BOARD of EDUCATION
July 15th, 2019, Regular Meeting
USD 417 District Office, Council Grove, Kansas
6:30 pm
AGENDA

Call to Order
Resolutions:

A. Date for Establishing BOE Meeting Dates
B. Date for the Election of Officers

Election of USD 417 President of the Board of Education
Introductions
Consent Agenda

Patron Forum: The board appreciates patrons taking time to talk to us about our policies and procedures. We set aside this time every meeting to hear from the public. Your comments should be directed towards board policies or the procedures our administrators establish to carry out those policies. This is not an appropriate time or place for patrons to make comments of a personal nature about any district employee or student, or to try and sell a product or service. Persons interested in doing business with the district need to make an appointment with the appropriate administrator. Persons making comments which violate the privacy right of district employees will be asked to terminate their remarks. If a patron or parent has a concern with one or more employees the board will refer that person to the appropriate administrator or the superintendent. If the board refers your concern to an administrator for investigation the board will follow-up at a future meeting and you can expect the superintendent or another district employee to make arrangements to meet with you at the appropriate time. Thanks again for taking your time to discuss district business with the board.

Reports: Administrators send their monthly reports via email. Any further additions will be reported at this time.

Information Item:

A. Copy Contracts (with possible action if necessary)

Discussion Item:

A. KASB Recommended Policy Updates

Action Items:

A. HOSA
B. Administrator Contract Language
C. Timeline for Budget
D. BOE Goal Setting Meeting
E. Election of USD 417 BOE Vice-President

Adjournment

Next Regular BOE Meeting – August 12th, 2019

Sample Motions for Executive Session

Mr. President, I move we go into executive session to [fill in subject(s)] pursuant to [fill in justification], and the open meeting will resume in the board room at [fill in time].

SUBJECTS TO BE DISCUSSED (Provide a brief description of what subject will be discussed while still protecting important privacy interest)	**JUSTIFICATION**
Example: discuss an individual employee's performance	non-elected personnel exception under KOMA
Example 1: discuss confidential student information **Example 2:** hold a student discipline appeal hearing	the exception relating to actions adversely or favorably affecting a student under KOMA
Example: discuss coding mechanisms Powerschool uses to secure student data with Powerschool representatives	the exception for data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships under KOMA
Example: discuss potential litigation with our legal counsel	the exception for matters which would be deemed privileged in the attorney-client relationship under KOMA
Example: discuss the latest proposal for increasing the base pay rate from the teachers	the exception for employer-employee negotiations under KOMA
Example: discuss potential properties for a new middle school site	the exception for preliminary discussion of the acquisition of real property under KOMA
Example 1: discuss the high school crisis plan **Example 2:** discuss the exact placement of security cameras and alarms throughout the buildings	the exception under KOMA for school security matters to ensure the security of the school, its buildings and/or its systems is not jeopardized

RESOLUTION – Date for Establishing BOE Meeting Dates

BE IT RESOLVED that, pursuant to S.B. 130, which recently amended K.S.A. 72-1138, the Board of Education of Unified School District No. 417, Morris County, Kansas, at its regular meeting held July 15, 2019, using their Home Rule authority, designates the July regular meeting date as the date on which regular board meetings for the following fiscal year will be scheduled. Action shall be taken during the January regular meeting to reaffirm this designation.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

_____
Board President

_____
Board Member

_____
Board Member

_____
Board Member

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Board Member

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Board Member

_____
Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – Date for the Election of Officers

BE IT RESOLVED that, pursuant to S.B. 130, which recently amended K.S.A. 72-1133, the Board of Education of Unified School District No. 417, Morris County, Kansas, at its regular meeting held July 15, 2019, using their Home Rule authority, designates the July regular meeting date as the date on which the election of officers shall take place. Action shall be taken during the January regular meeting to reaffirm this designation.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

_____
Board President

_____
Board Member

_____
Board Member

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Board Member

_____
Board Member

_____
Board Member

_____
Board Member

Attest: _____
Clerk, Board of Education

July 15th, 2019

Election of USD 417 BOE President

Nominations:

Action _____

If needed:

I move the nomination cease and a unanimous ballot be cast for _____.

Motion_____ Second_____ Action_____

July 15th, 2019

Consent Agenda

A. Approval of Agenda
B. Approve Minutes of Previous Meeting(s)
C. Financial Report/Pay Bills
D. Donations and Gifts
E. Approve 2018-2019 Petty Cash on Hand Reports
F. Approval of Unencumbered Cash Balances for 2018-2019
G. Flint Hills Special Education Cooperative
    a. Approve FHSEC Articles of Agreement as Amended
    b. Approve the FHSEC Fiscal Clarifications as Amended
    c. Approve the IDEA Part C to Part B MOU as Presented
    d. Approve the Special Education Due Process Hearing Officers as Presented
H. Approve 2019-2020 BOE Appointments
I. Approve 2019-2020 Regulations and Resolutions
    a. Rescind Previous Policy
    b. Activity Fund
    c. Petty Cash
    d. 1,116 Hour School Term
    e. GAAP Waiver
    f. USD 417 Meeting Dates/Times/Locations
    g. Home Rule Authority
    h. Protection of Pupil Rights
    i. Title I Program
J. Board Actions for FY1920
K. Approve 2019-2020 Employment of Emergency Substitute Teachers
L. Approval of After School Athletic Bus Stops
M. Approval of 2019-2020 Fees: Textbook/Consumable/Activity/Food Service
N. Approve 2019-2020 Mileage Reimbursement Rate of 58 Cents
O. Approval of USD 417 Credit Cards (Visa)
P. USD 417 Wellness Policies – Elementary, Middle School, and High School Policies
Q. Approve Change to 2019-2020 Classified Employee Handbook – Paid Holidays
R. Personnel
    a. Employment
        i. Broc Finch – CGHS Assistant Football Coach
        ii. Melissa Grover – CGJSHS 3-hour Cashier
        iii. Joshua Gant – CGES 6th Grade Teacher
    b. Resignation
        i. Brock Finch – CGJH Assistant Football Coach

ii. Melissa Grover – CGJSHS 7-hour Cook
iii. Joshua Gant – CGES Teacher Aide
iv. Tiffeny Manson – CGJH Head Cheer Coach

Motion_____ Second_____ Action_____

USD 417 Board of Education
Regular Meeting
June 10th, 2019, at 6:30 p.m.
District Office

MEMBERS PRESENT: Terry Powell, TinaRae Scott, Deidre Knight, Scott Bankes, Marie Blythe, and Linda Pretzer

MEMBERS NOT PRESENT: Marty White

OTHERS PRESENT: Val Gehrer, Kelly Gentry, Angela Harris, Kelly McDiffett, Jay Doornbos, Marcus Hernandez, Aron Dody, Kate Gronquist, Kim Coover, Emma Bigham, and Bryce Johnson

Terry Powell called the meeting to order at 6:30 p.m.

CONSENT AGENDA: TinaRae Scott (Linda Pretzer) moved to approve the agenda and consent agenda as amended. Motion passed 6-0.

REPORTS: Aron Dody reported on storage issues and solutions at the football field. Aron Dody reported that the admin. retreat in Kansas City was productive. Aron Dody discussed issues with the grass at the football field. Aron Dody reported that the new street lamps are all installed and working. TinaRae Scott reported that she has been appointed by KASB President, Patrick Woods, to serve as Region 5 Vice President on KASB's Board of Directors.

INFORMATION ITEM

Kim Coover and Emma Bingham presented on HOSA, a student organization for future health professionals. The Board was encouraged to start a chapter of the organization in our district.

DISCUSSION ITEMS

Aron Dody discussed results from the staff exit survey.

Kelly Gentry discussed state assessment results.

Aron Dody and the Board discussed SB 130.

ACTION ITEMS

TinaRae Scott (Scott Bankes) moved to approve a contract with Transportant for hardware and its installation on five activity buses. Motion passed 6-0.

TinaRae Scott (Scott Bankes) moved to approve an annually recurring contract with Transportant for software services for five activity buses. Motion passed 6-0.

Terry Powell (Marie Blythe) moved to republish the budget as amended. Motion passed 6-0. Terry Powell (Scott Bankes) moved to schedule the hearing for the budget amendment for July 24th at 7:30 a.m. at the Hays House. Motion passed 6-0.

EXECUTIVE SESSION

TinaRae Scott (Linda Pretzer) moved to go into a 5-minute executive session in order to discuss an individual employee's performance pursuant to the exception relating to non-elected personnel exception under KOMA with Aron Dody. Motion passed 6-0.

The Board went into Executive Session at 7:26 p.m.
The Board returned to Open Session at 7:31 p.m.

TinaRae Scott (Scott Bankes) moved to go into a 5-minute executive session in order to discuss an individual employee's performance pursuant to the exception relating to non-elected personnel exception under KOMA with Aron Dody. Motion passed 6-0.

The Board went into Executive Session at 7:31 p.m.
The Board returned to Open Session at 7:36 p.m.

TinaRae Scott (Scott Bankes) moved to go into a 5-minute executive session in order to discuss an individual employee's performance pursuant to the exception relating to non-elected personnel exception under KOMA with Aron Dody. Motion passed 6-0.

The Board went into Executive Session at 7:36 p.m.
The Board returned to Open Session at 7:41 p.m.

Terry Powell adjourned the meeting at 7:42 p.m.

APPROVED: _____

_____ _____

Bryce Johnson, Clerk Terry Powell, President, BOE

USD 417 Board of Education
Hearing & Special Meeting
June 24th, 2019, at 7:30 a.m.
Hays House

MEMBERS PRESENT: Terry Powell, Marty White, TinaRae Scott, Deidre Knight, Scott Bankes, Marie Blythe, and Linda Pretzer

MEMBERS NOT PRESENT:

OTHERS PRESENT: Aron Dody and Bryce Johnson

Terry Powell called the hearing to order at 7:30 a.m.

AMENDMENT OF BUDGET: No one commented on the amended 2018-2019 budget as it had been republished. Terry Powell (Marie Blythe) moved to approve the budget as amended and republished. Motion passed 7-0.

Terry Powell called the meeting to order at 7:35 a.m.

CONSENT AGENDA: TinaRae Scott (Linda Pretzer) moved to approve the agenda and consent agenda. Motion passed 7-0.

ACTION ITEMS

TinaRae Scott (Scott Bankes) moved to approve the bid from Thrasher for mudjacking services at CGES and PHES, not to exceed the bid amount. Motion passed 7-0.

Terry Powell (TinaRae Scott) moved to approve the purchase of a truck and two cars, not to exceed the prices offered through the state bid system. Motion passed 7-0.

TinaRae Scott (Linda Pretzer) moved to reschedule the date of the July BOE meeting from July 8th to July 15th. Motion passed 7-0.

Terry Powell adjourned the meeting at 8:10 a.m.

APPROVED: _____

_____ Bryce Johnson, Clerk

_____ Terry Powell, President, BOE

USD 417

INVESTMENTS/CASH BALANCES

6/30/2019

ASSETS-CASH

Farmers & Drovers Checking 18	$1,986,242.98
F & D CD	$50,000.00
F & D CD	$50,000.00
F & D CD	$51,332.93
F & D CD	$100,000.00
F & D CD	$100,000.00
F & D CD	$100,000.00
F & D CD	$100,000.00
F & D CD	$100,000.00
F & D CD	$100,000.00
F & D CD	$100,000.00
F & D CD	$102,665.88
F & D CD	$132,655.01
F & D CD	$200,000.00
F & D Money Market Act 75	$132,070.75
Farmers & Drovers Prem. Inv. Act 85	$396,378.15
Emprise Bank Business Savings	$19,684.14
Farmers State Bank Money Market	$89,649.47
TOTAL CASH INVESTMENTS	$3,910,679.31

USD 417
TREASURERS INVESTMENT REPORT

6/30/2019

ID NUMBER	PURCHASE DATE	DURATION		AMOUNT	INTEREST RATE		ANNUAL INTEREST	MATURE DATE
FARMERS & DROVERS BANK								
18750	12/17/2015	12 Month	$	100,000.00	0.40%	$	400.00	12/17/2019
14375	3/30/2016	12 Month	$	100,000.00	0.60%	$	600.00	3/30/2020
18933	4/23/2016	12 Month	$	100,000.00	0.50%	$	500.00	4/23/2020
18934	4/23/2016	12 Month	$	100,000.00	0.50%	$	500.00	4/23/2020
18935	4/23/2016	12 Month	$	50,000.00	0.50%	$	250.00	4/23/2020
18941	5/7/2015	12 Month	$	100,000.00	0.50%	$	500.00	5/7/2020
18940	5/7/2015	12 Month	$	50,000.00	0.50%	$	250.00	5/7/2020
19080	7/6/2016	12 Month	$	200,000.00	0.50%	$	1,000.00	7/6/2020
18849	9/23/2016	13 Month	$	51,332.93	0.40%	$	205.33	12/23/2019
18848	9/23/2016	13 Month	$	102,665.88	0.40%	$	410.66	12/23/2019
14365	11/2/2015	24 Month	$	132,655.01	0.50%	$	663.28	11/2/2019
18764	2/10/2016	24 Month	$	100,000.00	0.60%	$	600.00	2/10/2020
18780	2/28/2016	24 Month	$	100,000.00	0.60%	$	600.00	2/28/2020
TOTAL			**$**	**1,286,653.82**		**$**	**6,479.27**	

USD 417 Morris County

Bank Account Reconciliation Report

Last Reconciled	Beginning Balance	Statement Date	Ending Balance
6/1/2019	$2,250,299.31	06/30/2019	$2,155,618.07

Date	Source Document	Item Number	Description	Deposit	Withdrawal
5/4/2019	May 4th Checks	EFT	Cintas Corp No. 3		$51.90
5/4/2019	May 4th Checks	20399	Dody, Aron C		$116.50
5/4/2019	May 4th Checks	20412	Kansas State Univ.		$30.00
5/4/2019	May 4th Checks	20426	Scarce, Tara		$122.30
5/10/2019	May 10th Checks	20445	Kansas District Kiwanis		$200.00
5/17/2019	May 17th Checks	20461	Diligent Trailers		$2,139.99
5/17/2019	May 17th Checks	20466	Scarce, Tara		$163.50
5/20/2019	May 20th, 2019	20454	Eskeldson, Sheila D		$153.92
5/24/2019	May 24th Checks	EFT	Cintas Corp No. 3		$51.90
5/24/2019	May 24th Checks	20469	Amazon		$1,323.64
5/24/2019	May 24th Checks	20470	Axe Equipment		$788.24
5/24/2019	May 24th Checks	20471	BD4 Distributing, Inc		$353.00
5/24/2019	May 24th Checks	20472	CDW Government, Inc		$32,063.42
5/24/2019	May 24th Checks	20473	Complete Works LLC		$11.75
5/24/2019	May 24th Checks	20475	DirectAthletics		$140.00
5/24/2019	May 24th Checks	20476	Dody, Aron C		$99.73
5/24/2019	May 24th Checks	20477	Follett Library Resources		$1,550.84
5/24/2019	May 24th Checks	20478	Haag Oil Company LLC		$816.73
5/24/2019	May 24th Checks	20480	Ka-Comm, Inc		$229.20
5/24/2019	May 24th Checks	20481	Pepsi Bottling Group		$227.10
5/24/2019	May 24th Checks	20482	Pizza Hut		$76.45
5/24/2019	May 24th Checks	20483	Prairie Fire Coffee		$65.90
5/24/2019	May 24th Checks	20484	Providence Working Canines, In		$757.79
5/24/2019	May 24th Checks	20486	Quill Corp.		$22.87
5/24/2019	May 24th Checks	20489	Tyner Insurance Group		$7,705.00
6/7/2019	June 7th Lump Sum Direct Deposit	EFT	FEDERAL RESERVE KC		$195,977.44
6/7/2019	EFTPS Lump Sum	EFT	Farmers & Drovers Bank		$54,898.56
6/10/2019	June 10th Checks	EFT	Westar Energy		$11,188.23
6/10/2019	June 10th Checks	EFT	Waste Management		$428.66
6/10/2019	June 10th Checks	EFT	CenturyLink		$1,447.29
6/10/2019	June 10th Checks	EFT	MFA Oil Company Petro Card		$5,252.07
6/10/2019	June 10th Checks	20491	Adams 66 Service		$599.74
6/10/2019	June 10th Checks	20492	City Of Alta Vista		$267.09
6/10/2019	June 10th Checks	20493	Bolton Chrysler-Dodge-Jeep		$117.40
6/10/2019	June 10th Checks	20494	CDW Government, Inc		$4,165.74
6/10/2019	June 10th Checks	20495	CenterPoint Energy Services Re		$2,187.00
6/10/2019	June 10th Checks	20496	Central Mechanical Const Co, I		$1,096.78
6/10/2019	June 10th Checks	20497	City Of Council Grove		$1,391.58
6/10/2019	June 10th Checks	20498	Council Grove High School		$525.55
6/10/2019	June 10th Checks	20499	Evco Wholesale Food Corp.		$4,297.98

6/10/2019	June 10th Checks	20500	F&A Food Sales, Inc		$9,267.06
6/10/2019	June 10th Checks	20501	Flint Hills Special Education		$178,289.00
6/10/2019	June 10th Checks	20502	Follett Library Resources		$371.97
6/10/2019	June 10th Checks	20503	Franklin Quest Co.		$306.09
6/10/2019	June 10th Checks	20504	Gehrer, Valerie K		$465.37
6/10/2019	June 10th Checks	20505	Harris School Solutions		$2,310.00
6/10/2019	June 10th Checks	20506	Hiland Dairy Foods Company, LL		$2,744.24
6/10/2019	June 10th Checks	20507	Kansas Drug Testing, Inc		$99.00
6/10/2019	June 10th Checks	20508	Kansas Gas Service		$70.25
6/10/2019	June 10th Checks	20509	Kansas Association of School B		$470.36
6/10/2019	June 10th Checks	20510	Kenworth		$2,665.72
6/10/2019	June 10th Checks	20511	Lifetouch		$971.50
6/10/2019	June 10th Checks	20512	Matheson Tri-Gas, Inc		$37.20
6/10/2019	June 10th Checks	20513	McDiffett Service		$1,079.60
6/10/2019	June 10th Checks	20514	Midwest Bus Sales, Inc		$335.40
6/10/2019	June 10th Checks	20515	Muckenthaler, Inc.		$77.83
6/10/2019	June 10th Checks	20516	National Screening Bureau		$48.70
6/10/2019	June 10th Checks	20517	The Parts Place		$1,203.53
6/10/2019	June 10th Checks	20518	Pizza Hut		$76.34
6/10/2019	June 10th Checks	20519	Severin Intermediate Holdings,		$15,948.32
6/10/2019	June 10th Checks	20520	Pur-O-zone Chemical Co., Inc.		$3,575.00
6/10/2019	June 10th Checks	20521	Rays Apple Market		$601.02
6/10/2019	June 10th Checks	20522	All American Sports Corp		$276.55
6/10/2019	June 10th Checks	20523	Sports Connection		$38.78
6/10/2019	June 10th Checks	20524	Superior Systems LLC		$458.00
6/10/2019	June 10th Checks	20525	Brian T Hestermann		$12.00
6/10/2019	June 10th Checks	20526	Thyssenkrupp Elevator Corp		$611.44
6/10/2019	June 10th Checks	20527	Tri-County Telephone Assn, Inc		$1,542.40
6/10/2019	June 10th Checks	20528	Truck Center Companies		$310.42
6/10/2019	June 10th Checks	20529	Underground Vaults & Storage		$336.00
6/10/2019	June 10th Checks	20530	Chad Farr dba Wash Me Car Wash		$100.00
6/10/2019	June 10th Checks	20531	Williams Janitorial Supply		$5,253.79
6/11/2019	Lump Sum KS W/H	EFT	KS Withholding Tax-DPT Of Reve		$7,806.55
6/11/2019	June 11th Checks	20532	Adams Lumber Co., Inc		$1,974.32
6/11/2019	June 11th Checks	20533	Interstate Glass Co.		$86.07
6/15/2019	June Neopost	EFT	Neopost/Neofunds		$500.00
6/15/2019	June 15th Checks	20534	Bachura Family Automotive		$116.00
6/15/2019	June 15th Checks	20535	BD4 Distributing, Inc		$5,850.00
6/15/2019	June 15th Checks	20536	CDW Government, Inc		$8,979.93
6/15/2019	June 15th Checks	20537	FHM LLC		$757.00
6/15/2019	June 15th Checks	20538	Gentry, Kelly J		$41.38
6/15/2019	June 15th Checks	20539	Pearson Education, Inc		$17,451.10
6/15/2019	June 15th Checks	20540	Southeast KS Education Service		$1,000.00
6/15/2019	June 2019 - Part I	June 2019 - Part I	June 2019 - Part I	$329,400.33	
6/20/2019	June 20, 2019	20541	Adams, Devin		$332.90
6/20/2019	June 20, 2019	20542	Ehrlich, Willard J		$243.98

6/20/2019	June 20, 2019	20543	Gant, James H		$607.94
6/20/2019	June 20, 2019	20544	Benner, Janice M		$195.09
6/20/2019	June 20, 2019	20545	Hanson, Amy N		$195.09
6/20/2019	June 20, 2019	20546	Wright, Brandi R		$413.78
6/21/2019	June 21st Checks	EFT	CenturyLink		$281.70
6/21/2019	June 21st Checks	EFT	Verizon Wireless		$190.48
6/21/2019	June 21st Checks	20547	Amazon		$1,578.77
6/21/2019	June 21st Checks	20548	Buchman, Christine L		$168.41
6/21/2019	June 21st Checks	20549	CBS Door & Hardware, LLC		$402.63
6/21/2019	June 21st Checks	20550	Central Mechanical Const Co, I		$285.58
6/21/2019	June 21st Checks	20552	Farmers and Drovers Bank		$214,050.27
6/21/2019	June 21st Checks	20553	Kenworth		$132.09
6/21/2019	June 21st Checks	20554	McDiffett, Kelly L		$46.51
6/21/2019	June 21st Checks	20555	Neff Co.		$78.67
6/21/2019	June 21st Checks	20556	School Specialty, Inc		$924.17
6/21/2019	June 21st Checks	20559	The Home Depot Pro Institution		$1,476.10
6/21/2019	June 21st Checks	20560	Brian T Hestermann		$790.00
6/21/2019	June 21st Checks	20562	Truck Center Companies		$179.25
6/21/2019	June 21st ck correction	20563	Flint Hills Special Education		$1,529.33
6/24/2019	June 7th Lump, June 20th, Retire	EFT	Bay Bridge Administrators, LLC		$17,004.36
6/24/2019	June 20 EFTPS	EFT	Farmers & Drovers Bank		$67,037.46
6/24/2019	June 20th State W/H	EFT	KS Withholding Tax-DPT Of Reve		$10,548.74
6/24/2019	June Lump & 20th KPERS	EFT	K P E R S		$32,598.22
6/24/2019	June Lump & 20th KPERS WAR	EFT	KPERS Non Licensed Retirees		$417.48
6/24/2019	June Lump & 20th KPERS WAR	EFT	KPERS Licensed Retirees		$1,479.96
6/24/2019	00014119	EFT	CTE incentive for Tech Educati		$4,354.00
6/25/2019	June FLEX	EFT	Surency		$3,256.65
6/25/2019	June Vision Care Direct	EFT	Vision Direct		$636.58
6/25/2019	June Guardian	EFT	Guardian		$3,997.37
6/27/2019	June 2019 - Part II	June 2019 - Part II	June 2019 - Part II	$779,829.45	
6/28/2019	June 20th/28th Payroll	EFT	FEDERAL RESERVE KC		$221,198.46
6/28/2019	June Visa - EFT	EFT	Visa		$20,522.38
6/28/2019	00014071	J/E	F&D June Bank Statement J/E's		$171.27
6/28/2019	00014072	J/E	Payroll liabilities remaining		$1.23
6/28/2019	June 2019 Part III	June 2019 Part III	June 2019 Part III	$11,033.89	
Sub Total				**$1,120,263.67**	**$1,214,944.91**

USD 417 Morris County

Outstanding Checks & Deposits

Last Reconciled	Beginning Balance	Statement Date
6/1/2019	($49,448.10)	06/30/2019

Date	Source Document	Item Number	Description	Deposit	Withdrawal
6/30/2019	June 30th Final State Aid	June 30th Final State Aid	June 30th Final State Aid	$385,577.00	
5/17/2019	May 17th Checks	20463	J.W. Pepper & Sons, Inc.		$186.43
6/7/2019	June Lump Hourly/Classified Spec	20490	Goodman, Reni L		$440.17
6/21/2019	June 21st Checks	20551	Council Grove High School		$2,163.68
6/21/2019	June 21st Checks	20558	Tech Electronics of Kansas, LL		$364.96
6/21/2019	June 21st Checks	20561	Transportant, LLC		$4,625.00
6/25/2019	June Checks	20564	Legal Shield		$25.90
6/25/2019	June Checks	20565	NH Dept of Health & Human Serv		$316.09
6/25/2019	June Checks	20566	Pioneer Credit Recovery, Inc.		$500.00
6/27/2019	June BCBS	EFT	Blue Cross Blue Shield Of Ks		$53,431.88
6/28/2019	June 28th Checks	20567	Ed Bozarth Chevrolet		$41,910.00
6/28/2019	June 28th Checks	20568	Gehrer, Valerie K		$149.17
6/28/2019	June 28th Checks	20569	Kansas PowerSchool Users Group		$250.00
6/28/2019	June 28th Checks	20570	Kansas STARBASE, Inc.		$125.00
6/28/2019	1503	20571	Pearson Education, Inc		$46,733.59
6/28/2019	June 28th Checks II	20572	Adams 66 Service		$703.29
6/28/2019	June 28th Checks II	20573	Adams Lumber Co., Inc		$2,957.85
6/28/2019	June 28th Checks II	20574	BD4 Distributing, Inc		$406.00
6/28/2019	June 28th Checks II	20575	Varsity Brands Holding Co., In		$6,132.42
6/28/2019	June 28th Checks II	20576	Caliber Lawn Care LLC		$1,865.00
6/28/2019	June 28th Checks II	20577	City Of Council Grove		$1,655.02
6/28/2019	June 28th Checks II	20578	Harris Computer		$530.98
6/28/2019	June 28th Checks II	20579	Integrated Controls		$647.86
6/28/2019	June 28th Checks II	20580	Jones Electric, Inc		$2,692.00
6/28/2019	June 28th Checks II	20581	Neff Co.		$113.07
6/28/2019	June 28th Checks II	20582	Wabaunsee County Extension Age		$449.73
Sub Total				**$385,577.00**	**$169,375.09**

USD 417 Morris County

Actual GL Detail

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
06/03/2019	T. Disberger Retiree Tax Liabili	00013756	06-901-000	Mark Payroll Voucher Paid T. Disberger Retiree Tax Liabili	$0.00	$2,064.98
06/03/2019	T. Disberger Retiree Tax Liabili	00013756	13-901-000	Mark Payroll Voucher Paid T. Disberger Retiree Tax Liabili	$0.00	$1,689.55
06/07/2019	June Lump Hourly/Classified Spec	00013727	24-901-000	Mark Paid Payroll Register June Lump Hourly/Classified Spec	$0.00	$440.17
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	24-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$2,722.06
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	13-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$44,065.83
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	22-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$2,146.35
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	06-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$126,515.01
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	34-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$2,400.41
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	83-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$99.84
06/07/2019	June 7th Lump Sum Direct Deposit	00013754	88-901-000	Mark Payroll Voucher Paid June 7th Lump Sum Direct Deposit	$0.00	$18,027.94
06/07/2019	EFTPS Lump Sum	00013851	88-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$5,170.48
06/07/2019	EFTPS Lump Sum	00013851	83-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$18.76
06/07/2019	EFTPS Lump Sum	00013851	34-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$635.42
06/07/2019	EFTPS Lump Sum	00013851	06-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$35,242.66
06/07/2019	EFTPS Lump Sum	00013851	22-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$387.87
06/07/2019	EFTPS Lump Sum	00013851	13-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$12,855.11
06/07/2019	EFTPS Lump Sum	00013851	24-901-000	Mark Payroll Voucher Paid EFTPS Lump Sum	$0.00	$588.26
06/10/2019	June 10th Checks	00013844	24-901-000	Disbursement for Voucher: June 10th Checks; Fund=24	$0.00	$17,711.64
06/10/2019	June 10th Checks	00013844	26-901-000	Disbursement for Voucher: June 10th Checks; Fund=26	$0.00	$470.36
06/10/2019	June 10th Checks	00013844	22-901-000	Disbursement for Voucher: June 10th Checks; Fund=22	$0.00	$10.00
06/10/2019	June 10th Checks	00013844	08-901-000	Disbursement for Voucher: June 10th Checks; Fund=08	$0.00	$66,063.48
06/10/2019	June 10th Checks	00013844	30-901-000	Disbursement for Voucher: June 10th Checks; Fund=30	$0.00	$178,289.00
06/10/2019	June 10th Checks	00013844	34-901-000	Disbursement for Voucher: June 10th Checks; Fund=34	$0.00	$297.17
06/10/2019	June 10th Checks	00013844	83-901-000	Disbursement for Voucher: June 10th Checks; Fund=83	$0.00	$76.34
06/11/2019	June 11th Checks	00013850	08-901-000	Disbursement for Voucher: June 11th Checks; Fund=08	$0.00	$2,060.39

06/11/2019	Lump Sum KS W/H	00013852	06-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$5,021.00
06/11/2019	Lump Sum KS W/H	00013852	22-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$24.58
06/11/2019	Lump Sum KS W/H	00013852	13-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$1,962.13
06/11/2019	Lump Sum KS W/H	00013852	24-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$30.00
06/11/2019	Lump Sum KS W/H	00013852	88-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$699.57
06/11/2019	Lump Sum KS W/H	00013852	34-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$66.36
06/11/2019	Lump Sum KS W/H	00013852	83-901-000	Mark Payroll Voucher Paid Lump Sum KS W/H	$0.00	$2.91
06/13/2019	00013853	00013853	26-901-000	PD - District Admin	$0.00	$5,075.00
06/13/2019	00013853	00013853	26-901-000	PD - Student Support	$0.00	$303.54
06/13/2019	00013853	00013853	26-901-000	PD building admin	$0.00	$1,200.00
06/13/2019	00013853	00013853	08-901-000	PD - District Admin	$5,075.00	$0.00
06/13/2019	00013853	00013853	08-901-000	PD Building Admin	$1,200.00	$0.00
06/13/2019	00013853	00013853	08-901-000	PD Student Support	$607.08	$0.00
06/13/2019	00013854	00013854	08-901-000	CTE	$0.00	$15,871.66
06/13/2019	00013854	00013854	06-901-000	4 year at risk	$0.00	$3,420.76
06/13/2019	00013854	00013854	06-901-000	bilingual	$0.00	$3,228.95
06/13/2019	00013854	00013854	11-901-000		$3,420.76	$0.00
06/13/2019	00013854	00013854	14-901-000		$3,228.95	$0.00
06/13/2019	00013854	00013854	34-901-000		$15,871.66	$0.00
06/13/2019	00013870	00013870	84-901-000	PD salary from Title IIA to PD 26	$4,047.04	$0.00
06/13/2019	00013870	00013870	26-901-000	District secretary time spent on IPD plans - Data logging in Frontline Professional Growth, travel plans, accounts payable/payroll	$0.00	$1,172.00
06/13/2019	00013870	00013870	26-901-000	Subs for certified employee PD leave	$0.00	$9,144.00
06/13/2019	00013870	00013870	06-901-000	District secretary wages from work on IPD plans spent logging data in Frontline Professional Growth, travel plans, accounts payable	$1,172.00	$0.00
06/13/2019	00013870	00013870	06-901-000	Substitutes for PD leave - certified employees	$9,144.00	$0.00
06/13/2019	00013871	00013871	06-901-000	Substitutes used for Professional Development leave by certified employees transfer expense from general 06 to Title IIA	$9,476.79	$0.00
06/13/2019	00013871	00013871	84-901-000	Substitutes used for Professional Development leave by certified employees transfer expense from general 06 to Title IIA	$0.00	$9,476.79
06/15/2019	June 2019 - Part I	00013904	88-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$21,140.00	$0.00
06/15/2019	June 2019 - Part I	00013904	55-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$117.00	$0.00
06/15/2019	June 2019 - Part I	00013904	62-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$11,155.85	$0.00
06/15/2019	June 2019 - Part I	00013904	06-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$236,469.01	$0.00
06/15/2019	June 2019 - Part I	00013904	08-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$24,802.85	$0.00
06/15/2019	June 2019 - Part I	00013904	24-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$25,504.06	$0.00

06/15/2019	June 2019 - Part I	00013904	22-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$921.20	$0.00
06/15/2019	June 2019 - Part I	00013904	16-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part I;Recei	$9,290.36	$0.00
06/15/2019	June 15th Checks	00013877	24-901-000	Disbursement for Voucher: June 15th Checks; Fund=24	$0.00	$6,486.22
06/15/2019	June 15th Checks	00013877	08-901-000	Disbursement for Voucher: June 15th Checks; Fund=08	$0.00	$21,552.36
06/15/2019	June 15th Checks	00013877	55-901-000	Disbursement for Voucher: June 15th Checks; Fund=55	$0.00	$6,115.45
06/15/2019	June 15th Checks	00013877	84-901-000	Disbursement for Voucher: June 15th Checks; Fund=84	$0.00	$41.38
06/15/2019	June Neopost	00014149	08-901-000	Disbursement for Voucher: June Neopost; Fund=08	$0.00	$500.00
06/20/2019	June 20, 2019	00013903	08-901-000	Mark Paid Payroll Register June 20, 2019	$0.00	$243.98
06/20/2019	June 20, 2019	00013903	06-901-000	Mark Paid Payroll Register June 20, 2019	$0.00	$940.84
06/20/2019	June 20, 2019	00013903	24-901-000	Mark Paid Payroll Register June 20, 2019	$0.00	$390.18
06/20/2019	June 20, 2019	00013903	18-901-000	Mark Paid Payroll Register June 20, 2019	$0.00	$413.78
06/21/2019	June 21st Checks	00013909	16-901-000	Disbursement for Voucher: June 21st Checks; Fund=16	$0.00	$214,050.27
06/21/2019	June 21st Checks	00013909	24-901-000	Disbursement for Voucher: June 21st Checks; Fund=24	$0.00	$38.00
06/21/2019	June 21st Checks	00013909	06-901-000	Disbursement for Voucher: June 21st Checks; Fund=06	$0.00	$1,529.33
06/21/2019	June 21st Checks	00013909	08-901-000	Disbursement for Voucher: June 21st Checks; Fund=08	$0.00	$9,862.51
06/21/2019	June 21st Checks	00013909	83-901-000	Disbursement for Voucher: June 21st Checks; Fund=83	$0.00	$545.47
06/21/2019	June 21st Checks	00013909	35-901-000	Disbursement for Voucher: June 21st Checks; Fund=35	$0.00	$3,242.02
06/21/2019	June 21st Checks	00013911	06-901-000	Disbursement for Voucher: June 21st Checks; Fund=06	$1,529.33	$0.00
06/21/2019	June 21st ck correction	00013915	06-901-000	Disbursement for Voucher: June 21st ck correction ; Fund=06	$0.00	$1,529.33
06/24/2019	00014119	00014119	34-901-000	Reversed by the state	$0.00	$4,354.00
06/24/2019	June 7th Lump, June 20th, Retire	00013921	84-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$69.38
06/24/2019	June 7th Lump, June 20th, Retire	00013921	88-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$475.79
06/24/2019	June 7th Lump, June 20th, Retire	00013921	83-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$25.56
06/24/2019	June 7th Lump, June 20th, Retire	00013921	34-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$271.95
06/24/2019	June 7th Lump, June 20th, Retire	00013921	06-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$12,214.16
06/24/2019	June 7th Lump, June 20th, Retire	00013921	08-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$236.73
06/24/2019	June 7th Lump, June 20th, Retire	00013921	11-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$146.67

06/24/2019	June 7th Lump, June 20th, Retire	00013921	13-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$3,290.76
06/24/2019	June 7th Lump, June 20th, Retire	00013921	24-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$67.06
06/24/2019	June 7th Lump, June 20th, Retire	00013921	30-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$61.73
06/24/2019	June 7th Lump, June 20th, Retire	00013921	14-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$89.13
06/24/2019	June 7th Lump, June 20th, Retire	00013921	18-901-000	Mark Payroll Voucher Paid June 7th Lump, June 20th, Retire	$0.00	$55.44
06/24/2019	June 20 EFTPS	00013919	18-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$520.73
06/24/2019	June 20 EFTPS	00013919	22-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$68.86
06/24/2019	June 20 EFTPS	00013919	14-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$721.44
06/24/2019	June 20 EFTPS	00013919	11-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$1,011.79
06/24/2019	June 20 EFTPS	00013919	13-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$11,991.62
06/24/2019	June 20 EFTPS	00013919	24-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$1,529.43
06/24/2019	June 20 EFTPS	00013919	08-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$3,845.69
06/24/2019	June 20 EFTPS	00013919	06-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$41,364.95
06/24/2019	June 20 EFTPS	00013919	34-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$2,486.46
06/24/2019	June 20 EFTPS	00013919	30-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$341.48
06/24/2019	June 20 EFTPS	00013919	83-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$2,425.70
06/24/2019	June 20 EFTPS	00013919	88-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$311.12
06/24/2019	June 20 EFTPS	00013919	84-901-000	Mark Payroll Voucher Paid June 20 EFTPS	$0.00	$418.19
06/24/2019	June 20th State W/H	00013920	84-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$60.56
06/24/2019	June 20th State W/H	00013920	88-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$60.25
06/24/2019	June 20th State W/H	00013920	83-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$292.89
06/24/2019	June 20th State W/H	00013920	30-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$59.08
06/24/2019	June 20th State W/H	00013920	34-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$421.11
06/24/2019	June 20th State W/H	00013920	06-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$6,665.43
06/24/2019	June 20th State W/H	00013920	08-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$499.96
06/24/2019	June 20th State W/H	00013920	24-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$161.30
06/24/2019	June 20th State W/H	00013920	13-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$2,021.68
06/24/2019	June 20th State W/H	00013920	11-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$113.67
06/24/2019	June 20th State W/H	00013920	14-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$112.13
06/24/2019	June 20th State W/H	00013920	18-901-000	Mark Payroll Voucher Paid June 20th State W/H	$0.00	$80.68
06/24/2019	June Lump & 20th KPERS	00013922	18-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$102.36
06/24/2019	June Lump & 20th KPERS	00013922	22-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$151.04
06/24/2019	June Lump & 20th KPERS	00013922	14-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$178.26
06/24/2019	June Lump & 20th KPERS	00013922	24-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$800.30
06/24/2019	June Lump & 20th KPERS	00013922	30-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$69.41
06/24/2019	June Lump & 20th KPERS	00013922	08-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$1,150.39

06/24/2019	June Lump & 20th KPERS	00013922	13-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$6,805.65
06/24/2019	June Lump & 20th KPERS	00013922	11-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$322.28
06/24/2019	June Lump & 20th KPERS	00013922	06-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$20,186.15
06/24/2019	June Lump & 20th KPERS	00013922	34-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$690.43
06/24/2019	June Lump & 20th KPERS	00013922	83-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$299.55
06/24/2019	June Lump & 20th KPERS	00013922	84-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$120.00
06/24/2019	June Lump & 20th KPERS	00013922	88-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS	$0.00	$1,722.40
06/24/2019	June Lump & 20th KPERS WAR	00013923	34-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS WAR	$0.00	$411.62
06/24/2019	June Lump & 20th KPERS WAR	00013923	06-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS WAR	$0.00	$819.84
06/24/2019	June Lump & 20th KPERS WAR	00013923	13-901-000	Mark Payroll Voucher Paid June Lump & 20th KPERS WAR	$0.00	$665.98
06/25/2019	June FLEX	00013924	13-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$1,148.83
06/25/2019	June FLEX	00013924	08-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$84.89
06/25/2019	June FLEX	00013924	06-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$1,946.44
06/25/2019	June FLEX	00013924	30-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$3.56
06/25/2019	June FLEX	00013924	34-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$9.10
06/25/2019	June FLEX	00013924	83-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$36.88
06/25/2019	June FLEX	00013924	84-901-000	Mark Payroll Voucher Paid June FLEX	$0.00	$26.95
06/25/2019	June Vision Care Direct	00013925	84-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$1.68
06/25/2019	June Vision Care Direct	00013925	88-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$14.90
06/25/2019	June Vision Care Direct	00013925	83-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$14.03
06/25/2019	June Vision Care Direct	00013925	34-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$7.00
06/25/2019	June Vision Care Direct	00013925	30-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$1.90
06/25/2019	June Vision Care Direct	00013925	24-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$35.36
06/25/2019	June Vision Care Direct	00013925	18-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$3.35
06/25/2019	June Vision Care Direct	00013925	06-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$402.32
06/25/2019	June Vision Care Direct	00013925	08-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$36.51
06/25/2019	June Vision Care Direct	00013925	13-901-000	Mark Payroll Voucher Paid June Vision Care Direct	$0.00	$119.53
06/25/2019	June Checks	00013930	13-901-000	Mark Payroll Voucher Paid June Checks	$0.00	$163.86
06/25/2019	June Checks	00013930	06-901-000	Mark Payroll Voucher Paid June Checks	$0.00	$678.13

06/25/2019	June Guardian	00014147	06-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$2,623.99
06/25/2019	June Guardian	00014147	08-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$222.46
06/25/2019	June Guardian	00014147	14-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$25.80
06/25/2019	June Guardian	00014147	18-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$12.99
06/25/2019	June Guardian	00014147	13-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$665.12
06/25/2019	June Guardian	00014147	24-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$189.03
06/25/2019	June Guardian	00014147	30-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$24.80
06/25/2019	June Guardian	00014147	34-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$40.47
06/25/2019	June Guardian	00014147	84-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$33.02
06/25/2019	June Guardian	00014147	88-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$109.68
06/25/2019	June Guardian	00014147	83-901-000	Mark Payroll Voucher Paid June Guardian	$0.00	$50.01
06/27/2019	June 2019 - Part II	00013979	35-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$7,900.00	$0.00
06/27/2019	June 2019 - Part II	00013979	34-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$3,861.00	$0.00
06/27/2019	June 2019 - Part II	00013979	26-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$5,367.00	$0.00
06/27/2019	June 2019 - Part II	00013979	24-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$929.98	$0.00
06/27/2019	June 2019 - Part II	00013979	16-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$4,579.50	$0.00
06/27/2019	June 2019 - Part II	00013979	08-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$68,476.47	$0.00
06/27/2019	June 2019 - Part II	00013979	06-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 - Part II;Rece	$688,715.50	$0.00
06/27/2019	June BCBS	00013969	06-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$30,430.32
06/27/2019	June BCBS	00013969	11-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$784.98
06/27/2019	June BCBS	00013969	13-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$10,122.06
06/27/2019	June BCBS	00013969	08-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$3,736.61
06/27/2019	June BCBS	00013969	18-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$94.84
06/27/2019	June BCBS	00013969	24-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$3,570.64
06/27/2019	June BCBS	00013969	30-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$89.57
06/27/2019	June BCBS	00013969	34-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$1,756.65
06/27/2019	June BCBS	00013969	83-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$827.89
06/27/2019	June BCBS	00013969	84-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$131.40
06/27/2019	June BCBS	00013969	88-901-000	Mark Payroll Voucher Paid June BCBS	$0.00	$1,886.92
06/28/2019	00014065	00014065	30-901-000		$178,289.00	$0.00
06/28/2019	00014065	00014065	30-901-000	district mechanic salary transfer from 06	$0.00	$4,396.96
06/28/2019	00014065	00014065	30-901-000	Fuel from 08	$0.00	$11,325.92
06/28/2019	00014065	00014065	30-901-000	Transfer from 06 driver's salaries	$0.00	$35,175.68
06/28/2019	00014065	00014065	30-901-000	Transp. director salary from 06	$0.00	$4,396.96
06/28/2019	00014065	00014065	30-901-000	vehicle insurance transfer from 08	$0.00	$2,831.48
06/28/2019	00014065	00014065	08-901-000	Fuel transfer to SPED	$11,325.92	$0.00
06/28/2019	00014065	00014065	08-901-000	Vehicle insurance transfer to SPED	$2,831.48	$0.00
06/28/2019	00014065	00014065	06-901-000		$0.00	$178,289.00
06/28/2019	00014065	00014065	06-901-000	Bus driver's salaries transfer to SPED	$35,175.68	$0.00

06/28/2019	00014065	00014065	06-901-000	District mechanic salary transfer to SPED	$4,396.96	$0.00
06/28/2019	00014065	00014065	06-901-000	State SPED aid for transportation expenses	$0.00	$58,127.00
06/28/2019	00014065	00014065	06-901-000	Transp. director salary transfer to SPED	$4,396.96	$0.00
06/28/2019	00014066	00014066	06-901-000		$0.00	$7,028.00
06/28/2019	00014066	00014066	34-901-000	Credential Incentive state aid transfer	$7,028.00	$0.00
06/28/2019	00014071	00014071	08-901-000	KTag/KS Turnpike Tolls	$0.00	$34.30
06/28/2019	00014071	00014071	08-901-000	Payroll JAW Charge	$0.00	$34.20
06/28/2019	00014071	00014071	24-901-000	RevTrak online payment fees for lunch money	$0.00	$102.77
06/28/2019	00014072	00014072	06-901-000		$0.00	$1.23
06/28/2019	00014073	00014073	06-901-000		$8,015.00	$0.00
06/28/2019	00014073	00014073	35-901-000		$0.00	$8,015.00
06/28/2019	00014118	00014118	83-901-000	KRR summer miles - regular routes and three field trips	$0.00	$6,781.50
06/28/2019	00014118	00014118	08-901-000	KRR summer regular route and field trip mileage	$6,781.50	$0.00
06/28/2019	June 2019 Part III	00014079	06-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 Part III;Recei	$9,252.02	$0.00
06/28/2019	June 2019 Part III	00014079	16-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 Part III;Recei	$1,082.87	$0.00
06/28/2019	June 2019 Part III	00014079	34-901-000	Approve Cash Receipts Batch; Batch No.: June 2019 Part III;Recei	$699.00	$0.00
06/28/2019	June 28th Checks	00013982	83-901-000	Disbursement for Voucher: June 28th Checks; Fund=83	$0.00	$125.00
06/28/2019	June 28th Checks	00013982	16-901-000	Disbursement for Voucher: June 28th Checks; Fund=16	$0.00	$41,910.00
06/28/2019	June 28th Checks	00013982	26-901-000	Disbursement for Voucher: June 28th Checks; Fund=26	$0.00	$250.00
06/28/2019	June 28th Checks	00013982	08-901-000	Disbursement for Voucher: June 28th Checks; Fund=08	$0.00	$149.17
06/28/2019	1503	00013985	55-901-000	Disbursement for Voucher: 1503; Fund=55	$0.00	$46,733.59
06/28/2019	June 28th Checks II	00014058	08-901-000	Disbursement for Voucher: June 28th Checks II; Fund=08	$0.00	$12,308.99
06/28/2019	June 28th Checks II	00014058	24-901-000	Disbursement for Voucher: June 28th Checks II; Fund=24	$0.00	$919.23
06/28/2019	June 28th Checks II	00014058	16-901-000	Disbursement for Voucher: June 28th Checks II; Fund=16	$0.00	$4,557.00
06/28/2019	June 28th Checks II	00014058	18-901-000	Disbursement for Voucher: June 28th Checks II; Fund=18	$0.00	$368.00
06/28/2019	June Visa - EFT	00014144	26-901-000	Disbursement for Voucher: June Visa - EFT; Fund=26	$0.00	$3,535.57
06/28/2019	June Visa - EFT	00014144	08-901-000	Disbursement for Voucher: June Visa - EFT; Fund=08	$0.00	$15,319.62
06/28/2019	June Visa - EFT	00014144	35-901-000	Disbursement for Voucher: June Visa - EFT; Fund=35	$0.00	$1,616.56
06/28/2019	June Visa - EFT	00014144	34-901-000	Disbursement for Voucher: June Visa - EFT; Fund=34	$0.00	$50.63
06/28/2019	June 20th/28th Payroll	00014146	34-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$7,892.45

06/28/2019	June 20th/28th Payroll	00014146	83-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$9,630.85
06/28/2019	June 20th/28th Payroll	00014146	84-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$1,435.08
06/28/2019	June 20th/28th Payroll	00014146	88-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$948.56
06/28/2019	June 20th/28th Payroll	00014146	08-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$14,057.59
06/28/2019	June 20th/28th Payroll	00014146	13-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$37,786.57
06/28/2019	June 20th/28th Payroll	00014146	11-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$4,104.11
06/28/2019	June 20th/28th Payroll	00014146	06-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$134,470.81
06/28/2019	June 20th/28th Payroll	00014146	30-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$1,083.28
06/28/2019	June 20th/28th Payroll	00014146	24-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$6,127.79
06/28/2019	June 20th/28th Payroll	00014146	14-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$2,099.28
06/28/2019	June 20th/28th Payroll	00014146	18-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$1,146.56
06/28/2019	June 20th/28th Payroll	00014146	22-901-000	Mark Payroll Voucher Paid June 20th/28th Payroll	$0.00	$415.53
06/30/2019	June 30th Final State Aid	00014153	06-901-000	Approve Cash Receipts Batch; Batch No.: June 30th Final State Ai	$336,030.00	$0.00
06/30/2019	June 30th Final State Aid	00014153	08-901-000	Approve Cash Receipts Batch; Batch No.: June 30th Final State Ai	$49,547.00	$0.00
Sub Total					**$1,818,853.78**	**$1,705,415.96**

USD 417 Morris County

GL Reconciliation

	Bank Reconciliation	+	Outstanding	=	ExpectedGL	-	ActualGL 1	=	Difference
Beginning Balance	$2,250,299.31	+	($49,448.10)	=	$2,200,851.21	-	$2,204,605.74	=	($3,754.53)
Deposits/Debits	$1,120,263.67	+	$385,577.00	=	$1,505,840.67	-	$1,818,853.78	=	($313,013.11)
Withdrawals/Credits	($1,214,944.91)	+	($119,926.99)	=	($1,334,871.90)	-	($1,705,415.96)	=	$370,544.06
Sub Total	**$2,155,618.07**		**$216,201.91**		**$2,371,819.98**		**$2,318,043.56**		**$53,776.42**
									***Off due to FY year end open/close**

USD 417 Morris County

Check Report - FY18-19

Check Date	Check Number	Payee	Type	Amount
06/11/2019	20532	Adams Lumber Co., Inc	Accounts Payable	$1,974.32
06/11/2019	20533	Interstate Glass Co.	Accounts Payable	$86.07
06/11/2019	EFT	KS Withholding Tax-DPT Of Revenue	Payroll Liability	$7,806.55
06/15/2019	EFT	Neopost/Neofunds	Accounts Payable	$500.00
06/15/2019	20534	Bachura Family Automotive	Accounts Payable	$116.00
06/15/2019	20535	BD4 Distributing, Inc	Accounts Payable	$5,850.00
06/15/2019	20536	CDW Government, Inc	Accounts Payable	$8,979.93
06/15/2019	20537	Flint Hills Music	Accounts Payable	$757.00
06/15/2019	20538	Gentry, Kelly J	Accounts Payable	$41.38
06/15/2019	20539	Pearson Education, Inc	Accounts Payable	$17,451.10
06/15/2019	20540	Southeast KS Education Service Center	Accounts Payable	$1,000.00
06/21/2019	EFT	CenturyLink	Accounts Payable	$281.70
06/21/2019	EFT	Verizon Wireless	Accounts Payable	$190.48
06/21/2019	20547	Amazon	Accounts Payable	$1,578.77
06/21/2019	20548	Buchman, Christine L	Accounts Payable	$168.41
06/21/2019	20549	CBS Manhattan, LLC	Accounts Payable	$402.63
06/21/2019	20550	Central Mechanical Const Co, Inc	Accounts Payable	$285.58
06/21/2019	20551	Council Grove High School	Accounts Payable	$2,163.68
06/21/2019	20552	Farmers and Drovers Bank	Accounts Payable	$214,050.27
06/21/2019	20553	Kenworth	Accounts Payable	$132.09
06/21/2019	20554	McDiffett, Kelly L	Accounts Payable	$46.51
06/21/2019	20555	Neff Co.	Accounts Payable	$78.67
06/21/2019	20556	School Specialty, Inc	Accounts Payable	$924.17
06/21/2019	20558	Tech Electronics of Kansas, LLC	Accounts Payable	$364.96
06/21/2019	20559	The Home Depot Pro Institutional	Accounts Payable	$1,476.10
06/21/2019	20560	The Tire Shop	Accounts Payable	$790.00
06/21/2019	20561	Transportant, LLC	Accounts Payable	$4,625.00
06/21/2019	20562	Truck Center Companies	Accounts Payable	$179.25
06/21/2019	20563	Flint Hills Special Education Coop	Accounts Payable	$1,529.33
06/24/2019	EFT	Bay Bridge Administrators, LLC	Payroll Liability	$17,004.36
06/24/2019	EFT	Fed Taxes	Payroll Liability	$67,037.46
06/24/2019	EFT	K P E R S	Payroll Liability	$32,598.22
06/24/2019	EFT	KPERS Licensed Retirees	Payroll Liability	$1,479.96
06/24/2019	EFT	KPERS Non Licensed Retirees	Payroll Liability	$417.48
06/24/2019	EFT	KS Withholding Tax-DPT Of Revenue	Payroll Liability	$10,548.74
06/25/2019	20564	Legal Shield	Payroll Liability	$25.90
06/25/2019	20565	GR-NH Dept of Health & Human Services	Payroll Liability	$316.09
06/25/2019	20566	Pioneer Credit Recovery, Inc.	Payroll Liability	$500.00
06/25/2019	EFT	Guardian	Payroll Liability	$3,997.37
06/25/2019	EFT	Surency	Payroll Liability	$3,256.65

06/25/2019	EFT	Vision Direct	Payroll Liability	$636.58
06/27/2019	EFT	Blue Cross Blue Shield Of Ks	Payroll Liability	$53,431.88
06/28/2019	EFT	Visa	Accounts Payable	$20,522.38
06/28/2019	20567	Ed Bozarth Chevrolet	Accounts Payable	$41,910.00
06/28/2019	20568	Gehrer, Valerie K	Accounts Payable	$149.17
06/28/2019	20569	Kansas PowerSchool Users Group	Accounts Payable	$250.00
06/28/2019	20570	Kansas STARBASE, Inc.	Accounts Payable	$125.00
06/28/2019	20571	Pearson Education, Inc	Accounts Payable	$46,733.59
06/28/2019	20572	Adams 66 Service	Accounts Payable	$703.29
06/28/2019	20573	Adams Lumber Co., Inc	Accounts Payable	$2,957.85
06/28/2019	20574	BD4 Distributing, Inc	Accounts Payable	$406.00
06/28/2019	20575	BSN Sports	Accounts Payable	$6,132.42
06/28/2019	20576	Caliber Lawn Care LLC	Accounts Payable	$1,865.00
06/28/2019	20577	Council Grove (City of)	Accounts Payable	$1,655.02
06/28/2019	20578	Harris Computer	Accounts Payable	$530.98
06/28/2019	20579	Integrated Controls	Accounts Payable	$647.86
06/28/2019	20580	Jones Electric, Inc	Accounts Payable	$2,692.00
06/28/2019	20581	Neff Co.	Accounts Payable	$113.07
06/28/2019	20582	Wabaunsee County Extension Agency	Accounts Payable	$449.73
06/28/2019	EFT	Direct Deposit	Payroll Liability	$221,198.46
Sub Total				**$814,122.46**

USD417 Donations

Giving Party	Amount	Date Deposited	Benefactor
Council Grove Alumni Fund	$100.00	7/11/2019	PHES Art Program
Council Grove Alumni Fund	$100.00	7/11/2019	CGES Art Program
Educational Enhancement Fund	$100.00	6/17/2019	FCCLA Nationals ($50 per student)
Educational Enhancement Fund	$700.00	6/17/2019	FBLA Nationals ($50 per student)
Educational Enhancement Fund	$100.00	6/17/2019	Key Club National Convention ($50 per student)
Council Grove PTO	$7,000.00	6/17/2019	CGES Electronic Outdoor Sign Contribution

Petty Cash 2018-2019 School Year
USD 417 District Office

Date	Amount		Reason/Description
7/1/2018	$	86.18	Beginning balance
7/16/2018	$	(19.00)	County registration for new bus
7/19/2018	$	132.82	Replenish Petty Cash
7/19/2018	$	(20.00)	Two student's wages - manual labor - assisted with removal of heavy boxes
8/17/2018	$	(1.79)	Sympathy card purchased at Valerie's
9/17/2018	$	(4.00)	Reimburse Danny Mathhews who bought wiper blade while on activity trip (bus)
11/13/2018	$	(22.39)	Reimburse Bryce Johnson for work keyboard/mouse purchased
1/28/2010	$	(20.00)	Reimburse Bryce Johnson for Driver's Course tuition
2/1/2010	$	(0.75)	Envelope USPS delivery was short postage
5/7/2019	$	(0.30)	Envelope USPS delivery was short postage
5/22/2019	$	(7.27)	Reimburse Mika Doornbos for coffee creamer purchased for May 23rd PD Day
6/10/2019	$	(5.00)	Reimburse Rachel Tompkins for DO Rays purchase
6/28/2019	$	(57.00)	Tag/Register two new district Impalas
	$	**61.50**	**Ending FY18-19 Petty Cash Balance in District Office**

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Site, Group.
From 07/01/2018 to 06/30/2019.

Site ID / Group ID	Site Name / Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
CGHS	Council Grove Jr/Sr High School							
A	PETTY CASH							
		2-1025	Postage	0.00	1,852.56	1,152.91	-1,852.56	-1,152.91
		2-1150	District Reimbursement	0.00	3,776.37	0.00	0.00	3,776.37
		2-1200	Office Supplies	0.00	0.00	0.00	0.00	0.00
		2-1400	Miscellaneous	0.00	0.00	1,896.90	-726.56	-2,623.46
			A Totals:	0.00	5,628.93	3,049.81	-2,579.12	0.00
			CGHS Totals:	0.00	5,628.93	3,049.81	-2,579.12	0.00
			Report Totals:	0.00	5,628.93	3,049.81	-2,579.12	0.00

MJD

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Site, Group.
From 07/01/2018 to 06/30/2019.

Site ID / Group ID	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
CGES	**Council Grove Elementary School**						
A	PETTY CASH						
	1-1000	Postage	-441.00	441.00	379.46	0.00	-379.46
	1-1025	Assemblies/Lyceums	0.00	0.00	0.00	0.00	0.00
	1-1050	Office Supplies	0.00	0.00	29.75	0.00	-29.75
	1-1100	Miscellaneous	-51.38	51.38	0.00	0.00	0.00
	1-1150	District Reimbursement	500.00	0.00	0.00	0.00	500.00
		A Totals:	7.62	492.38	409.21	0.00	90.79
		CGES Totals:	7.62	492.38	409.21	0.00	90.79
		Report Totals:	7.62	492.38	409.21	0.00	90.79

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Site, Group.
From 07/01/2018 to 06/30/2019.

Site ID / Group ID	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
PHES	**Prairie Heights Elementary School**						
A	PETTY CASH						
	3-1000	Postage	128.70	0.00	87.55	0.00	41.15
	3-1025	Assemblies/Lyceums	0.00	0.00	0.00	0.00	0.00
	3-1050	Office Supplies	0.00	0.00	0.00	0.00	0.00
	3-1100	Misc.	0.00	0.00	0.00	0.00	0.00
	3-1150	District Reimbursment	86.67	500.00	0.00	0.00	586.67
		A Totals:	215.37	500.00	87.55	0.00	627.82
		PHES Totals:	215.37	500.00	87.55	0.00	627.82
		Report Totals:	215.37	500.00	87.55	0.00	627.82

USD 417 Morris County

Cash Summary Report - FY18-19 Final Transfers and Unencumbered Cash

Year
Current

Fund	Description	Revenue	Expenditure	Encumbrances	Liabilities	Available to Transfer	Transfer Into Amount	From Fund	Final Fund Total
06	GENERAL FUND	$6,117,363.08	($5,710,455.60)	($4,795.34)	($312,881.04)	$372,725.58	$0.00		$0.00
08	SUPPLEMENTAL GENERAL-LOB	$1,964,112.42	($1,868,395.04)	($26,759.09)	$571.28	$24,759.37	$0.00		$0.00
11	4 YEAR AT-RISK (STATE)	$79,296.56	($86,796.93)	$0.00	($11,558.63)	$0.00	$7,500.00	General 06	$7,500.00
13	AT RISK FUND (K-12)	$1,112,414.37	($1,119,914.05)	$0.00	($138,530.91)	$0.00	$7,500.00	General 06	$7,500.00
14	BILINGUAL EDUCATION	$31,253.08	($38,753.47)	$0.00	($6,466.13)	$0.00	$7,500.00	LOB 08	$7,500.00
15	VIRTUAL EDUCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$0.00
16	CAPITAL OUTLAY FUND	$703,318.40	($695,469.95)	($289,903.24)	$0.00	$1,455,378.44	$0.00		$1,455,378.44
18	DRIVER EDUCATION FUND	$6,224.00	($8,105.86)	$0.00	($2,023.35)	$27,851.65	$0.00		$27,851.65
22	AFTER SCHOOL PROGRAM (ASP)	$19,529.84	($21,068.59)	$0.00	($6.63)	$33,304.53	$0.00		$33,304.53
24	FOOD SERVICE FUND	$508,253.58	($512,991.88)	($297.56)	($20,697.83)	$126,804.19	$0.00		$126,804.19
26	INSERVICE EDUCATION FUND	$5,367.00	($32,171.78)	($5,449.17)	$0.00	$64,727.64	$0.00		$64,727.64
30	SPECIAL EDUCATION FUND	$1,055,485.65	($1,307,135.51)	$0.00	($18.14)	$179,274.12	$357,725.58	General 06	$536,999.70
34	VOCATIONAL EDUCATION FUND	$149,686.65	($190,508.91)	($62.24)	($27,575.69)	$0.00	$0.00		$0.00
35	GIFTS AND GRANTS	$120,610.79	($43,711.06)	($90.00)	$0.00	$102,250.94	$0.00		$102,250.94
51	KPERS RETIREMENT CONTRIBUTIONS	$495,473.70	($495,473.70)	$0.00	$0.00	$0.00	$0.00		$0.00
53	CONTINGENCY RESERVE	$0.00	$0.00	$0.00	$0.00	$213,485.00	$0.00		$213,485.00
55	TEXTBOOKS AND STUDENT MATERIALS	$23,375.75	($55,179.04)	$0.00	$0.00	$95,706.11	$17,259.37	LOB 08	$112,965.48
56	ACTIVITY FUND	$25,688.50	($25,688.50)	$0.00	$0.00	$0.00	$0.00		$0.00
61	IMPROVEMENT FUND	$0.00	$0.00	$0.00	$0.00	$418.31	$0.00		$418.31
62	BOND & INTEREST FUND	$739,693.96	($632,943.13)	$0.00	$0.00	$609,601.19	$0.00		$609,601.19
82	RURAL EDUCATION ACHVMNT(REAP)	$21,178.00	($21,102.00)	$0.00	$0.00	$0.00	$0.00		$0.00
83	KRR	$177,143.51	($177,914.83)	($1,209.44)	($18,515.92)	($24,659.08)	$0.00		($24,659.08)
84	TITLE II-A	$41,299.00	($40,948.85)	($39.00)	($1.79)	$0.00	$0.00		$0.00
86	MEMORIALS & TRUSTS	$0.00	$0.00	$0.00	$0.00	$10,851.32	$0.00		$10,851.32
88	TITLE 1	$129,140.00	($158,739.07)	$0.00	($5,654.73)	$0.00	$0.00		$0.00
98	FLEX SAVINGS	$10,788.26	($4,105.99)	$0.00	$0.00	$6,682.27	$0.00		$6,682.27
Sub Total		**$13,536,696.10**	**($13,247,573.74)**	**($328,605.08)**	**($543,359.51)**	**$3,299,161.58**	**$397,484.95**		**$3,299,161.58**

Local IDEA Part C to Part B Transition
Memorandum of Understanding

The Purpose of this Memorandum of Understanding is to ensure that families and children experience a smooth, consistent, and predictable transition from the Flint Hills tiny-k Infant-Toddler Services (Flint Hills tiny-k) to the USD 417 Early Childhood Services (USD 417).

Flint Hills tiny-k and USD 417 agree to the following common goals:

1. To have both agencies meet their legal responsibilities according to the Individuals with Disabilities Education Improvement Act (IDEIA 2004).

2. To recognize that any child currently receiving Flint Hills tiny-k services or identified as eligible for Flint Hills tiny-k services at least 45 days prior to their third birthday is a child considered potentially eligible for special education services from the school district.

3. To work together as a team to share responsibilities for transition and support families' full and informed participation in team decision making.

4. To support staff members in fulfilling their roles and responsibilities in the transition process.

5. To support families in understanding and identifying transition activities including the purpose, key players, and desired outcomes, as well as provide skills and information they need to facilitate their child's smooth transition to preschool special education services.

6. To support families in reviewing program options, from the time of the child's third birthday through the remainder of the current school year or the start of the new school year, to determine services that best meet the needs of their child and family.

7. To prepare and support children with special needs and their families by acquainting them with their future service providers and environments.

8. To have both agencies monitor and evaluate transition plan activities throughout and after the transition process.

9. To increase all participants' satisfaction with the transition process, their participation in it, and the results.

10. To make every attempt to work with the family to make timely notification to the appropriate school district when a child and family move at any time during the transition process.

Flint Hills tiny-k and USD 417 agree to the following common activities:

1. To meet annually in the spring to review and make necessary revisions to this agreement based on Annual Performance Plan (APR) transition data (State Performance Plan Indicator 8C/12B) and participant feedback from the past year. Additional meetings can be requested by either agency at any time during the year.

2. To identify annually (and anytime there is a change) contact person(s) and acceptable method(s) of contact for referral information provided to USD 417 by Flint Hills tiny-k.

3. To maintain confidentiality: no confidential information will be shared between the agencies without written parental permission, except that required for referral (described below).

4. To adhere to transition timelines in accordance with IDEIA (2004) and the State of Kansas Interagency Memorandum of Agreement (2011) between KDHE and KSDE.

5. To annually assess the sending, receiving agencies' and families' satisfaction with the transition process using a jointly developed and agreed upon survey.

6. To collaborate, with parent permission, in the development of a transition plan that identifies options for the child and family, a USD 417 contact person, and the activities to be completed during the transition process.

Sending Agency, Flint Hills tiny-k agrees:

1. To provide referral of potentially eligible children residing within the USD 417 boundaries at least 90 days and up to nine months prior to the child's third birthday. Referral should include child's name, date of birth, parent contact information (names, addresses, telephone numbers) and may also include the name and contact information for the family service coordinator and the language(s) spoken by the child and family.

2. To initiate the transition process for any child potentially eligible for services from USD 417. At discretion of all parties, the process may be initiated up to 9 months before the child's third birthday for families with specific needs.

3. To convene an IFSP meeting to which a representative of USD 417 is invited, with parent approval (oral consent is acceptable), at least 90 days prior to the child's third birthday. Will document all decisions made at the transition conference/IFSP meeting.

4. To ensure, whether or not a USD 417 representative participates in the transition

conference/IFSP meeting, that parents are provided with information (provided by USD 417) to include:

- A description of the Part B eligibility definitions.
- Timelines and process for consenting to an evaluation and conducting eligibility determinations under Part B.
- Availability of special education and related services.

5. To share information about service delivery options for those children who turn three in the late spring or summer, including:
   - Once a child begins USD 417 services, he/she is no longer eligible for Flint Hills tiny-k services (and Flint Hills tiny-k funds *cannot* be used to serve the child).
   - If a child turning age three during the summer (defined as the day after the last day of school) is determined to be eligible for special education, and has an IEP in place with special education services to begin the following school year, the child *can* continue to be served on an IFSP by the Flint Hills tiny-k program during the summer until the IEP is implemented at the beginning of the next school year.
   - If a child turns age three before the end of the school year and it is determined by the IEP team that it is in the best interest of the child to be served by the Flint Hills tiny-k providers on an IEP in the child's home until the beginning of the next school year, the school district *can* contract with Flint Hills tiny-k to provide those services to the child.
   - If a child turns age three during the summer and the Part B IEP team determines the need for extended school year (ESY), the team *may* decide that it is in the best interest of the child to be served in the child's home by Part C providers on a Part B IEP until the next school year. The LEA *can* choose to contract with the Flint Hills tiny-k network to provide extended school year (ESY) services to an eligible child in order to minimize disruption to the family and to assure a smooth transition.

6. To obtain families' written permission to share relevant information between USD 417 and Flint Hills tiny-k including evaluation information and contents of the IFSP, as well as any family and child services not included in the IFSP (i.e., Social and Rehabilitation Services, Head Start, Mental Health). The Flint Hills tiny-k parent consent form will include permission for USD 417 to release a copy of the child's eligibility determination report/IEP to Flint Hills tiny-k. The written consent may be obtained up to 9 months before the child's third birthday.

7. To provide written documentation, no later than 90 days prior to the child's third birthday, to USD 417 in the event that the family chooses not to have a school district representative participate in the transition conference/IFSP meeting and does not intend to pursue transition to preschool services from the school district.

8. To assist families in contacting and scheduling visits to appropriate programs for their child including community programs.

9. To participate in gathering assessment information and all meetings held during the transition process at the families' request. With parent consent, every attempt will be

made to participate in the eligibility/IEP meeting.

10. To invite, with parent consent, a representative from Head Start to the transition conference if Head Start services are an option for the family.

11. For a child referred to Flint Hills tiny-k between 45 and 90 days prior to 3rd birthday, Flint Hills tiny-k *will*
    a. Conduct initial evaluation
    b. Conduct initial IFSP meeting (if eligible)
    c. Develop transition plan
    d. Provide notification/referral information to USD 417 as soon as possible

12. For a child referred to Flint Hills tiny-k between 45 and 90 days prior to 3rd birthday, Flint Hills tiny-k *may*:
    a. Request parental consent to conduct a joint evaluation with USD 417
    b. Conduct a transition conference in conjunction with the initial IFSP meeting, including, with parent consent, a representative from USD 417
    c. Schedule and conduct with family and Flint Hills tiny-k a transition conference following development of initial IFSP

13. For a child referred to Flint Hills tiny-k fewer than 45 days prior to 3rd birthday, Flint Hills tiny-k will generally assist family in contacting USD 417 or provide family with information concerning referral to USD 417. With parent consent, Flint Hills tiny-k *may* convene with USD 417 to develop a transition plan.

14. For a child served by Flint Hills tiny-k more than 90 days prior to the 3rd birthday, but referred to USD 417 fewer than 90 days prior to the 3rd birthday, Flint Hills tiny-k will document and share with the district reason(s) for the late referral.

Receiving Agency, USD 417 agrees:

1. To participate in the transition process including the transition conference/IFSP meeting, identification or review of appropriate transition steps and services in the transition plan, and provision of information to the family to include:
   - A description of the Part B preschool special education eligibility definitions.
   - Timelines and process for consenting to an evaluation and conducting eligibility determinations under Part B preschool special education.
   - The availability of Part B special education and related services.
   - A copy of procedural safeguards (provided in native language or other mode of communication used by parents)

2. To review existing evaluation data, including evaluations and information provided by the parents. Based on that review and input by the family, USD 417 will identify what additional data are needed to determine if child is a child with a disability, and administer such

assessments and other evaluation measures as may be needed to produce the additional data.

3. If USD 417 determines there is evidence of a potential disability, along with procedural safeguards, to provide parents with prior written notice for evaluation, and obtain written consent for evaluation. If USD 417 chooses not to evaluate, procedural safeguards and prior written notice for evaluation and request for consent will nevertheless be provided for parents explaining why the district refuses to conduct the evaluation.

4. To facilitate and/or participate in home and classroom visits with families and Flint Hills tiny-k representative(s), as appropriate.

5. To inform parents that Flint Hills tiny-k service coordinator must be invited to IEP meeting at parent's request; will invite Flint Hills tiny-k service coordinator to the initial eligibility and IEP meeting if parent requests. If Flint Hills tiny-k representative is unable to attend, USD 417 will, with parent consent, provide Flint Hills tiny-k service coordinator with results of Part B eligibility determination.

6. For a child referred to Flint Hills tiny-k fewer than 90 days before the 3rd birthday, and therefore referred to USD 417 less than 90 days before the 3rd birthday, USD 417 will conduct an initial evaluation within 60 school days of receiving parental consent for evaluation, even if that timeline expires after the child's 3rd birthday. If eligibility is determined, an IEP will be developed and implemented within the 60 school day evaluation timeline.

7. For a child served by Flint Hills tiny-k *more* than 90 days prior to the 3rd birthday, but referred to USD 417 *less* than 90 days before the 3rd birthday, USD 417 will ensure that initial evaluation is completed and, if child is determined eligible, an IEP is developed and implemented by the child's 3rd birthday, even if the state established timeline for evaluation expires *after* the child's 3rd birthday. Documentation provided from Flint Hills tiny-k with reasons for the late referral will be placed in the student's file.

8. For a child whose third birthday occurs during the summer, the child's IEP team will develop the IEP and then determine the date when services under the IEP will be delivered, which may be implemented on the first day of school the following school year. It is only the *implementation* of the IEP that may be delayed. USD 417 services will begin on the date specified on the IEP.

9. If a child turns age three during the school year and the IEP team determines the start date is too close to a school break (i.e. Winter or Spring break) to facilitate a smooth transition, the IEP team may decide that it would be in the child's best interest to continue services provided by Flint Hills tiny-k providers in the child's home on an IEP until the first day after the break. The LEA can choose to contract with Flint Hills tiny-k to provide those services to the child in order to minimize disruption to the family and to assure a smooth transition. Alternately, the IEP team may provide services to the child in the home until after the school break is over.

10. To convene at least annually a meeting of representatives from Flint Hills tiny-k and USD 417 to review the existing agreement and transition timelines, KSDE data, and participant feedback

and to make any necessary changes agreed to by the group.

Problems, concerns or solutions with any portion of this agreement should be referred to the below named individuals who have signed this agreement.

Keva Scheib, Coordinator, Flint Hills tiny-k, USD 253	Date
Allison Harder, Executive Director of Special Services, USD 253	Date
Board President, USD 417	Date

Correspondence Regarding the Clarification of Financial Responsibilities for both the LEAs and the Flint Hills Special Education Cooperative

Questions have been periodically raised regarding whether funding of a particular activity or item is the financial responsibility of the LEA or the cooperative. The purpose of this memorandum is to provide an update to the decision under which we currently operate.

These decisions are open to change by the FHSEC Board of Directors at any time and will be reviewed annually.

Responsibilities associated with the LEAs:

A. LEA Responsibilities:

1. Textbook rental fees paid by students are actually to be used to purchase instructional materials—typical curriculum and instructional materials—for the use of those students. If the budget given a particular teacher is not sufficient, the LEA may choose to buy additional instructional materials. Other funding sources (Title 1, Title II, Title VI, At Risk, Migrant, Bilingual and other such sources) might be available should additional monies be needed. Consumable supplies such as art supplies, copying paper, pens, pencils, tape, laminating, etc. are to be provided by the LEA in like fashion given to non-identified students.

2. Instructional materials found at the Flint Hills Instructional Media Center (FHIMC) are intended for use by either regular classroom teachers or special education staff and can be checked out for this purpose. These materials may be used with all students. If materials should be lost or damaged, they are to be replaced by the LEA in which the material was being used.

3. Classroom equipment such as furniture, fixtures, technology and temporary office space are to be provided by each LEA. This includes student chairs, tables, and desks, as well as teacher desks and chairs, file or storage cabinets, and book shelves.

4. Transportation of students will be provided by each LEA.

5. Field trips for students will be provided by each LEA, except for those teacher units serving students from throughout the cooperative. In this case, the cooperative will pay for these costs. Activities such as the Special Olympics, Odyssey of the Mind, and other competitive or performance activities will be the responsibility of the LEA unless other prior approval is agreed to by the Board of Directors.

6. Homebound services or hospitalized instruction will be provided by each LEA except for students with an active IEP.

7. Special education staff will be required to attend and implement all professional development activities provided by the LEA regarding districts' mission, goals, curriculum, and special initiatives. In addition, the cooperative will provide, as needed, professional development regarding special education updates and skills.

8. Conferences for special education staff will be provided by the LEA regarding district mission, goals, curriculum, and special projects. School Improvement related conferences attended by special education staff participating in local school improvement initiatives shall be provided by each LEA. The cooperative will also provide for staff conference expenses when it pertains to special education updates and skills.

9. Administrative Cost Claiming Overpayments. In the event a Medicaid recoupment for administrative cost claiming is applied, each LEA shall make reimbursement to the cooperative in the amount recouped within 30 days of the LEA's next quarterly administrative claiming payment.

10. Paraeducator Hours. LEAs will provide reimbursement to the FHSEC for the actual costs of FHSEC-paid paraeducator hours that exceed the local board-approved teaching contract year and school day, exceed the required number of inservice hours specified by the Kansas Special Education Reimbursement Guide,

and also do not qualify for state reimbursement under "Other Assignment" provisions of the Kansas Special Education Reimbursement Guide.

B. FHSEC Responsibilities:

1. Each certified staff member will have access to a cooperative budget to purchase classroom materials which are atypical to classroom settings, are aligned with student IEPs and have been approved by the cooperative for usage; that is, non-adopted texts, consumables, and special accommodations/modification supplies.

2. Instructional materials found at the FHIMC may be used with all students. If the materials were in use solely by students in self-contained special education classrooms, the cooperative will replace.

3. Specialized classroom equipment, which is needed as a result of the development of an IEP, will be purchased through the cooperative budget. This includes special adapted computer instructional materials, data management software and supplies for the computer generated IEP system.

4. Itinerant staff will be furnished technology equipment by the cooperative. Adapted equipment for individual students is provided by the FHSEC.

5. Offices in the individual attendance centers in which those staff work are to be furnished and equipped by the LEA.

6. Transportation reimbursement for staff will be provided by the cooperative. Prior approval for mileage reimbursement must be approved by the cooperative administration.

7. Homebound services or hospitalized instruction will be provided by the cooperative for students with active IEPs requiring such level of service.

8. Adjustments to Local Assessment Amounts. Upon a significant increase in state categorical aid amounts received as compared to amounts budgeted for in a given fiscal year, the FHSEC Director, in consultation with the sponsoring district finance team, will consider and make recommendation to the Board, no later than the October meeting, whether an adjustment to the February and/or May local assessments would be appropriate. In determining a recommendation, the Director must consider, but is not limited to, the following factors: carryover amounts available, anticipated categorical aid funding amounts for the subsequent year, anticipated decreases or increases in student population, timeliness of state categorical aid payments, budget and funding stability, general revenue budget decreases or increases, and anticipated staffing and service needs of the cooperative.

_____	_____	_____
Date	Superintendent	USD #
_____	_____	_____
Date	School Board President	USD #

TO: USD 253 Board of Education and Flint Hills Special Education Cooperative Member Districts
FROM: Kevin Case
RE: Flint Hills Special Education Cooperative Articles of Agreement Changes
DATE: July 10, 2019

Following a yearlong, thorough review of our Articles of Agreement and an efficiency audit of the Flint Hills Special Education Cooperative, a number of changes are being recommended to the Articles. Once the agreement is approved by all seven of the local Boards of Education, it will be forwarded to KSDE for approval. The KSDE attorney will review the Articles and then recommend approval to the State Board. This process may take a month or two following approval by each local board. The seven superintendents and the Executive Director of Special Services worked collaboratively with Greg Buster, former Special Education Director at El Dorado, to modify the agreement.

A summary of the changes are as follows:

1. **Article I: General - Section 4 Duration:** The legislature re-numbered statutes in the last two years, thus the change in the name of KSA 72-3412
2. **Article IV: Finance - Section 1a1:** A new structure was put in place to compensate the sponsoring district for sponsoring district fees not charged to the cooperative (ie. Payroll, Benefits, Budget, . . .). This established that criteria.
3. **Article IV Finance - Section 1a3:** A revised structure was put in place to determine both overall and usage FTE for assessment purposes. The formula utilizes prior year student count and usage data.
4. **Article IV Finance - Section 1ab:** Slight changes were made to local assessment payment dates and percentages to better align the assessment with monthly expenses and ensure a favorable cash flow for the cooperative.
5. **Article V AFFIRMATIVE ACTION POLICY:** We aligned cooperative policy with USD 253, the sponsoring district's policy. Otherwise, any time that changes are made to the law would require us to change the cooperative policy and then have it approved by the State Board.
6. **Article VI HARASSMENT & GRIEVANCE POLICY:** We aligned cooperative policy with USD 253, the sponsoring district's policy. Otherwise, any time that changes are made to the law would require us to change the cooperative policy and then have it approved by the State Board.

We have attached a copy of the 2018-19 and the proposed 2019-2020 Articles of Agreement. Given the number of changes that we made combined with abbreviations, it was distracting to read in our normal "track changes" format.

ARTICLES OF AGREEMENT TO MAINTAIN A COMPREHENSIVE SPECIAL EDUCATION COOPERATIVE

ARTICLE I GENERAL

Section 1. Name: The name of this organization shall be Flint Hills Special Education Cooperative, hereinafter called the Cooperative.

Section 2. Purpose: The purpose of the Cooperative shall be to develop and operate a comprehensive special education program as authorized by the General Statutes of Kansas.

Section 3. Membership: The participating school districts will be: USD 251 (Northern Lyon County), USD 252 (Southern Lyon County), USD 253 (Emporia), USD 284 (Chase County), USD 386 (Madison/Virgil), USD 390 (Hamilton), and USD 417 (Morris County). USD 253, Emporia will serve as the sponsoring district.

Section 4. Duration: The term of this agreement shall be perpetual, but the agreement may be partially or completely terminated as provided in K.S.A. 72-3412. See Appendix.

Section 5. Review: This agreement will be reviewed every year by the Board of Directors to determine the agreement's compliance with the terms and provisions of K.S.A. 72-3412.

ARTICLE II ORGANIZATION AND OPERATION

Section 1. Board of Directors: The Board of Directors, hereafter called the Board, shall be advisory in nature.

Membership: Membership of the Board shall consist of the Superintendent of each participating school district or his/her designated representative.

Duties: Duties of the Board shall be as follows:

1. To review, consider, and recommend rules and regulations.
2. To recommend an annual budget for the Cooperative.
3. To recommend to the sponsoring district a director and other administrative personnel and to evaluate services.
4. To provide input regarding the Director's evaluation to the Superintendent of the sponsoring district.

Section 2. Sponsoring District

a) **General Responsibilities:** The fiscal affairs of the Cooperative shall be administered by the sponsoring district, Emporia Unified School District #253.

b) **Duties:** The sponsoring district shall be responsible for duties as follows:

1. To establish a separate special education fund to transact the Cooperative's fiscal affairs.
2. To keep records of all fiscal transactions of the Cooperative; to prepare such statements and reports as may be required.
3. To enter into contracts of employment with all certified personnel within the Cooperative.
4. To make all purchases and expenditures for the Cooperative consistent with the Cooperative's and the sponsoring district's policies and budgetary limitations. (Refer to the Correspondence Regarding the Clarification of Financial Responsibilities for both the LEAs and the Flint Hills Special Education Cooperative November 16, 2009.)

5. To apply for and receive all funds eligible under the Department of Special Education, including contributions of participating school districts.

Section 3. The Director of Special Education

a) **General Responsibilities:** The administration of the Cooperative shall be vested in a director who shall be responsible to the sponsoring district. He/she shall administer the Cooperative with the advice and counsel of the Board of Directors.

b) **Duties:** The duties of the Director shall be as follows:
   1. To be the Director of Special Education for the FHSEC.
   2. To study the needs of each of the districts in the areas of special education.
   3. To recommend to the Board and the sponsoring district the services and facilities needed to carry out the work of the Cooperative.
   4. To be responsible for the coordination of staffing and staffing procedures whereby eligibility for services is determined.
   5. To be responsible for the preparation of necessary forms, applications, and reports.
   6. To confer with the Superintendents of the cooperating districts concerning problems in special education.
   7. To attend meetings of the Board of Directors and when appropriate meetings of the participating district's board of education.
   8. To prepare for submission to the Board an annual budget for the operating expenses of the Cooperative.
   9. To carry on a program of public relations and interpret the services of the Cooperative to the public.
   10. To carry out such other duties as may be assigned by the Board and the sponsoring district.
   11. To follow all state and federal laws.

c) **Evaluation of Staff**
   1. The Director of Special Education will collaborate with school administrators in the evaluation of licensed staff. School administrators will be primarily responsible for completing the teacher appraisal in accordance with the Emporia School Districts' teacher appraisal document and practices. The Director will provide information on the teacher's performance regarding special education practices and procedures.

Section 4. Participating District

a) A district which has agreed to participate in the services of the Cooperative shall be known as a participating district.

ARTICLE III SCOPE OF PROGRAM

Section 1. Services provided by the Cooperative: The members of the Cooperative are committed to the development of a Comprehensive Special Education Program and to meeting the mandates established by State and Federal Legislation.

Section 2. Program Justification: This Cooperative represents the effort that is required by districts to provide appropriate educational programming for all exceptional students as mandated by State and Federal laws, rules, and regulations. This entails the pooling of resources and students to provide the needed services in a cost effective manner.

Section 3. Description of Services: The Cooperative shall provide comprehensive services to exceptional students as mandated by State and Federal laws, rules, and regulations. As defined in State and Federal Regulations, related services that are required to assist an exceptional child to benefit from special education shall be provided.

ARTICLE IV FINANCE

Section 1. Sponsoring District: The additional costs incurred by the sponsoring district for Special Education programs shall be apportioned to the Cooperative members based on the following formula:

a) **District Share Local Assessment:** The District Share local assessment will be computed annually by:

1. Determine Sponsoring District Fee: The sponsoring district fee will be determined by using September 20 prior year weighted FTE (K-12 excl 4 year old, at risk and virtual + low & high enrollment weighting). Districts will be divided into one of three tiers with the corresponding fee:
   a. The two smallest districts = $6,500
   b. The two largest districts = $18,500
   c. The two middle districts = $12,500

   Total = $75,000
2. The Total District Share Assessment Amount is determined by: KSDE Total Cooperative Budget Amount - Expected Revenue from other sources = Total District Share Assessment Amount
3. Local District Assessment Amount will be determined by:
   a. **Enrollment** - 50% District Share Assessment based on KSDE Audited Total Weighted Enrollment FTE using September 20 prior year weighted FTE (K-12 excl 4 year old, at risk and virtual + low & high enrollment weighting)
      i. Local district weighted FTE / total Coop weighted FTE = Local district FTE percentage. Local district percentage x 50% of Total District Share assessment amount = local district weighted FTE assessment amount.
   b. **Usage** - 50% District Share Assessment based on the May prior year special education usage FTE
      i. Local district special education usage FTE / Total Coop special education usage FTE = local district special education usage FTE percentage. Local district special education usage FTE percentage x 50% of Total District Share Assessment = Local district special education usage FTE assessment amount.
4. Total Local District Assessment Amount = Local district sponsoring district fee amount + local district weighted FTE assessment amount + local district special education usage FTE assessment amount.

   Example:

   Fiscal Year 2019-2020 Assessments
   May 2018 Special Education Usage FTE
   September 20, 2018 Audited Enrollment

b) **Billing and Payments:** Districts will be billed for their portion of the local assessment at the following percentages with each district's payment due on the following dates:
30% August 15th 30% November 15th 20% February 15th 20% May 15th

Section 3. Expenses associated with due process procedures to resolve student/parent disputes will be considered administrative costs to be paid by the primary insurance and the amount beyond this will be the responsibility of the cooperative.

Section 4. For purposes of receiving reimbursement under IDEA the counting and reporting of disabled children being served by the Cooperative will be conducted by the Director of Special Education. Monies received under this act will be expended by the Cooperative to meet its obligations outlined in the State Plan and the Individuals with Disabilities Education Act.

Section 5: Disposal of Property: In the event that a district should withdraw from the cooperative, the supplies, materials, and equipment purchased for special education programs supported entirely by that district shall become the property of that district. Supplies, materials, and equipment purchased for the Cooperative shall remain the property of the Cooperative. No monetary reimbursement shall be made to the district withdrawing from the Cooperative agreement. If the Cooperative should be dissolved, the supplies, materials, and equipment contained in the Special Education Offices and the Instructional Materials Center shall be divided according to the percentages calculated in Article IV, Section 1, Shared Assessment. Monies on hand after all expenses have been satisfied, shall be divided according to a ratio of the total individual district contributions to the total Cooperative receipts.

ARTICLE V AFFIRMATIVE ACTION POLICY

Section 1. The Cooperative will follow the policies and procedures outlined through the USD #253 board policies and licensed staff master agreement.

ARTICLE VI HARASSMENT & GRIEVANCE POLICY

Section 1. The Cooperative will follow the policies and procedures outlined through the USD #253 board policies and licensed staff master agreement.

ARTICLE VII CHANGES TO THE AGREEMENT

Section 1. Changes by Mutual Consent: Within limitations provided by law, this agreement may be changed by mutual consent of the contracting school districts. IN WITNESS WHEREOF, the parties hereunto have set their hands.

Date	Superintendent	USD #
Date	School Board President	USD #

Adopted (date)

APPENDIX **DURATION OF THE AGREEMENT**

Section 4. Duration: The term of this agreement shall be perpetual, but the agreement may be partially or completely terminated as provided in K.S.A. 72-3412.

7/2/2019

72-3412. Cooperative agreements; requirements and conditions; duration; partial or complete termination; change or modification. (a) The boards of any two or more school districts within or outside the state may make and enter into agreements providing for cooperative operation and administration in providing special education and related services for exceptional children on a shared-cost basis, subject to the following:

(1) An agreement shall be effective only after approval by the state board, which approval shall be granted if the special education services provided for in such agreement meet standards and criteria set by the state board.

(2) (A) The duration of an agreement shall be perpetual but the agreement may be partially or completely terminated as hereinafter provided.

(B) Partial termination of an agreement made and entered into by the boards of three or more school districts may be accomplished only upon petition for withdrawal from the agreement made by a contracting school district to the other contracting school districts and approval by the state board of written consent to the petition by such other school districts or upon order of the state board after appeal to it by a school district from denial of consent to a petition for withdrawal and hearing thereon conducted by the state board. The state board shall consider all the testimony and evidence brought forth at the hearing and issue an order approving or disapproving withdrawal by the school district from the agreement.

(C) Complete termination of an agreement made and entered into by the boards of two school districts may be accomplished upon approval by the state board of a joint petition made to the state board for termination of the agreement by both of the contracting school districts after adoption of a resolution to that effect by each of the contracting school districts or upon petition for withdrawal from the agreement made by a contracting school district to the other contracting school district and approval by the state board of written consent to the petition by such other school district or upon order of the state board after appeal to it by a school district from denial of consent to a petition for withdrawal and hearing thereon conducted by the state board. The state board shall consider all the testimony and evidence brought forth at the hearing and issue an order approving or disapproving withdrawal by the school district from the agreement.

(D) Complete termination of an agreement made and entered into by the boards of three or more school districts may be accomplished only upon approval by the state board of a joint petition made to the state board for termination of the agreement by not less than ⅔ of the contracting school districts after adoption of a resolution to that effect by each of the contracting school districts seeking termination of the agreement. The state board shall consider the petition and approve or disapprove termination of the agreement.

(E) The state board shall take such action in approving or disapproving the complete or partial termination of an agreement as the state board deems to be in the best interests of the involved school districts and of the state as a whole in the provision of special education services for exceptional children. Whenever the state board has disapproved the complete or partial termination of an agreement, no further action with respect to such agreement shall be considered or taken by the state board for a period of not less than three years.

(3) An agreement shall designate the sponsoring school district and shall provide for a separate fund thereof, to which each contracting district shall pay the moneys due from it under the agreement. Any school district which is a party to an agreement may be designated the sponsoring district.

(4) An agreement shall specify the method or methods to be employed for disposing of property upon partial or complete termination.

(5) Within the limitations provided by law, an agreement may be changed or modified by mutual consent of the contracting school districts.

(6) An agreement shall be subject to change or termination by the legislature.

(b) The provisions of this section apply to every agreement entered into under authority of this section after the effective date of this act and to every agreement entered into under this section prior to the effective date of this act, and extant on the effective date of this act, regardless of any provisions in such agreement to the contrary.

History: L. 1974, ch. 290, § 9; L. 1987, ch. 269, § 1; L. 1997, ch. 35, § 1; L. 1999, ch. 116, § 14; July 1.

Source or Prior Law:

72-968.

1/1

Adopted (date)

USD 417

2019-2020 Special Education Due Process Hearing Officers

Larry Rute, Attorney
Assoc. Dispute Resolution
2212 SW 8th Ave., #102
Topeka, KS 66603

Sue DeVoe, Attorney
DeVoe & Neff
601 Maple
Overbrook, KS 66524

July 15th, 2019

2019-2020 BOE Appointments

APPOINTMENTS

The following are positions that require official appointment by the Board of Education for FY1920 (July 1, 2019 – June 30, 2020):

- Clerk of Board of Education – Bryce Johnson
- Treasurer of the Board of Education – Kelly Gentry
- Deputy Clerk of the Board of Education – Mika Doornbos
- Federal Programs Compliance Coordinator- Aron Dody
- Local Consolidated Plan Representative – Kelly Gentry
- Homeless Children Liason – Kelly Gentry
- Federal Anti-Discrimination Compliance Coordinator (Title Vi, Vii, IX, ADA, and Section 504) – Aron Dody
- Freedom Information Officer – Aron Dody
- Criminal Background Information Point of Contact – Bryce Johnson
- Title I Program Representative – Stacy Furman
- Food Service Representative – Becky Shearer
- Hearing Officer for Free and Reduced Meal Application Appeal – Aron Dody
- Records Custodian – Aron Dody
- KPERS Representative – Mika Doornbos
- Group Health Insurance Representative – Mika Doornbos
- Special Education Board Representative – Aron Dody
- Professional Staff Development Council Board Representative – Marty White
- KASB Governmental Relations BOE Contact – TinaRae Scott
- Truant Officers –
  - Heather Honas (Council Grove Elementary School)
  - Valerie Gehrer (Prairie Heights Elementary School)
  - Kelly McDiffett (Council Grove Junior/Senior High School)
- Board Attorney – Darrel Bryant
- Greater Morris County Development Corporation – Deidre Knight
- District Site Council (DSC) Board Representative – Marty White
- Impact Aid Representative – Aron Dody
- Federal Property Requirements Designee – Mike Kelley
- Official District Newspaper – Council Grove Republican
- Official Depository for School District Funds – Farmers and Drovers Bank
- Employee authorized to pay bills in advance of any board meeting in order to avoid a penalty for late payment or to take advantage of any early payment discount. – Mika Doornbos

RESOLUTION – Rescind Policy

BE IT RESOLVED that all policy statements found in the minutes of this board of education prior to July 1, 2019, be rescinded and that the board of education adopt the policy manual, as presented and recommended by the superintendent of schools, to govern this school district during the 2019-2020 school year, subject to periodic review, amendment, and revision by the board of education.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – Activity Funds

WHEREAS, the Board of Education of Unified School District No. 417, Morris County, Kansas has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and
WHEREAS, Kansas law authorizes the establishment of school activity funds;
THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District 417, Morris County, Kansas that the following activity funds be established:

Council Grove Junior/Senior High School Activity Fund
Prairie Heights Elementary School Activity Fund
Council Grove Elementary School Activity Fund

BE IT FURTHER RESOLVED that these activity funds are formed for the purpose of receiving and expending funds for student activities, including athletics, music, forensics, drama, and other board-approved student extracurricular activities. The school principal shall administer funds. The building secretary shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures, and the balance at the end of each month, as well as at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district. Funds in the activity fund shall remain district funds, but shall not be considered school money for purposes of K.S.A. 72-8202(d), and the provisions of K.S.A. 12-105(b) shall not apply.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – Petty Cash

WHEREAS, the Board of Education of Unified School District No. 417, Morris County, Kansas has determined that the creation of petty cash fund is needed to make expenditures for school district purposes; and
WHEREAS, Kansas law authorizes the establishment of petty cash funds;
THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District 417, Morris County, Kansas that petty cash funds designated as the:

Council Grove Junior/Senior High School Petty Cash Fund
Prairie Heights Elementary School Petty Cash Fund
Council Grove Elementary School Petty Cash Fund

These are created for the purpose of expending funds for school purposes in emergency situations or for expenditures as approved by the Board of Education. Funds shall be administered by the building secretary in charge of activity expenditures. The building secretary shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures, and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district. A set amount of $1,500 will establish a maximum limit of said fund for Council Grove Junior/Senior High School. A set amount of $500 will establish a maximum limit of said fund for Prairie Heights Elementary School and Council Grove Elementary School.
Funds in the Petty Cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – 1,116-Hour School Term

Pursuant to the provisions of K.S.A. 72-3115, the Board of Education of Unified School District No. 417 Morris County, State of Kansas, hereby establishes the school term for 2019-2020 to consist of the following:

Not less than 1,116 school hours for pupils attending any of the grades of Kindergarten through 11, and
Not less than 1,086 school hours for pupils attending grade 12.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – GAAP Waiver

WHEREAS the Unified School District #417 of Morris County, Kansas has determined that the financial statements and financial reports for the year ending 6-30-20 to be prepared in conformity with the requirements of K.S.A. 75-1120a (a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education of USD #417 or the members of the general public of the Unified School District #417.

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of said municipality which require financial statements and financial reports to be prepared in conformity with said act for the year ended 6-30-20.

THEREFORE, BE IT RESOLVED, by the Board of Education of USD #417, Morris County, Kansas in regular meeting duly assembled this 15th day of July, 2019 that the said USD #417 Board of Education requests the Director of Accounts and Reports to waive requirements of said law as they apply to USD #417 for the year ended 6-30-20.

BE IT FURTHER RESOLVED that the said USD #417 Board of Education shall cause its financial statements and financial reports of the said municipality to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – Board Meeting Dates

BE IT RESOLVED that pursuant to K.S.A. 72-1138, the Board of Education of Unified School District No. 417, Morris County, Kansas, at its regular meeting held July 15, 2019 established the following meeting schedule for regular board of education meetings to be held during the 2019-20 school year:

Hour of commencing the meeting:	6:30 p.m.
Day of the week the meeting will be held:	Monday
Week of the month the meeting will be held:	2nd week
Meeting place:	District Office, 17 S. Wood Street, Council Grove, Kansas (unless otherwise noted)

Exception to above schedule for 2018-2019 school year: November meeting will be held at Prairie Heights Elementary School

If the established meeting is cancelled because of an emergency, within 24 hours of such cancellation, the board shall establish and give notice of the new meeting date and time. If the regular meeting date falls on a holiday, the following Monday will be designated as the regular meeting unless otherwise announced.

The Board of Education reserves the right to adjourn any regular meeting to another time and place.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

RESOLUTION – Home Rule

WHEREAS, the Board of Education of Unified School District No. 417, Morris County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and
WHEREAS, Kansas law authorizes the board to transact all school district business; and
WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and
WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and
WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and
WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 417, Morris County, Kansas, that the board shall exercise the power granted by law and by this resolution.

ADOPTED by the Board of Education of Unified School District 417, Morris County, Kansas, on the 15th day of July 2019.

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Board President

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Board Member

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Board Member

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Board Member

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Board Member

Attest: _____
Clerk, Board of Education

IDAE **Student Privacy Policy** **IDAE**
(See BCBK, ICA, ICAA, II, and JR et seq.)

The superintendent, the board and staff shall protect the right of privacy of students and their families in connection with any surveys or physical examinations conducted, assisted, or authorized by the board or administration. The district shall annually provide parents notice of their rights under the Protection of Pupil Rights Amendment and the Student Data Privacy Act, at the beginning of each school year, and at any other time the school district policies in the area are substantially changed.

Student Data Restrictions

Any student data submitted to and maintained by a statewide longitudinal student data system shall only be disclosed in accordance with the Student Data Privacy Act. Disclosure of all other student data or student record information maintained is governed by the Family Educational Rights and Privacy Act ("FERPA").

Annual written notice presented to parents and legal guardians of district students shall: 1) require parent or guardian's signature; and 2) shall state student data submitted to and maintained by a statewide longitudinal data system only be disclosed as follows.

Student data may be disclosed to:

- The authorized personnel of an educational agency or the state board of regents who require disclosures to perform assigned duties; and
- The student and the parent or legal guardian of the student, provided the data pertains solely to the student.

Student data may be disclosed to authorized personnel of any state agency, or to a service provider of a state agency, educational agency, or school

performing instruction, assessment, or longitudinal reporting, provided a data-sharing agreement between the educational agency and other state agency or service provider provides the following:

- purpose, scope, and duration of the data-sharing agreement;
- recipient of student data use such information solely for the purposes specified in agreement;
- recipient shall comply with data access, use, and security restrictions specifically described in agreement; and
- student data shall be destroyed when no longer necessary for purposes of the data-sharing agreement or upon expiration of the agreement, whichever occurs first.

  *A service provider engaged to perform a function of instruction may be allowed to retain student transcripts as required by applicable laws and rules and regulations. Destruction shall comply with the NISTSP800-88 standards of data destruction.

Unless an adult student or parent or guardian of a minor student provides written consent to disclose personally identifiable student data, student data may only be disclosed to a governmental entity not specified above or any public or private audit and evaluation or research organization if the data is aggregate data. "Aggregate data" means data collected or reported at the group, cohort, or institutional level and which contains no personally identifiable student data.

The district may disclose:

- Student directory information when necessary and the student's parent or legal guardian has consented in writing;
- directory information to an enhancement vendor providing photography services, class ring services, yearbook publishing services, memorabilia services, or similar services;
- any information requiring disclosure pursuant to state statutes;
- student data pursuant to any lawful subpoena or court order directing such disclosure; and
- student data to a public or private postsecondary educational institution for purposes of application or admission of a student to such postsecondary educational institution with the student's written consent.

Student Data Security Breach

If there is a security breach or unauthorized disclosure of student data or personally identifiable information of any student submitted to or maintained on a statewide student longitudinal data system, each affected student or the parent or legal guardian of the student, if a minor, shall be immediately notified, and an investigation into the causes and consequences of the breach or unauthorized disclosure will be conducted.

Biometric Data

The district shall not collect biometric data from a student or use any device or mechanism to assess a student's physiological or emotional state, unless the adult student or the parent or legal guardian of the minor student

consents in writing. "Biometric data" includes measurable biological or behavioral characteristics that can be used for automated recognition of an individual, such as fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting.

Nothing in this policy shall prohibit the collection of audio voice recordings, facial expression information, and student handwriting for:

- provision of counseling or psychological services,
- conducting student threat assessments,
- completing student disciplinary investigations or hearings, or
- conducting child abuse investigations.

Select Student Surveys

No test, questionnaire, survey, or examination containing any questions about a student's or the student's parents' or guardians' personal beliefs or practices on issues such as sex, family life, morality, or religion shall be administered to any student unless:

- the parent or guardian is notified in writing; and
- the parent or guardian of the student gives written permission for the student to participate.

Nothing shall prohibit school counselors from providing counseling services, including the administration of tests and forms as part of student counseling services. Any information obtained through such tests or counseling services shall not be stored on any personal mobile electronic device which is not owned by the school district. Storage of such information on personal

laptops, tablets, phones, flash drives, external hard drives, or virtual servers not owned by the district is prohibited.

Students may be questioned:

- in the provision of psychological services,
- conducting of student threat assessments,
- completing student disciplinary investigations or hearings, or
- conducting child abuse investigations.

Collection of such information in these limited circumstances is permitted without prior written consent of the parent, guardian, or adult student.

Approved: July 11, 2016

KASB Recommendation – 7/03; 6/04; 4/07; 6/14; 6/16

IDAD **Title I Programs** **IDAD**

The board shall ensure the district's Title I programs operate in accordance with federal laws and conditions. The superintendent is responsible for administering the district's Title I program; assessing the educational needs of all students, particularly the needs of educationally disadvantaged children; developing appropriate communication channels between all parties; to the extent practicable, providing full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migrant children, including providing information and school reports required under federal law in a format and language such parents/guardians can understand; developing in-service training for parents and staff; and developing appropriate evaluation procedures.

Annual Parent Meeting

The board shall designate at least one meeting date each school year to provide parents of Title I students an opportunity to meet with school personnel in order to participate in the design and implementation of the Title I program.

Approved: KASB Recommendation – 6/00; 7/03; 6/04; 4/07; 12/13

USD 417 Approved 7/2014

BOARD OF EDUCATION ACTIONS

The following items require official action by the Board of Education for FY1920:

• Interest from Idle Funds – Idle funds interest is to be credited to the investment account for distribution into capital outlay, food service, driver education, vocational education, special education, summer school, or other special funds as appropriate and as needed.

• Early Payment Request – K.S.A. Supp. 74-4940 states that any person to whom the continuing contract law applies shall be paid the balance of such person's contractual compensation for the school year, in one payment, upon completion of his or her contractual obligation. This authorization shall be filed with the employer no later than April 1 of the school year in and for which the balance payment is first authorized. The same statute also provides that the written authorization for a lump sum payment remains in effect continuously until revoked in writing by the affected employee.

• Payment of Utility Bills/Bills with Penalty Payment – The 1980 Kansas Legislature enacted legislation that allows school districts to pay utility bills by the due date without board approval each month, thereby avoiding penalty costs. The board is also being asked to permit payment of any other bills that would incur a financial penalty prior to board approval. It is recommended that the Board of Education permit these transactions and name one or more persons to determine the pay ability of each utility bill and each bill that would incur a penalty payment prior to board approval. The superintendent and/or his or her designee shall be authorized to pay utility bills and bills that would incur penalty payment prior to board approval by the due date without board approval.

July 15th, 2019

Board Actions

• Designation of Depositories – All district funds shall be placed in any of the following financial institutions: Farmer State Bank of Dwight, Emprise Bank of Council Grove, and Farmers and Drovers Bank of Council Grove. Farmers and Drovers Bank will be designated as the depository for electronic payroll.

• Disposal of Documents – Dispose of all documents that are not required by state and or federal law that are five years or older (K.S.A. 72-1629)

• Adoption of Facility Rental Agreement – The fee and/or rental charges shall be approved by the board and shall be reviewed at least once each year according to policy KG.

• Official Newspaper – By state law each public school system is required to select at least one local newspaper as the district's official newspaper. It is the recommendation that the board approve the Council Grove Republican as the official newspaper for USD 417 for the 2019-2020 school year.

July 15th, 2019

Emergency Substitutes

EMPLOYMENT OF EMERGENCY SUBSTITUTES

The District is requesting that the Board of Education approve the use of emergency substitutes for the 2019-2020 school year. Emergency substitutes are individuals who have 60+ college hours up to, and including, those who have obtained a degree in a field unrelated to education. The district has frequently utilized emergency substitutes when certified substitutes were not available.

2019-2020

After School Athletic Bus
PERMISSION FORM

The Board of Education has designated the following locations as bus stops for after school athletic bus for the current school term:

West/South Route: Wilsey Main Street (by library) Wilsey Corner, Cottonwood Corners, Dunlap Fire Station
North Route: Pleasant Ridge Church, Dwight/177 corner, Dwight (8th and Cypress), and PHES

State transportation regulations require written parental approval for loading or unloading students at the following locations:

- Wilsey Corner, Wilsey Main Street
- Dunlap Road/Cottonwood Corners
- Dunlap Fire Station
- Pleasant Ridge Church
- Dwight/Hwy 177 Corner
- 8th and Cypress, Dwight

These stops require a signature from a parent/guardian.

For safety reasons we will not unload a child at a designated stop if transportation from the stop to the home is not apparent.

PLEASE COMPLETE THE FOLLOWING Section and return to the building principal or activity bus driver if you wish to have your child unloaded at the stops requiring parental consent.

I give USD 417 permission to unload my student(s) at the following designated stop(s) during the upcoming school year. I understand my student(s) will not be unloaded at the designated stop(s) unless transportation from the stop to the student's/students' home is apparent.

- ❑ Wilsey Corner, Wilsey Main Street
- ❑ Cottonwood Corners
- ❑ Dunlap Fire Station
- ❑ Pleasant Ridge Church
- ❑ Dwight/ Hwy 177 Corner
- ❑ 8th and Cypress, Dwight
- ❑ Delavan Community Building (activity trips only)

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(Signature of Parent/Guardian)

2019-2020 Fee Schedule

Textbook/Consumable/Activity Fees

Students with Paid Meals

	Consumable	*Textbook*	*Activity*	*Technology*	***Total***	
K-8	$ 30.00	$ 25.00		$ 20.00	**$ 75.00**	
9-12	$ 25.00		$ 30.00	$ 20.00	**$ 75.00**	*
Driver Education			$ 225.00		**$ 225.00**	

Students Qualifying for Reduced Meals

	Consumable	*Textbook*	*Activity*	*Technology*	***Total***	
K-8	$ 30.00			$ 20.00	**$ 50.00**	
9-12			$ 30.00	$ 20.00	**$ 50.00**	*
Driver Education			$ 225.00		**$ 225.00**	

Students Qualifying for Free Meals

	Consumable	*Textbook*	*Activity*	*Technology*	***Total***	
K-8				$ 20.00	**$ 20.00**	
9-12				$ 20.00	**$ 20.00**	*
Driver Education			$ 225.00		**$ 225.00**	

* Teachers may require that individual fees be charged for workbooks, periodicals, etc. as needed.

Meal Prices

	Breakfast	Lunch
Grades Pre-school – 6	$1.60	$2.60
Reduced	*$0.30*	*$0.40*
Grades 7-12	$1.60	$2.75
Reduced	*$0.30*	*$0.40*
Adult	$2.20	$3.75

Milk $.50
Snacks $25 per semester

Driver Education - $225 per student – Academic class time and the driving experience portion will be held after the school year is completed for 2019-2020. Fee is due by May 1 in order to schedule classes, hire staff, and schedule driving experience time. $225 driver education fee for USD 417 enrolled students, $325 fee for students not enrolled in USD 417, if space and resources are available to serve students not enrolled in USD 417.

Federal Aid payments deposit July 18

If federal aid was requested for July, we anticipate it will direct deposit on July 18, which is later than usual. To request federal aid for August, please complete and submit Form 240 (via web app under **LEA Forms**) by July 19. School Finance contact: Nicole Norwood nnorwood@ksde.org or call (785) 296-2020

FY20 State Mileage Rate increases to 58 cents

Effective July 1, 2019: As authorized by K.S.A. 75-3203a, the Secretary of Administration has fixed the private vehicle maximum mileage reimbursement state rate for FY 2020 at 58 cents per mile. This is a 3.5 cent per mile increase over FY 2019 and matches the federal reimbursement rate of 58 cents per mile set January 1, 2019.

Is a district required to pay the state's mileage reimbursement rate of 58 cents for privately-owned vehicles? Answer: No, a local board of education can decide to reimburse teachers/parents at a rate other than the state rate. If the mileage rate your district reimburses exceeds the federal mileage rate (58 cents per mile), there are tax consequences.

The official state memo is located at this link: https://www.admin.ks.gov/resources/informational-circulars/informational-circulars---accounting/accounting-informational-circulars---fy2020.
Mileage reimbursement rates are also posted on the School Finance homepage under Guidelines and Manuals.

Register for budget workshops (repeat)

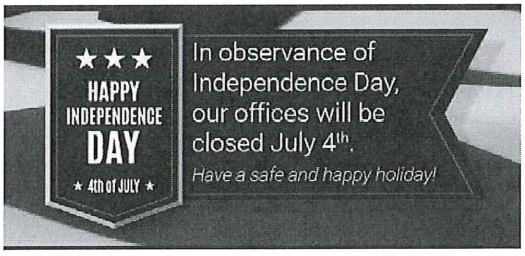
Dale Dennis and Craig Neuenswander will be presenting budget workshops across the state. If you have not registered, follow this link: http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Whats-New. Click on ***Budget Workshop Dates – Registration open.*** Choose the site you will attend and either email or telephone the site to register. Space is limited, so please register now.

Budget workshops are conducted for superintendents, clerks, and business managers of unified school districts. **Please also share the link above with your county clerk and school auditor (CPA) so they can register and attend** a workshop. Board members or officers of your teachers' association are also welcome.

During the workshops, we will review an example of the 2019-20 budget document based on the changes to the school finance law passed by the 2019 legislature. *The Excel program used to complete the budget will be ready for districts the week of July 8. A message will be sent to districts with instructions when it is ready to download.*

There is **no charge to attend a workshop**, however, participants will be responsible for the cost of the noon meal and other refreshments provided at the workshop site. By registering all persons attending from your district, we can guarantee that adequate seating and a workshop packet will be available for all participants.

USD BUDGET WORKSHOP DATES: 10 am - 3 pm
Monday, July 8 ..... Topeka (Shawnee Heights High School)
Wednesday, July 10 ..... Salina (Lakewood Middle School)



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USD 417 Credit Cards & Limits for FY1920

Visa #5159 - $10,000

Visa #5175 - $10,000

Visa #5126 - $15,000

Visa #0350 - $15,000

Visa #5183 - $5,000

D0417 - Morris County
Elementary Wellness Policies

D0417 - Morris County is committed to providing school environments that promote and protect children's health, well-being and ability to learn by supporting healthy eating, nutrition education, physical activity and integrated school based wellness. Therefore, it is the policy of D0417 - Morris County that:

Policies in Place

Nutrition

General Guidelines

All school food service personnel receive required food safety training at a minimum of every 5 years. Continuing education training for all food service personnel meets federal and state requirements.

All school food service personnel receive required food safety training at a minimum of every 3 years.

All school food service personnel receive food safety training annually.

The dining area has seating to accommodate all students during each serving period.

The food service area is clean, orderly, and has an inviting atmoshpere that encourages meal consumption.

The dining area has adequate adult supervision.

The dining area has food service personnel and supervisory staff use positive communication cues with students to promote consumption of foods served as part of Child Nutrition Programs.

The dining area had adults model healthy eating in the dining areas and encourage students to taste new and/or unfamiliar foods.

The students are allowed to converse with one another at least part of the meal time.

Mealtime conversation is not prohibited for the entire meal time as disciplinary action.

The students are allowed to converse during the entirety of the meal time.

Reimbursable meals and/or parts of a reimbursable meal are not withheld or denied as a disciplinary action.

One "Smarter Lunchroom" or a Behavioral Economics technique is used on the serving line to encourage healthy choices by students.

Two "Smarter Lunchroom" or Behavioral Economics techniques are used on the serving line to encourage healthy choices by students.

Three "Smarter Lunchroom" or Behavioral Economics techniques are used on the serving line to encourage healthy choices by students.

Content of reimbursable lunch and breakfast is identified near or at the beginning of the serving line(s).

Breakfast

All school breakfasts comply with USDA regulations and state policies.

At least three different fruits are offered each week on three different days. At least one fruit per week is served fresh.

At least five different fruits are offered each week. At least two fruits per week are be served fresh.

Students have the opportunity to eat breakfast.

District offers at least 15 minutes "seat time" to eat breakfast (not including time spent walking to and from class or waiting in line) or Grab n Go breakfast options are available.

District has implemented alternative 2nd Chance Breakfast service options. "Breakfast in the Classroom" or "Breakfast After First Period" is available.

Nutrition

Lunch

All school lunches comply with USDA regulations and state policies.

At least three different fruits are offered each week. Two fruits per week are served fresh.

One additional 1/2 cup* vegetable offering weekly from any of three vegetable subgroups (dark-green, red/orange, dry beans and peas).

At least five different fruits are offered each week. Four fruits per week are served fresh.

An additional 1 cup* vegetable offering weekly from any of three vegetable subgroups (dark-green, red/orange, dry beans and peas).

Students have at least 15 minutes "seat time" to eat lunch not including time spent walking to/from class or waiting in line.

Other Child Nutrition Programs

Meals and snacks served under the USDA At-Risk Afterschool Meals, Afterschool Care Snack Program, Fresh Fruit & Vegetable Program and/or Summer Food Service Program comply with all federal regulations and state policies.

Participate in one of four programs. (At-Risk Afterschool Meals, Afterschool Care Snack Program, Fresh Fruit & Vegetable Program or Summer Food Service Program)

Participate in two of the four programs. (At-Risk Afterschool Meals, Afterschool Care Snack Program, Fresh Fruit & Vegetable Program, or Summer Food Service Program)

During the School Day

Students have access to free drinking water throughout the school day, including during meal service. Hygiene standards for all methods delivering drinking water will be maintained.

Students are allowed to have clear/translucent individual water bottles in the classroom where appropriate.

Schools provide staff information on non-food rewards.

Meals purchased at fast food outlet to be consumed at school must not be brought to school in their original containers. Caffeinated beverages are not allowed in sack lunches to be consumed in the cafeteria. (Elementary/Middle School)

Nutrition Education

Nutrition Promotion

Students provide input on foods offered in the cafeteria.

Students learn about the nutrition requirements for school meals and some students are involved in helping plan menus.

District promotes participation in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) if applicable and to choose nutritious foods and beverages throughout the day. Menus are posted on school website and/or distributed to families via another method.

Distrtict allows marketing (oral, written, or graphics) of only those foods and beverages sold on the school campus during the school day that meet the requirements set forth in the Smart Snacks Rule (Schools are not required to allow food or beverage marketing on campus).

Nutrition Education

All students in grades K-12, including those with disabilities, special health care needs and in alternative education settings, will have the opportunity to participate in culturally relevant participatory activities, as appropriate, and a variety of learning experiences that support development of healthful eating habits that are based on the most recent Dietary Guidelines for Americans and evidence-based information.

District administrators inform teachers and other school personnel about opportunities to participate in professional development on nutrition and teaching nutrition.

Teachers and other school personnel participate in nutrition education-related professional development at least once a year.

Nutrition Education

Nutrition Education

Include nutrition education as part of physical education/health education classes and/or stand-alone courses for all grade levels, including curricula that promote skill development.

Active learning experiences are provided such as involving students in food preparation or other hands-on activities at least once a semester.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/year.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/semester.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/quarter.

Integrate age-appropriate nutrition education into other core subjects such as math, science, language arts, and social sciences, as well as into at least one non-core/elective subject.

Include nutrition and health posters, signage, or displays in the cafeteria food service and dining areas that are rotated, updated or changed quarterly.

Include nutrition and health posters, signage, or displays in the cafeteria food service and dining areas, classrooms, hallways, gymnasium, and/or bulletin boards that are rotated, updated or changed quarterly.

Offer information to families at least once per semester that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Offer information to families at least once per quarter that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Offer information to families at least once per month that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Physical Activity

General Guidelines

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity at least 2 times per week during the entire school year.

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity 3 or more times per week during the entire school year.

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity every day during the entire school year.

District prohibits the use of physical activity as a punishment. District prohibit withholding physical activity, including recess and physical education, as punishment.

District encourages extra physical activity time as an option for classroom rewards.

District uses extra physical activity time as a classroom reward.

Throughout the Day

Elementary school students have at least 15 minutes a day of supervised recess (not including time spent getting to and from the playground), preferably outdoors. Supervisory staff encourage moderate to vigorous physical activity.

Elementary school students have two supervised recess periods per day (not including time spent getting to and from the playground), totaling at least 20 minutes. Supervisory staff encourage moderate to vigorous physical activity.

Elementary school students have two supervised recess periods per day, totaling at least 30 minutes (not including time spent getting to and from the playground), with one being offered in the morning. Supervisory staff encourage moderate to vigorous physical activity.

School policy outlines guidance on conditions regulating indoor and outdoor recess during extreme weather conditions.

Each school provides equipment, instruction and supervision for active indoor recess.

Physical Activity

Throughout the Day

Students that participate in indoor recess are provided moderate to vigorous physical activity opportunities.

Structured physical activity opportunities, in addition to physical education and recess (where applicable), are encouraged for all students.

Professional development on integrating physical activithy into core/non-core subjects is provided to licensed physical education teachers, shcool nurses, and building administrators.

Professional development on integrating physical activity into core/non-core subjects is provided to most staff.

Professional development on integrating physical activity into core/non-core subjects is provided to all staff.

Physical Education

Physical education is taught by teachers licensed by the Kansas State Department of Education.

Physical education teachers are licensed and participate in physical education and/or physical activity specific professional development every 2 years.

Physical education teachers are licensed and have advanced certification and/or education.

The physical education curriculum is sequential and consistent with Kansas State Board of Education approved physical education teaching standards for pre-kindergarten through grade 12.

Physical Education teaches basic motor skills, enhances knowledge of concepts related to movement needed to achieve and maintain health for lifetime physical activity.

District offers lifetime sports and fitness classes/opportunities.

Elementary students receive 90-119 minutes of physical education per week, which includes at least 50% of the minutes engaged in moderate to vigorous physical activity.

Physical education curriculum encourages a multi-dimensional fitness assessment.

Physical education curriculum includes fitness assessment of at least 50% of all students enrolled in physical education and student fitness reports are available to parents.

Physical education curriculum includes fitness assessment of at least 90% of all students enrolled in physical education and student fitness reports are available to parents.

Before & After School

Extracurricular physical activity programs, such as a physical activity club or intramural programs, are offered.

An assessment on walking and/or biking to school has been completed to determine safety and feasibility.

The school has developed a walk and/or bike to school plan and encourages students to walk and/or bike to school based on safety and feasibility assessment.

Family & Community

Community members are provided access to the district's outdoor physical activity facilities.

Community members are provided access to the district's indoor and outdoor physical activity facilities at specified hours.

Community members are encouraged to access the district's indoor and outdoor physical activity facilities at specified hours.

Offer information via multiple channels at least once per semester to all families that encourages them to teach their children about physical activity, and assists them in planning physical activity for their families.

Integrated School Based Wellness

General Guidelines

The school wellness committee makes appropriate updates or modification to wellness policy based on assessment and an update on the progress toward meeting the State Model Wellness Policy is made available to the public, including parents, students and the community.

Integrated School Based Wellness

General Guidelines

The wellness policy assessment and progress toward meeting the State Model Wellness Policy are presented to school and district staff.

The wellness policy assessment and progress toward meeting the State Model Wellness Policy are presented to and approved by the local school board.

Annual staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

Each semester provide staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

Each quarter provide staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

School staff are aware of Team Nutrition and the HealthierUS School Challenge Award opportunity.

Annually, offer district-sponsored wellness family activities that address one or more components of the Whole School, Whole Community, Whole Child Model.

Annually partner with local health agencies and community organizations.

Each semester, partner with local health agencies and community organizations.

Quarterly, partner with local health agencies and community organizations.

Each semester, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

Quarterly, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

Monthly, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

The local school wellness policy committee meets at least twice per year.

The local school wellness policy committee or subcommittee(s) meets at least once per quarter.

D0417 - Morris County
Elementary Wellness Policies

The following Wellness Policies are in the process of being developed:

Developing Policies

Nutrition Education

Nutrition Promotion

District implements marketing and advertising of nutritious foods and beverages consistently through a comprehensive and multi-channel approach by school staff, teachers, parents and students .

Nutrition Education

Active learning experiences are provided such as involving students in food preparation or other hands-on activities at least once each quarter.

Integrated School Based Wellness

General Guidelines

School staff collaborate to achieve Bronze or Silver HealthierUS School Challenge Award in at least 50% of schools. All schools are enrolled as a Team Nutrition school.

Complete the CDC School Health Index biannually.

Results of the CDC School Health Index are shared with the district administration and local school board.

Results of the School Health Index are shared with the public.

District Wellness Committee will discuss the development of a farm to school program.

Farm to school activities conducted annually in some schools.

The following students, parents, classroom teachers, food service professionals, physical education teachers, health professionals, administrators, school board members and other interested community members are engaged in developing, implementing, monitoring, reviewing and making the district wide wellness policies available to the public:

Dana Reddick, Chairperson
Aron Dody
Kelly McDiffett
Heather Honas
Valerie Gehrer
Kelly Gentry
Matt Wilkens
Amy Finch
Bruce Hula
Anita Mahanay
Marita Bachura
Kelcy Bremer
Krista Wilson
Cindy Zimmerman
Linda Kelly
Blake Gehring
Kim Coover
Kate Gronquist
Deidre Knight
Brenda Kirk
Shandi Andres
Candra Good
Becky Shearer
Terry Griffith
Jennifer Wilkens

D0417 - Morris County
Middle School Wellness Policies

D0417 - Morris County is committed to providing school environments that promote and protect children's health, well-being and ability to learn by supporting healthy eating, nutrition education, physical activity and integrated school based wellness. Therefore, it is the policy of D0417 - Morris County that:

Policies in Place

Nutrition

General Guidelines

All school food service personnel receive required food safety training at a minimum of every 5 years. Continuing education training for all food service personnel meets federal and state requirements.

All school food service personnel receive required food safety training at a minimum of every 3 years.

All school food service personnel receive food safety training annually.

The dining area has seating to accommodate all students during each serving period.

The food service area is clean, orderly, and has an inviting atmoshpere that encourages meal consumption.

The dining area has adequate adult supervision.

The dining area has food service personnel and supervisory staff use positive communication cues with students to promote consumption of foods served as part of Child Nutrition Programs.

The dining area had adults model healthy eating in the dining areas and encourage students to taste new and/or unfamiliar foods.

The students are allowed to converse with one another at least part of the meal time.

Mealtime conversation is not prohibited for the entire meal time as disciplinary action.

The students are allowed to converse during the entirety of the meal time.

Reimbursable meals and/or parts of a reimbursable meal are not withheld or denied as a disciplinary action.

One "Smarter Lunchroom" or a Behavioral Economics technique is used on the serving line to encourage healthy choices by students.

Two "Smarter Lunchroom" or Behavioral Economics techniques are used on the serving line to encourage healthy choices by students.

Three "Smarter Lunchroom" or Behavioral Economics techniques are used on the serving line to encourage healthy choices by students.

Content of reimbursable lunch and breakfast is identified near or at the beginning of the serving line(s).

Breakfast

All school breakfasts comply with USDA regulations and state policies.

At least three different fruits are offered each week on three different days. At least one fruit per week is served fresh.

At least five different fruits are offered each week. At least two fruits per week are be served fresh.

Students have the opportunity to eat breakfast.

District offers at least 15 minutes "seat time" to eat breakfast (not including time spent walking to and from class or waiting in line) or Grab n Go breakfast options are available.

District has implemented alternative 2nd Chance Breakfast service options. "Breakfast in the Classroom" or "Breakfast After First Period" is available.

Nutrition

Lunch

All school lunches comply with USDA regulations and state policies.

At least three different fruits are offered each week. Two fruits per week are served fresh.

One additional 1/2 cup* vegetable offering weekly from any of three vegetable subgroups (dark-green, red/orange, dry beans and peas).

At least five different fruits are offered each week. Four fruits per week are served fresh.

An additional 1 cup* vegetable offering weekly from any of three vegetable subgroups (dark-green, red/orange, dry beans and peas).

Students have at least 15 minutes "seat time" to eat lunch not including time spent walking to/from class or waiting in line.

Students have at least 20 minutes "seat time" to eat lunch not including time spent walking to/from class or waiting in line.

All Food Sold in Schools

All foods and beverages sold in schools are in compliance with USDA's Smart Snacks in School "All Foods Sold in Schools" Standards from the midnight before to 30 minutes after the end of the official school day.

No energy drinks are sold on school property from midnight before to 30 minutes after the end of the official school day.

No energy drinks are sold on school property from midnight before to 5 pm after the end of the official school day.

Fundraising within the school day meets USDA's Smart Snacks in School "All Foods Sold in Schools" Standards (sans the exempted fundraisers).

Fundraising within the school day and until 5 PM meets USDA's Smart Snacks in School "All Foods Sold in Schools" Standards (sans the exempted fundraisers).

During the School Day

Students have access to free drinking water throughout the school day, including during meal service. Hygiene standards for all methods delivering drinking water will be maintained.

Students are allowed to have clear/translucent individual water bottles in the classroom where appropriate.

Schools provide staff information on non-food rewards.

Meals purchased at fast food outlet to be consumed at school must not be brought to school in their original containers. Caffeinated beverages are not allowed in sack lunches to be consumed in the cafeteria. (Elementary/Middle School)

Nutrition Education

Nutrition Promotion

Students provide input on foods offered in the cafeteria.

Students learn about the nutrition requirements for school meals and some students are involved in helping plan menus.

District promotes participation in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) if applicable and to choose nutritious foods and beverages throughout the day. Menus are posted on school website and/or distributed to families via another method.

Distrtict allows marketing (oral, written, or graphics) of only those foods and beverages sold on the school campus during the school day that meet the requirements set forth in the Smart Snacks Rule (Schools are not required to allow food or beverage marketing on campus).

Nutrition Education

Nutrition Education

All students in grades K-12, including those with disabilities, special health care needs and in alternative education settings, will have the opportunity to participate in culturally relevant participatory activities, as appropriate, and a variety of learning experiences that support development of healthful eating habits that are based on the most recent Dietary Guidelines for Americans and evidence-based information.

District administrators inform teachers and other school personnel about opportunities to participate in professional development on nutrition and teaching nutrition.

Teachers and other school personnel participate in nutrition education-related professional development at least once a year.

Include nutrition education as part of physical education/health education classes and/or stand-alone courses for all grade levels, including curricula that promote skill development.

Active learning experiences are provided such as involving students in food preparation or other hands-on activities at least once a semester.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/year.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/semester.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/quarter.

Integrate age-appropriate nutrition education into other core subjects such as math, science, language arts, and social sciences, as well as into at least one non-core/elective subject.

Include nutrition and health posters, signage, or displays in the cafeteria food service and dining areas that are rotated, updated or changed quarterly.

Include nutrition and health posters, signage, or displays in the cafeteria food service and dining areas, classrooms, hallways, gymnasium, and/or bulletin boards that are rotated, updated or changed quarterly.

Offer information to families at least once per semester that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Offer information to families at least once per quarter that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Offer information to families at least once per month that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Physical Activity

General Guidelines

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity at least 2 times per week during the entire school year.

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity 3 or more times per week during the entire school year.

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity every day during the entire school year.

District prohibits the use of physical activity as a punishment. District prohibit withholding physical activity, including recess and physical education, as punishment.

District encourages extra physical activity time as an option for classroom rewards.

District uses extra physical activity time as a classroom reward.

Throughout the Day

Structured physical activity opportunities, in addition to physical education and recess (where applicable), are encouraged for all students.

Physical Activity

Throughout the Day

Professional development on integrating physical activithy into core/non-core subjects is provided to licensed physical education teachers, shcool nurses, and building administrators.

Professional development on integrating physical activity into core/non-core subjects is provided to most staff.

Professional development on integrating physical activity into core/non-core subjects is provided to all staff.

Physical Education

Physical education is taught by teachers licensed by the Kansas State Department of Education.

Physical education teachers are licensed and participate in physical education and/or physical activity specific professional development every 2 years.

Physical education teachers are licensed and have advanced certification and/or education.

The physical education curriculum is sequential and consistent with Kansas State Board of Education approved physical education teaching standards for pre-kindergarten through grade 12.

Physical Education teaches basic motor skills, enhances knowledge of concepts related to movement needed to achieve and maintain health for lifetime physical activity.

District offers lifetime sports and fitness classes/opportunities.

Middle school students are offered physical education at all grade levels and receive 120-149 minutes of physical education per week, which includes at least 80 minutes of moderate to vigorous intensity activity.

Middle school students are offered physical education at all grade levels and receive 90-119 minutes of physical education per week, which includes at least 50% fo the minutes engaged in moderate to vigorous intensity activity.

Middle school students are offered physical education at all grade levels and receive 150+ minutes of physical education per week, which includes at least 100 minutes of moderate to vigorous intensity activity.

Physical education curriculum encourages a multi-dimensional fitness assessment.

Physical education curriculum includes fitness assessment of at least 50% of all students enrolled in physical education and student fitness reports are available to parents.

Physical education curriculum includes fitness assessment of at least 90% of all students enrolled in physical education and student fitness reports are available to parents.

Before & After School

Extracurricular physical activity programs, such as a physical activity club or intramural programs, are offered.

An assessment on walking and/or biking to school has been completed to determine safety and feasibility.

The school has developed a walk and/or bike to school plan and encourages students to walk and/or bike to school based on safety and feasibility assessment.

Family & Community

Community members are provided access to the district's outdoor physical activity facilities.

Community members are provided access to the district's indoor and outdoor physical activity facilities at specified hours.

Community members are encouraged to access the district's indoor and outdoor physical activity facilities at specified hours.

Offer information via multiple channels at least once per semester to all families that encourages them to teach their children about physical activity, and assists them in planning physical activity for their families.

Integrated School Based Wellness

General Guidelines

The school wellness committee makes appropriate updates or modification to wellness policy based on assessment and an update on the progress toward meeting the State Model Wellness Policy is made available to the public, including parents, students and the community.

Integrated School Based Wellness

General Guidelines

The wellness policy assessment and progress toward meeting the State Model Wellness Policy are presented to school and district staff.

The wellness policy assessment and progress toward meeting the State Model Wellness Policy are presented to and approved by the local school board.

Annual staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

Each semester provide staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

Each quarter provide staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

School staff are aware of Team Nutrition and the HealthierUS School Challenge Award opportunity.

Annually, offer district-sponsored wellness family activities that address one or more components of the Whole School, Whole Community, Whole Child Model.

Annually partner with local health agencies and community organizations.

Each semester, partner with local health agencies and community organizations.

Quarterly, partner with local health agencies and community organizations.

Each semester, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

Quarterly, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

Monthly, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

The local school wellness policy committee meets at least twice per year.

The local school wellness policy committee or subcommittee(s) meets at least once per quarter.

D0417 - Morris County
Middle School Wellness Policies

The following Wellness Policies are in the process of being developed:

Developing Policies

Nutrition Education

Nutrition Promotion

District implements marketing and advertising of nutritious foods and beverages consistently through a comprehensive and multi-channel approach by school staff, teachers, parents and students .

Nutrition Education

Active learning experiences are provided such as involving students in food preparation or other hands-on activities at least once each quarter.

Integrated School Based Wellness

General Guidelines

School staff collaborate to achieve Bronze or Silver HealthierUS School Challenge Award in at least 50% of schools. All schools are enrolled as a Team Nutrition school.

Complete the CDC School Health Index biannually.

Results of the CDC School Health Index are shared with the district administration and local school board.

Results of the School Health Index are shared with the public.

District Wellness Committee will discuss the development of a farm to school program.

Farm to school activities conducted annually in some schools.

The following students, parents, classroom teachers, food service professionals, physical education teachers, health professionals, administrators, school board members and other interested community members are engaged in developing, implementing, monitoring, reviewing and making the district wide wellness policies available to the public:

Dana Reddick, Chairperson
Aron Dody
Kelly McDiffett
Heather Honas
Valerie Gehrer
Kelly Gentry
Matt Wilkens
Amy Finch
Bruce Hula
Anita Mahanay
Marita Bachura
Kelcy Bremer
Krista Wilson
Cindy Zimmerman
Linda Kelly
Blake Gehring
Kim Coover
Kate Gronquist
Deidre Knight
Brenda Kirk
Shandi Andres
Candra Good
Becky Shearer
Terry Griffith
Jennifer Wilkens

D0417 - Morris County
High School Wellness Policies

D0417 - Morris County is committed to providing school environments that promote and protect children's health, well-being and ability to learn by supporting healthy eating, nutrition education, physical activity and integrated school based wellness. Therefore, it is the policy of D0417 - Morris County that:

Policies in Place

Nutrition

General Guidelines

All school food service personnel receive required food safety training at a minimum of every 5 years. Continuing education training for all food service personnel meets federal and state requirements.

All school food service personnel receive required food safety training at a minimum of every 3 years.

All school food service personnel receive food safety training annually.

The dining area has seating to accommodate all students during each serving period.

The food service area is clean, orderly, and has an inviting atmoshpere that encourages meal consumption.

High School: Closed campus. Students must remain at school during lunch preiods.

The dining area has adequate adult supervision.

The dining area has food service personnel and supervisory staff use positive communication cues with students to promote consumption of foods served as part of Child Nutrition Programs.

The dining area had adults model healthy eating in the dining areas and encourage students to taste new and/or unfamiliar foods.

The students are allowed to converse with one another at least part of the meal time.

Mealtime conversation is not prohibited for the entire meal time as disciplinary action.

The students are allowed to converse during the entirety of the meal time.

Reimbursable meals and/or parts of a reimbursable meal are not withheld or denied as a disciplinary action.

One "Smarter Lunchroom" or a Behavioral Economics technique is used on the serving line to encourage healthy choices by students.

Two "Smarter Lunchroom" or Behavioral Economics techniques are used on the serving line to encourage healthy choices by students.

Three "Smarter Lunchroom" or Behavioral Economics techniques are used on the serving line to encourage healthy choices by students.

Content of reimbursable lunch and breakfast is identified near or at the beginning of the serving line(s).

Breakfast

All school breakfasts comply with USDA regulations and state policies.

At least three different fruits are offered each week on three different days. At least one fruit per week is served fresh.

At least five different fruits are offered each week. At least two fruits per week are be served fresh.

Students have the opportunity to eat breakfast.

District offers at least 15 minutes "seat time" to eat breakfast (not including time spent walking to and from class or waiting in line) or Grab n Go breakfast options are available.

Nutrition

Breakfast

District has implemented alternative 2nd Chance Breakfast service options. "Breakfast in the Classroom" or "Breakfast After First Period" is available.

Lunch

All school lunches comply with USDA regulations and state policies.

At least three different fruits are offered each week. Two fruits per week are served fresh.

One additional 1/2 cup* vegetable offering weekly from any of three vegetable subgroups (dark-green, red/orange, dry beans and peas).

At least five different fruits are offered each week. Four fruits per week are served fresh.

An additional 1 cup* vegetable offering weekly from any of three vegetable subgroups (dark-green, red/orange, dry beans and peas).

Students have at least 15 minutes "seat time" to eat lunch not including time spent walking to/from class or waiting in line.

Students have at least 20 minutes "seat time" to eat lunch not including time spent walking to/from class or waiting in line.

All Food Sold in Schools

All foods and beverages sold in schools are in compliance with USDA's Smart Snacks in School "All Foods Sold in Schools" Standards from the midnight before to 30 minutes after the end of the official school day.

No energy drinks are sold on school property from midnight before to 30 minutes after the end of the official school day.

No energy drinks are sold on school property from midnight before to 5 pm after the end of the official school day.

Fundraising within the school day meets USDA's Smart Snacks in School "All Foods Sold in Schools" Standards (sans the exempted fundraisers).

Fundraising within the school day and until 5 PM meets USDA's Smart Snacks in School "All Foods Sold in Schools" Standards (sans the exempted fundraisers).

During the School Day

Students have access to free drinking water throughout the school day, including during meal service. Hygiene standards for all methods delivering drinking water will be maintained.

Students are allowed to have clear/translucent individual water bottles in the classroom where appropriate.

Schools provide staff information on non-food rewards.

Nutrition Education

Nutrition Promotion

Students provide input on foods offered in the cafeteria.

Students learn about the nutrition requirements for school meals and some students are involved in helping plan menus.

District promotes participation in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) if applicable and to choose nutritious foods and beverages throughout the day. Menus are posted on school website and/or distributed to families via another method.

Distrtict allows marketing (oral, written, or graphics) of only those foods and beverages sold on the school campus during the school day that meet the requirements set forth in the Smart Snacks Rule (Schools are not required to allow food or beverage marketing on campus).

Nutrition Education

Nutrition Education

All students in grades K-12, including those with disabilities, special health care needs and in alternative education settings, will have the opportunity to participate in culturally relevant participatory activities, as appropriate, and a variety of learning experiences that support development of healthful eating habits that are based on the most recent Dietary Guidelines for Americans and evidence-based information.

District administrators inform teachers and other school personnel about opportunities to participate in professional development on nutrition and teaching nutrition.

Teachers and other school personnel participate in nutrition education-related professional development at least once a year.

Include nutrition education as part of physical education/health education classes and/or stand-alone courses for all grade levels, including curricula that promote skill development.

Active learning experiences are provided such as involving students in food preparation or other hands-on activities at least once a semester.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/year.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/semester.

District uses qualified personnel or organizations from the community to provide nutrition education to students under the direct supervision of a teacher at least once/quarter.

Integrate age-appropriate nutrition education into other core subjects such as math, science, language arts, and social sciences, as well as into at least one non-core/elective subject.

Include nutrition and health posters, signage, or displays in the cafeteria food service and dining areas that are rotated, updated or changed quarterly.

Include nutrition and health posters, signage, or displays in the cafeteria food service and dining areas, classrooms, hallways, gymnasium, and/or bulletin boards that are rotated, updated or changed quarterly.

Offer information to families at least once per semester that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Offer information to families at least once per quarter that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Offer information to families at least once per month that encourages them to teach their children about health and nutrition, and assists them in planning nutritious meals for their families.

Physical Activity

General Guidelines

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity at least 2 times per week during the entire school year.

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity 3 or more times per week during the entire school year.

All students in grades K - 12, including those with disabilities, special health care needs and in alternative education settings, have the opportunity to participate in moderate to vigorous physical activity every day during the entire school year.

District prohibits the use of physical activity as a punishment. District prohibit withholding physical activity, including recess and physical education, as punishment.

District encourages extra physical activity time as an option for classroom rewards.

District uses extra physical activity time as a classroom reward.

Throughout the Day

Structured physical activity opportunities, in addition to physical education and recess (where applicable), are encouraged for all students.

Physical Activity

Throughout the Day

Professional development on integrating physical activithy into core/non-core subjects is provided to licensed physical education teachers, shcool nurses, and building administrators.

Professional development on integrating physical activity into core/non-core subjects is provided to most staff.

Professional development on integrating physical activity into core/non-core subjects is provided to all staff.

Physical Education

Physical education is taught by teachers licensed by the Kansas State Department of Education.

Physical education teachers are licensed and participate in physical education and/or physical activity specific professional development every 2 years.

Physical education teachers are licensed and have advanced certification and/or education.

The physical education curriculum is sequential and consistent with Kansas State Board of Education approved physical education teaching standards for pre-kindergarten through grade 12.

Physical Education teaches basic motor skills, enhances knowledge of concepts related to movement needed to achieve and maintain health for lifetime physical activity.

District offers lifetime sports and fitness classes/opportunities.

High school students are provided structured physical education in at least 1 course required for graduation.

Additional opportunities for physical education as an elective are offered.

Physical education curriculum encourages a multi-dimensional fitness assessment.

Physical education curriculum includes fitness assessment of at least 50% of all students enrolled in physical education and student fitness reports are available to parents.

Physical education curriculum includes fitness assessment of at least 90% of all students enrolled in physical education and student fitness reports are available to parents.

Before & After School

Extracurricular physical activity programs, such as a physical activity club or intramural programs, are offered.

An assessment on walking and/or biking to school has been completed to determine safety and feasibility.

The school has developed a walk and/or bike to school plan and encourages students to walk and/or bike to school based on safety and feasibility assessment.

Family & Community

Community members are provided access to the district's outdoor physical activity facilities.

Community members are provided access to the district's indoor and outdoor physical activity facilities at specified hours.

Community members are encouraged to access the district's indoor and outdoor physical activity facilities at specified hours.

Offer information via multiple channels at least once per semester to all families that encourages them to teach their children about physical activity, and assists them in planning physical activity for their families.

Integrated School Based Wellness

General Guidelines

The school wellness committee makes appropriate updates or modification to wellness policy based on assessment and an update on the progress toward meeting the State Model Wellness Policy is made available to the public, including parents, students and the community.

The wellness policy assessment and progress toward meeting the State Model Wellness Policy are presented to school and district staff.

Integrated School Based Wellness

General Guidelines

The wellness policy assessment and progress toward meeting the State Model Wellness Policy are presented to and approved by the local school board.

Annual staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

Each semester provide staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

Each quarter provide staff wellness activities and/or professional development opportunities related to nutrition, physical activity and abstaining from tobacco are provided to encourage school staff to serve as healthy role models. Staff wellness activities and training may also include additional components of the Whole School, Whole Community, Whole Child Model.

School staff are aware of Team Nutrition and the HealthierUS School Challenge Award opportunity.

Annually, offer district-sponsored wellness family activities that address one or more components of the Whole School, Whole Community, Whole Child Model.

Annually partner with local health agencies and community organizations.

Each semester, partner with local health agencies and community organizations.

Quarterly, partner with local health agencies and community organizations.

Each semester, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

Quarterly, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

Monthly, culturally relevant health education information is provided to families via handouts, postings on the school website, newsletters, presentations and workshops.

The local school wellness policy committee meets at least twice per year.

The local school wellness policy committee or subcommittee(s) meets at least once per quarter.

D0417 - Morris County
High School Wellness Policies

The following Wellness Policies are in the process of being developed:

Developing Policies

Nutrition

During the School Day

Meals purchased at fast food outlet to be consumed at school must not be brought to school in their original containers. Caffeinated beverages are not allowed in sack lunches to be consumed in the cafeteria. (High School)

Nutrition Education

Nutrition Promotion

District implements marketing and advertising of nutritious foods and beverages consistently through a comprehensive and multi-channel approach by school staff, teachers, parents and students .

Nutrition Education

Active learning experiences are provided such as involving students in food preparation or other hands-on activities at least once each quarter.

Integrated School Based Wellness

General Guidelines

School staff collaborate to achieve Bronze or Silver HealthierUS School Challenge Award in at least 50% of schools. All schools are enrolled as a Team Nutrition school.

Complete the CDC School Health Index biannually.

Results of the CDC School Health Index are shared with the district administration and local school board.

Results of the School Health Index are shared with the public.

District Wellness Committee will discuss the development of a farm to school program.

Farm to school activities conducted annually in some schools.

The following students, parents, classroom teachers, food service professionals, physical education teachers, health professionals, administrators, school board members and other interested community members are engaged in developing, implementing, monitoring, reviewing and making the district wide wellness policies available to the public:

Dana Reddick, Chairperson
Aron Dody
Kelly McDiffett
Heather Honas
Valerie Gehrer
Kelly Gentry
Matt Wilkens
Amy Finch
Bruce Hula
Anita Mahanay
Marita Bachura
Kelcy Bremer
Krista Wilson
Cindy Zimmerman
Linda Kelly
Blake Gehring
Kim Coover
Kate Gronquist
Deidre Knight
Brenda Kirk
Shandi Andres
Candra Good
Becky Shearer
Terry Griffith
Jennifer Wilkens

6. PAID HOLIDAYS:

Employees must work a minimum of four (4) hours per day (20 hours in a week) to qualify for paid holiday leave. The following are paid holidays for each employee group:

Twelve (12) month employees:
Labor Day, Thanksgiving, Christmas, New Year's Day, ~~Martin Luther King Day~~, Good Friday, Memorial Day, 4th of July

Secretaries:
Labor Day, Thanksgiving, Christmas, New Year's Day, ~~Martin Luther King Day~~, Good Friday, Memorial Day.

Aides, Cooks, Bus Drivers
Labor Day, Thanksgiving, Christmas, New Year's Day, ~~Martin Luther King Day~~, Good Friday

7. HEALTH INSURANCE

A single health insurance benefit is provided to employees, with proportion of the premium being paid by the district being relative to an employee's length of contract. Proportions are as follows:

Custodians, Maintenance, Mechanic, Transportation Director, BOE Clerk, District Bookkeeper, District Secretary (twelve month employees):
One single health insurance premium

Food Service (contract of student contact days)
Three-fourths (.75) of a single health insurance premium

Teacher Aides (contract of student contact days)
Three-fourths (.75) of a single health insurance premium

Building Secretaries & Food Service Director (ten month employees - two weeks before and two weeks after school year ends):
One single health insurance premium

Bus Drivers (nine month employees - routes, activity trips, shuttle buses):
Three-fourths (.75) of a single health insurance premium

If an employee does not remain employed by USD 417 throughout the term of their contract, coverage will cease on the last day of the month in which the employee's employment ended, unless the employee has worked a full payroll period (11th of the previous month through the 10th of the current month); if the employee has worked a full payroll period, insurance coverage will be extended through the last day of the month following the month in which the employee's employment ends. If an employee has worked a partial payroll period and would still like to have their health insurance extended to the end of the month following the month in which their employment ends, they may do so on a pro-rated basis. However, for this extension to occur, arrangements must be made in advance at the district office with the district's designated agent for health insurance.

USD 417 SUPPLEMENTAL

RECOMMENDATION

Name: Broc Finch
Position: High School Assistant Football
Replacement for: Steve Casey
Current Teaching License: No

SUMMARY of Applicant's history with this activity (please include both participation and coaching experiences)

Participation

Basketball – 4 years high school-Council Grove
Baseball – 4 years High School-Council Grove
Football – 4 years high school-Council Grove

Coaching

Coached 3 years at Council Grove Junior High

Football – Assistant (3 years)
Track – Assistant Coach (1 year)

Previous Contracted Experience: 3

Percentage for this position: 7%. Step 4

Salary for this position: $2738.05

PROCESS

Number of Applicants: 1
Number Interviewed:1
Names of References Contacted: 0

USD 417 Classified Employee

Recommendation

Name: Melissa Grover
Position: Cashier 3hr. Position

Building:

[x]	**Replacement for**
[ ]	**New Position**

Education Information

B.A.:
M.S.:
Major:
Minor:
Other Degrees: Flint Hills Tech College – Culinary Arts

Previous Experience:
CG Assisted Living - Supervise all kitchen duties, menu planning, ordering, scheduling employees

Pizza Hut – Server, Cashier, Delivery driver, cleaning, prep

Placement on Salary Schedule: Step 1 $10.65 per hour

Process

Number of Applicants	**2**
Number Considered	**1**
Number Interviewed	**2**

References Contacted: 1

USD 417 LICENSED EMPLOYEE

RECOMMENDATION

Name: Joshua Gant
Position: 6th Grade Teacher

Building:
CGES

[x] Replacement for Bret Hauser
[ ] New Position

EDUCATION INFORMATION

B.S.: Emporia State University
M.S.:
Major: Elementary Education
Minor: Area of concentration –
Other Degrees:
Previous Experience: Student teaching, Teacher's Aide
Placement on Salary Schedule: BS, 1

PROCESS

Number of Applicants	3
Number Considered	3
Number Interviewed	1

References Contacted: Heather Honas, Aron Dody

July 15th, 2019

Information Item: Copy Contracts
(with possible action if necessary)

Administrators will review copier service contracts.

July 15th, 2019

Discussion Item: KASB Recommended Policy Updates

Review of June 2019 KASB Policy Recommendations

July 15th, 2019

HOSA

Approval to establish a chapter of HOSA – Future Health Professionals, a national career and technical student organization, at CGJSHS.

Motion_____ Second_____ Action_____

July 15th, 2019

Administrator Contract Language

Approval to remove language pertaining to "contract" and "flex" days from administrator contracts.

Motion_____ Second_____ Action_____

USD No. 417 ADMINISTRATOR'S CONTRACT

THIS CONTRACT is made and entered into by and between the Board of Education of Unified School District No. 417, Council Grove, Kansas, hereinafter referred to as "Board", and [redacted] hereinafter referred to as "Administrator."

1. TERM: Administrator is hereby employed by the Board for the 2019-20 and 2020-2021 school terms. Administrator will be employed for **210** days each year as follows:

2019-2020 **197** days (July 30, 2019 through and including May 26, 2020) plus an additional **13** days prior to and following the above time period within the fiscal year.

2020-2021 **197** days (July 30, 2020 through and including last day for licensed staff May 2021) plus additional days prior to and following the above time period within the fiscal year which are determined following adoption of calendar.

2. DUTIES: Administrator's duties shall include those prescribed by state law, the respective job description adopted by the Board, and additional assignments as directed by the Board. Administrator shall comply with the laws of the State of Kansas, and the policies, rules and regulations of the Board made there under, and shall perform such other duties as from time to time may be assigned to him/her. The Administrator agrees to devote his/her time, skill, labor and attention to said employment during the term of this contract.

3. COMPENSATION: In consideration of the promises, covenants and agreements set forth herein, the Board agrees to pay Administrator the sum of **$ 53,000.00** per year, which sum shall be paid in equal installments in accordance with the policy of the Board governing payment of salaries to other certified members of the professional staff. If this contract is for more than one year in duration, the Board retains the right to adjust the annual salary of Administrator during the term of this contract, providing that any salary adjustment does not reduce the annual salary below the figure stated in this contract. Any adjustments in the salary made during the life of thi

4. OTHER BENEFITS: Earned sick leave may be ac

5. PROFESSIONAL MEETINGS AND MEMBERSHIP: Admi

6. EVALUATION: The date of such review and ev

7. LICENSE: Administrator shall furnish to the Boa

8. APPLICABLE LAW: This agreement has been ex

9. Notwithstanding any other provision to the con

This agreement contains all of the terms agreed

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed in their respective name, and in the

The contract on the left is the present format, which seems needlessly complicated - to be explained momentarily. The contract on the right is the proposed format. It's been proposed that we remove the séction which separates the contract into "contract" days, which is essentially August 1st through the end of the school year, and "flex" days, which are the days outside of August and the school year that an administrator is supposed to be in their building (supervising maintenance projects, helping with enrollment, preparing for the school year, etc.). The number of days of each element typically changes from year to year, but they always add up to the same total number of days of employment.

It's understood that the intent of the section proposed for removal is to both ensure administrators are present each day of the school year, and to define a number of days outside of the school year that they must be inside their buildings, but it's doubtful the section accomplishes its intent. Even with the present language, an administrator could leave after the last day of school and choose to get their flex days in intermittently over the summer, avoiding the days of greater stress and responsibility following and preceding the school year. Further, several administrators work nights and/or weekends throughout the school year, and that time isn't counted towards "contract" or "flex" days, which calls into question the logic of defining the number of days of employment at all. Regardless of the numbers we attach to contracts, or the way we parse those numbers , administrators have always been and will always be expected to be present when they're needed for school business, to be accountable for themselves, or to expect the superintendent to hold them accountable if they're not.

USD No. 417 ADMINISTRATOR'S CONTRACT

THIS CONTRACT is made and entered into by and between the Board of Education of Unified School District No. 417, Council Grove, Kansas, hereinafter referred to as "Board", and [redacted] hereinafter referred to as "Administrator."

1. TERM: Administrator is hereby employed by the Board for the 2019-20 and 2020-2021 school terms. Administrator will be employed for **210** days each year.

2. DUTIES: Administrator's duties shall include those prescribed by state law, the respective job description adopted by the Board, and additional assignments as directed by the Board. Administrator shall comply with the laws of the State of Kansas, and the policies, rules and regulations of the Board made there under, and shall perform such other duties as from time to time may be assigned to him/her. The Administrator agrees to devote his/her time, skill, labor and attention to said employment during the term of this contract.

3. COMPENSATION: In consideration of the promises, covenants and agreements set forth herein, the Board agrees to pay Administrator the sum of **$ 53,000.00** per year, which sum shall be paid in equal installments in accordance with the policy of the Board governing payment of salaries to other certified members of the professional staff. If this contract is for more than one year in duration, the Board retains the right to adjust the annual salary of Administrator during the term of this contract, providing that any salary adjustment does not reduce the annual salary below the figure stated in this contract. Any adjustments in the salary made during the life of this contract shall be in the form of an amendment and shall become a part of this contract. It is provided, however, that by doing so, it shall not be considered that the Board has entered into a new agreement with the Administrator or that the termination date of this contract has been in any way extended.

4. OTHER BENEFITS: Earned sick leave may be accumulated as provided in the Board policy for other district employees. Administrator shall be allocated an amount equal to the annual premium of a single membership in the district

ogram.

member in at least one state professional

ry shall attend, appropriate professional meetings

shall be approved in advance by the Board. The

val for such attendance has been obtained, upon

determined by reference to the requirement of

n of this contract a valid and appropriate license

thorized to fulfill the duties for which he/she is

te of Kansas, and shall be governed in

t is subject to termination by the employing board

other law or contractual arrangement, if the results

ployee has been convicted of any offense, or of

7, and amendments thereto.

rties with respect to the subject matter of this

unications between the parties concerning such

ms and provisions of the Kansas Cash Basis Law and

o respectively, and to all other applicable United

loyment made by the board of education of any

istrict shall be voidable in case adequate funds are

contracts.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed in their respective name, and in the case of the Board, by its President, on this the 10th day of June, 2019.

BOARD OF EDUCATION OF
UNIFIED SCHOOL DISTRICT #417
COUNCIL GROVE, KANSAS:

BY: Date

July 15th, 2019

Timeline for Budget

Approval of the following timeline for the budget presentation, approval, and hearing.

- August 12th
  - 2019-2020 Budget Presentation (at regular BOE meeting)
  - Approve budget and publish no later than August 13th

- August 23rd
  - Hearing and approval of budget (at least 10 days following publication)
  - Submission of budget to Morris County Clerk and KSDE no later than August 25th or the first business day to follow if the 25th is on a weekend (August 25th is a Sunday this year)

Motion_____ Second_____ Action_____

July 15th, 2019

BOE Goal Setting Meeting

The USD 417 BOE meets annually to establish goals. Attached is a document listing the goals established in 2017-2018. If the Board wishes to continue this practice, a date, time, and location will need to be determined. In recent years, the administrative team has been a part of this goals setting process.

Motion_____ Second_____ Action_____

USD 417 BOE Goals 2017-18

Goal	Action to be taken	Responsible parties	Evidence of completion	Timeline
#1 Accreditation & State BOE Goals	* Complete KESA application & other paperwork	Leadership Team	Application is completed & presented BOE	25-May-18
	* Social/Emotional Growth - Determine the Social & Emotional district wide program to be implemented in 2018-19.	Leadership Team & Staff	Program selected, program shared with BOE, materials purchased/ordered	1-Apr-18
	* Social/Emotional Growth - Follow through on this year's building action plans regarding behavior	Leadership Team & District Leadership Team	Final report on the plans presented to BOE at end of the school year	25-May-18
	* Kindergarten Readiness - Determine personnel to be trained in the Ages & Stages screening tool; have them trained; conduct training for staff working with birth through kindergarten aged children	Director of C&I; Elementary Principals	Personnel selected then trained. Training established for other staff who need it. Report presented to BOE	1-Apr-18
	* Post-secondary attendance/completion - Develop a foundation fund specific to providing financial assistance for students who want to attend technical college while in high school.	Superintendent	Fund is established & fund raising efforts underway. Report presented to BOE	1-Mar-18
	* Post-secondary completion - Survey of recent graduates	Superintendent	Report to BOE, our public, and students	1-Mar-18
#2 Recruiting & Retention of Personnel	* Review pay and benefits for all personnel offered by other districts/businesses for comparison purposes.	Superintendent	Document is presented to BOE prior to the start of negotiations	12-Feb-18
	* Look at the monetary hardships that new, 1st year teachers experience, i.e. college debt, no money, etc.	Superintendent	Survey of new staff is developed with results to be shared with the BOE	12-Feb-18
	* Working in conjunction with the Morris County Teachers Association, survey staff in regards to teacher retention issues.	Superintendent; MCTA leadership team	Survey of staff is developed with results to be shared with the BOE	12-Feb-18
	* Survey new staff to determine their difficulties in transitioning to our community or why they did not move here.	Superintendent	Survey of new staff is developed with results to be shared with the BOE	12-Feb-18
	* Work with local realtors to develop a centralized listing of landlords and how we can get word out fast to employees looking for a residence.	Superintendent	Working with local landlords, develop an information portal/ brochure for new staff to be able to access the most recent housing information	25-May-18
	* Look to develop our own house options for employees.	Superintendent	Explore homes for sale and costs for remodeling. This may be an action that is put on hold depending on survey of new staff and work with local landlords	25-May-18
#3 Deeper & more consistent communications with our public	* Bi-monthly articles focused on the five R's and what we do to meet these.	Superintendent & as assigned	Articles will be shared through local papers, website, and emailed to parents throughout the school year beginning no later than November 1, 2017	25-May-18
	* More information on our summer meal program and our KRR program.	Superintendent & as assigned	Articles will be shared through local papers, website, and emailed to parents throughout the school year by November 1, 2017 and prior to the start of the summer break	1-Oct-17
	* Regular monthly articles on school safety efforts.	Superintendent & as assigned	Articles will be shared through local papers, website, and emailed to parents throughout the school year	25-May-18
	* Improve social media communication tools and processes at the district level.	Superintendent	District will have a designated social media presence shared with parents and community	25-May-18
	* Spotlight on USD 417	District office secretary and Superintendent	On a monthly basis, segments of our district will be highlighted through articles placed on our district website and other communication tools	25-May-18
#4 School Security	* Contract for another outside inspection of facilities then prioritize and act on recommendations.	Superintendent	Report will be given to the BOE regarding findings	1-Jan-18
	* Continue to work with city/county emergency response teams on safety drills.	Superintendent	Another safety drill will be conducted this school year	25-May-18
	* Collaborate with first responders to get them into our schools so they know the layout.	Superintendent	Date scheduled for the tour(s) with a report to the BOE that this has occurred	25-May-18
	* Pursue storm safety facility projects	Superintendent	Work with BOE to determine cost effectiveness of options	25-May-18
	* Review cost and benefits to placing safety film on school's front doors that are perdominantly glass construction.	Superintendent	Discussion with and action taken by BOE	10/10/17 BOE meeting; 3-months to complete if approved

July 15th, 2019

Election of USD 417 BOE Vice-President

Nominations:

Action _____

If needed:

I move the nomination cease and a unanimous ballot be cast for _____.

Motion_____ Second_____ Action_____