

<b>Revised Agenda</b>	<p>Regular Board of Education Meeting Unified School District No. 457</p> <p>Monday, July 9, 2018 – 6:00 p.m. Board Meeting Room, Educational Support Center 1205 Fleming Street, Garden City, Kansas</p>
<b>Board of Education Members:</b>	Lara Bors, Jean Clifford, Tim Cruz, Tim Hanigan, Dana Nanninga, Mark Rude, Jennifer Standley

- A. **PLEDGE** - led by representatives of Real Men / Real Leaders
- B. **APPROVAL OF AGENDA** - with the following amendments:
  - 1. Remove Item #C-1, Recognition of Glenda LaBarbera.
  - 2. Additional certified and classified personnel actions for consideration, item #E-3.
  - 3. Add Item #E-4-b, Handbooks.
- C. **DELEGATIONS, Q & A, PUBLIC COMMENTS, (a speaker or group will be allotted five minutes to speak after signing a request to address the Board of Education), RECOGNITIONS, COMMITTEE REPORTS**
  - 1. **ELECTION OF BOARD OF EDUCATION PRESIDENT AND VICE-PRESIDENT:** President Tim Cruz will declare that nominations for the office of Board of Education president are in order. Board members should make nomination(s), move that nominations cease, and cast their votes in the usual manner. Following the vote, the newly elected president will assume the chair and declare that nominations for the office of vice-president are in order. The same procedure may be followed for election of the vice-president.
- D. **CORRESPONDENCE**

	<b>Consent Agenda</b>
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- E. **CONSENT AGENDA**
  - 1. **MINUTES** of the June 28, 2018 Board of Education Meeting as presented.
  - 2. **ACCOUNTS PAYABLES** - there are no accounts payables for this meeting.
  - 3. **PERSONNEL** - all certified and classified personnel actions as presented.

4. **OTHER**

- a. Consider approval of the Kansas Reading Roadmap Agreement and Grant.
- b. Consider approval of the following Handbooks –noting additions and/or corrections by reviewers.
  - Alta Brown Elementary Staff Handbook
  - Garfield Early Childhood Student/Parent Handbook
  - Victor Ornelas Staff Handbook
  - Paraeducator Handbook
  - Teacher Handbook
  - GCHS Athletic/Activity Handbook

5. **ANNUAL REORGANIZATION**

- a. **Appoint Board Clerk, Deputy Clerk, Treasurer and Attorney** – recommend that the board appoint the following individuals:
  - Clerk: Stephanie DeLoach
  - Deputy Clerk: Miranda Unruh
  - Treasurer: Trudy Bogle
  - Attorney: Randall D. Grisell
- b. **Adopt a resolution naming meeting dates and times:** The list of recommended meeting dates and times appears below.

<i>July 9, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>January 14, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>July 23, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>February 4, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>August 6, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>February 18, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>August 20, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>March 4, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>September 10, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>March 21, 2019</i>	<i>Thursday</i>	<i>5:00 p.m.</i>
<i>September 27, 2018</i>	<i>Thursday</i>	<i>5:00 p.m.</i>	<i>April 1, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>October 8, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>April 15, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>October 22, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>May 6, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>November 12, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>May 20, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>December 3, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>June 3, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>December 20, 2018</i>	<i>Thursday</i>	<i>5:00 p.m.</i>	<i>June 27, 2019</i>	<i>Thursday</i>	<i>5:00 p.m.</i>

- c. **Designate official newspaper and depositories** – that The Garden City Telegram be named the official newspaper for USD 457 for the 2018-19 fiscal year; and that Commerce Bank and American State Bank be named official depositories; and that banks and savings and loan associations with home offices in Kansas and branch offices in Garden City be named as additional investment institutions for the 2018-19 fiscal year.
- d. **Adopt resolution rescinding all policy statements found in the minutes of this board of education prior to June 30, 2018**, and adopt the Board Policy Manual as presented and recommended by the Superintendent of Schools to govern USD 457 during the 2018-19 school year, subject to periodic review, amendment, and revisions by the Board of Education

- e. **Adopt resolution waiving the requirement of accounting and auditing** on the basis of generally accepted accounting principles and fixed asset accounting for fiscal year 2018-19.
- f. **Appoint the following program coordinators:**
  - Title I Coordinator – Renee Scott
  - Title VI and Title VII Coordinator – Heath Hogan
  - Title VIB Coordinator – Glenda LaBarbara
  - Title IX Coordinator – Heath Hogan
  - Section 504 Coordinator – Glenda LaBarbara
  - ADA Coordinator – Heath Hogan
  - Homeless Coordinator – Joanna Bustamante
  - Foster Care Contact – Glenda LaBarbara
- g. **Tuition Rates for the 2018-19 school year** – set tuition at \$1,400.00 per year or \$200.00 per Carnegie Unit, for non-resident students attending in USD 457.
- h. **Representatives for the Nutrition Services Program and KPERS** – appoint Tracy Johnson as representative for the School Lunch Program and Melinda Rowland as representative for Kansas Public Employees Retirement System for the fiscal year 2018-19.
- i. **District Attendance Officers** – appoint the three Youth (Truant) Officers and the Principal and Associate Principal(s) of each elementary, intermediate, and secondary school as Attendance Officers for USD 457 for the 2018-19 school year.
- j. **Hearing Officer for Free and Reduced Price Meal Application Appeals** – appoint KJ Knoll as hearing officer for free and reduced price meal application appeals.
- k. **Freedom of Information Officer and records custodians as per Board Policy CN – Public Records** – appoint Roy Cessna, Public Information Coordinator, as the Freedom of Information Officer. The clerk is designated as the official custodian of all board records maintained by the district. The superintendent is designated as official custodian of all district office records maintained by the district. Each building principal and/or program director is designated as official custodian of all records established and maintained at the building level or other appropriate site.
- l. **Resolution to Establish Petty Cash Accounts and Limits** – adopt as presented.
- m. **Resolution authorizing Student Activities Fund** – adopt as presented.
- n. **District Calendar** – Approve 1,116-hour calendar
- o. **Manager of gate receipts** – appoint Drew Thon, District Athletic/Activity Director, as manager of gate receipts.
- p. **Hearing officers/committee members to hear extended term suspension/expulsion due process hearings** – appoint the following administrators as hearing officers/committee members for the 2018-2019 school year:

Andrea Baker	Steve Karlin	Janet Smith
Matthew Bayer	Charles Kipp	Rafaela Solis
Christy Botts	Julie Koerperich	Brad Springston
Mark Felvus	Glenda LaBarbara	Melinda Stewart
Linda Finch	Tracy Leiker	Charles Stillian
Gina Galpin	Ryan Meng	Jarrold Stoppel
Josh Guymon	Karen Murrell	Lucas Sullivan
Carma Harman	Steve Nordby	Roger Syng
Heath Hogan	Kari Otero	Drew Thon
Amy Hollingsworth	Renee Scott	Skylla Wehkamp

- q. **Hearing Appeal Officers** - appoint all Board of Education members as potential hearing appeal officers and grant authority to the Board President to appoint appeal panels, as needed.
- r. **Collective bargaining unit for the 2019-20 school year** - recognize the Garden City Education Association as the collective bargaining unit for the 2019-2020 school year.
- s. **Resolution to establish Home Rule** - adopt as presented.
- t. **Resolution to provide early payment of district bills** - adopt as presented.

	<b>Discussion Items</b>
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**F. CURRICULUM REPORT**

- 1. Buffalo Coffee Shop Trip – Paul Lappin

**G. NEW BUSINESS**

- 1. Budget / School Finance Update - KJ Knoll

**H. BOARD OPEN DISCUSSION**

**I. NEXT BOARD MEETING** - THE NEXT MEETING OF THE BOARD OF EDUCATION WILL TAKE PLACE ON MONDAY, JULY 23, 2018, AT 6:00 P.M. IN THE BOARD MEETING ROOM AT THE EDUCATIONAL SUPPORT CENTER, 1205 FLEMING STREET, GARDEN CITY, KANSAS.

**J. EXECUTIVE SESSION** - After the completion of all other business, the Board will meet in executive session to discuss the following:

- 1. To discuss employer-employee negotiations for the 2018-2019 contract.

	<b>Adjournment</b>
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**MINUTES**  
**Regular Board of Education Meeting**  
**Garden City Unified School District No. 457**  
**Board Meeting Room, 1205 Fleming Street**  
**Thursday, June 28, 2018; 4:45 p.m.**  
 Page 1

The Board of Education of Garden City USD 457 met in regular session on Thursday, June 28, 2018, at 4:45 p.m. in the Board Meeting Room of the Educational Support Center, 1205 Fleming, Garden City, Kansas.

Board members present were Lara Bors, Tim Cruz and Jennifer Standley. Mark Rude and Jean Clifford appeared by telephone. Tim Hanigan and Dana Nanninga were absent. Also in attendance were Heath Hogan, Deputy Superintendent; Renee Scott, Assistant Superintendent of Student Services; KJ Knoll, Financial Officer; and Glenda LaBarbera, Director of Special Education. Approximately 2 observers were present in the audience.

Tim Cruz, President, called the meeting to order at 4:45 p.m. The meeting opened with the Pledge of Allegiance.

	Bors	Clifford	Cruz	Rude	Standley
Motion	X				
Second					X
Aye	X	X	X	X	X
Nay					
Abstain					
<u>Carried</u>					

**APPROVAL OF AGENDA**

**Motion:** That the Board of Education approve the meeting agenda with the following amendments. Approved action is as follows:

1. Additional certified personnel actions for consideration, item #E-3.
2. Replace the 2018-2019 Full Time Coordinator Calendar, E-3, with the attached revised calendar.

**DELEGATIONS, Q & A, PUBLIC COMMENTS, (a speaker or group will be allotted five minutes to speak after signing a request to address the Board of Education), RECOGNITIONS, COMMITTEE REPORTS**  
 There were no delegations, Q&A, Public Comments, Recognitions or Committee Reports.

**CORRESPONDENCE**

There was no correspondence.

	Bors	Clifford	Cruz	Rude	Standley
Motion	X				
Second					X
Aye	X	X	X	X	X
Nay					
Abstain					
<u>Carried</u>					

**APPROVAL OF CONSENT AGENDA**

**Motion:** That the Board of Education approve all consent agenda items as amended. Approved actions are as follows:

1. **MINUTES** of the following Board of Education Meetings – approved as presented:
  - Regular Meeting on June 4, 2018
  - Special Meeting on June 21, 2018
2. **ACCOUNTS PAYABLE** totaling \$9,027,060.38, noting that all major accounts contain adequate balances to meet current obligations.

**MINUTES**  
**Regular Board of Education Meeting**  
**Garden City Unified School District No. 457**  
**Board Meeting Room, 1205 Fleming Street**  
**Thursday, June 28, 2018; 4:45 p.m.**  
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3. **PERSONNEL** – approved all certified and classified personnel action as follows:

a. **Certified**

Appointments: Judy Forgey, Heather Granacher, Marisela Hernandez, Kimberly Kreutzer, Imelda Ochoe, Daniel Reeves, Chelsea Smith

Resignations: Courtney Morris

Transfers: Andrea Baker, Kristine Carr, Lindsay Edwards, Gina Galpin, Tyler Gates, Danica Kitch, Jordyn Nikkila, Carlos Prieto, Amanda Wilkinson

Tuition Reimbursement: Beatriz Martinez, Amber Sonnenberg

Student Teacher Agreements: Maria Arteaga, Ana Espino, Delaney Galpin, Leslie Garcia, Rebecca Hunt, Ashley Kitchen, Garrett Runnion, Megan Sloan, Taylor Tobin

Position Requests:

- Opened 1.0 community literacy liaison/ grant facilitator position (plus 20.5 extra contract days) at the Educational Support Center
- Opened 1.0 bilingual preschool position at Garfield Early Childhood Center
- Moved 1.0 functional special education position from Abe Hubert Elementary School to Victor Ornelas Elementary School

b. **Classified**

Appointments: Guadalupe Camacho, Elizabeth Fine, Lela Seavey

Resignations: Herbert Dougherty, Antonio Garcia, Abel Medina, Gabriela Moreno, Joseph Santana, Miranda Unruh

Terminations: Kantreal James, Shania Wilson

Transfers: Brenda Strickland, Vanessa Molina, Lorenzo Morillo, Heather Calzonetti, Tomasa Merjil, Loretta Montez, Sylvia Ramos, Rosa Gonzales, Teresita Perez

Other:

- Approved the 2018-19 Full Time Coordinator Calendar
- Opened a Technology Integrationist Position
- Moved a special education paraprofessional position from Garden City High School to Florence Wilson Elementary School
- Opened two 1.0 special education paraprofessional positions at Victor Ornelas Elementary School for the functional classroom
- Opened a 1.0 special education paraprofessional position at Alta Brown Elementary School

4. **BIDS**

- a. Large Equipment – Nutrition – accepted the bids from Central Restaurant Supply in the amount of \$2,118.15, Muckenthaler Inc. in the amount of \$5,552.24 and Sunflower Restaurant Supply in the amount of \$31,100.00

5. **OTHER**

- a. Adoption of a resolution to transfer funds (page 4 of these minutes) – approved as presented.
- b. Agreement for Sports Medicine Services between St. Catherine Hospital and Unified School District No. 457 – approved as presented.
- c. Agreement for Services between Schwickert Tecta America, LLC and Unified School District No. 457 – approved as presented.

**MINUTES**  
**Regular Board of Education Meeting**  
**Garden City Unified School District No. 457**  
**Board Meeting Room, 1205 Fleming Street**  
**Thursday, June 28, 2018; 4:45 p.m.**  
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- d. 2018-19 Child Nutrition & Wellness Program Agreement Addendum between the Kansas State Department of Education and Unified School District No. 457 – approved as presented.
- e. Letter of Understanding between Garden City Community College & Unified School District No. 457 (Outreach Sites) for 2018-19 Academic Year – approved as presented.
- f. Handbooks – approved as presented, noting additions and/or corrections by reviewers.
  - Bernadine Sitts Intermediate Center Faculty Handbook
  - Charles O. Stones Intermediate Center Faculty Handbook
  - Edith Scheuerman Staff Handbook
  - Garden City High School Student/Parent Handbook
  - Garden City High School Faculty Handbook
  - Georgia Matthews Teachers’ Handbook
  - Horace Good Middle School Student Handbook Addendum
  - Horace Good Middle School Coaches Handbook
  - Horace Good Middle School Faculty Handbook
  - Jennie Barker Teacher Handbook
  - Jennie Wilson Staff Handbook
  - Professional Development Handbook
  - Transportation Driver Handbook
  - Transportation Student Handbook

Lara Bors announced that the Chamber of Commerce is putting on two Gubernatorial Candidate Forums on July 11<sup>th</sup> at 5:30 pm for Republican Candidates and July 24<sup>th</sup> at 5:30 for Democratic Candidates. Both will take place at Garden City High School.

**NEXT BOARD MEETING** - THE NEXT MEETING OF THE BOARD OF EDUCATION WILL TAKE PLACE ON MONDAY, JULY 9, 2018, AT 6:00 P.M. IN THE BOARD MEETING ROOM AT THE EDUCATIONAL SUPPORT CENTER, 1205 FLEMING STREET, GARDEN CITY, KANSAS.

	Bors	Clifford	Cruz	Rude	Standley
Motion	X				
Second					X
Aye	X	X	X	X	X
Nay					
Abstain					
<u>Carried</u>					

**ADJOURNMENT** - There being no further business to come before the board, the following action was taken.

**Motion:** That the Board of Education meeting be adjourned at 4:49 p.m.

Respectfully submitted,

Stephanie DeLoach, Clerk

Approved:

Tim Cruz, President

BOARD OF EDUCATION  
**Certified Personnel Actions**  
July 9, 2018

**APPOINTMENTS:**

Rozalynn Frey, Garden City, Kansas, is recommended for a .60 math coach position at the Educational Support Center. She has 12 years' experience and is a former USD 457 teacher.

Anita Palmer, Holcomb, Kansas, is recommended for a fourth grade position at Buffalo Jones Elementary School. She has 15 years' experience and is a former USD 457 teacher.

Sydnee Sassaman, Garden City, Kansas, is recommended for a school counselor position at Jennie Wilson Elementary School and Gertrude Walker Elementary School. She is a first year counselor.

Sarah Stucky, Laporte, Colorado, is recommended for a mental health/Compass liaison position at the Educational Support Center.

**TRANFERS:**

Blankenship, Catherine – from second grade position at Abe Hubert Elementary School to fourth grade position at Abe Hubert Elementary School.

Ford, Sharon – from gifted position at Abe Hubert Elementary School to adaptive/interrelated (resource/CWC) position at Abe Hubert Elementary School.

Gere, Sarah – from ELF position at Garfield Early Childhood Center to .50 interventionist (013) / .50 ESL (014) position at Garfield Early Childhood Center.

Rodriguez, Rosa – from early childhood position at Garfield Early Childhood Center to bilingual preschool position at Garfield Early Childhood Center.



BOARD OF EDUCATION  
**Addendum to Certified Personnel Actions**  
July 9, 2018

**RESIGNATION:**

Erin Marshall, English language arts teacher at Horace Good Middle School, is requesting release from her 2018-19 contract. It is recommended that she not be released until a suitable replacement has been found and assessed a \$1,000 liquidated damages fee.

**SUPPLEMENTAL APPOINTMENT:**

Trent Specht is recommended for the girls golf head coach position at Garden City High School.

**TRANSFER:**

Vega, Rocio – from fifth grade position at Abe Hubert Elementary School to sixth grade position at Abe Hubert Elementary School.

**POSITION REQUEST:**

Heath Hogan, deputy superintendent, is requesting to add a 1.0 long-term substitute support facilitator position for the 2018-19 school year.

**STUDENT TEACHER AGREEMENTS (for the Fall 2018 semester):**

Villerreal, Benita – Newman University

**CLASSIFIED PERSONNEL ACTIONS  
ADDENDUM**

<b>RESIGNATIONS</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>DATE</b>
Fine, Elizabeth	Night Custodian	Garden City High School	07/13/2018
Mendoza, Yahaira	Special Education Paraprofessional	Garfield Early Childhood Center	05/24//2018
Rohrbough, Jimmy	Route Driver	Transportation	05/24/2018
White, Lisa	Special Education	Therapeutic Education Program	05/24/2018
<b>TRANFERS</b>			
Barragan Para, Ma	Nutrition Assistant	Nutrition Assistant	2018-19 School Year

**OTHER**

Heath Hogan, Deputy Superintendent, is recommending Afton Huck as Human Resource Coordinator. A start date of July 23, 2018 is anticipated. Salary and benefits will be prorated accordingly.

**July 2018**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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**August 2018**

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**September 2018**

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**October 2018**

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**November 2018**

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**December 2018**

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30	31					

**18-19 FULL TIME**

Jul 04 Holiday  
 Sep 03 Holiday: Labor Day  
 Nov 21 Non-Duty: Fall Vacation  
 Nov 22 Holiday: Thanksgiving day  
 Nov 23 Non-Duty: Fall Vacation  
 Dec 24 Non-Duty: Winter Vacation  
 Dec 25 Holiday: Christmas Day  
 Dec 26 Non-Duty: Winter Vacation  
 Dec 27 Non-Duty: Winter Vacation  
 Dec 28 Non-Duty: Winter Vacation  
 Dec 31 Non-Duty: Winter Vacation  
 Jan 01 Holiday: New Year's Day  
 Mar 15 Non-Duty: Spring Vacation  
 May 27 Holiday: Memorial Day

**January 2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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27	28	29	30	31		

**February 2019**

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**March 2019**

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31						

**April 2019**

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28	29	30				

**May 2019**

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**June 2019**

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July 1, 2018

Notification of Award

THIS AGREEMENT MADE THIS DAY BETWEEN

HYSELL WAGNER LLC d.b.a. KANSAS READING ROADMAP

AND

USD 457 Garden City

FROM

**July 1, 2018 - June 30, 2019**

**TOTAL AWARD: \$709,751.24**

## **AWARD SPECIFIC TERMS AND CONDITIONS**

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24. CIVIL RIGHTS AND NONDISCRIMINATION
25. EQUAL EMPLOYMENT OPPORTUNITY PLAN
26. AMERICANS WITH DISABILITIES ACT (ADA)
27. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)
28. CRIMINAL PROVISION
29. TAX CLEARANCE
30. DEBARMENT
31. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)
32. OWNERSHIP
33. LOBBYING
34. RECORDS
35. ENTIRE AGREEMENT

## 1. DEFINITIONS

- 1) The “Award” and its terms are controlled by the “Agreement.”
- 2) “Awardee” is USD 457 Garden City
- 3) “Award Period” is July 1, 2018 – June 30, 2019
- 4) The location of the KRR program is Abe Hubert, Buffalo Jones, Florence Wilson, Gertrude Walker and Victor Ornelas Elementary
- 5) Hysell & Wagner LLC and its employees collectively are referred to as the “Kansas Reading Roadmap” or the “KRR”.

## 2. NOTICES AND CORRESPONDENCE

All notices and correspondence shall be sent by either party to the other in all matters dealing with the Award, as noted in this Agreement, to the following addresses, unless otherwise directed by KRR:

**To:** USD 457 Garden City  
1205 Fleming Street  
Garden City, KS 67846  
Superintendent Dr. Steven Karlin  
skarlin@gckschools.com

**To:** Kansas Reading Roadmap  
Attention: Andrew Hysell  
112 SW 6<sup>th</sup> Avenue, Suite 201  
Topka, Kansas 66603  
[http://Andrew@readingroadmap.org](mailto:Andrew@readingroadmap.org)

## 3. AWARD

Hysell & Wagner LLC, hereafter the Kansas Reading Roadmap or KRR, hereby awards to USD 457 Garden City hereinafter referred to as “Awardee”, the sum of \$709,751.24 to provide support for KRR afterschool, family engagement, and summer programs located at Abe Hubert, Buffalo Jones, Florence Wilson, Gertrude Walker and Victor Ornelas Elementary per the budget detailed in Attachment A. **All funds received under this Award are federal funds under CFDA #93.558.**

The Award is effective, and funds are hereby committed in accordance with this written document including Attachment A (the Award Budget) as of the date of this contract

and shall apply to commitments made by Awardee in furtherance of program objectives during the period beginning July 1, 2018 and ending June 30, 2019. KRR shall not be liable for reimbursing the Awardee for any costs more than the committed amount listed in the Agreement.

The formal approval of the Award, and the obligation and reimbursement of funds to them, are contingent upon the availability of anticipated federal funds, as determined by Congress, Kansas statute, other Federal or State action, as well as the Specific Terms and Conditions contained in this Agreement.

#### **4. PRINCIPAL PLACE OF PERFORMANCE**

The target population served by this Award includes kindergarten through third grade students, teachers, and parents.

#### **5. INSPECTION AND PERFORMANCE**

- a. Inspection and acceptance of all submittals shall be accomplished by a KRR Program Manager or his/her duly authorized representative.
- b. All effort performed under this Award is subject to inspection by various agencies. The Awardee may be required to provide personnel to accompany the regulatory agency inspection or review teams. Awardee personnel shall be knowledgeable concerning the work being inspected. In addition, the Awardee may be required to participate in responding to the request for information or other findings by regulatory agencies.
- c. All work accepted during the progress of the Award is subject to further inspection. If work is found to NOT be in conformance with the Award, the Awardee will be required to put it into compliance at no additional cost or payment will be withheld until work is performed in compliance with the Award.

#### **6. SCOPE OF WORK AND DELIVERABLES**

Third grade reading proficiency creates a foundation for future learning. Conversely, failure to master early reading benchmarks can lead a child down a path of poor educational outcomes. Per the Annie E. Casey Foundation, children not reading at grade level by the end of their 3<sup>rd</sup> grade year are four times less likely to graduate from high school with a diploma. Because of this effect on educational success, illiteracy is a reliable predictor of social problems that track underachievement. An estimated six million middle and high school students that struggle with reading are at the highest risk of dropping out, getting pregnant, or being incarcerated. Increasing the number of children reading proficiently by the third grade holds great potential for improving long-term outcomes.



While early literacy is recognized as important, many schools struggle to make meaningful improvements in grade level reading. A common problem that impedes literacy instruction is that schools often lack a scientific, school-wide approach. Without a system in place that quickly and efficiently collects actionable data and provides a clear set of directives to support all students, well-intentioned teachers and administrators can only do so much.

Teaching a population of children to all read proficiently is a challenging task, especially for schools serving at-risk populations. The process of reading is complicated with the added wrinkle of involving children from a variety of backgrounds and circumstances. To become a successful reader, a child must move along a continuum and develop over a dozen of “foundational” skills. Only with these skills can a child expect to achieve the fluency and comprehension needed to learn in school and life.

At the heart of the KRR is a systematic approach that ensures every child gets exactly what it need for instruction, practice, and interventions. Through a targeted approach applied comprehensively, the KRR empowers schools to move the needle on third grade reading scores. Further, the KRR recognizes that schools—especially those with a high proportion of children from low-income families—deal with many children that enter school lacking foundational skills necessary for learning to read. To make up for these deficits, supports outside the traditional school day, including after school, summer programs, and even parental involvement, are necessary.

The innovation of the KRR model is the integration and alignment of all the out-of-school interventions with the school day and its efforts to drive third grade reading proficiency. Using the Kansas Department of Education’s Multi-Tiered System of Supports (MTSS), partner schools implement efficient, effective strategies for core instruction, identifying struggling readers, and implementing individualized interventions to support those readers. The KRR takes MTSS one step further by aligning interventions provided out of school with what teachers and educators in the school are saying the children need. Through both summer and after school, children continue to get supports individualized to their specific needs.

Also, understanding the role of the family and its responsibility for raising children and promoting positive outcomes, the KRR helps engage families with the school. Through a targeted family engagement program, the KRR helps families better understand the MTSS process, how the KRR works, and how they can support their children’s reading at home. By empowering families, the KRR provides a backdrop that supports school efforts to promote third grade reading proficiency.

SERVICES TO BE PROVIDED

Implementation of the KRR “minimums” include adhering to the following a) MULTI-TIERED SYSTEM OF SUPPORT (MTSS) b) KRR FAMILY ENGAGEMENT PROGRAM c) KRR AFTERSCHOOL PROGRAM

1) MTSS

a) Establish core structural components

Establish a building leadership team that meets regularly

Establish collaborative teams meeting regularly to review progress-monitoring data and make instructional adjustments

i. Self –Correcting Feedback Loop is operationalized

Use an approved Curriculum Protocol

Schedule implemented with 90 minutes uninterrupted time for core reading, 30 additional minutes for Tier II, 60 additional minutes for Tier III

Create a comprehensive assessment plan

i. Use a CBM as universal screener 3 times a year, FastBridge, AIMSWeb 2.0 or DIBELS

ii. Use of a diagnostic assessment such as the QPS (Quick Phonics Screener) and PAST (Phonological Awareness Skills Test)

Establish and memorialize the school’s Core Beliefs

b) Follow MTSS grouping procedures for reading

Group per the grouping indicator on the CBM

Use MTSS or DIBELS grouping worksheets

Give diagnostic assessments to appropriate students (i.e., students in Group 3 on the MTSS Grouping Worksheet)

c) Use CBM and diagnostic data to assign afterschool programming

d) Conduct progress monitoring every two weeks for students in Tier II, and every week for students in Tier III

e) Collaborative teams meeting regularly to review progress monitoring data and make instructional adjustments

f) Building Leadership Teams and reading teachers attend required MTSS trainings

## 2) KRR FAMILY ENGAGEMENT PROGRAM

Awardee is solely responsible for implementing all aspects of the KRR Family Engagement program in accordance with the Awardee' school and school and District policies. In addition to the Award funds, KRR and its program managers will provide training, technical assistance, and supplies as available. KRR will engage in other monitoring activities necessary to effectively manage the KRR Family Engagement program.

## 3) KRR AFTERSCHOOL PROGRAM

Awardee is solely responsible for implementing all aspects of the KRR Afterschool program for a period of 108 days, four days a week during the school year and 20 days during the summer all in accordance with the Awardee' school and District policies. The program consists of a snack, and three (3), 30-minute rotations, including one physical activity rotation and two academic blocks. The KRR and its program managers will provide direction and technical assistance for the program model and Awardee school agrees to implement the program in accordance within the parameters specified.

## 7. DELIVERABLES AND REPORTING REQUIREMENTS

1) To ensure the program is meeting the goals and objectives of this Award, Awardee will provide monthly reporting to the KRR on outputs and metrics specified by the KRR. **These reports are due the 15<sup>th</sup> of each subsequent month**—August's report is due September 15<sup>th</sup>, September's report is due October 15<sup>th</sup>, and so on and so forth. The Awardee's Program Coordinator is responsible for this reporting using the tools and instructions provided by the KRR Program Managers.

2) Awardee shall be responsible for sharing assessment data per the data sharing agreement included in Attachment B for the purposes of evaluating the KRR program and improving instruction. Attachment B is fully integrated and part of this agreement.

### FINANCIAL REPORTING

1) Financial Reporting: Awardee is required to submit two (2) KRR Financial Reports as outlined below.

**KRR Financial Report # 1**

**Due: On or before January 31, 2019**

**KRR Financial Report #1** will include all allowable expenses paid during the period July 1 – December 31, 2018. Certain records for expenditures made under this Award are required. Please see the reporting guidance documents for specific requirements.

**KRR Financial Report #2**

**Due: On or before July 31, 2019**

KRR Financial Report #2 will include all allowable expenses paid during the period January 1 – June 30, 2019. Certain records for expenditures made under this Award are required. Please see the reporting guidance documents for the specific requirements.

The KRR Financial Reporting template and guidance documents will be provided and **MUST BE USED** to file the KRR Financial Reports. Due to the nature of the funding source, specific types of receipts and documentation **ARE REQUIRED** for funds to be disbursed. All financial reports submitted to **KRR MUST BE signed by the Awardee's Finance Director or Finance Clerk.**

## **8. FUNDING**

The funding amount for this Award is \$709,751.24

1) Funds will be disbursed per the following schedule:

- July 2018- 40% advance of total Award
- January 2019 - 40% advance of total Award
- The remaining 20% of the total Award will be reimbursed upon receipt, review, and approval of the KRR Financial Report **due no later than July 31, 2019.**

2) Unspent Balance: Any unspent balance of funds at the completion date of the Agreement must be refunded back to KRR.

### **AVAILABILITY OF ANTICIPATED FEDERAL FUNDS**

The formal approval of the Award and the obligation and reimbursement of funds to them, are contingent upon the availability of anticipated federal funds, as determined by Congress, Kansas statute, other Federal or State action, as well as the Specific Terms and Conditions contained in this Agreement.

## **9. ALLOWABLE COSTS**

Award funds may only be used for the expenditures included in Attachment A at the amounts specified and in accordance with the procurement requirements stated within. ***Costs must be necessary, reasonable for, and allocable to the Award, incurred within the Award period, itemized and purchased separately.***

### **INELIGIBLE ITEMS**

Award funds cannot be used for alcohol, buildings, or to purchase property. Award funds cannot be used to pay late fees, finance charges, interest or any other costs associated with late or overdue bills. All such costs are the responsibility of the Awardee. Award-funded staff must be used exclusively for the KRR program and cannot be used to replace any existing in-school staff or provide in-school educational activities. Doing so not only constitutes a violation of the Award Agreement but also federal regulations associated with the KRR's funding source. The position of Program Coordinator is a fulltime, salaried district employee. As such, the District cannot hire the Program Coordinator to do work in addition to this role.

## **10. DUPLICATION AND SUPPLANTATION OF AWARD FUNDS**

By acceptance of this Award, the Awardee declares and assures that no costs or expenditures which have been funded by other federal or state Award funds have been duplicated or otherwise included as part of the funding request of this Award.

The Awardee shall not use Award monies to pay for expenses already being paid for or have been paid for by another source. The Awardee shall not replace or supplant funding of another existing program with funds provided for in this Award. Funds awarded under this Agreement may not be used for any purpose other than the one defined in this document.

## **11. PROGRAM INCOME**

1) Program income means gross income earned by the Awardee that is directly generated by a supported activity or earned because of the Award. Program income includes, but is not limited to, income from fees for services performed, the use of rental or real or personal property acquired under the award, the sale of commodities or items fabricated under the Award Agreement, license fees and royalties on patents and copyrights and interest on loans made with award funds.

2) Program income received or accrued by the Awardee during the period of this Award Agreement shall be retained and added to the funds committed to this Award Agreement.

## **12. AWARD CHANGES AND BUDGET MODIFICATIONS**

1) The Award Agreement provides funding to support USD 457 Garden City Kansas Reading Roadmap program for the FY2018-19 school year. The funding provided is delineated in Attachment A, KRR Partner School Budget, which is fully integrated and incorporated into the Award Agreement. The program costs are specifically defined as: Personnel, Transportation, Supplies, and Family Engagement.

2) Schools cannot exceed the approved Award amount awarded under the Award Agreement for each of the four (4) line items, Personnel, Transportation, Supplies, and Family Engagement, with the exception the KRR will allow up to 5%-line item flexibility. Under no circumstances will any expenses be reimbursed that exceed the total amount awarded under the Award Agreement. If there is a need for a modification to the total amount awarded under the Award Agreement, a budget amendment request must be submitted to, and approved by, the KRR. The KRR will provide, upon request, the required budget template and budget amendment request form.

### **CHANGES IN KEY PERSONNEL**

The Awardee must notify its KRR Program Manager if there are any changes in key personnel at the Awardee Agency. KRR has the right to audit the Awardee Agency if there has been a change in such personnel.

## **13. DATA**

KRR warrants that technical data issued to the Awardee for use in performing professional services under this Award shall be current, accurate, complete and adequate for its intended purpose. The Awardee shall notify their KRR Program Manager as soon as possible upon discovering any data deficiency. The KRR Program Manager shall take prompt and reasonable action to reconcile or remedy the data deficiency(ies).

The Awardee may have access to private or confidential data maintained by KRR to the extent necessary to carry out its responsibilities under this Award. The Awardee must comply with all the requirements of the Kansas Open Records Act in providing services under this Award. The Awardee shall accept full responsibility for providing adequate supervision and training to its agents and employees to ensure compliance with the Act. No private or confidential data collected, maintained or used in the course of the performance of this Award shall be disseminated by either party except as authorized by statute, either during the period of the Award or thereafter. The Awardee must agree to

return any or all data furnished by KRR promptly at the request of KRR in whatever form it is maintained by the Awardee. On the termination or expiration of this Award, the Awardee will not use any of such data or any material derived from the data for any purpose and, where so instructed by KRR, will destroy or render it unreadable.

#### **14. GOVERNING LAW - CONSENT TO JURISDICTION**

This Award, and any act, agreement, contract or transactions to which they shall apply, or which are contemplated hereby or hereunder, shall be governed by, and construed, interpreted and enforced in accordance with the laws of the State of Kansas and, to the extent applicable, the United States of America.

Any dispute arising out of, or any suit or other proceedings pursuant to or arising out of these Specific Terms and Conditions, or any act, agreement, contract or transactions to which they shall apply, or which are contemplated hereby or hereunder, shall be subject to the jurisdiction of a court of competent jurisdiction located in the county of Shawnee, State of Kansas, and the Awardee shall take any and all necessary or appropriate action to submit to the jurisdiction of such court.

#### **15. COMPLIANCE WITH LAWS AND REGULATIONS**

The Awardee agrees it will comply with all federal, state, and local laws and regulations in effect at any time during the course of this Award. The Awardee shall certify to KRR it will provide a drug-free workplace and as a condition of the Award, the Awardee will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the Award.

#### **16. REMOVAL OF AWARDEE'S PERSONNEL**

If KRR deems the work of any of the Awardee's employees to be substandard or unsatisfactory, KRR will advise the Awardee of the reasons for such judgment and allow reasonable time for correcting the substandard or unsatisfactory performance. The Awardee agrees to remove such employees immediately upon completion of the thirty (30) days allotted if KRR deems improvement in the work performance has not been adequate. If one or more of these employees has been designated as key personnel by this Award, the Awardee agrees to use its best efforts to replace them with others who have substantially equal abilities and qualifications and who are acceptable to KRR.

#### **17. NO WAIVER OF CONDITIONS**

Failure of the KRR to insist on strict performance shall not constitute a waiver of any of the provision of the Award Agreement or wavier of any other default of the Awardee.

#### **18. FORCE MAJEURE**

The Awardee shall not be liable if the failure to perform this Award arises out of causes beyond the control of the Awardee. Causes may include, but are not limited to, acts of nature, fires, quarantine, strikes other than by the Awardee's employees, and freight embargoes.

## **19. TERMINATION**

The initial term of this Award shall commence on 07/01/2018 and shall continue in effect until 06/30/2019 unless terminated sooner in pursuant to the provisions of this Agreement.

Performance: The Awardee shall perform each and every requirement and condition set forth in the Award, which was accepted by KRR in this document. Failure to perform the requirements and conditions set forth in the Award shall be considered a material breach of this Award Agreement.

Termination for cause: This Award may be terminated immediately by KRR for cause. Cause for immediate termination is limited to the following: Awardee's failure to perform the requirements and conditions set forth in their Award; Awardee's material breach of the terms and conditions of this agreement; the willful breach, habitual neglect, or other continued failure of the Awardee to abide by any law, rule, procedure or policy which the Awardee has received notice from either KRR or the State of Kansas; the inability to submit a valid Kansas Certificate of Tax Clearance for the Awardee Agency from the Kansas Department of Revenue; the Awardee Agency or any of its employees is found to be debarred or suspended. In the event KRR terminates this agreement for cause the Awardee will be provided written notice of the reasons therefore.

### **TERMINATION DUE TO LACK OF FUNDING APPROPRIATION**

If sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, KRR may terminate this agreement at the end of its current fiscal year. KRR agrees to give written notice of termination to the Awardee at least thirty (30) days prior to the end of its current fiscal year and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this agreement, except that such notice shall not be required prior to ninety (90) days before the end of such fiscal year. KRR will pay to the Awardee, all regular Award payments incurred through the end of such fiscal year. The termination of the Award pursuant to this paragraph shall not cause any penalty to be charged to KRR or the Awardee.

### **TERMINATION FOR CONVENIENCE**



KRR shall terminate performance of work under this Award in whole or in part whenever, for any reason, KRR shall determine the termination is in the best interest of the State of Kansas. In the event KRR elects to terminate this Award pursuant to this provision, the Awardee will be provided written notice at least thirty (30) days prior to the termination date. The termination shall be effective as of the date specified in the notice. The Awardee shall continue to perform any part of the work that has not been terminated by the notice.

#### **RIGHTS AND REMEDIES**

If this Award is terminated, KRR, in addition to any other rights provided for in this Award, may require the Awardee to transfer title and deliver to KRR, in the manner and to the extent directed, any completed materials. KRR shall be obligated only for those services and materials rendered and accepted prior to the date of termination.

If it is determined, after notice of termination for cause, the Awardee's failure was due to causes beyond the control of or negligence of the Awardee, the termination shall be a termination for convenience in the best interest of the State.

In the event of termination, the Awardee shall receive payment pro-rated for the portion of the Award period services were provided to and/or goods were accepted by KRR subject to any offset by KRR for actual damages including loss of federal matching funds.

#### **20. SEVERABILITY**

If any provision of the Award Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable to any extent, the remainder of this Award shall not be affected, and each provision of the Award Agreement shall be enforced fully permitted by law.

#### **21. HOLD HARMLESS**

The Awardee shall indemnify KRR against any and all claims for injury or death of any persons, for loss or damage to any property, and for infringement of any copyright or patent occurring in connection with or in any way incidental to or arising out of the occupancy, use, service, operations or performance of work under this Award. Neither the State of Kansas nor KRR shall hold harmless or indemnify any Awardee beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 et. seq.).

#### **22. CONFLICT OF INTEREST**

The Awardee shall not knowingly employ, during the period of this Award or any extensions of it, any professional personnel who are also in the employ of the State and who are providing services involving this Award or similar in nature to the scope of this Award. Furthermore, the Awardee shall not knowingly employ, during the period of this Award or any extensions of it, any State employee who has participated in the making of this Award until at least two years after his/her termination of employment with the State. All Award Conflict of Interest issues will be decided in accordance with K.S.A. 46-215 et. seq.

### **23. NONDISCRIMINATION AND WORKPLACE SAFETY**

The Awardee agrees to abide by all state, federal and local laws, rules and regulations prohibiting discrimination in employment and controlling workplace safety. Any violation of applicable laws, rules or regulations may result in termination of this Award.

### **24. CIVIL RIGHTS AND NONDISCRIMINATION**

The Awardee assures all Award projects provided by the Awardee shall comply with all applicable nondiscrimination requirements, including, but not limited to, Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. §2000(d) *et seq.*; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. §794; Subtitle A, Title II of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §12131 *et seq.*; Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §1681 *et seq.*; the Age Discrimination Act of 1975, 42 U.S.C. §6101 *et seq.*; U.S. Department of Justice Nondiscrimination Regulations, 28 C.F.R. Part 42, Subparts C, D, E, and G; and U.S. Department of Justice regulations on disability discrimination, 28 C.F.R. Part 35 and Part 39 administrative requirements.

### **25. EQUAL EMPLOYMENT OPPORTUNITY PLAN**

The Awardee assures it has formulated an equal employment opportunity plan (EEO) if required by federal and state law. The Awardee assures it has provided to KRR the name of a civil rights professional who has lead responsibility for ensuring that all applicable civil rights requirements are met. This person shall act as a liaison for civil rights issues with the U.S. Justice Department, Office of Justice Programs, Office of Civil Rights.

The Awardee assures that procedures have been or will be developed to ensure meaningful access by persons with limited English proficiency that are eligible for assistance or services from any Awardee program.

### **26. AMERICANS WITH DISABILITIES ACT (ADA)**

The contractor agrees: (a) to comply with the Kansas Act Against Discrimination, (K.S.A. 44- 1001 et. seq.) the Kansas Age Discrimination in Employment Act, (K.S.A. 44-111 et seq.) the applicable provisions of the Americans with Disabilities Act, (42 U.S.C. 12101 et. seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin, ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees the phrase "Equal

Opportunity Employer; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so they are binding upon such subcontractor or vendor; (e) a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting organization or the Kansas Department of Administration; (t) if it is determined the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting organization or the Kansas Department of Administration. Parties to this contract understand the provisions of this paragraph (except those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the

term of such contract or whose contracts with the contracting state agency cumulatively total \$5,000 or less during the fiscal year of such agency.

#### **27. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)**

Confidentiality under the Health Insurance Portability and Accountability Act, 1996 (HIPAA): KRR is a covered entity under the Act and therefore Awardee is not permitted to use or disclose health information in ways KRR could not. This protection continues as long as the data is in the hands of the Awardee.

#### **28. CRIMINAL PROVISION**

By acceptance of this Award, the Awardee declares and assures they have not been convicted of any criminal offenses that indicate a lack of integrity or honesty. Crimes indicating a lack of integrity or honesty include, but are not limited to, the following: any conviction of federal, state or local laws for embezzlement; theft; forgery; bribery; falsification or destruction of records; receiving stolen property; racketeering; and violation of antitrust laws. Any conviction(s) incident to obtaining or attempting to obtain or performing a public or private contract, subcontract, Award or sub-Award; or conviction of any other offense which impacts the performance and/or responsibility of a contractor, subcontractor, Awardee or sub-Awardee are considered as offenses which lack integrity and honesty. The Awardee shall ensure any employees hired for this Award are not on any criminal registry (i.e., Adult Protective Services Register).

#### **29. TAX CLEARANCE**

Any Awardee agency must obtain a valid Kansas Certificate of Tax Clearance for the Awardee Agency by accessing the Kansas Department of Revenue's website at <http://www.ksrevenue.org/taxclearance.html>. A Tax Clearance is a comprehensive tax

account review to determine and ensure an Agency's account is compliant with all primary Kansas Tax Laws.

### **30. DEBARMENT**

As part of the Code of Federal Regulations, all governmental entities receiving funding from the Federal Government must participate in a government wide system for non-procurement debarment and suspension. A person or entity that is debarred or suspended shall be excluded from Federal financial and non-financial assistance and benefits under Federal programs and activities. Debarment or suspension of a participant in a program by one agency shall have a government wide effect. Before any person or entity enters into this Award Agreement the Excluded Parties Lists (located at the web site <http://www.sam.gov> ) shall be researched for potential debarred persons or entities.

### **31. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)**

The Federal Funding Accountability and Transparency ACT (FFATA) of 2006 requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website. Federal awards include Awards, sub-Awards, loans, awards, cooperative agreements, and other forms of financial assistance as well as contracts, sub-contracts, purchase orders, task orders, and delivery orders. The legislation does not require inclusion of individual transactions below \$25,000. **To comply with this legislation, KRR must report sub-recipient information on Awardees and contractors.** The Awardee agency must submit the FFATA Five Most High Compensated Executives ([form OGC-4001](#)) and submit it with this signed Agreement.

### **32. OWNERSHIP**

All data, forms, procedures, software, manuals, system descriptions and work flows developed or accumulated by the Awardee, under this Award shall be owned by KRR. Awardee may not release any materials without the written approval of KRR.

### **33. LOBBYING**

No appropriated funds may be expended by the recipient of this Award to pay any person for influencing or attempting to influence an officer or employee of any agency, a member of the Legislature or an employee of a member of the Legislature, or to expend in connection with any of the following Federal actions; the awarding of a Federal contract, the making of any federal Award, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, Award, loan, or cooperative agreement.

### **34. RECORDS**

1) KRR finance staff (or its designated representatives) will conduct financial monitoring and review documentation supporting reported expenditures.

2) FINANCIAL RECORDS. The Awardee Agency's accounting system shall meet generally accepted accounting principles. The Awardee hereby agrees to record, classify and report all KRR financed costs in separate and segregated Award-specific financial accounts and **submit copies of receipts along with proof of payment of all expenditures of Award funds**. The Awardee shall maintain complete records of all costs charged to the Award for a period of five years after the expiration of the Award Agreement and make such records available to KRR or its representatives for review at any time. The Awardee shall document steps that were taken to ensure that all purchases charged to the Award are reasonable and allowable.

3) INSPECTION: The Awardee agrees that KRR (or its designated auditor) will have unrestricted access to all financial records, reports, and supporting documentation related to KRR funds

Awarded hereunder. If any work is found to not be in conformance with the Award Agreement, the Awardee will be required to put it into compliance at no additional cost, or payment will be withheld until work is performed in compliance with the Award Agreement.

### **35. ENTIRE AGREEMENT**

This Award constitutes the entire understanding and agreement of and between the parties with respect to the subject matter hereof and supersedes all prior representations and agreements, oral or written. It shall not be varied, except by an instrument in writing of subsequent date, duly executed by authorized representatives of both parties. All work performed by the Awardee, actions taken, and payments made, if any, under any other prior written or oral agreements, with respect to this Award, shall be deemed to have been work performed, actions taken, or payments made under this Award.

**SIGNATURE PAGE**

I, as Awardee, certify by signing this document, I have read the Kansas Reading Roadmap Award Agreement in its entirety and hereby agree to abide by such.

I am also providing the following documentation for record:

- \_\_\_\_ Debarment Memorandum
- \_\_\_\_ Tax Clearance Certification
- \_\_\_\_ Certificate of Liability Insurance
- \_\_\_\_ FFATA

**AWARDEE – Authorizing Official**

(Name, Title): \_\_\_\_\_

(USD): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**AWARDER - DIRECTOR**

Andrew Hysell, Director

Kansas Reading Roadmap

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Attachment A - KRR Budget (FY 2019)**

<b>School Name</b>	Abe Hubert Elementary School		<b>District Name</b>	Garden City Schools	
<b>Grant Year</b>	7/1/2018	to	6/30/2019	<b>USD #</b>	USD 457
<b>Grant Amount</b>	\$ 134,098.78		<b>Mailing Address</b>	1205 A Street, Garden City, KS 67846	
<b>Estimate # Students Served</b>	60 - AS	60 Summer	<b>GC KRR Program Director: Monica Diaz</b>		
<b>Superintendent</b>	Steven Karlin		mdiaz@gckschools.com (620)805-7186		
<b>Email, Phone</b>	skarlin@gckschools.com				
<b>Finance Director</b>	KJ Knoll				
<b>Email, Phone</b>	kjknoll@gckschools.com				
<b>Program Coordinator</b>	Lindsey Shull				
<b>Email, Phone</b>	lshull@gckschools.com				
<b>Partner Schools</b>	Abe Hubert Elementary School				

				<b>Cost</b>	<b>Number</b>	<b>Total Cost</b>
<b>Personnel</b>						
<b>Program Coordinator</b>	Afterschool	Full-time salary - 210 program days		\$ 41,200.00	1	\$ 41,200.00
	Benefits	Health and Benefits		\$ 12,180.00	1	\$ 12,180.00
	FICA	7.65% FICA taxes				\$ 3,151.80
<b>Certified Tutors</b>	Afterschool Rate	AS - 104 program days x 2 hours x \$24.00/hr	per tutor	\$ 4,992.00	6	\$ 29,952.00
	Summer Rate	Summer-20 program days x 6 hours/day x \$24.00/hour	per tutor	\$ 2,880.00	7	\$ 20,160.00
	Summer Rate	Summer-6 hrs planning/prep x \$24.00/hour		\$ 144.00	7	\$ 1,008.00
	FICA	Tutors 7.65% FICA taxes				\$ 3,910.68
<b>Certified Tutor Training</b>	Hourly Rate	Afterschool - 2 hours x \$24.00/hr Training- new tutors	per tutor	\$ 48.00	2	\$ 96.00
	FICA	Summer-6 hours x \$24.00/hour Training-new tutors	per tutor	\$ 144.00	2	\$ 288.00
		Tutor Training - 7.65% FICA taxes				\$ 29.38
<b>Bus Driver</b>	Hourly Rate	AS - 104 program days		N/A		
	Hourly Rate	Summer-20 program days x \$26.00 per hour x 2 routes x 3 drivers		\$ 1,040.00	3	\$ 3,120.00
		Summer Field trip - 4 days x \$10.50 per hour x 5 hours x 2 buses		\$ 210.00	2	\$ 420.00
		7.65% FICA taxes				\$ 270.81
<b>LIFE Team Staff</b>		\$800 x 3 team member Fall		\$ 800.00	3	\$ 2,400.00
	FICA	\$800 x 3 team member Spring		\$ 800.00	3	\$ 2,400.00
		7.65% FICA taxes				\$ 367.20
<b>LIFE Nutritional Staff</b>	FICA	16 nights x 3 hrs/night x \$20/hr		\$ 960.00		\$ 960.00
		7.65% FICA taxes				\$ 73.44
<b>Friends for LIFE Leader Staff</b>		Grad Leader - 2 activities x \$75.00 per activity (1 per semester)		\$ 75.00	2	\$ 150.00
	FICA	7.65% FICA taxes				\$ 11.48
<b>Childcare Stipend</b>		# of childcare workers x 16 nights x 2 hours x \$10/hour (FICA NOT included)		N/A		
<b>Subtotal</b>						<b>\$ 122,148.78</b>
<b>Transportation</b>						
<b>Bus Routes</b>	Show calculation	AS - 104 program days		N/A		
		Summer - 20 program days		N/A		
		Summer field trips - 4 trips x \$1.60/per mile x 100 miles x 2 buses		\$ 640.00	2	\$ 1,280.00
<b>PC/Tutor Travel</b>		Mileage to Training and Huddles @ \$0.535 per mile (2,000 miles x \$0.535/mi)		\$ 0.535	2000	\$ 1,070.00
<b>Subtotal</b>						<b>\$ 2,350.00</b>
<b>Supplies</b>						
<b>Basic Supplies</b>		PC and Tutors (\$100 per Fall/Spring/Summer)	per tutor + PC	\$ 300.00	8	\$ 2,400.00
<b>Books</b>		New program \$3,000/Year 2 \$2,000/Year 3 \$1,000/Over 3 years - \$250.00		\$ 1,000.00		\$ 1,000.00
<b>Summer Fun/Field Day Curriculum</b>		Summer Fun or Field Day Supplies/Admission Provided by KRR		\$ 1,200.00		\$ 1,200.00
<b>Subtotal</b>						<b>\$ 4,600.00</b>
<b>Family Engagement</b>						
<b>LIFE Events</b>		**Recommended General Supplies (\$250.00 Fall and \$250.00 Spring) \$125 Meal x 16 sessions (avg 8 families) & Family Gifts (\$750.00 Fall and \$750.00 Spring)		\$ 2,000.00	2	\$ 4,000.00
<b>LIFE Grad Meal</b>		Graduation meal additional (\$50 Fall and \$50 Spring)		\$ 50.00	2	\$ 100.00
<b>Family Books</b>		Books for children (\$250 Fall and \$250 Spring)		\$ 250.00	2	\$ 500.00
<b>Friends for LIFE Activities</b>		2 activities (1 per semester)		\$ 200.00	2	\$ 400.00
<b>Subtotal</b>						<b>\$ 5,000.00</b>
<b>Total Grant Amount</b>						<b>\$ 134,098.78</b>

**Attachment A - KRR Budget (FY 2019)**

<b>School Name</b>	Buffalo Jones Elementary	<b>District Name</b>	Garden City Schools
<b>Grant Year</b>	7/1/2018 to 6/30/2019	<b>USD #</b>	USD 457
<b>Grant Amount</b>	\$ 153,931.30	<b>Mailing Address</b>	708 N Taylor Ave, Garden City, KS 67846
<b>Estimate # Students Served</b>	70 AS - 70 Summer	<b>Superintendent</b>	Steven Karlin
<b>GC KRR Progr</b>	Monica Diaz - 620-805-7186	<b>Email, Phone</b>	skarlin@gckschools.com
<b>Finance Director</b>	KJ Knoll	<b>Program Coordinator</b>	Miguel Fernando Alvarez
<b>Email, Phone</b>	kjknoll@gckschools.com	<b>Partner Schools</b>	Buffalo Jones Elementary School
<b>Program Coordinator</b>	Miguel Fernando Alvarez		
<b>Email, Phone</b>	malvarez1@gckschools.com		
<b>Partner Schools</b>	Buffalo Jones Elementary School		

Type		Cost	Number	Total Cost
<b>Personnel</b>				
<b>Program Coordinator</b>	Full-time salary - 210 program days	\$ 41,200.00	1	\$ 41,200.00
	Benefits	\$ 12,180.00	1	\$ 12,180.00
	FICA			\$ 3,151.80
	7.65% FICA taxes			
<b>Certified Tutors</b>	Afterschool Rate AS - 104 program days x 2 hours x \$24/hr (1 is for spanish)	\$ 4,992.00	8	\$ 39,936.00
	Summer Rate Summer-20 program days x 6 hours/day x \$24.00/hour	\$ 2,880.00	9	\$ 25,920.00
	Summer Rate Summer-6 hrs planning/prep x \$24.00/hour	\$ 144.00	9	\$ 1,296.00
	FICA Tutors 7.65% FICA taxes			\$ 5,137.13
<b>Certified Tutor Training</b>	Hourly Rate Afterschool - 2 hours x \$24/hr Training- new tutors	\$ 48.00	3	\$ 144.00
	Summer-6 hours x \$24.00/hour Training-new tutors	\$ 144.00	2	\$ 288.00
	FICA Tutor Training - 7.65% FICA taxes			\$ 33.05
<b>Bus Driver</b>	Hourly Rate AS - 104 programming days	N/A		
	Hourly Rate Summer-20 program days x \$26.00 per hour x 2 routes x 3 drivers	\$ 1,040.00	3	\$ 3,120.00
	Hourly Rate Summer Field trip - 4 days x \$10.50 per hour x 5 hours x 2 buses	\$ 210.00	2	\$ 420.00
	FICA 7.65% FICA taxes			\$ 270.81
<b>LIFE Team Staff</b>	\$800 x 4 team member Fall (1 is a translator)	\$ 800.00	4	\$ 3,200.00
	\$800 x 4 team member Spring (1 is a translator)	\$ 800.00	4	\$ 3,200.00
	FICA 7.65% FICA taxes			\$ 489.60
<b>LIFE Nutritional Staff</b>	FICA 16 nights x 3 hrs/night x \$20/hr	\$ 960.00		\$ 960.00
	FICA 7.65% FICA taxes			\$ 73.44
<b>Friends for LIFE Leader Staff</b>	Grad Leader - 2 activities x \$75.00 per activity (1 per semester)	\$ 75.00	2	\$ 150.00
	FICA 7.65% FICA taxes			\$ 11.48
<b>Childcare Stipend</b>	# of childcare workers x 16 nights x 2 hours x \$10/hour (FICA NOT included)	N/A		
<b>Subtotal</b>				<b>\$ 141,181.30</b>
<b>Transportation</b>				
<b>Bus Routes</b>	Show calculation AS - 104 programming days	N/A		
	Summer - 20 programming days	N/A		
	Summer field trips - 4 trips x \$1.60/per mile x 100 miles x 2 buses	\$ 640.00	2	\$ 1,280.00
<b>PC/Tutor Travel</b>	Mileage to Training and Huddles @ \$0.535 per mile (2,000 miles x \$0.535/mi)	\$ 0.535	2000	\$ 1,070.00
<b>Subtotal</b>				<b>\$ 2,350.00</b>
<b>Supplies</b>				
<b>Basic Supplies</b>	PC and Tutors (\$100 per Fall/Spring/Summer)	\$ 300.00	10	\$ 3,000.00
	New program \$3,000/Year 2 \$2,000/Year 3 \$1,000/Over 3 years - \$250.00	\$ 1,000.00		\$ 1,000.00
<b>Books</b>	Summer Fun or Field Day Supplies/Admission	\$ 1,400.00		\$ 1,400.00
<b>Summer Fun/Field Day Curriculum</b>	Provided by KRR			
<b>Subtotal</b>				<b>\$ 5,400.00</b>
<b>Family Engagement</b>				
<b>LIFE Events</b>	**Recommended General Supplies (\$250.00 Fall and \$250.00 Spring)	\$ 2,000.00	2	\$ 4,000.00
	\$125 Meal x 16 sessions (avg 8 families) & Family Gifts (\$750.00 Fall and \$750.00 Spring)			
<b>LIFE Grad Meal</b>	Graduation meal additional (\$50 Fall and \$50 Spring)	\$ 50.00	2	\$ 100.00
<b>Family Books</b>	Books for children (\$250 Fall and \$250 Spring)	\$ 250.00	2	\$ 500.00
<b>Friends for LIFE Activities</b>	2 activities (1 per semester)	\$ 200.00	2	\$ 400.00
<b>Subtotal</b>				<b>\$ 5,000.00</b>
<b>Total Grant Amount</b>				<b>\$ 153,931.30</b>



**Attachment A - KRR Budget (FY 2019)**

<b>School Name</b>	Florence Wilson Elementary		<b>District Name</b>	Garden City Schools
<b>Grant Year</b>	7/1/2018	to	6/30/2019	<b>USD #</b>
<b>Grant Amount</b>	\$ 124,155.16			USD 457
<b>Estimate # Students Served</b>	50 AS - 50 Summer		<b>Mailing Address</b>	1709 Labrador Blvd, Garden City, KS 67846
<b>Superintendent</b>	Steven Karlin	<b>GC KRR Program Director: Monica Diaz</b>		
<b>Email, Phone</b>	skarlin@gckschools.com	mdiaz@gckschools.com (620) 805-7186		
<b>Finance Director</b>	KJ Knoll			
<b>Email, Phone</b>	kjknoll@gckschools.com			
<b>Program Coordinator</b>	Sonia Duron			
<b>Email, Phone</b>	bduron@gckschools.com			
<b>Partner Schools</b>	Florence Wilson Elementary School			

<b>Personnel</b>		<b>Type</b>	<b>Cost</b>	<b>Number</b>	<b>Total Cost</b>
<b>Program Coordinator</b>		Full-time salary - 210 program days	\$ 41,200.00	1	\$ 41,200.00
	Benefits	Health	\$ 12,180.00	1	\$ 12,180.00
	FICA	7.65% FICA taxes			\$ 3,151.80
<b>Certified Tutors</b>	Afterschool Rate	AS - 104 program days x 2 hours x \$24.00/hr per tutor	\$ 4,992.00	5	\$ 24,960.00
	Summer Rate	Summer-20 program days x 6 hours/day x \$24.00/hour per tutor	\$ 2,880.00	6	\$ 17,280.00
	Summer Rate	Summer-6 hrs planning/prep x \$24.00/hour	\$ 144.00	6	\$ 864.00
	FICA	Tutors 7.65% FICA taxes			\$ 3,297.46
<b>Certified Tutor Training</b>	Hourly Rate	Afterschool - 2 hours x \$24/hr Training- new tutors per tutor	\$ 48.00	3	\$ 144.00
	FICA	Summer-6 hours x \$24.00/hour Training-new tutors per tutor	\$ 144.00	2	\$ 288.00
		Tutor Training - 7.65% FICA taxes			\$ 33.05
<b>Bus Driver</b>	Hourly Rate	AS - 104 program days	N/A		
	Hourly Rate	Summer-20 program days x \$26.00 per hour x 2 routes x 3 drivers	\$ 1,040.00	3	\$ 3,120.00
	FICA	Summer Field trip - 4 days x \$10.50 per hour x 5 hours x 1 bus	\$ 210.00	1	\$ 210.00
		7.65% FICA taxes			\$ 254.75
<b>LIFE Team Staff</b>		\$800 x 3 team member Fall	\$ 800.00	3	\$ 2,400.00
	FICA	\$800 x 3 team member Spring	\$ 800.00	3	\$ 2,400.00
		7.65% FICA taxes			\$ 367.20
<b>LIFE Nutritional Staff</b>	FICA	16 nights x 3 hrs/night x \$20/hr	\$ 960.00		\$ 960.00
		7.65% FICA taxes			\$ 73.44
<b>Friends for LIFE Leader Staff</b>		Grad Leader - 2 activities x \$75.00 per activity (1 per semester)	\$ 75.00	2	\$ 150.00
	FICA	7.65% FICA taxes			\$ 11.48
<b>Childcare Stipend</b>		# of childcare workers x 16 nights x 2 hours x \$10/hour (FICA NOT included)	N/A		
<b>Subtotal</b>					<b>\$ 113,345.16</b>
<b>Transportation</b>					
<b>Bus Routes</b>	Show calculation	AS - 104 program days	N/A		
		Summer - 20 program days	N/A		
		Summer field trips - 4 trips x \$1.60/per mile x 100 miles x 1 bus	\$ 640.00	1	\$ 640.00
<b>PC/Tutor Travel</b>		Mileage to Training and Huddles @ \$0.535 per mile (2,000 miles x \$0.535/mi)	\$ 0.535	2000	\$ 1,070.00
<b>Subtotal</b>					<b>\$ 1,710.00</b>
<b>Supplies</b>					
<b>Basic Supplies</b>		PC and Tutors (\$100 per Fall/Spring/Summer) per tutor + PC	\$ 300.00	7	\$ 2,100.00
<b>Books</b>		New program \$3,000/Year 2 \$2,000/Year 3 \$1,000/Over 3 years - \$250.00	\$ 1,000.00		\$ 1,000.00
<b>Summer Fun/Field Day Curriculum</b>		Summer Fun or Field Day Supplies/Admission Provided by KRR	\$ 1,000.00		\$ 1,000.00
<b>Subtotal</b>					<b>\$ 4,100.00</b>
<b>Family Engagement</b>					
<b>LIFE Events</b>		**Recommended General Supplies (\$250.00 Fall and \$250.00 Spring) \$125 Meal x 16 sessions (avg 8 families) & Family Gifts (\$750.00 Fall and \$750.00 Spring)	\$ 2,000.00	2	\$ 4,000.00
<b>LIFE Grad Meal</b>		Graduation meal additional (\$50 Fall and \$50 Spring)	\$ 50.00	2	\$ 100.00
<b>Family Books</b>		Books for children (\$250 Fall and \$250 Spring)	\$ 250.00	2	\$ 500.00
<b>Friends for LIFE Activities</b>		2 activities (1 per semester)	\$ 200.00	2	\$ 400.00
<b>Subtotal</b>					<b>\$ 5,000.00</b>
<b>Total Grant Amount</b>					<b>\$ 124,155.16</b>

**Attachment A - KRR Budget (FY 2019)**

<b>School Name</b>	Gertrude Walker Elementary	<b>District Name</b>	Garden City Schools
<b>Grant Year</b>	7/1/2018 to 6/30/2019	<b>USD #</b>	USD 457
<b>Grant Amount</b>	\$ 154,286.32	<b>Mailing Address</b>	805 W Fair St, Garden City, KS 67846
<b>Estimate # Students Served</b>	80 AS - 80 Summer		
<b>Superintendent</b>	Steven Karlin skarlin@gckschools.com	<b>GC KRR Program Director:</b> Monica Diaz mdiaz@gckschools.com (20)805-7186	
<b>Email, Phone</b>			
<b>Finance Director</b>	KJ Knoll kjknull@gckschools.com		
<b>Email, Phone</b>			
<b>Program Coordinator</b>	Jamie Schweer jschweer@gckschools.com		
<b>Email, Phone</b>			
<b>Partner Schools</b>	Gertrude Walker Elementary School		

<b>Personnel</b>		<b>Type</b>	<b>Cost</b>	<b>Number</b>	<b>Total Cost</b>
<b>Program Coordinator</b>		Full-time salary - 210 program days	\$ 41,200.00	1	\$ 41,200.00
	Benefits	Health	\$ 12,180.00	1	\$ 12,180.00
	FICA	7.65% FICA taxes			\$ 3,151.80
<b>Certified Tutors</b>	Afterschool Rate	AS - 104 program days x 2 hours x \$24.00/hr per tutor	\$ 4,992.00	8	\$ 39,936.00
	Summer Rate	Summer-20 program days x 6 hours/day x \$24.00/hour per tutor	\$ 2,880.00	9	\$ 25,920.00
	Summer Rate	Summer-6 hrs planning/prep x \$24.00/hour	\$ 144.00	9	\$ 1,296.00
	FICA	Tutors 7.65% FICA taxes			\$ 5,137.13
<b>Certified Tutor Training</b>	Hourly Rate	Afterschool - 2 hours x \$24.00/hr Training- new tutors per tutor	\$ 48.00	3	\$ 144.00
		Summer-6 hours x \$24.00/hour Training-new tutors per tutor	\$ 144.00	3	\$ 432.00
	FICA	Tutor Training - 7.65% FICA taxes			\$ 44.06
<b>Bus Driver</b>		AS-104 program days	N/A		
	Hourly Rate	Summer-20 program days x \$26.00 per hour x 2 routes x 3 drivers	\$ 1,040.00	3	\$ 3,120.00
		Summer Field trip - 4 days x \$10.50 per hour x 5 hours x 2 buses	\$ 210.00	2	\$ 420.00
	FICA	7.65% FICA taxes			\$ 270.81
<b>LIFE Team Staff</b>		\$800 x 4 team member Fall (1 is a translator)	\$ 800.00	4	\$ 3,200.00
		\$800 x 4 team member Spring (1 is a translator)	\$ 800.00	4	\$ 3,200.00
	FICA	7.65% FICA taxes			\$ 489.60
<b>LIFE Nutritional Staff</b>		16 nights x 3 hrs/night x \$20/hr	\$ 960.00		\$ 960.00
	FICA	7.65% FICA taxes			\$ 73.44
<b>Friends for LIFE Leader Staff</b>		Grad Leader - 2 activities x \$75.00 per activity (1 per semester)	\$ 75.00	2	\$ 150.00
	FICA	7.65% FICA taxes			\$ 11.48
<b>Childcare Stipend</b>		# of childcare workers x 16 nights x 2 hours x \$10/hour (FICA NOT included)	N/A		
<b>Subtotal</b>					<b>\$ 141,336.32</b>
<b>Transportation</b>					
<b>Bus Routes</b>	Show calculation	AS - 104 program days	N/A		
		Summer - 20 program days	N/A		
		Summer field trips - 4 trips x \$1.60/per mile x 100 miles x 2 buses	\$ 640.00	2	\$ 1,280.00
<b>PC/Tutor Travel</b>		Mileage to Training and Huddles @ \$0.535 per mile (2,000 miles x \$0.535/mi)	\$ 0.535	2000	\$ 1,070.00
<b>Subtotal</b>					<b>\$ 2,350.00</b>
<b>Supplies</b>					
<b>Basic Supplies</b>		PC and Tutors (\$100 each Fall/Spring/Summer) per tutor + PC	\$ 300.00	10	\$ 3,000.00
<b>Books</b>		New program \$3,000/Year 2 \$2,000/Year 3 \$1,000/Over 3 years - \$250.00	\$ 1,000.00		\$ 1,000.00
<b>Summer Fun/Field Day Curriculum</b>		Summer Fun or Field Day Supplies/Admission Provided by KRR	\$ 1,600.00		\$ 1,600.00
<b>Subtotal</b>					<b>\$ 5,600.00</b>
<b>Family Engagement</b>					
<b>LIFE Events</b>		**Recommended General Supplies (\$250.00 Fall and \$250.00 Spring) \$125 Meal x 16 sessions (avg 8 families) & Family Gifts (\$750.00 Fall and \$750.00 Spring)	\$ 2,000.00	2	\$ 4,000.00
<b>LIFE Grad Meal</b>		Graduation meal additional (\$50 Fall and \$50 Spring)	\$ 50.00	2	\$ 100.00
<b>Family Books</b>		Books for children (\$250 Fall and \$250 Spring)	\$ 250.00	2	\$ 500.00
<b>Friends for LIFE Activities</b>		2 activities (1 per semester)	\$ 200.00	2	\$ 400.00
<b>Subtotal</b>					<b>\$ 5,000.00</b>
<b>Total Grant Amount</b>					<b>\$ 154,286.32</b>

**Attachment A - KRR Budget (FY 2019)**

<b>School Name</b>	Victor Ornelas Elementary	<b>District Name</b>	Garden City Schools
<b>Grant Year</b>	7/1/2018 to 6/30/2019	<b>USD #</b>	USD 457
<b>Grant Amount</b>	\$ 143,279.68	<b>Mailing Address</b>	3401 E Spruce St, Garden City, KS 67846
<b>Estimate # Students Served</b>	70 AS - 70 Summer	<b>GC KRR Program Director: Monica Diaz</b>	
<b>Superintendent</b>	Steven Karlin	mdiaz@gckschools.com (620)805-7186	
<b>Email, Phone</b>	skarlin@gckschools.com		
<b>Finance Director</b>	KJ Knoll		
<b>Email, Phone</b>	kjknoll@gckschools.com		
<b>Program Coordinator</b>	Melanie Marcy		
<b>Email, Phone</b>	mmarcy@gckschools.com		
<b>Partner Schools</b>	Victor Ornelas Elementary School		

		Type	Cost	Number	Total Cost
<b>Personnel</b>					
	<b>Program Coordinator</b>	Full-time salary - 210 program days	\$ 41,200.00	1	\$ 41,200.00
	Benefits	Health	\$ 12,180.00	1	\$ 12,180.00
	FICA	7.65% FICA taxes			\$ 3,151.80
	<b>Certified Tutors</b>	Afterschool Rate AS - 104 program days x 2 hours x \$24.00/hr per tutor	\$ 4,992.00	7	\$ 34,944.00
	Summer Rate	Summer-20 program days x 6 hours/day x \$24.00/hour per tutor	\$ 2,880.00	8	\$ 23,040.00
	Summer Rate	Summer-6 hrs planning/prep x \$24.00/hour	\$ 144.00	8	\$ 1,152.00
	FICA	Tutors 7.65% FICA taxes			\$ 4,523.90
	<b>Certified Tutor Training</b>	Hourly Rate Afterschool - 2 hours x \$24.00/hr Training- new tutors per tutor	\$ 48.00	3	\$ 144.00
		Summer-6 hours x \$24.00/hour Training-new tutors per tutor	\$ 144.00	2	\$ 288.00
	FICA	Tutor Training - 7.65% FICA taxes			\$ 33.05
	<b>Bus Driver</b>	Hourly Rate AS - 104 program days	N/A		
	Hourly Rate	Summer-20 program days x \$26.00 per hour x 2 routes x 3 drivers	\$ 1,040.00	3	\$ 3,120.00
		Summer Field trip - 4 days x \$10.50 per hour x 5 hours x 2 buses	\$ 210.00	2	\$ 420.00
	FICA	7.65% FICA taxes			\$ 270.81
	<b>LIFE Team Staff</b>	\$800 x 3 team member Fall	\$ 800.00	3	\$ 2,400.00
		\$800 x 3 team member Spring	\$ 800.00	3	\$ 2,400.00
	FICA	7.65% FICA taxes			\$ 367.20
	<b>LIFE Nutritional Staff</b>	FICA 16 nights x 3 hrs/night x \$20/hr	\$ 960.00		\$ 960.00
		7.65% FICA taxes			\$ 73.44
	<b>Friends for LIFE Leader Staff</b>	Grad Leader - 2 activities x \$75.00 per activity (1 per semester)	\$ 75.00	2	\$ 150.00
	FICA	7.65% FICA taxes			\$ 11.48
	<b>Childcare Stipend</b>	# of childcare workers x 16 nights x 2 hours x \$10/hour (FICA NOT included)	N/A		
<b>Subtotal</b>					<b>\$ 130,829.68</b>
<b>Transportation</b>					
	<b>Bus Routes</b>	Show calculation AS - 104 program days	N/A		
		Summer - 20 program days	N/A		
		Summer field trips - 4 trips x \$1.60/per mile x 100 miles x 2 buses	\$ 640.00	2	\$ 1,280.00
	<b>PC/Tutor Travel</b>	Mileage to Training and Huddles @ \$0.535 per mile (2,000 miles x \$0.535/mi)	\$ 0.535	2000	\$ 1,070.00
<b>Subtotal</b>					<b>\$ 2,350.00</b>
<b>Supplies</b>					
	<b>Basic Supplies</b>	PC and Tutors (\$100 per Fall/Spring/Summer) per tutor + PC	\$ 300.00	9	\$ 2,700.00
	<b>Books</b>	New program \$3,000/Year 2 \$2,000/Year 3 \$1,000/Over 3 years - \$250.00	\$ 1,000.00		\$ 1,000.00
	<b>Summer Fun/Field Day Curriculum</b>	Summer Fun or Field Day Supplies/Admission Provided by KRR	\$ 1,400.00		\$ 1,400.00
<b>Subtotal</b>					<b>\$ 5,100.00</b>
<b>Family Engagement</b>					
	<b>LIFE Events</b>	**Recommended General Supplies (\$250.00 Fall and \$250.00 Spring) \$125 Meal x 16 sessions (avg 8 families) & Family Gifts (\$750.00 Fall and \$750.00 Spring)	\$ 2,000.00	2	\$ 4,000.00
	<b>LIFE Grad Meal</b>	Graduation meal additional (\$50 Fall and \$50 Spring)	\$ 50.00	2	\$ 100.00
	<b>Family Books</b>	Books for children (\$250 Fall and \$250 Spring)	\$ 250.00	2	\$ 500.00
	<b>Friends for LIFE Activities</b>	2 activities (1 per semester)	\$ 200.00	2	\$ 400.00
<b>Subtotal</b>					<b>\$ 5,000.00</b>
<b>Total Grant Amount</b>					<b>\$ 143,279.68</b>

**Attachment B**  
**Data Sharing Agreement**  
**Between**  
**USD 457 Garden City**  
**and**  
**Hysell Wagner, LLC**  
**d.b.a**  
**Kansas Reading Roadmap**

This agreement ("Agreement") is made, by and between USD 457 Garden City ("District") 1205 Fleming Street, Garden City, KS 67846 and Hysell Wagner, LLC, d.b.a Kansas Reading Roadmap (KRR), 112 SW 6<sup>th</sup> Avenue, Suite 201, Topeka, Kansas 66603.

The Kansas Reading Roadmap is considered a service provider of DISTRICT engaged to perform an assessment and evaluation of DISTRICT KRR initiative. KRR aligns the in-class Kansas MTSS program with additional instruction/intervention with children and families in after school time. In consideration of DISTRICT providing KRR the data addressed in this Agreement, KRR will provide DISTRICT with a copy of their study and analysis so the school or district can use the study to improve the quality of instruction and assessment of their education program and services. The parties acknowledge that certain data requested herein was previously obtained by Kansas University Center for Public Partnerships and Research (KRR) from DISTRICT under a prior Data Sharing Agreement, which expired on June 30, 2018. KRR will retain this data under the purpose and terms of the KRR initiative described under this Agreement.

**1. TERM**

The investigation and research covered by this agreement shall begin July 1, 2018 and shall continue for as long as the underlying KRR project continues. This agreement shall end upon termination or completion of the contract between the KRR and Kansas Department for Children & Families (DCF), first effective as of July 1, 2018 and subject to annual renewal as agreed to in writing between those two parties. KRR and DISTRICT may agree to extend this Agreement for an additional period under terms provided for in writing and approved by both parties.

**2. AGREEMENT PURPOSE**

Kansas Reading Roadmap is an initiative funded by Kansas Department of Children and Families to provide students K-3 with the support they need to read proficiently by the fourth grade. KRR will collect student-level data and perform analysis to assess and inform the KRR program's impact.

For KRR to conduct an evaluation of the intervention, KRR requires certain confidential data as specified in Article 10 herein from the USD 457 Garden City DISTRICT. **KRR is requesting this data in compliance with the Study Exception under the Federal Educational Rights and Privacy Act (FERPA) 34 CFR Part 99; and in compliance with the Kansas Student Data Privacy Act, K.S.A. 72-6215, et seq. Under the FERPA Study Exception, School or District may disclose Personally Identifiable Information (PH) to KRR, in order to improve the quality of instruction and assessment at DISTRICT. KRR will evaluate the effectiveness of the KRR education program based on its ability to improve student achievement. Findings and recommendations resulting from the study will be shared with DISTRICT to inform practice.**

### **3. INFORMATION SUBJECT TO THIS AGREEMENT**

- A.** All data collected by DISTRICT provided to KRR and all information derived from those data, and all data resulting from merges, matches, or other uses of the data provided by DISTRICT with other data, are subject to this Agreement.
- B.** KRR may only use the data for the purposes stated herein and is subject to the limitations imposed under the provisions of this Agreement.
- C.** Neither KRR nor DISTRICT may use the data in ways not allowed under FERPA legislation.

### **4. DESIGNATION OF AUTHORIZED INDIVIDUAL AND OTHER INDIVIDUALS WHO MAY HAVE ACCESS TO TARGET DATA**

KRR agrees to limit and restrict access to the data to the following categories of individuals:

- A.** Primary Principal Investigator, Mustafa Yilmaz,
- B.** Assistant and Associate Data Analysts under PI's direction and oversight,
- C.** Support staff including the operation and program team members, but only to the extent necessary to support the research and under PI's direction and oversight.

### **5. LIMITATIONS ON DISCLOSURE**

KRR may publish the results, analysis, or other information developed as a result of any research based on the data made available under this Agreement in summary or aggregate form, ensuring that no personally-identifiable information is disclosed.

### **6. PUBLICATION**

KRR may publish the results, analysis, or other information developed as a result of any research based on the data made available under this Agreement in summary or aggregate form, ensuring that no personally-identifiable information is disclosed.

### **7. PUBLICITY**

Any use of the name Kansas Reading Roadmap, employees' names, or any of its constituent colleges or programs, or related logos in advertisements, publications or notices shall be subject to prior written approval.

### **8. SECURITY REQUIREMENTS**

- A.** KRR will ensure each of its employees with access to the data understand and acknowledge the strict confidentiality of the data and agrees to report to DISTRICT any breach or suspected breach to any unauthorized individual within 48 hours upon discovering any breach.
- B.** Maintenance of, and access to, the data.

- i)* KRR shall retain the original version of the data at a single secure location for a period of six (6) years after this Agreement expires and shall not make a copy of the data available to anyone except individuals specified in item 4 above. KRR will obtain, maintain, and store all DISTRICT data using the encrypted and FERPA-compliant Microsoft cloud services platform.
- ii)* KRR shall ensure access to the data is controlled by password protection. This is accomplished by using the Microsoft SharePoint online data exchange platform and assigning only the authorized school officials and KRR personnel with KRR credentials access as noted in item 4.
- iii)* KRR shall ensure that all reports are edited for the removal of any inadvertent disclosure of personally-identifiable data.

**C. Destruction of target data**

KRR shall destroy the data in a secure manner including all copies, whether electronic or paper when the data is no longer needed for the purposes for which this agreement is entered into, not to exceed five years post publication or upon completion of the required six (6) year retention period after expiration of this agreement, whichever occurs last.

Notification:

- i)* KRR shall notify DISTRICT within ten (10) days upon receipt of any request or demand for disclosure of the data.
- ii)* KRR shall notify DISTRICT upon discovering any breach or suspected breach of security or of any disclosure of the data to any unauthorized individual or entity

**D.** Data destruction shall comply with NISTSP800-88 standards of data destruction.

**9. COMPENSATION**

This Agreement is non-financial in nature and there shall be no compensation and/or payment between the parties throughout the duration of the Agreement.

**10. SPECIFIC DATA REQUESTED FROM DISTRICT**

- A.** KRR will request DISTRICT state-assigned student ID numbers on all students who have participated in the KRR interventions in that School or District.
- B.** DISTRICT will provide the following student level data back to KRR linked to the state-assigned student ID# for all students:
  - i)* Personal information (e.g., name, State ID #, DOB)

- ii) Demographic student directory information (e.g., grade, race, ethnicity, gender)
  - iii) Special status (e.g., IEP, 504, ELL, FRL)
  - iv) School attendance/truancy,
  - v) Curriculum Based Measurement (CBM) Assessment Results - individual level data on fall, winter and spring CBM assessments (e.g., aimsweb, DIBELS, FastBridge) for all students before, during, and after the KRR intervention
  - vi) State reading assessment scores at requested intervals (e.g., Spring 2015, Spring 2019, and each subsequent year)
- C.** DISTRICT will also provide individual-level data on all other students, Kindergarten and up, in KRR participating schools described in the section (B) above. This will provide a comparison between students that did not receive KRR afterschool, summer, or family engagement programs during the KRR intervention to test whether KRR programs close the gap in reading achievement for all students in a participating school.
- D.** KRR will provide DISTRICT a data request form outlining the specific data elements requested and the date ranges for that data, including dates prior to KRR implementation, and follow-up information on students as they move beyond the KRR target range (K-3) into upper elementary grades. KRR will assist schools in fulfilling the request by addressing technical questions or facilitating the alignment of the data request form with the school's data system elements. DISTRICT will provide KRR the CBM assessment results 3 times a year; Fall Assessment results by **October 15th**, Winter Assessment results by **February 15th**, and Spring Assessment results by **May 20th**. All the other data requested in the section (B) above except the state assessment score will be submitted twice during the school year, first by **February 15th**, and the second one **May 20th**. Lastly, the state assessment scores will be reported by **May 20th**.
- E.** Only the state-assigned student ID number will be associated with student-level data obtained from DISTRICT in a data file. KRR will maintain a master matching file containing the identity of the individual students and their state-assigned student ID number separately and securely from any data file.
- F.** KRR will only use PII from DISTRICT education records only for the purposes and activities identified in this Agreement.

## 11. HOW DATA WILL BE USED & ANALYZED

KRR will match school-level data and intervention-specific evaluation data to create a complete record of data for each student participant in KRR. KRR will examine student reading progress over time and school-specific, de-identified reports will be shared with school representatives. KRR will then analyze this data and report findings in the aggregate across KRR schools to evaluate cohort progress on

intervention specific outcome measures to be presented in the KRR evaluation report. No PII will be included in this KRR record.

## **12. DESIRED DATA TRANSFER MEDIUM**

DISTRICT shall provide the data to KRR in a format that is compatible for analysis such as comma-separated variable (CSV) file format, or Microsoft Excel file formats (XLS, XLSX), shared via KRR's secure SharePoint online data exchange platform. This data file shall contain the State-assigned student ID number and the data for each student.

To securely transfer this data file, KRR will send an email reminder to the designated DISTRICT representative. DISTRICT representative will share the data through the secure and FERPA-compliant file exchange system, and it is the only acceptable method to transfer personally-identifiable data for this project (e.g., sending data as attachments from any type of email account is strictly prohibited). If KRR receives the requested data from DISTRICT outside of the secure link method, KRR will delete without opening and ask the representative to resubmit the data via the indicated data exchange system.

The file, once submitted, will be directly stored within the server and access is restricted to only the designated and verified staff with KRR credentials listed in this application. Thus, the requested data is never copied to an unsecured desktop computer or stored on a device such as a laptop computer, CD or flash drive that may be lost or compromised.

## **13. TERMINATION OF THIS AGREEMENT**

Any violation of the terms and conditions of this Agreement may result in the immediate termination of this Agreement by DISTRICT.

- A.** DISTRICT may initiate termination of this Agreement by written notice to KRR.
- B.** Upon receipt of the written notice of termination, KRR will have 10 business days to submit a written Response to DISTRICT, indicating why this Agreement should not be revoked.
- C.** DISTRICT shall decide whether to terminate this Agreement based on all the information available to it. DISTRICT shall provide written notice of its decision to KRR within 10 business days after receipt of the Response. Upon agreement of the parties, these timeframes may be extended for good cause.
- D.** KRR may terminate this Agreement with immediate effect upon notice that DISTRICT is no longer a participant in the KRR project.

## **14. RELATIONSHIP BETWEEN THE PARTIES**

Nothing in this Agreement is intended to create a corporation, company, partnership, joint venture, limited liability company, association or other legal entity of any kind or for any purpose as between the parties. No party will have any authority to bind or commit the other party or cause the other party to incur any liability or obligation, for any purpose without the express written consent of the other party.



**15. NON-ASSIGNMENT**

Neither party to this Agreement shall have the right to assign any duty or responsibility arising hereunder without the written consent of the other party nor share any data with any third party without the school district's written consent. Notwithstanding this paragraph, publication of aggregate data as described in Article 6 above is not prohibited by Article 17

**16. DISCLAIMER OF WARRANTY**

Neither party to this agreement guarantees any specific results of the research.

**17. NOTICES**

All notices shall be in writing mailed via certified mail, return receipt requested, courier, or facsimile transmission addressed as follows, or to such other address as may be designated from time to time:

If to District:                   USD 457 Garden City  
  1205 Fleming Street  
  Garden City, KS 67846

If to KRR:                        Kansas Reading Roadmap  
  112 SW 6<sup>th</sup> Avenue, Suite 201  
  Topeka, Kansas 66603  
  Attn: Andrew Hysell

Notices shall be deemed given as of the date received.

**18. ENTIRE AGREEMENT/MODIFICATION**

This Agreement constitutes the entire agreement between the parties and may be amended only in writing signed by all parties.

**[Signatures on the following page]**

**IN WITNESS WHEREOF, the KRR and DISTRICT enter into this agreement as executed below by their duly authorized representatives.**

\_\_\_\_\_  
**Superintendent**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Andrew Hysell**

\_\_\_\_\_  
**Date**

**READ and ACKNOWLEDGED:**

## RESOLUTION TO ESTABLISH REGULAR MEETING DATES

Be it resolved that pursuant to K.S.A. 72-8205, the Board of Education of Unified School District No. 457, Finney County Kansas, at its regular meeting held July 9, 2018, established the following meeting schedule for regular Board of Education meetings to be held during the 2018-2019 school year.

<i>July 9</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>January 14</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>July 23</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>February 4</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>August 6</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>February 18</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>August 20</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>March 4</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>September 10</i>	<i>(Monday)</i>	<i>6:00p.m.</i>	<i>March 21</i>	<i>(Thursday)</i>	<i>5:00 p.m.</i>
<i>September 27</i>	<i>(Thursday)</i>	<i>5:00 p.m.</i>	<i>(To approve payables only)</i>		
<i>(To approve payables only)</i>			<i>April 1</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>October 8</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>April 15</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>October 22</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>May 6</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>November 12</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>May 20</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>December 3</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>	<i>June 3</i>	<i>(Monday)</i>	<i>6:00 p.m.</i>
<i>December 20</i>	<i>(Thursday)</i>	<i>5:00 p.m.</i>	<i>June 27</i>	<i>(Thursday)</i>	<i>5:00p.m.</i>
<i>(To approve payables only)</i>			<i>(To approve payables only)</i>		

Board meetings shall commence at 6:00 p.m., except as noted above, and shall be held in the Board Meeting Room at the Educational Support Center, 1205 Fleming Street, Garden City, Kansas, or at such location as may be specified in the agenda issued prior to each meeting.

If the established meeting is cancelled because of an emergency, within 24 hours of such cancellation the Board shall establish and give notice of the new meeting date and time. The Board of Education reserves the right to adjourn any regular meeting to another time and place.

Adopted this 9<sup>th</sup> day of July, 2018, by the Board of Education of Unified School District No. 457, Finney County, Kansas

\_\_\_\_\_  
President, Board of Education

Attest: \_\_\_\_\_  
Stephanie DeLoach, Board Clerk

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**Garden City**



U.S.D. #457

**Public Schools**

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Board of Education

**July 9, 2018**

**RESOLUTION RESCINDING POLICY ACTIONS  
PRIOR TO JUNE 30, 2018  
AND ADOPTING CURRENT WRITTEN POLICIES**

Be it resolved that all policy statements found in the minutes of this Board of Education prior to June 30, 2018, be rescinded, and that the board of education adopt the Board Policy Manual as presented and recommended by the Superintendent of Schools to govern Unified School District No. 457 during the 2018-2019 school year, subject to periodic review, amendment, and revisions by the Board of Education.

Adopted this ninth (9<sup>th</sup>) day of July, 2018, by the Board of Education of Unified School District No. 457, Finney County, Kansas.

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President, Board of Education

Attest:

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Stephanie DeLoach, Board Clerk



**RESOLUTION WAIVING REQUIREMENTS FOR  
GENERALLY ACCEPTED ACCOUNTING PRINCIPLES**

WHEREAS Unified School District No. 457, Garden City, Kansas, has determined that the financial statements and financial reports for the year ended June 30, 2019, to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of Unified School District No. 457, Garden City, Kansas, and

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of Unified School District No. 457 which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended June 30, 2019.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of Unified School District No. 457, Garden City, Kansas, in regular meeting duly assembled this 9<sup>th</sup> day of July, 2018, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to Unified School District No. 457, Garden City, Kansas, for the year ended June 30, 2019.

BE IT FURTHER RESOLVED that the Board of Education shall cause the financial statements and financial reports of Unified School District No. 457, Garden City, Kansas, to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

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President, Board of Education

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Attest: Stephanie DeLoach  
Clerk, Board of Education

## Principals, Associate Principals, & Attendance Officers Garden City U.S.D. #457 (2018-19)

### HIGH SCHOOL

Garden City High School .....	2720 Buffalo Way Blvd.. .....	805-5400
Principal.....	Steve Nordby	
Assoc Principal .....	Charles Kipp	
Assoc Principal .....	Ryan Meng	
Assoc Principal .....	Kari Otero	
Assoc Principal/Activity Director .....	Drew Thon	
Assoc Principal .....	Roger Syng	

<b>GARDEN CITY ALTERNATE EDUCATION CENTER.....</b>	<b>1312 N. 7th St. ....</b>	<b>805-8600</b>
Principal.....	Mark Felvus	

### MIDDLE SCHOOLS

Horace J. Good Middle School .....	1412 N. Main St. ....	805-8100
Principal.....	Brad Springston	
Assoc Principal .....	Lucas Sullivan	
Teacher on Special Assignment (.5).....	Kyle Sawyer	
Kenneth Henderson Middle School.....	2406 North Fleming.....	805-8500
Principal.....	Jarrod Stoppel	
Assoc Principal (.5)/Teacher on Special Assignment (.5).....	Matthew Bayer	

### INTERMEDIATE CENTERS

Bernadine Sitts Intermediate Center .....	3101 N. Belmont Place .....	805-8200
Principal.....	Gina Galpin	
Administrator TOSA (.5).....	Amy Ricks	
Charles O. Stones Intermediate Center .....	401 N. Jennie Barker Road .....	805-8300
Principal.....	Janet Smith	
Administrator TOSA (.5).....	Amy Ricks	

### ELEMENTARY SCHOOLS

Abe Hubert .....	1205 A St. ....	P - Josh Guymon/ AP - Karen Murrell (.5) .....	805-8400
Alta Brown.....	1110 E. Pine .....	P - Julie Koerperich/ AP - Linda Finch (.5).....	805-7200
Buffalo Jones.....	708 N. Taylor .....	P - Rafaela Solis.....	805-7300
Edith Scheuerman ..	1901 Wilcox.....	P - Christy Botts.....	805-7350
Florence Wilson .....	1709 Labrador .....	P - Skyla Wehkamp/TOSA - TBD (.5) .....	805-7400
Garfield ECC .....	121 W. Walnut .....	P - Andrea Baker/Carma Harman (.3).....	805-7500
Georgia Matthews ..	111 E. Johnson .....	P - Carma Harman (.7).....	805-7550
Gertrude Walker .....	805 W. Fair .....	P - Amy Hollingsworth .....	805-7600
Jennie Barker .....	5585 N. Jennie Barker Rd. ....	P - Karen Murrell (.5).....	805-7700
Jennie Wilson .....	1401 E. Harding.....	P - Melinda Stewart.....	805-7750
Plymell .....	20 W. Plymell Road .....	P - Linda Finch (.5) .....	805-7800
Victor Ornelas .....	3401 E. Spruce.....	P - Tracy Leiker / TOSA - TBD (.5) .....	805-7900

### YOUTH (ATTENDANCE) OFFICERS

Elementary Youth Officer - Chassidy Ruvalcaba - (Office at Georgia Matthews Elementary) .....	805-7556
Intermediate and Middle School Youth Officer - Cynthia Scott - (Office at HGMS).....	805-8121
Secondary Youth Officer - Erika Pargas - (Office at GCHS).....	805-5527

## **Resolution to Establish Petty Cash Fund**

WHEREAS, the Board of Education of Unified School District No. 457, Finney County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies;

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 457, Finney County, Kansas, that a petty cash fund designated as the Transportation Department Building Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$250.00.

The fund shall be administered by the financial officer. The financial officer or designee shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each school year. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202d(b) and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District No. 457, Finney County, Kansas, the 9<sup>th</sup> day of July, 2018.

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President, Board of Education

Attest: \_\_\_\_\_  
Clerk, Board of Education

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**Garden City**



U.S.D. 457

**Public Schools**

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Board of Education

**RESOLUTION TO ESTABLISH AN ACTIVITY FUND**

WHEREAS, the Board of Education of Unified School District No. 457, Finney County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law authorizes the establishment of school activity funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 457, Finney County, Kansas, that an activity fund designated as the Student Activities Fund is created for the purpose of receiving and expending funds for student activities including athletics, music, forensics, dramatics and other board approved student extra curricular activities.

The fund shall be administered by the Financial Officer or designee. The Financial Officer or designee shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district.

Funds in the activity fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 9<sup>th</sup> day of July, 2018, by the Board of Education of Unified School District No. 457, Finney County, Kansas.

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President, Board of Education

Attest:

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Stephanie DeLoach, Clerk



**RESOLUTION TO APPOINT  
HEARING OFFICER(S)/COMMITTEE MEMBERS  
TO HEAR EXTENDED TERM SUSPENSION/EXPULSION  
DUE PROCESS HEARINGS**

WHEREAS, the Board of Education of U.S. D. No. 457, Finney County, Kansas, is authorized to appoint certified staff members to conduct extended term suspension/expulsion student due process hearings, and

WHEREAS the Board of Education of U.S.D. No. 457, Finney County, Kansas, desires to appoint hearing officers/committees to hear extended term suspension/expulsion student due process hearings.

NOW, THEREFORE, BE IT RESOLVED that:

Andrea Baker	Ryan Meng
Matthew Bayer	Karen Murrell
Christy Botts	Steve Nordby
Mark Felvus	Kari Otero
Linda Finch	Renee Scott
Gina Galpin	Janet Smith
Josh Guymon	Rafaela Solis
Carma Harman	Brad Springston
Heath Hogan	Melinda Stewart
Amy Hollingsworth	Charles Stillian
Steve Karlin	Jarrold Stoppel
Charles Kipp	Lucas Sullivan
Julie Koerperich	Roger Syng
Glenda LaBarbera	Drew Thon
Tracy Leiker	Skyla Wehkamp

be appointed as hearing officers/committee members for the 2018-19 school year, to hear extended term suspension/expulsion due process hearings.

Adopted this 9<sup>th</sup> day of July, 2018, by the Board of Education of Unified School District No. 457, Finney County, Kansas.

\_\_\_\_\_  
President, Board of Education

Attest: \_\_\_\_\_  
Stephanie DeLoach, Board Clerk

**Garden City**



U.S.D. # 457

**Public Schools**

Board of Education

**RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF EDUCATION**

WHEREAS, the Board of Education of Unified School District No. 457, Finney County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 457, Finney County, Kansas, that the board shall exercise the power granted by law and by this resolution.

ADOPTED by the Board of Education of Unified School District 457, Finney County, Kansas, the 9<sup>th</sup> day of July, 2018.

\_\_\_\_\_  
President, Board of Education

Attest: \_\_\_\_\_  
Stephanie DeLoach, Board Clerk

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**Garden City**



U.S.D. 457

**Public Schools**

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Board of Education

## **RESOLUTION**

Whereas, USD 457, Garden City, Kansas, has determined it has potential claims against the District which provide for a discount for early payment or for the assessment of a penalty for late payment;

Now, therefore, be it resolved, by the Board of Education of USD 457, Garden City, Kansas, in the regular meeting duly assembled this 9<sup>th</sup> of July, 2018, that the Board of Education authorizes the Business Office to pay claims, in advance of approval thereof by the governing body, in accordance with the provisions K.S.A. 12-105b (e).

ADOPTED by the Board of Education of Unified School District No. 457, Finney County, Kansas, the 9<sup>th</sup> of July, 2018.

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President, Board of Education

Attest: \_\_\_\_\_  
Clerk, Board of Education