



James Alverson &lt;jalverson@lee.k12.nc.us&gt;

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## LCS Web Hosting Services: Contract

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**James Alverson** <jalverson@lee.k12.nc.us>

Tue, Aug 15, 2023 at 1:00 PM

To: Yury Touchstone &lt;yury.touchstone@apptegy.com&gt;, Ayron Young &lt;ayron.young@apptegy.com&gt;

Cc: Susan Britt &lt;sbritt@lee.k12.nc.us&gt;, Rebecca Measamer &lt;rmeasamer@lee.k12.nc.us&gt;

Good afternoon Yury and Ayron,

We always have our attorney review proposed contracts and after his review of the proposed contract from Apptegy, he suggested using the document which is attached to this email. These largely have to do with some changes to proposed regulations at NC Department of Public Instruction. We are scheduled to present the committee recommendation to our Facilities and Technology Committee on Tuesday next week and the Finance Committee on Thursday. As such we need a response by Thursday afternoon so that the proposed contract can be included in the meeting packet for the F&T Committee.

Please have your team review the attached contract from Mr. Rawson, our Board attorney, and let us know if there are any concerns about the agreement.

Thank you,

**James Alverson**

Public Information Officer

Lee County Schools



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**R2799556.DOCX**

50K



James Alverson &lt;jalverson@lee.k12.nc.us&gt;

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## LCS Web Hosting Services: Contract

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Yury Touchstone &lt;yury.touchstone@apptegy.com&gt;

Tue, Aug 15, 2023 at 1:39 PM

To: James Alverson &lt;jalverson@lee.k12.nc.us&gt;

Cc: Susan Britt &lt;sbritt@lee.k12.nc.us&gt;, Rebecca Measamer &lt;rmeasamer@lee.k12.nc.us&gt;, Katie Cooper &lt;katie.cooper@apptegy.com&gt;, Jack Easterly &lt;jack.easterly@apptegy.com&gt;, Sydney Griffin &lt;sydney.griffin@apptegy.com&gt;

Hey James,

Great to hear from you! I've included Jack and Sydney from our legal team here (cc-ed), to review the document you shared.

We understand the timeliness here and will get back to you as soon as possible with any questions.

Thanks James!

Best,  
Yury

**Yury Touchstone**

Strategic Partnerships Manager

(501) 563-8356

*Talk to me about hiking, food, or the Great White North!*

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**R2799556.DOCX**

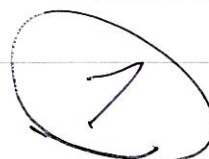
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Susan Britt <[sbritt@lee.k12.nc.us](mailto:sbritt@lee.k12.nc.us)>

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**Re: BUS INSPECTION**

1 message

**Chris Dossenbach** <[cdossenbach@lee.k12.nc.us](mailto:cdossenbach@lee.k12.nc.us)>

Fri, Aug 4, 2023 at 8:21 AM

To: Justin Covert <[jcovert.bus@lee.k12.nc.us](mailto:jcovert.bus@lee.k12.nc.us)>Cc: Susan Britt <[sbritt@lee.k12.nc.us](mailto:sbritt@lee.k12.nc.us)>

It seems pretty straightforward and I shared with the board chair and she seemed to understand. I may want you to present this as an FYI at our next F&T meeting (August 22) just so there are no surprises or questions....something very simple and explaining how the inspection over the summer likely changed the rating and why.

Chris

On Wed, Aug 2, 2023 at 1:51 PM Justin Covert <[jcovert.bus@lee.k12.nc.us](mailto:jcovert.bus@lee.k12.nc.us)> wrote:

Call me if you have any questions about the report.

Thanks

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**Justin Covert**

Transportation Director LCS

(919) 478-1315 *mobile*(919) 776-3112 *work/garage*(919) 774-9776 *fax*[jcovert.bus@lee.k12.nc.us](mailto:jcovert.bus@lee.k12.nc.us)

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E-mail correspondence to and from this sender may be subject to the North Carolina Public Records Law and may be disclosed to third parties.

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Chris Dossenbach, Ed.D

Interim Superintendent

Lee County Schools

919-774-6226 ext. 7222

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44K





# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, *Superintendent of Public Instruction*

WWW.DPI.NC.GOV

August 1, 2023

Dr. Chris Dossenbach, Superintendent  
Lee County Schools  
106 Gordon St  
Sanford, NC 27330

Dear Dr. Dossenbach:

On July 18-19, 2023 the annual review of the Local Education Agency's (LEA) school bus maintenance program was conducted. A detailed **Report of the Findings** is attached for your review.

This review is conducted as a service by the North Carolina Department of Public Instruction's (NCDPI) Transportation Services Section and is intended to provide valuable information about the status of the LEA's school bus fleet. Please note the physical inspection of each bus includes a review of safety and operational conditions (usually the responsibility of school bus drivers and supervisors) as well as key maintenance items. Reviews address the following areas:

School Bus Inspections. In order to ensure the safety of the students being transported, G.S. 115C-248(a) requires all school buses to be inspected every thirty (30) calendar days. This inspection is completed by LEA transportation staff and is a key component of the State's preventive maintenance program. The results of the recent NCDPI inspection of school buses and activity buses is included in the attached report.

School Bus Inspectors. State Board of Education (SBE) policy, TRAN-011, requires all school bus inspections to be performed by individuals that have completed the training and certification requirements administered by the NCDPI. Details on the program, along with a list of certified inspectors, is located at: [www.ncbussafety.org/bicert](http://www.ncbussafety.org/bicert). All bus inspectors must have twenty (20) hours of in-service training since their initial certification to be eligible for renewal testing and recertification. The Transportation Director is responsible for assuring bus inspectors meet the in-service training requirement. A file must be maintained which includes class rosters or certificates of all bus inspection-related courses attended by bus inspectors.

School Bus Maintenance Records. In addition to the physical inspection of school buses and activity buses, a review is conducted of maintenance records. To verify processes required in SBE policy, TRAN-005, items such as completed/overdue work orders, physical parts inventory accuracy and state reimbursements were reviewed. The results of this portion of the review are included in the report.

Thank you for the opportunity to serve your LEA. I appreciate the cooperation of your transportation staff and encourage you to discuss this report with them. Should you have questions regarding this report or any other transportation issues, please call me at 919-625-0947 or e-mail me at [shannon.ennis@dpi.nc.gov](mailto:shannon.ennis@dpi.nc.gov).

Sincerely,

Transportation Consultant

c: Kevin Harrison, Section Chief, DPI Transportation Services  
Justin Covert, Transportation Director, Lee County Schools

## DISTRICT OPERATIONS DIVISION

Kevin Harrison, Section Chief, Transportation Services | [kevin.harrison@dpi.nc.gov](mailto:kevin.harrison@dpi.nc.gov)  
6319 Mail Service Center, Raleigh, North Carolina 27699-6319 | (919) 807-3570 | Fax (919) 807-3578  
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

North Carolina Department of Public Instruction  
Transportation Services

**Report of the Findings**

Bus Inspection Results

During the review, **ten (10)** school buses were inspected, which represents about ten percent (10%) of the LEA's school bus fleet. This inspection was done in accordance with criteria and procedures outlined in *NC Bus Fleet Manual* – the fleet maintenance manual adopted by the SBE in November 2017 (SBE Policy TRAN-005).

The 2022-2023 inspection score for (Lee) is **38.10**. This score is provided as a means to track improvement from one year to the next. A *lower* score indicates *fewer* defects found during the inspection. The inspection score from last year was **17.82**. The average score for the LEAs in the central region last year was **32.17**.

Several defects were identified as needing repair, however, some defects were more serious than others, and in these situations, the bus ***must not be operated*** until repairs are made. In general, when a school bus inspector identifies a defect meeting the required out-of-service criteria, some defects may be corrected immediately, while others require a more extensive repair requiring the use of a spare bus. During the inspection, **four (4) buses** were taken **out of service until repaired**.

Activity Bus Inspections

The safety of students riding activity buses is equally as important as the safety of those on yellow school buses. Activity buses are required to be maintained to the same standards as school buses. Because of this, the NCDPI Transportation Services also selects a small number of activity buses to inspect. **Two (2)** activity buses were examined during the inspection resulting in a score of **5.0**. **Zero (0) of the activity buses** were taken **out of service until repaired**. Details of this inspection are located within the attached defect document.

**BUSES REMOVED FROM SERVICE**

Transportation staff were advised the following buses **must not be operated** for transporting students until appropriate repairs are made:

- Bus # 50 was removed from service – Missing body mounts
- Bus # 60 was removed from service – Front spring hanger bolts loose
- Bus # 76 was removed from service – 25% or more warning light out
- Bus # 202 was removed from service – Front spring hanger bolts loose



Bus Inspector Observations

The N.C. School Bus Inspector Certification Program allows any certified inspector to be subject to an inspection observation. The NCDPI randomly selected **one (1)** of your certified inspectors for such an observation. Certified inspectors were observed based on their adherence to the bus inspection manual as well as their measurement of braking system slack adjusters.

Name of inspector	Observation notes/comments
N/A	

Other Reviews

In addition to the physical inspection of school buses, I selectively reviewed compliance with the schedules for preventive maintenance (PM) and monthly bus inspections (MI) as well as cost accounting, inventory control, and data entry into the fleet system (BSIP). Required files were randomly audited for compliance per the *NC Bus Fleet Manual*. BSIP schedules all MI and PM activities well in advance so transportation staff can make plans to maintain this schedule. The worksheet used to review office procedures is attached for your information. I encourage you to discuss this with your transportation director to be familiar with the kinds of processes which were examined. Although my inspection was not detailed or comprehensive for each area, spot checks were performed to measure the level of compliance.

1. Open Orders	(BSIP) Satisfactory
2. Orders Completed	(BSIP) Satisfactory
3. Warranty Repair Orders BSIP	Satisfactory
4. Mechanic Labor	Satisfactory
5. Bus Inventory	Satisfactory
6. New Vehicle Service	Satisfactory
7. Monthly Inspections	Satisfactory
8. Prev. Maintenance	Satisfactory
9. TD-18 Repair Orders (paper)	Satisfactory
10. Oil Analysis Records	Satisfactory
11. Fueling Records	Satisfactory
12. Bus Driver Sign In	Satisfactory
13. Service Call Log	Satisfactory
14. State Refund Reports	Satisfactory
15. Technician Certification	Satisfactory
16. Inventory Received (TD-21)	Satisfactory
17. Physical Inventory	Satisfactory
18. Directors Report	Satisfactory

Physical inventory reporting

A sample of twenty (20) stocked school bus repair parts was obtained in the inventory storage areas. Items were randomly selected, counted, and compared against BSIP reporting data.

\_\_\_\_\_ An inventory loss is noted – Zero (0) of the items were under the expected counts.

Item Description	Item Value	Physical Count	BSIP Stock Level	Shortage	Shortage Value
Estimated total value of the shortage based on the state reporting system (BSIP)					0

**Shortages for unknown reasons which were purchased with PRC 056 funds will be submitted as questioned costs.**

\_\_\_\_\_An inventory overage is noted – One (1) of the items were over the expected counts (see details below)

Item Description	Item Value	Physical Count	BSIP Stock Level	Overage	Overage Value
FQA007517	\$46.61	6	5	1	\$46.61
Estimated total value of the overage based on the state reporting system (BSIP)					\$46.61

**Overages of school bus parts are usually the result of problems in recording proper parts usage on work orders. These overages are often a result of the incorrect part being issued to a vehicle; this error may lead to shortages in other items.**

Total parts room inventory value (excluding fuel)	Date Checked 7/19/23	\$307,716.78
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### Recommendations

The following actions are recommended for the LEA's Transportation Department:

- Be sure that the technicians are attending any training seminars that are relevant for their jobs.
- Mechanics should review the School Bus Inspection section of *NC Bus Fleet Manual* regularly and apply these guidelines in their monthly inspections.
- Have staff, preferably a shop foreman or supervisor, follow-up (spot check) buses to ensure inspections are being performed in a thorough and comprehensive manner.





# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, Superintendent of Public Instruction

WWW.DPI.NC.GOV

## DPI Transportation Services Annual Inspection of Office Accounting

**COUNTY:** Lee

**DATE:** 8/1/2023

Current Superintendent Name: **Dr. Chris Dossenbach**

Email: **cdossenbach@lee.k12.nc.us**

### **BSIP PROCESSES**

- ✓ Check for open orders using BSIP transaction code IW38 (use variant DPI-IW38 NEW)
  - ✓ Record Number of open DP01 orders older than 45 days. **0**
- ✓ Check for documented warranty repairs. Access TD-18W orders using BSIP transaction code IW38 (Variant DPI-TD18W)
  - ✓ Record Number of TD-18W orders completed for past 12 months. **12**
- ✓ Check for completed orders using BSIP transaction code IW38 (use variant DPI-ORDERS)
  - ✓ Check for bus number and mileage recorded in order description
  - ✓ Check for the type of orders used
    - ✓ **DP01**
    - ✓ **DP02**
- ✓ Check for Mechanic Labor Confirmation using BSIP transaction IW47 (use variant DPI-PLANT)
  - ✓ Compare monthly time charged to hours in month (no of working days X 8) 140-190h
- ✓ Perform equipment status check using BSIP transaction IE36 (use variant DPI-VI-NEW)

#### **Buses**

E1	
E0B	
E2R*	<b>105</b>
E2LC	
E3	
E4	<b>4</b>
ESS	<b>14</b>
ESP	
EZ	<b>4</b>

#### **Service Trucks**

E0S	<b>1</b>
E3	
EZ	
E2*	<b>5</b>
E4	

#### **Fuel Trucks**

E0S	<b>1</b>
E3	
EZ	
E2*	<b>1</b>
E4	

#### **Wreckers**

E0S	
E3	
EZ	
E2*	<b>1</b>
E4	

- ✓ Assure buses listed in E4 status align with vehicles listed on NCBUS SAFETY for sale website.
  - ✓ Confirm E4 buses have been discounted by 500.00 within past year.
  - ✓ Assure bus parts have not been removed.
  - ✓ Check that bus price is listed on windshield.

- ✓ Check EZ buses.
  - ✓ Assure vehicle is clearly marked as “EZ” on exterior.
  - ✓ Recommend for disposal. Bus #N/A
- ✓ Check for New Vehicle PM/Service using BSIP transaction IW38 (use variant DPI-New PM)
 

**From within the IE36 Vehicles List, Select the new vehicles (2022-2024 Model year). Choose Environment/Orders from the top menu. Enter DP07 in the Order Type field, remove the period date range, and then execute.**

  - ✓ Check for DP07 labor charged for new vehicle prep
  - ✓ Check completion of BSIP generated new bus inspection order
  - ✓ Check for timely in-service (30 days)
- ✓ Check PM and MI due reports using BSIP transaction ZIP24
  - ✓ Check for MI overdue (use variant DPI-MI) Record Number Overdue 0
  - ✓ Check for PM overdue (use variant DPI-PM) Record Number Overdue 0
- ✓ Check MCIS Report For Anomalies (MCIS with structure S731, maintenance plant)
  - ✓ First run: Yellow Buses - Object class 6000 to 6099
  - ✓ Second run: Service Vehicles - Object class 6300 to 6699
  - ✓ Looking for mileage, MPG, good cost numbers

## **REIMBURSEMENTS**

- ✓ Check Monthly refund reports (Hardcopy or Digital)
  - ✓ Submitting on monthly basis
  - ✓ Using MCIS to generate refund report for Local Vehicles (Object Class 6700 – 6899)

**Previous three months total refunded amount (Excluding July & August)**

	<b>LOCAL VEHICLE MAINTENANCE/FUEL</b>		<b>EXTRA YELLOW BUS USE</b>	
<b>Month</b>	<b>Refunded local labor \$</b>	<b>Refunded non labor \$</b>	<b>Miles</b>	<b>Expense</b>
<b>1. March</b>	<b>\$3396.88</b>	<b>\$14428.96</b>	<b>418</b>	<b>\$1242.30</b>
<b>2. April</b>	<b>\$2016.15</b>	<b>\$12928.31</b>	<b>392.93</b>	<b>\$1029.58</b>
<b>3. May</b>	<b>\$5253.40</b>	<b>\$23943.66</b>	<b>4681.39</b>	<b>\$13903.72</b>

## **INVENTORY CONTROL**

- ✓ Check Inventory Received Reports (Hardcopy or Digital)
  - ✓ Check TD-21 Form, one invoice per form, total cost should match BSIP PO (ME80FN use variant DPI-PO if needed)
  - ✓ Check TD-21 Form for PO Number and Material Document Number
- ✓ Check ZMB20 Tire usage during the last 365 days for anomalies (Materials 150000000 to 150999999)
  - ✓ Check usage on vehicles and dates for items which are out of place
  - ✓ Verify against existing paperwork (30-day inspections, TD-18s) or the actual vehicle if necessary

**Notes:**

- ✓ Check Physical Inventory
  - ✓ Check for inventory assigned to service vehicles
    - ✓ Parts are to be charged out of the MAIN storage location when used from a service vehicle. That part should be restocked to the service vehicle from the MAIN storage location.
  - ✓ Check inventory quantity and pricing using BSIP transaction ZMB19 (use variant DPI-INV CH)
    - ✓ Sort column **UNRESTRICTED USE** in ascending and descending order (look for high or negative quantities)
    - ✓ Sort column **MOVING PRICE** in ascending and descending order (look for high prices)
  - ✓ Check inventory adjustments using MB51/ZMB20 with a movement type of 701,702
  - ✓ Check for non-inventory/no-charge parts on stock room shelves
  - ✓ Check for non-inventory parts usage data entry ZMB36B
    - ✓ Good Material / VMRS Codes (at least first 6 digits correct) ZPMVMRS
    - ✓ Part text field contains actual manufacturer's part number and/or description
    - ✓ Cost seems appropriate for the part listed
    - ✓ ZMB19 Total value of parts except fuel (159000054, 159000055) \$ 307,716.78
- ✓ Check TWENTY\* inventory items in main storage plant using BSIP transaction ZMB19  
 (\*Counties less than 30 buses - 10 parts)

(1) DOT NUMBER	(2) PHYSICAL COUNT	(3) ZMB19 UNRESTRICTED COUNT	(4) Adjustment (unposted parts on orders)	(5) DIFFERENCE (3)-(2)-(4)	(6) ZMB19 MOVING PRICE	(7) Cost of Difference (5)x(6)
EEA014786	26	31	5	0	\$6.47	\$
EEA022091	12	13	1	0	\$14.32	\$
FQA007517	6	5		1	\$46.61	\$46.61
EEA000124	3	5	2	0	\$100.21	\$
155000045	7	7		0	\$151.09	\$
181161004	36	36		0	\$37.03	\$
181161003	23	23		0	\$42.20	\$
181061654	9	9		0	\$14.06	\$
181061905	18	18		0	\$111.96	\$
181163104	4	4		0	\$20.63	\$
181163000	2	2		0	\$43.57	\$
181052500	9	9		0	\$11.25	\$
181152050	7	7		0	\$129.68	\$
FEA089759	3	3		0	\$119.82	\$
181032034	2	2		0	\$94.40	\$
181021506	3	3		0	\$22.49	\$
FQA000202	6	6		0	\$102.75	\$
SAA003125	6	6		0	\$31.06	\$
BFA001071	3	3		0	\$6.56	\$
BFA000133	4	4		0	\$34.59	\$
<b>TOTAL:</b>						\$46.61

(1-2 items-Satisfactory      3-6 items-Needs Improvement      7+Unsatisfactory)

**Notes:** Satisfactory



# **FILES & MISCELLANEOUS**

- ✓ Check 30 day Inspection Reports
  - ✓ Check for completeness with defects recorded on Monthly Inspection sheet
  - ✓ Check for signatures
  - ✓ Check for completion on time using BSIP transaction ZPM\_Comply (use variant DPIMI Overview)
- ✓ Check TD-18
  - ✓ Check for completeness (VMRS Codes, BSIP Order Number, Parts and Labor)
  - ✓ Check for technician and supervisor signatures
- ✓ Check PM reports
  - ✓ Check for completeness with every item performed
  - ✓ Check for signatures
  - ✓ Check for completion on time using BSIP transaction ZPM\_Comply (use variant DPIPIM Overview and compare the mileage listed in the order description to the Next Planned Counter Reading (Mileage due at) field for orders that appear to be overdue)
- ✓ Check for spare vehicle assignment list (TD-27 Hardcopy or Digital)
  - ✓ Contains: Spare Bus Number, Bus taking place of, Reason, Date Assigned, Temp. Location of Spare
- ✓ Check for Oil analysis return forms.
  - ✓ Confirm a TD-18 is generated for “corrective action needed” results.
  - ✓ Proper filing of Oil Analysis forms
- ✓ Check fuel ticket records (Hardcopy or Digital)
  - ✓ Check for signature, Mileage, Bulk and Truck Meter Readings
- ✓ Check for service call log records (Hardcopy or Digital)
  - ✓ Check for up to date and organized
  - ✓ Contains: Bus Number, Time Called in, Location of Vehicle, Nature of problem, Mechanic assigned, Actual problem, Time vehicle was repaired (back in service)
- ✓ Check Bus Driver Sign-in Sheets (Hardcopy or Digital)
  - ✓ Check for daily completion
  - ✓ Timely retrieval and filing of these sheets (within 14 days)
  - ✓ Contains: School, Date, Principal, Bus #, Time Arrived, Bus OK, Number Transported (optional), Remarks to Mechanic, and Driver signature

**Notes:**

- ✓ Inspection Certification Items
  - ✓ All inspectors have valid certification
  - ✓ Certificates properly displayed
  - ✓ File folder for inspector training hours including copies of rosters and/or class completion certificates.
  - ✓ Verify a copy of 30-day inspection manual for each inspector (should be located in assigned truck)
  - ✓ Inspector hands-on observations:

Name	Result
N/A	

- ✓ New uncertified employees: **0**
- ✓ Verify for DPI messages are being logged (Hardcopy or Digital)
  - ✓ Check for single file or file folder on computer (cannot be stored solely in email)
  - ✓ Check for organization
- ✓ Digital File Backups (for LEAs using digital records)
  - ✓ Located on a Network drive
  - ✓ Frequency of local computer backups
- ✓ Transportation Director's Reports
  - ✓ Review last three months of Transportation Director's Reports for the LEA
  - ✓ Review at least one report with the Director

**Notes:**

***School Bus Defect Report***  
***2022-2023***  
**Lee County**

**Bus #17:**      2008 - 72 Pass Freightliner MBE900      Inspected: 7/18/2023

<b><i>Problem</i></b>	<b><i>Defect Points</i></b>
Lettering: Required Lettering Missing/Damage - Diesel fuel only	5
Transmission: Fluid Leak	10
Fluid Level: Transmission Fluid Low	5
<b>Total Defect Points:</b>	20

**Bus #34:**      2009 - 72 Pass Freightliner Cummins ISB 6.      Inspected: 7/18/2023

<b><i>Problem</i></b>	<b><i>Defect Points</i></b>
Lettering: Required Lettering Missing/Damage - Diesel fuel only	5
Warning Lights: Lens Orientation Wrong - Stop sign front side lights	5
Air Filter Assembly: Filter Assembly loose/damaged - Bolt missing	5
<b>Total Defect Points:</b>	15

**Bus #41:**      2010 - 72 Pass Freightliner Cummins ISB 6.      Inspected: 7/18/2023

<b><i>Problem</i></b>	<b><i>Defect Points</i></b>
Driver Area: Broom Holder Missing (if required)	3
Engine Belts: Adjust Belt Tension - A/C comp V belt loose	5
Steering Column: Tilt/Telescopic Steering Knob/Pedal Damaged or Missing	5
Air Filter Assembly: Filter Assembly loose/damaged - Bolt missing	5
Lettering: Required Lettering Missing/Damage - Diesel fuel only	5
<b>Total Defect Points:</b>	23



***School Bus Defect Report***  
***2022-2023***  
**Lee County**

**Bus #43:**      2010 - 72 Pass Freightliner Cummins ISB 6.      Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Entrance Door: Entrance Door Bumpers Damaged/Missing	1
<b>Total Defect Points:</b>	1

**Bus #50:**      2011 - 72 Pass IC MaxxForce DT      Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Bus Parked: BODY/CHASSIS ITEM	50
Frame: Body mounts to frame missing - two missing- in front of rear axle and at rear bumper	5
Engine Cover: Loose/Damaged - broken	2
Frame: Frame Bolts Loose - At rear bumper	15
<b>Total Defect Points:</b>	72

**Bus #57:**      2016 - 72 Pass Thomas ISB 6.7L      Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Brakes (Lines and Hoses): Left Front Lines Rubbing	5
Fluid Level: Engine Oil Overfilled	5
<b>Total Defect Points:</b>	10

# *School Bus Defect Report*

## *2022-2023*

### **Lee County**

**Bus #60:** 2016 - 72 Pass Thomas ISB 6.7L

Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Suspension: Shock Loose/Damaged/Leaking/Missing - Right front	<b>10</b>
Suspension: Front Spring Hanger bolts loose/missing - Right and left side	<b>15</b>
Brakes: Rear Slacks Need Cleaning	<b>5</b>
Bus Parked: BODY/CHASSIS ITEM	<b>50</b>
<b>Total Defect Points:</b>	<b>80</b>

**Bus #68:** 2018 - 72 Pass Thomas ISB 6.7L

Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Battery: Replace/Repair Cables - Rubbing door and try	<b>5</b>
Frame: Body Mounts to Frame Loose/Damaged/Rusty - rear bumper	<b>5</b>
<b>Total Defect Points:</b>	<b>10</b>

**Bus #76:** 2019 - 72 Pass Thomas ISB 6.7L

Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Bus Parked: INOPERATIVE WARNING DEVICE	<b>50</b>
Warning Lights: Rear Red/Amber Lights Out (LEDs more than 25% out)	<b>15</b>
Lights: Repair Marker/Clearance Lights	<b>5</b>
<b>Total Defect Points:</b>	<b>70</b>

***School Bus Defect Report***  
***2022-2023***  
**Lee County**

**Bus #202:** 2007 - 72 PASS INTERNATIONAL VT365E

Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Floor Covering: Covering Missing/Loose/Damaged - Wheel well on driver side busted	<b>10</b>
Suspension: Front Spring Hanger bolts loose/missing - Left front back side	<b>15</b>
Bus Parked: BODY/CHASSIS ITEM	<b>50</b>
Wipers: Replace Blades - to short	<b>5</b>
<b>Total Defect Points:</b>	<b>80</b>

**Bus #8013** 2017 - 42 Pass Thomas ISB 6.7L

Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Interior Condition: Dirty - Trash left in bus	<b>5</b>
<b>Total Defect Points:</b>	<b>5</b>

**Bus #8016** 2010 - 72 Pass Freightliner ISB 6.7L A/C

Inspected: 7/18/2023

<i><b>Problem</b></i>	<i><b>Defect Points</b></i>
Air Filter Assembly: Filter Assembly loose/damaged - Bolt missing	<b>5</b>
<b>Total Defect Points:</b>	<b>5</b>

**Yellow Bus LEA Average = 38.10**

**Activity Bus LEA Average = 5.00**



## Fee Structure for Board of Education Facilities:

## THREE HOUR MINIMUM ON ALL HOURLY RATES

FACILITIES	NON PROFIT RATES	FOR PROFIT RATES
Auditorium	\$40/hour plus personnel salary	\$70/hour plus personnel salary
Cafeteria	\$30/hour plus personnel salary	\$50/hour plus personnel salary
Multipurpose Room	\$30/hour	\$50/hour
Kitchen	\$30/hour plus personnel salary	\$50/hour plus personnel salary
Classroom	\$20/hour	\$30/hour
Stadium	\$ 60/hour	\$110/hour
Gymnasium Old gym - LCHS Auxiliary gym - SLHS	\$30/hour - community group \$30/hour - individual \$30/hour - out of county Additional \$10 per team for tournaments	\$50/hour - local group \$50/hour - out of county Additional \$10 per team for tournaments
Gymnasium (high school)	\$60/hour Additional \$10 per team for tournaments	\$120/hour Additional \$10 per team for tournaments
Practice Fields	No charge	\$30/hour
Playing Fields	No charge	\$30/hour
Swimming Pool - FLK (therapeutic use only)	\$40/hour	\$60/hour
<b>EQUIPMENT</b>		
New grand piano	\$200 flat fee	\$200 flat fee
Old grand piano	\$85 flat fee	\$85 flat fee
Classroom piano	No charge	No charge
Spotlights (auditorium)	\$70 flat fee	\$70 flat fee
Screen	No charge	No charge
Sound System (auditorium) upon specific approval from the principal	\$200 flat fee	\$200 flat fee
Field lights	\$20/hour	\$30/hour
Field Preparation	\$40 flat fee \$28 community group fee	\$80 flat fee
Concessions	\$35 flat fee	\$110 flat fee

Proposed:

**Fee Structure for Board of Education Facilities:**

**THREE HOUR MINIMUM ON ALL HOURLY RATES**

<b>FACILITIES</b>	<b>NON-PROFIT RATES</b>	<b>FOR PROFIT RATES</b>
Auditorium	\$75/hour plus personnel salary	\$100/hour plus personnel salary
Cafeteria	\$50/hour plus personnel salary	\$75/hour plus personnel salary
Multipurpose Room	\$50/hour plus personnel salary	\$75/hour plus personnel salary
Kitchen	\$50/hour plus personnel salary	\$75/hour plus personnel salary
Classroom	\$30/hour plus personnel salary	\$50/hour plus personnel salary
Stadium	\$80/hour plus personnel salary	\$150/hour plus personnel salary
Gymnasium	\$50/hour - community group	\$75/hour - local group
Old gym - LCHS	\$50/hour - individual	\$75/hour - out of county
Auxiliary gym - SLHS	\$50/hour - out of county	
	Additional \$10 per team for tournaments	Additional \$10 per team for tournaments
	Plus personnel salary	Plus personnel salary
Gymnasium (high school)	\$80/hour	\$120/hour
	Additional \$10 per team for tournaments	Additional \$10 per team for tournaments
	Plus personnel salary	Plus personnel salary
Practice Fields	\$20/hour	\$40/hour
Playing Fields	\$50/hour plus personnel salary	\$100/hour plus personnel salary
Swimming Pool - FLK (therapeutic use only)	\$40/hour	\$60/hour
<b>EQUIPMENT</b>		
New grand piano	\$200 flat fee	\$200 flat fee
Old grand piano	\$85 flat fee	\$85 flat fee
Classroom piano	No charge	No charge
Spotlights (auditorium)	\$70 flat fee	\$70 flat fee
Screen	No charge	No charge
Sound System (auditorium) upon specific approval from the principal	\$200 flat fee	\$200 flat fee
Field Lights	\$30/hour	\$50/hour
Field Preparation	\$40 flat fee	\$80 flat fee
	\$28 - community group fee	
Concessions	\$35 flat fee	\$110 flat fee



# **Rental Fees for Harnett County Schools Use of School Facilities**

## **All Schools**

### **Auditoriums**

\$100.00 per hour for Triton & Overhills High Schools

\$50.00 per hour for other schools

### **Classrooms** – not rented unless during summer or special request approved by principal

\$40.00 per hour

\$10.00 per hour for each additional classroom

### **Cafeterias**

\$50.00 per hour

\$10.00 per hour for use of kitchen (applicable when cooking or equipment is used). \*This is an additional fee to the cost of the cafeteria.

### **Gymnasiums**

\$50.00 per hour

Additional \$10 per team for tournaments

### **Media Centers**

\$50.00 per hour

### **High School Stadiums**

\$150 per hour

Other fees will be negotiated on an individual basis based on type of event.

### **Personnel Flat Rate Charges to Applicant**

\$30.00 per hour for custodians

\$30.00 per hour for cafeteria workers

### **Processing Fee**

\$20.00

Approved by HC BOE 6/4/12

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**FACILITY USE FEE SCHEDULE**

Area	Per Hour Cost for Non-Profit Organizations			Per Hour Cost for For-Profit Organizations
	Elementary	Middle	High	All Schools Unless Noted Otherwise
<b>Elementary/Middle Auditorium</b>				
Practice Session	\$150.00	N/A	N/A	\$250.00
Performance Session	\$200.00	N/A	N/A	\$300.00
<b>NMHS Auditorium</b>				
Practice Session	N/A	N/A	\$100.00	\$200.00
Performance Session	N/A	N/A	\$150.00	\$250.00
<b>PHS Lee Auditorium</b>				
Practice Session	N/A	N/A	\$250.00	\$350.00
Performance Session	N/A	N/A	\$350.00	\$450.00
<b>UPHS Auditorium</b>				
Practice Session	N/A	N/A	\$200.00	\$300.00
Performance Session	N/A	N/A	\$300.00	\$400.00
Classroom (per Room)	\$50.00	\$50.00	\$75.00	\$125.00
Dining Room (Cafeteria Excluding Kitchen)	\$50.00	\$75.00	\$100.00	\$150.00
<b>Gym</b>				
Practice Session w/ Lights & HVAC	\$110.00	\$110.00	\$200.00	\$250.00
Performance Session w/ Lights & HVAC	\$160.00	\$160.00	\$250.00	\$300.00
NMHS Practice Session w/ Lights & HVAC	N/A	N/A	\$100.00	\$150.00
NMHS Performance Session w/ Lights & HVAC	N/A	N/A	\$150.00	\$200.00
Aux. Gym Practice Session w/ Lights & HVAC	N/A	N/A	\$160.00	\$210.00
Aux. Gym Performance Session w/ Lights & HVAC	N/A	N/A	\$210.00	\$260.00
<b>Gymnasium/Multi-Purpose</b>				
Practice Session w/ Lights & HVAC	\$120.00	\$120.00	N/A	\$170.00
Performance Session w/ Lights & HVAC	\$170.00	\$170.00	N/A	\$220.00
Kitchen (complete form on page 9)	\$140.00	\$150.00	\$160.00	\$200.00
Library/Media Center	\$140.00	\$150.00	\$160.00	\$200.00
Practice Field	\$40.00	\$40.00	N/A	\$75.00
Baseball, Softball, Football, and Soccer Fields (not Stadium)	\$50.00	\$50.00	\$150.00	\$200.00
Exterior Lighting	\$10.00	\$15.00	\$20.00	\$20.00
<b>School Stadiums</b>				
Practice Session	N/A	N/A	\$200.00	\$275.00
Performance Session	N/A	N/A	\$250.00	\$325.00
Stadium Utilities	N/A	N/A	\$30.00	\$30.00
<b>Supplies*</b>				
1 - 10 Participants	\$0.00	\$0.00	\$0.00	\$0.00
11 - 50 Participants	\$10.00	\$10.00	\$10.00	\$10.00
51 - 100 Participants	\$25.00	\$25.00	\$25.00	\$25.00
101 - 200 Participants	\$35.00	\$35.00	\$35.00	\$35.00
201 - 300 Participants	\$45.00	\$45.00	\$45.00	\$45.00
301 - 400 Participants	\$55.00	\$55.00	\$55.00	\$55.00
401 - 500 Participants	\$65.00	\$65.00	\$65.00	\$65.00
501 - 600 Participants	\$75.00	\$75.00	\$75.00	\$75.00
601 - 700 Participants	\$85.00	\$85.00	\$85.00	\$85.00
701 - 800 Participants	\$95.00	\$95.00	\$95.00	\$95.00
801 - 900 Participants	\$105.00	\$105.00	\$105.00	\$105.00
901 - Greater	\$115.00	\$115.00	\$115.00	\$115.00
<b>Personnel*</b>				
Custodian (each)	\$25.00	\$25.00	\$25.00	\$25.00
Cafeteria Employee (each)	\$25.00	\$25.00	\$25.00	\$25.00
Kitchen Supervisor (each)	\$30.00	\$30.00	\$30.00	\$30.00
Technician (each)	\$30.00	\$30.00	\$30.00	\$30.00
Police (each)	\$30.00	\$30.00	\$30.00	\$30.00

\* Personnel and Supply Costs are in addition to and not included in the facility use fees



# FEE DEFINITION

	Facility Charges (See Schedule)	Personnel Charges
<b>Group I - School Related Activities/Youth Related Activities</b>		
Students and/or teachers over whom the school principal and/or superintendent has jurisdiction and who engage in an activity considered a continuation of the school day or week constitutes School Related Activities. For example: athletic events, performing arts, school clubs and organizations composed of school personnel, booster clubs (Academic, Band, and Sports), PTA, and advisory committees.		
PTAs	No Charge	No Charge (Note 1)
Booster Clubs (Academic, Band, and Sports)	No Charge	No Charge (Note 1)
Student Clubs and Associations Example: Cheerleading Squad, Band, Debate Clubs, etc.	No Charge	No Charge (Note 1)
School Alumni Groups	No Charge	No Charge (Note 1)
Facility Educational Support Programs	No Charge	No Charge (Note 1)
Faculty Educational Support Groups/Committees (English Second Language (ESL), etc.)	No Charge	No Charge (Note 1)
<b>Non-Profit Organizations</b>		
Organizations having obtained non-profit status from the Internal Revenue Service OR organized groups sponsoring educational, cultural or recreational activities for Moore County Schools students only and do not derive a profit and/or do not provide compensation to their officers, members, and directors.		
<b>Group II - Youth Related Activities</b>		
Boy & Girl Scouts	No Charge	Fee Schedule (Note 2)
City/County/Community Recreational Leagues	Fee Schedule (Note 3)	Fee Schedule (Note 2)
<b>Group III - Government Based Organizations</b>		
Government Agencies	No Charge	Fee Schedule (Note 2)
Election Board/Precinct Meetings	No Charge	Fee Schedule (Note 2)
Political Parties	Fee Schedule	Fee Schedule (Note 2)
<b>Group IV - Community Based Organizations</b>		
Boys and Girls Club	No Charge	Fee Schedule (Note 2)
College and University (Sponsoring Educational Activities)	No Charge	Fee Schedule (Note 2)
Neighborhood Groups	No Charge	Fee Schedule (Note 2)
College and University (Activities Other Than Educational)	Fee Schedule	Fee Schedule (Note 2)
Adult Fraternities/Sororities	Fee Schedule	Fee Schedule (Note 2)
Professional and Occupational Organizations	Fee Schedule	Fee Schedule (Note 2)
Church and Religious Groups	Fee Schedule	Fee Schedule (Note 2)
<b>For-Profit/Commercial Organizations</b>		
<b>Group V - For-Profit/Commercial</b>		
Commercial Educational Support Groups	Fee Schedule	Fee Schedule
Retail Merchants	Fee Schedule	Fee Schedule
Dance Studios	Fee Schedule	Fee Schedule
Auction Sales	Fee Schedule	Fee Schedule
Entertainers and Promoters	Fee Schedule	Fee Schedule
Independent Sport Teams/League/Tournaments	Fee Schedule	Fee Schedule
<b>Summer/Sports Camps</b>		
Moore County Schools Sponsored	No Charge	Normal Pay Rate
Other Non-Profit Camps	Fee Schedule	Fee Schedule (Note 2)
For-Profit Camps	Fee Schedule	Fee Schedule
<b>Group VI - Any Group Not Defined Above</b>		
Note 1: Personnel schedules are to be adjusted to accommodate the requirements of the Community Use Policy. The Principal is to be contacted if the site's custodial staff schedules cannot be adjusted to meet the Community Use requirements.		
Note 2: Custodial Fees will only be charged if the facility is used after normal working hours.		
Note 3: Supplies Fees will only be charged if participants and those in attendance exceed 100.		
Note 4: Applicants wishing to be exempt of charges must submit a written request to the school principal providing a full account of the event to be held and how it directly benefits the students of the school and the community. The principal will respond in writing to the applicant within five (5) days of receiving the request.		