B Handicapped	\$ 181,999
82	State Improvement Grant	\$ 9,729
102	Activate & Aware	\$ 53,478
118	IDEA VI-B Special Needs Targeted Assistar	\$ 9,920
	ARP - ESSER III - Educational and	
	Competitive After-School Robotics	
201	Grant Program	\$ 2,146
Total Appropriation in Current Budget		\$ -
Amount of Increase (Decrease) of this Amendment		<u>289,912</u>
		<u>\$ 289,912</u>

Explanation: These are the beginning budgets for allowed carryover from grant year 2024.

Passed by a majority vote of the Jackson County Board of Education on the 24th day of September 2024.

Chairperson, Board of Education

Secretary, Board of Education

JACKSON COUNTY PUBLIC SCHOOLS
Budget Amendment #1 and Transfer #1

Be it resolved that the following budget amendment and transfer be made to the Budget Resolution for the fiscal year ending June 30, 2025.

	Current	Amendments & Transfers		Ending
	<u>Budget</u>	<u>#1</u>	<u>#1</u>	<u>Budget</u>
<u>Federal Grants Fund</u>				
5000 Instructional Services	\$ -	228,004	\$ -	\$ 228,004
6000 System-Wide Support Services	-	51,492	-	51,492
7000 Ancillary Services	-	-	-	-
8000 Non-Program Charges	-	10,416	-	10,416
Totals	<u>\$ -</u>	<u>\$ 289,912</u>	<u>\$ -</u>	<u>\$ 289,912</u>

Notes:

Source of Revenue:	
49 IDEA Preschool Grant	\$ 32,640
60 IDEA VI-B Handicapped	\$ 181,999
82 State Improvement Grant	\$ 9,729
102 Activate & Aware	\$ 53,478
118 IDEA VI-B Special Needs Targeted Assistance	\$ 9,920
ARP - ESSER III - Educational and	
201 Competitive After-School Robotics Grant Program	\$ 2,146

\$ 289,912	\$ -
------------	------

-

TRANSFERS between
subfunctions greater than
\$10,000:
None

BUDGET AMENDMENT
Jackson County Schools Administrative Unit
Other Specific Revenue Fund

The Jackson County Board of Education, at a meeting on the 24th day of September 2024, passed the following resolution: Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2025.

The attached list of increases and decreases in expenditures is hereby incorporated by reference as if fully set forth herein.

Revenue Sources:

Description	PRC	Budget Code	Amount
Dogwood Health PreK Infant Toddler	708	8.4890.708	\$ 70,000
Total Appropriation in Current Budget			\$ 3,924,438
Amount of Increase (Decrease) of this Amendment			<u>70,000</u>
			<u>\$ 3,994,438</u>

Restricted Funds: Grant

Passed by a majority vote of the Jackson County Board of Education on the 24th day of September 2024.

Chairperson, Board of Education

Secretary, Board of Education

JACKSON COUNTY PUBLIC SCHOOLS
Budget Amendment #9 and Transfer #9

Be it resolved that the following budget amendment and transfer be made to the Budget Resolution for the fiscal year ending June 30, 2024

	Current	Amendments & Transfers		Ending
	<u>Budget</u>	<u>#9</u>	<u>#9</u>	<u>Budget</u>
<u>Other Specific Revenue Fund</u>				
5000 Instructional Services	\$ 2,200,264	\$ 70,000	\$ -	\$ 2,270,264
6000 System-Wide Support Services	435,386	-	-	435,386
7000 Ancillary Services	141,744	-	-	141,744
8000 Non-Program Charges	1,147,044	-	-	1,147,044
Totals	<u>\$ 3,924,438</u>	<u>\$ 70,000</u>	<u>\$ -</u>	<u>\$ 3,994,438</u>

Source of Revenue:

Dogwood Health Infant Toddler PreK	\$ 70,000	708
------------------------------------	-----------	-----

<u>\$ 70,000</u>

-

From To

TRANSFERS between subfunctions greater
than \$10,000
None



Heating • Air Conditioning • Plumbing • Boilers • Water Heaters

169 Elk Mountain Rd.
Asheville, NC 28804

PO Box 8609
Asheville, NC 28814

(828) 253-3621

BoltonServiceWNC.com

SALES CONTRACT AND SECURITY AGREEMENT

BOLTON CONSTRUCTION & SERVICE OF WNC, INC.
N.C. LICENSE #01042 - PH 1,2,3 GENERAL #53407

ATTN: Joe Kinsland
EMAIL: jkinsland@icpsmail.org

PROPOSAL NO: 24-429

CUSTOMER'S NAME Jackson County Schools	CUSTOMER'S PHONE (828) 586-1277	DATE 09/11/2024
STREET 398 Hospital Drive	JOB NAME Water Heater Replacement	
CITY, STATE, AND ZIP CODE Sylva, NC 28779	LOCATION OF INSTALLED EQUIPMENT Scott's Creek Elementary - Kitchen	

BUDGET PRICE TO FURNISH ALL NECESSARY LABOR AND MATERIAL TO COMPLETE THE FOLLOWING SCOPE OF WORK:

- We shall remove the existing Bock water heater and replace with one (1) new Aldrich water heater of the same size. This oil fired heater will produce 602GPH of 100°F rise water.
- This will be done by turning the water off to the hot water system, removing the piping, electrical, controls, and oil line. We shall make repairs during this install of the leaking piping above the water heater on its discharge side. We shall leave any usable components for the new heater, if owner so desires.
- After installing the water heater, we shall remove the leaking one and dispose of it in a safe and proper manner. Start up with the water heater will be performed by authorized personnel to set up efficiency and set point temperatures.

NOTE:

- Heater has an 8-10 week lead time but they offer an expedited mfg. time of 6 weeks for price increase. Cost for expedited mfg. and shipping would be an ADD of \$2,116.00 to quoted price

IMPORTANT NOTICE:

- This proposal is explicitly subject to change (including but not limited to increased cost and delays) as a result of coronavirus/COVID-19 and resulting price escalations, delays in manufacturing and/or delivery of materials and equipment, labor shortages, and negative labor fluctuations. The contractor expressly reserves the right to withdraw this proposal in the event of a shelter in place order or any directive from any authority having jurisdiction that the work is suspended, delayed, prohibited, canceled or shut down.

CUSTOMER TO PROVIDE:

- Safe and clear access to all work areas

EXCLUSIONS:

- Any costs incurred or delays over moving or testing hazardous materials included but not limited to asbestos.
- Condition of existing oil lines, electrical, or water piping.



Heating • Air Conditioning • Plumbing • Boilers • Water Heaters

169 Elk Mountain Rd.
Asheville, NC 28804

PO Box 8609
Asheville, NC 28814

(828) 253-3621

BoltonServiceWNC.com

PROPOSAL NO: 24-429

WARRANTY:

- One (1) year warranty on all labor
- Manufacturer's warranty on materials

SERVICE CONTRACTS ARE NOW SUBJECT TO NC SALES AND USE TAX N.C.
GEN. STAT. § 105-164 EFFECTIVE JANUARY 1ST, 2017

REGULAR PRICE

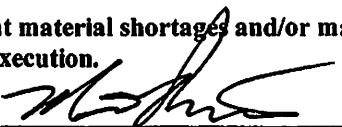
CASH OR CHECK
DISCOUNT


We propose to furnish the above material and labor complete In accordance with the above specifications for the sum of: TERMS OF PAYMENT: Net due upon completion of job.	Subtotal:	\$ 36,265.00	\$ 34,954.00
	Tax:	2,538.55	\$ 2,446.78
	Total Amount:	\$ 38,803.55	\$ 37,400.78

A MONTHLY FINANCE CHARGE OF 1-1/2 % WILL BE ADDED ON THE MONTHLY UNPAID BALANCE.

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. This contract is subject to the **SECURITY AGREEMENT AND CONDITIONS**.

NOTE: Due to current material shortages and/or material price increases, this bid is subject to review at time of PO/contract execution.

PROJECT MANAGER 
Mike Rice, Project Manager

AUTHORIZED OFFICER 
Mark Bolton, Vice President

CUSTOMER ACCEPTANCE: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as specified above. I have read and understand the **SECURITY AGREEMENT AND CONDITIONS** on the reverse side of this form.

DATE OF ACCEPTANCE _____ **SIGNATURE** _____



Heating • Air Conditioning • Plumbing • Boilers • Water Heaters

169 Elk Mountain Rd.
Asheville, NC 28804

PO Box 8609
Asheville, NC 28814

(828) 253-3621

BoltonServiceWNC.com

PROPOSAL NO: 24-429

**BOLTON CONSTRUCTION AND SERVICE OF WNC, INC.
SALES AND SECURITY CONTRACT TERMS AND CONDITIONS**

CUSTOMER RESPONSIBILITIES - (a) Customer is 18 years of age or older and has the right and authority to enter this Agreement. (b) Customer permits and will provide free and clear access to the site and work area. (c) Customer allows for use of building services such as electrical, water, elevators, load/unloading zone, or other facilities as may be necessary for scope of work. (d) Allow for the shutdown of utilities and building services as necessary to complete scope of work. (e) When not provided by Bolton customer shall operate and care for equipment in strict accordance with the manufacturer's instructions.

TERMS OF PAYMENT - Payment is due promptly upon completion of work. A finance charge of 1-1/2% of the unpaid balance will be assessed once per month until paid in full. Bolton, in its sole judgement, may request a down payment or 100% payment upfront due to customer's financial position, history, or due to the nature of the job. Customer agrees to pay all applicable taxes and government directed fees in connections with the services and/or materials provided.

HOURS OF OPERATION - Unless agreed otherwise, Bolton will perform all services during normal working hours Monday through Friday 8am to 5pm (no Holidays).

SCHEDULE - Any estimated shipping or delivery dates provided are approximate and not guaranteed. It shall be agreed that neither the customer nor Bolton shall be held liable to either party due to delays beyond the reasonable control of either party.

SECURITY INTEREST - The customer hereby grants to Bolton a SECURITY INTEREST in the goods, including fixtures, described on this sales contract. Together with the PROCEEDS thereof and all equipment, accessories, attachments and components now or hereafter installed in or affixed thereto to secure: (a) The payment of indebtedness of customer related to the referenced Sales Contract to Bolton, including any extensions and renewals thereof; (b) performance by customer of the agreements and warranties hereinafter set forth.

CHANGES AND ADDITIONAL WORK - Changes or additional work not specified in the original agreement will be provided upon customer's authorization. Any additional work will be provided at either a quoted amount or Bolton's standard service rates.

RECOMMENDATIONS - Should the customer not elect to make repairs, changes, or otherwise follow the recommendations of Bolton, it shall be understood that the customer is directly responsible any resulting failures of equipment, damage, or other losses.

EXISTING CONDITIONS - Bolton is not responsible for any existing conditions outside of the scope of work listed on this agreement. Any building deterioration, structural viability, or concealed conditions shall be the responsibility of the customer to verify, correct, or make safe. Bolton is not responsible for repairs made by others, negligent operation, misuse, abuse, damages due to weather, design flaws, corrosion, improper or lack of maintenance, damages caused by power supply problems such as phasing or irregular voltage, acts of God or anything beyond the reasonable control of Bolton.

HAZARDOUS SUBSTANCES - Bolton may suspend its work and remove employees upon discovery of any possible hazardous substances, including but not limited to, asbestos, mold, mildew, bacteria, fungi, chemicals, biomedical contamination, or similar substances. Bolton is not responsible for identification, detection, abatement, encapsulation or removal of such products or materials. Bolton will be permitted any delays and extension in the schedule until such hazards are abated.

WARRANTY - All equipment, material and workmanship provided by Bolton shall be free from defect for a period of (1) year beginning upon substantial completion of the scope of work. This warranty shall not apply to any equipment subject to misuse, neglect, alteration, or accident, contrary to the manufacturer's recommendations.

TERMINATION - Should the customer decide to terminate this agreement for convenience, Bolton is entitled to payment for work performed, materials ordered, delivered, stored, installed, or schedule to be delivered, and reasonable overhead and profit. Upon notice of early termination Bolton will be given 30 days to remove any personal property, equipment, tools, or other Bolton owned property. Bolton reserves the right to terminate or discontinue its service due to lack of payment, customer deficiencies, or alterations made by the customer without Bolton's authorization.

EQUIPMENT CONDITION - Unless expressly agreed to in the scope of work provided, or subsequent documentation, the customer shall provide all maintenance and keep all Bolton provided equipment in reasonable and good condition at customer's own expense. Until the term of this agreement expires customer shall not remove parts, make alterations, adjustments, or changes to the equipment outside of the manufacturer's recommendations.

VENUE OF LAW - The laws governing this agreement shall be those of the local jurisdiction in which the work is performed, or Buncombe County, North Carolina.

DISPUTE RESOLUTION - In the event of any dispute, claim or controversy arising out of or in connection with this Agreement the customer shall provide a written notice to Bolton. Upon written notice both Parties agree to first try, in good faith, to settle any dispute through negotiation. If negotiation fails, both parties may consent to Arbitration. Legal actions shall be exclusively brought before the court in the local jurisdiction in which the work was performed or Buncombe County, North Carolina. The prevailing party shall be entitled to any and all legal expenses incurred, including attorney fees.

INDEMNITY - To the fullest extent permitted by law, the customer shall indemnify and hold harmless Bolton, Bolton's representatives, agents and employees from all claims, damages and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that such claim, loss, damage or expense is caused in whole or in part by any negligent act or omission of Bolton, anyone directly employed by them or anyone whose acts they are liable for, and attributes to bodily injury, sickness, disease or death, mold growth, or to injury to or destruction of tangible property (other than the work itself) including any resulting loss of use, regardless of whether or not it is caused in part by a party indemnified above.

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number **9681**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **4/10/25** Thursday

* Time 5:00 PM

Trip Return


* Date **4/11/25** Friday

* Time 2:30 PM

Trip Year/Week 2025-15

* Overnight or Out-of-State Yes

Comments

* Your School/Dept  314 **Fairview Elementary**
227 Fairview Road, Sylva, NC 28779

* Main Destination  **Ripley's Aquarium of the Smokies**
88 River Road, Gatlinburg, TN

* Approximate Nbr of Miles Round Trip

DT 8/29/24

Special Instructions for Permission Slip

* **Funding Source #1** School Funded Field Trips Budget Code

Funding Source Desc Budget Code Desc

Funding Approver

Are funds payable to a third party?

(Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Sarah Hendershot

* Teacher / Advisor / Staff Phone # 828-399-1481

Teacher / Advisor / Staff Email shendershot@jcpsmail.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info

 Same as Teacher / Advisor / Staff

- * Emergency Contact Name Sarah Hendershot
- * Emergency Contact Phone # 828-399-1481

- * Grade Level(s) Making Trip 4
- * Description of Group or Person(s) Making Trip 4th grade classes
- * Educational Objective for Field Trip LS.4.1 Understand the effects of environmental changes, adaptations, and behaviors that enable organisms to survive in changing habitats.

Special Indicators

Number of Individuals Making Trip

- | | | | | | |
|-----------------|----|-------------------|----|----------------|----|
| * Male Adults | 8 | * Female Adults | 10 | Total Adults | 18 |
| * Male Students | 45 | * Female Students | 45 | Total Students | 90 |

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

- * Will the students be away from school during lunch? Yes
- * If so, will these students need packed lunches? No

Nbr Students 90 **Teacher** Sarah Hendershot

Students will be away from school during the lunch period.

Additional Information

- * Please list all Chaperones: Sarah Hendershot, Morag Miller, Amanda Green, Hannah Sullivan, Erin LaVoie, Emily Sharpe, Kelsey Smith, Patricia Farley, Stacey Coggins, Clarissa Ashe, Rachel Bartlett, Jordan Beck, Michelle Cagle, Amber Bennet, Joseph Hawkins, Melisa Hawk, Jessica Wheatley, Mayuri Patel, Kayla Buchanan
- * Please list the driver's name: Sarah Hendershot

- * Will you be using external transportation (ex. train, plane, walking)? No

Vehicles Needed

- * Do you need vehicles? Yes


Vehicle Pickup

- * Date 4/10/25
- * Time 4:30 AM

Vehicle Return

- * Date 4/11/25
- * Time 2:30 PM

Total Trip Hours 34.00

- * Type of vehicles needed to reserve Activity Bus 
- * How many vehicles do you need? 2

* Need Lift? No

Nbr Wheelchair Slots 0 Nbr Safety Vests 0 Nbr Fold Down Seats 0

Special Needs

Comments or Details Concerning
Needs

Additional Comments:

Owner rcrisp@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request shendershot@jcpsmail.org

Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a JCPS vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Chaperones must be at least 21 years old.
9. There must be one adult for every five students in grades K-6 for overnight trips.
10. There must be one adult for every seven students in grades 7-13 for overnight trips.
11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

* I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision Approved

Name emacaulay@jcpsmail.org

Decision Date Aug 29, 2024, 8:06:55 AM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number **9663**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **10/16/24** **Wednesday**

* Time 8:15 AM

Trip Return

* Date **10/16/24** **Wednesday**

* Time 5:30 PM

Trip Year/Week 2024-42

* Overnight or Out-of-State Yes

Comments Students will be picked up and dropped off at the Fairview Bus Ramp.

* Your School/Dept **314 Fairview Elementary**
227 Fairview Road, Sylva, NC 28779

* Main Destination **Knoxville Zoo**
3500 Knoxville Zoo Drive, Knoxville, TN

* Approximate Nbr of Miles Round Trip **227.73**

Special Instructions for Permission Slip Students will need to be picked up at Fairview School at 5:30. There will not be bus transportation provided home.

* **Funding Source #1** School Funded Field Trips Budget Code

Funding Source Desc Budget Code Desc

Funding Approver

Are funds payable to a third party? No
(Does venue require payment prior to trip?)

JA
8/28/24

* Teacher / Advisor / Staff Name Andrea N Rearigh
* Teacher / Advisor / Staff Phone # 828-226-4914
Teacher / Advisor / Staff Email arearigh@jcpsmail.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info

Same as Teacher / Advisor / Staff

- * Emergency Contact Name Andrea N Rearigh
- * Emergency Contact Phone # 828-586-2819

* Grade Level(s) Making Trip

5

* Description of Group or Person(s) Making Trip

Our 5th grade science classes will be making the trip along with 2 drivers, 9 chaperones and 6 teachers.

* Educational Objective for Field Trip

LS.5.2.1 Engage in argument from evidence to compare the characteristics of several common ecosystems (including estuaries and salt marshes, oceans lakes and ponds, rivers and streams, forests and grasslands) in terms of their ability to support a variety of populations.

Special Indicators

Number of Individuals Making Trip

* Male Adults	3	* Female Adults	6	Total Adults	9
* Male Students	35	* Female Students	54	Total Students	89

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

* Will the students be away from school during lunch?

Yes

* If so, will these students need packed lunches?

Yes

Nbr Students 89 **Teacher** Andrea N Rearigh

Bagged lunches have been requested for this field trip. Please contact teacher to verify number of lunches needed.

Additional Information

* Please list all Chaperones:

Andrea Rearigh
Jeri Hensley
Emily Bryson
Rebecca Barlowe
Becky Sessoms
Kirsten Pardo
Dale Collins
Craig McElroy
Ben Tiernan

* Please list the driver's name:

Dennis Proffitt
Mike Taylor

* Will you be using external transportation (ex. train, plane, walking)? No

Vehicles Needed

* Do you need vehicles? Yes

Vehicle Pickup

- * Date 10/16/24
- * Time 8:15 AM

Vehicle Return

- * Date 10/16/24
- * Time 5:30 PM

Total Trip Hours 9.25

* Type of vehicles needed to reserve Activity Bus



* How many vehicles do you need? 2

* Need Lift? No

Nbr Wheelchair Slots 0 Nbr Safety Vests 0 Nbr Fold Down Seats 0

Special Needs

Comments or Details Concerning Needs

Additional Comments:

Owner rcrisp@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request arearigh@jcpsmail.org

Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a JCPS vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Chaperones must be at least 21 years old.
9. There must be one adult for every five students in grades K-6 for overnight trips.
10. There must be one adult for every seven students in grades 7-13 for overnight trips.
11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

* I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision Approved

Name emacaulay@jcpsmail.org

Decision Date Aug 26, 2024, 7:08:42 PM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number **9702**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **3/18/25** Tuesday

* Time 5:30 AM

Trip Return

* Date **3/21/25** Friday

* Time 11:00 PM

Trip Year/Week 2025-12

* Overnight or Out-of-State Yes

Comments We will be using Young Transportation buses and drivers for this trip.

* Your School/Dept ⓘ 314 Fairview Elementary
227 Fairview Road, Sylva, NC 28779

* Main Destination ⓘ Other (Type Below)
Washington, DC, USA

Destination Not Listed Washington, D.C., USA * Destination Name Washington, D.C.

* Approximate Nbr of Miles Round Trip 1034.59

Special Instructions for Permission Slip

Don
9/6/24

* Funding Source #1 School Funded Field Trips Budget Code

Funding Source Desc Budget Code Desc

Funding Approver

Are funds payable to a third party?
(Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Alicia Brown

* Teacher / Advisor / Staff Phone # 8287365417
Teacher / Advisor / Staff Email aliciabrown@jcpsmail.org
Note: This email will receive the requester emails if different from requester
Emergency Contact Info ☒ Same as Teacher / Advisor / Staff
* Emergency Contact Name Alicia Brown
* Emergency Contact Phone # 8287365417

* Grade Level(s) Making Trip 7
8
* Description of Group or Person(s) Making Trip 7th and 8th grade students at Fairview School.
* Educational Objective for Field Trip Students will explore and learn about their nation's capitol. They will see many landmarks, museums, the National Zoo, tour the US Capitol and many other areas within Washington, D.C.
Please see the attached itinerary for more specifics.

Special Indicators

Number of Individuals Making Trip

* Male Adults	5	* Female Adults	10	Total Adults	15
* Male Students	70	* Female Students	80	Total Students	150

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

* Will the students be away from school during lunch? Yes
* If so, will these students need packed lunches? No

Nbr Students 150 **Teacher** Alicia Brown

Students will be away from school during the lunch period.

Additional Information

* Please list all Chaperones: Alicia Brown, Eleanor Macaulay, Stacey Collins, Emma Maney, Nancy Crawford, Rebecca Farmer, Wendy Howell, Autumn Boyles, Reanna Clare, Heather Shull, Jessica Wheatley, Angie Pitts, Keith Richards, Ray Crawford, Dale Collins, Frankie Dills, Corina Gribble, Jeremy Ellenburg, Angie Shwalm, Keith Prenger, Matt Ammons, Morag Miller
* Please list the driver's name: We will be using Young Transportation drivers for this trip.

* Will you be using external transportation (ex. train, plane, walking)? Yes
* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. Indicate chartered transportation company if applicable.
We will be using Young Transportation buses and their drivers.

Vehicles Needed

* Do you need vehicles? No

Person Submitting Request aliciabrown@jcpsmail.org
Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

- 1. Possess a current/valid Driver's License for the vehicle you will be driving
- 2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
- 3. You will obey all traffic laws while operating the vehicle
- 4. You will not "text" or operate any device that may distract you while driving the vehicle
- 5. Properly authorized use of a JCPS vehicle for official travel
- 6. Will only transport authorized passengers for the purpose of official travel
- 7. The lift is to be operated only for wheelchairs.
- 8. Chaperones must be at least 21 years old.
- 9. There must be one adult for every five students in grades K-6 for overnight trips.
- 10. There must be one adult for every seven students in grades 7-13 for overnight trips.
- 11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
- 12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

* I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision	Approved
Name	emacaulay@jcpsmail.org
Decision Date	Sep 5, 2024, 1:34:26 PM

Level 07 Approval - Central Office Approval

Comment

Decision	
Designated Approver	cfields@jcpsmail.org
Name	
Decision Date	

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number **9715**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **10/23/24** **Wednesday**

* Time 8:15 AM

Trip Return

* Date **10/23/24** **Wednesday**

* Time 6:00 PM

Trip Year/Week 2024-43

* Overnight or Out-of-State Yes

Comments Students will be picked up and dropped at SME

* Your School/Dept  337 **Smokey Mountain Elementary**
884 N U.S 441, Whittier, NC 28789


9/12/24

* Main Destination  Other (Type Below)
576 TN-360, **Vonore, TN 37885, USA**

Destination Not Listed **Sequoyah Birthplace Museum, Tennessee** * **Destination Name** Sequoyah Birthplace Museum
360, Vonore, TN, USA

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip

Students will leave SMES at 8:15 am on the morning of October 23. We will return to SME at approximately 6:00 pm the same day. Make sure your child arrives at school on time and is picked up by 6:00 pm.

There is NO cost for this trip. Lunch will be provided. Any student wishing to buy souvenirs from the gift shop should bring their own money.

* **Funding Source #1** CTE Budget Code 1.5100.01.121

Funding Source Desc Budget Code Desc

Funding Approver adills@jcpsmail.org

Are funds payable to a third party? No

(Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Robert Eldridge
* Teacher / Advisor / Staff Phone # 828 736-8184
Teacher / Advisor / Staff Email reldridge@jcpsmail.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info **Same as Teacher / Advisor / Staff**

* Emergency Contact Name Robert Eldridge
* Emergency Contact Phone # 828 736-8184

* Grade Level(s) Making Trip **8**
* Description of Group or Person(s) Making Trip SME 8th grade.
* Educational Objective for Field Trip To learn about the life of Sequoyah and the importance his invention of the syllabary had on the Cherokee People

Special Indicators EC Trip

Number of Individuals Making Trip

* Male Adults 3	* Female Adults 2	Total Adults 5
* Male Students 17	* Female Students 19	Total Students 36

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

* Will the students be away from school during lunch? **Yes**
* If so, will these students need packed lunches? **No**

Nbr Students 36 Teacher Robert Eldridge
Students will be away from school during the lunch period.

Additional Information

* Please list all Chaperones: **Tim Kurr, Trevor Alexander, Bob Eldridge, Jolene Sneed, Tamara Bennett**
* Please list the driver's name: Tim Kurr

* Will you be using external transportation (ex. train, plane, walking)? No

Vehicles Needed

* Do you need vehicles? Yes


Vehicle Pickup

* Date 10/23/24
* Time 8:15 AM

Vehicle Return

* Date 10/23/24
* Time 6:00 PM

Total Trip Hours 9.75

- * Type of vehicles needed to reserve Activity Bus 
- * How many vehicles do you need? 1
- * Need Lift? No

Nbr Wheelchair Slots 0 Nbr Safety Vests 0 Nbr Fold Down Seats 0

Special Needs

Comments or Details Concerning Needs

Additional Comments:

Owner ccondill@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request reldridge@jcpsmail.org

Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a JCPS vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Chaperones must be at least 21 years old.
9. There must be one adult for every five students in grades K-6 for overnight trips.
10. There must be one adult for every seven students in grades 7-13 for overnight trips.
11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

- * I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision Approved

Name ccondill@jcpsmail.org

Decision Date Sep 12, 2024, 7:09:59 AM

Level 05 Approval - Funding Source Approval

Comment

Decision Approved

Name adills@jcpsmail.org

Decision Date Sep 12, 2024, 8:42:19 AM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number **9673**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **4/7/25** **Monday**

* Time 8:00 AM

Trip Return

* Date **4/10/25** **Thursday**

* Time 6:00 PM

Trip Year/Week 2025-15

* Overnight or Out-of-State Yes

Comments

SMES Middle School Chattanooga Experience

Monday, April 7, 2025
 8:00 Leave SME
 10:30-12:30 Lost Sea
 12:30-1:15 Picnic Lunch
 1:30-3:00 Mayfield Dairy Tour & Ice Cream
 4:00-6:00 Hibachi dinner
 6:30 Check into Hotel
 7:30-9:30 Pool & Games & Snack
 10:00 Lights Out

Tuesday, April 8, 2025
 7:45-8:45 Breakfast @ Hotel
 8:45 Leave Hotel
 9:30-11:30 Top Golf & lunch
 12:30-2:30 Chattanooga Aquarium
 2:30-3:15 Imax & popcorn
 3:00 Riverboat Cruise
 6:00 Lookouts Baseball game & All-You-Can-Eat Buffet
 9:30 Return to Hotel
 10:00 Lights Out

Wednesday, April 9, 2025
 7:45-8:45 Breakfast @ Hotel
 9:00-10:00 Incline Railway
 10:15-11:30 Battleground
 12:00-3:00 Rock City
 12:00 Lunch at Rock City
 3:30-6:30 Ruby Falls
 7:00-9:00 Dave & Busters/Dinner

Thursday, April 10, 2025
 7:00-8:00 Breakfast @ Hotel
 8:00-8:30 Check Rooms & Load Bus
 9:00-1:00 Zoo
 Lunch @ Zoo

Handwritten signature and date 9/6/24

5:00 Return to SMES

* Your School/Dept ⓘ 337 **Smokey Mountain Elementary**
884 N U.S 441, Whittier, NC 28789

* Main Destination ⓘ Other (Type Below)
Chattanooga, TN, USA

Destination Not Listed Chattanooga, TN, USA * **Destination Name** Chattanooga Aquarium

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip

* **Funding Source #1** School Funded Field Trips Budget Code

Funding Source Desc Budget Code Desc

Funding Approver

Are funds payable to a third party? Yes
(Does venue require payment prior to trip?)

Amount of Payment 400

Payment Option Mail Check
School System Credit Card

Purchase Order/Requisition Nbr

Payment Due To 31 Pebble Dr
Whittier

Comments Concerning Payment Each venue will be pre-paid using a school check or credit card.

* Teacher / Advisor / Staff Name Charity Jamison

* Teacher / Advisor / Staff Phone # 8282692673

Teacher / Advisor / Staff Email cjamison@jcpsmail.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info **Same as Teacher / Advisor / Staff**

* Emergency Contact Name Tonya Pruett

* Emergency Contact Phone # 8282260541

* Grade Level(s) Making Trip

6

7

8

- | | |
|--|---|
| * Description of Group or Person(s)
Making Trip | Smokey Mountain Elementary School Middle School students in 6th, 7th, and 8th grade.
Teachers attending:
Charity Jamison
Tonya Pruett
Jessica Cline
Nikki Sutton
Trevor Alexander
Wes Willoughby
Scott Miller
Gage Beam
Tim Kurr, Principal |
| * Educational Objective for Field Trip | SMES Middle School Chattanooga Experience |

Monday, April 7, 2025

8:00 Leave SME
10:30-12:30 Lost Sea
12:30-1:15 Picnic Lunch
1:30-3:00 Mayfield Dairy Tour & Ice Cream
4:00-6:00 Hibachi dinner
6:30 Check into Hotel
7:30-9:30 Pool & Games & Snack
10:00 Lights Out

Tuesday, April 8, 2025

7:45-8:45 Breakfast @ Hotel
8:45 Leave Hotel
9:30-11:30 Top Golf & lunch
12:30-2:30 Chattanooga Aquarium
2:30-3:15 Imax & popcorn
3:00 Riverboat Cruise
6:00 Lookouts Baseball game & All-You-Can-Eat Buffet
9:30 Return to Hotel
10:00 Lights Out

Wednesday, April 9, 2025

7:45-8:45 Breakfast @ Hotel
9:00-10:00 Incline Railway
10:15-11:30 Battleground
12:00-3:00 Rock City
12:00 Lunch at Rock City
3:30-6:30 Ruby Falls
7:00-9:00 Dave & Busters/Dinner

Thursday, April 10, 2025

7:00-8:00 Breakfast @ Hotel
8:00-8:30 Check Rooms & Load Bus
9:00-1:00 Zoo
Lunch @ Zoo
5:00 Return to SMES

*Students will be walking between the events in downtown Chattanooga (Aquarium, IMax, Riverboat, etc)

During the Chattanooga Experience Trip students will participate in two cave tours learning about stalactites, stalagmites, and animal life as well as how the caves were used by the Native Americans. Students will also tour the Mayfield factory learning how milk and ice cream are produced and packaged. The aquarium, Imax theater, and the zoo each show students the life cycle of animals and how they impact our ecosystems. They will also participate in a day in the life of a zookeeper program at the zoo. At Top Golf students will participate in a forces and motion program and how they apply to the game of golf. Students will get to step foot onto a Civil War Battlefield and experience history through the attractions on Lookout Mountain.

Special Indicators

Number of Individuals Making Trip

* Male Adults	8	* Female Adults	8	Total Adults	16
* Male Students	40	* Female Students	40	Total Students	80

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

- * Will the students be away from school during lunch? **Yes**
- * If so, will these students need packed lunches? **No**

Nbr Students 80 **Teacher** Charity Jamison

Students will be away from school during the lunch period.

Additional Information

- * Please list all Chaperones:

Charity Jamison
Tonya Pruett
Jessica Cline
Nikki Sutton
Trevor Alexander
Wes Willoughby
Scott Miller
Gage Beam
Tim Kurr, Principal
Mary Bumgarner
Troy Martin
Reuben Sharpless
Candice Threadgill
Brian Albury
Jenniffer Dall
Beth Brooks
Trevor Sutton
Heather Rico
Brittany Blankenship
Hope Eldridge

- * Please list the driver's name:

Tim Kurr
Wes Willoughby

- * Will you be using external transportation (ex. train, plane, walking)? **Yes**
- * Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. Indicate chartered transportation company if applicable.

Activity Bus

Students will be walking from the aquarium to the Imax theater and the riverboat cruise.

Vehicles Needed

- * Do you need vehicles? **Yes**


Vehicle Pickup

* **Date** 4/7/25
* **Time** 8:00 AM

Vehicle Return

* **Date** 4/10/25
* **Time** 6:00 PM

Total Trip Hours 82.00

- * Type of vehicles needed to reserve **Activity Bus**

- * How many vehicles do you need? **2**

* Need Lift?

No

Nbr Wheelchair Slots 0 Nbr Safety Vests 0 Nbr Fold Down Seats 0

Special Needs

Comments or Details Concerning
Needs

Additional Comments:

Owner ccondill@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request

cjamison@jcpsmail.org

Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a JCPS vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Chaperones must be at least 21 years old.
9. There must be one adult for every five students in grades K-6 for overnight trips.
10. There must be one adult for every seven students in grades 7-13 for overnight trips.
11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

* I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision

Approved

Name

ccondill@jcpsmail.org

Decision Date

Sep 5, 2024, 10:48:36 AM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number9666

* CategoryTravel With Students

* Type of TripField Trip

* Field Trip EventStandard Field Trip

Trip Leave

* Date11/7/24Thursday

* Time8:00 AM

Trip Return

* Date11/7/24Thursday

* Time8:00 PM

Trip Year/Week 2024-45

* Overnight or Out-of-State Yes

Comments

* Your School/Dept337 Smokey Mountain Elementary
884 N U.S 441, Whittier, NC 28789

* Main DestinationDollywood
2700 Dollywood Parks Boulevard, Pigeon Forge, TN

* Approximate Nbr of Miles Round Trip97.58

Special Instructions for Permission Slip

* Funding Source #1School Funded Field TripsBudget Code

Funding Source DescBudget Code Desc

Funding Approver

Are funds payable to a third party? Yes

(Does venue require payment prior to trip?)

Amount of Payment

Payment Option

Purchase Order/Requisition Nbr

AS 8/29/24

Payment Due To

Comments Concerning Payment

* Teacher / Advisor / Staff Name Alyssia Sutton
* Teacher / Advisor / Staff Phone # 828-497-5535 ext. 1739
Teacher / Advisor / Staff Email asutton@jcpsmail.org
Note: This email will receive the requester emails if different from requester
Emergency Contact Info ☐ Same as Teacher / Advisor / Staff
* Emergency Contact Name Alyssia Sutton
* Emergency Contact Phone # 828-497-5535 ext. 1739

* Grade Level(s) Making Trip 6
7
8
* Description of Group or Person(s) Making Trip SMES Middle School
* Educational Objective for Field Trip Team Building Opportunity

Special Indicators

Number of Individuals Making Trip

* Male Adults	5	* Female Adults	7	Total Adults	12
* Male Students	55	* Female Students	55	Total Students	110

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

* Will the students be away from school during lunch? Yes
* If so, will these students need packed lunches? No

Nbr Students 110 **Teacher** Alyssia Sutton
Students will be away from school during the lunch period.

Additional Information

* Please list all Chaperones: Alyssia Sutton, Jessica Cline, Charity Jamison, Scott Miller, Gage Beam, Tonya Pruett, Wesley Willoughby, Trevor Alexander, Jolene Sneed, Brittany Brower, Trevor Sutton, Jennifer Dall
* Please list the driver's name: Wesley Willoughby, Scott Miller

* Will you be using external transportation (ex. train, plane, walking)? No

Vehicles Needed

* Do you need vehicles? Yes


Vehicle Pickup

* Date 11/7/24
* Time 8:00 AM

Vehicle Return

* Date 11/7/24
* Time 8:00 PM

Total Trip Hours 12.00

- * Type of vehicles needed to reserve Activity Bus

- * How many vehicles do you need? 2
- * Need Lift? No

Nbr Wheelchair Slots 0 **Nbr Safety Vests** 0 **Nbr Fold Down Seats** 0

Special Needs

Comments or Details Concerning
Needs

Additional Comments:

Owner ccondill@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request asutton@jcpsmail.org

Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a JCPS vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Chaperones must be at least 21 years old.
9. There must be one adult for every five students in grades K-6 for overnight trips.
10. There must be one adult for every seven students in grades 7-13 for overnight trips.
11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

- * I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision Approved

Name ccondill@jcpsmail.org

Decision Date Aug 28, 2024, 2:20:32 PM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

Please Note: Welcome to Jackson County Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email Josh Francis at Jackson County Schools Transportation.

Trip Number **9648**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **10/9/24** **Wednesday**

* Time 8:00 AM

Trip Return

* Date **10/9/24** **Wednesday**

* Time 2:45 PM

Trip Year/Week 2024-41

* Overnight or Out-of-State Yes

Comments SME to Young Harris College

* Your School/Dept **337 Smokey Mountain Elementary**
884 N U.S 441, Whittier, NC 28789

* Main Destination **Young Harris College**
1 College Street, Young Harris, GA

* Approximate Nbr of Miles Round Trip **139.97**

Special Instructions for Permission Slip

* **Funding Source #1** School Funded Field Trips Budget Code

Funding Source Desc Budget Code Desc

Funding Approver

Are funds payable to a third party? No
(Does venue require payment prior to trip?)

JA 8/28/24

* Teacher / Advisor / Staff Name Jessica Cline

* Teacher / Advisor / Staff Phone # 828-736-0456

Teacher / Advisor / Staff Email

Note: This email will receive the requester emails if different from requester

Emergency Contact Info

☒ Same as Teacher / Advisor / Staff

- * Emergency Contact Name Jessica Cline
- * Emergency Contact Phone # 828-736-0456

* Grade Level(s) Making Trip

6

7

8

- * Description of Group or Person(s) Making Trip 6-8 grade middle school students from SME
- * Educational Objective for Field Trip Earthy/Moon/Sun System

Special Indicators

Number of Individuals Making Trip

- | | | |
|--------------------|----------------------|--------------------|
| * Male Adults 6 | * Female Adults 5 | Total Adults 11 |
| * Male Students 55 | * Female Students 55 | Total Students 110 |

Need 1 adult(s) for 10 or more students.
Need 1 adult(s) for every additional 10 students.

- * Will the students be away from school during lunch? Yes

- * If so, will these students need packed lunches? No

Nbr Students 110 **Teacher** Jessica Cline

Students will be away from school during the lunch period.

Additional Information

- * Please list all Chaperones:

Gage Beam
Trevor Alexander
Scott Miller
Jessica Cline
Charity Jamison
Wes Willoughby
Nikki Sutton
Tonya Pruett
Tim Kurr
Jolene Sneed
Brittany Brower

- * Please list the driver's name:

Wes Willoughby
Scott Miller

- * Will you be using external transportation (ex. train, plane, walking)? No

Vehicles Needed

- * Do you need vehicles? Yes

Vehicle Pickup

- * Date 10/9/24
- * Time 7:00 AM


Vehicle Return

- * Date 10/9/24
- * Time 3:45 PM

Total Trip Hours 8.75

- * Type of vehicles needed to reserve

Activity Bus


- * How many vehicles do you need?




2
- * Need Lift?

No

Nbr Wheelchair Slots 0 Nbr Safety Vests 0 Nbr Fold Down Seats 0

Special Needs
Comments or Details Concerning Needs
Additional Comments:
Owner jfrese@jcpsmail.org
Bid Id/Closing Date

Current Assignments for This Trip

Veh#	X	X	Vehicle Location	Driver	X	X	Driver Email	
8103			337 Smokey Mountain Elementary					 
8111			340 Smoky Mountain High					 

Person Submitting Request jcline@jcpsmail.org
Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a JCPS vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Chaperones must be at least 21 years old.
9. There must be one adult for every five students in grades K-6 for overnight trips.
10. There must be one adult for every seven students in grades 7-13 for overnight trips.
11. There must be one adult for every ten students in grades K-13 for non-overnight trips.
12. Chaperones must have an approved VOLUNTEER application on file with JCPS Human Resources

* I have read and understand the information above.
Yes

Level 01 Approval - Location Approval

Comment
Decision Approved
Name jfrancis@jcpsmail.org
Decision Date Aug 27, 2024, 2:23:53 PM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date