

**MINUTES OF THE BOARD OF EDUCATION MEETING  
NOVEMBER 11, 2019  
5:30 P.M.**

The Board of Education of Unified School District 234, Fort Scott, Kansas, met in regular session at their offices at 424 S. Main at 5:30 p.m.

**PRESENT:** Jamie Armstrong, Gary Billionis, Janet Braun, Michelle Hudiburg, David Stewart, Jordan Witt, James Wood

**ALSO PRESENT:** Martin Altieri, David Brown, Ted Hessong, Robyn Kelso, Joy McGhee, Andrea Scott, Gina Shelton, Amber Toth, Stephanie Witt

**OTHERS PRESENT:** Joe Allen, Kellye Barrows, Connie Billionis, Danny Brown, Carson Felt, Stephanie George, Brenda Hill, Kenny Hudiburg, Lynette Jackson, Daniel Koppa, Brian Pommier, Kerry Pommier, Terry Sercer, Mike Trim.

**OPEN THE MEETING – 5:30 P.M.**

**FLAG SALUTE**

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

**APPROVE OFFICIAL AGENDA**

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

**APPROVE CONSENT AGENDA**

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

- a. Minutes
- b. Bills and Claims
- c. Payroll – October 18, 2019 - \$1,407,823.37
- d. Financial Report
- e. Bond Proceeds Reconciliation
- f. Activity fund accounts
- g. Parent/Teacher Conference Statistics
  - Fort Scott High School – 50.4%
  - Fort Scott Middle School – 64.6%
  - Eugene Ware School – 91.5%
  - Winfield Scott School – 95%

- h. Extended Trip Request  
Orchestra Workshop at K-State – January 17-19, 2020

**USD 234 Statement of Cash & Investments  
For The One Month Ending 9/30/19 for Fiscal Year 2019-2020**

**Bank Statement Reconciliation**

Self Funded Health Account UMB *****1627	\$ 1,671,241.71
Payroll Landmark **026	\$ 20,000.00
Bond Account	\$ 2,906,252.74
Dollar Maker Landmark ***2189	\$ 6,016,523.01

Total Cash in Bank as of 9/30/2019	\$ 10,614,017.46
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Less Outstanding Checks AP & Payroll	\$ (54,925.58)
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Total Cash in Bank after adjustments 9/30/2019	\$ 10,559,091.88
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**Certificates of Deposit Investment (Fund 99)**

Landmark (Maturity 6/13/2019 - .45%)	\$ 5,685.39
LSA -Memorials (Bennett - \$52,308.12, Madison - \$3,814.36) (Maturity 4/12/2020 - .40%)	\$ 56,122.48
LSA - Mason Memorial (Maturity 8/10/19 - .49%)	\$ 3,984.77

Total Certificate of Deposits 9/30/2019	\$ 65,792.64
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Total Cash in Bank and Certificate of Deposits 9/30/2019	\$ 10,624,884.52
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\_\_\_\_\_  
Signature of Treasurer

on

10-10-2019

\_\_\_\_\_  
Date

*do hereby certify that the above statement is correct.*

Fund Number	Beginning Cash	Revenues	Expenses	Payables Change	Ending Cash	Encumbrances
06 GENERAL FUND	1,121,279.10	814,888.70	(649,015.81)	(38,108.42)	1,249,043.57	105,536.95
08 SUPPLEMENTAL	40,367.65	111,462.63	(109,828.83)	0.00	42,001.45	0.00
11 PRESCHOOL-AGED AT-RISK	189,594.39	0.00	(16,474.62)	(0.07)	173,119.70	31,285.88
13 AT RISK K-12	250,495.82	140,000.00	(383,930.62)	(3,750.34)	2,814.86	0.00
14 BILINGUAL EDUCATION	15,000.00	0.00	(1,214.23)	0.00	13,785.77	0.00
15 VIRTUAL EDUCATION	25,839.96	0.00	(885.35)	0.00	24,954.61	0.00
16 CAPITAL OUTLAY	1,112,590.86	42,969.38	(64,929.40)	(26,509.92)	1,064,120.92	2,917.84
18 DRIVER TRAINING	8,991.10	0.00	(255.96)	0.00	8,735.14	0.00
24 FOOD SERVICE	232,829.44	44,350.13	(83,327.12)	(0.04)	193,852.41	45,109.16
26 PROFESSIONAL DEVELOPMENT	24,873.62	0.00	(543.68)	0.00	24,329.94	0.00
28 PARENT EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
29 JUMP START	(7,163.39)	10,000.00	0.00	0.00	2,836.61	0.00
30 SPECIAL EDUCATION	555,757.01	2,971.70	(262,887.86)	(2,030.37)	293,810.48	24,684.02
34 CAREER & POSTSECONDARY EDUCATION	241,843.62	0.00	(41,706.58)	(91.95)	200,045.09	3,159.01
35 GIFTS & GRANTS	211,326.82	3,514.43	(12,463.24)	0.00	202,378.01	4,592.95
51 KPERS	0.00	0.00	0.00	0.00	0.00	0.00
53 CONTINGENCY RESERVE	800,000.00	0.00	0.00	0.00	800,000.00	0.00
55 TEXTBOOK	339,079.58	3,750.33	(26,307.57)	(21,901.95)	294,620.39	25,452.29
61 BOND EXPENDITURES	1,774,739.19	4,411.00	(19,805.13)	0.00	1,759,345.06	7,497.01
61 BOND & INTEREST	2,471,268.97	115,127.39	0.00	0.00	2,586,396.36	0.00
81 ECBG	2,665.03	7,028.23	(3,437.54)	0.00	6,255.72	282.33
82 REVOLVING BENEFITS	637.68	759.78	(748.36)	0.00	649.10	0.00
84 RECREATION	43,351.47	25,603.39	(17,074.23)	0.00	51,880.63	0.00
85 SALES TAX	0.00	73.46	(73.46)	0.00	0.00	0.00
86 EMPLOYEE BENEFIT FUND	26,247.11	3,372.63	(2,394.87)	0.00	27,224.87	0.00
88 SELF FUNDED HEALTH	1,673,618.41	197,669.34	(200,046.04)	0.00	1,671,241.71	0.00
90 TITLE I-LOW INCOME	(7,904.00)	0.00	(40,383.10)	0.00	(48,287.10)	6,100.00
91 TITLE IVA-21ST CENTURY SCHOOLS	(6,306.41)	0.00	0.00	0.00	(6,306.41)	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	1,039.79	0.00	(17,234.83)	0.00	(16,195.04)	15,538.50
95 CARL PERKINS-SECONDARY PROGRAM IMPROV.	(1,528.00)	0.00	0.00	0.00	(1,528.00)	0.00
96 KS PRESCHOOL PILOT	7,800.00	0.00	(4,041.33)	0.00	3,758.67	0.00
99 INVESTMENTS	(65,792.64)	0.00	0.00	0.00	(65,792.64)	0.00
Grand Total:	11,082,542.18	1,527,952.52	(1,959,009.76)	(92,393.06)	10,559,091.88	272,155.94

*Detail of Expenditures/Revenue/Investments for Bond Accounts*

<b>Account 2138146 (Compliance)</b>		
<i>Receipts</i>		
	12/22/2014 Compliance Transfer	\$ 10,000.00
<i>Expenditures</i>	2/5/2019 Gilmore and Bell Compliance Invoice	\$ (10,000.00)
<i>Current Balance</i>		<u>\$ -</u>

<b>Account 2138145 (Cost of Issuance)</b>		
<i>Receipts</i>		
	12/22/2014 Cost of Issuance Transfer	\$ 103,130.00
<i>Expenditures</i>		
	Previous Balance Forward	\$ (100,039.16)
	02/18/15 Transfer to Improvement Account	\$ (3,090.84)
<i>Current Balance</i>		<u>\$ (0.00)</u>

<b>Account 2138110 (Improvement Account)</b>			
<i>Receipts</i>		Market Value	Book Value
	12/22/2014 Go Bond Series 2014 - CUSIP 60934N807	\$ 43,971,269.25	\$ 43,971,269.25
	02/28/2015 Transfer from 2138145	\$ 3,090.84	\$ 3,090.84
<i>Expenditures</i>			
	08/31/2019 Prior Balance	\$ (41,072,518.35)	\$ (41,072,518.35)
	09/30/2019 Withdrawal	\$ -	\$ -
	09/30/2019 Realized Gains/Unrealized Losses	\$ -	\$ -
	09/30/2019 Interest	\$ 4,411.00	\$ 4,411.00
	Transfer to Bond & Int Fund	\$ -	\$ -
<i>Current Balance</i>		<u>\$ 2,906,252.74</u>	<u>\$ 2,906,252.74</u>

<b>Investment of Funds</b>			
		Market Value	Book Value
0%	Invested as of 09/30/19	\$ -	\$ -
100%	Money Market Funds	\$ 2,906,252.74	\$ 2,906,252.74
<i>Current Balance</i>		<u>\$ 2,906,252.74</u>	<u>\$ 2,906,252.74</u>

<i>Other Bond Project Expense</i>		
	Bond Expenses paid 09/30/19	\$ 1,350,981.36
	Bond Reimbursements from Nabholz project	\$ (204,073.68)
	<i>To Draw from Security Bank</i>	<u>\$ 1,146,907.68</u>
	All Account Balances	\$ 1,759,345.06
	Cash Summary Balance	\$ 1,759,345.06

11/05/2019 4:05 PM

Posted; Batch Description 11 Records Selected; Journal Code CD; Processing Month  
11/2019, 10/2019

User ID: DJM

Payee Type: Vendor

Check Type: Check

Checking Account ID: 1

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
91217	10/10/2019	X			4STATESANI	4 State Sanitation, LLC	1,500.00
91218	10/10/2019	X			ALLSYSTE	All Systems Designed Solutions	140.00
91219	10/10/2019	X			ASB	ASB	765.00
91220	10/10/2019	X			CITYUTIL	City Of Fort Scott Utilities	5,039.80
91221	10/10/2019	X			FOLLSOLU	Follett School Solutions	723.48
91222	10/10/2019	X			FSMS	Fort Scott Middle School	20.10
91223	10/10/2019	X			GEIGPLUMBI	Geiger Plumbing, Inc.	224.04
91224	10/10/2019	X			GINGRSTAC	Stacey Gingrich	12.06
91225	10/10/2019	X			HALLAMAN	Amanda Hall	11.25
91226	10/10/2019	X			JOURNEDUC	Journalism Education Association	65.00
91227	10/10/2019	X			KANSACHOR	Kansas Choral Directors Association	30.00
91228	10/10/2019	X			KONEELEV	Kone Elevator	1,048.92
91229	10/10/2019	X			MCALLMAX	Max McAllister	35.00
91230	10/10/2019	X			MILLEDAVI	David Miller	20.50
91231	10/15/2019	X			BSNSPORT	BSN Sports	119.63
91232	10/15/2019	X			FIVECOR2	Five Corners LLC	245.25
91233	10/15/2019	X			FLOWLEA	Flowers By Leanna	30.00
91234	10/15/2019	X			FTSCTTRIB	Fort Scott Tribune	61.00
91235	10/15/2019	X			GWFOODS	G & W Foods	80.95
91236	10/15/2019	X			HEIDTRUE	Heidrick True Value	153.81
91237	10/15/2019	X			JWSPTS	J & W Sports	4,317.20
91238	10/15/2019	X			KOMBFM	KOMB-FM	50.00
91239	10/15/2019	X			MARSGREA	Marsha's Great Plains Deli	37.50
91240	10/15/2019	X			MODERCOPY	Galen Bigelow Jr.	149.05
91241	10/15/2019	X			VERIWIRE	Verizon Wireless	127.50
91242	10/15/2019	X			VISA	Visa	657.86
91243	10/15/2019	X			EVERGY	Evergy	24.09
91281	10/16/2019	X			AMAZON	Amazon Credit	9,001.36
91282	10/16/2019				BRADBKATR	Katricia Bradbury	19.20
91283	10/16/2019	X			BROOPUBLI	Brookes Publishing	135.60
91284	10/16/2019	X			CARDSERV	Card Services	2,435.29
91285	10/16/2019	X			CITYFORT	City Of Fort Scott	1,462.50
91286	10/16/2019	X			DJGLASS	Daniel Bowman	531.20
91287	10/16/2019				DAVISLIND	Lindsey Davis	6.00
91288	10/16/2019	X			FIELKIND	Field Kindley High School	60.00
91289	10/16/2019	X			GWFOODS	G & W Foods	361.40
91290	10/16/2019	X			HOGANJESS	Jessica Hogan	35.00
91291	10/16/2019				HULLMEGA	Megan Hull	6.00
91292	10/16/2019	X			KSGASSE	Kansas Gas Service	717.77
91293	10/16/2019	X			KASB	KASB	750.00
91294	10/16/2019				KEMMEANGE	Angela Kemmerer	15.68
91295	10/16/2019				KSDE	KSDE	225.00
91296	10/16/2019	X			LAKELEAR	Lakeshore Learning Materials	35.48
91297	10/16/2019	X			LEARNTREE	Learning Tree Institute	150.90
91298	10/16/2019	X			LOCKWORX	Daniel Ellis	60.00
91299	10/16/2019				METCAHEAT	Heather Metcalf	6.00
91300	10/16/2019	X			NTHERM	nTherm, LLC	182.45
91301	10/16/2019	X			REALGOOD	Really Good Stuff	1,764.12
91302	10/16/2019	X			RELIPEST	Reliable Pest Control, Inc.	255.00
91303	10/16/2019				RICEDEBR	Debra Rice	6.00
91304	10/16/2019	X			SCHOOSPEC	School Specialty Supply	31.46
91305	10/16/2019	X			WASHBUNIV	Washburn University Leadership Institute	500.00
91306	10/17/2019	X			FIVECOR2	Five Corners LLC	6,605.87
91307	10/23/2019	X			APPLSTOR	Apple Store - Education	299.00
91308	10/23/2019	X			BACKTOHEAL	Back To Health Wellness Center, Inc.	50.00
91309	10/23/2019	X			CASTLSUSI	Susie Castleberry	35.00
91310	10/23/2019	X			CDWG	CDWG (r) Corporate Headqtrs.	293.02
91311	10/23/2019				DICKBLIC	Dick Blick	307.72

11/05/2019 4:05 PM

Posted; Batch Description 11 Records Selected; Journal Code CD; Processing Month  
11/2019, 10/2019

User ID: DJM

Payee Type: Vendor		Check Type: Check			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
91312	10/23/2019				GORMAALLI	Allison Gorman	12.00
91313	10/23/2019				HOMEDPOT	The Home Depot	231.81
91314	10/23/2019	X			HOUGMIF3	Houghton Mifflin Harcourt	15,000.00
91315	10/23/2019	X			HYFLO	Hy Flo	185.00
91316	10/23/2019				KAHPCONV	KAHPERD	600.00
91317	10/23/2019	X			KARLELEC	Lawrence Karleskint	250.00
91318	10/23/2019				KASEA	KASEA	225.00
91319	10/23/2019	X			KORNBOAR	Korney Board Aids, Inc	152.44
91320	10/23/2019	X			LYONELIZ	Elizabeth Lyon	11.86
91321	10/23/2019				MCGRAWHI	McGraw-Hill Education	361.13
91322	10/23/2019	X			MFATHLET	M-F Athletic Company	666.95
91323	10/23/2019	X			MODERCOPY	Galen Bigelow Jr.	2,884.40
91324	10/23/2019	X			NEWGENER	New Generation, Inc.	4,464.00
91325	10/23/2019	X			OLATHSOUTH	Olathe South High School	60.00
91326	10/23/2019	X			POMPSTIRES	Pomp's Tire Service, Inc.	810.76
91327	10/23/2019	X			POWESYST	Power Systems	91.15
91328	10/23/2019	X			RACKPERF	Rack Performance	1,250.00
91329	10/23/2019	X			SCHOOSPEC	School Specialty Supply	296.62
91330	10/23/2019	X			SHIFFLQUIP	Shiffler Equipment Sales, Inc.	139.42
91331	10/23/2019	X			STEVE MICH	Michelle Stevenson	68.99
91332	10/23/2019	X			USD234HE	USD 234 Self-funded Health	1,382.68
91333	10/23/2019	X			USD234S	USD 234 Stockroom	85.00
91334	10/23/2019	X			WALMART	Wal-Mart Super Center	911.89
91335	10/24/2019	X			KSHSAA	KSHSAA	62.00
91337	10/30/2019				BENTYLLC	Benty LLC	2,334.50
91338	10/30/2019				BLANKSHIR	Blankshirts, Inc.	411.83
91339	10/30/2019				CDLELECT	CDL Electric, Inc.	1,541.24
91340	10/30/2019				DUROTIRE	Irvin Durossette	108.00
91341	10/30/2019				EARPJOYC	Joyce Earp	15.00
91342	10/30/2019				EVERGY	Evergy	39,450.73
91343	10/30/2019				HEIDTRUE	Heidrick True Value	198.88
91344	10/30/2019				JWSPORTS	J & W Sports	203.75
91345	10/30/2019				JOHNDEERE	John Deere Financial	104.34
91346	10/30/2019				KMEA2	KMEA	70.00
91347	10/30/2019				LRSPECIALT	L & R Specialties	476.00
91348	10/30/2019				LOCKESUPP	Locke Supply Co.	32.08
91349	10/30/2019				MICHAJENN	Jennifer Michaud	38.16
91350	10/30/2019				MODERCOPY	Galen Bigelow Jr.	1,150.00
91351	10/30/2019				PEARCLIN	Pearson Clinical Assessment	728.92
91352	10/30/2019				PETTCASH	Petty Cash	78.85
91353	10/30/2019				SAKERTOWI	David Saker	65.00
91354	10/30/2019				SCHOOSPEC	School Specialty Supply	129.87
91355	10/30/2019				SEKMEA	SE Kansas KMEA	196.00
91356	10/30/2019				SEKEDSER	SEK Education Service Center	11,694.00
91357	10/30/2019				STEVE MICH	Michelle Stevenson	18.00
91358	10/30/2019				SUNSHIBO	Sunshine Boutique	147.50
91359	10/30/2019				SWANKMOVI	Swank Movie Licensing USA	1,277.00
91360	10/30/2019				TOTALELECT	Total Electronics Contracting, Inc.	4,340.54
91361	10/30/2019				USD234S	USD 234 Stockroom	85.00
91362	10/31/2019				FHS SCHEER	FHS Cheer	515.00
91363	10/31/2019				HEIDTRUE	Heidrick True Value	166.83
91364	10/31/2019				JEFFALLE	Jeff Allen Electric, LLC	5,037.36
91365	10/31/2019				WALMART	Wal-Mart Super Center	72.50
91366	11/05/2019				FIVECOR2	Five Corners LLC	6,733.11
91367	11/05/2019				RUSTYECKFO	Rusty Eck Ford	29,455.00
91369	11/05/2019				ALIGNSERV	Alignment Services	200.00
91370	11/05/2019				AMERELE2	American Electric	414.00
91371	11/05/2019				BHPHOTO	B & H Photo-Video	1,879.13

- 7 -

**FSRC - Bills & Claims – November 6, 2019**

<u>Organization</u>	<u>Amount</u>	<u>Description</u>
	<b>Early Bills</b>	
5 Corners Mini-Mart, LLC	\$ 245.25	Fuel for Trucks
Modern Copy Systems	\$ 149.05	Monthly Contract
Visa	\$ 657.86	Athletic Supplies, Parks Maint. & Truck Maintenance
Marsha's Great Plains Deli	\$ 37.50	Board Lunch
Verizon	\$ 127.50	Cell Phone Usage
Ft. Scott Tribune	\$ 61.00	Annual Subscription
G & W Foods	\$ 80.95	Special Event
KOMB-KM/KMDO-AM	\$ 50.00	Buck Run 411
J & W Sports Shop	\$4317.20	Fall Shirts/Awards
BSN Sport, LLC	\$ 119.63	Flag Football Flags
Heidrick's True Value	\$ 153.81	Parks Maintenance
Flowers By Leana	\$ 30.00	Leo Comstock Family
Everygy	\$ 24.09	Service @ Cullor
	<b>Monthly Bills</b>	
Walmart Community/SYNCB	\$ 72.50	Parks Main.& Office Supp
FSHS Cheer Team	\$ 515.00	Fall Tiger Kids
Jeff Allen Electric	\$5037.36	Work @ Ellis & Cullor
Heidrick's True Value	\$ 166.83	Parks Maintenance
<b>Total Bills &amp; Claims</b>	<b>\$11,845.53</b>	



# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 09/01/2019 to 09/30/2019.

Site ID Group ID	Site Name 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	210.00	70.00	210.00	0.00	70.00
		1105	Lost Textbooks	0.00	0.00	0.00	0.00	0.00
		1106	Interest	2.85	1.52	2.85	0.00	1.52
		1107	Food Service	287.00	15.00	287.00	0.00	15.00
		1108	ASCC	1,093.00	1,448.33	1,093.00	0.00	1,448.33
		1109	Sales Tax	0.00	0.00	0.00	26.22	26.22
		1116	FSMS Lab Fees	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
			<b>Totals:</b>	<b>1,592.85</b>	<b>1,534.85</b>	<b>1,592.85</b>	<b>26.22</b>	<b>1,561.07</b>
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	104.82	0.00	44.24	0.00	60.58
		2200	Indigent Fund	344.66	0.00	0.00	0.00	344.66
		2207	Kiwanis	0.00	0.00	0.00	0.00	0.00
		2209	Social Committee	0.00	737.33	163.45	0.00	573.88
		2211	Pioneer Kiwanis	0.00	0.00	0.00	0.00	0.00
			<b>Totals:</b>	<b>449.48</b>	<b>737.33</b>	<b>207.69</b>	<b>0.00</b>	<b>979.12</b>
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	7,671.65	305.44	1,400.51	-26.22	6,550.36
		3131	Physical Education Patrol Club	574.59	0.00	0.00	0.00	574.59
		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	3,985.18	0.00	15.60	0.00	3,969.58
		3146	Media Center	1,002.05	0.00	0.00	0.00	1,002.05
			<b>Totals:</b>	<b>13,308.47</b>	<b>305.44</b>	<b>1,416.11</b>	<b>-26.22</b>	<b>12,171.58</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 09/01/2019 to 09/30/2019.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
D	HIGH SCHOOL							
	4100		Activity Cards	22.00	0.00	0.00	0.00	22.00
		D	Totals:	22.00	0.00	0.00	0.00	22.00
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:	15,420.72	2,577.62	3,216.65	0.00	14,781.69
			Report Totals:	15,420.72	2,577.62	3,216.65	0.00	14,781.69

*Jeff McNamee*

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 09/01/2019 to 09/30/2019.

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		175.00	35.00	175.00	0.00	35.00
	1105	Lost Textbooks		0.00	0.00	0.00	0.00	0.00
	1106	Interest		1.26	1.21	1.26	0.00	1.21
	1107	Food Service		0.00	65.00	0.00	0.00	65.00
	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
	3132	MS Activity Fee/Project Art		0.00	0.00	0.00	0.00	0.00
	A	Totals:		176.26	101.21	176.26	0.00	101.21
B	GIFTS							
	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		495.95	0.00	0.00	0.00	495.95
	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:		715.63	0.00	0.00	0.00	715.63

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 09/01/2019 to 09/30/2019.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
C	CLASSES							
	3100		Student Leadership	3,222.75	0.00	0.00	0.00	3,222.75
	3102		Music Club	1,081.34	0.00	0.00	0.00	1,081.34
	3103		Best Box Label Club	0.00	0.00	0.00	0.00	0.00
	3104		Box Tops	1,495.11	0.00	0.00	0.00	1,495.11
	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	1,997.39	0.00	65.98	0.00	1,931.41
		C	Totals:	11,322.03	0.00	65.98	0.00	11,256.05
D	HIGH SCHOOL							
	4100		Activity Cards	0.00	0.00	0.00	0.00	0.00
		D	Totals:	0.00	0.00	0.00	0.00	0.00
		EWE	Totals:	12,213.92	101.21	242.24	0.00	12,072.89
		Report Totals:		12,213.92	101.21	242.24	0.00	12,072.89

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 09/01/2019 to 09/30/2019.

Site ID	Site Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Group ID	Group Name					
Activity ID	Activity Name					
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	425.05	93.24	425.05	0.00	93.24
1104	Textbook Rental	750.00	70.00	600.00	0.00	220.00
1105	Lost Textbooks	0.00	0.00	0.00	0.00	0.00
1106	Interest	4.43	4.53	4.43	0.00	4.53
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	39.95	519.82	39.95	0.00	519.82
1111	Restroom Vending Machines	0.00	0.00	0.00	0.00	0.00
1113	Delinquent Fees	71.16	0.00	71.16	0.00	0.00
1114	Athletics	778.69	1,202.93	1,881.00	-46.64	53.98
1115	Agendas	0.00	10.97	0.00	0.00	10.97
1116	FSMS Lab Fees	280.00	85.00	280.00	0.00	85.00
3132	MS Activity Fee/Project Art	305.00	80.00	305.00	40.00	120.00
A Totals:		2,654.28	2,066.49	3,606.59	-6.64	1,107.54
	GIFTS					
2115	Intramural Sponsors	7.35	0.00	0.00	0.00	7.35
2202	Indigent Student (lunch money)	84.14	0.00	0.00	0.00	84.14
2203	Indigent Student (fees)	3.75	0.00	0.00	0.00	3.75
B Totals:		95.24	0.00	0.00	0.00	95.24
C	CLASSES					
3101	Home Economics	0.92	0.00	0.00	0.00	0.92
3112	Book Fair	380.53	0.00	0.00	0.00	380.53
3113	Technology	54.65	371.59	0.00	0.00	426.24
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	38.82	0.00	0.00	0.00	38.82
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	714.76	0.00	0.00	0.00	714.76
3143	Recycling	2,081.32	0.00	0.00	0.00	2,081.32
C Totals:		4,648.84	371.59	0.00	0.00	5,020.43
D	HIGH SCHOOL					
4100	Activity Cards	0.00	0.00	0.00	0.00	0.00
D Totals:		0.00	0.00	0.00	0.00	0.00

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 09/01/2019 to 09/30/2019.

Site ID	Site Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Group ID	Group Name					
Activity ID	Activity Name					
E	CLUBS					
120	FCA	2,881.62	0.00	0.00	0.00	2,881.62
190	Pride	351.65	0.00	0.00	0.00	351.65
E	Totals:	3,233.27	0.00	0.00	0.00	3,233.27
F	MUSIC, DRAMA, PUBLICATIONS					
1000	Band Boosters	32.20	0.00	0.00	0.00	32.20
1001	Orchestra Boosters	11.60	0.00	0.00	0.00	11.60
1041	Football Boosters -MS	1,249.55	2,237.25	1,248.30	-178.12	2,060.38
F	Totals:	1,293.35	2,237.25	1,248.30	-178.12	2,104.18
H	SUPPORT					
2065	Concession Fund	20,260.59	1,763.67	880.90	178.12	21,321.48
2116	Turkey Fund	752.46	0.00	0.00	0.00	752.46
3108	Student Beverage	568.36	0.00	106.94	0.00	461.42
3126	FSMS Wellness Committee	287.96	0.00	0.00	0.00	287.96
3134	Paper/Pencil Sale	470.12	0.00	0.00	0.00	470.12
3136	Special Activities	88.46	0.00	0.00	0.00	88.46
3137	Memory Book	1,073.67	0.00	0.00	0.00	1,073.67
H	Totals:	23,501.62	1,763.67	987.84	178.12	24,455.57
FSMS	Totals:	35,426.60	6,439.00	5,842.73	-6.64	36,016.23
Report Totals:		35,426.60	6,439.00	5,842.73	-6.64	36,016.23 ✓

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OB

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 09/01/2019 to 09/30/2019.

Site ID	Site Name						
Group ID	Group Name						
Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance	
FSHS	Fort Scott High School						
A	BOE ACCOUNTS						
1103	MS PE t-shirts	7.00	0.00	7.00	0.00	0.00	
1108	ASCC	0.00	0.00	0.00	0.00	0.00	
1109	Sales Tax	33.51	2,112.20	33.51	0.00	2,112.20	
1116	FSMS Lab Fees	0.00	0.00	0.00	0.00	0.00	
2500	Athletics	15,854.21	16,504.19	11,187.20	84.07	21,255.27	
2505	Book Rental	1,015.00	137.50	1,015.00	0.00	137.50	
2510	Personal Copies	0.00	0.00	0.00	0.00	0.00	
2515	Driver Ed	0.00	0.00	0.00	0.00	0.00	
2520	Interest	136.76	0.00	136.76	53.55	53.55	
3132	MS Activity Fee/Project Art	0.00	0.00	0.00	0.00	0.00	
	A Totals:	17,046.48	18,753.89	12,379.47	137.62	23,558.52	
	CLASSES						
520	Class of 2023	0.00	0.00	0.00	0.00	0.00	
525	Class of 2022	0.00	0.00	0.00	0.00	0.00	
530	Class of 2021	183.31	0.00	0.00	0.00	183.31	
535	Class of 2020	1,671.69	1,228.24	0.00	0.00	2,899.93	
540	Class of 2019	1,443.13	0.00	0.00	0.00	1,443.13	
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:	3,298.13	1,228.24	0.00	0.00	4,526.37	

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 09/01/2019 to 09/30/2019.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
C HIGH SCHOOL								
1500	Boys Basketball			7,517.59	0.00	150.00	0.00	7,367.59
1505	Baseball Team			2,300.85	0.00	358.38	0.00	1,942.47
1510	Football Team			8,835.10	3,480.00	5,230.63	0.00	7,084.47
1515	Boys Golf Team			3,392.09	0.00	0.00	0.00	3,392.09
1520	Softball Team			12,464.32	0.00	0.00	0.00	12,464.32
1525	Girls' Tennis Team			2,119.61	0.00	0.00	0.00	2,119.61
1526	Boys' Tennis Team			468.08	0.00	0.00	0.00	468.08
1530	Track Team			12,989.43	429.04	495.72	0.00	12,922.75
1535	Volleyball Team			9,534.77	373.00	5,076.50	0.00	4,831.27
1540	Wrestling Team			280.15	0.00	150.00	0.00	130.15
1545	Weight Training			4.72	0.00	0.00	0.00	4.72
1550	Girls Golf			2,717.82	0.00	89.10	0.00	2,628.72
1555	Soccer Team			5,142.24	120.00	0.00	0.00	5,262.24
1560	Girls Basketball			18,020.17	2,511.58	335.06	-894.16	19,302.53
D Totals:				85,786.94	6,913.62	11,885.39	-894.16	79,921.01
CLUBS								
100	Art Club			558.16	0.00	105.79	0.00	452.37
105	Strategic Games			456.52	0.00	0.00	0.00	456.52
110	Drama Club			3,805.61	2,315.00	153.60	-210.00	5,757.01
115	FBLA			445.37	190.11	49.44	0.00	586.04
120	FCA			1,050.18	0.00	0.00	0.00	1,050.18
125	Education Rising			1,166.14	0.00	0.00	0.00	1,166.14
130	Automotive Technology			753.32	261.11	50.99	0.00	963.44
135	FFA			34,222.54	5,325.46	5,649.27	-941.50	32,957.23
140	FCCLA			1,086.03	0.00	0.00	0.00	1,086.03
145	Global Cultural & Diversity Club			989.57	505.48	0.00	-210.81	1,284.24
150	Tiger Construction			11,437.27	0.00	0.00	0.00	11,437.27
155	Honor Society			129.87	0.00	0.00	0.00	129.87
160	Key Club			338.97	17.00	0.00	0.00	355.97
165	J.Sinn Debate Fund			1,760.00	0.00	0.00	0.00	1,760.00
170	Math/Physics Club			298.43	650.48	0.00	-260.38	688.53
175	M & F Gang			0.00	0.00	0.00	0.00	0.00
180	NSDA			6,091.35	3,588.41	115.80	-425.18	9,138.78
185	Thespians Club			3,269.67	457.77	413.15	-196.99	3,117.30
190	Pride			1,062.60	0.00	20.71	0.00	1,041.89
195	Travel Club			26,555.92	0.00	0.00	0.00	26,555.92
200	Science Club			562.17	0.00	0.00	0.00	562.17
205	Quarterback Club			84.28	0.00	0.00	0.00	84.28
210	Student Council			4,419.70	1,696.00	1,107.72	0.00	5,007.98
215	Interact Club			646.72	0.00	0.00	0.00	646.72
220	FSHS Clothes Closet			1,272.93	0.00	0.00	0.00	1,272.93
E Totals:				102,463.32	15,006.82	7,666.47	-2,244.86	107,558.81



# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 09/01/2019 to 09/30/2019.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
MUSIC, DRAMA, PUBLICATIONS								
1000	Band Boosters			3,633.60	2,182.00	1,359.09	0.00	4,456.51
1005	Choir Fund			2,124.17	0.00	0.00	0.00	2,124.17
1010	Orchestra Fund			1,531.30	29.00	0.00	0.00	1,560.30
1015	Cheerleaders			9,926.90	1,276.00	4,765.40	0.00	6,437.50
1020	Dance Team			1,027.77	2,874.90	0.00	0.00	3,902.67
1025	Spirit Club			60.25	0.00	0.00	0.00	60.25
1030	Drama Plays			12,103.88	800.00	7.77	0.00	12,896.11
1035	Crimson			5,251.56	1,350.00	3,097.86	0.00	3,503.70
1040	Tiger Times			697.11	0.00	121.26	0.00	575.85
1045	Academic Team			1,009.41	0.00	134.81	0.00	874.60
F Totals:				37,365.95	8,511.90	9,486.19	0.00	36,391.66
SUPPORT								
2000	Academic Achievement			1,967.08	0.00	10.50	0.00	1,956.58
2005	Classes Past			4,712.71	0.00	0.00	0.00	4,712.71
2010	Madison Memorial Scholarship Fund			16.57	0.00	0.00	0.00	16.57
2011	Regan Memorial Scholarship Fund			1,890.35	0.00	0.00	0.00	1,890.35
2015	Faculty Needs Fund			749.53	50.00	0.00	0.00	799.53
2020	Alumni Assistance Fund			3,061.33	0.00	0.00	0.00	3,061.33
2030	Scholarship Fund			17,859.59	7,800.00	200.00	0.00	25,459.59
2035	Activities Fund			1,242.76	0.00	434.26	0.00	808.50
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			2,994.96	150.00	732.08	0.00	2,412.88
2055	Parking Fund			1,584.63	0.00	0.00	0.00	1,584.63
2060	Contingency Fund			8,985.01	81.72	316.02	0.00	8,750.71
2065	Concession Fund			5,325.15	2,900.00	250.89	2,942.67	10,916.93
2070	Technology Fund			4,732.74	0.00	88.13	0.00	4,644.61
2075	Student Agendas			153.66	0.00	0.00	0.00	153.66
2080	General Fund			1,033.19	0.00	0.00	0.00	1,033.19
2085	Alumni Gift Fund			0.00	0.00	0.00	0.00	0.00
2206	Kiwanis Student Needs Fund			47.06	0.00	11.94	0.00	35.12
2525	ID Card Fund			1,029.00	5,146.92	0.00	0.00	6,175.92
2535	Baseball Travel			0.00	0.00	0.00	0.00	0.00
2540	Photography			0.00	0.00	0.00	0.00	0.00
2560	Cap & Gown Fund			724.65	0.00	0.00	0.00	724.65
H Totals:				58,684.97	16,128.64	2,043.82	2,942.67	75,712.46
FSHS Totals:				304,645.79	66,543.11	43,461.34	-58.73	327,668.83
Report Totals:				304,645.79	66,543.11	43,461.34	-58.73	327,668.83

## **PUBLIC FORUM**

Stephanie George addressed the board during the public forum section.

## **AUDIT REPORT – TERRY SERCER**

Terry Sercher, CPA with Diehl, Banwart, Bolton CPAs PA, presented the audit report to the board.

## **KNEA REPORT**

Stephanie George, KNEA President, updated the board on American Education Week and the ability for teachers to earn micro credentials for free, or for a small fee, to obtain college credit.

## **SCHOOL RESOURCE OFFICER REPORT – MIKE TRIM**

Officer Mike Trim reported on his role as the school resource officer and trainings he had received.

## **ADMINISTRATORS' REPORTS**

Building principals from all schools presented reports.

## **SUPERINTENDENT'S REPORT**

Superintendent Ted Hessong welcomed the newly-elected board members. He then updated the board on a bus safety meeting the administrators attended, the Framework for Growth for Southeast Kansas workshop, special education in the district, thanked the Fort Scott Area Community Foundation for their support of our schools, Kansans CAN recommendations, the academic calendar for the next school year, and the district's new website.

## **BUSINESS MANAGER'S REPORT**

Gina Shelton, Business Manager, discussed audits, gym equipment bids, open enrollment for staff, and insurance benefit language.

## **CONSIDER ROOF PAYMENT**

It was moved by Mrs. Hudiburg, seconded by Mr. Wood, and carried by unanimous vote that the board approve pay application #2 in the amount of \$164,374.20 to JB Turner and Sons Roofing & Sheetmetal:

TO (OWNER): Fort Scott USD #234  
424 S Main  
Fort Scott, KS 66701

PROJECT: Fort Scott #234 Roof Replace\*\*  
Multiple Locations  
Fort Scott, KS

APPLICATION NO: 2  
PERIOD TO: 10/15/2019  
DISTRIBUTION  
TO:  
- OWNER  
- ARCHITECT  
- CONTRACTOR

FROM (CONTRACTOR): TR Management Inc dba  
JB Turner and Sons Roofing  
PO Box 19525  
Topeka, KS 66619

VIA (ARCHITECT): Benchmark, Inc.  
Attn: Norm Francis  
6065 Huntington Court NE  
Cedar Rapids, IA 52402

ARCHITECT'S  
PROJECT NO: 19UFSFORTRO03C

CONTRACT FOR: Roofing

CONTRACT DATE: 5/24/2019

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL CONTRACT SUM	924,763.00
2. Net Change by Change Orders	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	924,763.00
4. TOTAL COMPLETED AND STORED TO DATE	353,221.00

### 5. RETAINAGE:

a. 10.00 % of Completed Work	\$ 35,322.10
b. 0.00 % of Stored Material	\$ 0.00

Total retainage (Line 5a + 5b) \$ 35,322.10

6. TOTAL EARNED LESS RETAINAGE \$ 317,898.90  
(Line 4 less Line 5 Total)

### 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$ 153,524.70

8. CURRENT PAYMENT DUE \$ 164,374.20

9. BALANCE TO FINISH, INCLUDING RETAINAGE  
(Line 3 less Line 6) \$ 606,864.10

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	0.00	

The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

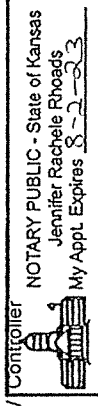
CONTRACTOR: TR Management Inc dba  
JB Turner and Sons Roofing PO Box 19525  
Topeka, KS 66619

By: Amanda Giltner Date: 10/11/2019

Amanda Giltner

State of: KS

County of: Shawnee



Subscribed and Sworn to before me this 11th Day of October 20 19

Notary Public: Jennifer Rachele Rhoads

My Commission Expires: 8-2-23

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA Type Document  
Application and Certification for Payment

Page 2 of 2

TO (OWNER): Fort Scott USD #234  
424 S Main  
Fort Scott, KS 66701

PROJECT: Fort Scott #234 Roof Replace\*\*  
Multiple Locations  
Fort Scott, KS

APPLICATION NO: 2  
PERIOD TO: 10/15/2019

DISTRIBUTION  
TO:  
\_ OWNER  
\_ ARCHITECT  
\_ CONTRACTOR

FROM (CONTRACTOR): TR Management Inc dba  
JB Turner and Sons Roofing  
PO Box 19525  
Topeka, KS 66619

VIA (ARCHITECT): Benchmark, Inc.  
Attn: Norm Francis  
6065 Huntington Court NE  
Cedar Rapids, IA 52402

ARCHITECT'S  
PROJECT NO: 19UFSFORTR003C

CONTRACT FOR: Roofing

CONTRACT DATE: 5/24/2019

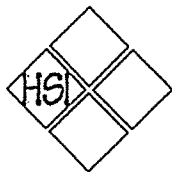
ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Board of Education Office	137,693.00	68,846.50	68,846.50	0.00	137,693.00	100.00	0.00	13,769.30
2	Fort Scott Middle School	137,690.00	0.00	13,769.00	0.00	13,769.00	10.00	123,921.00	1,376.90
3	Fort Scott High School	432,690.00	0.00	43,269.00	0.00	43,269.00	10.00	389,421.00	4,326.90
4	Eugene Ware Elementary	97,000.00	0.00	38,800.00	0.00	38,800.00	40.00	58,200.00	3,880.00
5	Winfield Scott Elementary	119,690.00	101,736.50	17,953.50	0.00	119,690.00	100.00	0.00	11,969.00
REPORT TOTALS		\$924,763.00	\$170,583.00	\$182,638.00	\$0.00	\$353,221.00	38.20	\$571,542.00	\$35,322.10

## **CONSIDER PURCHASE OF HIGH SCHOOL GYM BLEACHERS**

It was moved by Mr. Wood, seconded by Mr. Witt, and carried by the following vote that the board approve the purchase of bleachers using option 2 with backs in the amount of \$226,233.00:

YES – Armstrong, Braun, Hudiburg, Stewart, Witt, Wood

NO – Billionis



**Heartland Seating Inc**  
spectator seating specialists



RFP 17.2 ESC-BLEACHERS2017

**Mail Contracts and all correspondence to:**

Heartland Seating, Inc. Phone: 913-268-0069  
c/o Brad Peterson Fax: 913-962-0803  
11222 Johnson Drive  
Shawnee, KS 66203

**PROJECT NAME: FORT SCOTT HIGH SCHOOL BLEACHERS**  
**SCOPE OF WORK: TELESCOPIC BLEACHERS**

**DATE: OCTOBER 29, 2019**

**Main Floor**

**Bank 1 - East/North Bank**

Wall-attached, electrically powered, telescopic bleachers, 6 rows x 38'-6", 11 1/2" rise per row, 33" row spacing and 12" Interkal Excel seat modules and automatic Comfoback backrests available in 15 standard colors.

- Two (2) self-storing end rails and vinyl end curtains
- Two (2) foot level aisles with intermediate steps and quarter turn aisle rails
- Eight (8) L-brackets (see attached "About L-brackets")
- 1 row ADA notches
- (208V, 3Phase) with disconnect responsibility of others.

**Bank 2 - East/South Bank**

Wall-attached, electrically powered, telescopic bleachers, 8 rows x 38'-6", 10 1/4" rise per row, 24" row spacing and 12" Interkal Excel seat modules available in 15 standard colors.

- Two (2) self-storing end rails and vinyl end curtains
- Two (2) foot level aisles with intermediate steps and self-storing aisle rails
- Eight (8) L-brackets (see attached "About L-brackets")
- 1 row ADA notches
- (208V, 3Phase) with disconnect responsibility of others.

**Bank 3 - West/South Bank**

Wall-attached, electrically powered, telescopic bleachers, 6 rows x 38'-6", 11 1/2" rise per row, 33" row spacing and 12" Interkal Excel seat modules and automatic Comfoback backrests available in 15 standard colors.

- Two (2) self-storing end rails and vinyl end curtains
- Two (2) foot level **END AISLES** with intermediate steps and quarter turn aisle rails
  - includes extra horse frame supports for rows 1-4
- Eight (8) L-brackets (see attached "About L-brackets")
- 1 row ADA notches
- (208V, 3Phase) with disconnect responsibility of others.

**Bank 4 - West/North Bank**

Wall-attached, electrically powered, telescopic bleachers, 6 rows x 38'-6", 11 1/2" rise per row, 33" row spacing and 12" Interkal Excel seat modules and automatic Comfoback backrests available in 15 standard colors.

- Two (2) self-storing end rails and vinyl end curtains
- Two (2) foot level **END AISLES** with intermediate steps and quarter turn aisle rails
  - includes extra horse frame supports for rows 1-4
- Eight (8) L-brackets (see attached "About L-brackets")
- 1 row ADA notches
- (208V, 3Phase) with disconnect responsibility of others.

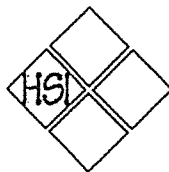
**Two (2) scorer's tables – owner to decide on location of each table**

**Twelve (12) ADA notches located among the (4) lower banks**

**MATERIALS DELIVERED AND INSTALLED \$127,446**

11222 Johnson Drive, Shawnee, KS 66203  
[www.heartlandseating.com](http://www.heartlandseating.com)

Phone: (913) 268-0069 Fax: (913) 962-0803  
[sales@heartlandseating.com](mailto:sales@heartlandseating.com)



## Heartland Seating Inc

spectator seating specialists

<u>Mezzanine</u>	
<b>Option #1</b> Reverse-fold, electrically powered, telescopic bleachers, 8 rows x 84'-0", 11 1/2" rise per row, 26" row spacing and 12" Interkal Excel seat modules available in 15 standard colors. <ul style="list-style-type: none"><li>Two (2) self-storing end rails and vinyl end curtains</li><li>Three (3) foot level aisles with intermediate steps and self-storing aisle rails</li><li>Back panels and rails<ul style="list-style-type: none"><li>Modify back panels to close gap at lower rows to finish closing off to wall at both ends</li></ul></li><li>"FS" or "FSHS" lettering plan using red and white seat modules</li><li>(208V, 3Phase) with disconnect responsibility of others.</li></ul>	
<b>MATERIALS DELIVERED AND INSTALLED</b>	<b>\$59,541</b>
<b>Option #2</b> Reverse-fold, electrically powered, telescopic bleachers, 7 rows x 84'-0", 11 1/2" rise per row, 32" row spacing and 12" Interkal Excel seat modules and manual Comfoback backrests available in 15 standard colors. <ul style="list-style-type: none"><li>Two (2) self-storing end rails and vinyl end curtains</li><li>Three (3) foot level aisles with intermediate steps and quarter turn aisle rails</li><li>Back panels and rails<ul style="list-style-type: none"><li>Modify back panels to close gap at lower rows to finish closing off to wall at both ends</li></ul></li><li>"FS" or "FSHS" lettering plan using red and white seat modules</li><li>(208V, 3Phase) with disconnect responsibility of others.</li></ul>	
<b>MATERIALS DELIVERED AND INSTALLED</b>	<b>\$87,787</b>
<b>Both/either bank will have an extended open dimension in addition to the modified back panels to close off the space behind the bleacher.</b>	
<b>ADD FOR REMOVAL AND DISPOSAL OF EXISTING BLEACHERS</b> <ul style="list-style-type: none"><li>Existing bleachers consist of 126 sections of wide deck, backrests, and back rails on mezzanine units</li><li>Includes dumpsters</li></ul>	<b>\$11,000</b>

### IMPORTANT – TERMS AND CONDITIONS:

This quotation shall be included by attachment with contract and is based on delivery prior to May 31, 2020 (quarterly adjustments may apply). Quotation is subject to acceptance within 60 days of issuance. Allow 4 to 5 weeks for approval drawings upon receipt of contract, project manual and plans. Allow for field check and approval time, then 90 to 120 days lead time to delivery (or call to discuss fast track options, if needed). Site and gym are to be accessible for unload, staging materials in gym and beginning installation upon receipt of materials to avoid delays and added handling storage charges. Multiple moves, extra handling and or storage are not included. Up to 45 days prior to delivery, orders may be pulled from production and rescheduled to Interkal's next available production date. Unless listed in the above scope "description" pricing does not include prevailing wage, union wages, any miscellaneous licensing, permits, or fees.

Terms (unless specified otherwise): Materials, Net 30 days. Labor, 90% monthly estimate, balance upon completion. 1.5% per month to be charged on past due amounts. Applicable taxes must be added.

Should you wish to have any of the above conditions and terms altered or included with our bid, please call for revised quote. Thank you for the opportunity to be of service.

Sincerely,  
Brad Peterson  
Heartland Seating, Inc.  
Sales Representative

*Brad Peterson*

11222 Johnson Drive, Shawnee, KS 66203  
[www.heartlandseating.com](http://www.heartlandseating.com)

Phone: (913) 268-0069 Fax: (913) 962-0803  
[sales@heartlandseating.com](mailto:sales@heartlandseating.com)

## **CONSIDER 2019-20 AUDIT CONTRACT**

It was moved by Mr. Witt, seconded by Mrs. Armstrong, and carried by unanimous vote that the board approve the following audit contract for the 2019-20 audit:



# Diehl Banwart Bolton

Certified Public Accountants P.A.

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November 7, 2019

To the Superintendent and School Board  
Unified School District #234  
Fort Scott, Kansas

We are pleased to confirm our understanding of the services we are to provide to Unified School District #234 as of and for the year ended June 30, 2020, which is comprised of the Summary Statement of Receipts, Expenditures, and Unencumbered Cash – regulatory basis, and the related notes to the financial statements. Also the following regulatory required supplemental information accompanying the financial statement will be subjected to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statements itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- Summary of Expenditures - Actual and Budget (Budgeted Funds Only) – Regulatory Basis
- Schedule of Receipts and Expenditures - Actual and Budget – Regulatory Basis
- Schedule of Receipts and Disbursements - Agency Funds – Regulatory Basis
- Schedule of Receipts, Expenditures, and Unencumbered Cash – District Activity Funds
- Schedule of Expenditures of Federal Awards

It is agreed that the basis of presentation of the financial statements will be in accordance with the regulatory basis of accounting in the format required by the **Kansas Municipal Audit and Accounting Guide**. It is further agreed that the municipality shall pass a resolution to waive the requirements of law relating to the preparation of financial statements and financial reports that conform to generally accepted accounting principles as provided by K.S.A. 1982 Supp. 75-1120a(c).

## Audit Objectives

The objective of our audit is the expression of an opinion as to whether your basic financial statement is fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and the regulatory basis of accounting and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statement taken as a whole. The objective also includes reporting on-

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

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7 1/2 East Wall Street • P.O. Box 469 • Fort Scott, Kansas 66701

Phone (620) 223-4300 • Fax (620) 223-2242

www.dk -25- zm

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with U.S. generally accepted auditing standards; the Kansas Municipal Audit Guide; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the board of education. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

#### **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statement is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U. S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of revenues and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures – Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statement and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statement and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statement. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statement is free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of test of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Unified School District #234 in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

### **Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and for ensuring that financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statement with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (b) that you believe the schedule of expenditures of federal awards, including its format and content, is fairly presented in accordance with the Uniform Guidance; (c) that the methods of measurement or presentation have not changed from those used in the prior period and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You are responsible for the preparation of the other supplementary information, which we have been engaged to report on in conformity with the regulatory basis of accounting. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of supplementary information in accordance with GAAP; (b) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (c) that the methods of measurement or presentation has not changed from those used in the prior period except for the presentation changes required under the regulatory basis of accounting; and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or other studies related to the objectives discussed in the Audit Objectives sections of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees and Other**

We may from time to time, and depending on the circumstance, use third-party service providers in serving account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including the financial statement, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Diehl, Banwart, Bolton, CPAs P.A. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to oversight agencies, including the State of Kansas, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Diehl, Banwart, Bolton, CPAs P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the Oversight Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Disputes arising under this agreement (including the scope, nature and quality of services to be performed by us, our fees and other terms of the engagement) shall be submitted to mediation. A competent and impartial third party, acceptable to both parties, shall be appointed to mediate, and each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceeding shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. If the dispute requires litigation, the court shall be authorized to impose all defense costs against any non-prevailing party found not to have participated in the mediation process in good faith.

It is our understanding that your intent in engaging us is that the financial statements we render to you under this agreement will be made available to the State of Kansas Municipal Accounting Section. Moreover, as of the time of this engagement, we have not been notified, in writing or otherwise, that the professional accounting services rendered under this agreement will be made available to any other person, firm or corporation for any purpose not specified hereinabove. Consequently, no other person, firm or corporation is entitled to rely upon these professional services for any purpose without our express, written agreement. This engagement letter embodies the entire agreement and understanding between the parties hereto and there are no promises, warranties, covenants or conditions made by any of the parties except as herein expressly contained. The terms and conditions of this engagement shall be governed and construed in accordance with the laws of the State of Kansas and may only be modified in writing signed by all the parties. It is agreed that venue and jurisdiction involving any matters arising out of this engagement letter is in the State of Kansas.

We expect to begin our audit on approximately in October and to issue our report no later than December 31, 2020. Terence L. Sercer, CPA is the person responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates, plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$10,450. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. The following are examples of circumstances, which could result in an increase in fees:

- a significant change in the amount or type of accounting records maintained,
- change in personnel with a corresponding change in level and quality of work performed,
- significant state and/or federal grants requiring additional audit work including a Single Audit,
- issuance of long-term debt not identified previously for the purposes of new financing or refund of previously issued long-term debt,
- change in audit or reporting requirements due to changes in the Kansas Municipal Audit Guide, accounting principles generally accepted in the United States of America, or general accepted auditing standards
- evidence of potential fraud, resulting in additional auditing procedures

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

*Government Auditing Standards* require that we provide you with access to our most recent external peer review report. This report may be accessed at our website [www.dbbjb.com](http://www.dbbjb.com).

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

DIEHL, BANWART, BOLTON, CPAs PA

*Diehl, Banwart, Bolton, CPAs, PA*

RESPONSE:

This letter correctly set forth the understanding of Unified School District #234.

Superintendent: \_\_\_\_\_



School Board President: \_\_\_\_\_



## **BOARD MEMBER COMMENTS**

Board members shared comments.

### **EXECUTIVE SESSION – 7:25 P.M.**

It was moved by Mr. Witt, seconded by Mr. Wood, and carried by unanimous vote that the board go into executive session to discuss a personnel evaluation pursuant to the non-elected personnel exception under KOMA and for the open meeting to resume in the board room at 7:40 p.m.

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

### **OPEN SESSION – 7:40 P.M.**

### **EXECUTIVE SESSION – 7:40 P.M.**

It was moved by Mr. Witt, seconded by Mr. Wood, and carried by unanimous vote that the board go into executive session to discuss a personnel evaluation pursuant to the non-elected personnel exception under KOMA and for the open meeting to resume in the board room at 7:45 p.m.

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

### **OPEN SESSION – 7:45 P.M.**

### **EXECUTIVE SESSION – 7:46 P.M.**

It was moved by Mr. Witt, seconded by Mr. Wood, and carried by unanimous vote that the board go into executive session to discuss the employment of personnel for the 2019-20 school year pursuant to the non-elected personnel exception under KOMA and for the open meeting to resume in the board room at 8:00 p.m.

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

The board invited Superintendent Ted Hessong and Gina Shelton, Board Clerk, to attend the executive session.

### **OPEN SESSION – 8:00 P.M.**

### **EXECUTIVE SESSION – 8:00 P.M.**

It was moved by Mr. Witt, seconded by Mr. Wood, and carried by unanimous vote that the board go into executive session to discuss the employment of personnel for the 2019-20 school year pursuant to the non-elected personnel exception under KOMA and for the open meeting to resume in the board room at 8:10 p.m.



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

The board invited Superintendent Ted Hessong and Gina Shelton, Board Clerk, to attend the executive session.

**OPEN SESSION – 8:10 P.M.**

**CONSIDER EMPLOYMENT**

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

- A. Early retirement request from Russ Gordon, Winfield Scott art teacher, effective June 1, 2020

November 6, 2019

USD 234 Board of Education

424 South Main

Fort Scott, Kansas 66701

Dear Board of Education,

I am requesting early retirement effective on June 1<sup>st</sup>, 2020.

Sincerely,

A handwritten signature in black ink that reads "Russ Gordon". The signature is written in a cursive, flowing style.

B. Leave of absence request from Andi Heckman, preschool teacher

To whom it may concern,

I Andi Heckman, request to the school board that I may take a leave of absence for seven weeks. The approximate effective date is November the 22<sup>nd</sup>, my leave would be through January 10<sup>th</sup>.

Sincerely,

Andi Heckman

C. Leave of absence request from Glenda Cooper, Winfield Scott cook

Date: 11-5-2019

To: USD 234 Board of Education  
Mr. Ted Hessong

I Glenda Cooper, Cook at W.S. am requesting a leave of  
(Name) (position)  
absence from 11-4-19 to T.B.D. Thank you for your consideration in this  
(date) (date)  
matter.

Sincerely,

Glenda Cooper  
A. Lorty

D. Leave of absence request from Angela Christy, Winfield Scott paraprofessional

11/6/2019

USD 234 Fort Scott Mail - Fwd: Leave of Absence Request



Connie Billionis <connie.billionis@usd234.org>

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## Fwd: Leave of Absence Request

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Joy McGhee <joy.mcghee@usd234.org>

Tue, Nov 5, 2019 at 7:23 PM

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

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

From: **Angela Christy** <angela.christy@usd234.org>

Date: Tuesday, November 5, 2019

Subject: Leave of Absence Request

To: Joy McGhee <joy.mcghee@usd234.org>

Dear Mrs. McGhee,  
As you know, I am student teaching at Winfield Scott next semester. I would like to request a leave of absence from my current position from January 6<sup>th</sup> to May 8<sup>th</sup>, 2020. Thank you for your consideration of this matter.  
Angela Christy

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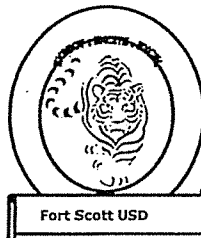
*Joy McGhee*  
Winfield Scott Elementary  
620-223-0450

- E. Employment of Michelle Johnson as a Eugene Ware paraprofessional for the 2019-20 school year
- F. Employment of Mary Chapman as a middle school paraprofessional for the 2019-20 school year
- G. Employment of Erica Clark as high school assistant cheer sponsor for the 2019-20 school year
- H. Employment of Lane Bohlken as high school assistant softball coach for the 2019-20 school year
- I. Adjustment in a work agreement for Moriah Dillow, Winfield Scott paraprofessional, from a five-hour work day to a six-hour work day for the remainder of the 2019-20 school year

## **Winfield Scott Elementary**

**316 W. 10<sup>th</sup> Street  
Fort Scott, KS 66701-2697  
www.usd234.org  
620-223-0450 Fax 620-223-6420**

*Joy McGhee, Principal*



November 8, 2019

Mr. Hessong,

I would like to recommend increasing the work agreement of Moriah Dillow, paraprofessional, by one hour from a five-hour work day to a six-hour work day for the remainder of the 2019-20 school year. This change is necessary to meet the needs of our students. Ms. Dillow has agreed to this proposed change.

Thank you for your consideration,

Joy McGhee

- J. Employment of two additional high school team leaders for the 2019-20 school year  
Josh Messer – Interventionist  
Nichole Regan – Special Education Representative

**ADJOURN – 8:11 P.M.**

**ATTEST:**

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Board President

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Board Clerk