



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)

January 14, 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 December 3rd regular meeting.
- C. Approve payment of bills and transfer of funds (if appropriate).
- D. Approve employment recommendations made on January 8, 2019.
- E. Approve employment recommendations made on January 14, 2019.
- F. Approve Independent Auditor Contract with Karlin & Long, LLC for fiscal year 2019 at a rate of \$11,175.00.
- G. Approve purchase of a Kubota 4x4 Diesel Utility Vehicle from Coleman Equipment in the amount of \$25,699.05.
- H. Approve purchase of Proofpoint software licensing in the amount of \$18,998.98.
- I. Accept donations totaling \$1,380.00 from various people and businesses in memory of Mr. Larry Brummitt to the De Soto High School Girls Softball program.
- J. Accept a donation in the amount of \$8,291.41 from the Mize PTO to Mize Elementary School.
- K. Accept a donation in the amount of \$250.00 from the Hendrich Family to the De Soto High School Boys Basketball program.
- L. Accept a donation in the amount of \$500.00 from the Preps KC Be YOUUnion Game of the Week Award to the De Soto High School Football program.

- M. Accept a donation in the amount of \$1,500.00 from De Soto Youth Athletics to the De Soto High School Boys and Girls Basketball programs.
- N. Approve 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 8th Grade, Worlds of Fun, Kansas City, MO, May 22, 2019.

III. GOOD NEWS.

- A. Staff Member Recognition.

IV. ACTION ITEMS.

- A. Classified Employee Handbook. [Brian Schwanz & Carrie Handy]
- B. Substitute Teacher Pay Rate. [Brian Schwanz & Carrie Handy]
- C. 2018 Bond Update & Timeline/Mass Communication Devices. [Frank Harwood]

V. DISCUSSION ITEM.

- A. Student Achievement Data. [Michelle Hite]

VI. PATRON INPUT.

VII. ALERT. *(This item may require future action by the Board of Education.)*

- A. New Board Policy.

VIII. EXECUTIVE SESSION.

- A. Negotiations.
- B. Non-elected Personnel.

IX. ADJOURNMENT.

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Unified School District 232

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USD 232 BOARD OF EDUCATION

OFFICIAL MINUTES --REGULAR MEETING

Administrative Office (35200 West 91st Street, De Soto, KS) December 3, 2018

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 6:04 p.m.*)
Angela Handy
Danielle Heikes
Kevin Makalous
Mitch Powers
Rachele Zade

Others Present:

Debbie Atwell, Facilities Coordinator
Alvie Cater, Assistant Superintendent of Administrative & Educational Services
Steve Crutchfield, Principal, Horizon Elementary School
Steve Deghand, Director of Facilities
Wendy Denham, Board Clerk
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
Deborah Ricker, School Improvement Specialist, Horizon Elementary School
Sam Ruff, Principal, De Soto High School
Ceresa Schaeffer, Secondary Curriculum Coordinator
Brian Schwanz, Director of Human Resources/Secondary
Cindy Swartz, Technology Integration Coordinator
Tobie Waldeck, Principal, Mill Valley High School

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.

Bill Fletcher asked to remove check number 46302 from Consent Agenda item "C. Approve payment of bills and transfer of funds (if appropriate)" for approval separately.

Mr. Mitch Powers moved to adopt the Agenda and approve the Consent Agenda as amended.

Mrs. Angela Handy seconded.

Carried 6/0.

The following Consent Agenda items were approved:

1. Minutes of the November 5th regular meeting.
2. Payment of bills and issuance of checks numbered 46111 – 46177, 46185 – 46256, 46265 – 46301 and 46303 – 46346.
3. Transfer of funds as follows:
 - a. \$950,000.00 from General (Fund 06) to Special Education (Fund 30)
 - b. \$4,000.00 from LOB (Fund 08) to State Pre-K (Fund 11)
 - c. \$160,000.00 from LOB (Fund 08) to At Risk K-12 (Fund 13)
 - d. \$36,000.00 from LOB (Fund 08) to Bi-Lingual (Fund 14)
 - e. \$134,000.00 from LOB (Fund 08) to Vocational Education (Fund 34)

4. Personnel recommendations as follows:

Resignations – Classified

Michael DeSandre, Center Based Paraprofessional, The Bridge
Andrea Herrold, Student Nutrition Assistant, MVHS
Heather McCormick, Paraprofessional, MVHS
Debra Mehner, Paraprofessional, MTMS
Melissa Pruitt, Paraprofessional, MVHS
Pamela Sheehan, Center Based Paraprofessional, MVHS

Termination – Classified

Katherine Newell, Student Nutrition Assistant, MTMS

Employment – Classified

Jane Bledsoe, Student Nutrition Assistant, MVHS
Margaret Anne Farver-Lightcap, School Nurse, DHS
Amanda Jackson, Evening Custodian, SE
Trent Jones, Evening Custodian, MVHS
Natalie Kelly, Student Nutrition Assistant, MCMS

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

Terri Jacobs, Special Education Teacher, DHS
Martha Weiner, Behavior Specialist
Janice Wilcox, Technology Teacher, CCE

Resignations – Certified

Jennifer A. Brown, Special Education Teacher, DHS (*Effective 11/09/2018*)
Emily Miles, 5th Grade Teacher, SE (*Effective at the conclusion of the 2018-19 school year.*)

Employment – Certified

Holly Balch, Special Education Teacher, DHS (*Effective 11/26/2018*)

Cara Olson, School Counselor, MTMS (*Effective 12/19/2018*)

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

5. Appointment of Alvie Cater, Ken Larsen, Carrie Handy and Brian Schwanz to serve as negotiating agents on behalf of the school district with regard to the Professional Negotiated Agreement with Superintendent Harwood to conduct training for the district team.
6. The 2019 Capital Outlay Committee report addressing various needs and projects with planned expenditures from the Capital Outlay Fund; with projects re-submitted to the Board of Education from time to time for approval based on submission of bids and costs as required by Kansas Statutes 72-8801.
7. The updated 10-year Capital Outlay Plan.
8. The following items declared surplus:
 - One (1) Cres-Cor Crown-X Warmer, Model K-HJ
 - Two tall Speakers
 - One (1) Superscope CD Recording System
 - One (1) Sony Audio-Visual Control Center
 - One (1) CD to CD/CF Recorder
9. Purchase of McGraw-Hill's Study Sync resources for middle school English Language Arts in the amount of \$202,987.89 for a seven-year cycle and Pearson's My Perspectives resources for high school English Language Arts in the amount of \$243,613.91 for a seven-year cycle.
10. The following new secondary student courses to be offered with the start of the 2019-20 school year:
 - Floriculture and Greenhouse Management (Eudora-De Soto Technical Education Center)
 - Digital Media Project Management
 - Argumentation and Debate Fundamentals
 - Senior Symposium A and B
 - AP World History: Modern
 - Environmental Resources and Wildlife Science
 - Graphic Design Fundamentals
 - Graphic Design Workplace Experience
 - The following Distance Learning Courses in partnership with Washburn University Institute of Technology:
 - Basic Electricity
 - Energy Loads and Calculations
 - Health Occupations
 - Advanced System Technology
 - Information Systems Technology
 - Graphics Technology
11. Purchase of a Securly software license in the amount of \$18,432.00 annually.
12. Acceptance of a donation in the amount of \$440.00 from Madden Rental to the De Soto High School Boys' Basketball program.

13. The following extended day trip:

- Mill Valley High School Debate, Grades 9-12, compete in the Kansas Debate Classic and Novice State Debate Tournaments, Wichita East High School, Wichita, KS, January 4-5, 2019.

Bill Fletcher declared a conflict of interest and left the meeting at 6:02 p.m.

Mrs. Angela Handy moved to approve payment to Kansas Land Management, LLC in the amount of \$10,492.50 with check number 46302.

Mrs. Rachele Zade seconded.

Carried 5/0.

Bill Fletcher returned to the meeting at 6:03 p.m.

GOOD NEWS.

Student Recognition. The Board recognized the Mill Valley High School Girls' Golf Team who won the Kansas Class 6A State Title last month. This was the first 6A championship for Mill Valley and the first female team to win a state title for the school. Team members Sarah Lawson, Hannah Davie, Megan Haymaker, Ava Van Inwegen, Caroline Lawson and Libby Green were presented with Certificates of Achievement. Their coach, Chris Wallace, and assistant coach, Mallorie Crutchfield, were also recognized.

John Gaignat arrived at 6:04 p.m.

The Board recognized the Mill Valley High School Girls' Cross Country Team who also won the Kansas Class 6A State Title. Team members Delaney Kemp, Morgan Koca, Jenna Walker, Molly Haymaker, Josie Taylor, Molly Ricker, Katie Schwartzkopf, Emma Cross, Madison Page, Bridget Roy, Quincy Hubert and Logan Pfeister were presented with Certificates of Achievement. Teammate Katie Schwartzkopf was also recognized for winning an individual State Championship. Head coach, Chris McAfee, and assistant coaches Madeline Byrd and Kayla Ayer, were also recognized.

Staff Member Recognition. Mize Elementary School staff members Shelly Sounders, Art Teacher, and Mimi Leuszler, 5th Grade Teacher; along with Mill Valley High School staff members Aaron Cox, Social Studies Teacher, Cory Wurtz, Social Studies Teacher, and Anthony Huggins, former Lead Custodian and new district Custodial Supervisor, were recognized for outstanding service in their district roles and presented with Certificates of Appreciation.

President Zade declared a five-minute break at 6:17 p.m.

The Board returned to open session and President Zade called the meeting back to order at 6:22 p.m.

ACTION ITEMS.

Fiscal Year 2018 Audit Report. Ken Larsen, Assistant Superintendent of Business & Operations, introduced Mr. Jim Long of Karlin & Long LLC who reviewed the district's 2018 fiscal year audit with the board. He gave clean opinions on internal control and compliance and reported that there were no statutory violations. Board members were given the opportunity to ask questions regarding the audit.

Mr. Mitch Powers moved to approve the 2018 Fiscal Year Audit as presented.

Mr. Bill Fletcher seconded.

Carried 7/0.

Canvas Learning Management System. Noting that the district's five-year agreement for the current Learning Management System (LMS), Blackboard Learn, expires at the conclusion of the 2018-19 school year, Dr. Cindy Swartz, Technology Integration Coordinator, gave the Board information on how she led a collaborative group of parents, students and teachers through a seven-month long process to identify the next LMS to be adopted. She said that three systems were identified to pilot (Blackboard Learn Ultra, Canvas and Schoology) and staff were given sample accounts that they could use in their own classrooms over a period of time. Dr. Swartz noted that with each of the companies presenting information to the collaborative group and feedback collected through surveys of users and meetings held throughout the process, it was determined that Canvas provided the best user experience for students, teachers and parents. She added that Canvas is also used by area colleges. And in response to a Board member question, noted that pricing from the three companies was comparable. She asked for Board approval and noted that staff will be able to access Canvas in April to June of the current school year to prepare content for the 2019-20 school year.

Mr. Kevin Makalous moved to approve purchase of the Canvas Learning Management System beginning in April 2019 with Tier 1 support and professional development/training in the amount of \$16,375.00 and a subscription charge of \$4,750.00; then, starting in July 2019 a subscription in the amount of \$36,575.00, plus technical support for teachers in the amount of \$9,975.00 for the first year; with reoccurring yearly charges for the subscription through the 2023-2024 school year in the amount of \$36,250.00.

Mrs. Angela Handy seconded.

Carried 7/0.

DISCUSSION ITEMS.

Middle School Pathways Course. Dr. Joe Kelly, Director of Curriculum & Instruction, explained that through the #KansansCan initiative the Kansas State Board of Education has set an Individual Plan of Study (IPS) for every student beginning in the middle grades as one of their State Student Success Outcomes to help students plan for success after high school. He noted that school districts are also required to develop a K-12 Career Guidance Curriculum. Dr. Cindy Swartz talked to the Board about how Career & Technical Education works with Pathways and how there is a connection with what students are researching and future Career & Technical Education courses that USD 232 might offer based on their preferences. Ceresa Schaffer, Secondary Curriculum Coordinator, shared information collected from building administrators about IPS activities done at the middle school and high school levels. She showed how secondary students are doing activities related to career awareness.

Social/Emotional Character Development Survey Results. Michelle Hite, Director of School Improvement, noted that Social Emotional Character Development (SECD) is one of five outcomes developed by the Kansas State Department of Education (KSDE) that will measure progress of the state educational vision for school districts. The other four outcomes are Kindergarten Readiness, Individual

Plan of Study, High School Graduation Rates, and Postsecondary Completion. Mrs. Hite explained that the purpose of the student survey is to meet KSDE's requirement that school districts measure SECD student growth to monitor student development of nonacademic skills (teamwork, perseverance, critical thinking). She said it is also part of the accreditation requirements of Kansas Education Systems Accreditation (KESA). She showed a chart of the number of student participants at each level (elementary, middle school, high school) and spoke about who will analyze, view and use the data collected and how it is disaggregated.

President Zade declared a five-minute break at 7:26 p.m.

The Board returned to open session and President Zade called the meeting back to order at 7:31 p.m.

MTSS Update. Lee Hanson, Director of Special Services, explained how the district "connects the dots" between KESA, Multi-Tiered System of Supports (MTSS), SECD and school improvement. She talked about the three tiers in MTSS (Tier 1 – Core Classroom Instruction, Tier 2 – Targeted Small Group Instruction & Tier 3 – Intensive Individual Intervention), what the district's accomplishments in the first semester were, including the administration of the Fast Bridge Screening tool to identify students potentially at-risk in the areas of reading, math, and social-emotional learning; as well as the implementation of Tier 1 SECD curricula in grades K-12. In conclusion, Mrs. Hanson shared that throughout the second semester administrators and MTSS leadership teams will work to finalize protocols in reading and math. They will also structure MTSS Behavior and Social-Emotional supports for Tiers II and III for implementation in the Fall of 2019.

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. Substitute Rates.

FYI REPORT. The following informational report was included in the board packet for this meeting: 1. USD 232 Special Services Advisory Committee 2018-2019.

President Zade adjourned the meeting at 7:52 p.m.

Date Approved

Clerk, Board of Education

President, Board of Education



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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, January 11, 2019

SUBJECT: Treasurer's Report (Consent Agenda Item)

Approve Checks 46347-46725 with Following Exceptions:

Payroll & Payroll Vendor Checks:

46426 - BCBS Employee Health Insurance for Nov.
46427 - 46431 1st December Payroll, Pay Date 12-14-18
46507 Payroll Check
46595 - 46602 2nd December Payroll, Pay Date 12-31-18
46643 - BCBS Employee Health Insurance for Dec.
46622 – 46725 1st January Payroll, Pay Date 1-15-19

Motion to approve the following month end transfers for December 31, 2018:

\$ 715,000.00 From General Fund (06) to Sped (30)
\$ 4,300.00 From LOB (08) to State Pre-K Program (11)
\$ 195,000.00 From LOB (08) to At Risk K-12 (13)
\$ 37,000.00 From LOB (08) to Bi-Lingual (14)
\$ 185,000.00 From LOB (08) to Voc Ed (34)

Check Journal - 12/07/18

Check Number	Check Date	Payee	Reason	Amount
46347	12/07/18	Adaptive Tech Solutions, LLC	Grant \$ for Reiter	\$121.90
46348-46349	12/07/18	Amazon Capital Services	Teaching/Office Supplies	\$2,988.38
46350	12/07/18	Amy Gonzales	Transportation	\$1,083.46
46351	12/07/18	Assisted Student Transportation	Transportation for student	\$2,116.00
			Homeless transportation - shared expense with USD #500	\$240.00
46352	12/07/18	AT&T	Telephone Lines	\$383.73
46353	12/07/18	Bishop Miege High School	JV Scholar's Bowl entry fee	\$40.00
46354	12/07/18	Cadan Assistive Technologies	AT equipment	\$460.90
			Deaf/Blind materials	\$504.00
46355	12/07/18	City Of De Soto	W / S / T - October 2018	\$5,353.54
46356	12/07/18	Concentra Medical Centers	2018-19 HPE Tests	\$72.50
46357	12/07/18	Cosentino Enterprise, Inc.	Student Nutrition Dept.	\$56.25
			Grocery supplies for MVHS - Center based program	\$8.99
			Grocery supplies for MTMS - Center based program	\$10.76
46358	12/07/18	Dance Team Union	Dance team registration	\$375.00
46359	12/07/18	Demco, Inc.	Poster	\$39.94
46360	12/07/18	Direct Computer Outlet	Repairs	\$219.98
46361	12/07/18	Donovan's Service	Brake Repair 2008 Ford F350 Super Duty Pick Up - IG	\$785.14
46362	12/07/18	Eudora USD 491	EDTEC 1st Installment of Contract	\$102,671.87
46363	12/07/18	EverFi, Inc.	Everfi EDU for High School Renewal 2018-19	\$9,000.00
46364	12/07/18	Fastenal Company	Grounds Supplies	\$139.98
46365	12/07/18	FastSigns	Lettering @ MVHS - DK	\$30.00
46366	12/07/18	Flagsource Unlimited	Rope cleet - for Flag Pole @ MCMS - KR	\$24.50
46367	12/07/18	Frey Scientific Co.	Lab Supplies	\$37.56
46368	12/07/18	Gardner Edgerton High School	Entry fee	\$40.00
46369	12/07/18	Garmin International	December 2018 WWW Garmin Device Order	\$1,575.36
46370	12/07/18	Gilmore & Bell, P.C.	Legal Services	\$1,000.00
46371	12/07/18	Gopher Sport	PE Classroom Supplies	\$367.12
46372	12/07/18	Grainger	Splash RV Antifreeze - RB	\$115.38
46373	12/07/18	Image Market	Choir t-shirts	\$447.50
46374	12/07/18	Integrity Locating Services, LLC	Locate Charges	\$261.00
46375	12/07/18	J.W. Pepper & Son, Inc.	Music	\$99.99
46376	12/07/18	Johnson Co Sheriff's Office	DHS Security	\$262.50
46377	12/07/18	Johnson County Treasurer	1st Half Taxes	\$59,993.65
46378	12/07/18	Johnstone Supply	Solenoid Kits / Valves @ MVHS - RB	\$414.00
46379	12/07/18	Junior Library Guild	Books for the Media Center	\$414.40

Check Journal - 12/07/18

Check Number	Check Date	Payee	Reason	Amount
46380	12/07/18	k12 ITC, Inc.	Contracted Service	\$159,721.60
46381	12/07/18	Kansas State University	Porras iCamp Conference Registration	\$60.00
46382	12/07/18	Kone Inc.	Elevator Maint for LTMS	\$967.68
46383	12/07/18	Lakeshore Learning Materials	Classroom Supplies	\$179.45
46384	12/07/18	Lansing High School	V Swim Meet	\$100.00
46385	12/07/18	Lawrence Free State High School	Debate entry fees	\$35.00
46386	12/07/18	Lawrence High School	Debate entry fees	\$40.00
46387	12/07/18	Lees Summit North High School	Lee's Summit North High School Dance Invitational	\$225.00
46388	12/07/18	Lippert Mechanical Service Corp.	AC Replacement Unit for Tech Closet CCE	\$3,106.66
46389	12/07/18	Lowe's	Grounds Supplies	\$728.14
46390	12/07/18	MailFinance	Lease - Postage Meter	\$455.61
46391	12/07/18	Mid America Laminating, Inc.	Building Supply	\$216.00
46392	12/07/18	Mill Valley High School	Reimburse State Band Entry Fee	\$20.00
			Girls Tennis entry fee	\$40.00
46393	12/07/18	Rachele Zade	KASB Leadership for Tomorrow - registration reimb.	\$650.00
46394	12/07/18	MobyMax, LLC	Moby Max renewal	\$159.00
46395-46396	12/07/18	Morgan Hunter Companies	Teacher Sub Pay	\$80,679.34
46397	12/07/18	Office Depot	Teaching/Office Supplies	\$215.72
46398	12/07/18	Overland Park	O.P. Chamber Luncheon	\$130.00
46399	12/07/18	Pearson Assessments	School Psych test protocols	\$212.50
46400	12/07/18	Plumbmaster, Inc.	6-Shower Stems @ MTMS - RB	\$510.90
46401	12/07/18	Procure Therapy	School Psych contracting services	\$1,122.00
46402	12/07/18	Propio LS, LLC	Interpreting Services November 2018	\$20.00
46403	12/07/18	Pur-0-Zone, Inc	Custodial equipment parts/repairs - 2018-19 school year	\$80.14
46404	12/07/18	Rachael R Smith	Mileage paid to a family	\$130.80
46405	12/07/18	Really Good Stuff, Inc.	grant items	\$15.51
46406	12/07/18	Reeves-Wiedeman Company	Maintenance Supplies	\$335.10
46407	12/07/18	All American Sports Corp.	2017-18 Football Helmet reconditioning	\$6,128.08
46408	12/07/18	Roberts Dairy	Student Nutrition Dept.	\$22,925.56
46409	12/07/18	Sam's Club Direct #5458	Supplies	\$69.60
46410	12/07/18	School Specialty Inc	Classroom Supplies	\$1,292.36
46411	12/07/18	Shawnee Heights High School	golf entry fee	\$100.00
46412	12/07/18	SHI International Corp	Securiy Camera Upgrade	\$6,494.60
46413	12/07/18	Soliant Health, Inc.	School Psych contracting services	\$2,240.00
46414	12/07/18	Starside Elementary School	SPARK Crafts Galore 11/29/2018	\$42.89
46415	12/07/18	Tangible Play	Osmo - Porras Grant	\$427.00

Check Journal - 12/07/18

Check Number	Check Date	Payee	Reason	Amount
46416	12/07/18	Teacher Direct	Vaughan KTOY Classroom	\$143.60
46417	12/07/18	Teacher Synergy, LLC.	Classroom Supplies	\$85.99
46418	12/07/18	Time Warner Cable	Business Internet-December 2018	\$89.98
46419	12/07/18	Underground Vaults & Storage Inc	Contracted Services	\$60.00
46420	12/07/18	Validity Screening Solutions	Background check services	\$187.00
46421	12/07/18	Valley Offset Printing, Inc.	Newspaper issue 2 printing	\$613.00
46422	12/07/18	Voyager Sopris Learning	Math curriculum	\$12,615.70
46423	12/07/18	Water District No 1 Of Jo Co	W / S - MT, MV, PRE, HE, BE, CCE, RE, TP, MC, & ME	\$4,552.21
46424	12/07/18	West Music Company	Music Dahlgren	\$494.99
46425	12/07/18	Westar Energy	Electricity for Oct./Nov. 2018	\$94,261.79
				\$594,735.78

Check Journal - 12/14/18

Check Number	Check Date	Payee	Reason	Amount
46432	12/14/18	A-1 Sewer & Septic Service	Clogged Drain in Kitchen @ LTMS - DK	\$134.00
46433	12/14/18	ACS Electronic Systems, Inc.	Bond - Door Access System	\$730.00
46434-46437	12/14/18	Amazon Capital Services	Teaching/Office Supplies	\$9,966.27
46438	12/14/18	AT&T Long Distance	ATT Long Distance	\$51.98
46439	12/14/18	B.A.C. Horn Doctor, Inc.	Besson Euphonium repair serial 1302277	\$175.00
46440	12/14/18	Batteries Plus - #260	Battery for Suburban 2 - JW	\$188.80
46441	12/14/18	Bishop Miege High School	JV Scholar's Bowl entry fee	\$40.00
46442	12/14/18	Blue Valley North High School	MVHS Boys Swim Meet Entry Fees	\$50.00
46443	12/14/18	Blue Chip Athletic Inc.	Wrestling Scorebooks	\$43.80
46444	12/14/18	CarterEnergy Corporation	Diesel Fuel for West Transportation	\$11,778.58
46445	12/14/18	CDW Government	Equipment	\$1,271.74
			Parts	\$280.00
46446	12/14/18	Charles D Jones & Co, Inc.	Acuator for PRE - MM	\$306.76
46447	12/14/18	Children's Center for the Visually Impair	Services for student - EC	\$5,227.50
46448	12/14/18	City of Lenexa	SRO 1st Quarter - MC	\$3,675.00
46449	12/14/18	Concentra Medical Centers	2018-19 HPE Tests	\$145.00
46450	12/14/18	Dell Marketing L.P.	Parts	\$900.96
46451	12/14/18	Demco, Inc.	Classroom supplies	\$466.78
46452	12/14/18	Domino's Pizza	Student Nutrition	\$5,355.00
46453	12/14/18	Faison, Timothy	Timothy Faison Official	\$37.50
46454	12/14/18	Fastenal Company	Grounds Supplies	\$30.80
46455	12/14/18	Flinn Scientific Inc.	Science supplies	\$183.60
46456	12/14/18	Garmin International	Garmin Order Dec 2018	\$55.99
46457	12/14/18	Gary Morsch	Medicaid compliance	\$165.00
46458	12/14/18	General Parts LLC	Student Nutrition Dept.	\$681.57
46459	12/14/18	Grainger	VAV Motors / replace stock, MVHS & CCE - MM	\$411.30
			24 Circulating Fan / District Wide Kitchens - MJ"	\$149.35
			Kitchen CC Sprayer - KR	\$83.78
46460	12/14/18	Harp's Food Stores, Inc.	Missouri Valley registration goodies	\$62.54
			Student Nutrition Dept.	\$28.54
46461	12/14/18	Heartland Coca Cola Bottling Co	Student Nutrition Dept.	\$2,155.66
46462	12/14/18	Herff Jones, LLC	Covers for diplomas	\$737.00
46463	12/14/18	Interstate Elec. Supply, Inc.	Maintenance Supplies	\$570.95
46464	12/14/18	IPEVO, Inc	Equipment	\$497.00
46465	12/14/18	J.W. Pepper & Son, Inc.	ECKMEA District Music	\$61.09
46466	12/14/18	k12 ITC, Inc.	Contracted Services-Reissue of Oct Check	\$159,721.60

Check Journal - 12/14/18

Check Number	Check Date	Payee	Reason	Amount
46467	12/14/18	Kansas City Audio-Visual	AV Up-Grade Project	\$8,069.00
			Digital Signage	\$2,734.00
46468	12/14/18	Kspa	initial Registration	\$25.00
46469	12/14/18	Lakeshore Learning Materials	teaching supplies	\$29.99
46469	12/14/18	Lakeshore Learning Materials	Classroom Budget 2018-19	\$79.96
46470	12/14/18	Lansing High School	V Scholar's Bowl entry fee	\$40.00
46471	12/14/18	Lawrence Free State High School	V Scholar's Bowl entry fee	\$40.00
46472	12/14/18	Meyer Music	Replace baritone mouth piece	\$55.99
46473	12/14/18	Mill Valley High School	Drama Department	\$1,000.00
			V Scholar's Bowl entry fee	\$45.00
46474	12/14/18	National Speech and Debate Assoc.	MVHS NSDA National Qualifier Tourn. Fees	\$56.00
46475	12/14/18	Neff Company	All Conference Football Patches	\$294.32
46476	12/14/18	Nextel Communications	Cell Phones November 2018	\$252.56
46477	12/14/18	Norris & Keplinger, LLC	Legal Services & Expenses	\$667.00
46478	12/14/18	BlueTarp Financial, Inc.	Chain Sharpener / District Wide - IG	\$379.99
46479	12/14/18	Office Depot	Office/Teaching Supplies	\$270.77
46480	12/14/18	Olathe NW High School	JV Scholar's Bowl entry fee	\$40.00
46481	12/14/18	Oriental Trading Co., Inc.	Nurse - tooth saver necklaces	\$25.37
46482	12/14/18	Ottawa High School	V Scholar's Bowl entry fee	\$50.00
46483	12/14/18	Paola High School	JV Scholar's Bowl entry fee	\$50.00
46484	12/14/18	Perma-Bound	Classroom Books	\$55.27
46485	12/14/18	Perry-Lecompton High	V Scholar's Bowl entry fee	\$50.00
46486	12/14/18	Pitney Bowes Reserve	Postage machine lease	\$61.50
46487	12/14/18	Procure Therapy	School Psych contracting services	\$1,173.00
46488-46489	12/14/18	Pur-0-Zone, Inc	Custodial equipment parts/repairs - 2018-19	\$1,450.67
46490	12/14/18	Quill Corporation	classroom paper	\$27.42
46491	12/14/18	Really Good Stuff, Inc.	Goetsch Grant	\$215.76
46492	12/14/18	School Specialty Inc	Classroom Supplies	\$1,020.83
46493	12/14/18	Soliant Health, Inc.	School Psych contracting services	\$1,120.00
46494	12/14/18	St. James Academy	JV Scholar's Bowl entry fee	\$40.00
46495	12/14/18	Starside Elementary School	Crafts Galore - SPARK	\$84.40
46496	12/14/18	Teacher Synergy, LLC.	Classroom supplies	\$38.99
46497	12/14/18	Toshiba Business Solutions	Ink Cartridges for Library Printer	\$95.70
46498	12/14/18	Tresko	Maintenance Supplies	\$32.20
46499	12/14/18	Turner High School	V- swim entry fee	\$75.00
46500	12/14/18	Turner High School	V Scholar's Bowl entry fee	\$40.00

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Check Number	Check Date	Payee	Reason	Amount
46501	12/14/18	Turner High School	MVHS Boys Swim Meet Entry Fee	\$75.00
46502	12/14/18	U.S. Foodservice, Inc	Student Nutrition Dept.	\$78,793.11
46503	12/14/18	United States Treasury	Backup Withholding - Athletic Official	\$37.50
46504	12/14/18	United Rentals (North America), Inc.	Compressor Rental - Irrigation Blowout	\$288.35
46505	12/14/18	Washburn Rural High School	JV Scholar's Bowl entry fee	\$35.00
46506	12/14/18	Waste Management	Trash/Recycle - November 2018	\$4,920.00
				\$310,355.09

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Check Number	Check Date	Payee	Reason	Amount
46508	12/20/18	Act	Pre-ACT Testing Materials	\$6,357.00
46509	12/20/18	American Time & Signal Co.	Bond IP Clocks	\$119.20
46510	12/20/18	Amy Gonzales	Transportation	\$793.52
46511	12/20/18	Apple Inc.	Parts/equipment	\$456.00
46512	12/20/18	Assisted Student Transportation	Transportation for student	\$5,364.00
46513	12/20/18	AT&T	Telephone Lines	\$754.32
46514	12/20/18	Baldwin High School	V Scholar's Bowl entry fee	\$40.00
46515	12/20/18	Benchmark Education Company	reading set	\$1,815.00
46516	12/20/18	Boone Brothers Roofing	Roofing Repairs @ MTMS Room 304 - DK	\$599.16
46517	12/20/18	Bracker's Good Earth Clays	Classroom Supplies	\$39.00
46518	12/20/18	Century Fire Sprinklers, Inc.	Quarterly Fire Sprinkler/5 Year Internal Inspections	\$1,632.00
46519	12/20/18	Concentra Medical Centers	HPE Tests	\$72.50
46520	12/20/18	Demco, Inc.	library supplies	\$54.44
46521	12/20/18	Dick Blick Company	Classroom Supplies	\$160.12
46522	12/20/18	Direct Computer Outlet	Repairs	\$179.99
46523	12/20/18	Fastenal Company	Grounds Supplies	\$93.86
46524	12/20/18	Flagsource Unlimited	Rope Cleet @ CCE - KR	\$24.50
46525	12/20/18	Flinn Scientific Inc.	Classroom Supplies	\$631.82
46526	12/20/18	Gardner Edgerton High School	JV Scholar's Bowl entry fee	\$40.00
46527	12/20/18	General Parts LLC	Maintenance Supplies	\$374.11
46528	12/20/18	Grainger	Duct Tape/Command Hooks ME Sped	\$129.66
			VAV Box for Mill Valley	\$153.99
46529	12/20/18	Harp's Food Stores, Inc.	SPARK Cooking Club 2018	\$121.26
46530	12/20/18	Heartland Coca Cola Bottling Co	Student Nutrition Dept	\$1,767.75
46531	12/20/18	Herff Jones, LLC	Graduate Classkeeper Gowns & Hoods for staff	\$476.10
46532	12/20/18	Hobart	Maintenance Supplies	\$463.65
46533	12/20/18	Honey Creek Disposal Service, Inc.	Grounds Roll-Off Dumpster	\$933.87
46534	12/20/18	Horst, Terrill & Karst Architects, P.A.	Architectural Service Nov. MVHS	\$237,310.75
46535	12/20/18	Interstate Elec. Supply, Inc.	Maintenance Supplies	\$75.65
46536	12/20/18	J.W. Pepper & Son, Inc.	Choir	\$875.62
46537	12/20/18	Johnson Co Sheriff's Office	DHS Security	\$112.50
46538	12/20/18	k12 ITC, Inc.	Software renewal	\$8,809.00
46539	12/20/18	Kansas City Audio-Visual	Parts	\$156.00
			AV Upgrade	\$11,323.00
46540	12/20/18	Kansas Gas Service	Gas Service Nov 2018-MT, MV, PRE, HE, BE, RE, TP	\$1,856.26
46541	12/20/18	KC STEM Alliance	PLTW Professional Development 2018	\$90.00

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Check Number	Check Date	Payee	Reason	Amount
46542	12/20/18	K.C. Air Filter Company, Inc.	HVAC Filters for BE - DK	\$167.02
46543	12/20/18	Kenton Brothers Inc.	Security upgrade Bond	\$16,124.45
46544	12/20/18	Kshsaa	State debate entry fee	\$100.00
46545	12/20/18	Lansing High School	Pool rental during Winter break	\$150.00
46546	12/20/18	Lawrence High School	JV Scholar's Bowl entry fee	\$40.00
46547	12/20/18	Learning Without Tears	Workbooks	\$275.00
46548	12/20/18	Lippert Mechanical Service Corp.	HVAC Maintenance Contract 2018-2019	\$9,360.00
46549	12/20/18	Louisburg High School	JV Scholar's Bowl entry fee	\$50.00
46550	12/20/18	Lovelace & Associates LLC	Site Survey for MVHS Bond Projects	\$7,800.00
46551	12/20/18	Maranatha Academy	V Scholar's Bowl entry fee	\$40.00
46552	12/20/18	Melynda Kaifes	The Bridge fund	\$214.93
46553	12/20/18	Midwest Symposium For Ldrship	Midwest Behavior Symposium conference	\$360.00
46554	12/20/18	Kimberly Nemchik	Student Nutrition Dept.	\$13.65
46555	12/20/18	Nimco, Inc.	Red Ribbons for Red Ribbon Week	\$44.25
46556	12/20/18	nTherm, LLC	Heating Bill	\$6,232.06
46557	12/20/18	Office Depot	Office/Teaching Supplies	\$680.62
46558	12/20/18	Olathe USD #233 Facility Usage	Lane & pool rental	\$605.00
46559	12/20/18	Olathe NW High School	MVHS Wrestling JV Entry Fee	\$125.00
46560	12/20/18	Olathe USD #233	1st semester VI services	\$333.17
46561	12/20/18	Paola High School	V Scholar's Bowl entry fee	\$50.00
46562	12/20/18	Perma-Bound	Books for LTMS library	\$72.86
46563	12/20/18	Pitsco	Classroom Supplies	\$943.25
46564	12/20/18	Playscapes Recreation	Slide Parts @ HE - IG	\$488.51
46565	12/20/18	Predator Termite & Pest	December Pest Control Service District Wide - DK	\$1,879.00
46566	12/20/18	Pro-Ed	Transition Assessment	\$412.50
46567	12/20/18	Procure Therapy	School Psych contracting services	\$1,088.00
46568	12/20/18	Propio LS, LLC	Interpreting services	\$140.16
46569	12/20/18	Pur-0-Zone, Inc	Paper products	\$5,792.00
			Custodial equipment parts/repairs - 2018-19 school year	\$35.96
46570	12/20/18	Rachael R Smith	Mileage paid to a family	\$261.60
46571	12/20/18	Reeves-Wiedeman Company	Hot Water Heater Replacement PRE App by BOE 12/3/18	\$8,990.00
			Maintenance Supplies	\$8.18
46572	12/20/18	Reinders, Inc.	Ice melt	\$1,185.93
46573	12/20/18	Roma Bakery	Student Nutrition Dept.	\$1,582.00
46574	12/20/18	Schindler Elevator Corporation	Elevator Maint. MVHS	\$995.19
46575	12/20/18	School Specialty Inc	Classroom Supplies	\$1,023.52

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Check Number	Check Date	Payee	Reason	Amount
46576-46577	12/20/18	Security Bank Card Center, Inc.	VISA statement	\$9,078.20
46578	12/20/18	SEK Education Service Center	Strategies for Working with ELL Newcomers 10/30/18	\$500.00
46579	12/20/18	Shawnee Heights High School	V & JV Scholar's Bowl entry fee	\$40.00
46580	12/20/18	Smallwood Lock Supply	Maintenance Supplies	\$15.00
46581	12/20/18	Soliant Health, Inc.	School Psych contracting services	\$560.00
46582	12/20/18	Swank Movie Licensing USA	Movie License	\$470.00
46583	12/20/18	Teacher Synergy, LLC.	Teachers pay teachers curriculum	\$29.99
46584	12/20/18	The Legal Record	Legal Ad	\$2.48
46585	12/20/18	Thirsty Coconut Inc.	Student Nutrition Dept.	\$255.80
46586	12/20/18	Toshiba Business Solutions	Monthly Maintenance Fee	\$34.50
46587	12/20/18	Tyco Integrated Security, LLC	Alarm Monitoring Warehouse	\$573.24
46588	12/20/18	U.S. Foodservice, Inc	Student Nutrition Dept.	\$35,922.05
46589	12/20/18	Valley Offset Printing, Inc.	Newspaper issue #3 printing	\$631.00
46590	12/20/18	Verizon Wireless Services LLC	Tech/Facilities/HR-Broadband cards	\$320.52
46591	12/20/18	Western Fireproofing Company of KS, Inc	Repair for Sliding Glass Door MCMS	\$3,500.00
46592	12/20/18	Wiese USA	PM Service on Pallet Jacks @ District Warehouse - DK	\$165.00
46593	12/20/18	WorldPoint ECC	new aed trainer pad	\$46.35
46594	12/20/18	Wps	Psych testing protocols	\$138.60
				\$404,202.14

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Date	Cardholder Name	Merchant	Merchant Location	Amount
11/14/18	CONNIE GROOTHUIS	POSTAGE REFILL	844-256-6444, CT 069260000	\$199.50
	CONNIE GROOTHUIS Total			\$199.50
11/14/18	DARLENE DEAS	THE UPS STORE 5094	SHAWNEE, KS 662260000	\$46.44
11/16/18	DARLENE DEAS	WAL-MART #4611	SHAWNEE, KS 662260000	\$23.65
11/20/18	DARLENE DEAS	OTC BRANDS, INC.	800-2280475, NE 681370000	\$42.74
12/10/18	DARLENE DEAS	USPS PO 1983621532	SHAWNEE, KS 662260000	\$3.33
	DARLENE DEAS Total			\$116.16
11/15/18	DEBBIE ATWELL	DOLLAR-GENERAL #7565	DE SOTO, KS 660180000	\$26.00
11/28/18	DEBBIE ATWELL	TODAY'S CLASSROOM	18779099910, OH 447210000	\$597.58
11/29/18	DEBBIE ATWELL	TODAY'S CLASSROOM	18779099910, OH 447210000	\$32.42
12/08/18	DEBBIE ATWELL	WALMART.COM 8009666546	800-966-6546, AR 727160000	\$225.98
	DEBBIE ATWELL Total			\$881.98
11/20/18	DEBORAH GRAHAM	WM SUPERCENTER #2855	SHAWNEE, KS 662170000	\$24.90
11/20/18	DEBORAH GRAHAM	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$29.28
	DEBORAH GRAHAM Total			\$54.18
12/05/18	DHS TRAVEL 1	MARRIOTT WICHITA	WICHITA, KS 672070000	-\$16.06
	DHS TRAVEL 1 Total			-\$16.06
12/05/18	DOYLE BAKER	ROYAL METAL INDUSTRIES IN	913-8293000, KS 660610000	\$21.50
	DOYLE BAKER Total			\$21.50
11/20/18	GRETCHEN STOVE	PAYPAL KC ART INST	402-935-7733, CA 951310000	\$40.00
11/27/18	GRETCHEN STOVE	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$16.36
11/28/18	GRETCHEN STOVE	HY VEE 1560	SHAWNEE, KS 662160000	\$50.20
11/29/18	GRETCHEN STOVE	WAWAK SEWING	800-6542235, NY 137480000	\$261.09
11/30/18	GRETCHEN STOVE	WAL-MART #4611	SHAWNEE, KS 662260000	\$57.01
12/07/18	GRETCHEN STOVE	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$82.08
12/13/18	GRETCHEN STOVE	WAL-MART #4611	SHAWNEE, KS 662260000	\$10.40
	GRETCHEN STOVE Total			\$517.14
12/05/18	IRVIN GREER	ROYAL METAL INDUSTRIES IN	913-8293000, KS 660610000	\$45.00
12/12/18	IRVIN GREER	IN LAWRENCE HOSE AND HYD	LAWRENCE, KS 660460000	\$90.62
12/13/18	IRVIN GREER	MICROFRAME	918-258-4839, OK 740120000	\$403.62
	IRVIN GREER Total			\$539.24
11/27/18	JANET HOPKINS	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$70.39
11/29/18	JANET HOPKINS	WM SUPERCENTER #2855	SHAWNEE, KS 662170000	\$184.08
12/01/18	JANET HOPKINS	DOUBLETREE BY HILTON	WICHITA, KS - Leaf/Drummond	\$161.59
12/01/18	JANET HOPKINS	DOUBLETREE BY HILTON	WICHITA, KS - Treece	\$161.59
12/01/18	JANET HOPKINS	DOUBLETREE BY HILTON	WICHITA, KS - Flannigan/Brown	\$161.59
	JANET HOPKINS Total			\$739.24
11/17/18	JILL USSERY	MICHAELS STORES 9975	SHAWNEE, KS 662170000	\$109.50
11/29/18	JILL USSERY	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$36.29
12/05/18	JILL USSERY	MICHAELS STORES 9975	SHAWNEE, KS 662170000	\$61.20
12/12/18	JILL USSERY	PRICE CHOPPER #249	SHAWNEE MISSI, KS 662260000	\$85.97
	JILL USSERY Total			\$292.96
11/27/18	JULIE MAURER	DEPOTGROUPS	8669988222, BC 000000000	\$719.80
11/27/18	JULIE MAURER	FOREIGN CURRENCY CONVERSI	ON MARKUP, 000000000	\$7.19
12/04/18	JULIE MAURER	APPLE STORE #R283	LEAWOOD, KS 662090000	\$449.00
	JULIE MAURER Total			\$1,175.99
11/19/18	JULIE RUGENSTEIN	HY VEE 1464	OLATHE, KS 660610000	-\$106.42
11/19/18	JULIE RUGENSTEIN	HY VEE 1464	OLATHE, KS 660610000	\$97.21
	JULIE RUGENSTEIN Total			-\$9.21
11/16/18	KERRY BORCHARDT	HOTEL AT OLD TOWN	WICHITA, KS 000000000	-\$25.36
11/16/18	KERRY BORCHARDT	HOTEL AT OLD TOWN	WICHITA, KS 000000000	-\$25.36
11/16/18	KERRY BORCHARDT	HOTEL AT OLD TOWN	WICHITA, KS 000000000	-\$12.68
11/16/18	KERRY BORCHARDT	HOTEL AT OLD TOWN	WICHITA, KS 000000000	-\$12.68
11/30/18	KERRY BORCHARDT	COURTYARD WICHITA	WICHITA, KS - Schaffer	\$226.20
	KERRY BORCHARDT Total			\$150.12
11/26/18	MARGARET DIECKHOFF	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$40.04
12/10/18	MARGARET DIECKHOFF	WAL-MART #4611	SHAWNEE, KS 662260000	\$32.02

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Date	Cardholder Name	Merchant	Merchant Location	Amount
	MARGARET DIECKHOFF Total			\$72.06
12/05/18	MARY CAROLINE FRIDAY	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$84.12
12/10/18	MARY CAROLINE FRIDAY	WAL-MART #4611	SHAWNEE, KS 662260000	\$23.78
	MARY CAROLINE FRIDAY Total			\$107.90
12/11/18	MELISSA MILLER	THE WEBSTaurant STORE	717-392-7472, PA 176020000	\$260.76
	MELISSA MILLER Total			\$260.76
11/18/18	MELYNDA KAIFES	WAL-MART #4475	OLATHE, KS 660610000	\$105.31
12/11/18	MELYNDA KAIFES	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$128.84
12/11/18	MELYNDA KAIFES	CASEYS GEN STORE 3254	DE SOTO, KS 660180000	\$90.00
	MELYNDA KAIFES Total			\$324.15
12/04/18	MICHELLE HITE	APSTYLEBOOK.COM	310-951-3412, CA 904050000	\$168.00
	MICHELLE HITE Total			\$168.00
12/08/18	MVHS TRAVEL 2	COUNTRY INN & SUITES	COUNCIL BLUFF, IA - Wrestling	\$887.04
12/08/18	MVHS TRAVEL 2	FREDDY'S FROZEN CU	COUNCIL BLUFF, IA 515010000	\$160.08
	MVHS TRAVEL 2 Total			\$1,047.12
11/19/18	PAMELA HARGROVE	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$48.62
	PAMELA HARGROVE Total			\$48.62
11/29/18	RACHEL BOURK	HARP'S 249	DE SOTO, KS 660180000	\$25.09
12/06/18	RACHEL BOURK	TARGET 00005314	LAWRENCE, KS 660460000	\$53.05
12/07/18	RACHEL BOURK	DILLONS #0070	LAWRENCE, KS 660460000	\$28.25
12/13/18	RACHEL BOURK	WAL-MART #0484	LAWRENCE, KS 660460000	\$17.08
	RACHEL BOURK Total			\$123.47
11/15/18	TAMMI JONES	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$74.19
11/27/18	TAMMI JONES	FOREIGN CURRENCY CONVERSI	ON MARKUP, 000000000	\$0.96
11/27/18	TAMMI JONES	TTROCKSTARS.COM	BEDFORD, 004520000	\$96.11
12/04/18	TAMMI JONES	ARK THERAPEUTIC	803-438-9779, SC 292290000	\$24.78
12/06/18	TAMMI JONES	BSN SPORTS LLC	800-227-7404, TX 752340000	\$257.26
12/10/18	TAMMI JONES	DOLLARTREE	SHAWNEE, KS 662260000	\$6.00
	TAMMI JONES Total			\$459.30
12/02/18	TAMMY HIGGINS	WALMART GROCERY	800-966-6546, AR 727160000	\$34.87
12/03/18	TAMMY HIGGINS	PIZZA HUT 034264	DE SOTO, KS 660180000	\$65.51
12/05/18	TAMMY HIGGINS	GOODCENTS SUBS - 0174 - S	913-631-4244, KS 662260000	\$79.99
12/11/18	TAMMY HIGGINS	WALMART GROCERY	800-966-6546, AR 727160000	\$182.51
12/13/18	TAMMY HIGGINS	WALMART GROCERY	800-966-6546, AR 727160000	\$39.61
	TAMMY HIGGINS Total			\$402.49
11/29/18	TARA HARMON MOORE	WORLDPOINT ECC, INC	888-3228350, IL 600900000	\$90.00
	TARA HARMON MOORE Total			\$90.00
11/17/18	TRAVEL CARD 3 - M Clark, KTOY	MARRIOTT WICHITA - POS	WICHITA, KS 672070000	\$15.00
11/19/18	TRAVEL CARD 3 - M Clark, KTOY	T2 K-STATE PARKING	MANHATTAN, KS 665060000	\$9.75
11/19/18	TRAVEL CARD 3 - M Clark, KTOY	HOLIDAY INN EXPRESS	MANHATTAN, KS 665020000	\$106.99
	TRAVEL CARD 3 Total			\$131.74
12/03/18	TRAVEL CARD 6 - M Sawner	2019 SKYWARD ICON	WWW.CVENT.COM, VA 221020000	\$600.00
12/03/18	TRAVEL CARD 6 - M Sawner	SOUTHWES 5262414650515	800-435-9792, TX 752350000	\$309.78
12/03/18	TRAVEL CARD 6 - M Sawner	TRADEWINDS ISLAND RESORT	ST PETE BEACH, FL 337060000	\$270.07
	TRAVEL CARD 6 Total			\$1,179.85
	Grand Total			\$9,078.20

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CHECK NUMBER	CHECK DATE	PAYEE	REASON	AMOUNT
46603	01/04/19	Act	Annual Asbestos Retraining Classes	\$175.00
46604	01/04/19	Amazon Capital Services	Parts and supplies	\$1,710.01
46605	01/04/19	Assisted Student Transportation	Homeless transportation	\$1,401.25
46606	01/04/19	Atmos Energy	Heat for November/December 2018	\$2,686.06
46607	01/04/19	BSN Sports, LLC	BOE Member District Shirts	\$224.50
46608	01/04/19	CarterEnergy Corporation	Diesel Fuel for East Lot	\$16,286.45
46609	01/04/19	City Of De Soto	W / S / T - November 2018	\$3,587.75
46610	01/04/19	Cosentino Enterprise, Inc.	Grocery supplies for MTMS - Center based program	\$35.01
46611	01/04/19	Eudora USD 491	EDTEC 2nd Installment of Contract	\$51,335.94
46612	01/04/19	Fastenal Company	Grounds Supplies	\$13.28
46613	01/04/19	Free State Pianoworks Co.	Piano Maintenance	\$755.00
46614	01/04/19	Hamm, Inc.	Cold Asphalt / District Wide	\$239.20
46615	01/04/19	Heritage Tractor, Inc.	Brake Cables for Grounds Gator	\$73.94
46616	01/04/19	Honey Creek Disposal Service, Inc.	Grounds Roll-Off Dumpster	\$361.23
46617	01/04/19	Inclusive TLC Special Needs LLC	Subscription	\$120.00
46618	01/04/19	Interstate Elec. Supply, Inc.	Maintenance Supplies	\$26.00
46619	01/04/19	Jo Co Environmental Department	Paint Recycle	\$57.60
46620	01/04/19	Johnson Co Sheriff's Office	DHS Security	\$1,162.50
46621	01/04/19	Kansas One-Call System, Inc.	Locate Charges	\$86.40
46622	01/04/19	Kansas State University	Career Fair registration	\$225.00
46623	01/04/19	Lowe's	Supplies for repairs	\$328.21
46624	01/04/19	Micro Center, Inc.	Parts	\$47.96
46625	01/04/19	Mill Valley High School	Grocery supplies reimburse-Center based program	\$20.25
46626	01/04/19	Options Services Inc.	Contracted services for student	\$1,838.60
46627	01/04/19	Pearson Assessments	Psych testing protocols	\$627.13
46628	01/04/19	Pro-Ed	Psych testing assessments	\$187.00
46629	01/04/19	Procure Therapy	School Psych contracting services	\$1,105.00
46630	01/04/19	Pur-0-Zone, Inc	Custodial equipment and supplies 2018-19	\$13,927.81
46631	01/04/19	Quench USA, Inc.	2 month rental-1/1/19-2/28/19	\$236.94
46632	01/04/19	Rachael R Smith	Mileage paid to a family	\$130.80
46633	01/04/19	Reeves-Wiedeman Company	Maintenance Supplies	\$10.50
46634	01/04/19	School Specialty Inc	Math Title Order	\$125.53
46635	01/04/19	SEK Education Service Center	Greenbush contracted services	\$385.00
46636	01/04/19	Soliant Health, Inc.	School Psych contracting services	\$1,120.00
46637	01/04/19	Starside Elementary School	TPT - Title I Reimburse	\$121.20
46638	01/04/19	The Sherwin-Williams Co.	Paint for SE	\$49.43

Check Journal - 01/04/2019

CHECK NUMBER	CHECK DATE	PAYEE	REASON	AMOUNT
46639	01/04/19	Therapro, Inc.	Motor equipment	\$70.36
46640	01/04/19	Unemployment Insurance Srvcs	Quarterly Service Charges	\$478.00
46641	01/04/19	Validity Screening Solutions	Background check services	\$129.00
				\$101,500.84

Check Journal - 01/11/2019

Check Number	Check Date	PAYEE	REASON	AMOUNT
46644	1/11/19	Altmar, Inc.	Restroom Addition for Sped MTMS Approved by BOE 12/3/18	\$18,067.00
46645-46646	1/11/19	Amazon Capital Services	Office Supplies	\$2,748.67
46647	1/11/19	Apple Inc.	Repairs and AV upgrades	\$5,118.00
46648	1/11/19	Assisted Student Transportation	Transportation for student	\$6,310.00
46649	1/11/19	AT&T	Telephone Lines	\$631.91
46650	1/11/19	AT&T Long Distance	ATT Long Distance	\$5.99
46651	1/11/19	A To Z Theatrical Supply	Service Call @ LTMS	\$212.50
46652	1/11/19	B & H Photo Video Pro Audio	Part	\$26.92
46653	1/11/19	Barts Electric	Gym Light Upgrade MCMS Approved by BOE 12/3/18	\$9,000.00
46654	1/11/19	Batteries Plus - #260	Batteries District Wide	\$79.95
46655	1/11/19	Boone Brothers Roofing	Roof Repairs MTMS	\$759.24
46656	1/11/19	Bracker's Good Earth Clays	Clay Order	\$502.70
46657	1/11/19	BSN Sports, LLC	DHS Track & MVHS Baseball	\$12,337.20
46658	1/11/19	CDW Government	Parts	\$284.00
46659	1/11/19	CE Water Management, Inc.	Water Softner-MCMS & Water Trmnt-MVHS	\$3,477.86
46660	1/11/19	Century Fire Sprinklers, Inc.	Year Internal Fire Sprinkler Inspection	\$288.00
46661	1/11/19	Cintas Corporation No.2	December Uniform Rental	\$968.35
46662	1/11/19	City Of Shawnee	MV SRO 2nd Qtr.	\$12,002.00
46663	1/11/19	Cornerstones Of Care	Services for student	\$2,112.00
46664	1/11/19	Cosentino Enterprise, Inc.	Student Nutrition Department	\$37.11
46665	1/11/19	De Soto Auto Parts	Vehicle Maintenance	\$481.43
46666	1/11/19	Dell Marketing L.P.	Parts	\$666.89
46667	1/11/19	Edgenuity	Edgenuity 2018-19 Licenses	\$19,500.00
46668	1/11/19	Fastenal Company	Grounds Supplies	\$282.33
46669	1/11/19	FastSigns 90501	visitor badges & Career Fair signs	\$2,027.85
46670	1/11/19	Ferrellgas	Recertify and refill propane tanks	\$124.85
46671	1/11/19	First Student, Inc.	Student transportation - December 2018	\$327,247.31
46672	1/11/19	Follett School Solutions, Inc.	book order	\$460.14
46673	1/11/19	General Parts LLC	Maintenance Supplies	\$102.61
46674	1/11/19	Generation Genius, Inc.	Generation Genius Web access	\$95.00
46675	1/11/19	Gopher Sport	Classroom Supplies	\$31.90
46676	1/11/19	Harp's Food Stores, Inc.	Student Nutrition Dept.	\$19.96
46677	1/11/19	Heartland Coca Cola Bottling Co	Student Nutrition Dept.	\$1,025.10
46678	1/11/19	Heritage Tractor, Inc.	Brake Cables for Grounds Gator	\$56.17
46679	1/11/19	Hobart	Maintenance Supplies	\$217.63
46680	1/11/19	Integrity Locating Services, LLC	Locate Charges	\$180.00

Check Journal - 01/11/2019

Check Number	Check Date	PAYEE	REASON	AMOUNT
46681	1/11/19	Jaime Tanner	Kindermusik Class 1/10/19	\$75.00
46682	1/11/19	Jessica Pitts	Kindermusik Class 1/10/19	\$75.00
46683	1/11/19	Johnson Co Sheriff's Office	DHS SRO 2nd Qtr.	\$14,760.00
46684	1/11/19	k12 ITC, Inc.	Contracted Service	\$159,719.44
46685	1/11/19	Kansas City Audio-Visual	Equipment	\$1,375.00
46686	1/11/19	Key Refrigeration Supply L.L.C.	Maintenance Supplies	\$58.80
46687	1/11/19	Mid America Window Tint Specialist	Window Tinting BE, ME, & MCMS	\$8,002.10
46688-46689	1/11/19	Morgan Hunter Companies	Teacher Sub Pay	\$55,416.30
46690	1/11/19	Office Depot	Supplies	\$847.83
46691	1/11/19	Pearson Assessments	Psych testing assessments	\$120.00
46692	1/11/19	Pioneer Manufacturing Company	Paint Sprayer Gear - Grounds	\$136.00
46693	1/11/19	Predator Termite & Pest	January Pest Control Service District Wide	\$798.00
46694	1/11/19	Propio LS, LLC	Interpreting Services December 2018	\$202.80
46695-46696	1/11/19	Pur-0-Zone, Inc	Custodial supplies - 2018-19 school year	\$4,184.05
46697	1/11/19	Reeves-Wiedeman Company	Maintenance Supplies	\$398.97
46698	1/11/19	Reinders, Inc.	Lely Parts	\$128.35
46699	1/11/19	Roberts Dairy	Student Nutrition Dept.	\$13,467.49
46700	1/11/19	Sacred Heart Catholic School	Sacred Heart PD	\$199.99
46701	1/11/19	Sam's Club Direct #5458	Supplies for center based classrooms	\$323.88
46702	1/11/19	Scholastic Book Clubs, Inc.	Classroom Supplies	\$54.50
46703	1/11/19	School Nurse Supply, Inc.	bandage scissors	\$20.65
46704	1/11/19	School Specialty Inc	art supplies	\$144.28
46705	1/11/19	Security Bank Card Center, Inc.	HS ELA Adoption	\$243,613.90
46706	1/11/19	SEK Education Service Center	PBL	\$150.00
46707	1/11/19	Shawnee Mission School District	Lunches provided for JoCo Mental Health Meetings	\$216.62
46708	1/11/19	SiteOne Landscape Supply, LLC	Grounds Supplies	\$37.33
46709	1/11/19	Sports Decals	Softball sports decals	\$199.64
46710	1/11/19	Sprayer Specialties, Inc.	Boomless Sprayer Grounds Approved by BOE 12/3/18	\$2,897.37
46711	1/11/19	Teacher Synergy, LLC.	Vaughan TPT	\$48.54
46712	1/11/19	The Sherwin-Williams Co.	Paint for CCE	\$38.17
46713	1/11/19	Therapro, Inc.	Motor equipment	\$313.71
46714	1/11/19	Time Warner Cable	Business Internet-January 2019	\$89.98
46715	1/11/19	USD232 Administrative Offices	Petty Cash Reimb	\$1,300.00
46716	1/11/19	Waste Management	Trash/Recycle - December 2018	\$4,537.42
46717	1/11/19	Water District No 1 Of Jo Co	MT, MV, PRE, HE, BE, CCE, RE, TP, MC, & ME-Nov/Dec	\$3,309.06
46718	1/11/19	Westar Energy	Electricity for Nov./Dec. 2018	\$76,889.62

Check Journal - 01/11/2019

Check Number	Check Date	PAYEE	REASON	AMOUNT
46719	1/11/19	Westar Energy	Pole attachment rental 6 months	\$2,159.88
46720	1/11/19	Western Extralite Company	Pallet T12 Lamps District Wide	\$1,095.00
46721	1/11/19	Wholesale Batteries Inc.	Inverter Batteries	\$3,275.16
				\$1,028,168.40



Unified School District 232

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

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: Wednesday, January 9, 2019
SUBJECT: Recommendation for Independent Auditor Contract for Fiscal Year 2018-19
CONSENT AGENDA ITEM

The District's independent auditing firm, Karlin & Long, LLC, has submitted their engagement letter to do the District's audit for fiscal year 2019 (period July 1, 2018 through June 30, 2019) for a fee of \$11,175.00. This is the same fee as fiscal year 2018 so there is no cost increase.

I respectfully submit this recommendation for your approval.

If you have any question's please call me prior to the meeting.



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 9, 2019
Subject: Utility Vehicle (Consent)

One of the items on this year's Capital Outlay list approved by the Board of Education on December 3 was the purchase of a four-wheel drive utility vehicle for the grounds department to replace the old one that is no longer reliable. After consulting with grounds employees, specifications were written, advertised, and sent directly to five vendors on December 6. Sealed bids were due to the Service Center by 10:00 am on December 19. Three bids were submitted and ranged from \$25,699.05 to \$30,959 with the lowest bid submitted by Coleman Equipment. At this time, we are asking the Board to accept the bid of \$25,699.05 from Coleman for the purchase of a utility vehicle. Bid tabs are included with this document. Please contact me with any questions you may have regarding this topic.

[illegible]



Unified School District 232

Operational Technology
www.usd232.org

Brandon Riffel, Chief Operational Technology Officer

To: USD 232 Board of Education
Mr. Frank Harwood, Superintendent of Schools
From: Brandon Riffel, Chief Operational Technology Officer
Date: January 9, 2019
Subject: **Email Security License (CONSENT)**

We will seek the Board's approval to license Proofpoint software to add needed security layers to the district's email system.

Background

The scope of protecting our data is ever changing given the growing sophistication of those outside groups or individuals who would seek to compromise technology systems. Likewise, the tools and requirements will change from time to time as well. In the past, we have licensed and utilized various software solutions to protect our email systems and end users from malware, spam, and phishing attacks. For the past several years we have utilized the tool included in our Office 365 agreement to perform these functions.

It has become increasingly clear that a new, more robust and comprehensive solution is needed. Upon investigating several of the top tier solutions and discussing with our network engineers, a fully hosted solution from Proofpoint has risen to the top of our list. This service has historically been highest rated in industry-wide product comparisons, and is a "top-right" leader in the Gartner Magic Quadrant for Secure Email Gateways.

Action

We are seeking the Board's approval for the licensing of Proofpoint software in the amount of \$18,998.98 annually.

Please contact us with any questions you may have.

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Unified School District 232

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

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: Wednesday, January 9, 2019

SUBJECT: Recommendation to accept donations (Consent Agenda)

Please consider this recommendation to accept donations in memory of Mr. Larry Brummitt from the following donors:

Curtis & Linda Allenbrand, \$50.00; Rental Management Solutions, \$50.00
Thielen Family, \$50.00; Linda Howard, \$50.00; Nancy Timmons, \$10.00;
Carl Studebaker, \$10.00; Mr. & Mrs. Robert Orris, \$25.00; Vikki Yesser, \$25.00;
Larry & Betty Richardson, \$50.00; Carl & Deborah Redifer, \$50.00;
Donald & Linda Booth, \$50.00; Mike & Anita Nolan, \$25.00; Kim Porter, \$30.00;
Darell & Linda Ptacek, \$25.00; Stephen & Linda Dickerson, \$100.00;
Leon & Mary Shafer, \$50.00; ETC Institute, \$200.00;
Brummitt Lawn Care, \$235.00; Barbara Brummitt, \$250.00 for various cash donations;
Pamela Willcott, \$20.00; Louann Meiries, \$25.00.

Total amount of donations = \$1,380.00

These donations are designated for the De Soto High School Girls Softball Program. These donations will be deposited into the Gifts & Grants Fund and be specifically designated and used for the De Soto High School Girls Softball Program.



Mize Elementary
7301 Mize Road
Shawnee, Kansas 66227
Phone: (913) 441-0880
Fax: (913) 441-9452

Gerri Balthazor, Principal
E-mail: gbalthazor@usd232.org

TO: USD 232 Board of Education

FROM: Gerri Balthazor

DATE: December 17, 2018

RE: Permission to accept donation

We ask that the Board of Education recognize and approve a gift for \$8291.41 from the Mize PTO.

Our staff requested some grants from PTO and they approve the following:

Kelli Quintero (2nd) - \$109.95 – Subscription to Reading A-Z
Christine Knox (2nd) - \$175.00 – Subscription to BrainPop
Meredith Carson (1st) - \$200.00 – STEM morning kits
Lainee Graham (Counselor) - \$900.00 – Happy Bear, Peace Week, Kindest Kansas Citian
Brian Tadlock – (Discovery Room) - \$350.34 – Starfall, Cooking supplies & materials
Kim Hudgins (1st) - \$547.43 – STEM morning kits, 3 documents cameras
Cheyenne Zwahlen (3rd) - \$556.43 – 3 document cameras, math supplies
Deanna Deibert (K) - \$170.06 – Scholastic subscriptions
Sabrina Andrews (5th) - \$190.00 – Compost bin
Shara Reilly (4th) – \$100.00 – STEM morning kits
Shari Reiter (Discovery Room) - \$210.00 – Adaptive tools
Susan Holloway (K) - \$227.03 – STEM morning kits
Courtney Nicholson (1st) - \$250.00 – expand classroom library
Office - \$323.97 – AirCricut and supplies
Shelly Souders (Art) - \$61.71 – Art supplies
Jeri Ann Blain (Media Center) - \$95.13 – prizes for book fairs
Katie Jones (Music) - \$155.00 – program covers
4th & 5th grade - \$1575.00 – IXL Learning subscription
Erika Cooper (5th) - \$300.00 – EcoLife garden
Joy Brown (Discovery Room) - \$281.93 – Sensory Tools
Melissa Townsend (Communication Center Base) - \$212.43 – Sensory Tools

Additionally, Mize PTO supported our 4th grade students on a field trip to Ernie Miller with a gift of \$300.00 and our library with a \$1000.00 from the book fair profits.

We appreciate the generosity of our PTO, and thank you for your attention to this request.

DE SOTO HIGH SCHOOL

35000 WEST, 91ST STREET - DE SOTO, KS - 66018

PHONE: 913.667.6250 - FAX: 913.667.6251

WWW.DHS.USD232.ORG - WWW.DHSWILDCATNATION.COM

December 11, 2018

To: USD 232 Board of Education
Mr. Frank Harwood, Superintendent of Schools
From: Ryan Johnson, Associate Principal/Activities Director
Re: \$250 Donation

I seek the approval from our Board of Education to accept a donation for the total of \$250.00 from Joey and Laurie Hendrich.

This donation has been made to the Boys Basketball program and will assist the program with needs.

Respectfully submitted for Board approval,



Ryan Johnson
Associate Principal/A.D.

HOME OF THE WILDCATS!

SAM RUFF - PRINCIPAL LEAH VOMHOF - ASSOCIATE PRINCIPAL RYAN JOHNSON - ACTIVITIES DIRECTOR

CRISSY JOHNS - COUNSELOR (A-G) LINDSAY HOTHAN - COUNSELOR (H-N) KRISTY WILKENS - COUNSELOR (O-Z)

DE SOTO HIGH SCHOOL

35000 WEST. 91ST STREET - DE SOTO, KS - 66018

PHONE: 913.667.6250 - FAX: 913.667.6251

WWW.USD232.ORG/DHS - WWW.DHSWILDCATNATION.COM

December 12, 2018

To: USD 232 Board of Education
Mr. Frank Harwood, Superintendent of Schools
From: Ryan Johnson, Associate Principal/Activities Director
Re: \$500 Donation

I seek the approval from our Board of Education to accept a donation of \$500.00.

1. \$500 from the Preps KC Be YOUUnion Game of the Week Award

This donation will help supplement the football program.

Respectfully submitted for Board approval,

Ryan Johnson
Associate Principal/A.D.

HOME OF THE WILDCATS!

SAM RUFF - PRINCIPAL LEAH VOMHOF - ASSOCIATE PRINCIPAL RYAN JOHNSON - ACTIVITIES DIRECTOR

CRISSY JOHNS - COUNSELOR (A-G) LINDSAY HOTHAN - COUNSELOR (H-N) KRISTY WILKENS - COUNSELOR (O-Z)

DE SOTO HIGH SCHOOL

35000 WEST, 91ST STREET - DE SOTO, KS - 66018

PHONE: 913.667.6250 - FAX: 913.667.6251

WWW.DHS.USD232.ORG - WWW.DHSWILDCATNATION.COM

January 4, 2019

To: USD 232 Board of Education
Mr. Frank Harwood, Superintendent of Schools
From: Ryan Johnson, Associate Principal/Activities Director
Re: Donation

I seek the approval from our Board of Education to accept a donation for the total of \$1,500.00 from De Soto Youth Athletics. They are donating the proceeds from a recent youth basketball tournament.

This donation has been made to the Boys and Girls Basketball program and will assist the program with needs.

Respectfully submitted for Board approval,



Ryan Johnson
Associate Principal/A.D.

HOME OF THE WILDCATS!

SAM RUFF - PRINCIPAL LEAH VOMHOF - ASSOCIATE PRINCIPAL RYAN JOHNSON - ACTIVITIES DIRECTOR

CRISSY JOHNS - COUNSELOR (A-G) LINDSAY HOTHAN - COUNSELOR (H-N) KRISTY WILKENS - COUNSELOR (O-Z)



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	Boys Basketball

District Sponsors on the trip:

Mike Bennett
Kurt Bangle
Steve Bock

Does this trip involve more than one day?

☒ YES
☐ NO

Purpose of Trip:

Basketball Tournament

Destination:

McPherson High School

Destination City, State:

McPherson, Kansas

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

01/17/2019

Departure Time:

10am

Depart from:

Mill Valley Activities Entrance

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

01/19/2019

Return Time:

10pm

Return to:

Mill Valley Activities Entrance

Mode of transportation/travel:

Suburbans and Vans

Will there be an overnight stay?

☒ YES ☐ NO

If yes, where will students be staying?

SureStay- Best Western
McPherson, Kansas

*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

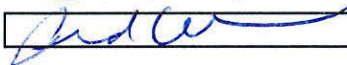
Complete list of students attending on file
with school including names, contact
information, and emergency contact
information ?

☒ 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.



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

De Soto High School

Grade(s)

9-12

Class/Group

DHS Band

District Sponsors on the trip:

Matt Bradford, Philip Kaul, Tom Kuhn

Does this trip involve more than one day?

☐ YES

☐ NO

Purpose of Trip:

Kansas State University Concert Band Clinic

Destination:

K-State University

Destination City, State:

Manhattan, Kansas

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

01/25/2019

Departure Time:

1:00 PM

Depart from:

DHS Front

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

01/27/2019

Return Time:

7:00 PM

Return to:

DHS Front

Mode of transportation/travel:

2 Suburbans if available

Will there be an overnight stay?

☐ YES ☐ NO

If yes, where will students be staying?

Fairfield Inn Manhattan
300 Colorado Street
Manhattan, Kansas 66502

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

*Cost for travel:		*Cost per student:	\$138.05
*Cost for hotel:	\$632.70	*Amount paid by building funds:	\$0.00
*Cost for food/other:	\$1,300.00	*Amount paid by students	\$1,932.70

Additional Information:
(500 character limit)

Transportation is still to be determined. The only cost for the event has been transportation in the past.

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

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

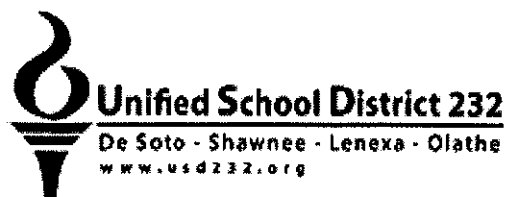
Parent Permission Slips on file for all students participating?:
☐ YES
☐ NO

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:	Matt Bradford	Date:	12/12/2018
Principal/Supervisor Signature	Ryan Johnson	Date:	12/12/2018

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 Creek Middle

8

All Students

District Sponsors on the trip:

Banuelos, Henderson, Gastelum, Rainbolt
Gadwood, Flemming, Decedue, Mead, Lehrman

Does this trip involve more than one day?

☐ YES

☒ NO

Purpose of Trip:

The purpose of this trip is to reward the 8th grade students for their good behavior and academics. Additionally, this trip is a tribute to all of the hard work they have completed in their three years at the middle school level to prepare themselves to go on to high school. This is meant to reward and provide a special memory for them to take with them as

Destination:

Destination City, State:

World's Of Fun

Kansas City, MO

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

Departure Time:

Depart from:

05/22/2019

9:15 AM

Mill Creek Middle

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

Return Time:

Return to:

05/22/2019

6:00 PM

Mill Creek Middle School

Mode of transportation/travel:

First Student Buses

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:

PTA covered

*Cost per student:

\$ 38.00

*Cost for hotel:

—

*Amount paid by
building funds:

0

*Cost for food/other:

—

*Amount paid by
students

\$ 38.00

Additional
Information:
(500 character limit)

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

Number of staff
sponsors attending:

10

Number of supervising parents attending:

18

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:

1/7/19

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.



Unified School District 232

Human Resources

Carrie Handy - Director of Human Resources - Elementary
Brian Schwanz - Director of Human Resources - Secondary

To: USD 232 Board of Education
Mr. Frank Harwood, Superintendent
From: USD 232 Human Resources Department
Date: January 9, 2019
Re: Proposed Revision to the 2018 – 2019 Classified and Health Services Employee Handbook (**ACTION ITEM**)

In June, 2018, the Board approved changes to the Classified and Health Services Employee Handbook. One of these changes involved the procedure for 250-day employees on inclement weather days. The changes clarified when 250-day staff members that are not considered essential are to report to work when school is canceled. The rate of compensation for 250-day staff members that are considered essential was also impacted. After the Inclement Weather Closing on November 26, 2018, we recommend the following change to the 2018-2019 Classified and Health Services Handbook. The reason for the recommended change is to more fairly compensate 250-day staff that were required to come into work when other 250-day staff are not required to work.

All 250-day staff are compensated for their scheduled hours when they are not required to work on inclement weather days. During 2017-18, 250-day employees that were required to work on inclement weather days were compensated for their scheduled hours and compensated for one and a half hours for each hour actually worked. With the change approved for 2018-19, 250-day employees required to work on inclement weather days were to be paid time and half for hours actually worked but not compensated for their scheduled hours. With the recommended change, 250-day employees that are required to work on inclement weather days will be compensated for their scheduled hours and paid their regular rate for hours actually worked.

PROPOSED LANGUAGE

Inclement Weather Closings

In the event that the superintendent determines that severe weather conditions require all district buildings to be closed, employees with less than 250-day work agreements will not report to work but will receive their normal daily pay, for school days that are not made up.

Employees with 250-day work agreements will be informed by their immediate supervisor when they are expected to work. In general, there will be three options:

- 1) Report to work as scheduled. Employees who feel it is not safe for them to travel to work or have child care needs, may use applicable leave.

- 2) Report on a shortened schedule. Employees will be informed as to the change to the work day. Employees will be paid for their regular work hours even on the shortened day. Employees who feel it is not safe for them to travel to work or have child care needs may use applicable leave.
- 3) Do not report. Employees would not report to work but would receive their regular pay.

In some circumstances, some essential, 250-day employees may be required to report to work when others are not. In this case, the 250-day employees that are required to work will receive pay for the hours they work and pay for their scheduled hours they were supposed to work. The employee may request comp time in lieu of additional pay. If an employee is required to work during the day and elects not to come into work, they will not be paid for their scheduled time but could use appropriate leave or be docked.

CURRENT LANGUAGE

Inclement Weather Closings

In the event that the superintendent determines that severe weather conditions require all district buildings to be closed, employees with less than 250-day work agreements will not report to work but will receive their normal daily pay, for school days that are not made up.

Employees with 250-day work agreements will be informed by their immediate supervisor when they are expected to work. In general, there will be three options:

- 1) Report to work as scheduled. Employees who feel it is not safe for them to travel to work or have child care needs, may use applicable leave.
- 2) Report on a shortened schedule. Employees will be informed as to the change to the work day. Employees will be paid for their regular work hours even on the shortened day. Employees who feel it is not safe for them to travel to work or have child care needs may use applicable leave.
- 3) Do not report. Employees would not report to work but would receive their regular pay.

In some circumstances, some essential, 250-day employees may be required to report to work when others are not. In this case, the 250-day employees that are required to work will receive one and one-half their daily rate of pay. The employee may request comp time in lieu of additional pay.

2017-18 LANGUAGE

Inclement Weather Closings

In the event that the superintendent determines that severe weather conditions require all district buildings to be closed, employees with less than 250-day work agreements will not report to work but will receive their normal daily pay, limited to the number of “emergency closing days” built into the district calendar.

Employees with 250-day work agreements, custodial, maintenance and grounds, will be informed by their immediate supervisor when they are expected to report to work that day. Staff members who report to work will be compensated at their normal daily rate of pay. In addition, they will be entitled to compensatory time off at one and one-half the actual hours worked or overtime pay for those hours worked at one and one-half their daily rate of pay. If/when the comp. time option is selected, the staff member's immediate supervisor will inform them of the manner in which they are to take those earned hours. If the department supervisor informs them that they are not expected to report to work that day, they will receive their normal daily pay.

If you have any questions, please feel free to reach out to the Human Resources Department.



Unified School District 232

Human Resources

Carrie Handy - Director of Human Resources - Elementary
Brian Schwanz - Director of Human Resources - Secondary

To: USD 232 Board of Education
Mr. Frank Harwood, Superintendent
From: USD 232 Human Resources Department
Date: January 9, 2019 for the January 14, 2019 BOE Meeting
Re: Substitute Rates (**ACTION**)

The following report serves as a follow-up to the alert regarding Substitute Rates provided for the December BOE meeting. We are seeking approval for a new daily sub rate of \$125 and a new long term rate of \$140 per day (rates would become effective January 15th, 2019). As a reminder, based upon similar sub usage to last year, the approximate additional cost for this increase would be \$60,000.

During the fall semester of the 2018-19 school year, we began with a slight decrease in the number of available subs within the USD 232 pool (as hired by Morgan Hunter). However, as the semester progressed, our pool of subs now contains 238, as compared to 233 at this point during last school year. Additionally, we have had an increase of 339 total absences/vacancies from last year's first semester. A portion of the increased absences is directly related to our number of maternity/paternity and other long term leaves during first semester.

Our fill rate for substitute teachers for 1st quarter of 2018-19 was 98.7%, down from 99.2% during 1st quarter of the 2017-18 school year. Our fill rate for substitute teachers for 2nd quarter of 2018-2019 was 98.8%, down from 99.0% during the 2nd quarter of the 2017-2018 school year.

The current rates for substitute pay within Johnson County are outlined below:

	Daily Sub Rate	Long Term Rate
Blue Valley	\$138.75	\$177.75 (first 30 days) \$213.75 (31+ days)
De Soto	\$110	\$125 (more than 10 days)
Gardner-Edgerton	\$120	\$145 (first 89 days) \$150 (90+ days)
Olathe	\$120	\$148
Shawnee Mission	\$135	\$175
Spring Hill	\$130	\$150

Even with the proposed increase, USD 232 sub rates will still be on the lower end of area districts. However, we feel that this is the best way to proceed in order to minimize the impact on current budget allocations. If fill rates do not improve, an additional increase may need to be considered for the 2019-20 school year.

If you have any questions and/or would like additional clarification, please feel free to contact us. We appreciate your ongoing support!



Unified School District 232

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

Frank Harwood
Superintendent of Schools

To: Members of the Board of Education
From: Frank Harwood, Superintendent of Schools
Date: October 31, 2018
Subject: 2018 Bond Update & Timeline/Mass Communication Devices (Action)

Over the next several months, the Board of Education will have many bond related items to consider. The Board will be presented an update of the work that has occurred so far and a time line for actions needed in the next six months.

Mass Communication Devices

Recommendation

We recommend the purchase and installation of network connected notification systems for the use of emergency communication and replacement of legacy bells and clocks at Starside Elementary per Board of Education recommendations.

Background

As an important part of the District's efforts to improve security and communications, the Board of Education has requested the implementation of a more uniform and effective communications system in buildings. One piece of this solution is the installation of a network controlled system of digital displays in classrooms, hallways, and other common spaces.

Second Phase Evaluation

Before the production and release of RFB's we plan to complete a final evaluation of our processes by deploying units at Starside Elementary. This building was selected due to the age and conditions of the existing PA and bells system.

Associated Costs and Funding Source

The estimate for Starside is \$54,324.50. The purchase of hardware will be from CDWG under the approved state contract with installation performed by Core Communications. This purchase for this phase will be funded through bond funds.



Unified School District 232

Administrative & Educational Services

Alvie L. Cater, II
Assistant Superintendent

To: Members of the Board of Education
Frank Harwood, Superintendent of Schools
From: Alvie Cater
Date: January 9, 2018
Subject: **Recommended New Policy (ALERT)**

We are continuing our review of policies with a recommendation to add a new policy in order to comply with expectations for the handling of federal funds.

Our process for policy additions and/or revisions includes a written report submitted as an Alert, followed by action via the Consent Agenda the following month. As a reminder, the Board may choose to remove items from Consent for further discussion.

NEW Policy 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.

Policy DFAC – Federal Fiscal Compliance (See CMA, CN)

The board shall ensure federal funds received by the district are administered in accordance with federal requirements, including but not limited to the federal Uniform Grant Guidance. This policy outlines the district's responsibilities when federal funding is considered. The board designates the director of curriculum and instruction as the federal programs coordinator and district contact for all federal programs and funding.

The treasurer shall establish and maintain a sound fiscal management system to include internal controls and federal grant management standards covering the receipt of both direct and state-administered federal grants and to track costs and expenditures of funds associated with grant awards. The superintendent, to assist in the proper administration of federal funds and implementation of this policy, may recommend additional procedures and regulations be adopted to supplement this policy.

The district's fiscal management system shall be designed with strong internal controls, a high level of transparency and accountability, and documented procedures to ensure that all fiscal management system requirements are met. Fiscal management standards and procedures shall assure that the following responsibilities are fulfilled:

- Identification – The district must identify, in its accounts, all federal awards received and expended and the federal programs under which they were received.
- Financial Reporting – Accurate, current, and complete disclosure of the financial results of each federal award or program must be made in accordance with the financial reporting requirements of the Education Department General Administrative Regulations (EDGAR).
- Accounting Records – The district must maintain records which adequately identify the source and application of funds provided for federally-assisted activities.
- Internal Controls – Effective control and accountability must be maintained for all federal funds, real and personal property purchased therewith, and other assets acquired with federal funding. The district must adequately safeguard all such property and must assure that it is used solely for authorized purposes.
- Budget Control – Actual expenditures or outlays must be compared with budgeted amounts for each federal award. Procedures shall be developed to establish determination for allowability of costs for federal funds.
- Cash Management – The district shall maintain written procedures to implement the cash management requirements found in EDGAR.
- Allowability of Costs – The district shall ensure that allowability of all costs charged to each federal award is accurately determined and documented.

Time and Effort Reporting by Employees

All district employees paid with federal funds shall document the time they expend in work performed in support of each federal program, in accordance with law. Time and effort reporting requirements do not apply to contracted individuals.

Recordkeeping

The district shall develop and maintain a records management plan and related board policy, administrative regulations, and/or procedures for the retention, retrieval, and disposition of print and electronic records, including emails.

The district shall ensure the proper maintenance of federal fiscal records documenting:

- Amount of federal funds,
- How funds are used,
- Total cost of each project,
- Share of total cost of each project provided from other sources,
- Other records to facilitate an effective audit,
- Other records to show compliance with federal program requirements, and
- Significant project experiences and results.

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

The district shall provide the federal awarding agency, Inspectors General, the Comptroller General of the United States, and the pass-through entity, or any of their authorized representatives, the right of access to any documents, papers, or other district records which are

pertinent to the federal award. The district shall also permit timely and reasonable access to the district's personnel for interview and discussion related to such documents.

Records shall be retained for a minimum of three (3) years from the date on which the final Financial Status Report is submitted, or as otherwise specified in federal law or in the requirements of the federal award, unless a written extension is provided by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. If any litigation, claim or audit is started before the expiration of the standard record retention period, the records shall be retained until all litigation, claims or audits have been resolved and final action has been taken.

The district shall ensure that all personally identifiable data protected by statute or regulation is handled in accordance with the requirements of applicable law, regulations, board policy, administrative regulations, and procedures.

Subrecipient Monitoring

If the district awards subgrants, the district shall establish procedures to:

- Assess the risk of noncompliance.
- Monitor grant subrecipients to ensure compliance with federal, state, and local laws and board policy, regulations, and procedures.
- Ensure the district's records are adjusted to cure recordkeeping issues discovered through the subrecipient's audits, on-site reviews, or other monitoring.

Compliance Violations

Employees and contractors involved in federally funded programs and subrecipients shall be made aware that failure to comply with federal law, regulations, or terms and conditions of a federal award may result in the federal awarding agency or pass-through entity imposing additional conditions or terminating the award in whole or in part.

BOE Approved: Date TBD

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