

MINUTES OF THE BOARD OF EDUCATION MEETING
APRIL 12, 2021
5:30 P.M.

The Board of Education of Unified School District 234, Fort Scott, Kansas, met in regular session at the Fort Scott Middle School Commons at 5:30 p.m.

PRESENT: Jamie Armstrong, Kellye Barrows, Gary Billionis, Danny Brown, Lynette Jackson, David Stewart, James Wood

ALSO PRESENT: Martin Altieri, Brandon Boyd, David Brown, Superintendent Ted Hessong, Robyn Kelso, Joy McGhee, Andrea Scott, Board Clerk Gina Shelton, Dalaina Smith, Amber Toth, Stephanie Witt

OTHERS PRESENT: See the following sheets.

BOARD MEETING SIGN-IN SHEET

Date 4/12/21

Please **print** your name below for being in attendance at the board meeting. Thank you!

- | | |
|-----------------------------|-----------------------------|
| 1. <u>David Brown</u> | 21. <u>Brenda Hill</u> |
| 2. <u>Kasey Ector</u> | 22. <u>Anne Dare</u> |
| 3. <u>Kasey Gross</u> | 23. <u>Reg O'Dane</u> |
| 4. <u>Katie Allison</u> | 24. <u>Jay Mabee</u> |
| 5. <u>Nathan Allison</u> | 25. <u>Carol Allison</u> |
| 6. <u>Bill Pitts</u> | 26. <u>Brian Allen</u> |
| 7. <u>Blaine Pitts</u> | 27. <u>Josh K</u> |
| 8. <u>Kalby Shoemaker</u> | 28. <u>JD</u> |
| 9. <u>Caitlyn Surenberg</u> | 29. <u>Mortality</u> |
| 10. <u>Tobyn Schubert</u> | 30. <u>Juganne Griffin</u> |
| 11. <u>Melissa Goff</u> | 31. <u>Don K</u> |
| 12. <u>Alexa Bukowski</u> | 32. <u>Mika M</u> |
| 13. <u>ISABELLA NATION</u> | 33. <u>Eli Milbrink</u> |
| 14. <u>LISA NATION</u> | 34. <u>Josh K</u> |
| 15. <u>Stacy Winderly</u> | 35. <u>Madison Milbrink</u> |
| 16. <u>Fred Winderly</u> | 36. <u>Isaac Amberson</u> |
| 17. <u>Bo Gila</u> | 37. <u>Brudi Pitts</u> |
| 18. <u>Kate K</u> | 38. <u>Allen Griffin</u> |
| 19. <u>Skus</u> | 39. <u>Usha Dunssett</u> |
| 20. <u>Dennis Meach</u> | 40. <u>Broad M Tecker</u> |

BOARD MEETING SIGN-IN SHEET

Date 4-12-21

Please print your name below for being in attendance at the board meeting. Thank you!

1. Bert Lewis
2. Day Koppe
3. Kyle Parks
4. Tate Casper
5. ~~Janet Baker~~
6. Jimmy Hill
7. Dylan Hazelbaker
8. ~~Best Dwyer~~
9. Russell
10. ~~Paula Carter~~
11. Marni Lutz
12. Jesse Cox
13. Jennifer Cox
14. Harold Cox
15. Sheena Parks
16. Hunter Potter
17. Dalaina Smith
18. Vire Runkin
19. Gage Reinecke
20. Bryan Reinecke

21. Angie Bin
22. ~~James~~
23. Sara Sutton
24. Debra Mayfield
25. Pete Wiley
26. Tyler Valentine
27. ~~Sara Sutton~~
28. Andrea Holt
29. Kyle
30. Amber Foster
31. ~~Wendy Brown~~
32. Ashanti Green
33. Jason E. Silvers
34. Mike Wunderly
35. Julia Allen
36. Dana Allen
37. Will Wunderly
38. Angie Brown
39. Jason Brown
40. Joe Brown

BOARD MEETING SIGN-IN SHEET

Date 4/12/21

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- | | |
|-----------------------------|-----------|
| 1. <u>Chris Meech</u> | 21. _____ |
| 2. <u>Pete Allen</u> | 22. _____ |
| 3. <u>Jodey Hoener</u> | 23. _____ |
| 4. <u>Raf Hoener</u> | 24. _____ |
| 5. <u>Aura Billhart</u> | 25. _____ |
| 6. <u>Kaleb Simpson</u> | 26. _____ |
| 7. <u>Trisha Whitehead</u> | 27. _____ |
| 8. <u>Kennel Larson</u> | 28. _____ |
| 9. <u>Briann Griffin</u> | 29. _____ |
| 10. <u>Makenzie Griffin</u> | 30. _____ |
| 11. <u>Shirley Palmer</u> | 31. _____ |
| 12. <u>Izma Cernat</u> | 32. _____ |
| 13. <u>Jason Cernat</u> | 33. _____ |
| 14. <u>Patricia Dees</u> | 34. _____ |
| 15. <u>MT Red</u> | 35. _____ |
| 16. <u>No LN</u> | 36. _____ |
| 17. <u>Connie Billionis</u> | 37. _____ |
| 18. _____ | 38. _____ |
| 19. _____ | 39. _____ |
| 20. _____ | 40. _____ |

OPEN THE MEETING – 5:30 P.M.

President Stewart opened the meeting at 5:30 p.m.

FLAG SALUTE

APPROVE OFFICIAL AGENDA

It was moved by Mrs. Barrows, seconded by Mrs. Jackson, and carried by unanimous vote that the board approve the official agenda.

APPROVE CONSENT AGENDA

It was moved by Mr. Wood, seconded by Mr. Brown, and carried by unanimous vote that the board approve the consent agenda as follows:

- a. Minutes
- b. Bills and Claims
- c. Payroll – March 11, 2021 - \$1,410,272.92
- d. Financial Report
- e. Activity Fund Accounts
- f. Parent/Teacher Conference statistics
- g. KASB Membership Renewal with Season Pass and Legal Assistance Fund Contract Renewal for 2021-22
- h. Employee Recognition Reception – May 10 at 5:00 p.m. – Fort Scott Middle School

Board Member Armstrong enters at 5:33 p.m.

USD 234 Statement of Cash & Investments
For The One Month Ending 2/28/2021 for Fiscal Year 2020-2021

Bank Statement Reconciliation

Self Funded Health Account UMB *****1627	\$ 1,391,142.82
Payroll Landmark **026	\$ 20,000.00
Bond Account	
Dollar Maker Landmark ***2189	\$ 10,648,756.09

Total Cash in Bank as of 2/28/21	\$ 12,059,898.91
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Less Outstanding Checks AP & Payroll	\$ (68,810.23)
Outstanding Deposits and Manual Journal Entries	\$ (36.88)

Total Cash in Bank after adjustments 2/28/21	\$ 11,991,051.80
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Certificates of Deposit Investment (Fund 99)

Landmark (Maturity 6/13/2021 - .45%)	\$ 5,691.84
LSA - Bennett Memorial (Maturity 4/12/2021 - .40%)	\$ 46,574.03
LSA - Mason Memorial (Maturity 8/10/21 - .49%)	\$ 2,872.37

Total Certificate of Deposits 2/28/21	\$ 55,138.24
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Total Cash in Bank and Certificate of Deposits 2/28/21	\$ 12,046,190.04
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_____ on _____
 Signature of Treasurer Date

do hereby certify that the above statement is correct.

Gina Shelton

3/29/2021

Cash Flow Report USD 234

February 2021

User ID: DUNNHANN

Fund Number	Beginning Cash	Revenues	Expenses	Payables Change	Ending Cash	Encumbrances
06 GENERAL FUND	4,088,968.23	7,735.33	(562,079.62)	(7,888.53)	3,526,735.41	62,794.05
08 SUPPLEMENTAL	1,271,299.12	0.00	(534,797.98)	0.00	736,501.14	0.00
11 PRESCHOOL-AGED AT-RISK	210,399.10	3,333.00	(15,855.22)	0.00	197,876.88	2,910.72
13 AT RISK K-12	8,266.47	407,437.79	(407,437.79)	(654.23)	7,612.24	0.00
14 BILINGUAL EDUCATION	8,621.94	0.00	(1,194.23)	0.00	7,427.71	0.00
15 VIRTUAL EDUCATION	16,320.30	0.00	(727.73)	0.00	15,592.57	0.00
16 CAPITAL OUTLAY	1,090,318.22	351,982.24	(70,449.41)	0.00	1,371,851.05	9,747.75
18 DRIVER TRAINING	17,441.08	4,080.00	(109.06)	0.00	21,412.02	0.00
24 FOOD SERVICE	233,380.14	98,403.64	(77,747.48)	0.00	254,036.30	0.00
26 PROFESSIONAL DEVELOPMENT	26,345.00	0.00	0.00	0.00	26,345.00	0.00
28 PARENT EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
29 JUMP START	0.00	0.00	0.00	0.00	0.00	0.00
30 SPECIAL EDUCATION	221,629.38	82,823.48	(283,946.87)	0.00	20,505.99	3,881.49
34 CAREER & POSTSECONDARY EDUCATION	30,906.60	35,111.75	(55,548.40)	0.00	10,469.95	379.11
35 GIFTS & GRANTS	193,759.01	464.27	(12,954.71)	0.00	181,268.57	14,938.20
51 KPERS	0.00	0.00	0.00	0.00	0.00	0.00
53 CONTINGENCY RESERVE	810,324.27	0.00	0.00	0.00	810,324.27	0.00
55 TEXTBOOK	360,427.12	767.55	0.00	0.00	361,194.67	0.00
61 BOND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
62 BOND & INTEREST	3,711,238.19	0.00	(702,331.25)	0.00	3,008,906.94	0.00
63 BOND COST OF ISSUANCE	0.00	0.00	0.00	0.00	0.00	0.00
81 ECBG	(2,880.59)	3,755.34	(3,733.75)	0.00	(2,859.00)	0.00
82 REVOLVING BENEFITS	811.25	1,065.73	(1,013.85)	0.00	863.13	0.00
84 RECREATION	152,295.36	4,056.64	(10,135.84)	0.00	146,216.16	0.00
85 SALES TAX	(33.25)	127.21	(127.21)	0.00	(33.25)	0.00
86 EMPLOYEE BENEFIT FUND	45,850.22	0.00	(6,990.20)	0.00	38,860.02	0.00
88 SELF FUNDED HEALTH	1,399,962.98	220,636.83	(229,456.99)	0.00	1,391,142.82	0.00
89 ESSER 2	0.00	0.00	0.00	0.00	0.00	0.00
90 TITLE I-LOW INCOME	(122,246.19)	159,921.00	(44,887.47)	0.00	(7,212.66)	1,561.98
91 TITLE IVA-ST SUPP & ACADEMIC ENRICHMENT	(4,094.60)	0.00	(3,861.00)	0.00	(7,955.60)	0.00
92 TITLE VIB-RURAL & LOW INCOME	0.00	0.00	0.00	0.00	0.00	0.00
94 TITLE IIA-TEACHER QUALITY	(5,903.92)	4,681.00	(4,415.81)	0.00	(5,638.73)	0.00
95 CARL PERKINS-SECONDARY PROGRAM IMPROV.	(285.62)	0.00	(747.31)	0.00	(1,032.93)	0.00
96 KS PRESCHOOL PILOT	(10,519.11)	10,000.00	(4,664.34)	0.00	(5,183.45)	2,793.00
97 SPARK Fund	0.00	0.00	0.00	0.00	0.00	0.00
98 CARES ACT ESSER	(239,664.07)	239,640.00	(59,013.11)	0.00	(59,037.18)	2,940.00
99 INVESTMENTS	(55,138.24)	0.00	0.00	0.00	(55,138.24)	0.00
Grand Total:	13,457,798.39	1,636,022.80	(3,094,226.63)	(8,542.76)	11,991,051.80	101,946.30

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User ID: DUNNHANN

Checking Account ID: 1

Check Type: Automatic Payment

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
2272321	03/05/2021	X			EVERGY	Evergy	35,778.80
2272322	03/08/2021	X			NEXTECH	Nex-Tech	0.00
2272323	03/11/2021	X			ALLSTATE	Allstate/American Heritage Life Insurance Co	190.38
2272324	03/11/2021				AMERFID1	American Fidelity Assurance	2,730.61
2272325	03/11/2021	X			AMERICANFU	American Fund	400.00
2272326	03/11/2021	X			BAYBRID	Bay Bridge Administrators, LLC	21,029.44
2272327	03/11/2021	X			BAYBRIDGEA	Bay Bridge Annuities	16,891.66
2272328	03/11/2021	X			BBMATCH	Bay Bridge Annuities (Match portion)	7,150.00
2272329	03/11/2021	X			BAYBRDROTH	Bay Bridge Annuities (Roth)	1,710.00
2272330	03/11/2021	X			CINCILIFE	Cincinnati Life Insurance Co	971.02
2272331	03/11/2021	X			EFTPS	Electronic Federal Tax Payment System	242,070.24
2272332	03/11/2021	X			KANSASPAY1	Kansas Payment Center	1,565.96
2272333	03/11/2021	X			KPERS	Kansas Public Employee Retirement System	67,724.30
2272334	03/11/2021	X			KANSAS	Kansas State Department of Revenue	38,527.27
2272335	03/11/2021	X			KPERSOPTIO	KPERS Optional Group Life	1,403.24
2272336	03/11/2021	X			KPERSRETIR	KPERS Retirees	682.30
2272337	03/11/2021				KSEMPLOYME	KS Employment Security Fund	997.62
2272338	03/11/2021	X			TRANSAMERI	TRANSAMERICA Life Insurance Company	228.90
2272339	03/10/2021	X			KDA	Kansas Dep't of Agriculture	1,660.00
2272340	03/11/2021	X			EFTPS	Electronic Federal Tax Payment System	79.12
2272341	03/11/2021	X			KANSAS	Kansas State Department of Revenue	4.79
2272342	03/11/2021				KSEMPLOYME	KS Employment Security Fund	0.51
2272346	03/23/2021	X			AMAZON	Amazon Credit	13,799.04
2272347	04/05/2021				EVERGY	Evergy	31,158.99
2272348	03/25/2021	X			KSDEPTRE	Kansas Department of Revenue	297.05
2272349	03/31/2021	X			LANDMARK	Landmark National Bank	110.76
2272350	03/05/2021	X			REVTRAK	RevTrak	33.21
Check Type Total:		Automatic Payment		Void Total:		0.00	Total without Voids: 487,195.21

Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
94144	03/01/2021	X			4N6FAN	Laurie Mooney	150.00
94145	03/01/2021	X			GOPHSPOR	Gopher Sport	841.45
94146	03/01/2021	X			GRIMETAMM	Tammy Grimes	16.35
94147	03/01/2021	X			HALLKATH	Kathi Hall	3.25
94148	03/01/2021	X			IOLAHIGHSC	Iola High School	102.00
94149	03/01/2021	X			JOCKSNITCH	Jock's Nitch Sporting Goods	2,935.00
94150	03/01/2021	X			KSFBLA	Kansas FBLA	50.00
94151	03/01/2021	X			KNOWGOLF	Know Your Golf Rules Inc.	122.40
94152	03/01/2021	X			KSHSAA	KSHSAA	32.00
94153	03/01/2021	X			LAWRHIGHSC	Lawrence High School	25.00
94154	03/01/2021	X			LYONSHIGH	Lyons High School	102.00
94155	03/01/2021	X			MIDWGRA	Midwestern Graduation Services	91.90
94156	03/01/2021	X			MILTOPAME	Pamela Milton	856.72
94157	03/01/2021	X			NCCER	The National Center for Construction Education and Research, LTD	180.00
94158	03/01/2021	X			NEWGENER	New Generation, Inc.	5,586.00
94159	03/01/2021	X			PHILL66	Phillips 66 Fleet Services	39.35
94160	03/01/2021	X			SPRINGHILL	Spring Hill High School	20.00
94161	03/01/2021	X			STEVE MICH	Michelle Stevenson	92.40
94162	03/01/2021				OLATHNORTH	USD 233 - Olathe North High School	10.00
94163	03/01/2021	X			WICHIEAST	Wichita East High School	174.00
94164	03/03/2021	X			COTTVIRG	Virginia Cotter	2.24
94165	03/03/2021	X			EVCOWHOL	Evco Wholesale Food Corp	23,576.96
94166	03/03/2021	X			FIVECOR2	Five Corners LLC	3,029.66
94167	03/03/2021	X			HALLDAKO	Dakota Hall	18.00
94168	03/03/2021	X			HOMANTRAC	Tracy Homan	9.41
94169	03/03/2021	X			PEARTOW	Pearson Towing	400.00
94170	03/03/2021	X			USD234	USD 234	55.00

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Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
94171	03/03/2021	X			WALMART	Wal-Mart Super Center	267.15
94172	03/04/2021	X			BIGSUGA	Big Sugar Lumber & Home Ctr.	88.19
94173	03/04/2021	X			BUILDCONT	Building Control Services	2,259.00
94174	03/04/2021	X			COMMUINSCH	CIS of Mid-America, Inc.	3,750.00
94175	03/04/2021	X			DYNACONT	Dynamic Control Systems	201.00
94176	03/04/2021	X			FSHSFFA	Fort Scott High School FFA	75.00
94177	03/04/2021	X			FOURSTAT	Four States	1,570.99
94178	03/04/2021	X			GOPHSPOR	Gopher Sport	128.41
94179	03/04/2021	X			HEIDTRUE	Heidrick True Value	62.88
94180	03/04/2021	X			HILAND	Hiland Dairy Company	6,825.15
94181	03/04/2021	X			ILLUMEDUCA	Illuminate Education, Inc.	92.46
94182	03/04/2021	X			JOHNDEERE	John Deere Financial	30.54
94183	03/04/2021	X			KKAUTOP	K & K Auto Parts Inc.	610.52
94184	03/04/2021	X			KIRKLAND	Kirkland Welding Supplies,inc	2,995.72
94185	03/04/2021	X			LAKELEAR	Lakeshore Learning Materials	456.94
94186	03/04/2021	X			LEARNTREE	Learning Tree Institute	333.18
94187	03/04/2021	X			LOCKMOTO	Lockwood Motor Supply	630.34
94188	03/04/2021	X			LOCKWORX	Daniel Ellis	91.00
94189	03/04/2021	X			MAYCOACE	Mayco Ace Hardware	111.22
94190	03/04/2021	X			NATSB	National Screening Bureau	97.50
94191	03/04/2021	X			REALGOOD	Really Good Stuff	57.87
94192	03/04/2021	X			ROCHESTE	Rochester 100 Inc.	513.00
94193	03/04/2021	X			SCHOOSPEC	School Specialty, LLC	410.84
94194	03/04/2021	X			SUMMTRU	Summit Truck Group	557.82
94195	03/04/2021	X			TOTALELECT	Total Electronics Contracting, Inc.	105.00
94196	03/04/2021	X	X	03/04/2021	TRANE	Trane	732.33
94197	03/04/2021	X			USD234S	USD 234 Stockroom	85.00
94198	03/04/2021	X			SCHOLAST	Scholastic, Inc.	52.95
94199	03/04/2021	X			TRANE	Trane	724.33
94200	03/05/2021	X	X	03/05/2021	CHCSEK	Community Health Center of SE Kansas Inc.	24,500.00
94201	03/05/2021	X			DUROTIRE	Irvin Durossette	324.50
94202	03/05/2021	X			FLINSCIE	Flinn Scientific Inc.	667.98
94203	03/05/2021	X			KSDRUG	Kansas Drug Testing	150.00
94204	03/05/2021	X			KTKELECT	Kent Hardesty	643.27
94205	03/05/2021	X			RREQUIP	R & R Equipment	450.58
94206	03/05/2021	X			RUDDICKSIN	Ruddick's Inc.	219.00
94207	03/05/2021	X			SCHOOSPEC	School Specialty, LLC	867.41
94208	03/05/2021	X			SMITHMORG	Morgan Smith	60.00
94209	03/05/2021	X			CRAPSSYDN	Sydney Crapson	60.00
94210	03/05/2021	X			TRACSUPP	Tractor Supply Co.	14.99
94211	03/05/2021	X			VERITCORP	Veritiv Corporation	13,152.00
94212	03/05/2021	X			HILGEVICT	Victoria Hilger	60.00
94213	03/05/2021	X			CHCSEK	Community Health Center of SE Kansas Inc.	36,750.00
94214	03/08/2021	X			4STATESANI	4 State Sanitation, LLC	1,586.80
94215	03/08/2021	X			ASB	The Academy of Scholastic Broadcasting	545.00
94216	03/08/2021	X			BALDRASHL	Ashlyn Baldrige	60.00
94217	03/08/2021	X			FLINSCIE	Flinn Scientific Inc.	200.14
94218	03/08/2021	X			GWFOODS	G & W Foods	673.98
94219	03/08/2021	X			HALLDAKO	Dakota Hall	6.00
94220	03/08/2021	X			OREILLY	Oreilly Auto Parts	5,244.05
94221	03/08/2021	X			YOUNTCHEL	Chelsea Yount	60.00
94222	03/11/2021	X			BOOTLNOAH	Noah Bootle	129.29
94223	03/11/2021	X			COMSTRICH	Richard Comstock	41.56
94224	03/11/2021	X			HARRIBURK	Burke Harrison	129.29
94225	03/11/2021	X			KEMPERBENE	Kemper Benefits	3,677.00
94226	03/11/2021	X			KNEA	KNEA	1,116.50
94227	03/11/2021	X			CENTRALUNI	Central United Life Ins Co.	139.47
94228	03/11/2021	X			USD2341	USD 234	15.00

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User ID: DUNNHANN

Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
94229	03/11/2021	X			USD234SELF	USD 234 Self Funded Health	194,940.14
94230	03/11/2021	X			USD234WAIV	USD 234 Self Funded Health	16,450.56
94231	03/10/2021	X			ALIGNSERV	Alignment Services	256.65
94232	03/10/2021	X			AMERELE2	American Electric	475.00
94233	03/10/2021	X			BHPHOTO	B & H Photo-Video	647.97
94234	03/10/2021	X			BSNSPORT	BSN Sports	3,396.08
94235	03/10/2021	X			CRAWKAN	Craw-Kan	1,698.71
94236	03/10/2021	X			EKON	Ekon-O-Pac	1,200.00
94237	03/10/2021				FINDLAUTOB	Findley Auto & Body LLC	350.00
94238	03/10/2021	X			FSHS	Fort Scott High School	199.95
94239	03/10/2021	X			HENRKRAF	Henry Kraft, Inc.	46.76
94240	03/10/2021	X			HYFLO	Hy Flo	250.00
94241	03/10/2021	X			JOHNSUPP	Johnstone Supply	267.69
94242	03/10/2021	X			KANSTRUC	Kansas Truck Equipment Company	568.99
94243	03/10/2021	X			KSHSAA	KSHSAA	108.00
94244	03/10/2021	X			MEYEMUSI	Meyer Music	92.49
94245	03/10/2021	X			MIDWTRA	Midwest Transit Equipment	10,805.48
94246	03/10/2021	X			MODERCOPY	Galen Bigelow Jr.	100.98
94247	03/10/2021	X			NEPTUNE	Neptune Radiator and Auto Repair Inc.	157.12
94248	03/10/2021	X			OLATNORTHW	Olathe Northwest	28.00
94249	03/10/2021	X			PASCOSCIEN	Pasco Scientific	255.00
94250	03/10/2021	X			PITSCO	Pitsco	1,161.19
94251	03/10/2021	X			SKILLSUSAK	SkillsUSA, Kansas	250.00
94252	03/10/2021	X			TEACDIRE	Teacher Direct	273.82
94253	03/10/2021	X			TRANE	Trane	1,436.66
94254	03/10/2021	X			TRIVALLEYD	Tri-Valley Developmental Services	53.00
94255	03/10/2021	X			TROUTSTUA	Stuart Troutman	23.83
94256	03/10/2021	X			USD234	USD 234	150.40
94257	03/10/2021	X			USD234S	USD 234 Stockroom	78.96
94258	03/11/2021	X			ARLACOMP	Arlan Company Inc.	758.25
94259	03/11/2021	X			DICKBLIC	Blick Art Materials	218.88
94260	03/11/2021	X			HILGEBRYN	Brynn Hilger	60.00
94261	03/11/2021	X			JWPEPP	J. W. Pepper & Sons Inc.	805.33
94262	03/11/2021	X			JOSTENYB	Jostens	2,138.04
94263	03/11/2021	X			KSGASSE	Kansas Gas Service	7,051.19
94264	03/11/2021	X			LOCKMOTO	Lockwood Motor Supply	99.96
94265	03/11/2021	X			MIDWGRA	Midwestern Graduation Services	45.90
94266	03/11/2021	X			YMCANEVADA	Osage Prairie YMCA	113.00
94267	03/11/2021	X			RYONETCO	Ryonet Corporation	127.39
94268	03/11/2021	X			SCHOOBOOK	Scholastic Book Clubs	193.50
94269	03/11/2021	X			SCHOOSPEC	School Specialty, LLC	2,736.34
94270	03/11/2021				SEKEDSER	SEK Education Service Center	48,436.00
94271	03/11/2021	X			YOUTHLIGHT	Youth Light, Inc.	143.82
94272	03/12/2021	X			FASTENAL	Fastenal	46.51
94273	03/12/2021	X			FIVECOR2	Five Corners LLC	135.00
94274	03/12/2021	X			FTSCBROAD	Fort Scott Broadcasting Company, Inc.	40.00
94275	03/12/2021	X			GWFOODS	G & W Foods	19.23
94276	03/12/2021	X			HEIDTRUE	Heidrick True Value	13.98
94277	03/12/2021	X			JWSPORTS	J & W Sports	2,376.30
94278	03/12/2021	X			MODERCOPY	Galen Bigelow Jr.	95.55
94279	03/12/2021	X			VERIWIRE	Verizon Wireless	186.29
94280	03/12/2021	X			CITYUTIL	City Of Fort Scott Utilities	1,874.54
94281	03/12/2021	X			HALLKATH	Kathi Hall	24.00
94282	03/12/2021	X			KARLELEC	Lawrence Karleskint	160.00
94283	03/12/2021				NOLIMITSRE	No Limits Rehabilitation Inc.	1,723.25
94284	03/12/2021	X			ROGERJAMI	Jamie Rogers	14.00
94285	03/12/2021	X			USD234	USD 234	70.00
94286	03/12/2021	X			WILKIMADI	Madison Wilkinson	60.00

04/05/2021 2:58 PM

User ID: DUNNHANN

Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
94288	03/24/2021	X			AMSTEPRINT	Amsterdam Printing	195.56
94289	03/24/2021	X			DICKBLIC	Blick Art Materials	851.51
94290	03/24/2021	X			BUILDCONT	Building Control Services	250.03
94291	03/24/2021	X			CARDSERV	Card Services	5,336.03
94292	03/24/2021				CHCSEK	Community Health Center of SE Kansas Inc.	1,380.00
94293	03/24/2021	X			DECKTAPEPR	Decker Tape Products	553.76
94294	03/24/2021				DISCSCHL	Discount School Supply	127.92
94295	03/24/2021	X			FIVECOR2	Five Corners LLC	4,159.45
94296	03/24/2021				FOLLSOLU	Follett School Solutions	112.18
94297	03/24/2021	X			KTKELECT	Kent Hardesty	865.53
94298	03/24/2021				LEARNTREE	Learning Tree Institute	134.64
94299	03/24/2021				MARBLESOFT	Marblesoft dba Keyguard Assistive Technology	81.46
94300	03/24/2021	X			NATISPEECH	National Speech & Debate Assoc.	20.00
94301	03/24/2021				PAPERSOFTW	PaperCut Software International Pty Ltd	600.00
94302	03/24/2021	X			PASCOSCIEN	Pasco Scientific	841.00
94303	03/24/2021	X			RELIPEST	Reliable Pest Control, Inc.	255.00
94304	03/24/2021				RIDDELL	Riddell	4,221.11
94305	03/24/2021				SCHOOSPEC	School Specialty, LLC	6,857.88
94306	03/24/2021	X			SEKEDSER	SEK Education Service Center	3,050.00
94307	03/24/2021				SHELTINGA	Gina Shelton	7.00
94308	03/24/2021				TENNWARE	Sports Warehouse, Inc. dba Tennis Warehouse	145.88
94309	03/24/2021				STOUGHTON	Stoughton, Inc.	5,029.26
94310	03/24/2021				THOMASBROO	Thomas Brooks	99.00
94311	03/24/2021	X			TRANE	Trane	776.95
94312	03/24/2021				UPS	UPS	22.74
94313	03/24/2021				BUTCHBLOCK	Butcher Block	120.00
94314	03/24/2021				HOUNDNUTRI	Hound Nutrition	120.00
94315	03/24/2021	X			STAREMPOR	Star Emporium Downtown General Store	120.00
94316	03/25/2021	X			WALMART	Wal-Mart Super Center	2,685.23
94317	03/30/2021				ALLSYSTE	All Systems Designed Solutions	140.00
94318	03/30/2021				BHPHOTO	B & H Photo-Video	51.75
94319	03/30/2021				CAROBIOI	Carolina Biological Supply Co	745.58
94320	03/30/2021				DECKEQUI	Decker Equipment	160.03
94321	03/30/2021				DUROTIRE	Irvin Durossette	46.00
94322	03/30/2021				FLINSCIE	Flinn Scientific Inc.	377.30
94323	03/30/2021				FSHS	Fort Scott High School	8,053.28
94324	03/30/2021	X			HALLDAKO	Dakota Hall	6.00
94325	03/30/2021				HEIDTRUE	Heidrick True Value	305.17
94326	03/30/2021				JOHNDEERE	John Deere Financial	105.93
94327	03/30/2021				KANREN	KanREN	1,855.80
94328	03/30/2021				KANSTRUC	Kansas Truck Equipment Company	1,050.05
94329	03/30/2021				KEMMEANGE	Angela Kemmerer	6.00
94330	03/30/2021				KEYINDUS	Key Industries, Inc.	863.28
94331	03/30/2021				LEARNTREE	Learning Tree Institute	149.01
94332	03/30/2021				MARSGREA	Marsha's Great Plains Deli	81.00
94333	03/30/2021				MFATHLET	M-F Athletic Company	505.95
94334	03/30/2021				MODERCOPY	Galen Bigelow Jr.	1,150.00
94335	03/30/2021				NITROPROMO	NitroPromo.com	4,464.00
94336	03/30/2021				OLATNORTHW	Olathe Northwest	70.00
94337	03/30/2021				RIVERINSI	Riverside Insights	249.93
94338	03/30/2021				SCHOOLNU	School Nurse Supply, Inc.	159.78
94339	03/30/2021				SEKEDSER	SEK Education Service Center	1,000.00
94340	03/30/2021				SHIRTSHACK	Shirt Shack	332.00
94341	03/30/2021				USD234	USD 234	292.36
94342	03/30/2021				USD234S	USD 234 Stockroom	1,809.00
94343	03/31/2021				AMSTEPRINT	Amsterdam Printing	168.35
94344	03/31/2021				BHPHOTO	B & H Photo-Video	1,978.39
94345	03/31/2021				DICKBLIC	Blick Art Materials	344.45

04/05/2021 2:58 PM

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Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
94346	03/31/2021				COMMUNIC	Communican	69.95
94347	03/31/2021				MIDWEBUSSA	Midwest Bus Sales, Inc	72.86
94348	03/31/2021				MIDWTRA	Midwest Transit Equipment	108.56
94349	03/31/2021				NEWGENER	New Generation, Inc.	5,586.00
94350	03/31/2021				PARKSKYLE	Kyle Parks	109.52
94351	03/31/2021				SCHOOSPEC	School Specialty, LLC	4,859.45
94352	03/31/2021				STEVE MICH	Michelle Stevenson	86.80
94353	03/31/2021				VIRCO	Virco	3,676.20
94354	04/01/2021				BSNSPORT	BSN Sports	4,747.89
94355	04/01/2021				CAMPPRIN	Campbell Printing Solutions LLC	2,420.00
94356	04/01/2021				EVERGY	Evergy	19.39
94357	04/01/2021				FASTENAL	Fastenal	465.10
94358	04/01/2021				LIBEMUTS	Liberty Mutual	3,329.00
94359	04/01/2021				NORRMICH	Michael Norris	452.00
94360	04/01/2021				MODERCOPY	Galen Bigelow Jr.	155.50
94361	04/01/2021				PHILLLAWN	Randy Phillips	370.00
94362	04/01/2021				WALMART	Wal-Mart Super Center	52.80
94363	04/01/2021				YOUTH TACK	Youth Tackle Football	300.00
94364	04/01/2021				ASCAPSER	ASCAP - Account Service	367.00
94365	04/01/2021				EVCOWHOL	Evco Wholesale Food Corp	24,693.33
94366	04/01/2021				GRIMETAMM	Tammy Grimes	23.01
94367	04/01/2021		X	04/01/2021	LOCKESUPP	Locke Supply Co.	103.75
94368	04/01/2021				MAYCOACE	Mayco Ace Hardware	168.32
94369	04/01/2021				SNA	SNA	91.00
94370	04/01/2021				TUCKEKELL	Kelley Tucker	16.19
94371	04/01/2021				WESTMUSI	West Music Company Inc.	383.50
94372	04/01/2021				LOCKESUPP	Locke Supply Co.	98.56
Check Type Total:		Check		Void Total:		25,336.08	Total without Voids: 552,500.02
Checking Account Total:		1		Void Total:		25,336.08	Total without Voids: 1,039,695.23
		Grand Total:		Void Total:		25,336.08	Total without Voids: 1,039,695.23

FSRC - Bills & Claims – April 7, 2021

<u>Organization</u>	<u>Amount</u>	<u>Description</u>
Early Bills		
Heidrick's True Value	\$ 13.98	Parks Maintenance
Ft. Scott Broadcasting, Inc.	\$ 40.00	Buck Run 411
5 Corners Mini Mart, LLC	\$ 135.00	Fuel for Vehicles
G & W Foods	\$ 19.23	Special Event
Fastenal Company	\$ 46.51	Parks Maintenance
J & W Sports Shop	\$2376.30	Athletic Supplies
Verizon	\$ 186.29	Staff Cell Phones
Modern Copy Systems	\$ 95.55	Office Supplies
Monthly Bills		
Modern Copy Systems	\$ 155.50	Monthly Contract
Fastenal Company	\$ 465.10	Parks Maintenance
Evergy	\$ 19.39	Service @ Cullor
Phillips Lawn Care	\$ 370.00	Parks Maintenance
Login Commerce	\$ 452.00	Website Housing, Domain, etc.
BSN Sports, LLC	\$4747.89	Athletic Supplies
Liberty Mutual Insurance	\$3329.00	Auto Insurance for Trucks
Campbell Printing Solutions, Inc.	\$2420.00	Spring/Summer Guide
Walmart Community/SYNCB	\$ 52.80	Parks Maintenance
Fort Scott Tackle Football	<u>\$ 300.00</u>	Payment received from Pete's
Total Bills & Claims	\$15,224.54	

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 02/01/2021 to 02/28/2021.

Site ID	Site Name						
Group ID	Group Name						
Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance	
WSE	Winfield Scott Elementary						
A	BOE ACCOUNTS						
1100	Lost Library Books	0.00	0.00	0.00	0.00	0.00	
1101	Faxes	0.00	0.00	0.00	0.00	0.00	
1102	Copies	0.00	0.00	0.00	0.00	0.00	
1103	MS PE t-shirts	0.00	0.00	0.00	0.00	0.00	
1104	Textbook Rental	35.00	0.00	35.00	0.00	0.00	
1105	Lost Textbooks	0.00	0.00	0.00	0.00	0.00	
1106	Interest	1.20	1.07	1.20	0.00	1.07	
1107	Food Service	0.00	0.00	0.00	0.00	0.00	
1108	ASCC	0.00	0.00	0.00	0.00	0.00	
1109	Sales Tax	0.00	0.00	0.00	0.00	0.00	
1116	FSMS Lab Fees	0.00	0.00	0.00	0.00	0.00	
1117	Technology Fees	0.00	0.00	0.00	0.00	0.00	
2500	FSHS Athletics	0.00	0.00	0.00	0.00	0.00	
3132	MS Activity Fee/Project Art	0.00	0.00	0.00	0.00	0.00	
4100	Activity Cards	0.00	0.00	0.00	0.00	0.00	
A Totals:		36.20	1.07	36.20	0.00	1.07	
B	GIFTS						
2101	Accelerated Reader	0.00	0.00	0.00	0.00	0.00	
2110	Presbyterian Women	0.00	0.00	0.00	0.00	0.00	
2113	Progressive Mother's	0.00	0.00	0.00	0.00	0.00	
2114	Bourbon County Medical Auxiliary	0.00	0.00	0.00	0.00	0.00	
2117	Wal-Mart	0.00	0.00	0.00	0.00	0.00	
2120	Target	0.00	0.00	0.00	0.00	0.00	
2200	Indigent Fund	214.07	0.00	0.00	0.00	214.07	
2207	Kiwanis	0.00	0.00	0.00	0.00	0.00	
2209	Social Committee	623.94	0.00	67.07	0.00	556.87	
2211	Pioneer Kiwanis	0.00	0.00	0.00	0.00	0.00	
B Totals:		838.01	0.00	67.07	0.00	770.94	

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
C	CLASSES							
	3102		Music Club	75.00	0.00	0.00	0.00	75.00
	3106		Field Trips	0.00	0.00	0.00	0.00	0.00
	3129		Leadership	5,412.32	0.00	208.26	0.00	5,204.06
	3131		Physical Education Patrol Club	527.71	0.00	0.00	0.00	527.71
	3133		First Grade Best Choice and Recycle	0.00	0.00	0.00	0.00	0.00
	3135		Beverage Machine	0.00	0.00	0.00	0.00	0.00
	3138		Snacks	0.00	0.00	0.00	0.00	0.00
	3139		School Store	0.00	0.00	0.00	0.00	0.00
	3140		Kindergarten	0.00	0.00	0.00	0.00	0.00
	3141		Second	0.00	0.00	0.00	0.00	0.00
	3142		Cafeteria	0.00	0.00	0.00	0.00	0.00
	3145		Adult Leadership Club	3,543.27	18.00	110.00	0.00	3,451.27
	3146		Media Center	987.62	0.00	0.00	0.00	987.62
	C	Totals:		10,545.92	18.00	318.26	0.00	10,245.66
E	CLUBS							
	210		Student Council	47.92	0.00	0.00	0.00	47.92
	E	Totals:		47.92	0.00	0.00	0.00	47.92
	WSE	Totals:		11,468.05	19.07	421.53	0.00	11,065.59
	Report Totals:			11,468.05	19.07	421.53	0.00	11,065.59

Jay McIner
3-8-2021

68

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
EWE	Eugene Ware Elementary							
A	BOE ACCOUNTS							
	1100	Lost Library Books		0.00	0.00	0.00	0.00	0.00
	1101	Faxes		0.00	0.00	0.00	0.00	0.00
	1102	Copies		0.00	0.00	0.00	0.00	0.00
	1103	MS PE t-shirts		0.00	0.00	0.00	0.00	0.00
	1104	Textbook Rental		0.00	315.00	0.00	0.00	315.00
	1105	Lost Textbooks		0.00	0.00	0.00	0.00	0.00
	1106	Interest		1.19	1.28	1.19	0.00	1.28
	1107	Food Service		0.00	0.00	0.00	0.00	0.00
	1108	ASCC		0.00	0.00	0.00	0.00	0.00
	1109	Sales Tax		0.00	0.00	0.00	0.00	0.00
	1116	FSMS Lab Fees		0.00	0.00	0.00	0.00	0.00
	1117	Technology Fees		0.00	0.00	0.00	0.00	0.00
	2500	FSHS Athletics		0.00	0.00	0.00	0.00	0.00
	3132	MS Activity Fee/Project Art		0.00	0.00	0.00	0.00	0.00
	4100	Activity Cards		0.00	0.00	0.00	0.00	0.00
		A Totals:		1.19	316.28	1.19	0.00	316.28
B	GIFTS							
	2100	I.I. Projects		150.00	0.00	0.00	0.00	150.00
	2101	Accelerated Reader		0.00	0.00	0.00	0.00	0.00
	2102	Rotary		0.00	0.00	0.00	0.00	0.00
	2103	Indigent Funds		595.95	0.00	0.00	0.00	595.95
	2104	VFW Assembly		0.00	0.00	0.00	0.00	0.00
	2105	Class of 1949 /1948 reunion		0.00	0.00	0.00	0.00	0.00
	2106	Family and Community Education		14.73	0.00	0.00	0.00	14.73
	2107	Coins For Caring		204.19	0.00	0.00	0.00	204.19
	2108	Library		0.00	0.00	0.00	0.00	0.00
	2109	Music Donations		0.00	0.00	0.00	0.00	0.00
	2110	Presbyterian Women		0.00	0.00	0.00	0.00	0.00
	2111	Fourth Grade		0.00	0.00	0.00	0.00	0.00
	2112	Art		0.00	0.00	0.00	0.00	0.00
	2208	Lady Kiwanis		0.00	0.00	0.00	0.00	0.00
	2210	Men's Kiwanis		0.76	0.00	0.00	0.00	0.76
		B Totals:		965.63	0.00	0.00	0.00	965.63

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 02/01/2021 to 02/28/2021.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
C	CLASSES							
	3100		Student Leadership	2,531.43	1,947.00	0.00	0.00	4,478.43
	3102		Music Club	1,141.04	0.00	0.00	0.00	1,141.04
	3103		Best Box Label Club	0.00	0.00	0.00	0.00	0.00
	3104		Box Tops	2,159.41	0.00	0.00	0.00	2,159.41
	3105		Eugene Ware Book Club	12.01	0.00	0.00	0.00	12.01
	3106		Field Trips	486.00	0.00	0.00	0.00	486.00
	3107		Snack Machine	0.00	0.00	0.00	0.00	0.00
	3109		Fifth Grade Transportation Club	2,995.43	0.00	0.00	0.00	2,995.43
	3110		Wellness	0.00	0.00	0.00	0.00	0.00
	3111		Other Funds	32.00	0.00	0.00	0.00	32.00
	3130		Tiger Pride Club	1,324.60	600.00	0.00	0.00	1,924.60
	C	Totals:		10,681.92	2,547.00	0.00	0.00	13,228.92
	EWE	Totals:		11,648.74	2,863.28	1.19	0.00	14,510.83
	Report Totals:			11,648.74	2,863.28	1.19	0.00	14,510.83

08

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID: Site Name
Group ID: Group Name

	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
FSMS	Fort Scott Middle School						
A	BOE ACCOUNTS						
	1100	Lost Library Books	0.00	0.00	0.00	0.00	0.00
	1101	Faxes	0.00	0.00	0.00	0.00	0.00
	1102	Copies	0.00	0.00	0.00	0.00	0.00
	1103	MS PE t-shirts	6.40	0.00	6.40	0.00	0.00
	1104	Textbook Rental	162.50	0.00	12.50	0.00	150.00
	1105	Lost Textbooks	0.00	0.00	0.00	0.00	0.00
	1106	Interest	3.27	2.93	3.27	0.00	2.93
	1107	Food Service	0.00	0.00	0.00	0.00	0.00
	1108	ASCC	0.00	0.00	0.00	0.00	0.00
	1109	Sales Tax	24.52	0.00	24.52	0.00	0.00
	1111	Restroom Vending Machines	0.00	0.00	0.00	0.00	0.00
	1113	Delinquent Fees	0.00	0.00	0.00	0.00	0.00
	1114	Athletics	3,096.11	0.00	220.00	0.00	2,876.11
	1115	Agendas	0.00	0.00	0.00	0.00	0.00
	1116	FSMS Lab Fees	40.00	0.00	40.00	0.00	0.00
	1117	Technology Fees	0.00	0.00	0.00	0.00	0.00
	2500	FSHS Athletics	0.00	0.00	0.00	0.00	0.00
	2507	Culinary Fees	0.00	0.00	0.00	0.00	0.00
	3132	MS Activity Fee/Project Art	40.00	0.00	40.00	0.00	0.00
	4100	Activity Cards	10.00	0.00	10.00	0.00	0.00
	A Totals:		3,382.80	2.93	356.69	0.00	3,029.04
B	GIFTS						
	2115	Intramural Sponsors	7.35	0.00	0.00	0.00	7.35
	2202	Indigent Student (lunch money)	463.84	0.00	0.00	0.00	463.84
	2203	Indigent Student (fees)	3.75	0.00	0.00	0.00	3.75
	B Totals:		474.94	0.00	0.00	0.00	474.94
C	CLASSES						
	3101	Home Economics	0.92	0.00	0.00	0.00	0.92
	3112	Book Fair	350.53	0.00	0.00	0.00	350.53
	3113	Technology	1,121.68	0.00	0.00	0.00	1,121.68
	3114	I.I. Class	1,127.84	0.00	0.00	0.00	1,127.84
	3116	6th Grade school store	0.00	0.00	0.00	0.00	0.00
	3117	Tiger Day	92.20	0.00	0.00	0.00	92.20
	3123	Hoops for Heart	0.00	0.00	0.00	0.00	0.00
	3124	Academic Pep Rally	0.00	0.00	0.00	0.00	0.00
	3125	Cosmosphere Trip	250.00	0.00	0.00	0.00	250.00
	3127	Student Incentive Program	0.00	0.00	0.00	0.00	0.00
	3128	Healthy Snacks	652.32	0.00	0.00	0.00	652.32
	3143	Recycling	3,101.32	0.00	0.00	0.00	3,101.32
	C Totals:		6,696.81	0.00	0.00	0.00	6,696.81

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E	CLUBS							
		120	FCA	2,904.54	0.00	0.00	0.00	2,904.54
		190	Pride	31.65	0.00	0.00	0.00	31.65
	E	Totals:		2,936.19	0.00	0.00	0.00	2,936.19
F	MUSIC, DRAMA, PUBLICATIONS							
		1000	Band Boosters	32.20	0.00	0.00	0.00	32.20
		1001	Orchestra Boosters	103.78	0.00	0.00	0.00	103.78
		1041	Football Boosters -MS	1,788.14	0.00	0.00	0.00	1,788.14
	F	Totals:		1,924.12	0.00	0.00	0.00	1,924.12
H	SUPPORT							
		2055	Parking Fund	0.00	0.00	0.00	0.00	0.00
		2065	Concession Fund	21,128.29	0.00	32.00	0.00	21,096.29
		2116	Turkey Fund	1,127.70	0.00	0.00	0.00	1,127.70
		3108	Student Beverage	51.45	0.00	0.00	0.00	51.45
		3126	FSMS Wellness Committee	262.33	0.00	0.00	0.00	262.33
		3134	Paper/Pencil Sale	485.43	0.00	0.00	0.00	485.43
		3136	Special Activities	88.17	0.00	0.00	0.00	88.17
		3137	Memory Book	63.78	0.00	0.00	0.00	63.78
	H	Totals:		23,207.15	0.00	32.00	0.00	23,175.15
	FSMS	Totals:		38,622.01	2.93	388.69	0.00	38,236.25
	Report Totals:			38,622.01	2.93	388.69	0.00	38,236.25

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID	Site Name		Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Group ID	Group Name	Activity ID Activity Name					
FSHS	Fort Scott High School						
A	BOE ACCOUNTS						
	1103	MS PE t-shirts	0.00	0.00	0.00	0.00	0.00
	1107	Food Service	0.00	0.00	0.00	0.00	0.00
	1108	ASCC	0.00	0.00	0.00	0.00	0.00
	1109	Sales Tax	102.69	330.30	102.69	0.00	330.30
	1116	FSMS Lab Fees	0.00	0.00	0.00	0.00	0.00
	1117	Technology Fees	20.00	0.00	0.00	0.00	20.00
	195	LaRoche Complex	1,001.00	0.00	0.00	0.00	1,001.00
	2500	FSHS Athletics	35,087.64	3,543.70	5,226.15	0.00	33,405.19
	2505	Book Rental	350.00	105.00	0.00	0.00	455.00
	2507	Culinary Fees	20.00	0.00	20.00	0.00	0.00
	2510	Personal Copies	0.00	0.00	0.00	0.00	0.00
	2515	Driver Ed	0.00	114.00	0.00	0.00	114.00
	2520	Interest	14.61	0.00	14.61	13.15	13.15
	3132	MS Activity Fee/Project Art	0.00	0.00	0.00	0.00	0.00
		A Totals:	36,595.94	4,093.00	5,363.45	13.15	35,338.64
B	GIFTS						
	2203	Indigent Student (fees)	0.00	0.00	0.00	0.00	0.00
		B Totals:	0.00	0.00	0.00	0.00	0.00
C	CLASSES						
	520	Class of 2023	0.00	0.00	0.00	0.00	0.00
	525	Class of 2022	3,270.75	50.00	0.00	0.00	3,320.75
	530	Class of 2021	2,563.22	0.00	0.00	0.00	2,563.22
	535	Class of 2020	1,660.83	0.00	0.00	0.00	1,660.83
	540	Class of 2019	0.00	0.00	0.00	0.00	0.00
	545	Class of 2018	0.00	0.00	0.00	0.00	0.00
	550	Class of 2017	0.00	0.00	0.00	0.00	0.00
	555	Class of 2016	0.00	0.00	0.00	0.00	0.00
	560	Class of 2015	0.00	0.00	0.00	0.00	0.00
	565	Class of 2014	0.00	0.00	0.00	0.00	0.00
	570	Class of 2010	0.00	0.00	0.00	0.00	0.00
	575	Class of 2011	0.00	0.00	0.00	0.00	0.00
	580	Class of 2012	0.00	0.00	0.00	0.00	0.00
	585	Class of 2013	0.00	0.00	0.00	0.00	0.00
		C Totals:	7,494.80	50.00	0.00	0.00	7,544.80

Current Cash Balance

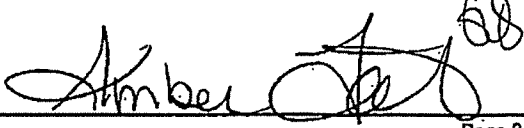
Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
D	HIGH SCHOOL							
		1500	Boys Basketball	5,215.27	0.00	900.00	0.00	4,315.27
		1505	Baseball Team	5,699.51	0.00	43.95	0.00	5,655.56
		1510	Football Team	3,637.36	0.00	0.00	0.00	3,637.36
		1515	Boys Golf Team	4,275.97	0.00	0.00	0.00	4,275.97
		1520	Softball Team	11,813.04	0.00	0.00	0.00	11,813.04
		1525	Girls' Tennis Team	1,910.48	0.00	0.00	0.00	1,910.48
		1526	Boys' Tennis Team	412.58	0.00	0.00	0.00	412.58
		1530	Track Team	9,676.04	327.77	134.66	0.00	9,869.15
		1535	Volleyball Team	4,444.82	0.00	0.00	0.00	4,444.82
		1540	Wrestling Team	1,039.93	2,552.44	1,886.50	0.00	1,705.87
		1545	Weight Training	1,586.00	100.00	0.00	0.00	1,686.00
		1550	Girls Golf	733.01	0.00	0.00	0.00	733.01
		1555	Soccer Team	7,055.61	0.00	0.00	0.00	7,055.61
		1560	Girls Basketball	20,124.82	0.00	344.00	0.00	19,780.82
	D	Totals:		77,624.44	2,980.21	3,309.11	0.00	77,295.54
E	CLUBS							
		100	Art Club	1,214.29	0.00	0.00	0.00	1,214.29
		105	Strategic Games	536.35	0.00	0.00	0.00	536.35
		110	Drama Club	331.23	0.00	0.00	0.00	331.23
		115	FBLA	1,070.53	0.00	110.00	0.00	960.53
		120	FCA	1,450.18	0.00	0.00	0.00	1,450.18
		125	Education Rising	1,039.66	0.00	0.00	0.00	1,039.66
		130	Automotive Technology	1,856.08	1,131.04	367.00	0.00	2,620.12
		135	FFA	46,507.23	4,604.00	5,551.14	0.00	45,560.09
		140	FCCLA	348.55	0.00	65.00	0.00	283.55
		142	Skills USA	140.00	0.00	0.00	0.00	140.00
		145	Global Cultural & Diversity Club	1,217.94	0.00	0.00	0.00	1,217.94
		150	Tiger Construction	11,423.45	0.00	0.00	0.00	11,423.45
		155	Honor Society	1,859.63	0.00	0.00	0.00	1,859.63
		160	Key Club	692.83	0.00	44.65	0.00	648.18
		165	J.Sinn Debate Fund	1,760.00	0.00	0.00	0.00	1,760.00
		170	Math/Physics Club	712.53	0.00	0.00	0.00	712.53
		175	SpEd Dept	196.08	0.00	39.95	0.00	156.13
		180	NSDA	14,291.56	36.00	0.00	0.00	14,327.56
		185	Thespians Club	4,880.48	0.00	58.00	0.00	4,822.48
		190	Pride	920.72	0.00	0.00	0.00	920.72
		200	Science Club	717.17	0.00	0.00	0.00	717.17
		205	School Store	2,376.38	60.00	529.68	478.81	2,385.51
		210	Student Council	4,235.88	152.56	319.01	0.00	4,069.43
		215	Interact Club	629.72	0.00	0.00	0.00	629.72
		220	FHS Clothes Closet	1,272.93	0.00	0.00	0.00	1,272.93
	E	Totals:		101,681.40	5,983.60	7,084.43	478.81	101,059.38

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 02/01/2021 to 02/28/2021.

Site ID	Site Name	Secondary and High School Activity Totals					
Group ID	Group Name	From 02/01/2021 to 02/28/2021.					
	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
F	MUSIC, DRAMA, PUBLICATIONS						
	1000	Band Boosters	11,630.24	2,000.00	340.96	0.00	13,289.28
	1005	Choir Fund	2,134.67	0.00	0.00	0.00	2,134.67
	1010	Orchestra Fund	3,121.31	0.00	0.00	0.00	3,121.31
	1015	Cheerleaders	2,227.95	0.00	0.00	-53.41	2,174.54
	1020	Dance Team	2,989.64	340.00	181.41	53.41	3,201.64
	1025	Spirit Club	60.25	0.00	0.00	0.00	60.25
	1030	Drama Plays	17,142.74	0.00	228.49	0.00	16,914.25
	1035	Crimson	8,464.73	0.00	0.00	0.00	8,464.73
	1040	Tiger Times	1,185.50	0.00	65.52	0.00	1,119.98
	1045	Academic Team	696.31	962.00	642.44	0.00	1,015.87
	F	Totals:	49,653.34	3,302.00	1,458.82	0.00	51,496.52
H	SUPPORT						
	2000	Academic Achievement	2,832.46	0.00	544.00	0.00	2,288.46
	2005	Classes Past	6,062.71	0.00	0.00	0.00	6,062.71
	2010	Madison Memorial Scholarship Fund	0.00	0.00	0.00	0.00	0.00
	2011	Regan Memorial Scholarship Fund	640.35	0.00	0.00	0.00	640.35
	2015	Faculty Needs Fund	836.70	0.00	0.00	0.00	836.70
	2020	Alumni Assistance Fund	3,014.46	0.00	0.00	0.00	3,014.46
	2030	Scholarship Fund	16,445.65	0.00	500.00	0.00	15,945.65
	2035	Activities Fund	1,978.87	0.00	50.00	0.00	1,928.87
	2040	Learning Center	341.58	0.00	0.00	0.00	341.58
	2045	Daily Needs Fund	233.42	0.00	0.00	0.00	233.42
	2050	Student Pantry	2,482.12	1,230.00	0.00	0.00	3,712.12
	2055	Parking Fund	1,505.77	0.00	0.00	0.00	1,505.77
	2060	Contingency Fund	5,776.28	25.00	120.93	0.00	5,680.35
	2065	Concession Fund	4,321.89	0.00	202.75	0.00	4,119.14
	2070	Technology Fund	4,485.11	0.00	0.00	0.00	4,485.11
	2075	Student Agendas	153.66	0.00	0.00	0.00	153.66
	2080	General Fund	2,275.54	0.00	0.00	0.00	2,275.54
	2085	Alumni Gift Fund	1,720.92	0.00	0.00	0.00	1,720.92
	2206	Kiwanis Student Needs Fund	35.12	0.00	0.00	0.00	35.12
	2525	ID Card Fund	860.00	30.00	0.00	0.00	890.00
	2535	Schools in Community	4,300.00	0.00	0.00	0.00	4,300.00
	2540	Photography	30.00	0.00	0.00	0.00	30.00
	2560	Cap & Gown Fund	191.67	0.00	0.00	0.00	191.67
	H	Totals:	60,524.28	1,285.00	1,417.68	0.00	60,391.60
	FSHS	Totals:	333,574.20	17,693.81	18,633.49	491.96	333,126.48
	Report Totals:		333,574.20	17,693.81	18,633.49	491.96	333,126.48

Amber 

HIGH SCHOOL DRAMA AND THESPIAN PRESENTATION

Angela Bin, Fort Scott High School drama and forensics teacher, along with two high school students, gave a presentation on the high school drama and thespian program.

PUBLIC FORUM

The following patrons addressed the board: Teresa Davenport, Deb Russell, Katie Casper, Sara Sutton, Mika Milburn, Mike Wunderly, Will Wunderly, and Kaitlyn Leavell.

KNEA REPORT

Brenda Hill, President of Fort Scott KNEA, presented a report.

ADMINISTRATORS' REPORTS

Written reports were shared with board members.

USD 234 School Board Meeting
Building Reports
"Fort Scott High School"

Academic:

- All Juniors completed the ACT and Work Keys. This is the first year we have tested all Juniors in ACT. We have tested all Juniors with Work Keys in the past.. We have 36% of Juniors that were college ready in all areas with standard deviation. Many of them were college ready subject areas but will need to increase a score and increase their super score. We knew testing all students would decrease our average but this is good baseline data for growth.
- Students have selected their enrollment for next year.
- Working to notify parents of students that will need to recover credit during the summer.
- We had our first 36 in on the ACT that anyone can find on record.
- Our graduate rate beat the state average last year and increased by 7% . We are on track to see continued growth for accreditation purposes and meeting district and building goals for this year.
- State Assessments are taking place.

Activities:

- All spring sports are underway
- Student assembly on use of social media.
- Graduation information has been released to families
- Sports banquets are occurring
- Students participated in the Plus 5 banquet and the Honors Banquet is approaching

Student:

- The following will be recognized as Kansas Honors Scholars
 - Miranda Arndt
 - Baylee Atkins
 - Kiran Bailey
 - Ella Beth
 - Connor Gorman
 - Ashanti Green
 - Kenzi Hardesty
 - Sage Hill
 - Dawna Hudiburg
 - Emily Lancaster
 - Noah Martin
 - Nicole Montojo
 - Gavin Pytlowany
 - Oliver Witt

USD 234 School Board Meeting
Building Reports
"Fort Scott High School"

Staff:

- Carissa Bowman received a \$10,000 grant for the FACS program. She will be purchasing babies for students in her early childhood programs.

USD 234 School Board Meeting
Building Reports
FSMS

Academic:

State Assessments

Initial testing began on April 7th and will continue through the month of April with different grades and different classes on various days. Remote students and virtual students will be asked to make themselves available for in-person testing due to the requirement that a trained proctor be present to administer the state tests. We are making physical accommodations to the testing area for those remote students with high Covid concerns by increasing physical distance and segregating those students to our wind space and community room to avoid any contact with in-person students or additional staff.

MAP Testing

Spring growth measurements will begin the last week of April and will conclude the first week of May.

Each grade level has devised incentives for students based on their growth. Students who achieve the growth measures established by their core teachers will be able to attend a celebration. Unlike the state tests, MAP testing will not require remote students to be proctored at the school, and they will be able to complete their tests remotely.

Summer Academy or Summer Camp

July 19 through Aug. 6 is currently the planned time. Using teacher recommendations, we will be sending out invitations to parents and students to participate. We are exploring the use of project-based learning that would be cross curricular in nature and support and reinforce basic skills in math, science, English, and social studies. In addition, the camp would incorporate academic games to encourage more active participation.

Activities:

Spring Intramural Track

At the time of this report, track has completed one of their three scheduled events; the first being exclusively field events. The sixty plus participants were able to compete in high jump, long jump, shot put, and discus. The second event will be exclusively a relay event, and the final meet encompasses a full track and field meet.

USD 234 School Board Meeting
Building Reports
FSMS

Special Olympics

I asked Janna Farrington to contribute some information about the Special Olympics this year.

Our local Special Olympics meet is set to be held at the high school stadium on April 21. Our opening ceremony will begin at 8:45 a.m. The recommended guidelines from Special Olympic Kansas will be followed. Dakota Hall and I will run and plan this event together.

We currently have 59 students who qualify to participate in Special Olympics at the regional level. Our first graders will attend the local event to get practice for the upcoming year.

Physicals are required for all athletes as well as a Waiver and Release of Liability (Covid form). All documents are due to the state by the 23rd of April. Packets were mailed out to parents of students who qualify on March 29.

Great news! Pitt State has approved the use of Carnie Smith Stadium for the Regional Track and Field Event. Special Olympics Kansas released this week that the regional event will take place on May 5.

We have several students who do not have the resources to get a physical. I am currently working with CHC to see what we can do to partner up and get physicals for the students who need it.

Dallas, with Nitro Promo, has once again created a great shirt for our athletes, coaches, and volunteers. It is a Tiger shirt, and our sponsors are listed on the back of the shirt. Our funds were healthy due to no event last year. We were able to cover the shirts and medals that will be handed out at the local event.

G & W is donating all the water for the event as well.

We are super excited for both the local event as well as the regional event.

Student:

Drone competition

Gifted students are currently involved in a drone competition sponsored by Pitt State. Students have attended a training session at Pitt State and have been working in class with the drones. Students are learning about the basics of flight and aeronautics as it relates to drones as well as anticipated future applications for this technology. This culminates with a competition at Pitt State that will challenge students to operate drones on a course as well as design courses for other students to navigate.

Miscellaneous:

Community In Schools

Winter Moore, Site Supervisor, has been recognized for her efforts to provide services to her case-load students this past month by the regional Community in Schools organization. She is currently mentoring a potential site coordinator candidate as part of a practicum for this student's degree from Pitt State.

USD 234 School Board Meeting
Building Reports
Eugene Ware

Academic:

- We have started state testing to be followed by MAP testing. We're trying something new this year to encourage students to do their best. For each testing session, we have a rubric based on student effort during the test. The BLT made this form based on ones we had seen from other districts. Looking at things like: took my time, was quiet for my classmates after I finished, used scratch paper. We will have a day with 4 different fun activities. The number of those that students can do is based on how many points they earn. We're already seeing positive results in effort based on the rubric. Hoping it translates to better scores as well.
- I'm seeing good things in classrooms as teachers make sure they are covering the items that need completed before testing starts. We have students' work up all over the building! A huge thanks to Mr Griffetts for the wonderful art that decorates our halls.

Activities:

- All grade levels have at least one end-of-year outdoor activity planned. Teachers are excited to have students outside and having fun. They've been so great through the difficulty of this year and deserve some down time with classmates.
- We will have a virtual talent show this year which Ms Harper is heading up. Excited to see what students will do.

Student:

- Fourth quarter is hard for many of our students. Between testing and end-of-year anxiety, it's easy for students to become dysregulated. We are really working to make sure students can be as successful as possible in the classroom. Mr Boyd and I are very busy with that.
- Special Olympics coming up at the end of the month. It's always a great time for our students who participate.

Staff:

- Para Appreciation Week-Goodies every day in mailboxes and notes of thanks.
- Since we are in "testing season," each teacher received a "Survival Bag" of treats to help boost morale during this tough time of year.

Miscellaneous:

- Walked the playgrounds this week with Gina and Joy and a rep from Athco. He gave us good feedback about our playgrounds including safety concerns that need to be addressed. The PTO would like to partner with the district to make changes to our playgrounds. These changes are desperately needed for safety and the well being of all our students. Making the playgrounds more accessible assures all students can play and interact with peers outside.



Connie Billionis <connie.billionis@usd234.org>

Fwd: board report

Ted Hessong <ted.hessong@usd234.org>
 To: Connie Billionis <connie.billionis@usd234.org>

Thu, Apr 8, 2021 at 11:43 AM

----- Forwarded message -----

From: **Joy McGhee** <joy.mcgee@usd234.org>
 Date: Wed, Apr 7, 2021 at 1:29 PM
 Subject: board report
 To: Ted Hessong <ted.hessong@usd234.org>

- WS will be giving spring MAP tests, BAS (reading level and comprehension) testing for our new ELA curriculum and SEL testing all in the month of April.
- Staff is excited about the possibility of summer school.
- All WS positions have been filled with the exception of counselor and principal. New staff have all been to visit WS or set up dates to visit and shadow to meet students and staff.
- WS staff is so excited to have Stephanie Flanner. She has already been a huge resource and jumped right in to working with our students with intense needs.
- I was able to walk the playgrounds with a rep from a playground equipment company with Gina and Mrs. Witt. There are many safety concerns on our playgrounds. We are excited about possibly using a surplus of money due to utilizing ESSER funds for covid related items along with a fundraiser with the PTO to address updates and safety issues on our playgrounds. We also talked about inclusive play options for students in wheelchairs or with limited mobility.

Joy McGhee
Winfield Scott Elementary
620-223-0450

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Be Connected...

Ted Hessong
 Superintendent
 Fort Scott School District
TIGER PRIDE!!!
 620-223-0800

"The best kind of **PRIDE** is that which compels a person to do their best when no one is watching."

USD 234 School Board Meeting
Building Reports
"Building"

Academic:

- By April 21st, the preschool will be wrapping up the spring assessments. Overall, we are very pleased with what the data has shown us so far. We are seeing increased retention in literacy and math. This is a goal we have been working hard to achieve for the last two years. I contribute this to the dedication and hard work of our parents, teachers, and staff.
- P/T conferences went very well. We had roughly 90% attendance. Next fall, we do hope to see our families again in person in order to gain that personal connection.

Activities:

- On April 8th, the preschool students who were eligible for Kindergarten in fall were able to attend a field trip to Winfield Scott for both the morning and afternoon sessions. In the morning session, 29 students attended and 44 in the afternoon. The students had the opportunity to ride on a larger yellow school bus. They had a great time during their tour and saw different parts of Winfield Scott.
- On March 24th, the Early Childhood Committee held another meeting. At the meeting, the members were able to vote on a one-page essential skills list for Kindergarten readiness. Our hope is to share this list with the Kindergarten teachers and community preschools. Additionally, the members began working on an Early Childhood Resource guide for Bourbon County. There is still much to do with this endeavor; however, we are hopeful to have it available in the fall.
- Preschool RoundUp is planned for May 7th. Students will be escorted by one parent into the building. We are asking parents to allow one hour for the roundup.
- The Preschool and the Fort Scott Early Childhood Program will be decorating a table at the Fort Scott Chamber Award Dinner being held on April 29th. Our hope is to bring awareness for early childhood opportunities and intervention.

Student:

- Classroom sizes are continuing to increase in two of our classrooms. We enrolled 3 new students starting this last month. This brings up our classroom sizes to 17-18. We are not able to exceed the occupancy of 20 students per session per state guidelines.

Staff:

- Staff are busy wrapping up the school year. They are motivated to end the year on a positive note and are hopeful to open the fall school year without as many restrictions as long as COVID numbers stay down.

USD 234 School Board Meeting
Building Reports
"Building"

Miscellaneous:

- Recently, the Fort Scott Preschool Center joined the Greenbush Early Childhood Consortium. Greenbush will provide various consultative administrative services as well as many opportunities for collaboration with other Early Childhood providers across the state.

ACADEMIC DIRECTOR'S REPORT

Dalaina Smith, Academic Director, presented a report.

SUPERINTENDENT'S REPORT

Superintendent Ted Hessong presented a report. Kyle Parks, Fort Scott High School agriculture teacher, shared with the board information regarding the agriculture program at the high school.

BUSINESS MANAGER'S REPORT

Gina Shelton, Business Manager/Board Clerk, presented a report.

ACKNOWLEDGE RECEIPT OF NEGOTIATIONS LISTS FOR 2021-22

The board acknowledged receipt of the 2021-22 negotiation lists.

Fort Scott Kansas National Education Association
President: Brenda Hill
Lead Negotiator: Roberta M. Lewis

March 20, 2021

Dear Board of Education and Mr. Ted Hessong,

In accordance with the Professional Negotiations Act, K.S.A. 72-2218 *et seq.*, the Fort Scott Kansas National Education Association respectfully submits notice of the items that it proposes to include or amend in the current 2020-2021 agreement between the board and the Fort Scott Kansas National Education Association and the purpose of the inclusion or change for the 2021-2022 contract year.

Items required to be bargained by K.S.A. 72-2218 (b)(1) and (2) and the purpose of the addition or change:

1. **Compensation:** A. Salaries - It is the Association's purpose to both maintain and strengthen this district's commitment to educational excellence. The Association proposes higher beginning and career salary levels to assure that the district will attract and retain the quality educators needed to provide optimum learning opportunities for our students. Step and Column movement are necessary. B. Special Assignment Pay – The Association seeks to negotiate additional compensation for supplemental positions. C. Longevity Pay - The Association seeks to negotiate a longevity payment for teachers who remain in the district for twenty or more years. D. The Association seeks to increase the amount that is contributed to the 403(b) plans. E. Restructure Professional Development requirements for movement on the Salary Schedule.
2. **Hours and Amount of Work:** A. Instructional Day -The Association seeks to negotiate language to specify the length of the instructional day, including but not limited to, schedule changes. B. Duty Year – The Association seeks to negotiate the total number of duty days. C. Plan Time – The Association seeks to negotiate similar plan time for each building and teachers within the buildings. D. Discussion on possible language of teachers teaching either online or in person.
3. The Association seeks to discuss the possibility of allowing schedule adjustments in lieu of sub pay for subbing on planning periods

Mandatory items from K.S.A. 72-2218 (l)(1) and the purpose of the addition or change:


1. **Holidays-Leave days:** While the Association is aware that the calendar is not a mandatory topic for negotiations, vacation and holidays are mandatory. Therefore, the negotiation of those days does have an impact on the calendar. The Association seeks to specify the number of holidays in the 2021-2022 school year so certified staff can make secure plans for the holidays. The Association desires to explore the number of days available for leave so teachers can better plan. The Association also wishes to include the current COVID leave policy and change the name to "pandemic leave," in the contract for the next school year.
2. **Health Insurance:** The Association desires to explore the increase of the board's contribution for each employee and the possibility of adding coverage of an insurance benefit card (prescription / lab card).
3. **Negotiated agreement:** A. The Association seeks to clarify language on issues that have arisen in the past, specifically pertaining to Article 17 (Parts A. and B.)

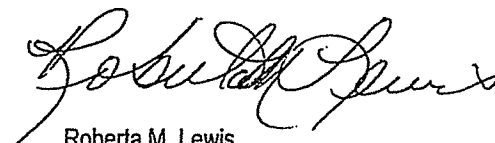
Permissive items

1. The Association requests the home contact information (addresses and phone numbers) for all members of the bargaining unit.
2. The Association desires to extend the MOU for the 2021-2022 contract year.

Thank you for your consideration in these matters.

Sincerely,


Brenda Hill
President


Roberta M. Lewis
Lead Negotiator

Unified School District 234

424 South Main
Fort Scott, KS 66701-2697
www.usd234.org
620-223-0800 Fax 620-223-2760

TED HESSONG
Superintendent

GINA SHELTON
Business Manager



March 29, 2021

Mrs. Brenda Hill
President of FSKNEA
Fort Scott, KS 66701

Dear Mrs. Hill,

USD 234 Board of Education Negotiations List for 2021 – 2022:

Required Items:

1. Hours and amounts of work
 1. Number of contract days
 2. Plan time
 3. Professional Development days
 4. Teacher Workdays
2. Compensation
 - a. Supplemental duties
 - b. Base Pay/Steps
3. Employee benefits

Mandatory Items:

1. Negotiated Agreement
 - a. Article 9 - Leave of Absence
 - b. Attachment I - Advanced Pay

Respectfully,

Ted Hesong
Superintendent
USD 234 – Fort Scott

RETURN-TO-SCHOOL PLAN DISCUSSION

There was discussion of the Return-to-School plan. There were no changes made.

ROOF INSPECTION REPORT UPDATE

Gina Shelton, Business Manager/Board Clerk, updated the board on the roof reinspection report received from Benchmark Inc.:

JSD 234 Fort Scott

Roof Budget Construction Summary By Condition

JSD Fort Scott (2021 reinspections only)

Prepared: Tuesday, March 30, 2021 2:25:33PM

Starting with budget year: 2021

IRCI	Building Designation	Roof Section Designation	Size (Sq. Ft.)	Age (Yr = Est)	Roof System	Roof Membrane	Roof Deck	Roof Improvement Schedule / Budget Forecast				
								2021	2022	2023	2024	2025
68	Fort Scott High School	D, E, and F	26,037	14	SP	TPO	Painted steel	R+ \$564,000	PM \$900	PM \$800	PM \$800	PM \$800
67	Winfield Scott Elementary School	C, E, and I	37,566	11	SP	PVC	CIP concrete	R+ \$766,346	PM \$1,125	PM \$1,125	PM \$1,125	PM \$1,125
62	Fort Scott High School	C	14,487	16	SP	EPDM	Metal form deck	R+ \$274,560	PM \$425	PM \$425	PM \$425	PM \$425
52	Winfield Scott Elementary School	F, J, and K	14,750	14	SP	TPO	Unknown	F+ \$3,600	PM \$1,200	PM \$1,200	PM \$1,200	PM \$1,200
47	Eugene Ware Elementary School	F, J, and M	7,657	7	STEEP	Asphalt shingle	Wood plank	F+ \$3,980	PM \$325	PM \$325	PM \$325	PM \$325
47	Fort Scott High School	J	15,552	17	SP	EPDM	Painted steel	F+ \$3,900	PM \$1,250	PM \$1,250	PM \$1,250	PM \$1,250
42	Fort Scott Preschool Center	B	8,056	13	SP	EPDM	Painted steel	F+ \$3,180	PM \$650	PM \$650	PM \$650	PM \$650
36	Eugene Ware Elementary School	E, G, H, and I	15,566	7	SPF	Urethane	Unknown	F+ \$5,730	PM \$775	PM \$775	PM \$775	PM \$775
34	Fort Scott Preschool Center	A	11,111	10	SP	PVC	Painted steel	F+ \$1,890	PM \$900	PM \$900	PM \$900	PM \$900
32	Eugene Ware Elementary School	A, B, C, and D	16,875	13	SP	TPO	Painted steel	F+ \$3,600	PM \$1,350	PM \$1,350	PM \$1,350	PM \$1,350
31	Fort Scott High School	A and B	14,514	7	LA	Elastomeric	Galvanized steel	F+ \$6,000	PM \$1,150	PM \$1,150	PM \$1,150	PM \$1,150
31	Fort Scott Middle School	J and K	9,314	22	METAL	Prefinished steel	Unknown	PM \$750	PM \$750	PM \$750	PM \$750	PM \$750
29	Fort Scott High School	G, K, L, M, O, P, Q, and R	27,924	5	SP	TPO	Painted steel	F+ \$2,400	PM \$1,425	PM \$1,425	PM \$1,425	PM \$1,425
24	Fort Scott Middle School	A, E, P, and Q	6,748	5	SP	TPO	Painted steel	F+ \$1,020	PM \$350	PM \$350	PM \$350	PM \$350
24	Fort Scott Middle School	D	19,934	6	METAL	Prefinished steel	Unknown	PM \$1,000	PM \$1,000	PM \$1,000	PM \$1,000	PM \$1,000
23	Eugene Ware Elementary School	K and L	3,736	10	SP	PVC	Unknown	PM \$300	PM \$300	PM \$300	PM \$300	PM \$300
23	Eugene Ware Elementary School	S, T, U, and V	5,275	5	SP	TPO	Painted steel	F+ \$2,310	PM \$425	PM \$425	PM \$425	PM \$425
22	Winfield Scott Elementary School	G, H, L, and M	5,414	5	SP	TPO	Painted steel	PM \$275	PM \$275	PM \$275	PM \$275	PM \$275
16	Eugene Ware Elementary School	P	2,989	23	METAL	Prefinished steel	Unknown	PM \$250	PM \$250	PM \$250	PM \$250	PM \$250
3	Fort Scott Middle School	N	10,870	2	SP	PVC	Galvanized steel	PM \$325	PM \$325	PM \$325	PM \$325	PM \$325
Total Square Feet:			274,435									

LEGEND

IRCI = ADJUSTED ROOF CONDITION INDEX

BUDGET ACTION CODES

R = Replace/Re-cover existing roof
C = Coat existing roof
F = Repair existing roof
PM = Preventive maintenance
+ = Includes consulting fees

Shaded Roof System, Membrane, and Deck fields indicate re-covered roof

ROOF SYSTEM ABBREVIATIONS

BUR = Built-up
EX CONC = Exposed concrete
LA = Liquid applied
METAL = Metal
MOD BIT = Modified Bitumen
SP = Single-ply
SPF = Sprayed polyurethane foam
Steep = Steep roofing
Other?? = Other

TOTALS

Total R+: \$1,601,906

Total C:

Total F+: \$37,620

Total PM: \$2,900

GRAND TOTAL+: \$1,642,426

Consulting Fees: \$273,254

SUMMER PROJECTS REPORT

Daniel Koppa, Facilities Director, presented the following report to the board on 2021 summer projects:

Maintenance Summer Work 2021-

\$10,000 or above highlights

- Parking lot and loading dock repairs district wide
- Tuck pointing/waterproofing south and west exterior walls of the HS main gym
- Window replacement for HS A section and SPED
- Replacing carpet tiles damaged beyond repair at the elementary schools

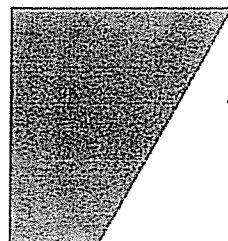
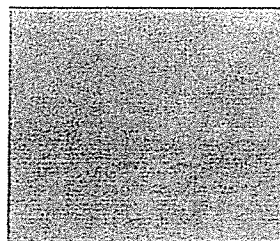
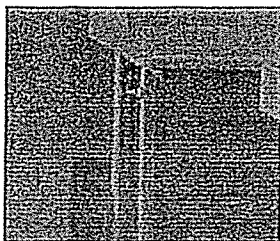
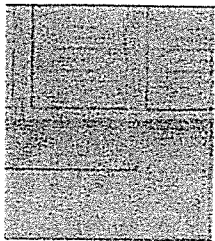
Below \$10,000 but noteworthy

- Annual cleaning of the facilities
- Clean, service and repair every HVAC machine
- Nut and bolt inspection/Lubricate all bleachers HS/MS
- Nut and bolt inspection/Cable inspection all retractable backboards HS/MS
- Nut and bolt inspection/Cable inspection fly rigging HS Aud
- Replacing of damaged ceiling tiles and grid work
- Scuff and buff/Re-Coat 3 gymnasiums being used as lunchrooms and flex spaces
- Painting all requested areas and the general annual touch-ups
- Rearranging the EW library. Involves drywall work, carpet laying and painting
- Annual cleaning of the turf field

There are currently 73 requests on the summer work shared drive and counting. Some big and labor intensive and some are quick and easy. I would like to ask for one hired helper to assist in painting and three helpers to assist in furniture assembly/moving and cleaning light fixtures.

CONSIDER COMMUNITIES IN SCHOOLS RENEWAL FOR 2021-22

It was moved by Mr. Wood, seconded by Mr. Billionis, and carried by unanimous vote that the board approve the following memorandum of understanding:



Communities
In Schools
Mid-America

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU), dated July 1, 2021 (the "effective date") is made and entered into between Fort Scott Unified School District (the District/Charter) and Communities In Schools of Mid-America, Inc., (CIS MidAm) a non-profit organization headquartered in Lawrence, Kansas, and serving the states of Kansas, Oklahoma, Iowa, and Missouri.

The purpose of this document is to specify the roles and agreements made upon by each party in their collaborative partnership to provide core CIS services at the District/Charter during the 2021-2022 school year.

RECITALS

WHEREAS, student success is decided by more than what happens in the classroom. Beyond school walls, many students must also overcome hunger, homelessness, systemic issues and obstacles, and other experiences of trauma. CIS MidAm addresses the academic and non-academic supports needed for at-risk, low-income, and/or disadvantaged youth and families;

WHEREAS, CIS MidAm, through the CIS Model of integrated student supports partners with state education agencies, school districts/charter organizations, and community based organizations to coordinate the services and resources students need to ensure that they can thrive in and beyond the classroom;

WHEREAS, the District/Charter desires to utilize CIS MidAm to offer identified at-risk students and their families access to services needed to solve social, educational, health, and emotional problems impeding student success. CIS MidAm works alongside the existing school district/charter organization teams to identify deliver and manage the partnerships that each individual school requires to deliver the supports that will have the most impact for that school's students;

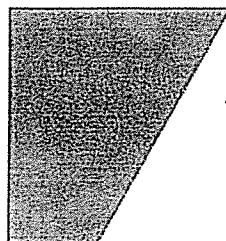
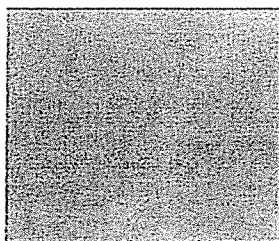
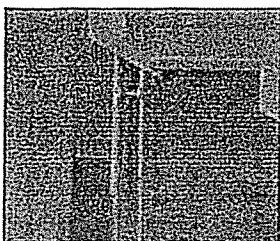
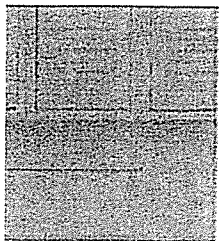
WHEREAS, the parties desire to enter into this Agreement in order to set forth their respective duties and obligations under the various methodologies by which CIS MidAm agrees to provide services and/or products to the District/Charter.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein, the District/Charter and CIS MidAm do hereby agree as follows:

I. CIS MidAm Responsibilities

CIS MIDAM AGREES TO:

1. Provide a staff person ("CIS MidAm Site Coordinator") on site as point of contact and to serve as liaison to the school administrators and staff, organizations, and volunteers.
2. Provide timely and consistent communication regarding problems or issues in the effective delivery of the program or service. CIS MidAm leadership will meet at least twice a year with the District/Charter leadership and will correspond with Principals each grading period.
3. Provide and broker CIS MidAm Tiered Supports for students, families, and teachers in conjunction with community partners and volunteers.
 - a. **Tier I:** Widely available services designed to foster a positive school climate and address school-level risk factors.



Communities
In Schools

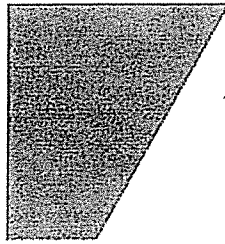
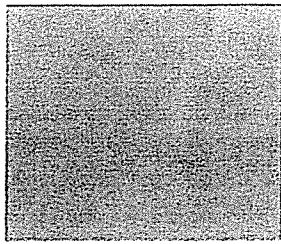
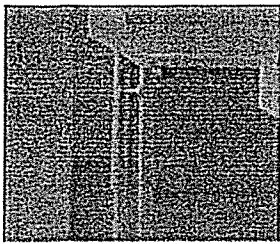
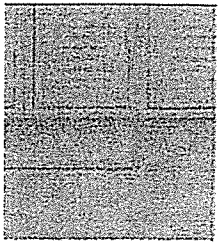
Mid-America

- b. **Tier II:** Targeted services typically provided in a group setting to students with a common need.
 - c. **Tier III:** Intensive, individualized services typically provided in a one-on-one setting to students with highly specific needs.
4. Conduct school and student needs assessment to create school support plans and individualized student support plans based on academic, attendance and behavior needs.
 - a. Ensure all individuals working one-on-one with students on behalf of CIS have undergone the appropriate criminal background checks in accordance with CIS MidAm policies.
 5. Convene a School Support Team in collaboration with school leadership to aid in the process of examining needs and developing a school support plan, which shall be monitored and reviewed at mid-year, and adjusted if needed. School leadership and CIS MidAm leadership will review and sign each plan. This team shall meet regularly.
 6. Develop a comprehensive school support plan to fully implement the CIS MidAm model in collaboration with the School Support Team based on identified needs and available resources.
 7. Provide a report of progress to goals, with updates of supports provided, will be provided to school leadership and the School Support Team each grading period.
 8. Provide access to and assistance with appropriate data and information for the District/Charter's program evaluation.
 9. Recognize the District/Charter in marketing and communication efforts.

II. The District/Charter's Responsibilities

THE DISTRICT/CHARTER AGREES TO:

1. Provide a staff person as point of contact and to serve as liaison to CIS MidAm. This designee will establish and maintain regular communication between CIS MidAm and the District/Charter as necessary to carry out the collaborative effort set forth by this MOU and include consistent and timely information regarding progress and challenges when delivering services. The District/Charter leadership should plan to meet at least twice a year with the CIS MidAm leadership and Principals should correspond with CIS MidAm leadership at least each grading period.
2. Maintain open communication with the CIS Site Coordinator and CIS MidAm leadership as needed to provide timely and consistent information regarding progress and challenges when delivering supports.
3. Provide access (i.e., door access via keys or key fobs, a school badge with picture, etc.) to the campus as well as a workspace location that includes telephone and Internet. The Site Coordinator should be located near relevant school staff (i.e., school counselors, social workers, etc.) and in an easily accessible location for students for the appropriate delivery of programs and services.
4. Provide access to and assistance in gathering appropriate data and information (following all FERPA and HIPPA regulations, as applicable) for program evaluation at agreed-upon intervals. This data will be available in aggregate and for individual students with parent/guardian consent. This includes appropriate access to the school database.
5. Assist and advise CIS MidAm in identifying a system to refer at-risk populations within the school through the sharing of existing needs assessments, current student data, and school improvement plans.



Communities
In Schools

Mid-America

6. Work with CIS MidAm to build a School Support Team to serve as advisors to CIS and to support the delivery of the CIS model; supporting CIS MidAm staff efforts that fall solely within the mission and model of CIS MidAm and the goals established and approved in the School Support Plan.
7. Support the ethical mandate that student confidentiality is a CIS MidAm policy.
8. Recognize CIS MidAm in marketing and communication efforts.

III. Data Collection and Sharing

The parties expressly acknowledge that all student information not designated by the District/Charter as "directory information" is considered private and subject to protection. The parties further acknowledge that the District/Charter has implemented policies and guidelines which describe when and how protected student information may be obtained, shared or otherwise disseminated and that CIS MidAm and its agents are subject to such policies and guidelines and will comply with same. Any student information that CIS MidAm or its agents receives is confidential and may only be used for providing services under this MOU.

IV. Payment

The total budgeted cost for CIS Mid to provide the services outlined in this MOU to the District/Charter is \$15,000. The District/Charter agrees to provide the payment to CIS MidAm for the cost of the CIS MidAm model program at the following schools in the following amounts:

- Fort Scott High School and Fort Scott Middle School in the amount of \$15,000.

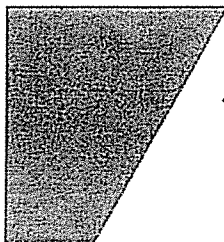
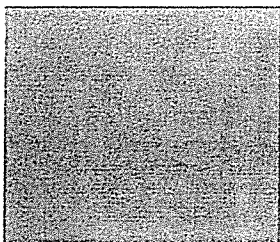
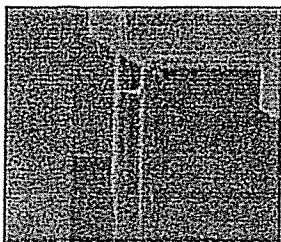
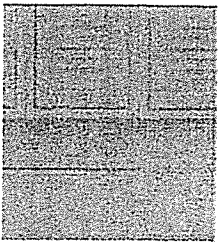
The District/Charter will provide payment to CIS MidAm within 30 days of receipt of invoices. The invoiced amount, billed at the end of each fiscal quarter, will be 25% of the agreement upon amount.

V. Duration

The term of this partnership shall be one year from the date of execution and shall renew automatically every year unless one of the parties notifies the other of its intent to terminate this partnership in writing, by May 1 of the current agreement year. If these timelines are unable to be met due to unforeseen circumstances, the parties will make an effort of good faith to communicate their intent.

VI. Amendment

This MOU may be amended at any time by an agreement in writing executed by the authorized representatives of the District/Charter and CIS MidAm.



Communities
In Schools

Mid-America

VII. Notice

Any notice required to be given by this MOU shall be given in writing to the authorized official or designee responsible for executing this document.

The District/Charter:

- _____
- _____

CIS MidAm: Malissa Martin, President and CEO, 1919 Delaware Street, Lawrence, KS 66046

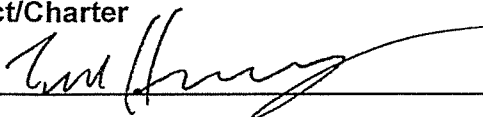
- District/Charter Organization Programmatic Contact: Kelly Stanford, Kelly.Stanford@cismidamerica.org
- Invoices & Payment Contact: Bobbie Jo Ray, Finance@cismidamerica.org

VIII. Entire Agreement

This MOU, together with any attachment and any exhibits or schedules thereto, constitutes the current MOU between the parties as to the subject matter hereof, and replaces all prior written and oral statements and understandings.

WITNESS WHEREOF, the Parties have caused this MOU to be executed by the following duly authorized officials:

School District/Charter

Signature: 

Printed Name: Ted Hessong

Title: Superintendent

Date: 4-12-21

Communities In Schools of Mid-America, Inc.

Signature: _____

Printed Name: Malissa Martin

Title: President/CEO

Date: _____

CONSIDER SOUTHEAST KANSAS GEAR UP PROGRAM

It was moved by Mrs. Armstrong, seconded by Mr. Brown, and carried by unanimous vote that the board approve the following agreement:

Southeast Kansas GEAR UP

Gaining Early Awareness & Readiness for Undergraduate Programs

Proposal will offer GEAR UP Staff and services:

College and Career Exploration — Mentoring — Life Skills Training
Summer Academic Programs — Early Financial Literacy Training
College and Career Exploration — College Campus Visits — ACT Prep
Academic and Cultural Enrichment Activities — Financial Aid Workshops
College Access Workshops for Parents, Legal Guardians and Teachers
Senior year Financial Assistance (FAFSA, Scholarships, etc.) and much more ...

GEAR UP is a national, grant-funded secondary into post-secondary education access program through the US Department of Education. <https://www2.ed.gov/programs/gearup/index.html>

USD Eligibility: at least fifty percent of the students enrolled in the school must be eligible for free or reduced-price lunch.

Grant proposal will focused on serving a dual cohort of 6th and 7th grade youth. Program follows youth through their high school graduation into post-secondary education.

Southeast Kansas GEAR UP Goals

- Goal 1: Increased academic performance & pursuit of post-secondary education
- Goal 2: Increased rate of high school graduation & post-secondary entrance
- Goal 3: Increased student & family knowledge of post-secondary opportunities

The Southeast Kansas GEAR UP grant proposal is through the US Department of Education. The proposal will be a federally funded program hosted by Wichita State University. Unified School Districts that choose to participate will be asked to match the Federal contribution dollar-for-dollar prorated by the number of district cohort youths participating. The district may wish to match through access to parents and youths, district social media platforms, access to administration and staff, district facilities, provide GEAR UP staff office space, access to food service and transportation departments, and most importantly access to counselors and teachers.



Contact: Brenda Armstrong — Project Director

Email: Brenda.armstrong@wichita.edu

Cell: 949-244-0357

Address: 322 N Gas Street, Moran, KS 66755



CONSIDER TECHNOLOGY PURCHASE

It was moved by Mrs. Armstrong, seconded by Mr. Billionis, and carried by unanimous vote that the board approve the following purchase:

Unified School District 234

424 South Main
Fort Scott, KS 66701-2697
www.usd234.org
620-223-0800 Fax 620-223-2760

TED HESSONG
Superintendent



April 8, 2021

To: Board of Education

From: Gina Shelton, Business Manager

Re: Technology Purchase

I recommend the following technology purchase in the amount of \$862,140. We will be using Title I, ESSER I Sped, and ESSER II funds for these purchases.

This will replace all technology devices in the district and all K-12 will be 1-1. This will also allow special education staff to have access to technology in case staff should need to work remotely or to provide in-person additional, individual student support.

Quote 1 CDWG - (Bid Contract through Southeast Kansas ESC)

- Staff Laptops \$302,400
- Docking Stations \$56,160

Quote 2 CDWG – (Bid Contract through Kansas National Association of State Procurement Officials)

- Student Laptops \$309,540

Quote 3 Apple – (Bid Contract through Kansas National Association of State Procurement Officials)

- iPads \$194,040

QUOTE CONFIRMATION



DEAR STEPHEN MITCHELL,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LXSH830	2/25/2021	LVO STAFF LAPTOPS	5905930	\$358,560.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo ThinkPad T14 Gen 1 - 14" - Core i5 10210U - 8 GB RAM - 256 GB SSD - Mfg. Part#: 20S00032US Contract: Southeast Kansas ESC (018-A)	216	6054798	\$1,400.00	\$302,400.00
Lenovo ThinkPad Ultra Docking Station - docking station - VGA, HDMI, 2 x DP Mfg. Part#: 40AJ0135US UNSPSC: 43211602 Contract: Southeast Kansas ESC (018-A)	216	4957196	\$260.00	\$56,160.00

PURCHASER BILLING INFO		SUBTOTAL	\$358,560.00
Billing Address: BOARD OF EDUCATION UNIF. DIST 234 424 S MAIN ST FORT SCOTT, KS 66701-2049 Phone: (316) 223-0800 Payment Terms: NET 30 Days-Govt/Ed		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$358,560.00
DELIVER TO Shipping Address: BOARD OF EDUCATION UNIF. DIST 234 STEPHEN MITCHELL 424 S MAIN ST FORT SCOTT, KS 66701-2049 Phone: (316) 223-0800 Shipping Method: UPS Ground		Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Nathan Reynolds

(866) 465-9914

nathrey@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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QUOTE CONFIRMATION



DEAR STEPHEN MITCHELL,


Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LXTV395	3/1/2021	DELL CTO 3190 N4120 128/4 W10P	5905930	\$309,540.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
DELL CTO 3190 N4120 128/4 W10P Mfg. Part#: 3000079924787 Kansas NASPO CC C000000010073 Customer Agreement # KS-MNWNC-108/40400 Dell Latitude 3190 Intel Celeron N4120 (Quad Core, up to 2.6GHz, 4M Cache, 6W) Win10 Pro 64bit Nat'l Aca NTRY. K12 EDU only. No LOE req'd. ENG/FR/SP MUI DM No Microsoft Office License Included - 30 day Trial Offer Only Intel Celeron N4120 Processor w/ Intel UHD Graphics 600 4GB 2400MHz DDR4 M.2 128GB PCIe NVMe Class 35 Solid State Drive 11.6" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable Internal US English Qwerty Non-backlit Keyboard Intel Dual Band Wireless AC 8265 Wireless Driver Intel Dual Band Wireless AC 8265 (802.11ac) 2x2 + Bluetooth 4.2 3 Cell 42WHR Battery 65 Watt AC Adaptor No Anti-Virus Software No Media US Power Cord Quick Reference Guide English/French Non-Touch LCD Cover No Carrying Case No Resource USB Media No Docking Station SERI Guide (ENG/FR/Multi) ENERGY STAR Qualified Fixed Hardware Configuration SupportAssist Dell(TM) Digital Delivery Cirrus Client Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps) Waves Maxx Audio Dell Developed Recovery Environment TXEI SW Driver Dell Power Manager Dell Latitude 3190 SRV Direct Ship Info Mix Config Packaging DAO No Option Included BTO Standard Shipment (VS) No UPC Label	938	6450135	\$330.00	\$309,540.00

QUOTE DETAILS (CONT.)	
No Accessories Dell Limited Hardware Warranty Mail In Service after Remote Diagnosis, 1 Year Contract: MARKET	

PURCHASER BILLING INFO	SUBTOTAL	\$309,540.00
Billing Address: BOARD OF EDUCATION UNIF. DIST 234 424 S MAIN ST FORT SCOTT, KS 66701-2049 Phone: (316) 223-0800 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$309,540.00
DELIVER TO	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	
Shipping Address: FORT SCOTT PUBLIC SCHOOLS ATTN:STEPHEN MITCHELL 424 S MAIN ST FORT SCOTT, KS 66701-2049 Shipping Method: DROP SHIP-GROUND		

Need Assistance? CDW•G SALES CONTACT INFORMATION			
	Nathan Reynolds	(866) 465-9914	nathrey@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

© 2021 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



Stephen Mitchell <stephen.mitchell@usd234.org>

Proposal 2110033985

1 message

Apple <donotreply@apple.com>
 To: stephen.mitchell@usd234.org
 Cc: stephen.mitchell@usd234.org

Thu, Feb 25, 2021 at 1:40 PM



Apple Store for Education Institution

Proposal

Proposal Number

2110033985

Account Number/Name

45804

UNIFIED SCHOOL DISTRICT 234

Created On

02/25/2021

Created By

Stephen Mitchell

Thank you for creating your proposal, details are provided below. You can access this proposal from your Apple Store for Education Institution by searching proposal number 2110033985.

Item	Product / Description	Total Quantity	Unit Price	Total Price
1	PYLU2LL/A Personalized 10.2-inch iPad Wi-Fi 32GB - Space Gray (10-pack) Engraving Property of USD 234 Fort Scott KS 66701	660	294.00	194,040.00 USD
Subtotal				194,040.00 USD
Estimated Tax				0.00 USD
Total				194,040.00 USD

Please note that your order subtotal does not include sales tax or rebates. Sales tax and rebates, if applicable, will be added when your order is processed. Your order total may include estimated sales tax that is subject to change at the time your order is processed.

CONSIDER CONCRETE BIDS

It was moved by Mrs. Armstrong, seconded by Mrs. Barrows, and carried by unanimous vote that the board approve the following bid:

Unified School District 234

424 South Main
Fort Scott, KS 66701-2697
www.usd234.org
620-223-0800 Fax 620-223-2760

TED HESSONG
Superintendent



April 5, 2021

To: Board of Education

From: Gina Shelton, Business Manager

Re: Concrete Bids

My recommendation is to accept the bid from RII Concrete Construction LLC in the total amount of \$52,886.00.

All references have checked and found to be favorable.

USD 234

Concrete Projects

Vendor	Pkg 1	Pkg 2	Pkg 3	Pkg 4	Pkg 5	Pkg 6	Total
Rll Concrete Construction LLC	FSHS loading dock 13,231	FSMS kitchen loading area 13,231	FSMS Area off band room 4,617	FSMS front parking lot 5,857	EW north sidewalk 4,092	EW north curb and gutter 11,858	52,886
Rogers & Sons Concrete	8,520	15,512	5,130	18,250	22,320	20,482	90,214
Differences	4,711	(2,281)	(513)	(12,393)	(18,228)	(8,624)	(37,328)

CONSIDER RECOMMENDATION FOR EARLY RETIREMENT PAYOUT

It was moved by Mr. Wood, seconded by Mrs. Barrows, and carried by unanimous vote that the board approve the following recommendation:

Unified School District 234

424 South Main
Fort Scott, KS 66701-2697

www.usd234.org

620-223-0800 Fax 620-223-2760

TED HESSONG
Superintendent



April 12, 2021

To: Board of Education

From: Gina Shelton, Business Manager

Re: Pre-Funding Early Retirement Recommendation

I recommend pre-funding early retirement for the liability existing in the amount of \$170,000 out of 2020-21 funds. This alleviates the impact on next year's budget.

CONSIDER PURCHASE OF TWO SMALLER BUSES

It was moved by Mrs. Armstrong, seconded by Mr. Wood, and carried by unanimous vote that the board approve the following recommendation:

Unified School District 234

424 South Main
Fort Scott, KS 66701-2697

www.usd234.org

620-223-0800 Fax 620-223-2760

TED HESSONG
Superintendent



April 6, 2021

To: Board of Education

From: Gina Shelton, Business Manager

A handwritten signature in black ink, appearing to be "GS" or similar initials, written over the printed name of Gina Shelton.

Re: 2 Buses Purchase Recommendation

With input from Joe Allen, Transportation Director, I recommend the purchase of the below buses from Master's Transportation, utilizing the Kansas Bus Purchasing Program. This program runs through the state and takes care of the bid process required by statute. Specific bus details are below. The total purchase is \$123,150.00, using funds budgeted for this purpose and funds received from the state Clean Diesel Act in the amount of \$42,740.50.

These are two smaller buses typically used for transport of preschool students.

2020 Chevy Collins – 12-2 - \$63,400

2020 Chevy Collins – 14 - \$59,750

Sales Order.



- | | |
|----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> 800 Quik Trip Way • Belton, MO 64012 • (816) 318-9988 • Fax (816) 318-9998 | <input type="checkbox"/> 307 Maple St. • P.O. Box 238 • Dexter, IA 50070 • (515) 789-4357 • Fax (515) 789-4461 |
| <input type="checkbox"/> 5535 Arbor Rd • Lincoln, NE 68514 • (402) 465-4372 | <input type="checkbox"/> 3710 Central Ave Suite 5 • Kearney, NE 68847 • (308) 236-6363 |
| <input checked="" type="checkbox"/> 171 Shady Oak Road • Ozark, MO 65721 • (417) 443-2207 • Fax (417) 443-2208 | <input type="checkbox"/> 1011 South Huron St. • Denver, CO 80223 • (303) 627-4100 • Fax (303) 627-4137 |
| <input type="checkbox"/> 4364 Malvern Rd • Hotsprings, AR 71901 • (501) 262-9714 • Fax (501) 262-9715 | |

Sold To: USD234 Fort Scott Date: 4-5-2021
 Address: 424 S. Main Phone: 620-223-0800
 City/State/Zip: Fort Scott, KS 66701 Fax No: _____
 Email: jallen@usd234.org

CODE	YEAR/MAKE	BODY/MAKE	SIZE	MILEAGE	VIN NUMBER	AMOUNT
CB19-091	2020 Chevy	Collins	12-2	N/A		\$ 63,400.00
CB20-042	2020 Chevy	Collins	14	N/A		\$ 59,750.00
						\$

TOTAL SELLING PRICE OF UNIT(S) \$ _____

TRADE-IN UNIT(S) _____ \$ _____

Year/Make

Vin Number

CREDIT DESIRED - YES ☐ NO ☐
 INSURANCE DESIRED YES ☐ NO ☐
 (See contract conditions on reverse side)

OPTIONAL ITEMS: \$ _____

DELIVERY (Del. date _____) FOB _____ \$ _____

OPTIONAL ITEMS / SERVICE TO BE PERFORMED: _____

Lettering and delivery included

TAX: \$ _____

SUBTOTAL: \$ _____

DOWN PAYMENT \$ _____

TOTAL DUE \$ 123,150.00

BUYER'S CERTIFICATION

I hereby certify that:

(1) The face and reverse sides of this contract set forth all of the terms and conditions of the contract; there are no other contracts or provisions, oral or written, supplementary or in addition to the provisions expressly set forth in this contract; this contract cancels and supersedes all other understandings and agreements of the parties prior to the signing hereof and as of the date hereof, when signed by the dealer, comprises the complete agreement of the parties, AND

(2) I have read the terms and conditions of this contract and have received a true copy thereof; AND

(3) I guarantee that the title of my trade-in-vehicle(s) is not and never has been a salvage title. If a salvage title is delivered, the selling dealer may elect to void this sale and/or elect to collect damages- (including but not limited to dealer's expenses and lost profits) from me for the difference in value had my title not been salvage and/or branded. _____ Signed

Notice to Buyer: Do not sign this instrument before you read it, or, if it contains blank spaces. You are entitled to a copy of the instrument you sign. Buyer states that the amounts shown on this instrument were quoted to him before he agreed to the sale.

CUSTOMER NOTE THAT THE VEHICLE IS BEING SOLD "AS IS" BY THE SELLING DEALER. SHOULD THE MANUFACTURER'S WARRANTY APPLY TO THIS VEHICLE, IT IS DIRECTLY OFFERED BY THE MANUFACTURER TO THE CUSTOMER. THE SELLING DEALER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS VEHICLE. BUYER SHALL NOT BE ENTITLED TO RECOVER FROM THE SELLING DEALER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.

CONTRACTUAL DISCLOSURE STATEMENT:

The information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale.

SPECIAL TERMS: Pending Board approval & final inspection

WARRANTY: AS IS/OTHER: Manufacturer

SIGNED BY THE

SELLER, MASTER'S TRANSPORTATION, INC. Alfred Duran DATE 4/5/2021

BUYER SIGNATURE Gina Shelton PRINT-54- AME Gina Shelton DATE 04/06/2021

**CONSIDER RECOMMENDATION TO PUT IN WAIVERS OF \$456.96 FOR THE
ENTIRE 2020-21 SCHOOL YEAR**

It was moved by Mrs. Armstrong, seconded by Mr. Billionis, and carried by unanimous vote that the board approve the following recommendation:

Unified School District 234

424 South Main
Fort Scott, KS 66701-2697
www.usd234.org
620-223-0800 Fax 620-223-2760

TED HESSONG
Superintendent



April 12, 2021

To: Board of Education

From: Gina Shelton, Business Manager *GS*

Re: Waivers 2020-21

I recommend funding waivers at the \$456.96 per waiver for the entire 2020-21 school year. This would put into the insurance account \$15,861.20. This is the amount that was budgeted and will help offset premium increases.

CONSIDER FEDERAL FISCAL POLICY

It was moved by Mr. Brown, seconded by Mr. Wood, and carried by unanimous vote that the board approve the following federal fiscal policy:



Accounting Policies and Procedures for Administration of Federal Grants

Revised: April 2021

Board Approved: April 12, 2021

TABLE OF CONTENTS

SECTION I – FEDERAL GRANT MANAGEMENT OVERVIEW

SECTION II – FINANCE & BUDGETING

SECTION III – CASH DRAWDOWNS

SECTION IV – ALLOWABLE COSTS & PROCUREMENT

SECTION V - PAYROLL

SECTION VI - REPORTING

SECTION VII – RECORDS RETENTION

SECTION VIII – FIXED ASSET REPORTING

SECTION IX – EMERGENCY RESPONSE

SECTION I

FEDERAL GRANT MANAGEMENT OVERVIEW

Board Policy (DFAB-DFAC) Over Grants and other Outside Financial Resources

The board encourages the superintendent to secure federal, state and private grants, or other alternative funding sources for use in curriculum development, staff development, instructional or activity programs and other areas as directed by the board.

The Superintendent shall approve all grant applications before their submission.

This manual provides guidelines and procedures for budgeting and expending Federal and State Grant funds. It is a compilation of State and Federal laws and local policies and procedures that are to be used for processing all financial and budget related. These guidelines and procedures are supplemental to current policies.

Although it is not all-inclusive and cannot address all situations, the manual does provide general information to assist with normal, everyday financial transactions. Any and all District personnel with financial duties are responsible for the contents.

Key Staff

Name	Title	Email	Phone
Ted Hessong	Superintendent / Special Education Director	ted.hessong@usd234.org	620-223-0800
Gina Shelton	Business Manager / Board Clerk	gina.shelton@usd234.org	620-223-0800
Dalaina Smith	Director of Academics	dalaina.smith@usd234.org	620-223-0800
Rick Scholes	Special Education Coordinator	rick.scholes@usd234.org	620-223-0800
Doug Altic	Homeless Liaison	doug.altic@usd234.org	620-223-0600
Robin Button	Director of Food Service	robin.button@usd234.org	620-223-0800
Stephen Mitchell	Director of Technology	stephen.mitchell@usd234.org	620-223-0800

Responsibilities

Overall responsibility for submitting proposals and for executing and administering awards rests within the office of the Superintendent.

The Superintendent is the final approval authority for all grant activity.

The overall responsibilities of the Grants Management function include, but are not limited to:

- a. Reviewing all grant applications that have a financial reporting or compliance requirement prior to submission;
- b. Establishing, communicating and promoting policies and procedures consistent with federal, state, and local regulations;

- c. Providing assistance to project managers for the preparation of grant applications;
- d. Exercising budgetary control of grant funds;
- e. Providing overall compliance monitoring to include;
 - Maintaining an adequate internal control structure to ensure compliance with applicable laws and regulations related to the state and federal regulations;
 - Coordinating formal agency audits or interim reviews of grants by federal or state agencies, external/internal auditor(s); and
 - Providing support and guidance to schools and central administrative offices for the effective administration and financial management of grants.

Management of District Assets

The superintendent shall establish and maintain accurate, financial management systems to meet the District's fiscal obligations, produce useful information for financial reports, and safeguard district resources. The superintendent shall ensure the District's accounting system provides ongoing internal controls. The superintendent shall provide regular fiscal reports to the board.

Fraud Prevention and Investigation

All employees, board members, consultants, vendors, contractors and other parties maintaining a business relationship with the District shall act with due diligence in duties involving the District's fiscal resources. The superintendent or designee shall develop internal controls that aid in the prevention and detection of fraud, financial impropriety or irregularity.

Reporting Fraud

An employee who suspects fraud, impropriety or irregularity shall promptly report those suspicions to the immediate supervisor and/or the superintendent. The superintendent or designee shall have primary responsibility for any investigations, in coordination with legal counsel and other internal or external departments and agencies as appropriate.

Whistleblowers

The District encourages complaints, reports or inquiries about illegal practices or violations of District policies, including illegal or improper conduct by the District, its leadership or by others on its behalf. Reports could include, but not be limited to, financial improprieties, accounting or audit matters, ethical violations or other similar illegal or improper practices or policies. The District prohibits retaliation by or on behalf of the District against staff members who make good faith complaints, reports or inquiries

under this policy or for participations in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The District reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.

Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to the superintendent. If the superintendent is implicated in the complaint, report or inquiry, it should be directed to the board of education. The District will conduct a prompt review or investigation. The District may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.

Conflict of Interest

District employees are prohibited from engaging in any activity which may conflict with or detract from the effective performance of their duties. No employee will attempt, during the school day or on school property, to sell or endeavor to influence any student or school employee to buy any product, article, instrument, service or other items which may directly or indirectly benefit the school employee. No school employee will enter into a contract for remuneration with the District other than a contract for employment unless the contract is awarded by the superintendent and approved by the Board.

Annual Audit of Financial Records

In accordance with local, state, federal and grant requirements, the financial statements of the District undergo an independent audit annually, including the requirements of KMAAG, the Uniform Guidance and other state and federal requirements.

Selection of auditor is based on qualifications and experience with Kansas School District audits, as well as requirements of the KMAAG, the Uniform Guidance and other state and federal requirements. Selection will not be required to be based on price.

Requirement to rotate auditors via an RFP process is only used in the event that the current auditor can no longer demonstrate their qualifications and experience with Kansas School District audits, as well as requirements of the KMAAG, the Uniform Guidance and other state and federal requirements.

Upon completion of the audit, but no later than December 31 of each year, the auditor shall make a report directly to the Board of Education regarding audit findings. All audit findings are addressed immediately, and corrective action is taken promptly.

SECTION II

FINANCE & BUDGETING

All transactions with in federally funded grants must comply with the Kansas School District Accounting Handbook, which is incorporated throughout.

Financial Management System

The District's financial management system is established to provide for compliance with federal requirements at 2 CFR Part 200.

The District's financial management systems, that include records documenting compliance with federal statutes, regulations, and the terms and conditions of federal awards, must be sufficient to permit:

- a. the preparation of reports required by general and program specific terms and conditions,
- b. and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award.

The financial management systems of the District must provide for the following:

- a. *Identification* – the District must identify, in its accounts, all federal awards received and expended, and the federal programs under which they were received.
- b. *Financial reporting* - accurate, current, and complete disclosure of the financial results of each federal award or program must be made in accordance with the reporting requirements of the grant or subgrant.
- c. *Accounting* records – the District must maintain records which adequately identify the source and application of funds provided for financially-assisted activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
- d. *Internal control* - effective control and accountability must be maintained for all funds, real and personal property, and other assets. The District must adequately safeguard all such property and must assure that it is used solely for authorized purposes.
- e. *Budget control* - actual expenditures or outlays must be compared with budgeted amounts for each federal award. Financial information must be related to performance or productivity data, including the development of unit cost information whenever appropriate or specifically required in the grant or subgrant agreement. If unit cost data are required, estimates based on available documentation will be accepted whenever possible.

- f. *Cash management* - procedures for minimizing the time elapsing between the transfer of funds from the U.S. Treasury, or the pass-through entity, and disbursement by the District must be followed whenever advance payment procedures are used. Advance payments to the District must be limited to the minimum amounts needed and be timed to be in accordance with the actual, immediate cash requirements of the District in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the District for direct program or project costs and the proportionate share of any allowable indirect costs. The District must make timely payment to contractors in accordance with the contract provisions.
- g. *Allowable cost* - applicable Uniform Guidance cost principles, agency program regulations, and the terms of grant and subgrant agreements will be followed in determining the reasonableness, allowability, and allocability of costs.
- h. *Source documentation* - accounting records must be supported by such source documentation as cancelled checks, paid bills, payrolls, time and attendance records, contract and subgrant award documents, etc.

An awarding agency may review the adequacy of the financial management system of any applicant for financial assistance.

Expenditure Account Numbers

The account structure is designed to provide strict compliance with the Kansas Accounting Handbook as published by the Kansas Department of Education. Use of standard function and object codes identifies the reason and object of a transaction. The account structure further provides use of location and subaccounts, which allows the tracking of specific expenditures between locations and programs. The use of separate funds is utilized to further separate federal and state grants for reporting purposes.

The Kansas Accounting Handbook structure provides for compliance with federal requirements within the Uniform Guidance.

Budget Process for Federal and State Grant Funds

The grant managers are responsible for overseeing the budget process for Federal Grants.

When allowable, indirect costs may be included when formulating budgets prior to application submission. The rates are determined by the Kansas State Department of and are effective for the period of July 1 – June 30 of each grant year.

Depending on the grant, the budget process is either done during the writing of the grant or after amounts have been awarded. In each case, the grant manager must submit the grant budget to the Superintendent and to the Business Manager. Budget amendments are done with the input from the grant manager and the schools involved, with the approval of the Superintendent.

If a budget amendment is necessary during the plan year, the grant manager will submit

an amendment to the Superintendent prior to submission to the appropriate entity. The following reasons are allowable for all Federal Funds:

1. 25% rule
2. Change in the number of funding positions
3. Change in program intent
4. Change in funding amount

Supplement Not Supplant Procedures

The District has implemented guidelines to ensure compliance with the federal fiscal requirement of supplement, not supplant. The purpose of the procedures is to ensure that the level of state and local support for programs remains at least constant and is not replaced by federal funds. Federal funds are used to supplement (add to, enhance, to expand, create something new, increase) the funds available from non-federal sources, and not to supplant (replace or take the place of) the existing non-federal funds.

Federal funds may be used only to supplement or augment the educational programs generally offered with state and local funds.

Federal funds may be used only to provide supplemental services that would not have been provided had the federal funds not been available.

State or local funds which previously funded activities may not be diverted to another purpose simply because federal funds are now available to fund those activities. In other words, the use of federal funds may not result in a decrease in state or local funds for a particular activity, which, in the absence of the federal funds, would have been available to conduct the activity.

Federal funds must supplement or augment that which must be provided by state law, or any activities which have been adopted as policy by a local school board of education to fund from non-federal sources.

If federal funds are used to enhance or expand a state mandate, or local board policy, the federal supplementary activities must be separately identified and clearly distinguishable from the activities identified as necessary for implementing a state mandate, SBOE rule, or local board policy as outlined in the implementation plan.

SECTION III

CASH DRAWDOWNS

Cash Management – Federal Programs

Generally, the District receives payment from the Kansas Department of Education (KSDE) on a reimbursement basis. In some circumstances, the District may receive an advance of federal grant funds. In either case, the District shall maintain accounting methods and internal controls and procedures that assure those responsibilities are met. The District has established separation of duties in cash management. Funds from federal agencies are requested by the Business Manager. Funds are verified by the Accounts Payable Clerk when received. Bank reconciliations are performed by the Accounts Payable Clerk and reviewed by the Business Manager and Treasurer. Any discrepancies are resolved promptly.

The District has also established procedures for minimizing the time elapsed between draw down of federal funds and expenditure by the district in accordance with 2 CFR Part 200.305:

Payment Methods

Advances.

When the District receives advance payments of federal grant funds, it must minimize the time elapsing between the transfer of funds to the District and the expenditure of those funds on allowable costs of the applicable federal program. (2 CFR Sec. 200.305(b)) The timing and amount of cash advances shall be as close as is administratively feasible to the actual cash outlay for direct program costs and the proportionate share of any allowable indirect cost. When applicable, the District shall use existing resources available within a program before requesting additional advances. Such resources include program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds. (2 CFR Sec. 305(b) (5))

The District shall hold federal advance payments in insured, interest-bearing accounts.

The District is permitted to retain for administrative expense up to \$500 per year of interest earned on federal grant cash balances. Regardless of the federal awarding agency, interest earnings exceeding \$500 per year shall be remitted annually to the Department of Health and Human Services Payment Management System (PMS) through an electronic medium using either Automated Clearing House (ACH) network or a Fedwire Funds Service payment. (2 CFR Sec. 200.305(b) (9))

Pursuant to federal guidelines, interest earnings shall be calculated from the date that the federal funds are drawn down from the system until the date on which those funds are disbursed by the District. Consistent with state guidelines, interest accruing on total federal grant cash balances shall be calculated on cash balances per grant and applying the actual or average interest rate earned. Remittance of interest shall be responsibility of the federal programs' coordinator.

Reimbursement.

Reimbursement shall be the preferred method when the requirements in the advance payment section are not met.

The District will initially use nonfederal funds for grant expenditures. The federal programs coordinator will request reimbursement for actual expenditures incurred under the federal grants bi-monthly or monthly as needed in the filing of the appropriate report. Such requests shall be maintained with appropriate documentation

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for review upon request.

Reimbursements of actual expenditures do not involve interest calculations.

Pass-Thru Grants

For all federal grant monies passed through the Kansas Department of Education to the District, monthly or bi-monthly draws shall be made by the Business Manager via Form 240 under the KSDE authenticated applications website. The Business Manager shall pull from the accounting records monies spent prior to filing for Form 240. All reimbursements are based on actual disbursements, not on obligations. KSDE will process reimbursement requests within the timeframes required for disbursement.

Direct Grants

All direct federal grant draws shall be made by the Business Manager via the PMS website or other required site. Draws will be on a reimbursement basis. Direct grant monies shall be drawn down monthly based on the monthly expenditures in the general ledger.

The District may also be paid by reimbursement for any construction grant. Except as otherwise specified in regulation, Federal agencies shall not use the percentage of completion method to pay construction grants. The District may use that method to pay its construction contractor, and if it does, the awarding agency's payments to the District will be based on the District's actual rate of disbursement.

SECTION IV

ALLOWABLE COSTS & PROCUREMENT

The District has the responsibility to ensure fiscal integrity with all allocated funds. The Federal Fund Expenditure Guidelines set important protocol and procedures for administration in the expenditure of all allocated federal funds.

Allowable Costs

Federal and Grant Funds must be expended for programs, activities, and strategies that are scientifically based on research and that meet the needs for the students served. All applicable requirements of the Federal and Grant Funds regulations, other applicable laws and regulations, and the Uniform Guidance apply to the use of these funds. All costs must be reasonable and necessary to carry out the intent of the program.

Basic Guidelines

1. Factors affecting allowability of costs. To be allowable under Federal awards, costs must meet the following general criteria:
 - a. Be necessary and reasonable for proper and efficient performance and administration of Federal awards.
 - b. Be allocable to Federal awards under the provisions of the Uniform Guidance.
 - c. Be authorized or not prohibited under State or local laws or regulations.
 - d. Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
 - e. Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
 - f. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
 - g. Except as otherwise provided for in the Uniform Guidance, be determined in accordance with generally accepted accounting principles.
 - h. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
 - i. Be the net of all applicable credits.
 - j. Be adequately documented.
2. Reasonable costs. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when governmental units or components are predominately federally funded. In determining reasonableness of a given cost, consideration shall be given to:
 - a. Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the District or the performance of the Federal award.

- b. The restraints or requirements imposed by such factors as: sound business practices; arm's length bargaining; Federal, State and other laws and regulations; and, terms and conditions of the Federal award.
- c. Market prices for comparable goods or services.
- d. Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the governmental unit, its employees, the public at large, and the Federal Government.
- e. Significant deviations from the established practices of the District which may unjustifiably increase the Federal award's cost.

3. Allocable costs.

- a. A cost is allocable to a particular cost objective if the goods or services involved are chargeable or assignable to such cost objective in accordance with relative benefits received.
- b. All activities which benefit from the District's indirect cost, including unallowable activities and services donated to the District by third parties, will receive an appropriate allocation of indirect costs.
- c. Any cost allocable to a particular Federal award or cost objective under the principles provided for in the Uniform Guidance may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by law or terms of the Federal awards, or for other reasons.
- d. Where an accumulation of indirect costs will ultimately result in charges to a Federal award, a cost allocation plan will be required.

Procurement – Federal Programs

General Procurement Standards

The District will use its own procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in this section.

The District will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The District will maintain a written code of standards of conduct governing the performance of their employees engaged in the selection, award and administration of contracts. No employee, officer or agent of the District shall participate in selection, or in the award or administration of a contract supported by a Federal award if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or will receive a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the financial interest is not substantial

or the gift is an unsolicited item of nominal value.

The District's procedures will provide for a review of proposed procurements to avoid purchase of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, the District is encouraged to enter into State and local intergovernmental agreements for procurement or use of common goods and services (awarding agency approval is required before entering into such an agreement).

The District is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The District must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

The District must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

The District will make awards only to responsible contractors possessing the ability to

perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District will maintain records sufficient to detail the significant history of a procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, and verification that the contractor is not suspended or debarred.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. All successful contractors must provide written certification that they have not been suspended or debarred from federal projects. The Federal Programs Coordinator will be responsible for verification. Such verification may include accessing the online federal System for Award Management (SAM) to determine whether any relevant party is subject to any suspension or debarment restrictions.

All encumbrances and expenditures of approved funds shall occur on or after the effective submission date of the application or amendment (date application or amendment was submitted to the Agency, or the first day grant funds are available for obligation, whichever is later), unless otherwise allowed by the Grantor.

Purchase Methods

Procurement authority within the District is governed by Board Policy as follows:

The purchasing, receiving, storing and distribution of supplies, equipment and services for use in the district shall be managed efficiently and economically. The board reserves the right to establish the specifications for and quality of goods or services purchased by the District. Whenever possible, standard lists of supplies and equipment shall be developed in all budget areas. Quantity purchasing is encouraged, and the board reserves the right to maintain cost control authority over any goods or services. The board shall appoint a purchasing agent for the District.

The District requires the acquisition of supplies/services be obtained through the District purchase order process. All purchases must go through the District Accounts Payable process.

Local Purchasing

The purchasing agent shall make purchases from local vendors when the price, availability of the product and service are competitive with outside vendors for purchases not subject to the bidding law. The board shall not grant preferential bid percentages to local contractors or businesses except as provided by statute.

Minority Businesses, Women's Business Enterprises, Labor Surplus Area Firms

The District must take necessary affirmative steps to ensure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include: (2 CFR Sec. 200.321)

1. Placing qualified small and minority business and women's business enterprises on solicitation lists.
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.
3. Dividing total purchasing requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business and women's business enterprises.
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises.
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
6. Requiring the prime contractor, if subcontracts are let, to take the affirmative steps listed above.

Requisitions

The purchasing agent shall develop a requisition form to be used by staff members requesting that certain goods be purchased for the District. The District uses electronic requisitions and paper requisitions that are all processed through its accounting system. It is the responsibility of the originator of a purchase request to see that all specifications requested are complete.

All requisitions shall be electronically submitted to the purchasing agent at a time designated by him or her. A requisition is then converted to a purchase order which is tied to the original requisition within the accounting system. After processing, the original copy of the requisition shall be filed in the office of the purchasing agent.

School letterhead paper shall not be used in ordering supplies and equipment for the personal use or purchase by employees.

A requisition MUST be approved prior to a purchase being made. If this is not done, the campus or individual may be responsible for the cost, NOT grant funds.

Purchase Orders and Contracts

The purchasing agent shall develop an order form compatible with the requisition form to be used in purchasing goods and shall be authorized to sign all purchase orders.

Each purchase order shall include a specification of the item which adequately describes the characteristics and the quality standards; a quoted, firm, net, delivered price, whenever possible, and prices shown both per unit and as extended; clear

delivery instructions which include time and place; a signature of the purchasing agent and superintendent; budget account code number; and the appropriate address and telephone number.

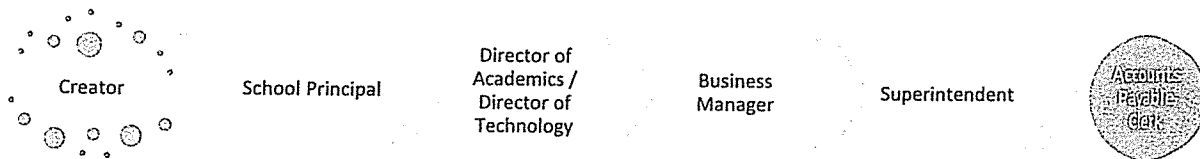
All purchase orders shall be numbered in sequence by location; sufficient copies will be made to meet distribution requirements.

Purchasing Authority

The superintendent is authorized to execute contracts on behalf of the District for the purchase of goods and services if the amount is less than \$20,000. The board shall receive reports on any contracts.

Purchases Approval Routing

The District's accounting software allows for approval routing of all purchases prior to issuance of purchase order as follows:



Payment Procedures

The superintendent shall recommend payment to vendors and suppliers for goods and services upon satisfactory receipt of all goods or completion of all services and for which there is a District purchase order number issued as provided for in board policy. Payment can only be made from an **original** invoice **not** from a statement

The board shall consider payment of bills recommended for payment at regular board meetings except as provided for in policy.

The board may designate one or more employees 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.

Additionally, Kansas Statute 12-105b requires all checks must be formally approved by the Board of Education prior to release of the check. Check stock and check signing software are secured by the Business department.

All grant-funded purchases must be received in time to substantially benefit the project during the current grant period. The District cannot obligate funds for goods and services during a grant period if the goods and services will be delivered after the ending date of the grant. Equipment purchased with grant funds must be received,

installed, and put into service before the ending date of the grant. All obligations and receipt of goods must occur within the grant period.

Micro-Purchases Not Requiring Quotes or Bidding (up to \$10,000)

For purposes of this procedure, **micro-purchase** means a purchase of equipment, supplies or services for use in federally funded programs using simplified acquisition procedures, the aggregate amount of which does not exceed a base amount of \$10,000. The micro-purchase dollar threshold is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than \$10,000.(48 CFR Subpart 2.1)

The micro-purchase method is used in order to expedite the completion of its lowest dollar small purchase transactions and minimize the associated administrative burden and cost. Procurement by micro-purchase is the acquisition of equipment, supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers when the same or materially interchangeable products are identified, and such suppliers offer effectively equivalent rates, prices and other terms.

Micro-purchases may be awarded without soliciting competitive quotations if the District considers the price to be reasonable. The District will maintain evidence of this reasonableness in the records of all micro-purchases. **Reasonable** means that sound business practices were followed, and the purchase is comparable to market prices for the geographic area. Such determinations of reasonableness may include comparison of the price to previous purchases of the same item or comparison of the price of items similar to the item being purchased.

Even if the cost of a purchase qualifies it as a micro-purchase, bidding or small purchase procedures may be used optionally when those procedures may result in cost savings.

Small Purchase Procedures (between \$10,000 and \$20,000)

For purposes of this procedure, small purchase procedures are those relatively simple and informal procurement methods for securing equipment, services, or supplies that cost more than the amount qualifying as a micro-purchase and do not cost \$20,000 or more.

If small purchase procedures are used, written or telephonic price or rate quotations must be obtained from an adequate number of qualified sources.

The base amount at which bidding is required under state law (K.S.A. 72-6760) is \$20,000. Because state law does not require bidding for the purchase of various items under K.S.A.

72-6760(b), small purchase procedures, including a request for proposal (RFP) procedure, may be used for procurement of such other services except when the estimated total cost will be at or over the federal threshold at which formal competitive bidding is required (\$250,000).

Formal Competitive Bidding (\$20,000 or more)

Publicly Solicited Sealed Competitive Bids:

For construction, reconstruction or remodeling or for the purchase of materials, goods or wares, sealed competitive bids are publicly solicited and awarded to the lowest responsive and responsible bidder when the total cost is estimated to be \$20,000 or more.

Because state law does not require bidding for the purchase of various items under K.S.A. 72-6760(b), for procurement of those items or services for federally funded purposes to which the Uniform Grant Guidance applies, formal competitive bidding will be used when the estimated total cost will be at or over the federal threshold of \$250,000.

The federal competitive bidding dollar threshold is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than \$250,000. (48 CFR Subpart 2.1)

Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of. Any or all bids may be rejected if there is a sound documented reason.

The District must have a written method for conducting technical evaluations of the proposals received and for selecting recipients.

The District must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the District must make independent estimates before receiving bids or proposals.

The District must negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

The District is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The District must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. The District alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the District unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

The District must maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

Prohibitions

The District may use time and material type contracts only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and material type contract mean a contract whose cost to the District is the sum of: (i) The actual cost of materials; and (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to: (1) Placing unreasonable requirements on firms in order for them to qualify to do business; (2) Requiring unnecessary experience and excessive bonding; (3) Noncompetitive pricing practices between firms or between affiliated companies; (4) Noncompetitive contracts to consultants that are on retainer contracts; (5) Organizational conflicts of interest; (6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other

relevant requirements of the procurement; and (7) Any arbitrary action in the procurement process.

Bids and Quotations Requirements

All purchases requiring competitive bids shall be made in accordance with current statutes. The purchasing agent shall develop and maintain lists of potential suppliers. Bid lists shall be used to notify potential bidders. Any supplier may be included in the list upon request. All bid lists shall be reviewed annually by the purchasing agent. A copy of this policy shall be given to all bidders upon request. All bids and supporting documentation shall be retained in the district office with the clerk for a period of three years after bids have been

Bonding Requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the District provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- a. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- b. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- c. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

Consultants / Contracted Services

1. All consulting agreements must go through the Superintendent
2. All consultants must be in the vendor system established by the District.
3. Consultants are **never** paid in advance. This should not be reflected in any agreement made with consultant. **Payment is made after services are rendered.** This can be done in a series of payments or in one lump sum.

Mileage Reimbursement

1. The District reimbursement rate (in-state and out-of-state) for employees' personal automobiles is set at a rate equal to or below the State of Kansas rate. Travel must meet the guidelines for eligibility noted in the grant in that it must meet the basic grant criteria. A district vehicle must not be available for the employee to use a personal vehicle.
2. Mileage reimbursement must be submitted on District approved reimbursement forms as provided on the staff intranet.
3. The expectation is that one car is used for mileage reimbursement when individuals are traveling to the same event, unless valid District business requires otherwise.
4. Travelers are required to select the shortest and most economical route but may justify the selection of another route if it was chosen for safety reasons and specific justification of the selection is given.

Individual Reimbursements

Reimbursements to individuals purchasing items with grant funds are discouraged. The District recommends the use of a purchase order for all expenditures. If personal reimbursement cannot be avoided, the purchaser must submit the original invoice to the Business Department. The payment must conform to all grant and District guidelines. Original detailed receipts are required.

Travel Guidelines

A. General Travel Guidelines

In general, "travel" is defined as travel outside the District boundaries where you are acting as a representative of the District. In this case the District may reimburse you for some or all your qualified expenses. Approval to travel must be obtained **before** taking any trip as noted above, regardless of expenses requested.

The board shall provide reimbursement for expenses incurred in travel related to the duties of the District's employees when approved in advance by the superintendent or the superintendent's designated representative. Mode of travel will be based on, but not limited to, the availability of transportation, distance and number of persons traveling together. A first-class air fare will be reimbursed only when coach space is not available.

Requests for reimbursement shall have the following attached: receipts for transportation, parking, hotels or motels, meals and other expenses for which receipts are ordinarily available.

For the authorized use of a personal car, including approved travel between buildings, staff members shall be reimbursed at a mileage rate established by the board and only if a district vehicle is not available.

District Procurement Cards

District policy allows the use of Procurement Cards for purposes of expediting procurement processes.

Non-administrative staff use of a District credit card, if authorized by the Business Manager, shall be confined to necessary school business and shall be subject to any guidelines for such use established by the board of district administration. Unless otherwise specified in guidelines established pursuant to this policy, staff members shall retain any receipts(s) for District credit card expenditures(s) and shall provide them to the staff member's immediate supervisor as soon as practicable following the expenditure.

Credit cards will not be issued in specific employee names, but instead issued in the District's name. The board shall annually prescribe limits and restrictions on the use of District credit cards and shall monitor monthly receipts and reimbursement expenses. In no case will credit card expenditures in excess of \$3,000 in a month be authorized for any non-administrative staff member without the prior approval of the superintendent. Any use of the District credit card must first be set up through the requisition/purchase order process.

Accountings of District credit card use shall be provided to the board for review as requested, and a record of District credit card usage shall be maintained. Expenses for District travel in personal vehicles or extended travel incurred in the performance of official duties shall be reimbursed in accordance with the provisions of board policy.

SECTION V

PAYROLL

Time and Effort Requirements

School districts are required to maintain auditable "time and effort" documentation that show how each employee paid with federal funds spent his or her compensated time. Such documentation is written, after-the fact (not estimated or budgeted) documentation of how the time was spent. Time and effort reports should be prepared by any staff with salary charged (1) directly to a federal award, (2) directly to multiple federal awards, or (3) directly to any combination of a federal award and other federal, state or local fund sources.

Semi-annual certifications are required for personnel whose compensation is funded solely from federal funds. These certifications document that he/she has been working solely in activities supported by the federal funds (although some District policies require monthly reports for such personnel). The certification must (1) cover a semi-annual period (e.g., September-January and February-June, or September-February and March-August), (2) identify the program, and (3) be signed and dated by an employee and supervisor having first-hand knowledge of the work performed by the employee.

Federally funded employees are required to maintain on file a signed and dated job description which clearly shows that the employee is assigned 100% to the program or single cost objective. The job description shall be updated annually or when a function or activity is added to or deleted from an existing job description, must clearly identify the function and activities performed by the employee for the applicable fund source(s) or cost objective, and must be maintained in the employee's personnel file.

Supplemental Pay Procedures

Employees who perform other duties in addition to their regular assignments are paid supplemental pay.

All District employees, full-time or part-time, must be paid through payroll for any type of compensation, EXCEPT reimbursements for travel, fees, dues, etc.

ALL supplemental pay must be approved by the Board prior to the work being performed. Request to the Board must include a clear and accurate description of the duties to be performed.

Request for payment must be submitted through online timesheet system maintained by the District. The employee and Administrator/Supervisor/Program Director must approve the timesheet.

SECTION VI

REPORTING

The District will comply with all federal guidelines regarding financial reporting. General requirements are outlined in the Uniform Guidance. Specific requirements may be added under the requirements of certain grants.

Financial reporting

Except as provided in paragraphs 3. of this section, the District will use only the forms specified in this section, and such supplementary or other forms as may from time to time be authorized by OMB, for:

- i. Submitting financial reports to Federal agencies, or
 - ii. Requesting advances or reimbursements when letters of credit are not used.
1. The District shall follow all applicable standard and supplemental Federal agency instructions approved by OMB to the extent required under the Paperwork Reduction Act of 1980 for use in connection with forms specified in this section. Federal agencies may issue substantive supplementary instructions only with the approval of OMB. Federal agencies may shade out or instruct the District to disregard any line item that the Federal agency finds unnecessary for its decision-making purposes.
 2. The District will not be required to submit more than the original and two copies of forms required under this part.
 3. Federal agencies may provide computer outputs to the District to expedite or contribute to the accuracy of reporting. Federal agencies may accept the required information from the District in machine usable format or computer printouts instead of prescribed forms.
 4. Federal agencies may waive any report required by this section if not needed.
 5. Federal agencies may extend the due date of any financial report upon receiving a justified request from the District.
 6. *Financial Status Report—(1) Form.* The District will use Standard Form 269 or 269A, Financial Status Report, to report the status of funds for all nonconstruction grants and for construction grants when required.
 7. *Accounting basis.* The District will report program outlays and program income on the KS regulatory basis. If the Federal agency requires accrual information the District shall not be required to convert its accounting system but shall develop such accrual information through an analysis of the documentation on hand.
 8. *Frequency.* The Federal agency may prescribe the frequency of the report for each project or program. However, the report will not be required more frequently than quarterly. If the Federal agency does not specify the frequency of the report, it will be submitted annually. A final report will be required upon expiration or termination of grant support.
 9. *Due date.* When reports are required on a quarterly or semiannual basis, they will be due 30 days after the reporting period. When required on an annual basis, they will be due 90 days after the grant year. Final reports will be due 90 days after the expiration or termination of grant support.
 10. *Federal Cash Transactions Report— (1) Form.* (i) For grants paid by letter or credit, Treasury

check advances or electronic transfer of funds, the District will submit the Standard Form 272, Federal Cash Transactions Report, and when necessary, its continuation sheet, Standard Form 272a, unless the terms of the award exempt the grantee from this requirement.

These reports will be used by the Federal agency to monitor cash advanced to the District and to obtain disbursement or outlay information for each grant from the District.

The format of the report may be adapted as appropriate when reporting is to be accomplished with the assistance of automatic data processing equipment provided that the information to be submitted is not changed in substance.

1. *Forecasts of Federal cash requirements.* Forecasts of Federal cash requirements may be required in the "Remarks" section of the report.
2. *Cash in hands of subgrantees.* When considered necessary and feasible by the Federal agency, the District may be required to report the amount of cash advances in excess of three days' needs in the hands of their subgrantees or contractors and to provide short narrative explanations of actions taken by the District to reduce the excess balances.
3. *Frequency and due date.* The District must submit the report no later than 15 working days following the end of each quarter. However, where an advance either by letter of credit or electronic transfer of funds is authorized at an annualized rate of one million dollars or more, the Federal agency may require the report to be submitted within 15 working days following the end of each month.
4. *Request for advance or reimbursement—(1) Advance payments.* Requests for Treasury check advance payments will be submitted on Standard Form 270, Request for Advance or Reimbursement. (This form will not be used for drawdowns under a letter of credit, electronic funds transfer or when Treasury check advance payments are made to the grantee automatically on a predetermined basis.)
5. *Reimbursements.* Requests for reimbursement under nonconstruction grants will also be submitted on Standard Form 270. (For reimbursement requests under construction grants, see paragraph (e) (1) of this section.)
6. Requests for reimbursement under construction grants will be submitted on Standard Form 271, Outlay Report and Request for Reimbursement for Construction Programs. Federal agencies may, however, prescribe the Request for Advance or Reimbursement form, instead of this form.

SECTION VII

RECORDS RETENTION

Record retention timelines are approved by the Board annually. The District will comply with all federal guidelines regarding retention of grant records. If any federal requirements exceed the Board's annual requirements, the District shall retain records for the federally required time period.

Record retention related to grant funds. (2 CFR Part 200.333 and 200.336)

The District shall keep records that fully show:

- a. The amount of funds under the grant or subgrant;
- b. How the District uses the funds;
- c. The total cost of the project;
- d. The share of that cost provided from other sources;
- e. Other records to facilitate an effective audit; and
- f. Other records to show compliance with federal program requirements,

All records must be retrievable and available for programmatic or financial audit.

The District shall provide the federal awarding agency, Inspectors General, the Comptroller General of the United States, and the pass-through entity, or any of their authorized representatives, the right of access to any documents, papers, or other district records which are pertinent to the federal award. The District shall also permit timely and reasonable access to the District's personnel for the purpose of interview and discussion related to such documents.

Records shall be retained for a minimum of three (3) years from the date of the final expenditure report, or as otherwise specified in the requirements of the federal award, unless a written extension is provided by the awarding agency, cognizant agency for audit, oversight agency for audit or cognizant agency for indirect costs.

If any litigation, claim or audit is started before the expiration of the standard record retention period, the records shall be retained until all litigation, claims or audits have been resolved and final action taken.

Starting date of retention period. When grant support is continued or renewed at annual or other intervals, the retention period for the records of each funding period starts on the day the District submits to the awarding agency its single or last expenditure report for that period. However, if grant support is continued or renewed quarterly, the retention period for each year's records starts on the day the District submits its expenditure report for the last quarter of the Federal fiscal year. In all other cases, the retention period starts on the day the grantee submits its final expenditure report. If an expenditure report has been waived, the retention period starts on the day the report would have been due.

Real property and equipment records. The retention period for real property and equipment records starts from the date of the disposition or replacement or transfer at the direction of the awarding agency.

Expiration of right of access. The rights of access in this section must not be limited to the required retention period but shall last as long as the records are retained.

SECTION VIII

FIXED ASSET REPORTING

Fixed Asset Guidelines for Federal Grant Funds

All purchases of fixed assets must follow guidelines outlined in the District's purchasing guidelines established by the purchasing agent.

Items meeting the criteria of a fixed asset must be tagged with a District asset tag. Tagging, reporting, and controlling the asset will follow the Board policy as follows:

Inventories

An accounting will be made annually for all District-owned property, real and personal. An inventory record system shall be developed by the superintendent. All inventory records shall be annually updated showing deletions and additions, the estimated value, original cost (where available), date of purchase, serial numbers (where available) and location and condition of each piece of District-owned property.

Each building principal shall cooperate with District personnel to take an annual inventory of District-owned property under the direction of the superintendent or designee. Inventory forms shall be developed by the superintendent. One copy of each inventory taken in an attendance center shall be filed in that building, and one copy shall be filed in the central office with the clerk, business office, and Superintendent.

The District procedures also follow federal regulations at the Uniform Guidance, which refers to capitalization of cost with items purchased that exceeds \$5,000 and has a shelf life of more than 12 months. Items purchased with federal dollars and exceeding this limit must be individually identifiable in the fixed asset system.

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part with grant funds, until disposition takes place will, as a minimum, meet the following requirements:

1. Property records must be maintained that include a description of the property, a serial number or other identification number, the source of property, who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the cost of the property, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property.
2. A physical inventory of the property must be taken, and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated.
4. Adequate maintenance procedures must be developed to keep the property in good condition.
5. If the District is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

Disposal of capitalized assets must follow board policy as follows:

Equipment and Supplies Sales

Excess or unusable District-owned equipment and supplies will be disposed of following board approval.

Sale of District Property

The board may dispose of property in a manner the board deems to be in the District's best interest. Whenever excess District property is to be sold at auction, all sales shall be to the highest bidder. No credit shall be extended.

The Uniform Guidance provides additional requirements around disposal of fixed assets purchased with federal dollars.

Disposition. When original or replacement equipment acquired under a grant or subgrant is no longer needed for the original project or program or for other activities currently or previously supported by a Federal agency, disposition of the equipment will be made as follows:

1. Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or otherwise disposed of with no further obligation to the awarding agency.
2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained or sold and the awarding agency shall have a right to an amount calculated by multiplying the current market value or proceeds from sale by the awarding agency's percentage of participation in the cost of the original purchase.

SECTION IX

EMERGENCY RESPONSE

Emergency Pandemic Response Narrative

In March 2020, Kansas school districts, by order of the Governor, were not allowed to have students in their buildings due to the pandemic commonly termed COVID-19. The below is a narrative of the practices and policies put in place during the state of emergency. During the process the USD 234 Board and administration worked closely with public health, KSDE, KDHE, City of Fort Scott, Bourbon County, FSKNEA, staff, and community leaders to address needs and adjust as information changed.

Timeline

March 2020

- March 17, 2020 – Governor Kelly makes announcement for school buildings to be closed
 - Timeline by KSDE
 - Take normal Spring Break (USD 234 Spring Break during this period was March 16th to March 20th)
 - Take one week to deep clean and sanitize buildings with limited people in spaces
 - Spend one week preparing for remote learning plan
 - Remote learning plan needed to be approved by KSDE
 - Order contains
 - Assurances that
 - Continue to pay staff
 - School buildings are closed except for limited access
- USD 234 Board holds two (2) special board meetings in March
 - 03/21/20
 - Discuss learning needs of students
 - 03/27/20
 - Waiver of Attendance
 - Resolution 19-09
 - Suspension of Board Policy IHF graduation requirements
 - Resolution 19-10
 - Wage Payments during emergency school closure
 - Those not instructed to report to work will not suffer a loss of pay
- USD 234 Board continues to have regular board meetings and special board meetings electronically to address policy and updates
- District Operations
 - Staff
 - Sent home to work remotely if feasible
 - Some staff continued working in the building, but staggered times in building to minimize exposure
 - Food Service – 03/22/20
 - Begin serving meals from various school locations with pickup
 - District partakes in various community groups, state groups, etc. aimed at pandemic response
 - Administrators
 - Continued planning and oversight
 - Worked remotely full-time
 - Certified Staff
 - Begin teaching remotely to students

- Many assisted with Food Service operations
- Classified Staff
 - Aides
 - Assisted with Food Service if able
 - Business Department
 - Worked regular hours remotely
 - Custodians
 - Reduced hours
 - Monday – Wednesday – 12 - 20 hours through May 15th
 - Returned to normal hours on May 18th
 - Food Service
 - Continued working, modified to 3-4 days a week
 - Serving 100s of kids each week
 - Served 74,714 meals throughout the pandemic
 - After work agreements expired, staff submitted timecards of hours worked and paid through payroll.
 - Maintenance
 - Reduced hours
 - Monday – Wednesday – 12 - 20 hours through May 15th
 - Returned to normal hours on May 18th
 - Paras
 - Helped with remote teaching if able
 - Assisted with Food Service operations
 - Secretaries
 - Worked remotely
 - On-call
 - Phones routed to their phones
 - Subs & Hourly work
 - Pay those that were scheduled to work per advice from KASB and KSDE
 - Technology Department
 - Worked regular hours
 - Transportation
 - Assisted with bus meal delivery if able
 - Some staff were unable to assist due to scheduling conflicts
- Other considerations:
 - Identified high-risk staff, if high-risk we did not have them work
 - Some staff were not able to work since they did not have ability to work remotely
 - Identified needs to be able to instruct remotely
 - Identified purchasing needs to be able to be back in the buildings
 - Started planning for the next year immediately
- Parent Involvement
 - Worked to create an interactive relationship with parents to assist during Remote Learning
- Community Involvement
 - A lot of community support
 - Provided funding to continue Food Service needs
 - T-Mobile provided \$5,000
 - WardKraft provided \$1,000

- Feeding KS Kids Grant - \$10,216
- Provided resources to continue Food Service needs
 - Coolers
 - Tents
 - Putting Food Service information on marques
 - Passed out coloring pages
 - Donation of books to give kids additional reading material
- Procurement
 - Identified early on that technology would be a key purchase as we were not a 1-1 district.
 - Worked with private schools to identify their needs and the availability of funds available to them.
 - Consulted with:
 - St. Mary's
 - They used funds
 - Fort Scott Christian Heights
 - Chose to not participate
 - Fort Scott Christian Learning Center
 - Chose to not participate
 - Identified key areas for use of pandemic funds
 - Technology
 - Devices
 - Received hotspots through a program with T-Mobile
 - Staffing – subs
 - Cleaning & Sanitizing
 - PPE needs
 - Masks
 - Sanitizer
 - Temperature Scanners
 - Software to assist with contact tracing
 - Software to provide remote learning
 - Identified potential vendors and what would need to be formally bid
 - Purchases over the micro-purchasing threshold
 - Utilized State Contracts retaining copies of contracts
 - Purchases under the micro-purchasing threshold
 - Compared various vendors including bid contracts
 - Maintained spreadsheet of various vendor options
 - Maintained folder of email solicitations
 - Purchases were inventoried
 - Student devices were checked out and checked in
 - Monitoring software was put in place to be able to remote log into devices
 - Additional software safeguards were put in place to protect student information and to provide safety
- Accounting
 - Setup separate funds to account for different sources of revenue through the pandemic
 - All invoices are scanned and maintained within each vendor file as paid. All quotes are scanned with the requisition.
 - Internal Controls

- Items purchased were put into inventory
- Separation of Duties maintained
- Adhered to the prior procedures already in place
- Any new vendors required vetting and appropriate W9 completed
- Advised staff to use the computer system to tie comments to explain pandemic purpose
- Set up separate area to maintain pandemic purchases
- Return to School plan
 - Committee formed of administrators, directors, certified staff, classified staff, nurses, public health, and community members
 - Looked at what would be needed to return to school
 - Looked at instructional needs to find best delivery method
 - Looked at feasibility of a remote, hybrid, and in-person learning model
 - Reviewed challenges in the area of connectivity within our community
 - Worked through agreement with T-Mobile to provide hotspots for students
 - Worked through a MOU with FSKNEA to maintain a commitment to education and safety of all
 - Worked through employee policies to maintain a commitment to education and safety of all
- Federal Grants Received
 - CARES ESSER I
 - \$453,830
 - Private School portion
 - Initially awarded \$20,872
 - Guidance Changed
 - Given a lower amount
 - Guidance Changed a 2nd time
 - Spreadsheet filled out and submitted to KSDE
 - 2 private schools elected not to participate
 - Amount - \$6,024.29
 - Spent - \$11,089.55
 - Per Guidance, could not go back and get back
 - Technology
 - Subs
 - PPE
 - Software
 - Furniture & Equipment necessary to be in-person with students
 - Expenditure report due April 16, 2021
 - Fund 98
 - CARES SPED ESSER I
 - \$29,612
 - Flow-thru - \$564
 - Subs
 - Additional PPE
 - Fund 30, Subaccount 098
 - SPARK
 - Issued by Bourbon County

- Application submitted and MOU in place
- Spreadsheet of expenditures to Bourbon County monthly
- All spent by December 31, 2020
- \$306,000
 - Subs
 - PPE
 - Temperature Scanners
 - Fund 97
- ESSER II
 - \$1,815,622
 - Meetings between Administrators to determine needs
 - Superintendent and Business Manager worked on budget and application
 - Application to be approved by the board
 - Application then submitted for approval
 - KSDE board will then approve
 - Cannot pull down until approved
 - Can be reimbursements from March 20, 2020
 - Fund 89
- ESSER III
 - Not awarded yet
- Private Grants Received
 - Patterson Family Foundation
 - \$19,260
 - Used to supplement cost of subs, PPE
 - Also provided sanitizer, masks, and other PPE
 - Donations from Bourbon County through Emergency Management
 - Masks – both KN95 and disposable
 - Sanitizer
 - Bourbon County Strong Campaign
 - \$21,580 raised
 - High level of community support
 - Some expenses related to the golf tournament fundraiser
 - Was able to provide an entire week's supply to every student and staff member at both USD 234 and USD 235

(Insert from USD 234 Documents)
USD 234 COVID-19 Summer Phase-in Plan
May 4, 2020

USD 234 will follow the guidelines set by the Governor of Kansas, as well as the Kansas Department of Health, the SEK Multi-County Health Department, and Bourbon County Emergency Management. Below is the plan for USD 234 employees to begin transitioning back to regular employment as dictated by the employment contract/agreement.

Phase 1: May 4, 2020 – May 17, 2020

- Gatherings = less than 10
- Individuals = masks strongly encouraged, maintain 6-foot social distancing
- Employers = Telework when possible, exhibiting symptoms required to stay home
- Travel = No nonessential travel, follow KDHE travel guidelines
- High-Risk Individuals = Do not return to work

USD 234 will operate as it has been during the closing of buildings due to COVID-19:

- All administrators, directors, administrative, certified, and classified staff have the option to work via telework.
- Custodial and maintenance staff are “on call” at the request of the Facilities Director or the Superintendent.
- Food Service staff will continue to prepare meals as they have.
- Transportation staff will continue to deliver meals as they have.
- IT staff will continue as they have.

Phase 2: May 18, 2020 – May 31, 2020

- Gatherings = less than 30
- Individuals = masks strongly encouraged, maintain 6-foot social distancing
- Employers = Telework when possible, those exhibiting symptoms required to stay home
- Travel = No nonessential travel, follow KDHE travel guidelines
- High-Risk Individuals = Do not return to work

USD 234 will operate with the following guidelines during Phase 2:

- All administrators, directors, administrative staff, extended-contract certified staff, and classified staff have the option to work via telework.
- Custodial and maintenance staff are to return to work full-time as scheduled by the Facilities Director unless you are a high-risk individual. The district will provide masks for custodial staff or they can wear their own cloth masks.
- Food Service staff will continue to prepare meals as they have.
- Transportation staff will continue to deliver meals as they have.
- IT staff will continue as they have.

Phase 3: June 1, 2020 – June 14, 2020

- Gatherings = less than 90
- Individuals = Adhere to personal hygiene guidelines, remain home if you have symptoms
- Employers = On-site staffing is unrestricted
- Travel = Non-essential travel may resume, follow KDHE travel guidelines
- High-Risk Individuals = Utilize social distancing guidelines

USD 234 will operate with the following guidelines during Phase 3:

- All administrators, directors, and administrative staff, and 11-month and 12-month classified employees will return to regular hours as dictated by their contract/agreement, but are allowed to work a 4-day week with variable hours approved by their supervisor.
- Custodial and maintenance staff continue to work full-time.
- Food Service staff will continue to prepare meals as they have.
- Transportation staff will continue to deliver meals as they have.
- IT staff will continue as they have.

Phase Out: June 15, 2020 - ...

- Gatherings = Maintain social distancing when applicable
- Individuals = Adhere to personal hygiene guidelines, remain home if you have symptoms
- Employers = Follow any additional guidance for businesses and employees that is released.
- Travel = Unrestricted
- High-Risk Individuals = Exercise additional caution

USD 234 will operate with the following guidelines during Phase 3:

- All administrators, directors, and administrative staff, and 11-month and 12-month classified employees will continue to work regular hours as dictated by their contract/agreement, but are allowed to work a 4-day week with variable hours approved by their supervisor.
- Custodial and maintenance staff continue to work full-time.
- Food Service staff will continue to prepare meals as they have until June 30.
- Transportation staff will continue to deliver meals as they have until June 30.
- IT staff will continue as they have.

Other Documents & References:

- Board Policy
- USD 234 Return to School Plan
 - Detailed operating procedure for returning to in-person learning
 - Were able to remain in-person aside from 2 days for the high school in November and 2 days for all schools that were converted to professional development days
 - Required:
 - Masks
 - Temperature checks
 - Social Distancing
 - Defined quarantine periods
 - Meant to be a fluid document that could be amended should changing information impact necessary precautions
- Board Minutes
 - Delayed start of school for students to September 9
 - Staff reported on August 14th, with concentration on professional development until students arrived
- MOU between USD 234 and FSKNEA
 - One-year agreement
 - Addressed leave
 - Reporting times
 - Cleaning and sanitation
 - PPE
 - Evaluations
- USD 234 Staff Handbook for COVID-19
 - Addressed leave
 - Cleaning and sanitation
 - PPE

Challenges for the 2020-21 School Year

- Subs
 - Always a challenge, but became even more of a challenge during this time
- Staff in Quarantine or Isolation
 - High and low periods where staff had to be in quarantine or isolation
- Community Relations
 - While community support remained high, there were some procedures in place that were unpopular with our community
- Family Engagement
 - Communication became an even higher priority
 - Important to consider information from all parents, surveys were used
- Need to make modifications
 - Changing legislation and guidance from public health and the CDC
- Students doing Remote Learning
 - For most students, this was not a good model
 - Made changes continually to adjust
 - Set up an application process for the 2nd semester
- Enrollment

- o We saw a decline in enrollment in students due to parents choosing to homeschool or send their kids to other districts due to mask requirement

**CONSIDER CONTRACT FOR PROVISION OF EDUCATIONAL SERVICES
SPECIALIZED LEARNING SERVICES (SLS)**

It was moved by Mr. Wood, seconded by Mrs. Jackson, and carried by unanimous vote that the board approve the following contract:

CONTRACT FOR PROVISION OF EDUCATIONAL SERVICES
Specialized Learning Services (SLS)

THIS CONTRACT, entered into on July 1, 2021, pursuant to K.S.A. 72-967(a)(3), by and between **Fort Scott USD 234, Bourbon County, Kansas**, hereinafter referred to as "First Party," and **Southeast Kansas Education Service Center, Interlocal #609, Crawford County, Kansas**, hereinafter referred to as "Second Party."

In consideration of the premises and of the mutual agreements set forth herein, the parties do hereby agree as follows:

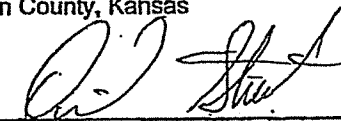
- 1) Pursuant to the request of First Party, Second Party agrees to provide the education services outlined below for the benefit of exceptional students within the jurisdiction of First Party:
 - a. Student Consultation
 - b. Professional Development
 - c. Program Implementation
 - d. Staff Coaching & Mentoring
 - e. Social Worker Teletherapy
- 2) Such services shall be provided by Second Party for the 2021-2022 school year or such part thereof as shall be mutually agreed upon in writing by the parties and shall not exceed one (1) year. Second Party agrees to maintain and provide such services in accordance with the standards and criteria set by the Kansas State Board of Education in accordance with the State Plan under the Act.
- 3) First Party agrees to pay Second Party \$19,000 by September 30, 2021, for 18 days of 'SLS' services.
- 4) This contract is for a period beginning July 1, 2021, and ending June 30, 2022. If either party gives notice to the other of its intent to not renew, such notice is to be provided in writing to the other party prior to April 1, of the renewal year.
- 5) The Second Party shall provide the First Party a usage report reflecting the remaining time of the purchased contract days by December 15 of each contract year.
- 6) The Second Party shall claim entitlement for the special education and related services staff employed by the Second Party on the Special Education Personnel Report and all other state personnel reporting. Categorical aid travel reimbursement will be retained by Second Party.

THIS CONTRACT includes contractual provisions as outlined in State of Kansas form DA-146a. The contractual provisions are hereby a part of this contract.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the day, month and year first above written.

Fort Scott USD 234
Bourbon County, Kansas

By



(Board President/Designee)

Date

4/12/21

Southeast Kansas Education Service Center
Interlocal #609
Crawford County, Kansas

By

(Board President)

Date

CONSIDER SUMMIT TRUCK GROUP ESIMATE ON BUS REPAIR

It was moved by Mrs. Armstrong, seconded by Mrs. Barrows, and carried by unanimous vote that the board approve the following estimate:



Summit Truck Group

7700 NE 38th St.
Kansas City, MO 64161

Phone: (816)455-1833 Fax: (816)455-0235

Email: fred.beauchamp@summittruckgroup.com Tax ID: 43-1233032

Date:	3/23/2021	Year:	2021
Name:	Fort Scott Schools	Make:	International
Address:		Model:	Durastar 4200/4300/4400
City/State/Zip:	/	Style:	Medium Duty Truck
Phone:	--	VIN:	4DRSUC8P6MB386252
Cell Phone:		WMI:	FIN:
Purchase Order:		Plate/State:	
RO:		Unit #:	22
Customer Number:	008170011869	Odometer:	
Estimated By:	Fred Beauchamp	Color:	
Claim Contact:		Date Of Loss:	
Contact Title:		Authorized By:	
Contact Phone:		Claim Number:	
Contact Email:		Reference #:	008170011869

Operation	Description	Part #	Type	Labor	Paint	-----Parts-----	Misc
----- Front Bumper -----							
1	Replace	Front Bumper (Painted)	New	1.00	1.50	1 @ \$1,065.67	\$1,065.67
2	Replace	Bumper Bracket (Left)	New	0.20		1 @ \$108.98	\$108.98
3	Replace	Bumper Bracket (Right)	New	0.20		1 @ \$66.29	\$66.29
4	^	Replace	New			4 @ \$9.21	\$36.84
5	^	Replace	New			4 @ \$4.71	\$18.84
6	^	Replace	New	0.50		1 @ \$107.02	\$107.02
7	^	Replace	New			1 @ \$424.16	\$424.16
8	^	Replace	New			1 @ \$38.21	\$38.21
----- Hood -----							
9	Replace	Hood Assembly	New	6.50	6.00	1 @ \$2,161.46	\$2,161.46
10		Non-Adjacent Overlap	Adj		-.20		
11		Add for Inside - Hood Assembly	AddPnt		2.40		
12		Add to Clean & Re-Tape Emblems	AddLbr	0.20			
13		Align Head Lamps	AddLbr	0.50			
14		Add to R&I Dual Fender Mounted Mirrors	AddLbr	0.60			
15		Drill for Fender Mirrors, Dual	AddLbr	0.60			
16	Replace	Grille Assembly	New Incl			1 @ \$454.78	\$454.78
17	R&I	Fender Emblem (Left)		0.30			
18	R&I	Fender Emblem (Right)		0.30			
19	Replace	Fender Mounted Mirror (Left)	New	0.50		1 @ \$336.11	\$336.11
20	Replace	Fender Mounted Mirror (Right)	New	0.50		1 @ \$336.11	\$336.11
21	Replace	Hood Support Bracket on Firewall (Left)	New	0.30		1 @ \$73.39	\$73.39
22	Replace	Hood Support Bracket on Firewall (Right)	New	0.30		1 @ \$73.39	\$73.39
23	Replace	Hood Strap Latch (Left)	New Incl			1 @ \$82.39	\$82.39



Summit Truck Group

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Kansas City, MO 64161

Phone: (816)455-1833 Fax: (816)455-0235

Email: fred.beauchamp@summittruckgroup.com Tax ID: 43-1233032

Reference #:	008170011869	Year:	2021
Date:	3/23/2021	Make:	International
Name:	Fort Scott Schools	Model:	Durastar 4200/4300/4400
Insurance Co:		VIN:	4DRSUC8P6MB386252
Estimated By:	Fred Beauchamp	Unit #:	22

Operation	Description	Part #	Type	Labor	Paint	-----Parts-----		Misc
24	Replace Inner Splash Pnl (Left)		New Incl			1 @	\$256.35	\$256.35
	Mt to Hood							
25	Replace Inner Splash Pnl (Right)		New Incl			1 @	\$150.93	\$150.93
	Mt to hood							
26	Replace Headlamp Assembly (Left)		New Incl			1 @	\$303.97	\$303.97
27	Replace Torsion Bar Front Upper		New Incl			1 @	\$213.07	\$213.07
28	Replace Hood Assist Cable (Right)		New			1 @	\$34.15	\$34.15
29 *	Replace Warning Decal		New			1 @	\$19.96	\$19.96
30 ^	Replace Cowl Mounted Flasher (Right)		New			1 @	\$112.07	\$112.07
----- Cooling -----								
31	Replace Radiator		New	M 6.20		1 @	\$1,435.06	\$1,435.06
32	Deduct Radiator with Hood Removed		Ovrlp	-1.50				
33	Deduct Radiator with Front Bumper Removed		Ovrlp	-0.70				
34 *	Replace Antifreeze, Extended Duty		Mtrls AddPrt			11 @	\$8.78	\$96.58
35	Recover Freon		AddLbr M	0.30				
36	Charge A/C		AddLbr M	1.40				
37	Replace Cooling Channel (Upper)		New Incl M			1 @	\$227.40	\$227.40
38	Replace Cooling Channel (Left)		New Incl M			1 @	\$441.32	\$441.32
39	Replace Cooling Channel (Lower)		New Incl M			1 @	\$287.38	\$287.38
40	Replace Radiator Frame Mounting Bracket (Left)		New M	0.40		1 @	\$104.30	\$104.30
41	Replace Radiator Frame Mounting Bracket (Right)		New M	0.40		1 @	\$104.30	\$104.30
42	Replace Radiator Support Rod, Upper (Left)		New M	0.30		1 @	\$66.36	\$66.36
43	Replace Radiator Support Rod, Upper (Right)		New M	0.30		1 @	\$66.36	\$66.36
44	Replace Radiator Support Strut, Lower (Left)		New M	0.30		1 @	\$23.46	\$23.46
45	Replace Radiator Support Strut, Lower (Right)		New M	0.30		1 @	\$23.46	\$23.46
46	Replace Radiator Seal Assembly		New Incl M			1 @	\$255.30	\$255.30
47	Replace Radiator Side Seal (Left)		New Incl M			1 @	\$230.75	\$230.75
48	Replace Radiator Side Seal (Right)		New Incl M			1 @	\$246.20	\$246.20
49	Replace Upper Radiator Hose		New M	0.80		1 @	\$67.47	\$67.47
50	Radiator to Upper Hose Overlap		Ovrlp M	-0.20				
51	Replace Lower Radiator Hose		New M	1.00		1 @	\$36.13	\$36.13



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Kansas City, MO 64161

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Reference #:	008170011869	Year:	2021
Date:	3/23/2021	Make:	International
Name:	Fort Scott Schools	Model:	Durastar 4200/4300/4400
Insurance Co:		VIN:	4DRSUC8P6MB386252
Estimated By:	Fred Beauchamp	Unit #:	22

Operation	Description	Part #	Type	Labor	Paint	-----Parts-----	Misc
52	Radiator to Lower Hose Overlap		Ovrlp M	-0.20			
53	Replace Hose Clamp (Each)		New Incl M			1 @ \$20.27	\$20.27
54	Replace Shroud		New M	2.00		1 @ \$402.46	\$402.46
55	Replace Fan Blade		New Incl M			1 @ \$127.22	\$127.22
56	Replace Coolant Reservoir		New M	0.80		1 @ \$416.74	\$416.74
----- Charge Air Cooler -----							
57	Replace Charge Air Cooler		New Incl M			1 @ \$798.39	\$798.39
58	Replace Charge Air Pipe (Left)		New Incl M			1 @ \$43.92	\$43.92
59	Charge Air to Turbo Side Overlap		Ovrlp M	-0.20			
60 *	Replace Charge Air Pipe Assy. (Right)		New M	0.30		1 @ \$604.63	\$604.63
61	Replace Charge Air Hose (Left)		New Incl M			2 @ \$47.91	\$95.82
62	Charge Air to Turbo Front Overlap		Ovrlp M	-0.20			
63	Replace Charge Air Hose (Right)		New M	0.20		1 @ \$40.26	\$40.26
64	Charge Air to Manifold Hose Overlap		Ovrlp M	-0.20			
65	Replace Charge Air Hose Clamp (Each)		New Incl			1 @ \$34.97	\$34.97
66 ^	Replace Elbow To Turbo		New M	0.20		1 @ \$154.69	\$154.69
67 ^	Turbo (Open For Damage)						
----- A/C & Heating -----							
68	Replace A/C Condenser		New Incl M			1 @ \$170.88	\$170.88
----- Front Steering -----							
69 ^	Replace Steering Gear Core		New				\$0.00 \$600.00
70	Replace Steering Gear		New M	3.50		1 @ \$1,651.85	\$1,651.85
71	Replace Pitman Arm		New M	1.00		1 @ \$140.94	\$140.94
72	Pitman Arm to Steering Gear Overlap		Ovrlp M	-0.30			
----- Front Suspension (Left) -----							
73	Replace Front Spring Bracket (Left)		New M	1.80		1 @ \$133.13	\$133.13
----- Front Suspension (Right) -----							
74	Replace Front Spring Bracket (Right)		New M	0.90		1 @ \$727.58	\$727.58
----- Electrical -----							
75 *	Replace Horn Kit		New	0.10		1 @ \$98.36	\$98.36
----- Frame -----							
76	Repair Adjust Front & Rear Alignment			M			\$285.00



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Email: fred.beauchamp@summittruckgroup.com Tax ID: 43-1233032

Reference #:	008170011869	Year:	2021
Date:	3/23/2021	Make:	International
Name:	Fort Scott Schools	Model:	Durastar 4200/4300/4400
Insurance Co:		VIN:	4DRSUC8P6MB386252
Estimated By:	Fred Beauchamp	Unit #:	22

Operation	Description	Part #	Type	Labor	Paint	-----Parts-----	Misc
77	Replace	Front Crossmember, 1-Piece	New	F 1.00	1.00	1 @ \$623.76	\$623.76
78		Non-Adjacent Overlap	Adj		-20		
79	*	Engine Crossmember Support (Open For Damage)		F			
80	^	Repair		F 12.00			
81	*	Repair		F 3.00			
		Set Up and Measure Frame (Open For Damage)					
82	^	Sublet To Service For Pull Engine & Related Repairs					\$8,400.47
----- Calculated Values -----							
83		Shop Supplies	Mtrls				\$477.00
84		Hazardous Waste					\$10.00
85		Truck Cover	Mtrls	0.20		\$8.00	
86		Two stage paint.			2.90		
87		Paint Materials	Mtrls				\$482.40

An '*' indicates user change of database part and '^' indicates manually entered or custom database rows.

Estimate Notes:

Signed _____ Date _____



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Date:	3/23/2021	Make:	International
Name:	Fort Scott Schools	Model:	Durastar 4200/4300/4400
Insurance Co:		VIN:	4DRSUC8P6MB386252
Estimated By:	Fred Beauchamp	Unit #:	22

Summary	Amount	Rate	Disc	Total
Body Labor	10.60	\$68.00	0.00%	\$720.80
Paint Labor	13.40	\$68.00	0.00%	\$911.20
Mechanical	21.10	\$150.00	0.00%	\$3,165.00
Frame	16.00	\$90.00	0.00%	\$1,440.00
Misc. Labor	0.00	\$0.00	0.00%	\$0.00
Parts	\$16,479.84		0.00%	\$16,479.84
Misc.				\$10,254.87
Sub-total				\$32,971.71
Sales Tax				0.00

State (Materials)

Total	\$32,971.71
Betterment	\$0.00
Deductible	\$0.00
Grand Total	\$32,971.71

Signed _____ Date _____



Summit Truck Group

7700 NE 38th St.
Kansas City, MO 64161

Phone: (816)455-1833 Fax: (816)455-0235

Email: fred.beauchamp@summittruckgroup.com Tax ID: 43-1233032

Reference #:	008170011869	Year:	2021
Date:	3/23/2021	Make:	International
Name:	Fort Scott Schools	Model:	Durastar 4200/4300/4400
Insurance Co:		VIN:	4DRSUC8P6MB386252
Estimated By:	Fred Beauchamp	Unit #:	22



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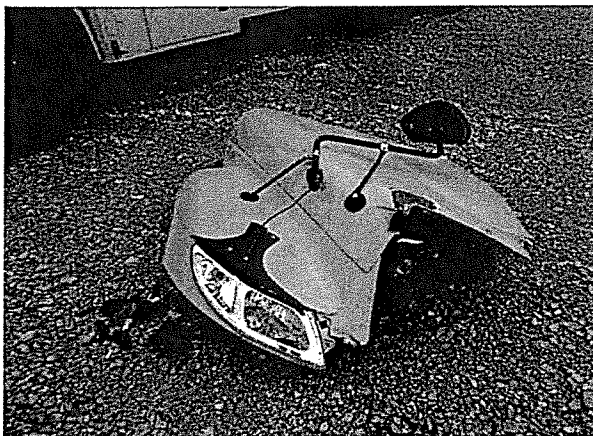
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Kansas City, MO 64161

Phone: (816)455-1833 Fax: (816)455-0235

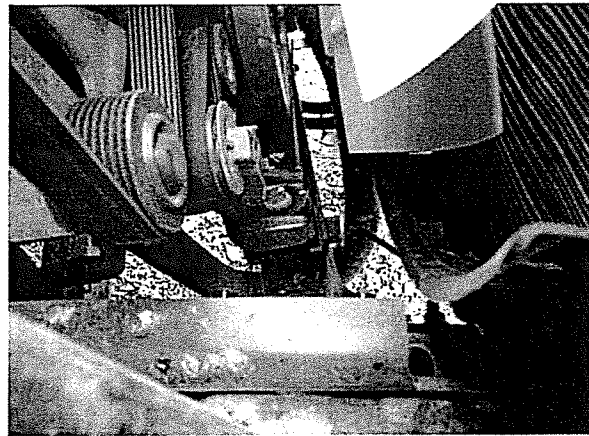
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Date: 3/23/2021
Name: Fort Scott Schools
Insurance Co:
Estimated By: Fred Beauchamp

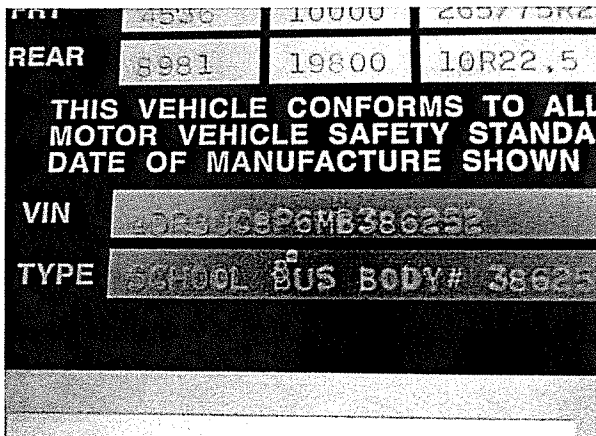
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Model: Durastar 4200/4300/4400
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Unit #: 22



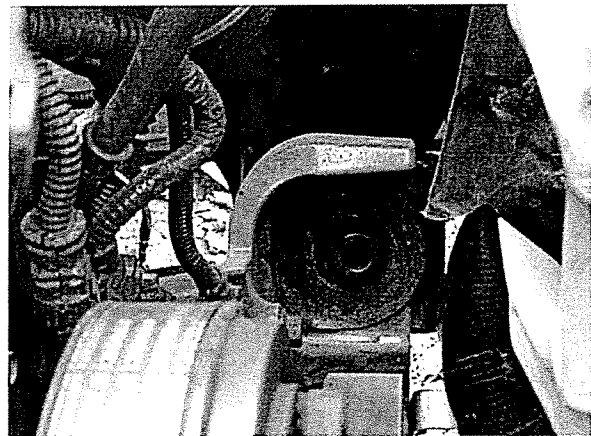
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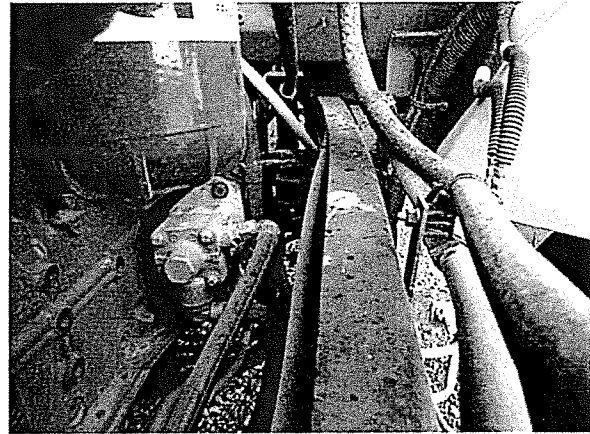
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Insurance Co:
Estimated By: Fred Beauchamp

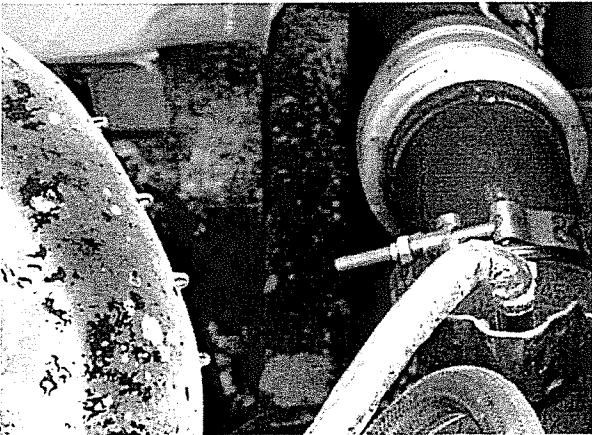
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VIN: 4DRSUC8P6MB386252
Unit #: 22



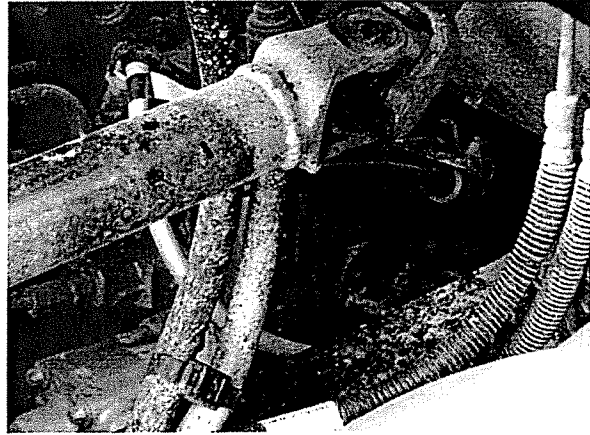
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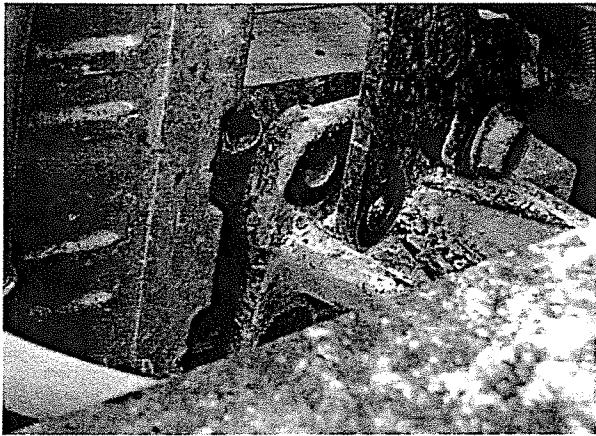
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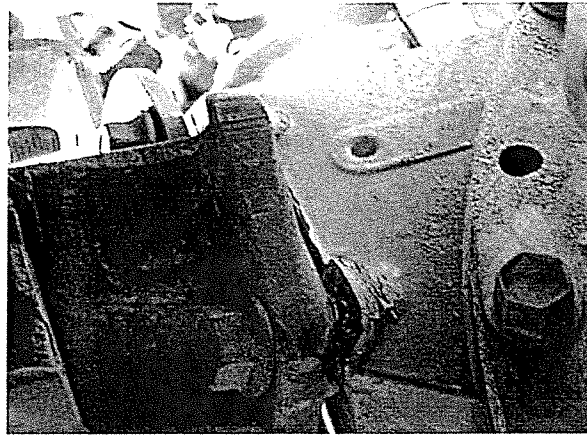
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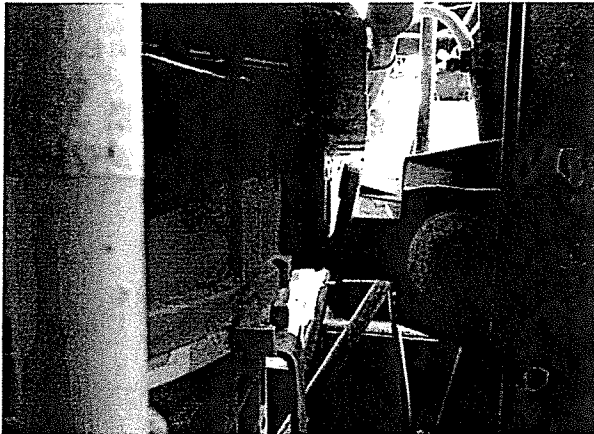
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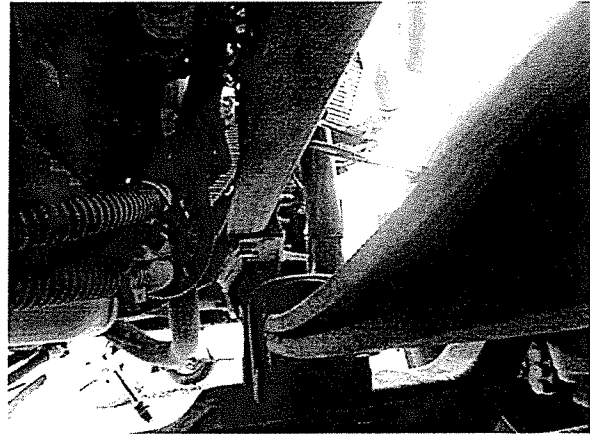
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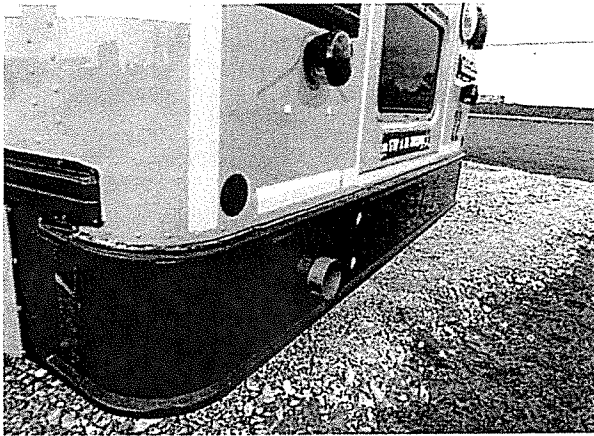
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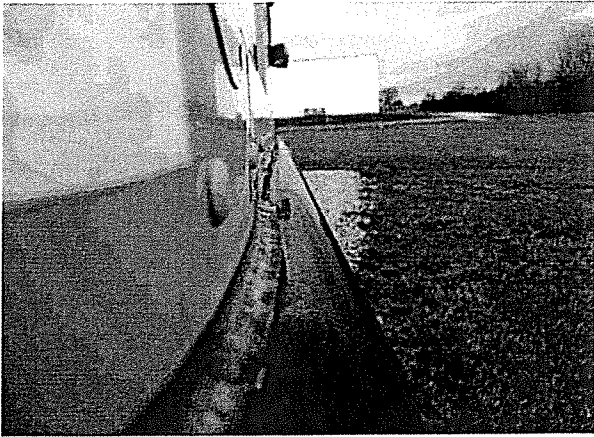
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Date:	3/23/2021	Make:	International
Name:	Fort Scott Schools	Model:	Durastar 4200/4300/4400
Insurance Co:		VIN:	4DRSUC8P6MB386252
Estimated By:	Fred Beauchamp	Unit #:	22



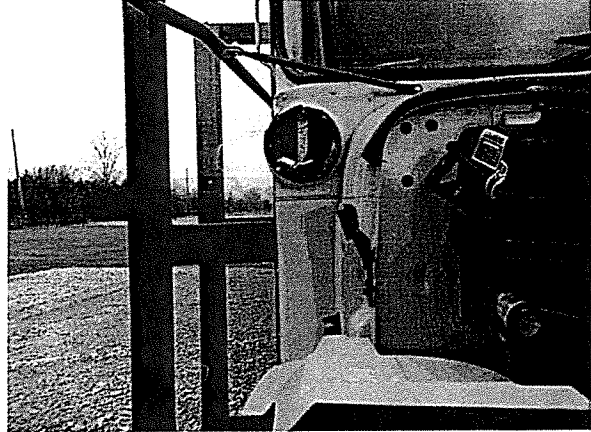
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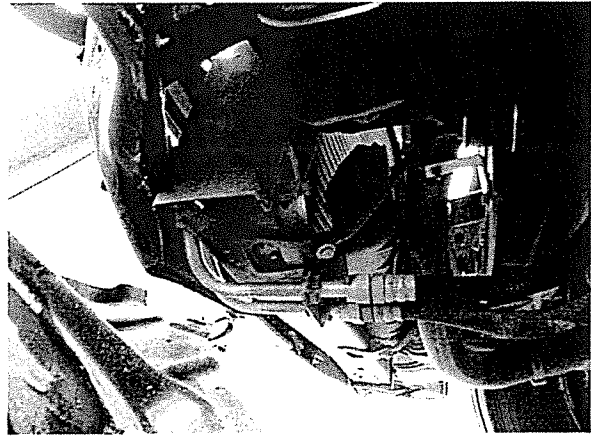
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Reference #: 008170011869
Date: 3/23/2021
Name: Fort Scott Schools
Insurance Co:
Estimated By: Fred Beauchamp

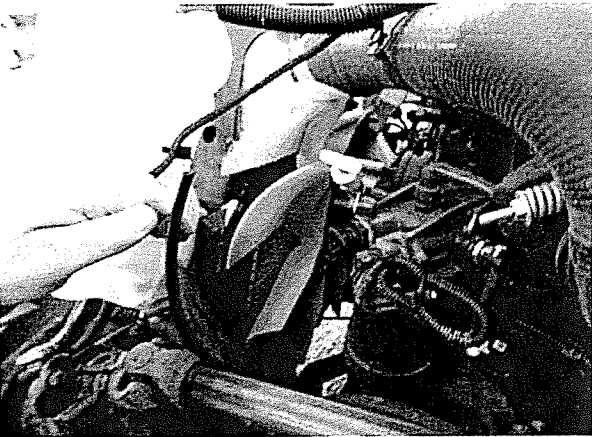
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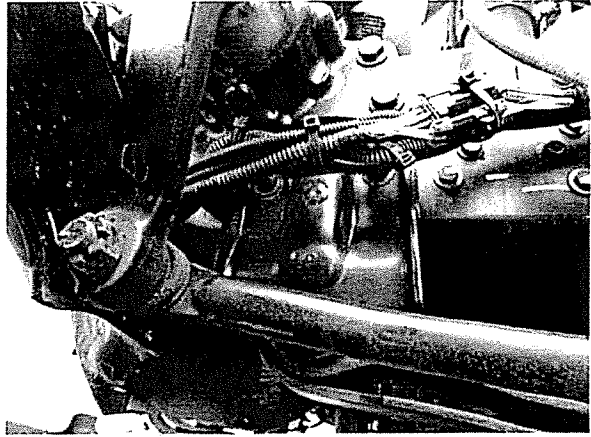
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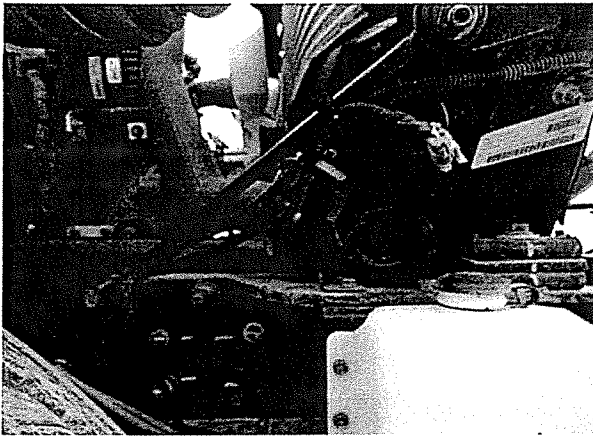
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Estimated By:	Fred Beauchamp	Unit #:	22



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Estimated By:	Fred Beauchamp	Unit #:	22

TERMS & CONDITIONS

The above is an estimate based on inspection and does not cover additional parts or labor which may be required after the work has been started. Occasionally worn or damaged parts are discovered which may not have been evident on the first inspection. Because of this, the above prices are not guaranteed. Quotations on parts and labor are current and subject to change.

Signed _____ Date _____

-120-

BOARD MEMBER COMMENTS

Board members shared comments.

EXECUTIVE SESSION – 7:42 P.M.

It was moved by Mr. Stewart, seconded by Mrs. Barrows, and carried by unanimous vote that the board go into executive session in the Fort Scott Middle School Library to discuss the employment of personnel for the 2020-21 and 2021-22 school years pursuant to the non-elected personnel exception under KOMA and for the open meeting to resume in the Fort Scott Middle School Commons at 8:35 p.m.

The executive session was required to protect the privacy rights of an identifiable individual.

The board invited Superintendent Hessong; Dalaina Smith, Academic Director; and Gina Shelton, Business Manager/Board Clerk, to attend the executive session.

Board Member Armstrong and Dalaina Smith exit the executive session at 8:02 p.m.

Board Member Armstrong reenters the executive session at 8:07 p.m.

OPEN SESSION – 8:35 P.M.

CONSIDER EMPLOYMENT

It was moved by Mr. Brown, seconded by Mrs. Jackson, and carried by unanimous vote that the board approve the following employment items:

- A. Retirement of Pam Williams, Winfield Scott teacher aide, effective June 1, 2021
- B. Retirement of Tom Lancaster, bus driver, effective April 1, 2021
- C. Resignation of J. P. "Phil" Hammons as USD 234 Treasurer, effective March 5, 2021
- D. Resignation of Joy McGhee, Winfield Scott Principal, effective at the end of the 2020-21 contract year
- E. Resignation of Tammy Grimes, Eugene Ware speech paraprofessional, effective April 3, 2021
- F. Resignation of Dillon Duffy, middle school four-hour paraprofessional, effective March 29, 2021
- G. Termination of Gary Floyd, middle school paraprofessional, effective March 29, 2021
- H. Transfer of Clint Heffern, high school social studies/physical education teacher, to the additional high school physical education teacher position for the 2021-22 school year
- I. Leave of absence for Carrie Southwell, Eugene Ware third grade teacher, for the 2021-22 school year
- J. Clarification of contract for Stephanie Flanner, elementary behavior specialist
- K. Employment of Scott Kimble as high school principal for the 2021-22 school year
- L. Employment of Sarah Dunivan as the Winfield Scott music teacher for the 2021-22 school year

- M. Employment of Michael Casner as high school industrial technology teacher for the 2021-22 school year
- N. Employment of Ashley Wilcox as Winfield Scott technology teacher for the 2021-22 school year
- O. Employment of Susan Carnes as Eugene Ware speech paraprofessional for the remainder of the 2020-21 school year
- P. Employment of Sabrina Cady as a middle school four-hour paraprofessional for the remainder of the 2020-21 school year
- Q. Employment of Nina Merriman-Reed as a middle school paraprofessional for the remainder of the 2020-21 school year
- R. Employment of Rhonda Dawson as USD 234 Treasurer
- S. Employment of Fort Scott High School licensed personnel for the 2021-22 school year
- T. Employment of Fort Scott Middle School licensed personnel for the 2021-22 school year
- U. Employment of Eugene Ware Elementary licensed personnel for the 2021-22 school year
- V. Employment of Winfield Scott Elementary licensed personnel for the 2021-22 school year
- W. Employment of Fort Scott Preschool Center licensed personnel for the 2021-22 school year
- X. Employment of special services/technology licensed personnel for the 2021-22 school year
- Y. Resignation of Allison Gorman as high school head girls' tennis coach, effective at the end of the 2020-21 school year
- Z. Employment of Terra Kegler as high school head volleyball coach for the 2021-22 school year
- AA. Resignation of Courtenay Slinkard, high school English teacher, effective at the end of the 2020-21 school year
- AB. Addition of a full-time high school agriculture education teacher position for the 2021-22 school year
- AC. Employment of Margaret Marino as a Winfield Scott special education teacher for the 2021-22 school year

ADJOURN – 8:36 P.M.

ATTEST:

Board President

Board Clerk