



# Unified School District 232

De Soto – Shawnee – Lenexa – Olathe  
www.usd232.org

Frank Harwood  
Superintendent of Schools

## **USD 232 BOARD OF EDUCATION** **REGULAR MEETING AGENDA**

**Administrative Offices (35200 West 91st Street, De Soto, Kansas)**

**February 4, 2019**

**\*\*\* Please silence cell phones prior to the beginning of this meeting. \*\*\***

**6:00 P.M. I. MEETING OPENING.**

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Published Agenda Overview.

**II. CONSENT AGENDA.**

*These items represent matters which the Board may approve without detailed discussion. Any item on the Consent Agenda may be removed for separate discussion as an Action Item upon request by the Superintendent or any board member. The Board has received supporting information on all items prior to action on the Consent Agenda.*

- A. Adopt agenda.
- B. Approve minutes of the January 14<sup>th</sup> regular meeting.
- C. Approve payment of bills and transfer of funds (if appropriate).
- D. Approve employment recommendations made on January 28, 2019.
- E. Approve employment recommendations made on February 4, 2019.
- F. Approve new Board Policy DFAC – Federal Fiscal Compliance.
- G. Approve the following two bids from Switzer and Associates: 1. \$178,664.00 to paint the interior of De Soto High School; and, 2. \$273,895.00 to paint the interior of Mill Valley High School.
- H. Approve the following extended day trips:
  - Mill Valley High School Jazz Band, 10<sup>th</sup> Grade, perform with the All State Jazz Band, Century II, Wichita, KS, February 21-23-2019.
  - Mill Valley High School Thespian Troupe, Grades 10-12, watch a play performed by students at Blue Valley High School, Overland Park, KS, February 26, 2019.
  - Mill Valley High School DECA, Grades 10-12, participate in DECA State Competition, Kansas State University, Manhattan, KS, March 3-5, 2019.
  - Mill Valley High School Jaguar Band, Grades 9-12, participate in the Walt Disney “You’re Instrumental Workshop”, Walt Disney World, Orlando, FL, March 7-11, 2019

- Mill Valley High School Journalism, Grades 10-12, attend the NSPA/JEA National High School Journalism Convention, Anaheim Hilton, Anaheim, CA, April 24-28, 2019.
- Lexington Trails Middle School 8<sup>th</sup> Grade, Worlds of Fun, Kansas City, MO, May 21, 2019.

**III. GOOD NEWS.**

- A. Staff Member Recognition.

**IV. ACTION ITEM.**

- A. Playground Contractor. [Steve Deghand]

**V. DISCUSSION ITEM.**

- A. Student Request for Policy Change. [Alvie Cater]

**VI. PATRON INPUT.**

**VII. ALERTS. *(These items may require future action by the Board of Education.)***

- A. Summer Food Service Program Continuation.
- B. Student Nutrition Bid Timeline.

**VIII. ADJOURNMENT.**

# # # # #



# Unified School District 232

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## USD 232 BOARD OF EDUCATION

### OFFICIAL MINUTES -- REGULAR MEETING

Administrative Office (35200 West 91<sup>st</sup> Street, De Soto, KS) January 14, 2019

The meeting was called to order at 6:00 p.m. by the Board President, Rachele Zade. A quorum of the Board was present. Attendance was as follows:

**Board Members Present:** Bill Fletcher  
John Gaignat (*Arrived at 6:06 p.m.*)  
Angela Handy  
Kevin Makalous  
Mitch Powers  
Rachele Zade

**Absent:** Danielle Heikes

**Others Present:** Alvie Cater, Assistant Superintendent of Administrative & Educational Services  
Steve Deghand, Director of Facilities  
Wendy Denham, Board Clerk  
Sherry Dumolien, Special Service Coordinator  
Kristel Fulcher, Principal, Prairie Ridge Elementary School  
Carrie Handy, Director of Human Resources/Elementary  
Lee Hanson, Director of Special Services  
Frank Harwood, Superintendent of Schools  
Michelle Hite, Director of School Improvement  
Joe Kelly, Director of Curriculum & Instruction  
Ken Larsen, Assistant Superintendent of Business & Operations  
Jolyn Mortenson, Director of Student Nutrition  
Brandon Riffel, Director of Technology  
Ceresa Schaeffer, Secondary Curriculum Coordinator  
Cindy Swartz, Technology Integration Coordinator

Alvie Cater led attendees in reciting the Pledge of Allegiance and briefly explained how the meeting will progress from one agenda item to the next.

President Zade asked if there were any changes to the Agenda or Consent Agenda. No changes were made.

*Mrs. Angela Handy moved to adopt the Agenda and approve the Consent Agenda.*

*Mr. Kevin Makalous seconded.*

*Carried 5/0.*

The following Consent Agenda items were approved:

1. Minutes of the December 3<sup>rd</sup> regular meeting.
2. Payment of bills and issuance of checks numbered 46347 – 46425, 46432 – 46506, 46508 – 46594, 46603 – 46642 and 46644 – 46621.
3. Transfer of funds as follows:
  - a. \$715,000.00 from General (Fund 06) to Special Education (Fund 30)
  - b. \$4,300.00 from LOB (Fund 08) to State Pre-K (Fund 11)
  - c. \$195,000.00 from LOB (Fund 08) to At Risk K-12 (Fund 13)
  - d. \$37,000.00 from LOB (Fund 08) to Bi-Lingual (Fund 14)
  - e. \$185,000.00 from LOB (Fund 08) to Vocational Education (Fund 34)
4. Personnel recommendations as follows:

Resignations – Classified

Shirley Beeler, Student Nutrition Assistant, MTMS

Natalie Kelly, Student Nutrition Assistant, MCMS

Jill Rademacher, Paraprofessional, The Bridge

Michael Story, Student Nutrition Assistant, DHS

Employment – Classified

Courtney Hensler, Psych Paraprofessional, District Wide

Jean Huber, Student Nutrition Assistant Substitute, District Wide

Amanda Knight, Paraprofessional, BE

Dayna Murphy, Center Based Paraprofessional, DHS

Debbie Neill, 0.5 FTE Paraprofessional, HE

Lindsay Roush, Paraprofessional, MTMS

Sarah Schulze, Paraprofessional Substitute, BE

Marcy Teasley, Paraprofessional, MCMS

Retirement – Certified Administration (At the conclusion of the 2018-19 school year.)

Steve Ludwig, Principal, LTMS

Retirements – Certified (At the conclusion of the 2018-19 school year.)

Wiley Bidleman, 6<sup>th</sup> Grade Science Teacher, MTMS

Patricia Brock, Business Teacher, MVHS

Mary Mattingly, Chemistry Teacher, MVHS

Shawn McWhirt, Gifted Facilitator, PRE

Resignations – Certified (At the conclusion of the 2018-19 school year, unless otherwise noted.)

Alexia Antunez-Hernandez, 2<sup>nd</sup> Grade Teacher, SE

Helga Brown, Drafting/Architecture, MVHS

Jill Hanson, Kindergarten Teacher, CCE

Marisa Jarboe, 5<sup>th</sup> Grade Teacher, SE

Cheryl Palmer, Special Education Teacher, LTMS (Effective 12/20/18)

Employment – Certified

Shaleen Armstrong, Special Education Teacher, LTMS (*Effective 01/04/19*)

Alexie Bass, Elementary Special Education Teacher, Location TBD (*Effective for the 2019-20 school year.*)

Hannah Lincoln, Elementary Teacher, Location TBD (*Effective for the 2019-20 school year.*)

5. The Independent Auditor Contract with Karlin & Long, LLC for fiscal year 2019 at a rate of \$11,175.00.
6. Purchase of a Kubota 4x4 Diesel Utility Vehicle from Coleman Equipment in the amount of \$25,699.05.
7. Purchase of Proofpoint software licensing in the amount of \$18,998.98.
8. Acceptance of the following donations:
  - \$1,380.00 from various people and businesses in memory of Mr. Larry Brummitt to the De Soto High School Girls Softball program.
  - \$8,291.41 from the Mize PTO to Mize Elementary School.
  - \$250.00 from the Hendrich family to the De Soto High School Boys Basketball program.
  - \$500.00 from the Preps KC Be YOUUnion Game of the Week Award to the De Soto High School Football program.
  - \$1,500.00 from De Soto Youth Athletics to the De Soto High School Boys and Girls Basketball programs.
9. The following extended day trips:
  - Mill Valley High School Boys Basketball, Grades 9-12, participate in a basketball tournament, McPherson High School, McPherson, KS, January 17-19, 2019.
  - De Soto High School Band, Grades 9-12, participate in the Kansas State University Concert Band Clinic, K-State University, Manhattan, KS, January 25-27, 2019.
  - Mill Creek Middle School 8<sup>th</sup> Grade, Worlds of Fun, Kansas City, MO, May 22, 2019.

GOOD NEWS.

**Staff Member Recognition.**

Clear Creek Elementary School Art Teacher, Megan Clark, was named a 2019 finalist for Kansas Teacher of the Year and will be representing USD 232 as a member of the Kansas Teacher of the Year Team. This team consists of eight teachers, including the Teacher of the Year, who will be visiting schools and universities across the state this semester serving as ambassadors for education in Kansas. In recognition of her dedication to the teaching profession and service to our students, Megan was presented with a Certificate of Professional Achievement.

Prairie Ridge Elementary School staff members Melissa Barhorst, Speech Pathologist, and Taylor Newman, Art Teacher; along with The Bridge staff member Jenna Sutter Brown, Special Education Teacher, were recognized for outstanding service in their district roles and presented with Certificates of Appreciation.

John Gaignat arrived at 6:06 p.m.

January is School Board Member Recognition Month. To show USD 232 board members appreciation for their dedication to the staff and students, each member was presented with a letter of thanks from students at Prairie Ridge Elementary, a tile coaster with the district logo printed on it that was made by students in The Bridge program and a Certificate of Appreciation.

### ACTION ITEMS.

**Classified Employee Handbook.** Carrie Handy, Director of Human Resources/Elementary, highlighted recommended changes for the handbook, particularly the rate of compensation for employees with 250 day contracts who are considered essential (meaning they must report to work on inclement weather days to perform necessary duties). The proposal is for those employees to be compensated for their scheduled hours and paid their regular rate for hours actually worked.

Mrs. Handy explained that in 2017-18 employees with 250 day contracts that were required to work on inclement weather days were compensated for their scheduled hours and one and a half hours for each hour actually worked. Then when the 2018-19 Classified and Health Services Employee Handbook was approved those employees were to be paid time and a half for hours actually worked, but not compensated for their scheduled hours. She said the change is recommended to more fairly compensate employees with 250 day contracts that were required to come into work when other employees with 250 contracts don't have to report.

Citing the extreme weather conditions and sometimes overnight/early hours facilities staff have to work in order to clear snow and ice, Bill Fletcher noted he felt essential staff should get compensated for their scheduled hours and time and a half for hours worked beyond the normal work schedule.

*Bill Fletcher moved to approve the revised 2018-2019 Classified & Health Services Employee Handbook as presented with the following amendment: change pay rate for actual work on inclement weather days to time and a half for work outside of the regular schedule or when other 250-day staff are not required to report to work.*

*Mr. John Gagnat seconded.*

*Carried 6/0.*

**Substitute Teacher Pay Rate.** Carrie Handy noted that the current daily rate for a substitute is \$110.00 and the current daily rate for a long-term substitute is \$125.00. She said the proposal is to increase each rate by \$15.00 in an effort to bring up the fill rate.

*Mrs. Rachele Zade moved to approve increasing the daily substitute rate to \$125.00 and the long-term substitute rate to \$140.00/day effective January 15, 2019.*

*Mrs. Angela Handy seconded.*

*Carried 6/0.*

**2018 Bond Update & Timeline/Mass Communication Devices.** Superintendent Harwood presented the Board with background information on the 2018 bond. He went over the current

status of projects in Phase I (Safety & Security, Educational Technology, Elementary Playgrounds and Construction Projects) and reviewed projects slated to be completed in Phase II and III. He pointed out that the proposed action for purchase of mass communication devices for Starside Elementary is a piece of the Safety & Security projects in Phase I.

*Mr. Kevin Makalous moved to approve purchase and installation of network connected notification systems in an amount not to exceed \$54,324.50 for the use of emergency communication and replacement of legacy bells and clocks at Starside Elementary.*

*Mrs. Angela Handy seconded.*

*Carried 6/0.*

#### DISCUSSION ITEM.

**Student Achievement Data.** Michelle Hite, Director of School Improvement, presented slides with the following student achievement data to the Board:

- Kansas State Assessment data in English Language Arts & Math, Spring 2018
- FastBridge Screener Data in Math and Reading, Winter 2018
- PreACT Assessments for 9<sup>th</sup> and 10<sup>th</sup> graders, Fall 2018
- ACT Scores, 2017-2018 school year
- Advanced Placement Courses and Assessments, Spring 2018
- 5 Year Effectiveness Rating

PATRON INPUT. President Zade moved onto the next agenda item as no requests to speak were submitted.

ALERT. The following report was included in the packet for this board meeting with notice that it will require future action by the Board of Education: 1. New Board Policy.

#### EXECUTIVE SESSION.

##### **Negotiations.**

*Mrs. Rachele Zade moved to go into executive session at 7:20 p.m. for a period of twenty minutes with Frank Harwood, Alvie Cater, Ken Larsen, and Carrie Handy to discuss the notification of negotiations letter pursuant to the exception for employer-employee negotiations under KOMA and return to open session at 7:40 p.m. at this location.*

*Mrs. Angela Handy seconded.*

*Carried 6/0.*

The Board returned to open session and President Zade called the meeting back to order at 7:40 p.m.

##### **Non-elected Personnel.**

*Mrs. Rachele Zade moved to go into executive session at 7:42 p.m. for a period of fifteen minutes with Frank Harwood, Alvie Cater and Carrie Handy to discuss an individual employee's performance*

*pursuant to the non-elected personnel exception under KOMA and return to open session at 7:57 p.m. at this location.*

*Mr. Mitch Powers seconded.*

*Carried 6/0.*

The Board returned to open session and President Zade called the meeting back to order at 7:59 p.m.

*President Zade adjourned the meeting at 7:59 p.m.*

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**Date Approved**

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**Clerk, Board of Education**

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**President, Board of Education**

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## Unified School District 232

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**KEN LARSEN**  
Asst. Supt., Business & Operations

TO: Mr. Frank Harwood, Superintendent of Schools  
USD 232 Board of Education Members  
FROM: Ken Larsen, Asst. Supt., Business & Operations  
DATE: Friday, February 1, 2019

SUBJECT: Treasurer's Report (Consent Agenda Item)

**Approve Checks 46726-46934 with Following Exceptions:**

Payroll & Payroll Vendor Checks:

46832 - 46839 2<sup>nd</sup> January Payroll, Pay Date 1-31-19

**Motion to approve the following month end transfers for January 31, 2019:**

\$ 905,000.00 From General Fund (06) to Sped (30)  
\$ 5,000.00 From LOB (08) to State Pre-K Program (11)  
\$ 187,000.00 From LOB (08) to At Risk K-12 (13)  
\$ 38,000.00 From LOB (08) to Bi-Lingual (14)  
\$ 13,000.00 From LOB (08) to PAT (28)  
\$ 198,000.00 From LOB (08) to Voc Ed (34)

## Check Journal - 01/18/2019

| Check Number | Check Date | PAYEE                                     | REASON  | AMOUNT      |
|--------------|------------|---|---|-------------|
| 46726        | 1/18/19    | AbleNet, Inc.                             | Talking Brix - Treece Grant                       | \$145.00    |
| 46727        | 1/18/19    | Act                                       | Pre-ACT Testing Materials                         | \$8,684.00  |
| 46728-46730  | 1/18/19    | Amazon Capital Services                   | Classroom Supplies                                | \$4,244.37  |
| 46731        | 1/18/19    | Batteries Plus - #260                     | FH Panel Batteries @ MVHS                         | \$79.60     |
| 46732        | 1/18/19    | City of Lenexa                            | SRO 2nd Quarter - MC                              | \$3,937.50  |
| 46733        | 1/18/19    | Concentra Medical Centers                 | HPE Tests   | \$75.50     |
| 46734        | 1/18/19    | Dell Marketing L.P.                       | Bond Security Equipment                           | \$6,651.44  |
| 46735        | 1/18/19    | Faison, Timothy                           | Basketball Official                               | \$37.50     |
| 46736        | 1/18/19    | Gilmore & Bell, P.C.                      | Legal Services                                    | \$2,500.00  |
| 46737        | 1/18/19    | Grainger                                  | AA Batteries District Wide                        | \$70.74     |
| 46738        | 1/18/19    | Instructure, Inc.                         | Canvas Cloud Subscription                         | \$26,125.00 |
| 46739        | 1/18/19    | Interstate Elec. Supply, Inc.             | Maintenance Supplies                              | \$19.40     |
| 46740        | 1/18/19    | International Society for Technology in E | Book Study  | \$26.22     |
| 46741        | 1/18/19    | J.W. Pepper & Son, Inc.                   | Classroom Supplies                                | \$674.74    |
| 46742        | 1/18/19    | Kansas Gas Service                        | Gas December 2018-MT, MV, PRE, HE, BE, RE, and TP | \$1,717.10  |
| 46743        | 1/18/19    | Key Refrigeration Supply L.L.C.           | Student Nutrition Dept.                           | \$356.86    |
| 46744        | 1/18/19    | Lakeshore Learning Materials              | Classroom Supplies                                | \$191.39    |
| 46745        | 1/18/19    | Lawrence Free State High School           | MVHS Bowling Entry Fee                            | \$150.00    |
| 46746        | 1/18/19    | Lawrence High School                      | Quiz bowl fee                                     | \$40.00     |
| 46747        | 1/18/19    | MacE                                      | 2019 Conference                                   | \$150.00    |
| 46748        | 1/18/19    | Meyer Music                               | instrument repair                                 | \$75.00     |
| 46749        | 1/18/19    | Midwest Symposium For Ldrship             | Midwest Symposium Behavior                        | \$900.00    |
| 46750        | 1/18/19    | Mill Valley High School                   | State Jazz Band Entry Fee                         | \$60.00     |
| 46751        | 1/18/19    | Keith A Diehl                             | Reimbursement                                     | \$965.25    |
| 46752        | 1/18/19    | Nextel Communications                     | Cell Phones December 2018                         | \$254.31    |
| 46753        | 1/18/19    | nTherm, LLC                               | Heating Bill                                      | \$8,606.03  |
| 46754        | 1/18/19    | Office Depot                              | art supplies                                      | \$412.15    |
| 46755        | 1/18/19    | Ottawa High School                        | MVHS Entry Fee                                    | \$60.00     |
| 46756        | 1/18/19    | Pur-0-Zone, Inc                           | Custodial equipment parts/repair                  | \$2,263.18  |
| 46757        | 1/18/19    | Rainbow Resource Center, Inc              | Curriculum materials for DHS                      | \$331.67    |
| 46758        | 1/18/19    | Reeves-Wiedeman Company                   | Maintenance Supplies                              | \$357.78    |
| 46759        | 1/18/19    | Sam's Club Direct #5458                   | Student Nutrition Dept.                           | \$226.58    |
| 46760        | 1/18/19    | School Nurse Supply, Inc.                 | Nurse Supplies                                    | \$703.64    |
| 46761        | 1/18/19    | School Specialty Inc                      | Supplies  | \$191.54    |
| 46762        | 1/18/19    | SEK Education Service Center              | Energy Services 2018-2019                         | \$2,222.55  |
| 46763        | 1/18/19    | Shawnee Mission South High School         | MVHS Softball Entry Fee                           | \$150.00    |

## Check Journal - 01/18/2019

| Check Number | Check Date | PAYEE                         | REASON  | AMOUNT     |
|--------------|------------|-------------------------------|---|------------|
| 46764        | 1/18/19    | SiteOne Landscape Supply, LLC | Grounds Supplies  | \$23.60    |
| 46765        | 1/18/19    | Smallwood Lock Supply         | Maintenance Supplies                                      | \$29.08    |
| 46766        | 1/18/19    | Stanion Wholesale Electric    | Maintenance Supplies                                      | \$44.00    |
| 46767        | 1/18/19    | Teacher Synergy, LLC.         | Simpson Classroom Materials                               | \$95.37    |
| 46768        | 1/18/19    | Tire Hub                      | Vehicle Maintenance                                       | \$1,236.40 |
| 46769        | 1/18/19    | Tyco Integrated Security, LLC | Alarm Monitoring Warehouse                                | \$573.24   |
| 46770        | 1/18/19    | U.S. Foodservice, Inc         | Student Nutrition Dept.                                   | \$1,496.96 |
| 46771        | 1/18/19    | ULine                         | Custodial Supplies  | \$624.05   |
| 46772        | 1/18/19    | United Office Products, Inc.  | Stamp   | \$88.00    |
| 46773        | 1/18/19    | United States Treasury        | Backup Withholding for Timothy Faison - Athletic Official | \$37.50    |
| 46774        | 1/18/19    | Valley Offset Printing, Inc.  | 50% printing for December Green Pride student newspaper   | \$285.50   |
| 46775        | 1/18/19    | Verizon Wireless Services LLC | Tech/Facilities/HR-Broadband cards                        | \$320.38   |
| 46776        | 1/18/19    | Western Extralite Company     | Electrical Parts for East Fieldhouse HVAC Upgrade         | \$1,847.89 |
| 46777        | 1/18/19    | Wooter Apparel Inc.           | Custom Bowling Shirts                                     | \$584.85   |

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|--------------------|
| <b>\$80,942.86</b> |
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# Credit Card Statement

## 01/14/19

| Date       | Cardholder Name                 | Merchant                      | Merchant Location                   | Amount              |
|------------|---------------------------------|-------------------------------|-------------------------------------|---------------------|
| 12/19/2018 | ALBERT LIGHTWINE                | AMERICAN METALS SUPPLY CO     | SPRINGFIELD, IL 627110000           | \$199.54            |
|            | <b>ALBERT LIGHTWINE Total</b>   |                               |                                     | <b>\$199.54</b>     |
| 12/19/2018 | DARLENE DEAS                    | UPS 1ZTU1D200300007214        | 800-811-1648, GA 303280000          | \$60.02             |
| 12/19/2018 | DARLENE DEAS                    | UPS 296C02KJAKS               | 800-811-1648, GA 303280000          | \$5.80              |
| 1/4/2019   | DARLENE DEAS                    | COLLEGEBOARD WORKSHOPS        | 877-3491550, NY 100230000           | \$570.00            |
| 1/8/2019   | DARLENE DEAS                    | USPS PO 1983621532            | SHAWNEE, KS 662260000               | \$5.08              |
| 1/8/2019   | DARLENE DEAS                    | OFFICEMAX/DEPOT 6681          | SHAWNEE, KS 662170000               | \$17.99             |
| 1/11/2019  | DARLENE DEAS                    | WWW.KSPAONLINE.ORG            | WWW.KSPAONLIN, KS 660450000         | \$115.00            |
|            | <b>DARLENE DEAS Total</b>       |                               |                                     | <b>\$773.89</b>     |
| 1/11/2019  | DAVID KING                      | SQ SIGN HERE, INC.            | GARDNER, KS 660300000               | \$390.00            |
|            | <b>DAVID KING Total</b>         |                               |                                     | <b>\$390.00</b>     |
| 1/4/2019   | DEBBIE ATWELL                   | DOLLAR-GENERAL #7565          | DE SOTO, KS 660180000               | \$33.50             |
|            | <b>DEBBIE ATWELL Total</b>      |                               |                                     | <b>\$33.50</b>      |
| 1/9/2019   | DEBORAH GRAHAM                  | USPS PO 1983621532            | SHAWNEE, KS 662260000               | \$14.82             |
|            | <b>DEBORAH GRAHAM Total</b>     |                               |                                     | <b>\$14.82</b>      |
| 1/5/2019   | DHS TRAVEL 1                    | HILTON GARDEN INN AND CON     | 785-3090440, KS 674010000           | \$122.71            |
| 1/5/2019   | DHS TRAVEL 1                    | HILTON GARDEN INN AND CON     | 785-3090440, KS 674010000           | \$131.24            |
| 1/5/2019   | DHS TRAVEL 1                    | HILTON GARDEN INN AND CON     | 785-3090440, KS 674010000           | \$131.24            |
| 1/5/2019   | DHS TRAVEL 1                    | HILTON GARDEN INN AND CON     | 785-3090440, KS 674010000           | \$148.31            |
| 1/11/2019  | DHS TRAVEL 1                    | HERITAGE INN AND SUITES       | GARDEN CITY, KS 678460000           | \$1,483.86          |
|            | <b>DHS TRAVEL 1 Total</b>       |                               |                                     | <b>\$2,017.36</b>   |
| 1/5/2019   | DHS TRAVEL 2                    | COMFORT INNS WICHITA          | WICHITA, KS 672070000               | \$87.11             |
| 1/5/2019   | DHS TRAVEL 2                    | COMFORT INNS WICHITA          | WICHITA, KS 672070000               | \$101.79            |
| 1/5/2019   | DHS TRAVEL 2                    | COMFORT INNS WICHITA          | WICHITA, KS 672070000               | \$101.79            |
| 1/5/2019   | DHS TRAVEL 2                    | COMFORT INNS WICHITA          | WICHITA, KS 672070000               | \$101.79            |
|            | <b>DHS TRAVEL 2 Total</b>       |                               |                                     | <b>\$392.48</b>     |
| 1/9/2019   | FRANK HARWOOD                   | HEREFORD HOUSE SHAWNEE        | SHAWNEE, KS 662170000               | \$107.50            |
|            | <b>FRANK HARWOOD Total</b>      |                               |                                     | <b>\$107.50</b>     |
| 1/10/2019  | GRETCHEN STOVE                  | WAL-MART #4611                | SHAWNEE, KS 662260000               | \$23.91             |
|            | <b>GRETCHEN STOVE Total</b>     |                               |                                     | <b>\$23.91</b>      |
| 12/27/2018 | IRVIN GREER                     | SQ TANNIN WINE BAR            | ~Sent Personal Check-Mistake        | \$110.63            |
| 12/29/2018 | IRVIN GREER                     | EXPRESSIONS-DC,STRIPE.COM, NY | Disputing - didn't initial purchase | \$650.00            |
|            | <b>IRVIN GREER Total</b>        |                               |                                     | <b>\$760.63</b>     |
| 12/23/2018 | JACQUELINE JOHNSON              | WAL-MART #4611                | SHAWNEE, KS 662260000               | \$19.52             |
|            | <b>JACQUELINE JOHNSON Total</b> |                               |                                     | <b>\$19.52</b>      |
| 12/19/2018 | JANET HOPKINS                   | USPS PO 1924860025            | DE SOTO, KS 660180000               | \$12.84             |
| 12/20/2018 | JANET HOPKINS                   | DOUBLETREE BY HILTON W        | WICHITA, KS 000000000               | -\$10.43            |
| 12/20/2018 | JANET HOPKINS                   | DOUBLETREE BY HILTON W        | WICHITA, KS 000000000               | -\$10.43            |
| 12/20/2018 | JANET HOPKINS                   | DOUBLETREE BY HILTON W        | WICHITA, KS 000000000               | -\$10.43            |
| 1/4/2019   | JANET HOPKINS                   | WAL-MART #4611                | SHAWNEE, KS 662260000               | \$15.34             |
| 1/10/2019  | JANET HOPKINS                   | USPS PO 1924860025            | DE SOTO, KS 660180000               | \$8.46              |
|            | <b>JANET HOPKINS Total</b>      |                               |                                     | <b>\$5.35</b>       |
| 12/18/2018 | JILL USSERY                     | WM SUPERCENTER #2855          | SHAWNEE, KS 662170000               | \$23.87             |
| 12/20/2018 | JILL USSERY                     | USPS PO 1983621532            | SHAWNEE, KS 662260000               | \$69.10             |
| 1/4/2019   | JILL USSERY                     | THE HOME DEPOT #2213          | SHAWNEE, KS 662170000               | \$19.96             |
| 1/10/2019  | JILL USSERY                     | SUPER TEACHER WORKSHEETS      | 716-260-2560, NY 141500000          | \$19.95             |
|            | <b>JILL USSERY Total</b>        |                               |                                     | <b>\$132.88</b>     |
| 1/11/2019  | JODIE SAULTZ                    | AWL PEARSON EDUCATION         | 800-232-6556, NJ 074580000          | \$243,613.90        |
|            | <b>JODIE SAULTZ Total</b>       |                               |                                     | <b>\$243,613.90</b> |
| 12/17/2018 | JULIE MAURER                    | THE UPS STORE 5094            | SHAWNEE, KS 662260000               | \$18.27             |
| 12/21/2018 | JULIE MAURER                    | MARKING SERVICES, INC         | 414-973-1331, WI 532240000          | \$326.35            |
| 1/4/2019   | JULIE MAURER                    | HYT HY-TEK 2151080            | 866-456-5111, TX 752010000          | \$25.00             |
| 1/7/2019   | JULIE MAURER                    | THE UPS STORE 5094            | SHAWNEE, KS 662260000               | \$16.90             |
| 1/12/2019  | JULIE MAURER                    | MEMORY 4 LESS                 | 714-496-3968, CA 928330000          | \$191.94            |
|            | <b>JULIE MAURER Total</b>       |                               |                                     | <b>\$578.46</b>     |
| 12/14/2018 | KRISTIN MEYER                   | IKEA MERRIAM                  | MERRIAM, KS 662020000               | \$113.35            |

# Credit Card Statement

## 01/14/19

| Date       | Cardholder Name      | Merchant                          | Merchant Location           | Amount            |
|------------|----------------------|-----------------------------------|-----------------------------|-------------------|
|            |                      | <b>KRISTIN MEYER Total</b>        |                             | <b>\$113.35</b>   |
| 1/10/2019  | LORI KOCH            | SMK SURVEYMONKEY.COM              | 971-2445555, CA 943010000   | \$37.00           |
|            |                      | <b>LORI KOCH Total</b>            |                             | <b>\$37.00</b>    |
| 12/16/2018 | MARGARET DIECKHOFF   | BED BATH & BEYOND #176            | SHAWNEE, KS 662170000       | \$79.96           |
| 1/10/2019  | MARGARET DIECKHOFF   | WM SUPERCENTER #4611              | SHAWNEE, KS 662260000       | \$121.70          |
|            |                      | <b>MARGARET DIECKHOFF Total</b>   |                             | <b>\$201.66</b>   |
| 1/13/2019  | MARY CAROLINE FRIDAY | WM SUPERCENTER #4611              | SHAWNEE, KS 662260000       | \$83.94           |
|            |                      | <b>MARY CAROLINE FRIDAY Total</b> |                             | <b>\$83.94</b>    |
| 12/17/2018 | MELYNDA KAIFES       | HARP'S 249                        | DE SOTO, KS 660180000       | \$15.45           |
| 1/3/2019   | MELYNDA KAIFES       | DOLLARTREE                        | SHAWNEE, KS 662260000       | \$67.00           |
| 1/9/2019   | MELYNDA KAIFES       | ALDI 46052                        | SHAWNEE, KS 662160000       | \$75.18           |
| 1/9/2019   | MELYNDA KAIFES       | THE HOME DEPOT #2213              | SHAWNEE, KS 662170000       | \$13.48           |
|            |                      | <b>MELYNDA KAIFES Total</b>       |                             | <b>\$171.11</b>   |
| 1/5/2019   | MICHELE ALTIS        | PITNEY BOWES PI                   | 844-256-6444, CT 069260000  | \$71.25           |
|            |                      | <b>MICHELE ALTIS Total</b>        |                             | <b>\$71.25</b>    |
| 1/5/2019   | MVHS TRAVEL 1        | 169 BRAUMS STORE                  | DERBY, KS 670370000         | \$88.45           |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | HAMPTON INNS                      | 316-4257900, KS 670370000   | \$120.96          |
| 1/5/2019   | MVHS TRAVEL 1        | SUBWAY 00224733                   | DERBY, KS 670370000         | \$21.76           |
| 1/5/2019   | MVHS TRAVEL 1        | SUBWAY 00224733                   | DERBY, KS 670370000         | \$65.27           |
|            |                      | <b>MVHS TRAVEL 1 Total</b>        |                             | <b>\$1,022.20</b> |
| 1/5/2019   | MVHS TRAVEL 2        | WESLEY INN                        | WICHITA, KS 672080000       | \$260.80          |
| 1/10/2019  | MVHS TRAVEL 2        | GOLDEN CORRAL 0590                | GARDEN CITY, KS 678460000   | \$242.60          |
| 1/10/2019  | MVHS TRAVEL 2        | JIMMY JOHNS - 1040                | TOPEKA, KS 666040000        | \$135.42          |
| 1/10/2019  | MVHS TRAVEL 2        | KTA - TRANSA TEMP - RET           | WICHITA, KS 672070000       | \$3.50            |
| 1/13/2019  | MVHS TRAVEL 2        | FREDDYS FROZEN CUSTARD GA         | GARDEN CITY, KS 678460000   | \$8.09            |
| 1/13/2019  | MVHS TRAVEL 2        | FREDDYS FROZEN CUSTARD GA         | GARDEN CITY, KS 678460000   | \$39.41           |
| 1/13/2019  | MVHS TRAVEL 2        | FREDDYS FROZEN CUSTARD GA         | GARDEN CITY, KS 678460000   | \$129.42          |
| 1/11/2019  | MVHS TRAVEL 2        | PIZZA HUT #127                    | GARDEN CITY, KS 678460000   | \$56.95           |
| 1/12/2019  | MVHS TRAVEL 2        | SLEEP INN AND SUITES              | GARDEN CITY, KS 678460000   | \$188.68          |
| 1/12/2019  | MVHS TRAVEL 2        | SLEEP INN AND SUITES              | GARDEN CITY, KS 678460000   | \$188.68          |
| 1/12/2019  | MVHS TRAVEL 2        | SLEEP INN AND SUITES              | GARDEN CITY, KS 678460000   | \$188.68          |
| 1/12/2019  | MVHS TRAVEL 2        | SLEEP INN AND SUITES              | GARDEN CITY, KS 678460000   | \$188.68          |
| 1/12/2019  | MVHS TRAVEL 2        | SLEEP INN AND SUITES              | GARDEN CITY, KS 678460000   | \$188.68          |
| 1/12/2019  | MVHS TRAVEL 2        | SLEEP INN AND SUITES              | GARDEN CITY, KS 678460000   | \$188.68          |
| 1/12/2019  | MVHS TRAVEL 2        | WALGREENS #7972                   | GARDEN CITY, KS 678460000   | \$3.29            |
| 1/11/2019  | MVHS TRAVEL 2        | WAL-MART #0652                    | GARDEN CITY, KS 678460000   | \$53.54           |
|            |                      | <b>MVHS TRAVEL 2 Total</b>        |                             | <b>\$2,065.10</b> |
| 12/17/2018 | PAMELA HARGROVE      | WM SUPERCENTER #4611              | SHAWNEE, KS 662260000       | \$36.32           |
|            |                      | <b>PAMELA HARGROVE Total</b>      |                             | <b>\$36.32</b>    |
| 12/17/2018 | TAMMI JONES          | SMORE.COM SMORE.COM -             | WWW.SMORE.COM, NY 100100000 | \$59.00           |
| 12/20/2018 | TAMMI JONES          | USPS PO 1983621532                | SHAWNEE, KS 662260000       | \$2.26            |
| 12/26/2018 | TAMMI JONES          | MUSICEXPRESSMAGAZINE.COM          | MUSICEXPRESSM, MN 559870000 | \$51.96           |
| 1/4/2019   | TAMMI JONES          | TARGET 00017590                   | SHAWNEE, KS 662170000       | \$19.99           |
| 1/5/2019   | TAMMI JONES          | TARGET.COM                        | 800-591-3869, MN 554450000  | \$21.91           |
| 1/6/2019   | TAMMI JONES          | TARGET.COM                        | 800-591-3869, MN 554450000  | -\$21.91          |
|            |                      | <b>TAMMI JONES Total</b>          |                             | <b>\$133.21</b>   |
| 12/17/2018 | TAMMY HIGGINS        | NATIONAL GEO KIDS                 | 800-647-5463, DC 200360000  | \$15.00           |
| 12/29/2018 | TAMMY HIGGINS        | WALMART GROCERY                   | 800-966-6546, AR 727160000  | \$160.64          |
| 1/10/2019  | TAMMY HIGGINS        | EZONCAMPUSFUNDRAISERS.COM         | 888-432-3948, TX 751600000  | \$270.00          |
|            |                      | <b>TAMMY HIGGINS Total</b>        |                             | <b>\$445.64</b>   |

**Credit Card Statement**  
**01/14/19**

| Date       | Cardholder Name           | Merchant    | Merchant Location            | Amount              |
|------------|---------------------------|-------------|------------------------------|---------------------|
| 12/18/2018 | WENDY DENHAM              | HY VEE 1560 | SHAWNEE, KS 662160000        | \$77.00             |
|            | <b>WENDY DENHAM Total</b> |             |                              | <b>\$77.00</b>      |
|            |                           |             |                              |                     |
|            | <b>Grand Total</b>        |             |                              | <b>\$253,521.52</b> |
|            |                           |             |                              |                     |
|            |                           |             | Irvin Greer Disputing Charge | -\$650.00           |
|            |                           |             | Jodie Saultz paid CK#46705   | -\$243,613.90       |
|            |                           |             |                              |                     |
|            |                           |             |                              | <b>\$9,257.62</b>   |

## Check Journal - 01/25/2019

| Check Number | Check Date | PAYEE                                     | REASON   | AMOUNT      |
|--------------|------------|---|--|-------------|
| 46778        | 1/25/19    | Amazon Capital Services                   | Classroom Supplies                             | \$1,987.85  |
| 46779        | 1/25/19    | Apple Inc.                                | Equipment                                      | \$2,339.20  |
| 46780        | 1/25/19    | Atmos Energy                              | Heat-Bridge & DHS for December/January 2019    | \$404.17    |
| 46781        | 1/25/19    | Bracker's Good Earth Clays                | Art supplies                                   | \$157.00    |
| 46782        | 1/25/19    | Children's Center for the Visually Impair | Services for student                           | \$4,977.50  |
| 46783        | 1/25/19    | Clayton Paper & Distribution, Inc.        | Supplies                                       | \$16,670.60 |
| 46784        | 1/25/19    | Control Service Co., Inc.                 | ZSPL-ALC Stats @ DHS & Stock                   | \$118.00    |
| 46785        | 1/25/19    | Cosentino Enterprise, Inc.                | Grocery supplies for MV - Center based program | \$90.61     |
| 46786        | 1/25/19    | Dell Marketing L.P.                       | parts  | \$219.96    |
| 46787        | 1/25/19    | De Soto High School                       | Brummitt Memorial for Girls Softball Program   | \$1,400.00  |
| 46788        | 1/25/19    | Education.com                             | Teacher materials                              | \$150.00    |
| 46789        | 1/25/19    | Everyday Speech, LLC                      | Everyday speech grant                          | \$149.99    |
| 46790        | 1/25/19    | Follett School Solutions, Inc.            | Fall #1 2018                                   | \$430.40    |
| 46791        | 1/25/19    | Grainger                                  | High Limit Switches                            | \$23.26     |
| 46792        | 1/25/19    | Harp's Food Stores, Inc.                  | STEAM club supplies                            | \$89.08     |
| 46793        | 1/25/19    | Heartland Coca Cola Bottling Co           | Student Nutrition Dept.                        | \$2,628.76  |
| 46794        | 1/25/19    | Interstate Elec. Supply, Inc.             | Maintenance Supplies                           | \$90.57     |
| 46795        | 1/25/19    | J.W. Pepper & Son, Inc.                   | Supplies                                       | \$272.34    |
| 46796        | 1/25/19    | Kaesa                                     | CTE Conference                                 | \$160.00    |
| 46797        | 1/25/19    | Kansas Assn Of School Boards              | Conference Registration Fee                    | \$125.00    |
| 46798        | 1/25/19    | Kennyco Industries, Inc.                  | Pull Station @ MTMS                            | \$496.25    |
| 46799        | 1/25/19    | Kansas State Dept Of Education            | 2019 KEEN Awards Luncheon                      | \$53.00     |
| 46800        | 1/25/19    | Lakeshore Learning Materials              | Classroom Materials                            | \$219.89    |
| 46801        | 1/25/19    | Lakemary Center, Inc.                     | Student Services                               | \$15,510.00 |
| 46802        | 1/25/19    | Learning Sciences International           | LSI Conference                                 | \$619.00    |
| 46803        | 1/25/19    | Leavenworth High School                   | Leavenworth Swim entry fee                     | \$25.00     |
| 46804        | 1/25/19    | Mill Valley High School                   | Grocery supplies for MV-Reimburse              | \$10.86     |
| 46805        | 1/25/19    | National Insurance Marketing Brokers, I   | Monthly Fee - Jan 2019                         | \$2,422.50  |
| 46806        | 1/25/19    | BlueTarp Financial, Inc.                  | Pullzall Winch                                 | \$189.99    |
| 46807        | 1/25/19    | Office Depot                              | Office Supplies                                | \$377.95    |
| 46808        | 1/25/19    | Olathe T-Shirt & Trophy Inc.              | Engraved name plate for Class Cup              | \$10.00     |
| 46809        | 1/25/19    | Pur-0-Zone, Inc                           | Custodial supplies - 2018-19 school year       | \$8,480.25  |
| 46810        | 1/25/19    | Really Good Stuff, Inc.                   | Classroom materials                            | \$167.77    |
| 46811        | 1/25/19    | Redexium Turf Products                    | Aerator Parts & Tines                          | \$199.68    |
| 46812        | 1/25/19    | Reeves-Wiedeman Company                   | Maintenance Supplies                           | \$180.53    |
| 46813        | 1/25/19    | Reinders, Inc.                            | 36 Snowcaster wheeled snow shovel"             | \$321.92    |

## Check Journal - 01/25/2019

| Check Number | Check Date | PAYEE                           | REASON   | AMOUNT              |
|--------------|------------|---------------------------------|--|---------------------|
| 46814        | 1/25/19    | Rew Materials                   | Material for wall in Data Center @ DSC         | \$272.77            |
| 46815        | 1/25/19    | School Specialty Inc            | Classroom Supplies                             | \$527.37            |
| 46816        | 1/25/19    | Security Bank Card Center, Inc. | January Visa Reconciliation                    | \$9,257.62          |
| 46817        | 1/25/19    | SEK Education Service Center    | School Counselors & Social Workers Symposium   | \$50.00             |
| 46818        | 1/25/19    | Shawnee Area Chamber Of Comm    | Career Fair                                    | \$348.00            |
| 46819        | 1/25/19    | Shawnee Mission West High       | Entry fee for KCXC Classic.                    | \$200.00            |
| 46820        | 1/25/19    | SitSpots                        | Floor velcro                                   | \$23.89             |
| 46821        | 1/25/19    | Smallwood Lock Supply           | Maintenance Supplies                           | \$57.30             |
| 46822        | 1/25/19    | Soliant Health, Inc.            | School Psych contracting services              | \$560.00            |
| 46823        | 1/25/19    | Stanion Wholesale Electric      | Maintenance Supplies                           | \$240.00            |
| 46824        | 1/25/19    | Teacher Synergy, LLC.           | Teaching Supplies for Math Intervention        | \$78.99             |
| 46825        | 1/25/19    | The Legal Record                | Legal Ads                                      | \$7.44              |
| 46826        | 1/25/19    | The Sherwin-Williams Co.        | Paint @ ME                                     | \$38.17             |
| 46827        | 1/25/19    | Toshiba Business Solutions      | Office Supplies                                | \$151.85            |
| 46828        | 1/25/19    | U.S. Foodservice, Inc           | Student Nutrition Dept.                        | \$82,335.04         |
| 46829        | 1/25/19    | United Associations Conference  | UAC -FACS                                      | \$250.00            |
| 46830        | 1/25/19    | West Music Company              | Kindergarten curriculum book                   | \$140.94            |
| 46831        | 1/25/19    | WorldPoint ECC                  | Prestan Replacement Monitor For Adult manikins | \$453.76            |
|              |            |                                 |  | <b>\$156,762.02</b> |



**Check Journal - 02/01/19**

| Check Number | Check Date | Payee                                   | Reason   | Amount       |
|--------------|------------|---|--|--------------|
| 46840        | 02/01/19   | ACS Electronic Systems, Inc.            | Service Call for ACS                                       | \$270.00     |
|              |            |   | Indala FlexCards   | \$421.00     |
| 46841-46844  | 02/01/19   | Amazon Capital Services                 | Teaching/Office Supplies                                   | \$5,296.82   |
| 46845        | 02/01/19   | American Time & Signal Co.              | Bond IP Speaker/Clocks                                     | \$1,419.86   |
| 46846        | 02/01/19   | Apple Inc.                              | AV Upgrade   | \$2,777.00   |
| 46847        | 02/01/19   | AT&T                                    | Telephone Lines  | \$1,405.17   |
| 46848        | 02/01/19   | Atmos Energy                            | Heat- MC, CLC, DSC, DHS, LT, ME - January 2019             | \$2,252.92   |
| 46849        | 02/01/19   | Bishop Miege High School                | MVHS-Bishop Miege debate tournament entry fees             | \$30.00      |
| 46850        | 02/01/19   | Blick Art Materials                     | Classroom Supplies   | \$115.01     |
| 46851        | 02/01/19   | BSN Sports, LLC                         | softball supplies  | \$394.99     |
| 46852        | 02/01/19   | CarterEnergy Corporation                | Diesel Fuel for West Transportation                        | \$11,630.99  |
| 46853        | 02/01/19   | Cates Service Company                   | East Field House HVAC Equip Repl                           | \$16,250.00  |
| 46854        | 02/01/19   | CDW Government                          | Parts  | \$1,855.00   |
| 46854        | 02/01/19   | CDW Government                          | Software   | \$18,998.98  |
| 46855        | 02/01/19   | Century Fire Sprinklers, Inc.           | Quarterly Fire Sprinkler Test / District Wide - DK         | \$800.00     |
| 46856        | 02/01/19   | City Of De Soto                         | W / S / T - December 2018                                  | \$2,916.27   |
| 46857        | 02/01/19   | Concentra Medical Centers               | HPE Tests  | \$75.50      |
| 46858        | 02/01/19   | Cornerstones Of Care                    | Services for student                                       | \$1,980.00   |
| 46859        | 02/01/19   | De Soto Auto Parts                      | Vehicle Maintenance  | \$1,242.53   |
| 46860        | 02/01/19   | Dell Marketing L.P.                     | Parts  | \$68.90      |
| 46861        | 02/01/19   | Demco, Inc.                             | Library Supplies   | \$48.66      |
| 46862        | 02/01/19   | De Soto High School                     | DHS Forensics entry fees for MVHS                          | \$20.00      |
| 46863        | 02/01/19   | Dey Appliance Service                   | Maintenance Supplies                                       | \$201.12     |
| 46864        | 02/01/19   | Early Learning Labs, Inc                | Data system  | \$50.00      |
| 46865        | 02/01/19   | Ecolab                                  | Student Nutrition Dept.                                    | \$357.10     |
| 46866        | 02/01/19   | Fastenal Company                        | Grounds Supplies   | \$22.80      |
| 46867        | 02/01/19   | First Student, Inc.                     | Student transportation - January 2019 (12/30/18 - 1/26/19) | \$248,972.19 |
| 46868        | 02/01/19   | Frey Scientific Co.                     | Lab Supplies   | \$120.51     |
| 46869        | 02/01/19   | General Parts LLC                       | Dishwasher Rinse Temp Service Call/Repairs - DK            | \$602.25     |
| 46870        | 02/01/19   | Gopher Sport                            | PE balls replacement                                       | \$110.10     |
| 46871        | 02/01/19   | Heartland Coca Cola Bottling Co         | Student Nutrition Dept.                                    | \$1,060.12   |
| 46872        | 02/01/19   | Hobart                                  | Maintenance Supplies                                       | \$61.12      |
| 46873        | 02/01/19   | Horst, Terrill & Karst Architects, P.A. | Architectural Services                                     | \$58,652.58  |
| 46874        | 02/01/19   | Imagination Station, Inc.               | Student Account  | \$27.00      |
| 46875        | 02/01/19   | Interstate Elec. Supply, Inc.           | Maintenance Supplies                                       | \$146.73     |
| 46876        | 02/01/19   | IXL Learning                            | Quia Renewal 2019-2020                                     | \$1,500.00   |

## Check Journal - 02/01/19

| Check Number | Check Date | Payee                                 | Reason   | Amount      |
|--------------|------------|---------------------------------------|--|-------------|
| 46877        | 02/01/19   | J.W. Pepper & Son, Inc.               | Spring Contest Music                                   | \$807.64    |
| 46878        | 02/01/19   | Johnson Co Sheriff's Office           | DHS Security   | \$287.50    |
| 46879        | 02/01/19   | Johnstone Supply                      | Maintenance Supplies                                   | \$42.99     |
| 46880        | 02/01/19   | Jones School Supply Company           | Solo band medals                                       | \$270.90    |
| 46881        | 02/01/19   | Kansas City Audio-Visual              | Repair   | \$135.00    |
| 46882        | 02/01/19   | Kansas Depart Of Health And Environme | Stormwater Runoff Permit for MVHS Addition             | \$60.00     |
| 46883-46885  | 02/01/19   | Kennyco Industries, Inc.              | Fire Alarm Monitoring 2/1/19-7/31/19 District Wide     | \$2,250.00  |
|              |            |                                       | Fire Alarm Panel Trouble - DK                          | \$735.15    |
| 46886        | 02/01/19   | KPATA                                 | Mini Conference Registration Fees                      | \$200.00    |
| 46887        | 02/01/19   | Kansas State Dept Of Education        | Keen Conference in Topeka for our Horizon Award winner | \$130.00    |
| 46888        | 02/01/19   | Kansas State Dept Of Education        | non member of KEEN - secondary representative          | \$130.00    |
| 46889        | 02/01/19   | Lakeshore Learning Materials          | classroom supplies                                     | \$79.54     |
| 46890        | 02/01/19   | Lawrence High School                  | Forensics entry fee                                    | \$108.00    |
| 46891        | 02/01/19   | Lippert Mechanical Service Corp.      | HVAC Maintenance Contract 2018-2019                    | \$9,360.00  |
| 46892-46893  | 02/01/19   | Lowe's                                | Grounds\Custodial Supplies                             | \$587.17    |
| 46894        | 02/01/19   | Merrill Industrial Electric Co., LLC. | Rebuild drive for HE AHU#3 Unit                        | \$625.00    |
| 46895        | 02/01/19   | Tamara Scaglione                      | Student Nutrition Dept                                 | \$46.40     |
| 46896        | 02/01/19   | Morgan Hunter Companies               | Teacher Sub Pay  | \$49,152.37 |
| 46897        | 02/01/19   | Nasco                                 | Classroom Supplies                                     | \$359.13    |
| 46898        | 02/01/19   | Navrat's Office Products              | Window Envelopes                                       | \$513.15    |
| 46899        | 02/01/19   | Neopost                               | Postage Sealing Solution                               | \$33.00     |
|              |            |                                       | Add postage  | \$500.00    |
| 46900        | 02/01/19   | Numotion                              | Replacement parts for wheelchair                       | \$406.00    |
|              |            |                                       | Motor equipment  | \$14,430.60 |
| 46901        | 02/01/19   | Office Depot                          | Supplies   | \$550.17    |
| 46902        | 02/01/19   | Olathe USD #233                       | CTE Admin Symposium                                    | \$16.00     |
| 46903        | 02/01/19   | Oriental Trading Co., Inc.            | Jimenez Music Program Materials                        | \$29.96     |
| 46904        | 02/01/19   | Pitsco                                | Technology Supplies                                    | \$224.40    |
| 46905        | 02/01/19   | Plumbmaster, Inc.                     | Urinal Supplies / District Wide - RB                   | \$1,509.47  |
|              |            |                                       | Halsey Taylor Drinking Fountain @ BE - RB              | \$490.10    |
| 46906        | 02/01/19   | Procure Therapy                       | School Psych contracting services                      | \$1,680.00  |
| 46907-46908  | 02/01/19   | Pur-0-Zone, Inc                       | Custodial supplies/Repairs                             | \$1,326.93  |
| 46909        | 02/01/19   | Quench USA, Inc.                      | office water   | \$63.74     |
| 46910        | 02/01/19   | Rachael R Smith                       | Mileage paid to a family                               | \$348.80    |
| 46911        | 02/01/19   | Really Good Stuff, Inc.               | classroom supplies                                     | \$43.60     |
| 46912        | 02/01/19   | Reeves-Wiedeman Company               | Bradley Wash Stationd @ ME & Stock - RB                | \$614.95    |

**Check Journal - 02/01/19**

| Check Number | Check Date | Payee                           | Reason  | Amount              |
|--------------|------------|---------------------------------|---|---------------------|
|              |            |                                 | Maintenance Supplies                              | \$169.00            |
| 46913        | 02/01/19   | RJ Cooper & Assoc, Inc.         | Switches via grant with PTO for Treece            | \$143.00            |
| 46914        | 02/01/19   | Roma Bakery                     | Student Nutrition Dept.                           | \$2,846.36          |
| 46915        | 02/01/19   | Sam's Club Direct #5458         | Supplies for center based classrooms              | \$572.45            |
| 46916        | 02/01/19   | Scholastic Inc.                 | Art Subscription                                  | \$89.10             |
| 46917        | 02/01/19   | School Specialty Inc            | Classroom Supplies                                | \$1,060.85          |
| 46918        | 02/01/19   | Security Bank Card Center, Inc. | MacMillian - Teacher Licenses                     | \$2,805.56          |
|              |            |                                 | MacMillian - MS ELA Adoption                      | \$195,504.84        |
| 46919        | 02/01/19   | SEK Education Service Center    | Greenbush contracted services                     | \$220.00            |
|              |            |                                 | 12/10/18 Core Reading Conference                  | \$180.00            |
| 46920        | 02/01/19   | SiteOne Landscape Supply, LLC   | Grounds Supplies                                  | \$15.16             |
| 46921        | 02/01/19   | Smallwood Lock Supply           | Maintenance Supplies                              | \$15.00             |
| 46922        | 02/01/19   | Stanion Wholesale Electric      | Electrical Parts for East Fieldhouse HVAC Upgrade | \$302.00            |
| 46923        | 02/01/19   | TAESE/CPD                       | KDEC conference                                   | \$800.00            |
| 46924        | 02/01/19   | Teacher's Discovery             | Teaching Supplies                                 | \$26.89             |
| 46925        | 02/01/19   | Teacher Synergy, LLC.           | Dolan Classroom Materials                         | \$58.99             |
| 46926        | 02/01/19   | The Library Store, Inc.         | Library supplies                                  | \$48.64             |
| 46927        | 02/01/19   | Theno Construction, LLC         | Remove Ballards in Parking Lot @ MVHS - IG        | \$500.00            |
| 46928        | 02/01/19   | Toshiba Financial Services      | Copy/Printer Overages                             | \$11,993.79         |
| 46929        | 02/01/19   | Toshiba Business Solutions      | Maintenance Charge                                | \$34.50             |
| 46930        | 02/01/19   | Tresko                          | Replacement for Ice Maker for SE                  | \$2,408.25          |
| 46931        | 02/01/19   | U.S. Foodservice, Inc           | Student Nutrition Dept.                           | \$46,055.49         |
| 46932        | 02/01/19   | Ward's Natural Science Est.     | 7th Science supplies                              | \$1,224.15          |
| 46933        | 02/01/19   | Western Extralite Company       | Electrical Parts for East Fieldhouse HVAC Upgrade | \$69.45             |
|              |            |                                 | Gym Fixture Lamps @ PRE - MJ                      | \$672.00            |
| 46934        | 02/01/19   | Worxtime LLC                    | 1095C Processing fee 2019                         | \$1,838.00          |
|              |            |                                 |   | <b>\$739,954.35</b> |



**Alvie L. Cater, II**  
Assistant Superintendent

To: Members of the Board of Education  
Frank Harwood, Superintendent of Schools  
From: Alvie Cater  
Date: January 30, 2019  
Subject: **Recommended New Policy (CONSENT)**

We are continuing our review of policies with a recommendation for a new policy to be considered by the Board of Education at the regularly scheduled meeting on February 4.

The following policy was presented to the Board via a written report that was included in the January 14, 2019 meeting packet. We will not include the policy details in this summary. If you have any questions, please let us know. As a reminder, the Board may choose to remove items from Consent for further discussion.

**NEW Policy, Section DFAC – Federal Fiscal Compliance**

School districts are now expected to have specific procedures adopted for the handling of federal funds. USD 232 has been in compliance with these expectations. The new policy is formal recognition of those procedures.

The policy summarizes many of the key procedural aspects of compliance with the federal Uniform Grant Guidance (UGG) requirements. The UGG controls the handling of federal funds and this policy provides a view of federal fiscal compliance. The language for this policy was drafted by the Kansas Association of School Boards and reviewed by district administration. The policy language outlines the district's responsibilities when federal funding is considered.

####



# **Unified School District 232**

## **Facilities Department**

**Steve Deghand**  
Director of Facilities

**To:** Frank Harwood, Superintendent of Schools  
USD 232 Board of Education  
**From:** Steve Deghand  
**Date:** January 31, 2019  
**Subject:** Interior Paint (Consent)

Two of the approved Capital Outlay projects for this summer were interior paint at both Mill Valley High School and De Soto High School. Six contractors received specifications on January 11 as well as the publication of a legal advertisement. Mandatory pre-bid meetings took place on January 16 at both high schools and three contractors attended.

Bids for the interior paint project at De Soto High School were due in sealed envelopes to the District Service Center by 10:00 am on January 29. Three contractors submitted a bid with bids ranging from \$178,664 to \$188,500. Switzer and Associates submitted the lowest bid and we have been pleased with the projects they have completed in the past. At this time, we are asking the Board to approve the bid from Switzer and Associates for \$178,664 to paint the interior of De Soto High School.

Bids for the interior paint project at Mill Valley High School were due in sealed envelopes to the District Service Center by 10:15 am on January 29. Three contractors submitted a bid with bids ranging from \$273,895 to \$332,000. Switzer and Associates again submitted the lowest bid of \$273,895. At this time, we are asking the Board to approve the bid from Switzer and Associates for \$273,895 to paint the interior of Mill Valley High School. Please contact me directly with any questions you may have regarding this project.

# De Soto High School Interior Paint Project

## Bid Opening

**January 29, 2018**

**10:00 AM**

[illegible]

**10:15 AM**

[illegible]



## Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then send electronically or print.

Building

Mill Valley High

Grade(s)

10

Class/Group

Jazz Band

District Sponsors on  
the trip:

Deb Steiner and Elca Wagner

Does this trip  
involve more than  
one day?

☒ YES

☐ NO

Purpose of Trip:

Performance with the All State Jazz Band

Destination:

Century II

Destination City, State:

Wichita, KS

First Day of Trip:  
(XX/XX/XXXX)

2-21-19

Departure Time:

7:30 am

Depart from:

MVHS

Last Day of Trip:  
(XX/XX/XXXX)

2-23-19

Return Time:

9:00 pm

Return to:

MVHS

Mode of transportation/travel:

Van

Will there be an overnight stay?

☒ YES ☐ NO

If yes, where will  
students be staying?

Old Town Hotel



\*Indicates "estimate" if actual cost has not been set (enter numbers only not (\$) or (.))

\*Cost for travel: 75 \*Cost per student:

\*Cost for hotel: 650 \*Amount paid by building funds:

\*Cost for food/other: 160 \*Amount paid by students

Additional  
Information:  
(500 character limit)

**Attach flyer or other information as provided to students and parents.**

Number of staff 2 Number of supervising parents attending: 0  
sponsors attending:

Parent Permission  
Slips on file for all  
students  
participating?:  
☒ YES  
☐ NO

Complete list of students attending on file  
with school including names, contact  
information, and emergency contact  
information ?  
☒ YES  
☐ NO

**Attach a daily schedule of activities if trip extends beyond one day.**

Sponsor Signature: Deb Steiner

Date: 1-11-19

Principal/Supervisor  
Signature 

Date: 1.11.19

This form must be received in the Superintendent's Office by the first Tuesday of the month for consideration at the next Board of Education meeting.



## Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then send electronically or print.

|   |                                    |  |
|---|------------------------------------|--|
| Building                                      | Grade(s)                           | Class/Group  |
| <input type="text" value="Mill Valley High"/> | <input type="text" value="10-12"/> | <input type="text" value="Thespian Troupe of MVHS"/> |

District Sponsors on the trip:

Does this trip involve more than one day?

☐ YES  
☒ NO

Purpose of Trip:

Destination:

Destination City, State:

First Day of Trip:  
(XX/XX/XXXX)

Departure Time:

Depart from:

Last Day of Trip:  
(XX/XX/XXXX)

Return Time:

Return to:

Mode of transportation/travel:

Will there be an overnight stay?

☐ YES ☒ NO

If yes, where will students be staying?

\*Indicates "estimate" if actual cost has not been set (enter numbers only not (\$) or (.))

\*Cost for travel:

\*Cost per student:

\*Cost for hotel:

\*Amount paid by building funds:

\*Cost for food/other:

\*Amount paid by students

Additional Information:  
(500 character limit)

Bus cost is an estimate. The money paid by the students covers the bus cost and the \$6 admission to the performance.

**Attach flyer or other information as provided to students and parents.**

Number of staff sponsors attending:

Number of supervising parents attending:

Parent Permission Slips on file for all students participating?:

☒ YES  
☐ NO

Complete list of students attending on file with school including names, contact information, and emergency contact information ?

☒ YES  
☐ NO

**Attach a daily schedule of activities if trip extends beyond one day.**

Sponsor Signature:

Date:

Principal/Supervisor Signature

Date:

This form must be received in the Superintendent's Office by the first Tuesday of the month for consideration at the next Board of Education meeting.



## Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then send electronically or print.

| Building         | Grade(s) | Class/Group |
|------------------|----------|-------------|
| Mill Valley High | 10-12    | DECA        |

District Sponsors on the trip:

Nicole Porter  
Dianna Heffernon-Meyers

Does this trip involve more than one day?

☒ YES  
☐ NO

Purpose of Trip:

DECA State Competition - Manhattan, KS

Destination:

Kansas State University

Destination City, State:

Manhattan, KS

First Day of Trip:  
(XX/XX/XXXX)

03/03/2019

Departure Time:

10 am

Depart from:

MVHS Activities Entrance

Last Day of Trip:  
(XX/XX/XXXX)

03/05/2019

Return Time:

2 pm

Return to:

MVHS Activities Entrance

Mode of transportation/travel:

School Bus

Will there be an overnight stay?

☒ YES ☐ NO

If yes, where will students be staying?

Parkwood Inn & Suites  
505 South 17th  
Manhattan, KS 66502  
785-320-5440

\*Indicates "estimate" if actual cost has not been set (enter numbers only not (\$) or (.)

\*Cost for travel:  \*Cost per student:

\*Cost for hotel:  \*Amount paid by building funds:

\*Cost for food/other:  \*Amount paid by students:

Additional  
Information:  
(500 character limit)

Perkins money will pay for sponsor expenses

**Attach flyer or other information as provided to students and parents.**

Number of staff sponsors attending:  Number of supervising parents attending:

Parent Permission  
Slips on file for all  
students  
participating?: ☒ YES  
☐ NO

Complete list of students attending on file  
with school including names, contact  
information, and emergency contact  
information? ☒ YES  
☐ NO

**Attach a daily schedule of activities if trip extends beyond one day.**

Sponsor Signature:



Date:

Principal/Supervisor  
Signature



Date:

This form must be received in the Superintendent's Office by the first Tuesday of the month for consideration at the next Board of Education meeting.



## Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then send electronically or print.

|   |  |   |
|---|--|---|
| Building  | Grade(s)   | Class/Group   |
| Mill Valley High  | 9-12   | Jaguar Band   |
| District Sponsors on the trip:                                | Deb Steiner<br>Elca Wagner<br>Angie Eisenbarth<br>Erin Hayes     | Does this trip involve more than one day?<br><input checked="" type="radio"/> YES<br><input type="radio"/> NO |
| Purpose of Trip:  | To participate in the Walt Disney "You're Instrumental Workshop" |   |
| Destination:  | Destination City, State:   |   |
| Walt Disney World   | Orlando, Florida   |   |
| First Day of Trip:<br>(XX/XX/XXXX)                            | Departure Time:  | Depart from:  |
| 3-7-19  | 7:00 am  | KCI   |
| Last Day of Trip:<br>(XX/XX/XXXX)                             | Return Time:   | Return to:  |
| 3-11-19   | 2:00 pm  | KCI   |
| Mode of transportation/travel:                                |  |   |
| Airplane and Charter Bus                                      |  |   |
| Will there be an overnight stay?                              | If yes, where will students be staying?                          | Grand Orlando Resort at Celebration   |
| <input checked="" type="radio"/> YES <input type="radio"/> NO |  |   |

\*Indicates "estimate" if actual cost has not been set (enter numbers only not (\$) or (.))

\*Cost per student: 1850.00

|                  |                                 |   |
|------------------|---------------------------------|---|
| *Cost for hotel: | *Amount paid by building funds: | 0 |
|------------------|---------------------------------|---|

|                       |                          |         |
|-----------------------|--------------------------|---------|
| *Cost for food/other: | *Amount paid by students | 1850.00 |
|-----------------------|--------------------------|---------|

**Additional Information:**  
(500 character limit)

**Attach flyer or other information as provided to students and parents.**

Number of staff sponsors attending: 6      Number of supervising parents attending: 0

Parent Permission ☒ YES  
Slips on file for all  
students ☐ NO  
participating?:

Complete list of students attending on file with school including names, contact information, and emergency contact information ?

☒ YES  
☐ NO

**Attach a daily schedule of activities if trip extends beyond one day.**

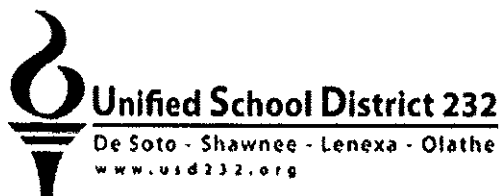
Sponsor Signature: Deb Steiner

Date: 1-28-19

Principal/Supervisor  
Signature

Date: 1-28-19

This form must be received in the Superintendent's Office by the first Tuesday of the month for consideration at the next Board of Education meeting.



## Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then send electronically or print.

|   |                                    |   |
|---|------------------------------------|---|
| Building                                      | Grade(s)                           | Class/Group                             |
| <input type="text" value="Mill Valley High"/> | <input type="text" value="10-12"/> | <input type="text" value="Journalism"/> |

District Sponsors on the trip:

Does this trip involve more than one day?

☒ YES  
☐ NO

Purpose of Trip:

Destination:

Destination City, State:

First Day of Trip:  
(XX/XX/XXXX)

Departure Time:

Depart from:

Last Day of Trip:  
(XX/XX/XXXX)

Return Time:

Return to:

Mode of transportation/travel:

Will there be an overnight stay?

☒ YES ☐ NO

If yes, where will students be staying?



\*Indicates "estimate" if actual cost has not been set (enter numbers only not (\$) or (.)

|                       |                                    |                                 |  |
|-----------------------|------------------------------------|---------------------------------|--|
| *Cost for travel:     | <input type="text" value="\$235"/> | *Cost per student:              | <input type="text" value="\$1,235 (approximate)"/> |
| *Cost for hotel:      | <input type="text" value="\$300"/> | *Amount paid by building funds: | <input type="text" value="\$0"/>                   |
| *Cost for food/other: | <input type="text" value="\$500"/> | *Amount paid by students        | <input type="text" value="\$1,235"/>               |

Additional Information:  
(500 character limit)

The cost of travel for Mrs. Habiger will be paid for by building Newspaper/Yearbook budget. I will be taking 29 students on this trip. Dorothy Swafford will be a chaperone.

**Attach flyer or other information as provided to students and parents.**

Number of staff sponsors attending:

Number of supervising parents attending:

Parent Permission Slips on file for all students participating?:

☒ YES  
☐ NO

Complete list of students attending on file with school including names, contact information, and emergency contact information ?

☒ YES  
☐ NO

**Attach a daily schedule of activities if trip extends beyond one day.**

Sponsor Signature:

Date:

Principal/Supervisor Signature

Date:

This form must be received in the Superintendent's Office by the first Tuesday of the month for consideration at the next Board of Education meeting.



# Mill Valley High School

## Field Trip Checklist

Person Requesting Field Trip: \_\_\_\_\_ Kathy Habiger \_\_\_\_\_ Today's Date: 1-15-2019

Date of Field Trip: 4-24-2019 Time of Field Trip: \_\_\_\_\_ Extended Day Trip? Yes ✓

Educational Rationale: Students will attend learning sessions related to journalism and graphic design and will participate in contests that will give valuable feedback to their publications.

Destination of Field Trip: Anaheim Hilton, Anaheim, California

Address of Destination: 777 W Convention Way, Anaheim, CA 92802

Phone #: (714) 750-4321

# of Students (Class, Grade) Attending Field Trip: 30 Number of Buses Needed 0

Other teachers/adults attending Trip: Dorothy Swafford

Expected expenses: **YOUR IN-HOUSE ACCOUNT WILL BE UTILIZED IF ONE IS AVAILABLE. PLEASE TALK TO MV BOOKKEEPER IMMEDIATELY IF FUNDS ARE INVOLVED**

Expected Costs: \$ 1,400 approximate paid for in-house yearbook funds and student contribution

### STOP:

**Fill out the top portion and attach any pertinent flyers/information and leave with administration for approval. They will return the form to you upon approval.**

**Field trips will not be approved the last two weeks of each semester.**

### ADMIN APPROVAL ITEMS:

Administrative Approval: \_\_\_\_\_

MC  
(TW, JS, JV, MC)

- ☐ Date
- ☐ Time
- ☐ Appx. # Attending
- ☐ Expected Expenses – **MUST TALK WITH BOOKKEEPER PRIOR TO PLANNING EXPENSES!**
- ☐ Reason for field trip
- ☐ Field Trip put on Master Calendar (May not be needed)
- ☐ Approval of permission slip (Admin) \_\_\_\_\_

### PRE-TRIP ITEMS:

- ☐ Permission Slip & Flyers given to office secretary (LB, EW) \_\_\_\_\_
- ☐ Transportation request completed (JV) \_\_\_\_\_
- ☐ If you need a check, see MV Bookkeeper \_\_\_\_\_
- ☐ Notification to all teachers/staff who might be affected
- ☐ Notification to kitchen personnel ASAP/at least one-week prior
- ☐ Check with nurse for medical needs of students attending the trip (2 days notice) YES NO
- ☐ Make arrangements for students not attending the field trip

### DAY OF TRIP

- ☐ Turn in to office **before you leave** : (LB, EW)
  - ☐ Roster of all students attending the field trip
  - ☐ List of all teachers/staff/parents attending the field trip
  - ☐ List of students not attending and where they will be while you are gone
- ☐ Pick up any medications to take on trip (be sure and return these when you get back)



## Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then send electronically or print.

---

Building

Grade(s)

Class/Group

District Sponsors on  
the trip:

Does this trip  
involve more than  
one day?

YES  
NO

Purpose of Trip:

Destination:

Destination City, State:

First Day of Trip:  
(XX/XX/XXXX)

Departure Time:

Depart from:

Last Day of Trip:  
(XX/XX/XXXX)

Return Time:

Return to:

Mode of transportation/travel:

Will there be an overnight stay?

YES

NO

If yes, where will  
students be staying?

\*Indicates "estimate" if actual cost has not been set (enter numbers only not (\$) or (.))

\*Cost for travel:

\*Cost per student:

\*Cost for hotel:

\*Amount paid by  
building funds:

\*Cost for food/other:

\*Amount paid by  
students

Additional  
Information:  
(500 character limit)

**Attach flyer or other information as provided to students and parents.**

Number of staff  
sponsors attending:

Number of supervising parents attending:

Parent Permission  
Slips on file for all  
students  
participating?:

YES  
NO

Complete list of students attending on file  
with school including names, contact  
information, and emergency contact  
information ?

YES  
NO

**Attach a daily schedule of activities if trip extends beyond one day.**

---

Sponsor Signature:

Date:

Principal/Supervisor  
Signature

Date:

This form must be received in the Superintendent's Office by the first Tuesday of the month for consideration at the next Board of Education meeting.



To: Frank Harwood, Superintendent of Schools  
USD 232 Board of Education  
From: Steve Deghand  
Date: January 30, 2019  
Subject: Playground Firm Selection (Action)

**Playground Firm Selection**

USD 232 sent out a Request for Qualifications (RFQ) seeking a qualified firm/individual to design, furnish and install new playground equipment for seven elementary schools. A legal advertisement for the RFQ was published on January 8 as well as being sent directly to five vendors. Statements of qualifications were received at the District Service Center and were required to be in sealed envelopes delivered by 10:00 am.

Four vendors responded to the RFQ and submitted a statement of qualification. Those submitting an RFQ were; Riggs Recreation out of Leawood, KS, All Inclusive Rec. out of Farmington, MO, Athco out of Lenexa, KS and ABCreative from De Soto, KS. A committee of four individuals (including one Board member) reviewed submissions and quickly came to a consensus as to the submission that best meets our requirements as stated.

The RFQ submitted that stood above the other three was submitted by ABCreative. Although all submissions had their strengths, ABCreative's submission really focused on their ability to consult with staff via face-to-face meetings and their laser focus on the seven elements of play. Their stated commitment to maximize the integration of inclusive pieces so children of all abilities can play together was extremely impressive. ABCreative has completed several projects for the district in the past and their work and customer service has been very good. At this time, we are asking the Board of Education to select ABCreative for designing, furnishing, delivering, and installing new playground equipment as well as the installation of new playground surfacing. Please contact me with any questions or concerns you may have regarding this topic.



# Unified School District 232

## Student Nutrition Department

[www.usd232.org/nutrition](http://www.usd232.org/nutrition)

**Jolyn Mortenson**  
Director of Student Nutrition

TO: Members of the Board of Education  
Frank Harwood, Superintendent of Schools  
FROM: Jolyn Mortenson  
DATE: January 30, 2019  
SUBJECT: Student Nutrition Alerts

### **Summer Food Service Program Continuation**

The Student Nutrition Department would once again like to host the Summer Food Service Program for our district students and community members. We anticipate aligning the program to again coincide with summer school and athletics programs. Not only will we be considering continuation of these sites, but also continuation of the mobile service that was introduced in 2013. As you may recall, we have participated in the SFSP program the past eight years with outstanding levels of success and service to our community while incurring no additional cost to the district.

Proposed site plans and serving dates will be presented to the Board of Education for approval. All sites must be registered with KSDE's Child Nutrition & Wellness division by May 1, 2019 to continue operation for this summer.

### **Student Nutrition Bid Timeline**

The Student Nutrition Department is in the process of developing Request for Proposals (RFP's) and Invitation For Bids (IFB's) for the 2019-2020 school year. The purpose of this document is to alert the Board of Education to the timeline, and future action that will need to be made.

The Student Nutrition Department will solicit RFP's/IFB's for the following goods:

- Prime Vendor
- Pizza
- Bread Products
- Milk/Dairy Products
- Beverage Products

#### **February 20, 2019**

Student Nutrition RFP's and IFB's will be publicized.

#### **March 20, 2019**

Public bid opening will take place.

#### **April 1, 2019**

Board of Education Approval to recommended bid winners.