

JACKSON COUNTY PUBLIC SCHOOLS
Regular Business Meeting
March 25, 2025 – 6:00 p.m.
Jackson Community School

AGENDA

- I. JACKSON COUNTY BOARD OF EDUCATION**
 - A. Call to Order (Wes Jamison, Chairman)
 - B. Approve Agenda
 - C. Pledge of Allegiance
- II. SPECIAL PRESENTATION** (Holly Whisnant, JCS Principal)
- III. SPECIAL RECOGNITION** (Dr. Dana L. Ayers, Superintendent)
 - 1. Scholastics Art & Writing Competition Asheville Strong Exhibition – Emma Helsing and MG Grube, SMHS AP Design Students
 - 2. Caroline Bullock - CVES-STEM Engineering camp in Oak Ridge, TN
 - 3. Melissa Haigler - CTE Teacher of the Year Finalist
 - 4. Stephan Carter – Accepted to Governor’s School
 - 5. Jacob Lambert – JCS JAM Flag Design Winner
- IV. CONSENT ACTION AGENDA** (Wes Jamison, Chairman)
 - A. [Open Session Minutes of Regular Meeting on February 25, 2025.](#)
- V. INFORMATION**
 - A. Superintendent’s Report (Dr. Dana L. Ayers, Superintendent)
 - B. Capital Projects Update (Jake Buchanan, Deputy Superintendent)
 - C. [Unaudited Financial Summary](#) (Kristie Walker, Chief Financial Officer)
- VI. 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
- VII. ACTION AGENDA**
 - A. [Budget Amendments](#) (Kristie Walker, Chief Financial Officer)
 - B. [Request to Purchase 387 Student Chromebooks](#) (Greg Stewart, CTO)
 - C. Request to Authorize Superintendent to Approve Purchase of Access Controls for Blue Ridge School and Early College not to exceed \$200,000.00 (Jake Buchanan, Deputy Superintendent)
 - D. Field Trips (Dr. Dana L. Ayers, Superintendent)
 - 1. [Blue Ridge Early College, Grade12 0 Dollywood, Pigeon Forge, TN, May 1, 2025, TT10446.](#)
 - 2. [Blue Ridge School, Grade 6 – The Oasis Ranch, Seneca, SC, April 4, 2025, TT10381.](#)
 - 3. [Blue Ridge School, Grade 3 – Foxfire Museum, Mountain City, GA, March 26, 2025, TT10382.](#)

4. [Fairview Elementary School, Grade 3 – Experia Ocean Experience and Wonderworks, Pigeon Forge, TN, April 4, 2025, TT10348.](#)
5. [Jackson County Early College, Grade 12 – The Escape Game, Pigeon Forge, TN, April 25, 2025, TT10258.](#)
6. [Scotts Creek Elementary School, Grade 6 – Ripley’s Aquarium, Gatlinburg, TN, April 11, 2025, TT10168.](#)
7. [Smokey Mountain Elementary School, Grades 6-8 – Chattanooga, TN, April 4 to 10, 2025, TT10361.](#)
8. [Scotts Creek Elementary School, Grades K-2 - Ripley’s Aquarium, Gatlinburg, TN, April 24, 2025, TT10448.](#)
9. [Smokey Mountain Elementary School, Grades 6-8 – Furman University, Greenville, SC, April 5, 025, TT10350.](#)
10. [Smoky Mountain High School, Grades 9 to 12 – Body’s Exhibit, Gatlinburg, TN, May 6, 2025, TT10477.](#)

VIII. 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.

IX. PERSONNEL ACTION AGENDA

Announcements:

The next regularly scheduled business meeting of the Board of Education is April 22, 2025, at 6:00 p.m., at Jackson County Early College, Sylva, NC.

X. ADJOURNMENT

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

251 Big Orange Way, Sylva, NC

February 25, 2025

6:00 p.m.

The Jackson County Board of Education held their regular session on Tuesday, February 25, 2025, at 6:00 p.m., in the Gymnasium of Fairview Elementary School, 251 Big Orange Way, Sylva, North Carolina. The following members were present:

Wes Jamison, Chairman
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

Chairman Wes Jamison called the business meeting to order.

The Smoky Mountain High School JROTC Color Guard presented the colors.

The Fairview Elementary School 2nd Grade Chorus students led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

SPECIAL PRESENTATION

Mrs. Eleanor Macaulay, FES Principal, introduced music teacher, Mr. Jonathan Libby and the Fairview Chorus who sang "One Small Voice."

Mrs. Macaulay shared information about Fairview Elementary School attendance incentives and school clubs for middle school students.

SPECIAL RECOGNITION

Dr. Dana L. Ayers, Superintendent, recognized the following students, staff members and schools:

1. Keep North Carolina Beautiful Window of Opportunity (WOO) Grant – Kristin Menickelli, CVES Teacher and Mickey O'Brien and Thomas Walawender, students.
2. Exceeded Growth Teachers: FES Alicia Brown and April Mayes .
3. Future City Competition – FES Students: Clara Bauguess, Olivia Fagan, Julia Hogan, Izzy Brun, and Natalie Wlosok.

CONSENT ACTION AGENDA

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

- A. Draft Open Session Minutes of Regular Meeting of January 21, 2025.

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

- B. Draft Open Session Minutes of the Special-Called Joint Meeting with the Jackson County Commissioners on February 6, 2025.

INFORMATION AGENDA

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

Dr. Ayers reported on the following:

1. We conclude February with a month of intensely inconsistent weather again and a need for continuity. I am thankful for a new month and springlike weather. It is hard to believe but there are only three months of the 2024-2025 school year remaining. I am looking forward to the days and weeks to come.
2. The spring athletic seasons are underway with baseball, soccer, softball, track and tennis. However, I would be remiss if I did not acknowledge two SMHS winter athletes, wrestlers who placed in the state competition yesterday. I will be honoring them next month at the board meeting but their accomplishments are too huge not to shout out today. Gabby Roman Bruno placed 4th in the state while Kavan Wilson placed 2nd! I am so proud of their work, dedication and determination and them representing SMHS and JCPS. Also in athletics, the lighting for the SMHS baseball and softball fields is being installed this week! I am very excited about this long-overdue project.
3. On February 11th, our Board held a listening session at Jackson Community School to hear thoughts from students, staff and the community. This evening, the Board will make a decision about the location of JCS for the upcoming year.
4. Earlier this month, we held a joint meeting with the Board of Commissioners and the Board of Education. The discussion was a time to share the needs of our school system and the manner in which our commissioners can support the projects. The cafeteria, kitchen and classroom space at Fairview is first on the priority list. There will be a community input session on March 3rd from 5:30-7:00 pm to solicit ideas from stakeholders about what this will look like.

5. The second JCPS priority is a new, traditional middle school. As of now, the search for land is underway. The need is for 30+ acres and, ideally, the location will be between Sylva and Dillsboro. The draft plan is for the school to serve 1000 students and have athletic fields for softball, baseball, soccer and a track. There will be a community input session on March 24th at SCC's Burrell Building to gather input.
6. The next project is the Smoky Mountain High School athletic complex. While the lights are being installed at the current baseball and softball fields this week, there is dire need to construct a track and address ADA needs at the football field. The needs include restrooms and a concession stand on the visitors side as well as upgrades to the press box, concessions and restrooms on the home side. There will be a community input session on March 19th from 5:30-7:00 pm to solicit ideas from stakeholders.
7. A project at Blue Ridge School and Early College is also being planned. As of now, the plan includes a new gym and classrooms along with addressing the kitchen space. A community input session will be held on March 10th from 5:30-7:00 pm at the school.
8. The only other item on the JCPS priority list is a bus garage remodel and expansion. Pinnacle is currently working on an estimate for that final needed building project. I have great appreciation for the Board of Commissioners who acknowledge the needs of Jackson County Public Schools.
9. Finally, at the end of January, we had yet another audit, this time with the Federal Programs. Laura Dills successfully completed all the prep work and coordinated with Title I principals to plan for the onsite visit. I am extremely proud of the work to prepare and the day of visits. Our final report reads, "Jackson County Public Schools has successfully met all statutory compliance requirements in the review conducted by the NCDPI. Included in the review were the following programs, if applicable to your PSU: Title I, Part A; Title I, Part D; Title II, Part A; Title III, Part A; Title IV, Part A; Migrant Education Program; and Rural and Low-Income Schools. Thank you to the staff within your PSU for working closely with your DPI Program Administrator to meet all applicable federal program requirements in your PSU." Congratulations Laura Dills and our elementary principals for making this happen smoothly and with great success!

B. Agenda Item: BOA and 2nd Quarter Audits

Presenter: Kristie Walker, CFO

Mrs. Walker presented the Bank of America purchase card and 2nd Quarter Internal School Audit results with no findings.

C. Agenda Item: Unaudited Financial Summary

Presenter: Mrs. Kristie Walker, Chief Financial Officer

Mrs. Walker presented the Unaudited Financial Summary as of February 25, 2025.

OPEN SESSION FOR PUBLIC COMMENTS

The following people submitted written public comments which were read during the meeting.
Summary of Written Public Comments:

1. Jonathan Bradshaw, a concerned parent of two children at Cullowhee Valley School, writes to the Jackson County School Board regarding its policy on ICE enforcement actions in schools. He appreciates the board's quick response to community concerns and its commitment to inclusivity but raises issues about the policy's clarity. Bradshaw is particularly concerned about the unclear roles of School Resource Officers (SROs) in such situations and urges the board to establish clear policies to ensure they prioritize student protection. He also stresses the need for better training and education for school staff on handling interactions with ICE agents, emphasizing the importance of clearly defined protocols to prevent confusion and harm. Additionally, he questions parental rights in these scenarios, highlighting the lack of communication about potential ICE raids compared to the permissions required for minor classroom activities. He worries about the emotional impact on students witnessing such events and the possibility of children being questioned without parental consent. Bradshaw calls on the board to implement a more transparent and protective policy that prioritizes the well-being of students over compliance with federal authorities. He warns that ambiguity will lead to confusion, public distrust, and lasting harm to children.
2. Dr. Emily Naser-Hall emphasizes the need for Jackson County Public Schools (JCPS) to provide comprehensive training for staff on their rights and responsibilities when dealing with ICE agents. She stresses that JCPS personnel must understand their legal obligations under state and federal laws, including FERPA and COPPA, to protect student privacy and safety. Schools are not required to share information with ICE or allow entry without a judicial warrant. Dr. Naser-Hall recommends leveraging resources from organizations like the ACLU and local advocacy groups to ensure staff are well-informed and do not inadvertently violate legal protections. This training would help safeguard students, support families, and maintain JCPS as a safe environment for all children, regardless of immigration status.
3. Lindsay Drake, expresses concerns as a community member and educator in Jackson County regarding student safety, particularly mental well-being, in light of recent federal policy changes. While schools often prioritize physical safety, the letter argues that mental health and emotional security are equally important but overlooked in policy decisions. Drake urges school leaders to update policies to ensure clear protocols on who can enter school buildings and what legal documentation is required. She emphasizes the need for transparency in protecting student records and offering counseling to families facing difficult circumstances. Additionally, she raises concerns about School Resource Officers (SROs) and their potential involvement in immigration enforcement, calling for school-led training to ensure SROs remain trusted figures for students and families. She highlights the impact of immigration enforcement on communities, reinforcing that public education is open to all students regardless of citizenship status. Drake concludes by stressing the need for strong policies, training, and administrative support to create a truly safe and inclusive learning environment for all students.
4. Casey Walawender, a former JCPS employee, PTA president, and parent, emphasizes the strong sense of community within local schools, where staff play a vital role in students' lives. She acknowledges the high demands placed on school employees and expresses concern over the federal government's decision to remove schools and churches as safe spaces from ICE enforcement. She urges JCPS to strengthen its policies, ensuring ICE is not allowed in schools and that SROs do not participate in enforcement actions. Additionally, she criticizes an elected official, Kim Moore, for making damaging comments about deportation, arguing that such views undermine the integrity of her role.

Walawender concludes by thanking school board members who have responded with care and thoughtfulness to community concerns.

5. Brad Reisinger, a career educator with over 25 years of experience, expresses deep concern over efforts to eliminate Diversity, Equity, and Inclusion (DEI) initiatives in public schools. He argues that such policies contradict the principles of parental rights, as outlined in North Carolina's Parents' Bill of Rights. Reisinger highlights four key issues:
Parental Choice in Education – Restricting DEI initiatives limits families' ability to provide an education that aligns with their values.
Transparency and Access to Information – Bans on DEI efforts remove educational materials without parental input, contradicting transparency principles.
Student Well-Being and Support – DEI programs provide crucial resources for marginalized students; eliminating them undermines student success.
Government Overreach – State-imposed bans on DEI limit local decision-making, contradicting parents' rights advocacy against government control.
Reisinger urges the school board to reject these restrictions, ensuring all parents—not just a select few—have a voice in shaping education.

Five community members signed up to speak as follows:

1. Dr. Aaron Callahan, an associate professor of linguistics and former ESL teacher, speaks as a private citizen advocating for Spanish-speaking and Latin communities in her county. She emphasizes the fear and instability caused by the rescinding of federal policies that previously designated schools, childcare centers, churches, and hospitals as protected locations from ICE enforcement. Callahan urges the school board to take proactive steps to support immigrant families by creating clear policies and resources in compliance with federal and state regulations, including FERPA, special education, ESL services, and Title I and III programs. While she appreciates the district's initial response to a letter-writing campaign, she calls for a more comprehensive and public policy that aligns with NEA best practices implemented in other districts.
2. Mr. Ricardo Bello, the Executive Director of Unidex, a nonprofit serving rural communities in Western North Carolina, speaks not as a leader but as a community member. He shares his personal struggle with education, emphasizing its importance for children facing daily challenges, especially under new laws and policies that make them more vulnerable. He stresses the need for support and education on diversity, correcting misconceptions about Latino communities and their languages. Bello highlights the significance of understanding different Latin American cultures and concludes with a quote from Pythagoras: "Educate the children, and it will not be necessary to punish the men."
3. Becky Pechmann, a former Jackson County Public School student and community member, addresses the school board to advocate for policies protecting students from Immigration and Customs Enforcement (ICE). She emphasizes that all children, regardless of citizenship status, have the right to an education and appreciates that federal law guarantees this right. While acknowledging that Jackson County Public Schools employees are aware of this law, she urges the board to take further action. She requests an official policy barring ICE from entering schools and preventing school resource officers from collaborating with ICE. She stresses the importance of ensuring student safety and calls on the board to uphold justice and protect all students.
4. Mr. David Johns shared a student letter - A student from Smoky Mountain High School shares their journey as an immigrant adjusting to life in the United States. Initially, they faced significant challenges, including language barriers, cultural differences, and feelings of isolation. School was difficult due to the fast-paced lessons and classmates who either

mocked their accent or underestimated them. However, with the support of kind peers, they began to adapt and gain confidence. Now, at 17, they feel more at home, excelling in school and soccer. They find joy in helping new students who face similar struggles and express gratitude for those who have supported them. Their faith gives them strength as they continue striving for a better future.

5. Enrique Gomez, an immigrant and native Spanish speaker, serves as the Treasurer of the Jackson County NAACP. He expresses concerns regarding a school district policy memo instructing faculty and staff to direct ICE officers to their supervisors. He highlights the risk of people impersonating ICE officers, referencing a 2018 incident in his community where a van mimicking an ICE vehicle caused distress. He argues that school employees should not be responsible for verifying officers' credentials or warrants, emphasizing that only sworn officers should handle such matters. Additionally, as a parent, he warns that the removal of a child by ICE agents could deeply impact the community and urges school leaders to proactively determine and train staff on how to respond in such scenarios. He concludes by thanking school officials for their service.

ACTION AGENDA

- A. **Agenda Item:** Jackson Community School
Presenter: Dr. Dana L. Ayers, Superintendent

Dr. Ayers turned the discussion about the Jackson Community School over to Board Chairman Wes Jamison. After discussing three options for Jackson Community School and considering community input during a Special-Called meeting on February 11, 2025, the board evaluated keeping JCS at its current location, relocating to SMHS and SMES, or revitalizing JCS through recruitment and programming.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve Jackson Community School remaining in its present location with a revitalization through recruitment and programming.*

- B. **Agenda Item:** Budget Amendments
Presenter: Kristie Walker, Chief Financial Officer

Mrs. Walker presented the budget amendments for February 25, 2025, 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 02-25-2025 Budget Amendments.*

- C. **Agenda Item:** 2025-2026 Audit Engagement Letter and Contract
Presenter: Kristie Walker, CFO

Mrs. Walker presented the 2025-2026 Audit Engagement Letter and Contract from Anderson, Smith & Wike, PLLC 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 2025-2026 Audit Engagement Letter and Contract.*

D. Agenda Item: Summer Testing Program Plan

Presenter: Laura Dills, Director of Federal Programs

Ms. Laura Dills presented the 2024-2025 Summer Testing Program Plan 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 2024-2025 Summer Testing Program Plan.*

E. Agenda Item: Purchase of Avigilon Security Cameras Server

Presenter: Greg Stewart, Chief Technology Officer

Mr. Stewart presented the bid from MSS Fire and Security for the purchase of an additional Avigilon Security Camera Server 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 an Avigilon Security Camera Server from MSS.*

D. Agenda Item: Field Trips

Presenter: Dr. Dana L. Ayers, Superintendent

1. FES, Grades 7 and 8 - Carowinds, NC, 05-10-25, TT10214.
2. SMHS JROTC, Grades 9 through 12 – R-S Central High School, Rutherfordton, NC, March 7-8, 2025, TT10254.
3. SMHS, Grade 11 – NC State, Charlotte, NC, March 31 to April 1, 2025, TT10296.
4. SMHS, Grade 12 – Dollywood, Pigeon Forge, TN, April 28, 2025, TT10298.
5. SMHS, EC Grades 9 to 12 – Young Harris College, Young Harris, GA, March 20, 2025, TT10323.

Dr. Ayers presented the above-listed field trips 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 trips.*

CLOSED SESSION

The board unanimously approved a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, 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. Kim Moore, the board voted unanimously to return to open session.

OPEN SESSION

Action: Upon a motion by Mrs. Abigail Clayton and seconded by Dr. Lynn Dillard, the board unanimously approved the consent action agenda:

- A. Draft Closed Session Minutes of Regular Meeting of January 21, 2025.
- B. Draft Closed Session Minutes from the Joint Meeting with County Commissioners on February 6, 2025.

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. Agnew, Joanna – Teacher, SMES
- 2. Ammons, Stephanie – Afterschool Tutor, FES
- 3. Blackwell, Brittney – Substitute EC Bus Monitor, SMHS
- 4. Broom, Anita – Custodian, SMHS
- 5. Bumgarner, Jared – Transportation Mechanic, Bus Garage
- 6. Carmichael, Tiffany – Substitute School Nutrition Assistant, SCES
- 7. Clawson, Gail – Infant-Toddler Lead Assistant, SCES
- 8. Frady, Melissa – Substitute School Nutrition Assistant, SMES
- 9. Green, Amanda – Afterschool Tutor, FES
- 10. Gregory, Melvin Scott – Substitute School Nutrition Assistant, FES
- 11. Hall, Jennifer - Substitute EC Bus Monitor, CVES
- 12. Hendershot, Sarah – Afterschool Tutor, FES
- 13. Howell, Wendy – Afterschool Tutor, FES
- 14. Howell, Wendy – Temporary Custodian, FES
- 15. Maney, Emma – Afterschool Tutor, FES
- 16. Mathis, Joshua – Custodian, BRS
- 17. Mayes, April – Afterschool Tutor, FES
- 18. Miller, Morag – Afterschool Tutor, FES
- 19. Morgan, Kirsten - Afterschool Tutor, FES
- 20. Paulk, Angela – EC Teacher Assistant, BRS
- 21. Plemmons, Abigail – Certified Occupational Therapy Assistant, District-wide
- 22. Stillwell, Renee – Teacher, SMHS
- 23. Sumner, Robin – School Mental Health Clinician, District-wide
- 24. Webb, Jessica – Gear-up District Coordinator. District-wide
- 25. Young, Lyndsi – Behavior Support Assistant, BOE-SCES

Employee Resignations:

- 1. Brower, Brittany – School Counselor, SMES
- 2. Buck, Bailey – Substitute School Nutrition Assistant, BRS-BREC
- 3. Donatelli, Donna - Substitute School Nutrition Assistant, CVES
- 4. Holland, Jeremiah – Custodian and Bus Driver, SMHS
- 5. Hoover, Brandon – Substitute School Nutrition Assistant, CVES
- 6. Ledford, Stephanie - Substitute School Nutrition Assistant, CVES
- 7. Whiteside, Meagan – Teacher, SMES

Employee Retirements:

1. Bryson, April – Principal, SCES
2. Lanford, Gerald – Teacher, BREC
3. Parris, Judy – School Nutrition Assistant, SMHS
4. Queen, Bernice - School Nutrition Assistant, SMHS
5. Taylor, Lora – Teacher, FES

Employee Separations:

1. Riddle, Ronnie – Bus Driver, SCES

Employee Special Request – Leave of Absence:

1. Mathis, Donna – Teacher Assistant, FES

Staff, Non-Staff, and Returning Coach Recommendations:

1. Bell, Vivian – Assistant Coach District MS Women’s Soccer, SMHS-District, New Non-Staff
2. Boone, Jerrod – Assistant Coach Varsity Men’s Basketball, SMHS, Returning Staff
3. Boyles, Autumn – Head Coach District MS Women’s Soccer, SMHS-District, Returning Staff
4. Brown, Megan – Head Coach Indoor Track, SMHS, Returning Staff
5. Bryson, Richard – Head Coach Baseball, FES, Returning Non-Staff
6. Cabe, Dustin – Head Coach District MS Softball, SMHS-District, Returning Non-Staff
7. Cain, Matthew – Assistant Coach Varsity Men’s Wrestling, SMHS, Returning Non-Staff
8. Cain, Matthew - Assistant Coach MS Wrestling, SMHS-District, Returning Non-Staff
9. Caldwell, Michael – Assistant Coach Baseball, FES, Returning Non-Staff
10. Callaway, Molly – Head Coach Women’s Basketball, SCES, Returning Staff
11. Carter, Scott – Assistant Coach Varsity Swim, SMHS, Returning Non-Staff
12. Cooper, Jack – Head Coach District MS Men’s Track, SMHS-District, Returning Non-Staff
13. Davis, Tom – Head Coach JV Wrestling, SMHS, Returning Non-Staff
14. Dills, Monica Brooke – Assistant Coach Women’s Basketball, SCES, Returning Staff
15. Dunford, Ollin – Head Coach Varsity Women’s Basketball, SMHS, Returning Staff
16. Ellsworth, Marissa – Assistant Coach JV Women’s Basketball, SMHS, Returning Non-Staff
17. Herren, Steven - Assistant Coach MS Baseball, BREC, Returning Staff
18. Hooper, Elliott – Head Coach District MS Baseball, SMHS-District, New Non-Staff
19. Larch, Catherine Mindy – Head Coach Varsity Women’s Wrestling, SMHS, Returning Non-Staff
20. Maney, Christopher – Assistant Coach District MS Golf, SMHS-District, New Non-Staff
21. Mayse, Tim – Head Coach Varsity Women’s Basketball, BREC, Returning Staff
22. McCall, Kristina – Assistant Coach Varsity Women’s Soccer, BREC, Returning Staff
23. McRae, Lucy – Assistant Coach District MS Women’s Soccer, SMHS-District, New Non-Staff
24. Melvin, Jason – Head Coach JV Women’s Basketball, SMHS, Returning Non-Staff

25. Miller, Scott – Head Coach District MS Women’s Track, SMHS-District, Returning Staff
26. Montgomery, Ailey – Assistant Coach Varsity Women’s Wrestling, SMHS, Returning Staff
27. Montgomery, Cole Dalton – Head Coach Varsity Men’s Golf, SMHS, Returning Staff
28. Montgomery, Cole Dalton – Assistant Coach Freshman Men’s Basketball, SMHS, Returning Staff
29. Moody, Madison – Head Coach Varsity Cheer, SMHS, Returning Non-Staff
30. Mull, Ryan – Head Coach MS Baseball, BREC, Returning Non-Staff
31. Mulligan, Tyler – Assistant Coach Varsity Women’s Basketball, SMHS, Returning Staff
32. Orr, Kelli – Head Coach JV Cheer, SMHS, Returning Non-Staff
33. Pressler, Nick – Head Coach Varsity Women’s Soccer, BREC, Returning Staff
34. Richards, Keith – Head Coach District MS Wrestling, SMHS, Returning Staff
35. Schnorenberg, Paul – Head Coach Varsity Swim, SMHS, Returning Non-Staff
36. Scifers, Jonathan – Assistant Coach District MS Track, SMHS-District, Returning Non-Staff
37. Shull, Heather – Assistant Coach Varsity Cheer, SMHS, Returning Staff
38. Steinel, Ashley – Assistant Coach Varsity Women’s Basketball, BREC, Returning Staff
39. Stephens, Anthony – Head Coach Baseball, SCES, Returning Non-Staff
40. Stockton, Jordan – Head Coach JV Men’s Basketball, SMHS, Returning Staff
41. Sutherland, Diana – Head Coach Softball, SCES, Returning Staff
42. Todd, Mark - Head Coach District MS Golf, SMHS-District, New Non-Staff
43. Watkins, Rebekkah – Head Coach MS Women’s Soccer, BREC, Returning Staff
44. Wilson, Erik – Head Coach Varsity Men’s Wrestling, SMHS, Returning Staff
45. Wilson, Nicholas – Assistant Coach Baseball, CVES, New Non-Staff
46. Woods, Robert – Assistant Coach District MS Softball, SMHS-District, Returning Non-Staff
47. Young, Thomas – Head Coach Varsity Men’s Basketball, SMHS, Returning Staff

- E. Agenda Item: Motion to Amend Agenda to Add a Resolution Regarding Partisan Board of Education Elections for Jackson County Board of Education
 Presenter: Mr. Wes Jamison, Board Chairman

Mr. Jamison asked the board to amend the agenda to include an additional action item for a Resolution Regarding Partisan Board of Education Elections for Jackson County Board of Education.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Kim Moore, the board voted unanimously to approve the addition of an action item for a Resolution Regarding Partisan Board of Education Elections for Jackson County Board of Education.*

- F. Agenda Item: Resolution Regarding Partisan Board of Education Elections for Jackson County Board of Education
 Presenter: Mr. Wes Jamison, Board Chairman

Ms. Ashley Leonard, Board Attorney, read the Resolution Regarding Partisan Board of Education Elections for Jackson County Board of Education. JCPS BOE supports a Non-Partisan election.

Action: *Upon a motion by Mrs. Abigail Clayton and seconded by Mrs. Gayle Woody, the board voted unanimously to approve the Resolution Regarding Partisan Elections for Jackson County Board of Education.*

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is March 25, 2025, at 6:00 p.m., at Jackson Community School, 3770 Skyland Drive, Sylva, NC.

ADJOURNMENT

There being no objection, Chairman Wes Jamison adjourned the meeting at 8:48 p.m.

Mr. Wes Jamison, Chairman

Dr. Dana L. Ayers, Secretary

UNAUDITED FINANCIAL SUMMARY MARCH 2025

Fund	Fund Description	Beginning	Budget Adjustments	Current	Year-to-Date	PO's &	Remaining	Percent
1	STATE PUBLIC SCHOOL FUND	\$29,261,638.00	\$289,795.00	\$29,551,433.00	\$20,918,088.73	\$191,520.73	\$8,441,823.54	71.43%
2	LOCAL FUNDS	\$11,542,861.00	\$0.00	\$11,542,861.00	\$7,347,082.93	\$62,539.33	\$4,133,238.74	64.19%
3	FEDERAL GRANT FUND	\$3,718,482.90	\$67,720.00	\$3,786,202.90	\$2,065,800.23	\$34,694.75	\$1,685,707.92	55.48%
4	THE CAPITAL OUTLAY FUND	\$5,628,590.00	\$6,056,424.00	\$11,685,014.00	\$950,005.65	\$758,874.82	\$9,976,133.53	14.62%
5	CHILD NUTRITION FUND	\$3,701,290.00	\$0.00	\$3,701,290.00	\$1,916,903.69	\$75,362.36	\$1,709,023.95	53.83%
6	TRANSPORTATION	\$0.00	\$0.00	\$0.00		\$156,162.00	(\$156,337.00)	
8	OTHER SPECIFIC REVENUE FUND	\$5,426,253.00	\$0.00	\$5,426,253.00	\$2,482,383.48	\$261,560.62	\$2,682,308.90	50.57%
	Grand Total	\$59,279,114.90	\$6,413,939.00	\$65,693,053.90	\$35,680,614.81	\$1,540,714.61	\$28,471,724.48	56.66%

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

UNAUDITED FINANCIAL SUMMARY MARCH 2025

Fund	Fund Description	Beginning	Budget Adjustments	Current	Year-to-Date	PO's &	Remaining	Percent
1	STATE PUBLIC SCHOOL FUND	\$30,076,333.00	\$39,913.00	\$30,116,246.00	\$20,485,383.15	\$209,341.44	\$9,421,521.41	68.72%
2	LOCAL FUNDS	\$10,005,814.00	\$0.00	\$10,005,814.00	\$6,489,779.63	\$115,988.21	\$3,400,046.16	66.02%
3	FEDERAL GRANT FUND	\$6,410,315.68	\$347,622.00	\$6,757,937.68	\$3,727,018.64	\$107,418.66	\$2,923,500.38	56.74%
4	THE CAPITAL OUTLAY FUND	\$1,822,510.00	\$270,742.00	\$2,093,252.00	\$909,443.00	\$453,487.19	\$730,321.81	65.11%
5	CHILD NUTRITION FUND	\$3,343,992.00	\$0.00	\$3,343,992.00	\$1,719,707.71	\$124,148.79	\$1,500,135.50	55.14%
6	TRANSPORTATION	\$60,000.00	\$80,500.00	\$140,500.00	\$132,791.00	\$0.00	\$7,709.00	94.51%
8	OTHER SPECIFIC REVENUE FUND	\$5,861,968.00	\$10,000.00	\$5,871,968.00	\$1,662,230.26	\$50,434.60	\$4,159,303.14	29.17%
	Grand Total	\$57,580,932.68	\$748,777.00	\$58,329,709.68	\$35,126,353.39	\$1,060,818.81	\$22,142,537.40	62.04%

Information for comparison only.

BUDGET AMENDMENT
Jackson County Schools Administrative Unit
Other Specific Revenue Fund

The Jackson County Board of Education, at a meeting on the 25th day of March 2025, 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
GEAR Up App State Grant	311		\$ 144,728
NC Community Foundation SME Backpack Gr.	512		\$ 25,000
Total Appropriation in Current Budget		\$	5,256,525
Amount of Increase (Decrease) of this Amendment			<u>169,728</u>
			<u>\$ 5,426,253</u>

Restricted Funds: Restricted Grants.

Passed by a majority vote of the Jackson County Board of Education on the 25th day of March 2025.

Chairperson, Board of Education

Secretary, Board of Education

BUDGET AMENDMENT
Jackson County Schools Administrative Unit
Federal Grants Fund

The Jackson County Board of Education, at a meeting on the 25th day of March 2025, 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
111	Language Acquisition	\$	2,795
115	ESEA Title I-School Improvement-Competi	\$	74,325
118	IDEA VI-B Special Needs Targeted Assistar	\$	6,259
119	IDEA Targeted Assistance Preschool	\$	1,740
Total Appropriation in Current Budget		\$	3,701,084
Amount of Increase (Decrease) of this Amendment			85,119
		\$	3,786,203

Explanation: This is the approved budget for grant year 2025 in allotment revisions through #81

Passed by a majority vote of the Jackson County Board of Education on the 25th day of March 2025.

Chairperson, Board of Education

Secretary, Board of Education

State Public School Fund
Jackson County Schools Administrative Unit
State Public School Fund

The Jackson County Board of Education, at a meeting on the 25th day of March 2025, 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	Budget Code		Amount
Allocation from State Treasurer	1.3100.xxx	\$	302,521
Total Appropriation in Current Budget		\$	29,248,912
Amount of Increase (Decrease) of this Amendment		\$	<u>302,521.00</u>
		\$	<u>29,551,433</u>

Explanation: The increase in state revenue is to align our state allotment budgets with actual amounts for fiscal year 2025 provided by NC DPI allotment revision #81

Passed by a majority vote of the Jackson County Board of Education on the 25th day of March 2025.

Chairperson, Board of Education

Secretary, Board of Education

JACKSON COUNTY PUBLIC SCHOOLS

Budget Amendment #7 and Transfer #7

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>#7</u>	<u>#7</u>	<u>Budget</u>
<u>Other Specific Revenue Fund</u>				
5000 Instructional Services	\$ 3,153,673	\$ 164,165	\$ -	\$3,317,838
6000 System-Wide Support Services	690,386	-	-	690,386
7000 Ancillary Services	141,744	-	-	141,744
8000 Non-Program Charges	1,270,722	5,563	-	1,276,285
Totals	<u>\$ 5,256,525</u>	<u>\$ 169,728</u>	<u>\$ -</u>	<u>\$ 5,426,253</u>

Source of Revenue:

Fund 6 Appropriated fund balance Transportation	\$ -	6.4910.xxx
Fund 8		
GEAR Up Grant	\$ 144,728	310
NC Comm. Foundation-SME Backpack Grant	\$ 25,000	512
	<u>\$ 169,728</u>	

-

	From	To
TRANSFERS between subfunctions greater than \$10,000	8.6400.864.422	8.6400.864.418
Tech Tiber Creek VMWare Renewal	\$10,272.00	\$10,272.00

JACKSON COUNTY PUBLIC SCHOOLS

Budget Amendment #7 and Transfer #7

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>#7</u>	<u>#7</u>	<u>Budget</u>
<u>Federal Grants Fund</u>					
5000	Instructional Services	\$ 2,782,597	82,643	\$ -	\$ 2,865,241
6000	System-Wide Support Services	668,810	-	-	668,810
7000	Ancillary Services	-	-	-	-
8000	Non-Program Charges	249,677	2,475	-	252,152
Totals		<u>\$ 3,701,084</u>	<u>\$ 85,119</u>	<u>\$ -</u>	<u>\$ 3,786,203</u>

PRC	Source of Revenue:	Notes:
111	Language Acquisition	\$ 2,795
	ESEA Title I-School	
115	Improvement-Competitive Funds	\$ -
	ESEA Title I-School	
115	Improvement-Competitive Funds	\$ 22,580
	ESEA Title I-School	
115	Improvement-Competitive Funds	\$ 51,744
	IDEA VI-B Special Needs	
118	Targeted Assistance	\$ 6,259
	IDEA Targeted Assistance	
119	Preschool	GY 4 \$ 1,740

\$ 85,119

(0)

TRANSFERS between
subfunctions greater than
\$10,000:

None

JACKSON COUNTY PUBLIC SCHOOLS

Budget Amendment #7 and Transfer #7

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 <u>Budget</u>	Amendments & Transfers <u>#7</u>	Ending <u>Budget</u>
<u>State Public School Fund</u>			
5000 Instructional Services	\$ 25,792,657	\$ 289,521	- \$ 26,082,178
6000 System-Wide Pupil Support Services	3,370,455	13,000	- 3,383,455
7000 Ancillary Services	85,800	-	- 85,800
8000 Non-Program Charges	-	-	- -
Totals	<u>\$ 29,248,912</u>	<u>\$ 302,521</u>	<u>\$ -</u> <u>\$ 29,551,433</u>

Source of Revenue:

Notes:

State Public School Fund:

State Textbook Allotment

Summer Reading Camps PRC 016	66,018
Children with Special Needs PRC 032	99,848
School Resource Officers PRC 039	73,332
Principal & other Teacher Bonuses PRC 048	47,931
Literacy Intervention PRC 085	12,392
Transportation Stop Arm PRC 087	3,000

\$ 302,521

-

TRANSFERS between subfunctions
greater than \$10,000:

None



Y & S TECHNOLOGIES

383 Kingston Ave, Ste#357,
Brooklyn, NY 11213
Phone: 7184730284

Quotation

Number: **SF-2834**

Date: **03/15/2025**

Quote prepared for: **Greg Stewart**

Bill To:

Greg Stewart
Jackson County Public Schools
398 Hospital RD
Sylva, NC 28779
Phone: (828)316-7576
Email: gstewart@jcpsmail.org

Ship To:

Greg Stewart
Jackson County Public Schools
398 Hospital RD
Sylva, NC 28779

Item #	Mfr. Part	Description	Price	Qty.	Extended
1	82W20009US	Lenovo 300e Yoga Chromebook Gen 4 82W20009US 11.6" Touchscreen Convertible 2 in 1 Chromebook - HD - Octa-core (ARM Cortex A76 + Cortex A55) - 8 GB - 64 GB Flash Memory - Graphite Gray - MediaTek Chip - 1366 x 768 - ChromeOS - ARM Mali-G52 2EE MC2 - In-plane Switching (IPS) Technology - English Keyboard - Front Camera/Webcam - IEEE 802.11ax Wireless LAN Standard - TAA Compliance Mfr: LENOVO GROUP LIMITED UNSPSC: 43211503	\$ 295.89	387	\$ 114,509.43
2	5WS0N75691 And 5PS0F04089	Lenovo 3 year Depot accidental damage coverage School year term whershipping (including packaging) or delivery to the repair center is paid for byLenovo. Mfr: Lenovo	\$ 85.00	387	\$ 32,895.00
3	CROS-SW-DIS-EDU-NEW	Google Chrome - License - 1 License - Academic Mfr: GOOGLE, INC UNSPSC: 43231512	\$ 28.75	387	\$ 11,126.25
4	Laser Etching	Laser Etching Mfr: Y&S	\$ 7.50	387	\$ 2,902.50
5	White Glove Services Chrome Enrollment	White Glove Services Chrome Enrollment Mfr: Y&S	\$ 7.50	387	\$ 2,902.50
5 item(s)			Sub-Total		\$ 164,335.68
			Tax @ 7%		\$ 11,503.50
			Freight		\$ 0.00
			Total		\$ 175,839.18

Customer Comments

JCPS Quote. Lenovo 300e Quote 8 GB Model with a 3 Year Unlimited Accidental Damage Protection Warranty
Google Licenses Etching and full White glove Services. Pricing is per the NC 204A State Contract Pricing.

Quote Valid Until: 04/15/2025

Payment Details

Pay by: Company Check

Other Details

:

Terms and Conditions**Shipping and Delivery Details**

Shipping via: FEDEX Ground
(DropShip)

Prepared by: **Sales Team 2**

Email: **Saul@yandstech.com**

Phone: **7184730284**

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 **10446**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **5/1/25** **Thursday**

* Time 7:30 AM

Trip Return


* Date **5/1/25** **Thursday**


* Time 9:00 PM

Trip Year/Week 2025-18

* Overnight or Out-of-State Yes

Comments

* Your School/Dept  302 **Blue Ridge Early College**
95 Bobcat Drive, Cashiers, NC 28717

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

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission
Slip

JSF
3/12/25

* 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?)

* Teacher / Advisor / Staff Name Kristina McCall

* Teacher / Advisor / Staff Phone # 8285073025

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 Kristina McCall
- * Emergency Contact Phone # 8285073025

- * Grade Level(s) Making Trip 12
- * Description of Group or Person(s) Making Trip Seniors--in lieu of Busch Gardens
- * Educational Objective for Field Trip Senior trip--in lieu of Busch Gardens; flower and food festival at Dollywood

Special Indicators

Number of Individuals Making Trip

- | | | | | | |
|-----------------|----|-------------------|---|----------------|----|
| * Male Adults | 2 | * Female Adults | 1 | Total Adults | 3 |
| * Male Students | 15 | * Female Students | 6 | Total Students | 21 |

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 21 **Teacher** Kristina McCall

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

Additional Information

- * Please list all Chaperones: Nick Pressler, Jerry Lanford, Kristina McCall
- * Please list the driver's name: Kristina McCall

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

Vehicles Needed

- * Do you need vehicles? Yes


Vehicle Pickup

- * Date 5/1/25
- * Time 7:30 AM

Vehicle Return

- * Date 5/1/25
- * Time 9:00 PM

Total Trip Hours 13.50

- * 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

kcowan@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request

kmccall@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

nfrizzell@jcpsmail.org

Decision Date

Mar 11, 2025, 9:33:12 PM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

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Trip Number **10382**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **3/26/25** **Wednesday**

* Time 8:30 AM

Trip Return

* Date **3/26/25** **Wednesday**


* Time 2:45 PM


Trip Year/Week 2025-13

* Overnight or Out-of-State Yes

Comments

* Your School/Dept  316 **Blue Ridge School**
95 Bobcat Drive, Cashiers, NC 28717-9998


3/21/25

* Main Destination  Other (Type Below)
98 **Foxfire Ln, Mountain City, GA** 30562, USA

Destination Not Listed

The Foxfire Museum, Foxfire Lane, Mountain City, GA, USA

* **Destination Name** Foxfire Museum

* 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

Payment Option

Will Pick Up Check

Purchase Order/Requisition Nbr

Payment Due To

Comments Concerning Payment

* Teacher / Advisor / Staff Name Donna Stewart

* Teacher / Advisor / Staff Phone # 8286201125

Teacher / Advisor / Staff Email dstewart@jcpsmail.org

Note: This email will receive the requester emails if different from requesterEmergency Contact Info ☒ Same as Teacher / Advisor / Staff

* Emergency Contact Name Donna Stewart

* Emergency Contact Phone # 8286201125

* Grade Level(s) Making Trip 3

* Description of Group or Person(s) Making Trip 17 third grade students, 1 bus driver, 1 teacher, 1 assistant

* Educational Objective for Field Trip This addresses Social Studies standard 3.B.1(Understand how values and beliefs of individuals and groups influence communities). Students will experience how early settlers to the Appalachian region lived at a living museum.

Special Indicators

Number of Individuals Making Trip

* Male Adults 0 * Female Adults 3 Total Adults 3

* Male Students 9 * Female Students 8 Total Students 17

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 17 **Teacher** Donna Stewart

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

Additional Information

* Please list all Chaperones: Donna Stewart, Stacy McNabb, Laura Plush

* Please list the driver's name: Stacy McNabb

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

Vehicles Needed

* Do you need vehicles? Yes

Vehicle Pickup

Vehicle Return

* **Date** 3/26/25
* **Time** 8:30 AM

* **Date** 3/26/25
* **Time** 2:45 PM

Total Trip Hours 6.25

* **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 kcowan@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request dstewart@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 kcowan@jcpsmail.org

Decision Date Feb 28, 2025, 1:15:37 PM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

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Trip Number **10381**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

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

* Time 9:30 AM

Trip Return

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

* Time 2:30 PM


Trip Year/Week 2025-14

* Overnight or Out-of-State Yes

Comments

* Your School/Dept  316 **Blue Ridge School**
95 Bobcat Drive, Cashiers, NC 28717-9998

JS 2/28/25

* Main Destination  Other (Type Below)
The Oasis Ranch, 170 Hackberry Ln, Seneca, SC 29678, USA

Destination Not Listed The Oasis Ranch, Hackberry Lane, Seneca, SC, USA

* Destination Name The Oasis Ranch

* 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? No

(Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Rebekkah Watkins
* Teacher / Advisor / Staff Phone # 828-743-2646
Teacher / Advisor / Staff Email rwatkins@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 Rebekkah Watkins
* Emergency Contact Phone # 828-743-2646

* Grade Level(s) Making Trip 6
* Description of Group or Person(s) Making Trip 6th grade class
* Educational Objective for Field Trip Reward trip for behavior and academics. Also learning about indian legends following the completion of wit and wisdom book "Blood on the River"

Special Indicators

Number of Individuals Making Trip

* Male Adults	0	* Female Adults	3	Total Adults	3
* Male Students	11	* Female Students	11	Total Students	22

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 22 **Teacher** Rebekkah Watkins

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

Additional Information

* Please list all Chaperones: Laura Plush, Erica Smithdeal, Rebekkah Watkins
* Please list the driver's name: Erica Smithdeal, Ashley Steinel, Stacy McNabb

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

Vehicles Needed

* Do you need vehicles? Yes

Vehicle Pickup

* Date 4/4/25
* Time 9:30 AM

Vehicle Return

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

Total Trip Hours 5.00

* 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:

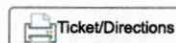
Owner kcowan@jcpsmail.org

Bid Id/Closing Date

Current Assignments for This Trip

Veh# X X Vehicle Location Driver X X Driver Email

8109 302 Blue Ridge Early College



Person Submitting Request rwatkins@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 kcowan@jcpsmail.org

Decision Date Feb 28, 2025, 10:14:59 AM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date

Travel Request Form

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Trip Number **10348**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

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

* Time 8:00 AM

Trip Return

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

* Time 6:00 PM

Trip Year/Week 2025-14

* Overnight or Out-of-State Yes

Comments **Pigeon Forge, TN Experia Ocean Experience and WonderWorks**

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

* Main Destination  Other (Type Below)
1645 Parkway #780, Sevierville, TN 37862, USA



Destination Not Listed XPERIA: Smoky Mountains, Parkway, Sevierville, TN, USA

* Destination Name wonderworks, Sevierville, TN

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip

* Funding Source #1	School Funded Field Trips	Budget Code	3rd Grade
Funding Source Desc		Budget Code Desc	
Funding Approver			

Are funds payable to a third party? No

(Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Stephanie Ammons
 * Teacher / Advisor / Staff Phone # 8282691535
 Teacher / Advisor / Staff Email sammons@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 Stephanie Ammons
 * Emergency Contact Phone # 8282691535

* Grade Level(s) Making Trip **3**
 * Description of Group or Person(s) Making Trip Fairview 3rd Grade
 * Educational Objective for Field Trip Ocean's ties into our ocean unit from wit and wisdom including the humboldt squid. Wonderworks will address STEM, SEL, and our science standards-body systems, matter, force and interactions, and energy.

Special Indicators

Number of Individuals Making Trip

* Male Adults 1	* Female Adults 8	Total Adults 9
* 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? **Yes**

Nbr Students 90 **Teacher** Stephanie Ammons

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

Additional Information

* Please list all Chaperones: Stephanie Ammons, April Mayes, Rebekah Blanton, Elizabeth Turnmire, Brittany Bowers, Alicia Brown, Anna Woods, Ashley Bailey, Emma Jones, Katey Wallace
 * Please list the driver's name: Stephanie Ammons and Dennis Proffitt

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

Vehicles Needed

* Do you need vehicles? Yes

Vehicle Pickup

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

Vehicle Return

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

Total Trip Hours 10.00

* 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 sammons@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 Feb 24, 2025, 7:19:36 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 **10258**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

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

* Time 8:00 AM

Trip Return

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

* Time 9:00 PM


Trip Year/Week 2025-17

* Overnight or Out-of-State Yes

Comments

* Your School/Dept  323 Jackson County Early College
447 College Drive, Sylva, NC 28779

Done 4/25/25

* Main Destination  Other (Type Below)
131 The Island Dr Suite 9139, Pigeon Forge, TN 37863, USA

Destination Not Listed

The Escape Game Pigeon Forge, The Island Drive, Pigeon Forge, TN, USA

* Destination Name Escape Room pigeon forge

Stops on the return: Speedpark: NASCAR SpeedPark, Parkway, Sevierville, TN, USA
Wonder works: WonderWorks Pigeon Forge, Music Road, Pigeon Forge, TN, USA

* Approximate Nbr of Miles Round Trip 235.26

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?)

* Teacher / Advisor / Staff Name Inga D. Sutton
* Teacher / Advisor / Staff Phone # 8283540343
Teacher / Advisor / Staff Email isutton@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 Inga D. Sutton
* Emergency Contact Phone # 8283540343

* Grade Level(s) Making Trip 12
* Description of Group or Person(s) Making Trip Senior Trip
* Educational Objective for Field Trip Community building and celebration

Special Indicators

Number of Individuals Making Trip

* Male Adults	0	* Female Adults	3	Total Adults	3
* Male Students	8	* Female Students	11	Total Students	19

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 19 **Teacher** Inga D. Sutton
Students will be away from school during the lunch period.

Additional Information

* Please list all Chaperones: Evelyn Graning, Inga Sutton, Amanda Fonseca,
* Please list the driver's name: Evelyn Graning

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

Vehicles Needed

* Do you need vehicles? Yes


Vehicle Pickup

* **Date** 4/25/25
* **Time** 7:30 AM

Vehicle Return

* **Date** 4/25/25
* **Time** 9:00 PM

Total Trip Hours 13.50

- * 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 wdotson@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request isutton@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 egraning@jcpsmail.org

Decision Date Feb 24, 2025, 12:23:20 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 **10168**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

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

* Time 8:00 AM

Trip Return

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

* Time 4:30 PM

Trip Year/Week 2025-15

* Overnight or Out-of-State Yes

Comments

* Your School/Dept ⓘ 332 **Scotts Creek Elementary**
516 Parris Branch, Sylva, NC 28779-9083

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

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip

Handwritten signature and date 2/25/25

* **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?)

* Teacher / Advisor / Staff Name Lindsey Powell

* Teacher / Advisor / Staff Phone # 828-421-8577

Teacher / Advisor / Staff Email lpowell@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 Lindsey Powell
- * Emergency Contact Phone # 828-421-8577

- * Grade Level(s) Making Trip 6
- * Description of Group or Person(s) Making Trip Scott's Creek 6th grade class end-of-year fieldtrip
- * Educational Objective for Field Trip Reinforce science topics covered in class

Special Indicators**Number of Individuals Making Trip**

- | | | | | | |
|-----------------|----|-------------------|----|----------------|----|
| * Male Adults | 2 | * Female Adults | 8 | Total Adults | 10 |
| * Male Students | 24 | * Female Students | 27 | Total Students | 51 |

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 51 **Teacher** Lindsey Powell

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

Additional Information

- * Please list all Chaperones:
McKenzie Long
Chris Farmer
Tracy Oakley
Leann Wheatley
Rachel Mathis
Peggy Bryson & Derek Norton
Teacher chaperones are myself (Lindsey Powell), Bailey Dills, and Taylor Medford
- * Please list the driver's name:
Jeremy Cauley (if available)

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

Vehicles Needed

- * Do you need vehicles? Yes

Vehicle Pickup

- | | |
|--------|---------|
| * Date | 4/11/25 |
| * Time | 8:00 AM |

Vehicle Return

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

Total Trip Hours 8.50

- * 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 jcauley@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request lpowell@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 abryson@jcpsmail.org

Decision Date Jan 27, 2025, 12:01:54 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 **10448**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **4/24/25** Thursday

* Time 7:45 AM

Trip Return

* Date **4/24/25** Thursday

* Time 2:30 PM

Trip Year/Week 2025-17

* Overnight or Out-of-State Yes

Comments

* Your School/Dept  332 **Scotts Creek Elementary**
516 Parris Branch, Sylva, NC 28779-9083

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

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip

Handwritten signature and date 3/12/25

* **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?)

* Teacher / Advisor / Staff Name Josie Holden

* Teacher / Advisor / Staff Phone # 8285071723

Teacher / Advisor / Staff Email jholden@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 Tracie Holden
- * Emergency Contact Phone # 8285068494

- * Grade Level(s) Making Trip K
1
2
- * Description of Group or Person(s) Making Trip Kindergarten through 2nd grade students, faculty, staff, and bus drivers.
- * Educational Objective for Field Trip Analyze and interpret data to compare the characteristics of different types of the same animal to determine individual similarities and differences. LS.K.2.1

Analyze and interpret data to compare how the needs of plants and animals can be met in different environments. LS.1.1.2

Use models to summarize the life cycle of animals including: birth, developing into an adult, reproducing, aging and death. LS.2.1.1

Special Indicators**Number of Individuals Making Trip**

- | | | | | | |
|-----------------|----|-------------------|----|----------------|-----|
| * Male Adults | 6 | * Female Adults | 7 | Total Adults | 13 |
| * Male Students | 46 | * Female Students | 64 | 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? Yes

Nbr Students 110 **Teacher** Josie Holden

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

Additional Information

- * Please list all Chaperones: Hannah Martin, Trisha Davis, Josie Holden, Autumn Farmer, Katelyn Finley, Sarah Myers, Gina Verrault, Andrea Trempe, Madelyn Lynch, Nicole Douglas and Chelsea Stephens
- * Please list the driver's name: TBA

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

Vehicles Needed

- * Do you need vehicles? Yes


Vehicle Pickup

- * Date 4/24/25
- * Time 7:45 AM

Vehicle Return

- * Date 4/24/25
- * Time 2:30 PM

Total Trip Hours 6.75

- * 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:

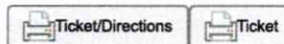
Owner jcauley@jcpsmail.org

Bid Id/Closing Date

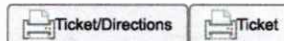
Current Assignments for This Trip

Veh# X X **Vehicle Location** **Driver** X X **Driver Email**

8110 340 Smoky Mountain High



8111 340 Smoky Mountain High



Person Submitting Request jholden@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 abryson@jcpsmail.org

Decision Date

Mar 12, 2025, 1:21:36 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 **10361**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

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

* Time 7:00 AM

Trip Return

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

* Time 7:00 PM

Trip Year/Week 2025-15

* Overnight or Out-of-State Yes

Comments FOR **SME** TRIP to Chattanooga -- **Middle Grades Trip**

* Your School/Dept  000 Transportation
439 NC 116, Sylva, NC 28779

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

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

* 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? No
(Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Charity Jamison

* Teacher / Advisor / Staff Phone # 8282692673
 Teacher / Advisor / Staff Email wdotson@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 Charity Jamison
 * Emergency Contact Phone # 8282692673

* Grade Level(s) Making Trip

6

7

8

* Description of Group or Person(s) Making Trip Staff and special needs students during multi-day Event

* 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	2	* Female Adults	2	Total Adults	4
* Male Students	3	* Female Students	3	Total Students	6

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?

No

Additional Information

* Please list all Chaperones:

Charity Jamison
Tonya Pruett
Jessica Cline
Nikki Sutton

* Please list the driver's name:

Tim Kurr
Wes Willoughby

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

Vehicles Needed

* Do you need vehicles? Yes

Vehicle Pickup

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

Vehicle Return

* Date	4/10/25
* Time	7:00 PM

Total Trip Hours 84.00

* Type of vehicles needed to reserve Service Mini-Van



* 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 Extra Vehicles at \$1 a mile.

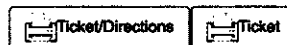
Additional Comments:

Owner wdotson@jcpsmail.org

Bid Id/Closing Date

Current Assignments for This Trip

Veh#	X	X	Vehicle Location	Driver	X	X	Driver Email
8003			340 Smoky Mountain High				 
8045			000 Transportation				 



Person Submitting Request

wdotson@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

wdotson@jcpsmail.org

Decision Date

Feb 26, 2025, 7:11:46 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 **10350**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **4/5/25** **Saturday**

* Time 7:30 AM

Trip Return

* Date **4/5/25** **Saturday**

* Time 7:30 PM

Trip Year/Week 2025-14

* Overnight or Out-of-State Yes

Comments

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

* Main Destination  **Furman University**
3300 Poinsett Highway, Greenville, SC

Stops on the return: Five Guys: 3281 N Pleasantburg Dr, Greenville, SC 29609, USA

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission
Slip

* Funding Source #1	Admin Override	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 90

Josh Francis
2/25/25

Payment Option

School System Credit Card

Purchase Order/Requisition Nbr

Payment Due To

Furman University School of Music
3300 Poinsett Highway
Greenville, SC 29613

Comments Concerning Payment

* Teacher / Advisor / Staff Name Tucker McGrew
* Teacher / Advisor / Staff Phone # 8438173735
Teacher / Advisor / Staff Email tuckerjmcgrew@gmail.com

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

Emergency Contact Info

☒ Same as Teacher / Advisor / Staff

* Emergency Contact Name Tucker McGrew
* Emergency Contact Phone # 8438173735

* Grade Level(s) Making Trip

6

7

8

* Description of Group or Person(s) Making Trip Select members of the SME Clarinet Section

* Educational Objective for Field Trip Learn from Furman University Clarinet professors

Special Indicators

Number of Individuals Making Trip

* Male Adults	1	* Female Adults	0	Total Adults	1
* Male Students	1	* Female Students	4	Total Students	5

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 5 **Teacher** Tucker McGrew

Students will be away from school during the lunch period.

Additional Information

* Please list all Chaperones:

Tucker McGrew

* Please list the driver's name:

Tucker McGrew

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

Vehicles Needed

* Do you need vehicles? Yes


Vehicle Pickup

Vehicle Return

* **Date** 4/5/25
* **Time** 7:30 AM

* **Date** 4/5/25
* **Time** 7:30 PM

Total Trip Hours 12.00

* **Type of vehicles needed to reserve** Service Mini-Van


* **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 tmcgrew@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 Feb 25, 2025, 9:02:09 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 **10477**

* Category Travel With Students

* Type of Trip Field Trip

* Field Trip Event
Standard Field Trip

Trip Leave

* Date **5/6/25** **Tuesday**

* Time 8:00 AM

Trip Return

* Date **5/6/25** **Tuesday**

* Time 3:00 PM

Trip Year/Week 2025-19

* Overnight or Out-of-State Yes

Comments Pick-up and drop off will be at the high school bus lot.

* Your School/Dept  340 **Smoky Mountain High**
100 Smoky Mountain Drive, Sylva, NC 28779

* Main Destination  Other (Type Below)
205 Airport Rd, **Gatlinburg, TN 37738, USA**

Destination Not Listed 205 Airport Rd, Gatlinburg, TN 37738 * Destination Name Museum of Gatlinburg

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip Lunch will be provided.


3/19/25

* 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? Yes

(Does venue require payment prior to trip?)

Amount of Payment 577.48

Payment Option

School System Credit Card

Purchase Order/Requisition Nbr

Payment Due To

Comments Concerning Payment

An invoice will be provided for payment.

* Teacher / Advisor / Staff Name Martha Smith

* Teacher / Advisor / Staff Phone # 910.534.5678

Teacher / Advisor / Staff Email msmith@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 Martha Smith

* Emergency Contact Phone # 910.534.5678

* Grade Level(s) Making Trip

9

10

11

12

* Description of Group or Person(s) Making Trip Health Science 1 Students

* Educational Objective for Field Trip Body's Exhibit

This will allow students to see preserved human bodies for enrichment of their understanding of human anatomy and physiology.

Special Indicators

Number of Individuals Making Trip

* Male Adults 1

* Female Adults 3

Total Adults

4

* Male Students 5

* Female Students 20

Total Students

25

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 25 **Teacher** Martha Smith

Students will be away from school during the lunch period.

Additional Information

* Please list all Chaperones:

Danyiele Hyatt

Kim Williams

Craig McElroy

Martha Smith

* Please list the driver's name:

Danyiele Hyatt

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

Vehicles Needed

* Do you need vehicles? Yes

Vehicle Pickup

* **Date** 5/6/25
* **Time** 8:00 AM

Vehicle Return

* **Date** 5/6/25
* **Time** 3:00 PM

Total Trip Hours 7.00

* 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 tyoung@jcpsmail.org

Bid Id/Closing Date

Person Submitting Request msmith@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
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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 jrobinson@jcpsmail.org

Decision Date

Mar 19, 2025, 9:20:03 AM

Level 05 Approval - Funding Source Approval

Comment

Decision

Approved

Name

adills@jcpsmail.org

Decision Date

Mar 19, 2025, 9:38:33 AM

Level 07 Approval - Central Office Approval

Comment

Decision

Designated Approver

cfields@jcpsmail.org

Name

Decision Date