



July 22, 2023

Marion County EEF Card Recipients:

It is that time of the year when you get to go shopping!!! Actually, we are excited that with the help of Senate Bill 2422, we are earlier than normal this year with the distribution of cards.

As you are being issued your EEF cards, please remember to follow all purchasing guidelines and procedures. You will find instructions on the MCSD website listed in the link on the Business Department page. Please read all attachments. The information includes:

- A copy of the MDE Tax Exempt letter (PRINT A COPY AND USE WHEN MAKING A PURCHASE)
- Copy of the Teacher Cardholder Agreement form concerning all purchasing guidelines
- Important information concerning the EEF Procurement Program
- Instructions for purchasing items online

This year we received an increase and the total amount you have to spend is \$743.00!!! Please make sure you spend all of your allotted monies. What we do not spend will be returned to the state account.

So, again...SPEND!!!!!!

IMPORTANT: All funds must be expended, and cards must be returned to the Bookkeeper at your location no later than January 9th, 2023.

Thank you, as always, for your commitment, service and dedication to the Marion County School District.

Leading by Serving,



Carl Michael Day

Superintendent



Avery Johnson

Finance Director