

Manhattan-Ogden USD 383
Manhattan, Kansas

**The mission of the Manhattan-Ogden School District is to educate each student to
be a contributing citizen in a changing, diverse society.**

Board of Education Meeting Agenda
May 1, 2019
Robinson Education Center
Kirmser Conference Room
2031 Poyntz Avenue

6:00 p.m. Public Hearing - Indian Education Grant
6:30 p.m. Regular Business Meeting

Est. Time		
6:00	1.0	Roll Call
	2.0	Adoption of Agenda (A) (A=Action Item, D=Discussion Item, I=Information Item)
	3.0	Public Hearing – Indian Education Grant
6:30	4.0	Pledge of Allegiance
	5.0	Special Recognition
	5.1	USD 383 Teachers of the Year – Kelly Carmody and Noah Busch (page 3)
	5.2	Bubba Wilson – 6A State Wrestling Champion (page 4)
	6.0	Recognition of Visitors and Citizen Comments
	7.0	Consent Agenda (A ²)
	7.1	Minutes
	7.1.1	April 17, 2019 (page 5)
	7.1.2	April 23, 2019 (page 13)
	7.2	Consideration of Bills (page 14)
	7.3	Human Resources Report (page 22)
	7.4	Donations & Grants (page 25)
	7.5	Textbook Adoption 2019-2020 (page 26)
	7.6	MHS Marching Band Trip to Florida November 2020 (page 34)
	7.7	MHS SkillsUSA Trip to National Conference in Kentucky (page 36)
6:45	8.0	Reports
	8.1	Spoken
	8.1.1	Manhattan High School Student Council
	8.1.2	Legislative Update
	8.1.3	Construction Update
	8.1.4	Superintendent
	8.1.5	NEA-Manhattan-Ogden
	8.1.6	Board of Education
	9.0	New Business
	9.1	Special Inspections and Geotech Services (A ²) (Trisha Brooke-Fruendt) (page 39)
	9.2	Early Learning Bus Purchase (A ²) (Andy Hutchinson) (page 40)
	9.3	Eisenhower/Anthony Middle School Gym Floors Refinishing (A ²) (Matt Davis) (page 48)
	9.4	Eisenhower/Anthony Middle School Restroom Fixture Purchase (A ²) (Matt Davis) (page 50)
	9.5	Construction Manager At Risk Contracts (A ²) (Eric Reid)
	9.6	School Start/End Times/Calendar Adjustment 2019-2020 (A ¹) (Eric Reid)

- (page 52)
- 9.7 Waiver of Board Policy DJFA – Purchasing Authority (A²) (Eric Reid) (page 56)
- 9.8 Administrative Contracts (A²) (Andrew Turner) (page 57)
- 9.9 Teacher Contract Renewal/Nonrenewal (A²) (Andrew Turner) (page 59)
- 9.10 Student Fees & Textbook Rental 2019-2020 (A¹) (Lew Faust, Lacey Sell) (page 62)
- 9.11 Budget Planning 2019-2020 (I) (Lew Faust)
- 10.0 Old Business
 - 10.1 Transgender Guidelines (A²) (Marvin Wade) (page 68)
- 11.0 Next Regular Meeting Items – May 15, 2019
 - 11.1 Communications Annual Report
 - 11.2 School Meal Prices 2019-20
 - 11.3 Evaluation of 2018-19 New Courses
 - 11.4 Elementary Handbooks
 - 11.5 Strategic Planning Phase II
- 12.0 Future Meeting Items
 - 12.1 Manhattan Virtual Academy
 - 12.2 Safety and Security Council
 - 12.3 Manhattan High School East Campus
- 13.0 Meeting & Events
 - 13.1 USD 383 Retiree Dinner –
Wednesday, May 15, 5:00 p.m., Manhattan High School West Campus
 - 13.2 Board of Education Regular Meeting –
Wednesday, May 15, 6:30 p.m., Robinson Education Center
 - 13.3 Manhattan Virtual Academy Graduation –
Saturday, May 18, 2:00 p.m., Rezac Auditorium, Manhattan High School West Campus
 - 13.4 Manhattan High School Graduation –
Sunday, May 19, 2:00 p.m., Bramlage Coliseum
 - 13.5 Board of Education Regular Meeting –
Wednesday, June 5, 6:30 p.m., Robinson Education Center
 - 13.6 Board of Education Regular Meeting –
Wednesday, June 26, 6:30 p.m., Robinson Education Center
- 14.0 Executive Session
 - 14.1 Negotiations
- 15.0 Adjourn

Manhattan-Ogden Unified School District 383

Special Recognition Form

Name of individual/group to be recommended: Kelly Carmody and Noah Busch

Date: May 1, 2019

Description of this individual's/group's achievement or accomplishment:

Congratulations to Kelly Carmody and Noah Busch – the 2019-2020 USD 383 Teachers of the Year! Kelly is a 6th grade teacher at Woodrow Wilson Elementary School and Noah is a biology teacher at Manhattan High School.

Brief excerpts from their packets:

- Kelly: “One of the most rewarding things that we do each school year is something that I call the Kindness Squad. During 6th grade, I feel that these kids are really at a crossroads in their lives, where they can either go to the light or to the dark. The Kindness Squad is all about making them believe that they can be leaders and guide them towards the light, the positive. I teach them that being a leader doesn’t have to be anything grandiose, but can be little things that make an impact, like picking up a piece of trash from the floor and throwing it away or opening a door for someone.”
- Noah: “We have reached a point in which support for public education is paramount. We need the best teachers in the toughest classrooms. Our students are in need of the best education they can possibly get. Colleges need students that are ready to take on the rigors of higher education. Employers need employees who are ready for the work force. Public education can do this.”

Each USD 383 school was asked to nominate a teacher to be their Teacher of the Year candidate. The Manhattan-Ogden NEA Master Teacher/Teacher of the Year committee reviewed all of the nominees and selected Kelly and Noah as our elementary and secondary candidates.

Congratulations again to Kelly Carmody and Noah Busch – 2019-2020 USD 383 Teachers of the Year - thank you for teaching in Manhattan/Ogden USD 383 – we are proud of you!

Manhattan-Ogden Unified School District 383

Special Recognition Form

Name of individual/group to be recommended: **Bubba Wilson**

Date: **May 1, 2019**

Description of this individual's/group's achievement or accomplishment:

Congratulations to MHS senior Clayton "Bubba" Wilson – 160 lb. State Wrestling Champion! He won by decision over Malachi Karibo from Wichita-South. This is Wilson's second state title. He is a three-time 6A state placer. He has 150 high school career wins.

The MHS Wrestling Team earned 2nd place at the 6A State Wrestling Meet in February.

Bubba was also named the Kansas Wrestling Coaches Association's Class 6A Senior Wrestler of the Year. He will continue his wrestling career next year at the University of Nebraska. Bubba is the fourth MHS wrestler to attend a Division I wrestling program in the past three years.

Congratulations again to Bubba Wilson - 6A State Wrestling Champion -- we are proud of you!

ITEM 7.1.1

Board of Education Meeting
Manhattan-Ogden
Unified School District 383
Wednesday, April 17, 2019, 6:30 p.m.
Minutes – Regular Meeting
Robinson Education Center – Manhattan, Kansas

1.0 Roll Call

Members present: Colburn, Dave
Coleman, Jurdene
Edie, Darell
Fliter, Leah
Hagemeister, Karla
Lewison, Katrina
Herrman, Curt (President – presiding)
Denison, Diane (Clerk)

Also present were Superintendent Dr. Marvin Wade, Assistant Superintendent Eric Reid, District administrators and staff, community members, students and media.

2.0 Adoption of Agenda

Edie moved to add Item 8.12 Marching Tuba (Sousaphone) Replacement approve the amended agenda. Hagemeister seconded.

Motion passed 7/0.

3.0 Pledge of Allegiance

4.0 Special Recognition

4.1 Dedra Braxmeyer – Kansas Master Teacher

Dedra Braxmeyer, Manhattan High School math teacher, was recognized for being named a 2019 Kansas Master Teacher. Braxmeyer is the 29th USD 383 teacher to receive this honor since it was established in 1953 at Emporia State University.

4.2 Northview Elementary Toshiba/NSTA ExploraVision Winners

Northview 5th graders Jacob Larson and Madilyn Ruhl were recognized for being one of three teams in the State of Kansas to receive an honorable mention award at the K-12 STEM competition, ExploraVision. Northview 5th grade teacher Erica Ortiz also recognized Northview 5th graders Eklund Asher and Mailah Dillard for their participation in the competition.

5.0 Recognition of Visitors and Citizen Comments

None.

6.0 Consent Agenda

President Herrman reviewed Consent Agenda items.

Edie moved to approve the Consent Agenda. Colburn seconded.

Motion passed 7/0.

6.1 Approved April 3, 2019 Minutes

6.2 Approved Payment of Bills in the amount of \$518,324.58

6.3 Financial Reports – March 2019

- 6.3.1 Clerk's Report
- 6.3.2 Treasurer's Report
- 6.3.3 Activities Report

6.4 Approved Human Resources Report

ADMINISTRATORS

Benjamin Jimenez, Assistant Principal, Manhattan High School	\$85,000
Shelia Stephens, Principal, Marlatt Elementary School	\$67,500

TEACHERS 2019-20

Shannon Downs, Kindergarten, Theodore Roosevelt Elementary	\$44,430
Elizabeth McPhearson, Math, Manhattan High School	\$47,360
Joshua Runyan, 6th Grade, Woodrow Wilson Elementary	\$42,760

PARAEDUCATORS, TUTORS, AND AIDES

Ann-Marie Flynn, Paraeducator (IRC)	\$12.00/hour
Allison Thompson, Paraeducator	\$11.00/hour
Rosanne Cummings, Paraeducator	\$11.00/hour
Richard Sheninger, Paraeducator	\$10.00/hour
Taylor Fosu-Mensah, Paraeducator (Life Skills)	\$10.00/hour
Hailey Bartels, Paraeducator	\$10.00/hour
Kyri Begnoche, Paraeducator	\$10.00/hour
Anna Rasette, Program Leader	\$9.00/hour
Makinsey Farber, Program Leader	\$8.00/hour
Kiara Vazquez, BLAST Facilitator	\$9.00/hour

SUBSTITUTES

Christian Martinez, Substitute Teacher	\$14.00/hour
Alyssa Gudenkauf, Substitute Teacher	\$14.00/hour
Randi Patterson, Substitute Teacher	\$12.00/hour
Rebekah Sluyter, Substitute Teacher	\$12.00/hour
Muriel Woods, Substitute Teacher	\$12.00/hour

RESIGNATIONS

Deborah Howser	Dalton Eastep	Keturah McGee
Katie Gruber	Francheska Vazquez	Rebecca Kelley
Alana Griffin		

TERMINATIONS

Cornelia Jasper

6.5 Approved Donations & Grants

- \$1,000 cash donation from Blue Cross/Blue Shield of Kansas to Amanda Arnold Elementary for PE activities.
- \$6,000 cash donation from Greater Manhattan Community Foundation to Ogden Elementary for summer CLC field trips and transportation.
- \$1,210 cash donation from Family Implant Dentistry to Child Nutrition to help with meal account balances of those unable to pay.
- \$2,000 cash donation from Whole Kids Foundation to Ogden Elementary for afterschool garden club supplies.

Total: \$10,210

6.6 Approved Head Start and Early Head Start Reports

- 6.6.1 Monthly Report – March 2019
- 6.6.2 Quarterly Financial Report

6.7 Approved Secondary Handbooks

7.0 Reports

7.1 Spoken

7.1.1 Anthony Middle School Student Council
Sophie Stout, Student Council 7th Grade Representative, and Ava Hornung, Student Council 8th grade representative, reported on AMS activities and athletics.

7.1.2 Construction Update

Trisha Brooke-Fruendt, USD 383 Construction Owners Representative, updated the Board as to where the district is with Eugene Field and College Hill Early

Learning Centers, Blue Township Elementary, and Eisenhower and Anthony Middle School projects.

7.1.2.1 Parking Study

Nicole Chinaea, CAPP Senior Project Manager for WGI, presented the parking study conducted for the elementary and middle schools. Discussion.

President Herrman opened the floor to public comment. Rowan Janette-Bear, Lee Elementary 5th grader; Jared Tremblay, Flint Hills Metropolitan Planning Organization; Huston Gibson, Lee Elementary parent; and Michele Janette, Lee Elementary parent, addressed the Board regarding parking at schools. President Herrman closed the floor to public comment.

7.1.3 Superintendent

Commented on:

- Lee Elementary Principal interviews wrapped up today, debriefing tomorrow and working on a recommendation for the Board.

7.1.4 NEA-Manhattan-Ogden

Erin Meyer-Gambrel, NEA-Manhattan-Ogden President, listed upcoming district events and celebrated Chelsea Barten, Manhattan High School English teacher at the East Campus, in "Celebrating What's Right".

7.1.5 Legislative Update

Eric Reid updated the Board of Legislative activity. Discussion.

7.1.6 Board of Education

- Fliter commented on the Governor signing SB 130, which contains Senate Bill 7 concerning when school boards elect their officers. She thanked everyone for their input on this.
- Hagemeister commented on a presentation where Kansas Appleseed was presenting and shared information regarding Kansas School Breakfast Program.
- Colburn inquired when construction drawings would be shared with the Board.
- Lewison commented on field trip season and the time put in to decide how to spend funds for these important opportunities for students. She also commented on the serious situation in Colorado schools today.
- Coleman commented on the hard decision to make regarding school parking between staff and community desires. She also shared information with the Board regarding a panel discussion for the junior class concerning mental health.
- Herrman commented on his attendance at the recent KNEA State Conference and thanked Dr. Deborah Howser for her years with the district.

7.1.7 Bully Prevention Annual Report

Lucas Shivers, Director of Elementary Education, presented the annual Bully Prevention Report. Discussion.

7.2 Written

7.2.1 Library Media/Instructional Technology Annual Report

The Board acknowledged the Library Media/Instructional Technology Annual Report.

7.2.2 Maintenance and Custodial Annual Report

The Board acknowledged the Maintenance and Custodial Annual Report.

8.0 New Business

8.1 Authorization to Refinance Series 2009-A Bonds

Dustin Avey, Piper Jaffray Managing Director, presented a resolution and time schedule for refinancing Series 2009-A bonds.

Fliter moved to approve Resolution No. 1819-14 authorizing the offering for sale of General Obligation Refunding Bonds, Series 2019 in an amount not to exceed \$4,405,000 and the present value savings shall not be less than 2.00% of the outstanding principal of the refunded bonds. This action will also authorize the distribution of the Preliminary Official Statement. Edie seconded.

Motion passed 7/0.

RESOLUTION NO. 1819-14

A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2019, OF UNIFIED SCHOOL DISTRICT NO. 383, RILEY COUNTY, KANSAS (MANHATTAN-OGDEN).

WHEREAS, Unified School District No. 383, Riley County, Kansas (Manhattan-Ogden) (the "Issuer") has previously issued and has outstanding general obligation bonds; and

WHEREAS, due to the current interest rate environment, the Issuer has the opportunity to issue its general obligation refunding bonds in order to achieve an interest cost savings on all or a portion of the debt represented by such general obligation bonds described as follows (the "Refunded Bonds"):

<u>Description</u>	<u>Series</u>	<u>Dated Date</u>	<u>Years</u>	<u>Amount</u>
General Obligation Bonds	2009-A	May 1, 2009	2020 to 2021	\$4,405,000

WHEREAS, the Board of Education of the Issuer (the "Governing Body") hereby selects the firm of Piper Jaffray & Co., Leawood, Kansas (the "Purchaser"), as underwriter for one or more series of general obligation bonds of the Issuer in order to provide funds to refund the Refunded Bonds; and

WHEREAS, the Issuer desires to authorize the Purchaser to proceed with the offering for sale of said general obligation bonds and related activities; and

WHEREAS, one of the duties and responsibilities of the Issuer is to prepare and distribute a preliminary official statement relating to said general obligation bonds; and

WHEREAS, the Issuer desires to authorize the Purchaser, in conjunction with the Superintendent, Director of Business Services and Gilmore & Bell, P.C., Wichita, Kansas, the Issuer's bond counsel ("Bond Counsel"), to proceed with the preparation and distribution of a preliminary official statement and all other preliminary action necessary to sell said general obligation bonds; and

WHEREAS, due to the volatile nature of the municipal bond market and the desire of the Issuer to achieve maximum benefit of timing of the sale of said general obligation bonds, the Governing Body desires to authorize the President (or member of the Governing Body authorized to exercise the power and duties of the President in the President's absence) (the "President"), to confirm the sale of such general obligation bonds, if necessary, prior to the next meeting of the Governing Body to adopt the necessary resolution providing for the issuance thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 383, RILEY COUNTY, KANSAS (MANHATTAN-OGDEN), AS FOLLOWS:

Section 1. The Purchaser is hereby authorized to proceed with the offering for sale of the Issuer's General Obligation Refunding Bonds, Series 2019 (the "Bonds") in accordance with the presentation made by the Purchaser this date. The offering for sale of the Bonds shall be accomplished in consultation with the Superintendent, Director of Business Services and Bond Counsel. The confirmation of the sale of the Bonds shall be subject to the execution of a bond purchase agreement between the Purchaser and the Issuer (the "Bond Purchase Agreement") in a form approved by Bond Counsel and the Issuer's legal counsel, the adoption of a resolution by the Governing Body authorizing the issuance of the Bonds and the execution of various documents necessary to deliver the Bonds. The President is hereby authorized to execute the Bond Purchase Agreement subject to the following parameters: (a) the principal amount of the Bonds shall not exceed

\$4,500,000; and (b) the present value savings associated with refunding the Refunded Bonds shall be not less than 2% of the outstanding principal of the Refunded Bonds.

Section 2. The Purchaser, in conjunction with the Director of Business Services and Bond Counsel, is hereby authorized to cause to be prepared a Preliminary Official Statement relating to the Bonds (the "Preliminary Official Statement"). The Issuer hereby consents to the use and public distribution by the Purchaser of the Preliminary Official Statement in connection with the offering for sale of the Bonds.

Section 3. For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12 of the Securities and Exchange Commission (the "Rule"), the President and Director of Business Services or other appropriate officers of the Issuer are hereby authorized: (a) to approve the form of the Preliminary Official Statement, and to execute the "Certificate Deeming Preliminary Official Statement Final" in substantially the form attached hereto as Exhibit A as approval of the Preliminary Official Statement, such official's signature thereon being conclusive evidence of such official's and the Issuer's approval thereof; (b) covenant to provide continuous secondary market disclosure by annually transmitting certain financial information and operating data and other information necessary to comply with the Rule to the Municipal Securities Rulemaking Board, as applicable; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Purchaser to comply with the requirement of the Rule.

Section 4. The Issuer agrees to provide to the Purchaser within seven business days of the date of the Bond Purchase Agreement or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of the Rule and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 5. The President, Clerk, Director of Business Services, and the other officers and representatives of the Issuer, the Purchaser and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to: (a) carry out the sale of the Bonds; (b) provide for notice of redemption of the Refunded Bonds; and (c) purchase or subscribe for the securities to be deposited in escrow for the Refunded Bonds, if any.

Section 6. This Resolution shall be in full force and effect from and after its adoption.

ADOPTED by the Board of Education on April 17, 2019.

Colburn left meeting at 8:19 p.m.

- 8.2 Drivers Education Vehicle Purchase
Fliter moved to give final approval to the bid for Briggs Auto Center, Manhattan, KS for \$19,699 for a 2017 Chevy Impala for the Driver's Education Program. Hagemeister seconded. Discussion.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 6/0.

- 8.3 Early Learning MOU Approval
Hagemeister moved to give final approval to the Memorandum of Understanding for Trinity Presbyterian Church and USD 383. Edie seconded. Discussion.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 6/0.

- 8.4 Disposal of College Hill Modular Units
Edie moved to give final approval to contract with Purple Wave, Inc. of Manhattan, KS to dispose of two modular units at College Hill Early Learning site. Coleman seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 6/0.

Colburn returned to meeting at 8:21 p.m.

- 8.5 Eisenhower/Anthony Middle School Restroom Painting
Hagemeister moved to give final approval to the bid submitted by Dillon Painting of Manhattan, KS for the restroom refinishing project at Anthony and Eisenhower Middle Schools in the amount of \$26,392. Coleman seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

- 8.6 Civil Engineering Specialized Services Contract
Eric Reid presented the proposal to contract for civil engineering review services.

Edie moved to give final approval to the scope of services for Olsson Associates of Manhattan, KS for civil engineering services associated with bond construction in the amount of \$150,000, not to exceed. Hagemeister seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

- 8.7 Desktop Purchase
Fliter moved to give final approval for computer desktop equipment purchases from Cybertron Computers of Wichita, KS in the amount of \$87,000. Colburn seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

- 8.8 Cisco Equipment Purchase
Coleman moved to give final approval to the purchase of the Cisco Equipment, technical support and licenses from Converge One of Kansas City, MO in the amount of \$76,496. Hagemeister seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

- 8.9 Server Purchase
Hagemeister moved to give final approval for the purchase of a server from ISG of Topeka, KS in the amount of \$16,764. Fliter seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

- 8.10 Textbook Adoption
Lewison moved to accept on first reading the adoption and purchase of textbooks and resources for the listed courses in the 2019-20 school year. Coleman seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

Eddie left the meeting at 8:25 p.m.

8.11 Transgender Guidelines

Lewison presented the proposed changes to existing Board policy and guidelines for transgender students at school. Discussion.

Coleman moved to give initial approval to proposed changes to policies GAAA, GAAB and KN including Guidelines for Transgender Students at School for GAAA. Fliter seconded.

Eddie returned to meeting at 8:32 p.m.

President Herrman opened the floor to public comment. Jason Kazar, future parent and district employee, addressed the Board. President Herrman closed the floor to public comment.

Motion passed 6/1, Eddie voted no.

8.12 Marching Tuba (Sousaphone) Replacement

Eddie moved to give final approval to the proposal submitted by Chuck Levin's Washington Music Center of Wheaton, MD for the purchase of six King 2350WSP sousaphones for Manhattan High School in the amount of \$37,154. Hagemaster seconded.

President Herrman opened the floor to public comment. No one came forward.
President Herrman closed the floor to public comment.

Motion passed 7/0.

9.0 Old Business

9.1 Board Governance Handbook

Hagemaster presented the revised Board Governance Handbook. Discussion.

Hagemaster and Herrman will look at suggested changes and create a timeline to bring back to the Board.

10.0 Next Regular Meeting Items – May 1, 2019

11.0 Future Meeting Items

12.0 Meeting & Events

13.0 Executive Session

13.1 Negotiations

Eddie moved to go into executive session for ten minutes to discuss current negotiations pursuant to the exception for employer-employee negotiations under Kansas Open Meetings Act and return to open session at 9:17 p.m. Colburn seconded.

Motion passed 7/0.

Dr. Wade and Eric Reid joined the Board in executive session.

Herrman and Colburn left meeting at 9:17 p.m.

14.0 Adjourn

Lewison moved to adjourn the meeting at 9:19 p.m. Fliter seconded.

Motion passed 5/0.

Respectfully submitted,

Diane L. Denison, Clerk
USD 383 Board of Education

ITEM 7.1.2

Board of Education Meeting
Manhattan-Ogden
Unified School District 383
Wednesday, April 23, 2019, 7:30 a.m.
Minutes – Special Meeting
Robinson Education Center – Manhattan, Kansas

1.0 Roll Call

Members present: Colburn, Dave
Coleman, Jurdene
Edie, Darell
Fliter, Leah
Hagemeister, Karla
Herrman, Curt (President – presiding)
Denison, Diane (Clerk)

Members absent: Lewison, Katrina

Also present were Superintendent Dr. Marvin Wade, Assistant Superintendent Eric Reid, District administrators and staff, students and media.

2.0 Human Resources – Employment Recommendation

Edie moved to approve the recommendation of administration to hire Erica Bammes for Lee Elementary Principal. Fliter seconded.

Motion passed 6/0.

ADMINISTRATOR

Erica Bammes, Principal, Lee Elementary School

\$67,500

3.0 Adjourn

Coleman moved to adjourn the meeting at 7:36 a.m. Colburn seconded.

Motion passed 6/0.

Respectfully submitted,

Diane L. Denison, Clerk
USD 383 Board of Education

ITEM 7.2

**MANHATTAN-OGDEN USD 383
CHECK REGISTER TOTALS BY FUND
May 1, 2019**

FUND	12	GENERAL FUND	137,850.63
FUND	13	SUPPLEMENTAL GENERAL	108,606.44
FUND	16	CAREER AND POST SECONDARY EDUCATION	19,465.19
FUND	18	AT RISK FUND	2,943.79
FUND	19	PARENT EDUCATION PROGRAM	478.68
FUND	30	SPECIAL EDUCATION	4,803.00
FUND	35	FOOD SERVICE	81,244.88
FUND	45	MANHATTAN VIRTUAL ACADEMY	897.99
FUND	48	DRIVERS TRAINING	2,880.27
FUND	55	CAPITAL OUTLAY	193,912.16
FUND	69	TEXTBOOK RENTAL	9,435.00
FUND	70	HEAD START	3,451.85
FUND	72	KLINK STRIVING READERS	22,323.73
FUND	73	CONCURRENT ENROLLMENT	7,171.71
FUND	77	COLLEGE HILL PRESCHOOL	718.92
FUND	80	TITLE I	2,293.00
FUND	87	TITLE II A TEACHER QUALITY	502.02
FUND	90	ALCOHOL PREVENTION	869.76
FUND	94	CHILDCARE/PRESCHOOL	16,451.26
FUND	96	YES GRANT	11,850.26
FUND	97	BOND CONSTRUCTION	116,460.45
FUND	99	MINI GRANTS	8,693.66
REPORT TOTAL			753,304.65

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00168723	50,008.14	04/12/19	583936 CENTERPOINT ENERGY SERVICES, INC.	C
01	00168724	2,640.00	05/01/19	601217 AMAZON CAPITAL SERVICES, INC.	C
01	00168725	9,163.00	05/01/19	16695 APPLE COMPUTER, INC.	C
01	00168726	1,931.84	05/01/19	31988 BACH COMPANY, THE	C
01	00168727	104.85	05/01/19	21188 BAND SHOPPE	C
01	00168728	11,123.03	05/01/19	7145 BEN E KEITH CO	C
01	00168729	14.99	05/01/19	572233 BUNDY, JAMIE	C
01	00168730	956.00	05/01/19	9439 BUREAU OF EDUCATION & RESEARCH INC.	C
01	00168731	74.10	05/01/19	3850 CAROLINA BIOLOGICAL SUPPLY	C
01	00168732	6.08	05/01/19	922369 CARQUEST/ADVANCE AUTO	C
01	00168733	2,409.75	05/01/19	23459 CENGAGE LEARNING	C
01	00168734	967.68	05/01/19	9022 CENTURY BUSINESS SYSTEMS INC.	C
01	00168735	1,484.09	05/01/19	5496 CHAMPION TEAMWEAR AR	C
01	00168736	125.00	05/01/19	20995 CHAPMAN HIGH SCHOOL	C
01	00168737	65.33	05/01/19	583642 CLASS C SOLUTIONS GROUP	C
01	00168738	387.41	05/01/19	583642 MCS INDUSTRIAL SUPPLY CO	C
01	00168739	540.00	05/01/19	36567 COPY KATS	C
01	00168740	158.00	05/01/19	606308 CSS GRAPHICS	C
01	00168741	2,615.60	05/01/19	5594 CYTEK MEDIA SYSTEMS, INC.	C
01	00168742	288.00	05/01/19	31920 DATA MANAGEMENT, INC.	C
01	00168743	2,855.00	05/01/19	33260 DIAMOND ROOFING	C
01	00168744	22.00	05/01/19	32005 DOCUMENT RESOURCES, INC.	C
01	00168745	8,396.60	05/01/19	1343 F & A SALES, INC.	C
01	00168746	215.05	05/01/19	23707 FLEMING, DIANE	C
01	00168747	1,339.46	05/01/19	569089 FOLLETT SCHOOL SOLUTIONS, INC.	C
01	00168748	104.37	05/01/19	36693 GROSNICK, CHRISTINE	C
01	00168749	287.80	05/01/19	606278 HALL, MARY ELISE	C
01	00168750	850.00	05/01/19	16615 HEARTLAND SEATING, INC.	C
01	00168751	5,855.93	05/01/19	25099 HILAND/STEFFENS DAIRY COMPANY	C
01	00168752	47.98	05/01/19	5218 HOBBY LOBBY	C
01	00168753	1,250.00	05/01/19	10604 HOWIES ENTERPRISES	C
01	00168754	500.00	05/01/19	994065 HY-VEE, INC.	C
01	00168755	119.95	05/01/19	996092 INTERSTATE BATTERY SYSTEMS OF NE KANSAS	C
01	00168756	467.90	05/01/19	560413 ITsavvy LLC	C
01	00168757	55.64	05/01/19	22930 JACKSON, PAMELA	C
01	00168758	1,000.00	05/01/19	602531 JHS SOLUTIONS, LLC	C
01	00168759	52.00	05/01/19	36437 K-STATE GARDENS	C
01	00168760	16.00	05/01/19	921461 KAW VALLEY DIGITIZING AND EMBROIDERY	C
01	00168761	878.00	05/01/19	14612 KORNEY BOARD AIDS INC.	C
01	00168762	1,674.25	05/01/19	593770 LIBERTY FRUIT CO.	C
01	00168763	161.24	05/01/19	591114 LIERZ, LINDSEY	C
01	00168764	6.10	05/01/19	606332 LIU, XIAOHUA	C
01	00168765	87.64	05/01/19	590185 MACK, SHANNON	C
01	00168766	25.00	05/01/19	605549 MALEK HARRIS	C
01	00168767	12.27	05/01/19	32498 MALL, ROBIN	C
01	00168768	784.00	05/01/19	21253 MANHATTAN ARTS CENTER	C
01	00168769	12.00	05/01/19	591564 MANHATTAN STAMP & AWARDS, LLC	C
01	00168770	13.55	05/01/19	27520 MEAD LUMBER	C
01	00168771	67.73	05/01/19	602469 MELCHER, RENAY	C
01	00168772	20.00	05/01/19	584550 MHK IREPAIR, LLC	C
01	00168773	719.00	05/01/19	570648 MID KANSAS COOPERATIVE ASSOCIATION	C
01	00168774	136.85	05/01/19	597 MIDWEST ACE HARDWARE	C
01	00168775	298.62	05/01/19	559920 MIDWEST TRANSIT EQUIPMENT, INC.	C
01	00168776	792.00	05/01/19	24956 N ZONE SPORTSWEAR	C
01	00168777	25.00	05/01/19	604879 NADING, SCOTT	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00168778	25.00	05/01/19	587389 NADING, TAYLOR	C
01	00168779	370.00	05/01/19	24946 NETWORK COMPUTER SOLUTIONS	C
01	00168780	11,901.12	05/01/19	606294 NEW DIRECTIONS BEHAVIORAL HEALTH LLC	C
01	00168781	134.36	05/01/19	32634 NEWELL, KIM	C
01	00168782	9.06	05/01/19	22629 O'REILLY AUTO PARTS	C
01	00168783	382.00	05/01/19	24166 PARSONS COMMUNICATIONS	C
01	00168784	129.96	05/01/19	563358 PAYNE, STACI	C
01	00168785	413.82	05/01/19	3849 PEPSI/MARKAN	C
01	00168786	16.46	05/01/19	604852 PEREZ, CELIA	C
01	00168787	1,215.00	05/01/19	604216 PRAXAIR DISTRIBUTION, INC	C
01	00168788	2,735.34	05/01/19	604216 PRAXAIR DISTRIBUTION, INC	C
01	00168789	574.16	05/01/19	994847 SANDY PRESTON	C
01	00168790	332.64	05/01/19	4291 PUR-O-ZONE	C
01	00168791	117.35	05/01/19	4357 REEVES-WIEDEMAN CO., INC.	C
01	00168792	168.95	05/01/19	36064 IKON OFFICE SOLUTIONS, INC	C
01	00168793	120.00	05/01/19	31110 RILEY COUNTY MIDDLE SCHOOL	C
01	00168794	357.12	05/01/19	9064 RILEY COUNTY PUBLIC WORKS DEPT	C
01	00168795	2,075.28	05/01/19	555967 RTI (RIVERSIDE TECHNOLOGIES, INC.)	C
01	00168796	19.59	05/01/19	568708 SCHEUERMAN, LORI	C
01	00168797	315.00	05/01/19	25610 SCHOOL NURSE SUPPLY, INC.	C
01	00168798	3,471.27	05/01/19	745 SCHOOL SPECIALTY	C
01	00168799	102.30	05/01/19	16582 SCHROEDER, JANICE	C
01	00168800	3,470.00	05/01/19	606111 SDC PUBLICATIONS, INC	C
01	00168801	10.86	05/01/19	564516 SHIVERS, LUCAS	C
01	00168802	2,873.02	05/01/19	1641 SIR SPEEDY	C
01	00168803	425.62	05/01/19	1031 STANION WHOLESALE ELEC. CO.	C
01	00168804	614.34	05/01/19	1031 STANION WHOLESALE ELEC. CO.	C
01	00168805	560.42	05/01/19	554782 STAPLES CREDIT PLAN	C
01	00168806	400.29	05/01/19	544426 STAPLES ADVANTAGE	C
01	00168807	80.00	05/01/19	583596 STARR MEDICAL SUPPLY, INC.	C
01	00168808	174.66	05/01/19	11775 STROUTS, DEADRE	C
01	00168809	945.60	05/01/19	36466 SUMMIT TRUCK GROUP	C
01	00168810	495.00	05/01/19	553115 SWEETWATER MUSIC EDUCATION TECHNOLOGY	C
01	00168811	7,735.92	05/01/19	27688 SYSCO OF KANSAS CITY	C
01	00168812	3,368.49	05/01/19	562394 TRANE	C
01	00168813	56.62	05/01/19	561959 UNIFIRST CORPORATION	C
01	00168814	1,407.48	05/01/19	33342 US FOODSERVICE	C
01	00168815	568.77	05/01/19	859 USD #383 TRANSPORTATION	C
01	00168816	204.00	05/01/19	588288 WABAUNSEE HIGH SCHOOL	C
01	00168817	9,870.00	05/01/19	604984 WANTMAN GROUP, INC	C
01	00168818	33.25	05/01/19	31015 WASH PALACE	C
01	00168819	45.00	05/01/19	595500 WILSON, TEAL	C
01	00168820	509.99	05/01/19	606090 WOODLAND HILLS CAMERA & TELESCOPE	C
01	00168821	1,519.73	05/01/19	7322 WOODWIND & THE BRASSWIND, THE	C
01	00168822	111.71	04/17/19	22110 AT&T	C
01	00168823	3,368.19	04/17/19	5093 CITY OF MANHATTAN	C
01	00168824	59.02	04/17/19	40518 COX COMMUNICATIONS	C
01	00168825	3,696.00	04/17/19	920490 LINEAGE	C
01	00168826	2,447.40	04/17/19	996688 MAILFINANCE	C
01	00168827	351.65	04/17/19	36064 RICOH USA, INC.	C
01	00168828	4,050.10	05/01/19	601217 AMAZON CAPITAL SERVICES, INC.	C
01	00168829	189,727.50	05/01/19	16695 APPLE COMPUTER, INC.	C
01	00168830	154.08	05/01/19	35888 BAKER DISTRIBUTING	C
01	00168831	21.00	05/01/19	7987 BD4 DISTRIBUTING	C
01	00168832	25.00	05/01/19	9034 BLANCK, BROOKE	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00168833	1,407.16	05/01/19	43755 BLICK ART MATERIALS	C
01	00168834	568.03	05/01/19	7877 BOB'S PLUMBING & HEATING, INC.	C
01	00168835	50.59	05/01/19	580040 BROWN, JANELLE	C
01	00168836	345.53	05/01/19	571164 BRUMMETT, KELLEY	C
01	00168837	1,950.00	05/01/19	995436 CAMP WOOD YMCA	C
01	00168838	1,330.98	05/01/19	3850 CAROLINA BIOLOGICAL SUPPLY	C
01	00168839	595.70	05/01/19	922369 CARQUEST/ADVANCE AUTO	C
01	00168840	2,086.88	05/01/19	23459 CENGAGE LEARNING	C
01	00168841	281.54	05/01/19	9022 CENTURY BUSINESS SYSTEMS INC.	C
01	00168842	463.00	05/01/19	5496 CHAMPION TEAMWEAR AR	C
01	00168843	3,128.20	05/01/19	5093 CITY OF MANHATTAN-UTILITIES	C
01	00168844	33.81	05/01/19	579157 CLANTON, KARYN	C
01	00168845	569.50	05/01/19	605859 COACH CLIFF'S GAGA BALL PITS LLC	C
01	00168846	2,162.58	05/01/19	605557 COMMERCIAL TIRE CENTERS, INC	C
01	00168847	183.00	05/01/19	5594 CYTEK MEDIA SYSTEMS, INC.	C
01	00168848	49.02	05/01/19	575755 DOERING, AMY	C
01	00168849	570.00	05/01/19	1343 F & A SALES, INC.	C
01	00168850	96.61	05/01/19	20114 FASTENAL COMPANY	C
01	00168851	36.00	05/01/19	27852 FIVE STAR VENDING COMPANY	C
01	00168852	1,649.90	05/01/19	569089 FOLLETT SCHOOL SOLUTIONS, INC.	C
01	00168853	4,725.00	05/01/19	99996 FOULSTON & SIEFKIN L.L.P.	C
01	00168854	65.37	05/01/19	578460 GILLER, JODIE	C
01	00168855	250.00	05/01/19	584576 GRONINGER, DOUG	C
01	00168856	102.75	05/01/19	36693 GROSNICK, CHRISTINE	C
01	00168857	5,840.01	05/01/19	23885 HANDWRITING WITHOUT TEARS	C
01	00168858	137.34	05/01/19	36088 HOLLOWAY, DAVE	C
01	00168859	322.00	05/01/19	606367 HYDEMAN, WHITNEY	C
01	00168860	589.15	05/01/19	560413 ITsavvy LLC	C
01	00168861	143.00	05/01/19	606146 J.M. O'CONNOR, INC	C
01	00168862	72.00	05/01/19	27999 KA-COMM., INC.	C
01	00168863	30.00	05/01/19	562378 KANSAS STATE RESEARCH AND EXTENSION	C
01	00168864	41.20	05/01/19	36690 LANDER, SHANA	C
01	00168865	375.00	05/01/19	3542 MANHATTAN CHAMBER OF COMMERCE	C
01	00168866	591.25	05/01/19	578 MANHATTAN MERCURY	C
01	00168867	391.96	05/01/19	578 MANHATTAN MERCURY	C
01	00168868	2,082.74	05/01/19	598763 MANNING MUSIC, INC.	C
01	00168869	61.04	05/01/19	7661 MARSH, MIKE	C
01	00168870	19.62	05/01/19	6868 MARTIN, LORI	C
01	00168871	92.75	05/01/19	551821 MENARDS	C
01	00168872	258.39	05/01/19	597 MIDWEST ACE HARDWARE	C
01	00168873	1,243.97	05/01/19	3728 MIDWEST BUS SALES	C
01	00168874	79.73	05/01/19	97355 MONICAL, NANCY	C
01	00168875	393.42	05/01/19	3848 MUSIC IN MOTION	C
01	00168876	240.00	05/01/19	24956 N ZONE SPORTSWEAR	C
01	00168877	12.97	05/01/19	7239 NAPA AUTO PARTS OF MANHATTAN	C
01	00168878	1,874.25	05/01/19	1134 NASCO ARTS & CRAFTS	C
01	00168879	262.31	05/01/19	1134 NASCO ARTS & CRAFTS	C
01	00168880	38.43	05/01/19	6682 NELSON, DICK	C
01	00168881	395.00	05/01/19	36040 NEW BOSTON CREATIVE GROUP	C
01	00168882	31.95	05/01/19	22629 O'REILLY AUTO PARTS	C
01	00168883	25.00	05/01/19	603228 OLIVER, RONNA	C
01	00168884	36.78	05/01/19	2913 ORIENTAL TRADING COMPANY, INC.	C
01	00168885	506.80	05/01/19	588458 P1 GROUP, INC.	C
01	00168886	24.11	05/01/19	3334 PATHFINDER, INC	C
01	00168887	175.87	05/01/19	4357 REEVES-WIEDEMAN CO., INC.	C

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01	00168888	47.78	05/01/19	579122 REID, ERIC	C
01	00168889	30.00	05/01/19	4393 RILEY COUNTY EXTENSION COUNCIL	C
01	00168890	80.00	05/01/19	5340 RILEY COUNTY NOXIOUS WEED DEPT	C
01	00168891	270.00	05/01/19	32109 ROCHESTER 100, INC.	C
01	00168892	1,225.00	05/01/19	6319 KANSAS 4-H CENTER	C
01	00168893	869.76	05/01/19	588326 SALINA STEEL SUPPLY INC	C
01	00168894	75.16	05/01/19	7316 SCHOOL DATE BOOKS	C
01	00168895	1,796.09	05/01/19	745 SCHOOL SPECIALTY	C
01	00168896	6,373.24	05/01/19	562572 DUDE SOLUTIONS, INC.	C
01	00168897	2,696.55	05/01/19	550825 SCOTT RICE OFFICE WORKS	C
01	00168898	185.82	05/01/19	568295 SHELTON, CALEB (EMPLOYEE REIMBURSEMENT)	C
01	00168899	837.92	05/01/19	554782 STAPLES CREDIT PLAN	C
01	00168900	3,207.00	05/01/19	606227 TRAFFICGUARD, INC	C
01	00168901	401.64	05/01/19	4963 TRIARCO ARTS & CRAFTS, LLC	C
01	00168902	132.00	05/01/19	598623 TWIN LAKES TEES	C
01	00168903	3,014.08	05/01/19	7637 UFM	C
01	00168904	6,555.72	05/01/19	859 USD #383 TRANSPORTATION	C
01	00168905	503.36	05/01/19	585351 VERNON COMPANY, THE	C
01	00168906	419.80	05/01/19	5081 WARD'S NATURAL SCI. EST. INC.	C
01	00168907	54.25	05/01/19	31015 WASH PALACE	C
01	00168908	25.00	05/01/19	563846 WEFALD, FANI	C
01	00168909	148.35	05/01/19	5113 WEST MUSIC COMPANY	C
01	00168910	50.00	05/01/19	31988 BACH COMPANY, THE	C
01	00168911	21.99	05/01/19	595 BURNETT AUTOMOTIVE	C
01	00168912	48.00	05/01/19	745 SCHOOL SPECIALTY	C
01	00168913	14.91	05/01/19	5094 WATERS TRUE VALUE HARDWARE	C
01	00168914	1,535.68	05/01/19	601217 AMAZON CAPITAL SERVICES, INC.	C
01	00168915	89.92	05/01/19	587370 ANDRIJESKI, LISA	C
01	00168916	494.27	05/01/19	606510 AVALON HOTEL	C
01	00168917	3,207.50	05/01/19	28133 BARTON SOLVENTS, INC	C
01	00168918	96.86	05/01/19	921621 BARUTH, TANYA	C
01	00168919	17,688.52	05/01/19	7145 BEN E KEITH CO	C
01	00168920	294.97	05/01/19	487 BLUEVILLE NURSERY, INC	C
01	00168921	26.16	05/01/19	36861 BOOKER, MELISSA	C
01	00168922	249.98	05/01/19	16692 BORDER STATES INDUSTRIES	C
01	00168923	77.76	05/01/19	601730 BROOKS, AMBER	C
01	00168924	439.62	05/01/19	574 BSN CORPORATION	C
01	00168925	120.08	05/01/19	595 BURNETT AUTOMOTIVE	C
01	00168926	100.05	05/01/19	602426 BUYLE, KAREN	C
01	00168927	7.68	05/01/19	922369 CARQUEST/ADVANCE AUTO	C
01	00168928	201.90	05/01/19	33044 CELEBRATIONS OF THE HEART	C
01	00168929	1,791.05	05/01/19	9022 CENTURY BUSINESS SYSTEMS INC.	C
01	00168930	1,187.80	05/01/19	5496 CHAMPION TEAMWEAR AR	C
01	00168931	148.32	05/01/19	567787 CLARK, LINDSY	C
01	00168932	3,080.14	05/01/19	605557 COMMERCIAL TIRE CENTERS, INC	C
01	00168933	30.00	05/01/19	36567 COPY KATS	C
01	00168934	100.00	05/01/19	593958 COVARRUBIAS, JOSE	C
01	00168935	4,478.00	05/01/19	5594 CYTEK MEDIA SYSTEMS, INC.	C
01	00168936	535.95	05/01/19	33549 D & J SPORTS	C
01	00168937	77.28	05/01/19	36086 DAVIS, MATTHEW	C
01	00168938	28.29	05/01/19	32895 DAVIS, REBEKAH	C
01	00168939	228.32	05/01/19	569275 DILLON CUSTOMER CHARGES	C
01	00168940	36.10	05/01/19	575755 DOERING, AMY	C
01	00168941	80.00	05/01/19	605450 DONALD MAY	C
01	00168942	1,350.00	05/01/19	25514 ECONOMY CARPENTRY & PAINTING	C

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01	00168943	25.00	05/01/19	36395 EDMONDS, TOD	C
01	00168944	100.00	05/01/19	36395 EDMONDS, TOD	C
01	00168945	1,265.00	05/01/19	606456 EVERFAST CLIMBING INDUSTRIES, INC.	C
01	00168946	10,064.75	05/01/19	1343 F & A SALES, INC.	C
01	00168947	80.00	05/01/19	595861 GRANT, KAYLEE	C
01	00168948	1,140.00	05/01/19	2887 GREAT AMERICAN PREFERRED	C
01	00168949	34.56	05/01/19	15548 HADDOCK, TONI	C
01	00168950	80.00	05/01/19	605441 CHRISTIAN HANSEN	C
01	00168951	63.66	05/01/19	41009 HAYS, SIEGLINDE	C
01	00168952	6,826.08	05/01/19	25099 HILAND/STEFFENS DAIRY COMPANY	C
01	00168953	50.00	05/01/19	603732 HINKLE, ANITA	C
01	00168954	6.81	05/01/19	580597 HOLBROCK, INGEBORG	C
01	00168955	9,435.00	05/01/19	1734 HM RECEIVABLES CO. II, LLC	C
01	00168956	85.89	05/01/19	603490 HOWARD, ANNA	C
01	00168957	36.02	05/01/19	7778 HUFFMAN, JEANETTE	C
01	00168958	100.00	05/01/19	568627 HUTSON, KYLE	C
01	00168959	64.76	05/01/19	994065 HY-VEE, INC.	C
01	00168960	2,860.00	05/01/19	606340 INTERNATIONAL LITERACY ASSOCIATION	C
01	00168961	140.96	05/01/19	31457 JONES SCHOOL SUPPLY CO, INC.	C
01	00168962	242.20	05/01/19	42057 JUNIOR LIBRARY GUILD	C
01	00168963	2,788.43	05/01/19	7550 K-LOG EDUCATION DIVISION	C
01	00168964	4,730.02	05/01/19	27999 KA-COMM., INC.	C
01	00168965	28.12	05/01/19	580589 KECK, MARY ELLEN	C
01	00168966	39.86	05/01/19	24430 KIDD, DEBRA	C
01	00168967	36.84	05/01/19	603481 KILE, BRANDY	C
01	00168968	509.29	05/01/19	6320 LAKESHORE LEARNING MATERIALS	C
01	00168969	104.59	05/01/19	582492 LEBBIN, DEBRA	C
01	00168970	100.00	05/01/19	590606 LEWIS, JOHN	C
01	00168971	25.00	05/01/19	590606 LEWIS, JOHN	C
01	00168972	5,026.25	05/01/19	593770 LIBERTY FRUIT CO.	C
01	00168973	14.39	05/01/19	603945 LOWRY, DEB	C
01	00168974	6,749.99	05/01/19	605972 MCCORMICK'S GROUP LLC	C
01	00168975	25.00	05/01/19	590592 MCDANIEL, DON	C
01	00168976	100.00	05/01/19	590592 MCDANIEL, DON	C
01	00168977	101.79	05/01/19	587818 MEREDITH, GINA	C
01	00168978	320.25	05/01/19	597 MIDWEST ACE HARDWARE	C
01	00168979	280.58	05/01/19	559920 MIDWEST TRANSIT EQUIPMENT, INC.	C
01	00168980	172.60	05/01/19	567760 MINNICH, DONNA	C
01	00168981	81.60	05/01/19	7239 NAPA AUTO PARTS OF MANHATTAN	C
01	00168982	65.83	05/01/19	1134 NASCO ARTS & CRAFTS	C
01	00168983	17.00	05/01/19	566667 NEWELL, CINDY	C
01	00168984	49.05	05/01/19	3984 NIEHAUS, MONIKA	C
01	00168985	39.46	05/01/19	2913 ORIENTAL TRADING COMPANY, INC.	C
01	00168986	108.71	05/01/19	584347 PARHAM, SARA	C
01	00168987	1,195.74	05/01/19	3849 PEPSI/MARKAN	C
01	00168988	1,954.97	05/01/19	32251 PRAIRIELAND PARTNERS, LLC	C
01	00168989	100.00	05/01/19	575518 PRAY, DANIEL	C
01	00168990	669.00	05/01/19	23954 PROFESSIONAL CLEANING SYSTEMS, INC.	C
01	00168991	2,915.00	05/01/19	591432 PROFESSIONAL GYM	C
01	00168992	169.08	05/01/19	7921 REALLY GOOD STUFF	C
01	00168993	47.42	05/01/19	545104 REEDER, AMBER	C
01	00168994	5.23	05/01/19	22974 REEDER, STACY	C
01	00168995	368.05	05/01/19	4357 REEVES-WIEDEMAN CO., INC.	C
01	00168996	141.18	05/01/19	603090 RHODES, SARAH	C
01	00168997	168.95	05/01/19	36064 IKON OFFICE SOLUTIONS, INC	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00168998	120.00	05/01/19	4393 RILEY COUNTY EXTENSION COUNCIL	C
01	00168999	15.00	05/01/19	4393 RILEY COUNTY EXTENSION COUNCIL	C
01	00169000	90.00	05/01/19	15695 ROSS, KEN	C
01	00169001	1,514.90	05/01/19	4529 SCHOLASTIC INC.	C
01	00169002	137.35	05/01/19	745 SCHOOL SPECIALTY	C
01	00169003	25.00	05/01/19	582620 SCHROEDER, RAY	C
01	00169004	100.00	05/01/19	582620 SCHROEDER, RAY	C
01	00169005	199.39	05/01/19	36783 SMITH, STEPHANIE	C
01	00169006	204.81	05/01/19	588199 SULLIVAN, MICHELLE	C
01	00169007	414.33	05/01/19	27688 SYSCO OF KANSAS CITY	C
01	00169008	51.01	05/01/19	601799 TAYLOR, ROGER	C
01	00169009	329.45	05/01/19	1427 THERMAL COMFORT AIR	C
01	00169010	36.30	05/01/19	996971 THOMAS, CORNELIA	C
01	00169011	332.88	05/01/19	8506 TOLEDO P.E. SUPPLY COMPANY	C
01	00169012	33.42	05/01/19	10024 TREND ENTERPRISES INC.	C
01	00169013	347.48	05/01/19	4963 TRIARCO ARTS & CRAFTS, LLC	C
01	00169014	56.62	05/01/19	561959 UNIFIRST CORPORATION	C
01	00169015	1,089.51	05/01/19	33342 US FOODSERVICE	C
01	00169016	4,121.97	05/01/19	859 USD #383 TRANSPORTATION	C
01	00169017	1,418.00	05/01/19	32017 VALIDITY SCREENING SOLUTIONS	C
01	00169018	111.02	05/01/19	36525 US BANK VOYAGER FLEET SYSTEMS, INC.	C
01	00169019	29.75	05/01/19	31015 WASH PALACE	C
01	00169020	40.25	05/01/19	5094 WATERS TRUE VALUE HARDWARE	C
01	00169021	6,144.00	05/01/19	5110 WENGER CORP	C
01	00169022	80.00	05/01/19	605875 WESEMANN, NELL	C
01	00169023	1,300.00	05/01/19	606502 WINDOWSEAR, INC	C
01	00169024	587.65	05/01/19	571750 WORKPLACEPRO	C
01	00169025	100.00	05/01/19	7335 ZACHARIASEN, KEITH	C
01	00169026	90.00	05/01/19	605751 ZAKHARCHENKO, OLEKSANDR	C
01	00169027	4,221.55	04/24/19	5093 CITY OF MANHATTAN	C
01	00169028	706.10	04/24/19	36773 RB ENTERPRISES, INC	C
01	00169029	35,460.00	04/24/19	585610 UNITED HEARTLAND	C
01	00169030	9,225.00	04/24/19	997463 WEIDENHAMMER SYSTEMS CORPORATION	C
01	00169031	228.32	04/24/19	32783 WESTAR ENERGY	C
01	00169032	517.50	05/01/19	5496 CHAMPION TEAMWEAR AR	C
01	00169033	243.23	05/01/19	40723 FISHER SCIENCE	C
01	00169034	831.09	05/01/19	8038 FLINN SCIENTIFIC, INC.	C
01	00169035	92.38	05/01/19	1536 GLENN'S MUSIC	C
01	00169036	172.99	05/01/19	599573 ROBOTZONE, LLC	C
01	00169037	42.85	05/01/19	745 SCHOOL SPECIALTY	C
01	00169038	348.69	05/01/19	1641 SIR SPEEDY	C
01	00169039	799.00	05/01/19	575984 VOYAGER SOPRIS LEARNING, INC.	C
01	00169040	237.51	05/01/19	20067 AG PRESS, INC.	C
01	00169041	3,258.50	05/01/19	601217 AMAZON CAPITAL SERVICES, INC.	C
01	00169042	260.00	05/01/19	36396 AMERICAN CHAMBER OF COMMERCE RESOURCES	C
01	00169043	10,009.00	05/01/19	16695 APPLE COMPUTER, INC.	C
01	00169044	101,568.17	05/01/19	16827 BG CONSULTANTS INC.	C
01	00169045	516.00	05/01/19	24369 BSG SCREENPRINTING	C
01	00169046	538.00	05/01/19	9439 BUREAU OF EDUCATION & RESEARCH INC.	C
01	00169047	65.00	05/01/19	6905 CDW GOVERNMENT LLC	C
01	00169048	185.32	05/01/19	9022 CENTURY BUSINESS SYSTEMS	C
01	00169049	20.61	05/01/19	569089 FOLLETT SCHOOL SOLUTIONS, INC.	C
01	00169050	316.33	05/01/19	24833 MIDWEST CONCRETE MATERIALS	C
01	00169051	91.56	05/01/19	1134 NASCO ARTS & CRAFTS	C
01	00169052	1,001.28	05/01/19	550973 NAUERTH, DEBORAH	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00169053	683.19	05/01/19	547727 OTIS ELEVATOR COMPANY	C
01	00169054	650.00	05/01/19	20746 OVERHEAD DOOR COMPANY	C
01	00169055	20.00	05/01/19	4393 RILEY COUNTY EXTENSION COUNCIL	C
01	00169056	6,826.25	05/01/19	745 SCHOOL SPECIALTY	C
01	00169057	6,520.80	05/01/19	31513 SECURITY SOLUTIONS	C
01	00169058	394.80	05/01/19	544426 STAPLES ADVANTAGE	C
01	00169059	580.62	05/01/19	8506 TOLEDO P.E. SUPPLY COMPANY	C
01	00169060	260.73	05/01/19	859 USD #383 TRANSPORTATION	C
01	00169061	354.70	05/01/19	14541 VORT CORPORATION	C
01	00169062	350.00	05/01/19	7322 WOODWIND & THE BRASSWIND, THE	C
01	00169063	104.41	05/01/19	606570 YURGEL, SETH	C

Total Bank No 01

753,304.65

Total Manual Checks .00

Total Computer Checks 753,304.65

Total ACH Checks .00

Total Other Checks .00

Total Electronic Checks .00

Total Computer Voids .00

Total Manual Voids .00

Total ACH Voids .00

Total Other Voids .00

Total Electronic Voids .00

Grand Total

753,304.65

Number of Checks

341

Batch Yr	Batch No	Amount
19	001488	50,008.14
19	001492	124,558.52
19	001496	262,150.29
19	001497	10,033.97
19	001521	118,852.25
19	001538	49,840.97
19	001539	134,812.78
19	001541	3,047.73

ITEM 7.3

HUMAN RESOURCES AGENDA BACKGROUND May 1, 2019

The Administration recommends the following individuals for employment with USD 383:

OFFICE PROFESSIONAL

Sarah Bauer, Principal Secretary, Manhattan High School	\$10.50/hour
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TEACHERS 2019-2020

Phillip Thrasher, Science, Manhattan High School	\$44,965
James Callahan, English Language Arts, Manhattan High School	\$48,585
Erin Lopez, MTSS Coordinator, Bluemont/Woodrow Wilson Elementary	\$47,360
Anne Caves, English Language Arts, Manhattan High School	\$42,765
Teresa Leiszler, Math, Manhattan High School	\$39,250
Ritchie Inns, 6 th Grade, Lee Elementary	\$41,765
Victoria Gellott, Life Skills, Frank Bergman Elementary	\$39,835
Tammy Schmidt, 6 th Grade, Lee Elementary	\$44,325
Brooke Ackerman, Social Studies, Manhattan High School	\$39,250
Chi-Un Dougherty, Art, Amanda Arnold Elementary	\$40,420

PARAEDUCATORS, TUTORS, AND AIDES

Hayley Sydow, Paraprofessional, Amanda Arnold Elementary	\$10.00/hour
Barbara Bergmeier, Paraprofessional, Lee Elementary	\$10.00/hour
Kennedy Lancaster, Paraprofessional, Lee Elementary	\$9.00/hour
Bailey Saul, Program Leader, Ogden Elementary	\$8.00/hour

SUBSTITUTES

Melissa Whittenberger, Substitute Teacher	\$14.00/hour
Shannon Nolan, Substitute Teacher	\$14.00/hour
Haylee Litzinger, Substitute Custodian	\$8.65/hour
Tanya Carr, Substitute Office Professional	\$8.65/hour

AFFIRMATIVE ACTION

OFFICE PROFESSIONAL

Number of Positions:	1				
No. of Applicants:	1	Minority:	0	Women/Non-Minority:	1/1
No. Interviewed:	1	Minority:	0	Women/Non-Minority:	1/1
No. Recommended:	1	Minority:	0	Women/Non-Minority:	1/1

TEACHERS/CERTIFIED STAFF

Number of Positions:	10				
No. of Applicants:	10	Minority:	3	Women/Non-Minority:	7/7
No. Interviewed:	10	Minority:	3	Women/Non-Minority:	7/7
No. Recommended:	10	Minority:	3	Women/Non-Minority:	7/7

PARAEDUCATORS, TUTORS, AND AIDES

Number of Positions:	4				
No. of Applicants:	4	Minority:	0	Women/Non-Minority:	4/4
No. Interviewed:	4	Minority:	0	Women/Non-Minority:	4/4
No. Recommended:	4	Minority:	0	Women/Non-Minority:	4/4

SUBSTITUTES

Number of Positions:	4				
No. of Applicants:	4	Minority:	0	Women/Non-Minority:	4/4
No. Interviewed:	4	Minority:	0	Women/Non-Minority:	4/4
No. Recommended:	4	Minority:	0	Women/Non-Minority:	4/4

RETIREMENTS

Deanna Burton, Teacher, Anthony Middle School, has submitted her retirement effective July 1, 2019. Ms. Burton has been with the district since August 2006 and has 13 years of service to USD 383.

Jeanne Ross, Teacher, Frank Bergman Elementary, has submitted her retirement effective July 1, 2019. Ms. Ross has been with the district since September 1983 and has 31 years of service to USD 383.

Connie McClatchey, Administrative Assistant, Special Services, has submitted her retirement effective July 1, 2019. Ms. McClatchey has been with the district since August 1995 and has 24 years of service to USD 383.

Stephen Hart, Delivery Driver, Warehouse, has submitted his retirement effective March 1, 2019. Mr. Hart has been with the district since August 2005.

It is the recommendation of the Administration to approve these retirements.

RESIGNATIONS

Jamie Stewart, Teacher, Frank Bergman Elementary, has submitted her resignation effective August 31, 2019. Ms. Stewart has been with the district since August 2018.

Katie Sibbitt, Teacher, Marlatt Elementary, has submitted her resignation effective August 31, 2019. Ms. Sibbitt has been with the district since August 2012.

Beth McKinzie, Teacher, Amanda Arnold Elementary, has submitted her resignation effective August 31, 2019. Ms. McKinzie has been with the district since August 2016.

Kathryn Estabrook, Teacher, Manhattan High School, has submitted her resignation effective August 31, 2019. Ms. Estabrook has been with the district since February 2007.

Phillip Kline, Teacher, Manhattan High School, has submitted his resignation effective August 31, 2019. Mr. Kline has been with the district since August 2018.

Riley Hundley, Youth Advocate, Teaching & Learning, has submitted his resignation effective April 26, 2019. Mr. Hundley has been with the district since September 2018.

Emma Richert, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective April 22, 2019. Ms. Richert has been with the district since February 2019.

Autumn Melson, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective April 15, 2019. Ms. Melson has been with the district since September 2018.

Akasha Clements, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective May 23, 2019. Ms. Clements has been with the district since September 2018.

Rene San Miguel, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective May 23, 2019. Ms. San Miguel has been with the district since August 2008.

Katelyn Zinn, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective May 3, 2019. Ms. Zinn has been with the district since January 2018.

Samantha Weems, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective May 10, 2019. Ms. Weems has been with the district since August 2018.

Taylor Inglis, Paraeducator, Amanda Arnold Elementary, has submitted her resignation effective April 26, 2019. Ms. Inglis has been with the district since November 2018.

Gina Hepler, Paraeducator, Lee Elementary, has submitted her resignation effective May 22, 2019. Ms. Hepler has been with the district since September 2016.

Michelle Briggs, Paraeducator, Lee Elementary, has submitted her resignation effective March 29, 2019. Ms. Briggs has been with the district since January 2019.

Daniel Southworth, Paraeducator, Lee Elementary, has submitted his resignation effective May 3, 2019. Mr. Southworth has been with the district since August 2018.

Briana Spriggs, Paraeducator, Manhattan High School, has submitted her resignation effective April 15, 2019. Ms. Spriggs has been with the district since August 2018.

Byron Lewis, Paraeducator, Bluemont Elementary, has submitted his resignation effective May 23, 2019. Mr. Lewis has been with the district since September 2016.

Amanda Jardine, Interventionist, College Hill Preschool, has submitted her resignation effective March 29, 2019. Ms. Jardine has been with the district since October 2018.

Kyle Spurlock, Driver, Transportation, has submitted his resignation effective April 12, 2019. Mr. Spurlock has been with the district since January 2019.

It is the recommendation of the Administration to approve these resignations.

TERMINATIONS

Joy Smith, Payroll Coordinator, Business Services, is recommended for termination effective April 11, 2019. Ms. Smith has been with the district since July 2014.

Sheresa Cottingham, Bus Driver, Transportation, is recommended for termination effective April 16, 2019. Ms. Cottingham has been with the district since January 2017.

Alondra Salas-Rodriguez, Paraeducator, Manhattan High School, is recommended for termination effective April 16, 2019. Ms. Salas-Rodriguez has been with the district since September 2018.

Chance Andrade, Paraeducator, Amanda Arnold Elementary, is recommended for termination effective March 25, 2019. Mr. Andrade has been with the district since September 2017.

Christina Jensen, Food Service Worker, Eisenhower Middle School, is recommended for termination effective March 25, 2019. Ms. Jensen has been with the district since January 2014.

It is the recommendation of the Administration to approve the terminations.

ITEM 7.4

Manhattan-Ogden USD 383 Manhattan, Kansas

Donations & Grants
Approval (A²) to Accept
5-1-19

- \$800 cash donation from Eisenhower Middle School Eagle Booster Club to Eisenhower Middle School for the Eagles of Excellence Worlds of Fun trip.
- \$500 cash donation from Eisenhower Middle School Eagle Booster Club to Eisenhower Middle School for EMS Reads.
- \$12,000 cash grant from Riley County Raising Riley to College Hill Preschool for reduced fees for families.

Total: \$13,300

ITEM 7.5

Date: May 1, 2019
To: Board of Education
From: Superintendent Dr. Marvin Wade
Re: Textbook Adoption 2019-20

Prepared by: Lacey Sell, Executive Director of Teaching and Learning;
Dr. Jeanne Disney, Director of Secondary Education

Background Information:

Each year at an appropriate time, district personnel bring recommendations to the Board of Education for classroom textbooks and resources. Presently, an adoption in the following course area is being presented for consideration: Middle School Social Studies. A supplemental book is also being presented for High School English Language Arts (ELA).

The current 7/8 Middle School Social Studies texts were adopted in 2009. All of the texts are well-used and many are falling apart. To update these texts, an adoption process started in the spring of 2018. It began with the procurement of resource samples that teachers reviewed prior to the summer break. Teachers were asked to pilot these resources during the fall semester. Additional materials and teacher training was provided to ensure a successful pilot at each grade level. The pilots were then evaluated based on the rubric in Appendix A and feedback was shared with the adoption teams. The teachers determined which texts to pursue and vendors were asked to provide a presentation on each of those texts which were also evaluated according to a rubric (see Appendix B). The teams then met to deliberate on the options and make their final selection. The following staff members comprised the 7th grade (World Geography) team: Erica Roberts, Nathan Good, Deanna Burton and Luke Snyder. The 8th grade (U.S. History) team included Summer Lunsway, Eric Altevogt, Kent Hildebrand and Cheri Koppes.

The supplemental book being requested is *Writer's Inc.: A Student Handbook for College and Career Readiness*. This has been a book that ELA teachers have asked students to purchase in years past to support their writing skills; however, with adequate online writing resources available the teachers no longer feel it is necessary for each student to be made to buy his/her own copy. Instead, the teachers would like to have a classroom set of this book that students could use in class.

We recognize that these decisions involved much time and effort on the part of all teachers in order to acquire the very best materials available to meet our students' learning needs. Their time and expertise is greatly appreciated.

Current Considerations:

The following textbooks and supplemental book are recommended for purchase to be used beginning with the 2019-20 school year:

Discovering World Geography, 2018, McGraw Hill Publications (classroom sets of texts plus digital license for each student)

Discovering our Past: A History of the US—Early Years, 2018, McGraw Hill Publications (classroom sets of texts plus digital license for each student)

Writer's Inc.: A Student Handbook for College and Career Readiness, 2015, Houghton Mifflin Harcourt (classroom sets of books)

As mentioned previously, our current 7/8 Social Studies texts are outdated and in poor condition. Our Social Studies program needs updated materials to ensure rigor and relevance in the 21st century. Assuredly, the proposed texts coincide with our district curricular scope and sequence at these grade levels—World Geography at 7th grade and U.S History through 1900 in 8th grade.

The ELA supplemental book will provide a solid resource for students as they continue to develop their writing skills throughout their high school career. By providing a classroom set, all high school ELA teachers will be able to utilize it in their instruction.

District Goals:

1. The education of all students will be based on high academic standards.

2. Curricular standards will be implemented consistently across the district.
4. Assessment of student learning will be aligned with district curriculum and appropriately balanced with instructional time.
5. The district will provide support of programs through existing and new resources.

Board of Education Policies:

IC Curriculum Development
IDA Educational Program

Financial Implications:

Curricular materials will be funded through the Textbook Fee Account 069.

<i>Discovering World Geography</i>	\$ 61,932.30
<i>Discovering our Past: A History of the US</i>	\$ 59,758.20
<i>Writer's Inc.</i>	<u>\$ 13,710.84</u>

Total Textbook Requests for 2019-20	\$ 135,401.34
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Budget Amounts

FY 2019 Unencumbered Cash Balance:	\$ 346,064
FY 2019 Textbook Revenue:	<u>\$ 241,826</u>
Total Funds Available:	\$ 587,890
Current Year Expenditures:	<u>\$(120,416)</u>
Current Fund Balance:	\$ 467,474
Textbooks/Supplemental:	<u>\$135,401.34</u>
Ending Fund Balance:	\$332,072.66

Future Considerations:

Since 2000-2001, the district has chosen not to complete an adoption four different times. Each of these postponements was made because of budget concerns. As a result, resource adoptions in critical content areas were delayed until the textbook budget could build the funds for core content resources. Currently, an adoption is needed in 9-12 Social Studies and K-5 Math. The last adoption for both of these content areas was 2009.

The remaining balance of textbook funds will assist with prioritizing and managing these goals.

Considering that the textbook fund is self-generating and provides the source of monies for these adoptions, it may be necessary to increase the textbook fees in upcoming years to recoup this expenditure and ensure ongoing adoptions are able to take place.

Recommendation:

The administration respectfully recommends the Board give final approval (A²) for the adoption and purchase of textbooks and resources for the listed courses in the 2019-20 school year.

Recommended Motion:

"I move to final approval for the adoption and purchase of textbooks and resources for the listed courses in the 2019- 20 school year."

APPENDIX A

Social Studies Instructional Material Evaluation Rubric

Form- Social Studies

Next review the instructional material using the following rubric.

Criteria	2 -Meets	1- Inadequate	Comments
Content (Non-Negotiables)			
Materials focus on the knowledge, skills, and abilities (KSA's) appropriate to the grade level benchmark.			
Material demonstrates coherence and rigor of KSA's appropriate to grade level benchmark.			
Tasks have a purpose, aligned to a skill or concept in the benchmark at grade level.			
Material includes application of skills and concepts in the benchmark at grade level.			
The material is focused on the major ideas/skills in the benchmark at that grade level.			
Total Non-Negotiable Content:			
If the total above is less than 8 then the material is not appropriate. If it is 8 or more than please continue to use the rest of the rubric to determine if the material is appropriate.			
Non-text content (maps, graphs, pictures, etc.) are accurate, authentic, and well integrated into the instructional material.			
Tasks apply to the diversity of students and their abilities, interests, and learning styles.			
Questions and tasks encourage the development and application of higher-level thinking skills.			
Material provides access to or demonstrates concepts in multiple ways, allowing for a variety of student responses.			
Material makes it clear that student writing is a key task (argument, informative, response to audience and purpose, research).			
Criteria	2 -Meets	1- Inadequate	Comments
Content includes 21st Century skill development such as collaboration, creative thinking, and problem solving.			
Material reflects sensitivity with regard to gender, race/ethnicity, religion, socio-economic status, intellectual and physical abilities.			
Material reflects a variety of ways			

Social Studies Instructional Material Evaluation Rubric

Form- Social Studies

Instructional materials are designed for use by students and teachers as a learning resource for students to acquire essential knowledge, skills, abilities, and dispositions. This includes print and non-print materials, including comprehensive/core textbooks, supplemental materials, Web-based and electronic textbooks, and assessments.

Title of Resource _____ Grade Level _____

Author/Publisher _____ Benchmark _____

Web address (if applicable) _____

First review the standards for your course/grade and identify the knowledge, skills and dispositions outlined in the standards

Knowledge	Skills	Attitudes

Social Studies Instructional Material Evaluation Rubric

Form- Social Studies

to differentiate instruction and model content to support all learners.		
Organization		
Material contains examples, explanations, and/or online resources to the depth and breadth of the Minnesota Social Studies Standards and Literacy Standards.		
Information is accurate, current and research-based.		
Focus of academic vocabulary is prevalent throughout reading, writing, listening, and speaking.		
Alignment		
The material has a balance of text types and lengths that encourage close, in-depth reading and rereading, analysis, comparison, and synthesis of texts.		
The material cross-refers and integrates with other subjects in related areas of the curriculum.		

Total Score for Social Studies Instructional Material: —

*If the score for the material is less than 20 then it does not address enough of the criteria in order to share as a resource.

APPENDIX B

Textbook Resources Evaluation

Name:

Criteria	Ranking	Comments
	0 " not evident 1 " insufficient quality 2 - mediocre quality 3 " sufficient quality 4 - high quality	
Online copy of text available		
Online test bank with multiple assessment options		
Support for meeting needs of Individual students: ELL, Specia Education		
Multiple Learning Styles represented in resources		
Provision for parent education, support and involvement		
Rate teacher tools: website, printed materials		
Rate student tools: website, printed materials, graphic organizers		
Links to web-based resources for teachers and students		
Ideas for technology integration		
Adequate student practice available		
Student appropriate glossary (Spanish/English)		
Technical support available		
Total:		

ITEM 7.6

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
Re: MHS Marching Band Trip to Florida

Prepared by: Joel Gittle, MHS Director of Bands / Performing Arts Department Chair
Greg Hoyt, MHS Principal

Background Information:

The MHS Big Blue Marching Band began travelling to nationally recognized parades and performances in 1999 and continue to travel on a three-year rotation. Our band has been displayed on national stages such as the Thanksgiving Day parades in Chicago, Houston and St. Louis. The past three trips, 2008, 2011, and 2014, the band has been selected to perform in the featured Character Parade on Main Street in the Walt Disney World Resorts Magic Kingdom in Orlando, Florida. We use this trip as one of the recruiting tools for our ensembles.

Current Considerations:

The MHS Marching Band is requesting permission to take approximately 150 students and 25 chaperones (and chaperone family members) to Orlando, FL from Thursday, November 19th – Wednesday, November 25th, 2020. The total number of travelers will be determined after a final commitment date (October 1, 2019) closer to the date of the trip. The group will travel to Florida by contracted charter transportation. Please see the attached tentative itinerary.

District Goals:

1. The education of all students will be based on high academic standards.
6. Schools will accommodate the needs of individual learners while being guided by high expectations for all students.
7. Lifelong learning experiences will be offered for prekindergarten through adult regardless of age, gender, ability, race, religion, or economic status.
14. Partnerships will be maintained and expanded with the broader communities.

Board of Education Policy:

IFCB Field Trips

Benchmarking:

On a local level, the MHS band program routinely travels around the state of Kansas and out of state. On the state level, all 6A schools in KS regularly travel to festivals. Nationally, the Disney Youth Programs and the Disney Performing Arts On Stage features innumerable school groups each year – our travel coordinator will be ETI – Educational Tours, Inc., and has handled our previous trips without incident. Many programs travel every year, but we travel every three years so that all band students can benefit from this educationally viable experience at least once during their tenure in the band.

Financial Implications:

Our projected cost per student is \$1,500. This includes all transportation and lodging, as well as some food allowance for days in the parks. It also accounts to offset trip costs of some of our adult chaperones, as well as possible fluctuation in gas prices. All of these expenses are paid by the students themselves, and participation in the trip is optional. The Band Fundraising account (#178) will be used for the monies to pass through, as we raise and collect money for the trip so that transparency exists. We have, and will have, fundraisers for the students to help offset the cost of this trip. We are not a big fan of sales fundraisers so we will do our best to provide more service fundraisers for the band students.

Future Considerations:

Since 1999, the Marching Band travels on a three-year rotation, subject to Board approval and Performing Arts Policy. This is the bands attempt for other entities of the Music Department to travel on opposite years to help keep the cost burden down on students and parents that are in multiple groups. We continue to work for a successful rotation policy in the music department. There is concern about the increasing costs of such a trip, as the price of gas and lodging has increased each time we have gone on this trip over the years. As travel expenses increase, we may have to re-evaluate the educational benefits afforded to our students by this trip and seek out other options that are more financially feasible.

Recommendation:

The administration respectfully recommends the Board give final approval (A²) for the MHS Band, directors and chaperones to travel to Orlando, Florida, from November 19-25, 2020, to perform at the Walt Disney World Resort Performing Arts On Stage Series, with the Disney Youth Program.

Recommended Motion:

"I move to give final approval for the MHS Band, directors and adult chaperones to travel to Orlando, Florida, from November 19-25, 2020, to perform at the Walt Disney World Resort Performing Arts On Stage Series, with the Disney Youth Program."

ITEM 7.7

Date: May 1, 2019
To: Board of Education
From: Superintendent Dr. Marvin Wade
Re: SkillsUSA Trip to National Leadership Conference in Kentucky

Prepared by: Christopher Collins, MHS Teacher and SkillsUSA Sponsor
Debra Kidd, CTE Coordinator
Janelle Boden, MHS Assistant Principal, Activities
Greg Hoyt, MHS Principal

Background Information:

The Manhattan High SkillsUSA chapter was re-chartered in 2016. We've grown in membership over the last three years and our members are gaining valuable leadership skills and learning the soft skills so many employers are looking for today. For the past three years, our members have competed in the State Championship in Hutchinson, Kansas. Our members compete in automotive service, job skills demonstration, job interview, extemporaneous speech as well as t-shirt design. This year we have seven members competing at the State Championship. We also have four district officers in our chapter. Students and advisors will have many opportunities to network and interact with students/advisors from other states. Students will have the opportunity to gain lifelong experiences, meet students and industry leaders from around the country, and represent their school and state.

Current Considerations:

We are seeking permission for a group of approximately 5 students and a faculty sponsor, Christopher Collins, to attend the National Leadership Conference and Championships in Louisville, Kentucky, from June 23 to June 29 (includes travel dates). Faculty/sponsor expenses will be paid by a CTE staff travel financial line. Students will pay part of their own expenses and CTE student travel, MHS Automotive Department and SkillsUSA activity lines will pay the remainder. The amount financed by students and school funds will depend on the number of students attending and fund raising prior to the event.

District Goals:

6. Schools will accommodate the needs of individual learners while being guided by high expectations for all students.
7. Lifelong learning experiences will be offered for prekindergarten through adult regardless of age, gender, ability, race, religion, or economic status.
10. The appropriate use of technology for learning, instruction, communication, and management will be supported.
14. Partnerships will be maintained and expanded with the broader communities.

Board of Education Policy:

IFCB Field Trips

Benchmarking:

This conference is open to all states. The National Leadership Conference is open to state directors, state and local officers, advisors and students who want to become better leaders.

Financial Implications:

Anticipated cost per student to attend breaks down as:

\$ 320 registration (national and Kansas)
 \$ 325 hotel (6 nights, shared rooms, state estimate)
 \$ 160 transportation (school van mileage plus \$100 parking/tolls = \$800/5 = \$160)
 \$ 40 entertainment, tours, etc.
 \$ 845 per student
 X 5 students
 \$ 4,225 Total estimated student cost

Student Commitment

\$ 220 Transportation/Hotel/Meals
 \$ 40 Entertainment
 \$ 260 per student
 X 5 students
 \$ 1,300 Total estimated student commitment

Students are responsible for their own individual meals and those costs are not budgeted in these amounts.

USD 383 Funds Commitment:

\$ 1,600 Committed from CTE department (student travel 016-81000-581-40-700-00)
 \$ 1,500 Committed from Skills USA activity (earned 249) Student commitment money will be deposited here.
 \$ 350 Committed from Skills USA 99 line, (99 = code 308)
 \$ 815 Committed from Auto-MATC 73 line (73 = 308 code)

\$ 4,265 total estimated from students and district funds

**These are research-based estimates. Includes Advisor entertainment (\$40). We will not know final numbers until we know the number of students attending.

Commitment deadline: May 6, 2019

\$ 160 due May 6 (in preparation for conference registration deadline and student commitment)
 \$ 80 balance due May 22

Chris Collins, Advisor

Travel paid for by CTE Staff Travel Budget (016-81000-580-40-700-00); Supervisor entertainment will be paid for by SkillsUSA

\$ 300 registration (national and Kansas)
 \$ 375 hotel (6 nights, shared room, state estimate)
 \$ 150 meals (will be next year's funds reimbursement)
 \$ 40 entertainment, tours, etc.
 \$ 865 Sponsor costs

CTE Student Travel (016-81000-581-40-700-00)

Budget Amount	\$18,000
Expenditures and Encumbrances	<u>\$ 8,145</u>
Amount Available	\$ 9,855
Event report for SkillsUSA Nationals	<u>\$ 1,600</u>
Amount Remaining	\$ 8,255

MHS SkillsUSA Activity Line (249)

Budget Amount (7/1/18)	\$ 379
Deposits	\$ 1,067
Expenditures and Encumbrances	<u>\$ 1,246</u>
Amount Available	\$ 200
Student Deposits to be made	\$ 1,300
Event report for SkillsUSA Nationals	<u>\$ 1,500</u>
Amount Remaining	\$ 0

MHS SkillsUSA 99 Line (308)

Budget Amount (7/1/18)	\$ 0
Deposits	\$ 350
Expenditures and Encumbrances	<u>\$ 0</u>
Amount Available	\$ 350
Event report for Skills USA Nationals	<u>\$ 350</u>
Amount Remaining	\$ 0

Auto MATC - 73 Line (073-82213-610-40-308-00)

Budget Amount (12/1/18)	\$62,411
Deposits	\$ 0
Expenditures and Encumbrances	<u>\$ 0</u>
Amount Available	\$62,411
Event report for Skills USA Nationals	<u>\$ 815</u>
Amount Remaining	\$61,596

CTE Staff Travel (016-81000-580-40-700-00)

Budget Amount	\$17,000
Expenditures and Encumbrances	<u>\$ 6,791</u>
Amount Available	\$10,209
Event report for Skills USA Nationals	<u>\$ 825</u>
Amount Remaining	\$ 9,384

Future Considerations:

The conference does not require follow-up work. The students competing will share their experiences with future and current SkillsUSA members.

Recommendation:

The administration respectfully recommends the Board give final approval (A²) for students and faculty in industrial technology and other competition areas to attend the SkillsUSA National Leadership Conference in Louisville, Kentucky on June 23 – 29, 2019.

Recommended Motion:

"I move to give final approval for students and faculty in industrial technology and other competition areas to attend the SkillsUSA National Leadership Conference in Louisville, Kentucky on June 23 – 29, 2019."

ITEM 9.1

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
Re: Special Inspections and Geotech Services

Prepared by: Trisha Brooke-Fruendt, Construction Owners Representative
Eric Reid, Assistant Superintendent
Lew Faust, Director of Business Services
Jaime Gregory, Construction Accountant

Background Information:

Through the course of the Bond projects the City of Manhattan and codes will require third party inspections. Therefore, an RFP was published for an inspection company to perform those tests that are required by the City of Manhattan and codes. This company will also provide geotechnical services for soil borings that are needed on the new building and the additions as dictated by the design teams.

Current Considerations:

A proposal was received from a local company in Manhattan to perform these services. They have provided pricing according to the RFP that was issued and a lump sum price as well. Billing will be done by the number of tests performed.

District Goal:

11. The district and the schools will provide a safe and orderly environment.

Board of Education Policy:

DJED Bids and Quotations Requirements
DJFA Purchasing Authority

Financial Implications:

The following scope of services was received:

Olsson Associates	\$929,400
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The total cost for this RFP is \$929,400 and the funding source for these services will be (9-097-84300-344-00-000-00) Bond Fund – Survey and Testing-All Schools

Bond Fund - Construction All Schools – (9-097-84300-344-00-000-00)

Budget Amount	\$1,057,871
Expenditures and Encumbrances	<u>\$ 15,500</u>
Available Balance	\$1,042,371
This Bid Amount	<u>\$ 929,400</u>
Amount Remaining	\$ 112,971

Recommendation:

The administration respectfully recommends the Board give final approval (A²) to the scope of services submitted by Olsson Associates of Manhattan, KS, for civil engineering services associated with bond construction in the amount of \$929,400.

Recommended Motion:

"I move to give final approval to the scope of services for Olsson Associates of Manhattan, KS, for civil engineering services associated with bond construction in the amount of \$929,400 NTE."

ITEM 9.2

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
RE: Request for Proposals – Early Learning Bus

Prepared by: Andy Hutchinson, Early Learning Coordinator of Grants & Compliance
Andrea Adams, Director of Transportation
Lew Faust, Director of Business Services

Background Information

The voluntary Kansas Bus Purchasing Program (KBPP) is designed to assist Kansas Unified School Districts and Inter-local Cooperative Agreements in purchasing a quality bus at a competitive price. On a bi-annual basis the Kansas Department of Transportation (KDOT) issues an Invitation to Bid. Once bids are received, KDOT forwards them to the Kansas Department of Education (KSDE) for review and award recommendation. Once an award recommendation is received, KDOT awards the contracts. Kansas Unified School Districts and Inter-local Cooperative Agreements are able to electronically access and compare the contract pricing received from each vendor on available base bus specifications and their individualized bus configurations of choice.

The current Kansas Bus Purchasing Program contract will be open for use by Kansas Unified School Districts and Inter-local Cooperative Agreements starting November 2, 2018, through October 31, 2019.

Federal- and state-funded early learning opportunities will be integrated at sites for College Hill and Eugene Field in 2019-2020. Another bus is needed to increase equity of services at both locations. At this time, Bus #70 is the only bus providing regular transportation services to students that do not meet eligibility requirements for special education or Families in Transition. Bus #70 was purchased in 2015 and has approximately 38,500 miles.

The Early Learning “fleet” also includes Bus #50, which was purchased in 2008 and has more than 93,500 miles. It has served as a back-up vehicle for routine and un-scheduled maintenance.

Current Considerations

Executing a purchase at this time would fall within the current KBPP contract. Pending approval of this request, a purchase order in the amount of \$99,752 will be used to start the purchase of a new bus. The low bid price from Midwest Transit Equipment, Inc. is \$99,752. Payment is due upon delivery and acceptance. The estimated delivery time is 20 weeks from factory order.

We are concurrently submitting this purchase request to the Office of Head Start Regional Office. Prior approval from the Regional Office is required for vehicle purchases greater than \$25,000, and when vehicles are used for the regular transportation of children to and from Head Start programs (see attached documents).

Future Considerations

We anticipate delivery in September 2019.

Board of Education Goals

11. The district and the schools will provide a safe and orderly environment.

Board Policy

DJED Bids and Quotations Requirements
DJFA Purchasing Authority

Financial Implications

The cost of a new 65 passenger conventional bus is \$99,752. The primary funding source is Head Start Equipment (070.81000.730.00.900.00). If, for any reason, Head Start could not fulfill this obligation the liability would become the responsibility of Manhattan-Ogden USD 383. Currently, funds exist either in Capital Outlay and/or Contingency Reserve that could complete this commitment, if necessary.

Budget Amount	\$ 100,000	Equipment: 070.81000.730.00.900.00
Expenses and Encumbrances	\$ <u>0</u>	
Amount Available	\$ 100,000	
65 Passenger Bus (KBPP price)	\$ <u>99,752</u>	
Amount Remaining	\$ 248	

The following is a breakdown of bids:

VENDOR	TOTAL PRICE
Midwest Transit Equipment, Inc. of Nixa, MO	\$99,752
Midwest Bus Sales, Inc. of Bonner Springs, KS	\$101,340
Kansas Truck Equipment Company, Inc. of Wichita, KS	\$102,318

Recommendation:

The administration respectfully recommends that final approval (A²) to the proposal to purchase a conventional 65 passenger bus from Midwest Transit Equipment, Inc. of Nixa, MO in the amount of \$99,752.

Recommended Motion:

"I move to give final approval to the proposal to purchase a conventional 65 passenger bus from Midwest Transit Equipment, Inc. of Nixa, MO in the amount of \$99,752."

Vehicle Purchase Information

Please provide the following information for each vehicle to be purchased for regular transportation of children to and from Head Start Centers. These vehicles must meet the federal motor vehicle safety standards.

For EACH vehicle purchased

1. Name of Grantee	Manhattan-Ogden USD 383
2. Grantee Number:	07CH7077
3. Description of vehicle, passenger size:	Conventional: IC Bus, 65 Passenger
4. Cost of vehicle (purchased outright):	\$99,752
5. Vehicle Purchased over time:	
a. Total Price of Vehicle	
b. One-time costs (down payment)	
c. Amount of loan	
d. Proposed terms:	
1. Length of Contract:	
2. Interest Rate:	
3. Estimated payment:	
6. Comments:	(See attachments)
1) Vehicle Purchase Request Letter	
2) KS Bus Purchasing Program Price Comparison Report – Spec. #30156	
3) Request for Proposal Memo to USD 383 Board of Education	

For Regional Office Use

Date approved

Specialist

Input Date



April 24, 2019

Jeff Newton
Regional Grants Management Officer
C/O Roosevelt Draine
Grants Specialist
Administration for Children and Families
601 E. 12th Street, Room 349
Kansas City, MO 64106

Re: Grant No. 07CH7077

Dear Mr. Draine:

We are requesting approval to purchase a vehicle that will be used for the regular transportation of children to and from Head Start center-based services. The cost of the bus is in excess of \$25,000 and is a separate request following our Year 5 award for FY2018.

Our grantee utilizes the Kansas Bus Purchasing Program (KBPP) for new bus purchases. Vendors bid to specifications established by the Kansas Departments of Transportation (KDOT) and Education (KSDE). The bid calls for all buses to meet current National School Transportation Specifications and Procedures, all applicable Federal Motor Vehicle Safety Standards (FMVSS's), and all applicable State and Federal Laws. Thanks to the guidance of the USD 383 Director of Transportation, we have selected a vehicle from Midwest Transit. The Price Comparison Report (Spec. #30156) from the KBPP is included with this request, which includes specification options from three (3) companies. The report starts with a product base price, followed by body options, chassis options, and dealer options.

The governing board for our grantee, the USD 383 Board of Education (BOE), is scheduled to review the vehicle purchase request at the May 1st BOE meeting. Following approximately 20 weeks of build time, this bus would be ready in September 2019.

Sincerely,

Andy Hutchinson
Coordinator of Grants & Compliance
Manhattan-Ogden USD 383
Early Learning Community

Enclosures

Note: Outside Luggage Storage is INCLUDED in the Standard Base Specification on Conventional, Rear Engine Transit and Front Engine Transit Buses. If Outside Luggage Storage is not desired, see Base Specification Code B4100 to delete.

It is your responsibility contact the vendor prior to purchasing any bus through this program.

Contract period for these prices are November 1, 2018 - October 31, 2019

Kansas Bus Purchasing Program
Price Comparison Report - Spec #30156
Feb 04, 2019 11:27 AM

Buying Organization **Manhattan-Ogden USD**
2031 Poyntz
Manhattan KS 66502

Notes Head Start Bus - Similar to Bus 70 Gasoline

Product Category Bus: Conventional (Fall 2018) (Fall 2018)

Product 65 Passenger

Quantity 1

Option	Option SKU	Buyer Comments	Kansas Truck Equipment	Midwest Bus Sales	Midwest Transit
Product Base Price			\$80,509.00	\$82,298.00	\$82,280.00
Body Options					
ACCESS/FRONT BULKHEAD COMPARTMENT					
Delete Access Compartment	B1010		N/A	N/A	(\$16.00)
AIR CONDITIONING, IN DASH					
For driver only	B1030		\$780.00	\$1,100.00	\$1,395.00
AIR CONDITIONING					
120,000 plus BTU	B1100		\$7,830.00	\$6,500.00	\$7,250.00
BUS LOCK UP SYSTEM					
All doors with electric front door	B1590		\$127.00	S/E	\$74.00
CROSSING GATE ARM					
electric crossing gate arm	B1810		\$351.00	\$230.00	N/C
DOOR, ENTRANCE, EXTERIOR DOOR HANDLE					
Add door handle to exterior of entrance door	B2010		\$50.00	S/E	S/E
EXIT, EMERGENCY WINDOW					
Increase from 1 per side to 2 per side	B2170		N/C	S/E	N/C
EXIT, ROOF HATCH					
Transpec low profile model 1975 (state qty) (Qty: 2)	B2250		N/A	(\$400.00)	(\$280.00)

FENDERETTES					
Rubber fenderettes	B2350		\$109.00	\$60.00	\$59.00
FLOOR: SUBFLOOR PLYWOOD					
5/8 inch marine grade plywood subfloor	B2530		\$448.00	\$89.00	\$61.00
FLOOR: SUBFLOOR JOINTS SEALED					
All subfloor joints water proof sealed	B2550		N/A	\$25.00	S/E
GRAB RAIL AT ENTRANCE					
Add right side grab rail.	B2750		\$109.00	\$58.00	\$31.00
LIGHT, LANDING					
Change to LED type light	B3320		\$65.00	\$50.00	\$10.00
LIGHT, LED STEPWELL LAMP					
Add LED stepwell lamp	B3360		\$140.00	\$41.00	\$16.00
LIGHTS					
Change 8 way, tail, brake, back up and turn to LED style lamps	B3480		\$510.00	\$820.00	\$714.00
LIGHTS, CLEARANCE					
Add armored marker and add LED style	B3510		N/A	N/A	\$21.00
LIGHTS, INTERIOR					
LED Dome lights	B3530		\$300.00	\$110.00	\$196.00
LIGHTS TAIL TURN FLUSH MOUNT					
Stop tail 4" flush mount LED	B3600		\$30.00	\$27.00	N/C
LIGHT VISORS					
Dual light visors for warning lights	B3630		S/E	\$62.00	\$46.00
MIRRORS, SIDE					
Rosco Openview remote heated	B3940		\$100.00	\$335.00	\$135.00
OUTSIDE LUGGAGE STORAGE					
Delete outside luggage storage	B4100		(\$1,628.00)	(\$1,230.00)	(\$1,164.00)
PAINT, ROOF					
Add painted white roof	B4210		\$194.00	\$260.00	\$325.00
PANELING, EXTERIOR					
Optional 16 ga. exterior metal	B4250		\$492.00	\$125.00	S/E
PANEL, SHOULDER PAD					
Full bus length	B4310		N/A	\$80.00	\$75.00
POWER SOURCE					
12-volt in driver area	B4350		S/E	S/E	N/C
RADIO SYSTEM					
Downgrade AM/FM, PA, radio with MP3 input	B4530		S/E	N/A	(\$189.00)
SEAT, DRIVER					
National air seat with 2 shocks and air brakes	B4790		\$154.00	\$170.00	\$25.00
SEAT, DRIVER; ARM REST					
Add Right arm rest	B4930		\$30.00	\$18.00	\$19.00
SEATS, DEDUCT FOR SEATS REMOVED					

Deduct for base bid bench seats. Check with dealer for exact quantity. (Qty: 18)	B5100		(\$1,962.00)	(\$3,150.00)	(\$1,350.00)
SEATS, CHILD INT. 39 " FLOOR MOUNT					
39 inch seat (state quantity) (Qty: 18)	B5250		\$11,826.00	\$8,100.00	\$8,730.00
KICK PANEL					
Add additional left side front	B5780		\$40.00	\$15.00	\$12.00
STEPWELL					
Marr Proof step risers	B5810		N/A	\$25.00	N/C
STEPWELL, TREAD					
Add pebble tread	B5840		\$238.00	\$210.00	S/E
STOP ARM SIGNAL					
Electric LED strobing	B5920		\$131.00	\$230.00	\$104.00
REAR STOP ARM SIGNAL OPTIONS					
Electric LED strobing	B5990		\$625.00	\$240.00	\$323.00
WINDOW, REAR					
Laminated, tinted	B6270		\$59.00	N/A	(\$9.00)
WINDOWS					
Laminated, tinted	B6320		\$1,410.00	\$232.00	(\$287.00)
PREWIRE FOR SECURITY & GPS SYSTEMS					
Prewire for security & GPS systems. Wiring to include for battery power, ground & ignition connections	B7000		\$0.00	N/A	\$76.00
PREWIRE FOR 2-WAY RADIO					
Prewire for 2-way radio. Wiring to include for battery power, ground & ignition connections	B7030		\$26.00	\$130.00	\$41.00

Chassis Options

ALTERNATOR					
300 amp minimum alternator	C1220		\$758.00	\$550.00	\$499.00
AXLE, REAR: MINIMUM LOAD					
19,800 or 20, 000 lbs.	C1330		S/E	N/A	(\$60.00)
BATTERIES					
3 12-volt, min. 925-CCA each	C1400		N/A	N/A	\$231.00
BRAKES, TRACTION CONTROL					
For hydraulic brakes	C1580		N/A	\$745.00	S/E
ENGINE					
<i>Cum. Inline 6 ISB 240HP/560 ft/lbs/6.7L w/PTS2500 tr</i>	C1870		---	\$1,650.00	---
<i>Gasoline engine; Ford 6.8L V-10</i>	C1780		(\$3,275.00)	---	---
<i>Gasoline engine: PSI 8.8L</i>	C1760		N/A	N/A	(\$3,764.00)
EXHAUST SYSTEM					
Option for exhaust to come through bumper	C2350		N/A	\$80.00	N/C
FUEL TANK: DIESEL					

Increase diesel tank to 100-gallon	C2380	\$290.00	\$290.00	\$311.00
FULL INSTRUMENTATION PACKAGE (ENGINE)				
Remove ammeter	C2430	N/A	(\$35.00)	(\$63.00)
SUSPENSION, AXLE REAR				
Add air-ride suspension rear without air source	C2930	\$1,402.00	\$1,200.00	\$1,006.00
SWITCHES, IGNITION				
Keyed alike	C3010	\$10.00	N/C	\$19.00
TRANSMISSION, AUTOMATIC				
Upgrade to 6-speed PTS2500 transmission	C3600	N/C	N/C	N/C
WINTER WARMUP EQUIPMENT				
Winter front	C3810	\$40.00	S/E	N/C
Configured Price		\$102,318.00	\$101,340.00	\$96,902.00

Dealer Options

24/7 Zeus 7 camera System				\$2,850.00
		<u>Kansas Truck Equipment</u>	<u>Midwest Bus Sales</u>	<u>Midwest Transit</u>
	Unit Price	\$102,318.00	\$101,340.00	\$99,752.00
	Total Price	\$102,318.00	\$101,340.00	\$99,752.00
	Grand Total	\$102,318.00	\$101,340.00	\$99,752.00

ITEM 9.3

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
Re: Middle School Gym Floor Repainting Project

Prepared by: Matt Davis, Director of Maintenance and Facilities
Jaime Gregory, District Purchasing Accountant
Carol O'Neil, District Purchasing Accountant

Background Information:

With the addition of the new bleachers and ceiling mount volleyball standards at both middle school gyms this summer, we will be shifting the volleyball courts closer to the stage. This is to allow the bleachers to be extended out further for additional seating during events. Shifting of the volleyball courts requires sanding and repainting of the entire floor, which was included in our 2018-2019 capital outlay budget.

Current Considerations:

District administration developed an RFP and advertised it on the district website. Bids were received and opened on April 18, 2019. A total of two bids were received, with Dave's Gyms of Salina, Kansas, submitting the lowest bid of \$23,800.

District Goal:

11. The district and schools will provide a safe and orderly environment.

Board of Education Policy:

DJFA Purchasing Authority

DJED Bids and Quotations Requirements

Financial Implications:

The following bids were received:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Dave's Gyms	\$23,800
Lankford Enterprises	\$34,800

The total cost of this bid is \$23,800, and the funding sources are:
(9-055-84700-700-37-600-00) Capital Outlay-Repair/Remodel Bldgs-AMS and
(9-055-84700-700-36-600-00) Capital Outlay-Repair/Remodel Bldgs-EMS

Capital Outlay-Repair/Remodel Bldgs-AMS (9-055-84700-700-37-600-00)

Budget Amount	\$ 20,000
Expenditures and Encumbrances	<u>0</u>
Amount Available	\$ 20,000
This Bid Amount	<u>11,900</u>
Amount Remaining	\$ 8,100

Capital Outlay-Repair/Remodel Bldgs-EMS (9-055-84700-700-36-600-00)

Budget Amount	\$ 20,000
Expenditures and Encumbrances	<u>0</u>
Amount Available	\$ 20,000
This Bid Amount	<u>11,900</u>
Amount Remaining	\$ 8,100

Recommendation:

The administration respectfully recommends the Board give final approval (A²) to accept the bid submitted by Dave's Gyms, of Salina, KS, for the middle school gymnasium flooring repainting project in the amount of \$23,800.

Recommended Motion:

"I move to give final approval to accept the bid submitted by Dave's Gyms, of Salina, KS, for the middle school gymnasium flooring repainting project in the amount of \$23,800.

ITEM 9.4

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
Re: Middle School Restroom Fixture Purchase

Prepared by: Matt Davis, Director of Maintenance and Facilities
Carol O'Neil, District Purchasing Accountant
Jaime Gregory, District Bond Accountant

Background Information:

Restroom renovations to Anthony and Eisenhower Middle Schools were allocated for in the 2018-2019 capital outlay budget. We have already bid out painting and epoxy flooring at both locations, and the restroom fixture purchase is the last piece to the renovation project.

Current Considerations:

The district established a list of restroom fixtures for both middle schools and advertised for bids on the district website. Bids were received and opened on April 18, 2019. A total of two bids were received, with Manhattan WinSupply of Manhattan, Kansas, submitting the lowest bid of \$31,220.28.

District Goal:

11. The district and the schools will provide a safe and orderly environment.

Board of Education Policy:

DJED Bids and Quotations Requirements
DJFA Purchasing Authority

Financial Implications:

The following bids were received:

<u>COMPANY</u>	<u>BASE BID AMOUNT</u>
Manhattan WinSupply	\$31,220.28
Reeves Wiedeman	\$37,021.40

The total cost of this bid is \$31,220.28 and the funding sources are:
(9-055-84700-721-37-600-00) Capital Outlay-Restrooms-AMS and
(9-055-84700-700-36-600-00) Capital Outlay-Repair/Remodel Bldgs-EMS

Capital Outlay Fund-Repair/Remodel Bldgs - EMS – (9-055-84700-700-36-600-00)

Budget Amount	\$ 570,000
Expenditures and Encumbrances	\$ 337,509
Available Balance	\$ 232,491
This Bid Amount	\$ 15,610
Amount Remaining	\$ 216,881

Capital Outlay Fund-Restroom- AMS – (9-055-84700-721-37-600-00)

Budget Amount	\$ 40,000
Expenditures and Encumbrances	\$ 23,125
Available Balance	\$ 16,875
This Bid Amount	\$ 15,611
Amount Remaining	\$ 1,264

Recommendation:

The administration respectfully recommends the Board give final approval (A²) to the bid submitted by WinSupply of Manhattan, Kansas, for the purchase of restroom fixtures at Anthony and Eisenhower Middle Schools in the amount of \$31,221.

Recommended Motion:

"I move to give final approval to the bid submitted by WinSupply of Manhattan, Kansas, for the purchase of restroom fixtures at Anthony and Eisenhower Middle Schools in the amount of \$31,221."

ITEM 9.6

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
Re: School Starting and Ending Times/Calendar Adjustment 2019-20

Prepared by: Eric Reid, Assistant Superintendent

Background Information:

Several adjustments have been made over the last few years to the start times, lunch times, and end times for Manhattan - Ogden USD 383 schools. School start and end times were aligned and the number of days and times were adjusted to accommodate the construction schedule. Manhattan High School adjusted their starting and ending schedule 10 minutes earlier in order to better accommodate the elementary second run bus schedules. This schedule has provided economical and reliable transportation for elementary and secondary students. As district transfers have increased, there has been a challenge with different start and ending times for elementary buildings.

With the completion of the Bond construction projects, the Board approved a return to a 189 day school year and a longer student day for elementary students to provide additional early release and professional development time. Following the work of the School Schedule and Reorganization Committee (SSRC), early release days were removed beginning with the 2016-17 calendar. Some adjustments were made in 2016-17 based on the work of the SSRC to improve balance across the grade levels and help with transfer options.

Current Considerations:

The schedule below represents the recommended start and end times at each building. Amanda Arnold Elementary is planning to switch to a 30 minute lunch next year and follow the model set by Bergman and Lee. A tentative agreement has been reached with KNEA Manhattan-Ogden on the number of days in the contract that would allow the district the ability to extend times during the school day and reduce the total number of days. The adjustments of times would allow the calendar to be shortened six days. The acceptance of this recommendation would also bring an adjustment to the school calendar which was approved in March. A correction is also being made to the professional learning calendar moving the professional development/collaboration day on October 7 to October 14. The first day of school would remain August 14, 2019, but the last day of school would now be May 13, 2020 instead of May 21st. Designated weather make-up days would be May 14 and 15 under this calendar. The adjusted school calendar is provided with no changes other than the days taken off the end of the calendar and the correction for the professional development/collaboration day on October 14.

Regular School Day Schedule

The proposed schedule for the 2019-20 school year is below. This schedule has extended minutes at the end of each day that will allow us to shorten the number of days to help accommodate construction.

SCHOOL	18-19 STRT	18-19 END	LUNCH	18-19 MIN		19-20 STRT	19-20 END	LUNCH	19-20 MIN	+/-
AMANDA ARNOLD	8:40	3:50	40	390		8:40	3:55	30	405	+15
BLUEMONT	8:40	3:50	40	390		8:40	4:05	40	405	+15
FRANK BERGMAN	8:40	3:40	30	390		8:40	3:55	30	405	+15
LEE	8:40	3:40	30	390		8:40	3:55	30	405	+15
MARLATT	8:40	3:50	40	390		8:40	4:05	40	405	+15
NORTHVIEW	8:40	3:50	40	390		8:40	4:05	40	405	+15
OGDEN	8:40	3:55	45	390		8:40	4:10	45	405	+15
THEODORE ROOSEVELT	8:40	3:50	40	390		8:40	4:05	40	405	+15
WOODROW WILSON	8:40	3:50	40	390		8:40	4:05	40	405	+15
ANTHONY	7:42	2:40	30	388		7:42	2:56	30	404	+16
EISENHOWER	7:42	2:40	30	388		7:42	2:56	30	404	+16
MAN. HIGH E & W	7:40	2:50	35	395		7:40	3:05	35	410	+15

One Half Day School Schedule

Elementary and secondary half day schedules are the same as 2018-19 schedule.

SCHOOL	17-18 STRT	17-18 END	LUNCH	17-18 MIN		18-19 STRT	18-19 END	LUNCH	18-19 MIN	+/-
AMANDA ARNOLD	8:40	11:55	0	195		8:40	11:55	0	195	0
BLUEMONT	8:40	11:55	0	195		8:40	11:55	0	195	0
FRANK BERGMAN	8:40	11:55	0	195		8:40	11:55	0	195	0
LEE	8:40	11:55	0	195		8:40	11:55	0	195	0
MARLATT	8:40	11:55	0	195		8:40	11:55	0	195	0
NORTHVIEW	8:40	11:55	0	195		8:40	11:55	0	195	0
OGDEN	8:40	11:55	0	195		8:40	11:55	0	195	0
THEODORE ROOSEVELT	8:40	11:55	0	195		8:40	11:55	0	195	0
WOODROW WILSON	8:40	11:55	0	195		8:40	11:55	0	195	0
ANTHONY	7:42	10:55	0	193		7:42	10:55	0	193	0
EISENHOWER	7:42	10:55	0	193		7:42	10:55	0	193	0
MAN. HIGH E & W	7:40	11:00	0	200		7:40	11:00	0	200	0

District Goal:

11. The district and the schools will provide a safe and orderly environment.

Board of Education Policy:

AF School Day

Recommendation:

The administration respectfully recommends the Board accept on first reading (A¹) the calendar adjustment along with school starting and ending times for regular school days and one-half days as presented, subject to negotiations.

Motion:

"I move to accept on first reading the recommended calendar adjustment along with school starting and ending times for regular school days and one-half days as presented, subject to negotiations."

District Calendar 2019-20

	Eleme	Middle	High
Q1	43.5	43.5	43.5
Q2	61	40	40
Q3		41	41
Q4	56.5	40.5	40.5
T	161	165	165

October						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

No School
Collaboration
Work Day
PD
Convocation
PD/Collab
Float Work day

				PD			Collaboration			Work Days			Conferences		
Date	Elementary	Middle	High	Elem.	Middle	High	Elem.	Middle	High	Elem.	Middle	High	Elem.	Middle	High
8/7/2019	Float work day									420	420	420			
8/8/2019	Convocation/Staff Meetings														
8/9/2019	Professional Development			420	420	420									
8/12/2019	Collaboration						420	420	420						
8/13/2019	Work Day									420	420	420			
8/14/2019	1/2 day school 1/2 day work day									210	210	210			
8/15/2019	First Full Day of School														
9/2/2019	Labor Day														
9/23/2019	---	Eve. conferences	---											210	
9/25/2019	---	Eve. conferences	Eve. conferences											210	210
9/26/2019	---	---	Eve. conferences												210
9/27/2019	Collab.	Compensation Day					420								
10/14/2019	Professional Development/Collaboration			210	210	210	210	210	210						
10/18/2019	Work Day									420	420	420			
10/23/2019	Eve. conferences	---	---										420		
10/24/2019	Conferences	Reg. School day	Reg. School day										420		
10/25/2019	Comp. Day	Reg. School day	Reg. School day												
11/25/2019	Professional Development			420	420	420									
11/26/2019	Flex Collab.	Flex Collab.	Flex Collab.				420	420	420						
11/27-29/2019	Thanksgiving Break														
2/23/2019-1/2/2020	Winter Break/Float Work Day									420	420	420			
1/3/2020	Professional Development/Collaboration			210	210	210	210	210	210						
1/20/2020	MLK Jr. day														
2/3/2020	---	Eve. conferences	---											210	
2/5/2020	---	Eve. conferences	Eve. conferences											210	210
2/6/2020	---	---	Eve. conferences												210
2/7/2020	Work Day	Comp Day	Comp. Day							420					
2/12/2020	Eve. conferences	---	---										420		
2/13/2020	Conferences	Reg. School day	Reg. School day										420		
2/14/2020	Comp. Day	Reg. School day	Reg. School day												
2/17/2020	Professional Development			420	420	420									
3/6/2020	Collab.	Work Day	Work Day				420				420	420			
3/09 - 3/13/2020	Spring Break														
4/10/2020	Professional Development/Collaboration			210	210	210	210	210	210						
4/27/2020	Professional Development/Collaboration			210	210	210	210	210	210						
5/13/2020	1/2 day school 1/2 day work day									210	210	210			
Totals				2100	2100	2100	2520	1680	1680	2520	2520	2520	1680	840	840

ITEM 9.7

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
Re: Waiver of BOE Policy DJFA – Purchasing Authority

Prepared by: Eric Reid, Assistant Superintendent

Background Information:

Under BOE policy DJFA, the superintendent is authorized to execute contracts on behalf of the district for the purchase of goods and services if the amount is less than \$10,000. It has been the practice of Manhattan-Ogden to bid out projects and items that will surpass the \$10,000 threshold. Bid law in the state of Kansas sets the required minimum amount for bids at \$20,000. While this policy is respected for a high level of fiscal accountability and oversight of the BOE, our current policy and practice could bring some challenges when working on our bond projects.

Current Considerations:

Administration respectfully requests the BOE consider waving this policy minimum of \$10,000 only for bond issue projects for the duration of bond construction. The state bid law minimum of \$20,000 would still apply to the district. This action if accepted would allow some discretion to administration to respond to time sensitive change orders under \$20,000 without going through the full process of prior BOE approval. The BOE would continue to have all expenditures reported to them in a timely fashion at BOE meetings. Administration would continue following policy DJFA for purchases not pertaining to the bond.

District Goal:

9. The district and the schools will provide staff with adequate time and resources to engage in productive professional planning and development.
11. The district and schools will provide a safe and orderly environment.

Board of Education Policy:

DJFA Purchasing Authority
DJED Bids and Quotations Requirements

Financial Implications:

There are no financial implications to this waiver.

Recommendation:

Based on scoring information it is the recommendation by administration to waive policy DJFA pertaining to bond issue projects while maintaining compliance with state statutes concerning bid laws.

Recommended Motion:

"I move to give final approval to allow the waiver of policy DJFA for projects relating to the bond issue while maintaining compliance of state statutes concerning bid laws."

ITEM 9.8

The following Administrators are recommended for two (2) year contracts:

ADAMS	ANDREA	DIRECTOR OF TRANSPORTATION
ARMENDARIZ	JAIME	PRINCIPAL OGDEN ELEMENTARY
BAILEY-JOHNSON	TERI	PRINCIPAL EUGENE FIELDS PRESCHOOL
BLANCK	BROOKE	MANHATTAN VIRTUAL ACADEMY ADMINISTRATOR
BODEN	JANELLE	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
CHRISTIAN	ROGER	ASSISTANT DIRECTOR SPECIAL EDUCATION
DAVIS	MATTHEW	DIRECTOR OF MAINTENANCE
DENISON	DIANE	EXECUTIVE ASSISTANT TO THE SUPERINTENDENT
DIBBINI	TRINA	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
DISNEY	JEANNE	DIRECTOR OF SECONDARY EDUCATION
FAUST	LEWIS	DIRECTOR OF BUSINESS SERVICES
HOLLOWAY	DAVID	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
JONES	MICHELE	DIRECTOR OF COMMUNICATIONS AND SCHOOL SAFETY
KARL	MICAH	DIRECTOR OF INFANT TODDLER SERVICES
KELLY	BRAD	ASST. PRINCIPAL/ACTIVITIES DIRECTOR ANTHONY MIDDLE SCHOOL
KIRK	BRANDY	DIRECTOR OF PARENT EDUCATION PARTNER
KLINE	VICKIE	PRINCIPAL ANTHONY MIDDLE SCHOOL
LOUGHMILLER	LUCAS	DIRECTOR OF LIBRARY AND INSTRUCTIONAL MEDIA SERVICES
MARSH	MICHAEL	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
MARTIN	LORI	PRINCIPAL FRANK BERGMAN ELEMENTARY
MARTINEZ	DAVID	ASST. PRINCIPAL/ACTIVITIES DIRECTOR EISENHOWER MIDDLE SCHOOL
MORTON	CLEION	PRINCIPAL NORTHVIEW ELEMENTARY
NAUERTH	DEBORAH	PRINCIPAL WOODROW WILSON ELEMENTARY
NEITZEL	BETH	PRINCIPAL BLUEMONT ELEMENTARY
NELSON	ELISABETH	DIRECTOR OF EARLY LEARNING PROGRAMS/ PRINCIPAL COLLEGE HILL
NEWELL	TRACY	PRINCIPAL EISENHOWER MIDDLE SCHOOL
REID	ERIC	ASSISTANT SUPERINTENDENT FOR ADMINISTRATIVE SERVICES
RIBBLE	MICHAEL	DIRECTOR OF TECHNOLOGY
SELL	LACEE	EXECUTIVE DIRECTOR OF TEACHING AND LEARNING
SHIVERS	LUCAS	DIRECTOR OF ELEMENTARY EDUCATION
SMITH	STEPHANIE	DIRECTOR OF FOOD SERVICE
STITT	KATHRYN	PRINCIPAL AMANDA ARNOLD ELEMENTARY
SULLIVAN	MICHELLE	ASSISTANT FOOD SERVICE DIRECTOR

TATUM	JILL	BUDGET & GRANT ACCOUNTANT
TIEDE	ANDREA	PRINCIPAL THEODORE ROOSEVELT ELEMENTARY
TURNER	ANDREW	DIRECTOR OF HUMAN RESOURCES
WADE	MARVIN	SUPERINTENDENT
WARD	JIMMY ROGER	CO-ASSISTANT DIRECTOR OF MAINTENANCE

The following Administrators are recommended for one (1) year contract extensions:

BABCOCK	CRAIG	ASSISTANT TO THE PRINCIPAL AMANDA ARNOLD ELEMENTARY .5
BAMMES	ERICA	PRINCIPAL LEE ELEMENTARY
BROOKE-FRUENDT	PATRICIA	CONSTRUCTION OWNERS REPRESENTATIVE
DELFORGE	CHRISTOPHER	ASSISTANT TO THE PRINCIPAL FRANK BERGMAN ELEMENTARY .5
DORST	MICHAEL	PRINCIPAL MANHATTAN HIGH SCHOOL
GREGORY	JAIME	BOND/CONSTRUCTION ACCOUNTANT
NELSON	BRANDEY	ASSISTANT TO THE PRINCIPAL NORTHVIEW ELEMENTARY .5
O'NEIL	CAROL	PURCHASING ACCOUNTANT
PLATT	JACK	CO-ASSISTANT DIRECTOR OF MAINTENANCE
STEPHENS	SHEILA	PRINCIPAL MARLATT ELEMENTARY

ITEM 9.9

Manhattan-Ogden USD 383
Manhattan, Kansas

RESOLUTION 1819-15

NONRENEWAL OF TEACHER CONTRACT

WHEREAS, on the 1st day of May, 2019, the Board of Education of Unified School District No. 383, Riley County, Kansas, by resolution duly adopted, took action to notify _____ of the Board's intent to non-renew his/her contract as a teacher for the 2019-2020 school year; and

WHEREAS, the Director of Human Resources shall give written notice to _____ before the 17th day of May, 2019, that it was the intent of the Board of Education not to renew his/her contract for the 2019-2020 school year; and

WHEREAS, after extensive consideration and thorough discussion, the Board has determined that the matter should be resolved as follows:

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 383, Riley County, Kansas,

Section 1. That the contract of _____ not be renewed for the 2019-2020 school year;

Section 2. That the Clerk of the Board of Education give, personally or by restricted mail, _____ a signed copy of this resolution.

ADOPTED by the Board of Education of Unified School District No. 383, Riley County, Kansas, on the 1st day of May, 2019,

Curt Herrman, President
USD 383 Board of Education

Date

Diane Denison, Clerk
USD 383 Board of Education

Date

Manhattan-Ogden USD 383
Manhattan, Kansas

RESOLUTION 1819-16

NONRENEWAL OF TEACHER CONTRACT

WHEREAS, on the 1st day of May, 2019, the Board of Education of Unified School District No. 383, Riley County, Kansas, by resolution duly adopted, took action to notify _____ of the Board's intent to non-renew his/her contract as a teacher for the 2019-2020 school year; and

WHEREAS, the Director of Human Resources shall give written notice to _____ before the 17th day of May, 2019, that it was the intent of the Board of Education not to renew his/her contract for the 2019-2020 school year; and

WHEREAS, after extensive consideration and thorough discussion, the Board has determined that the matter should be resolved as follows:

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 383, Riley County, Kansas,

Section 1. That the contract of _____ not be renewed for the 2019-2020 school year;

Section 2. That the Clerk of the Board of Education give, personally or by restricted mail, _____ a signed copy of this resolution.

ADOPTED by the Board of Education of Unified School District No. 383, Riley County, Kansas, on the 1st day of May, 2019,

Curt Herrman, President
USD 383 Board of Education

Date

Diane Denison, Clerk
USD 383 Board of Education

Date

Manhattan-Ogden USD 383
Manhattan, Kansas

RESOLUTION 1819-17

NONRENEWAL OF TEACHER CONTRACT

WHEREAS, on the 1st day of May, 2019, the Board of Education of Unified School District No. 383, Riley County, Kansas, by resolution duly adopted, took action to notify _____ of the Board's intent to non-renew his/her contract as a teacher for the 2019-2020 school year; and

WHEREAS, the Director of Human Resources shall give written notice to _____ before the 17th day of May, 2019, that it was the intent of the Board of Education not to renew his/her contract for the 2019-2020 school year; and

WHEREAS, after extensive consideration and thorough discussion, the Board has determined that the matter should be resolved as follows:

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 383, Riley County, Kansas,

Section 1. That the contract of _____ not be renewed for the 2019-2020 school year;

Section 2. That the Clerk of the Board of Education give, personally or by restricted mail, _____ a signed copy of this resolution.

ADOPTED by the Board of Education of Unified School District No. 383, Riley County, Kansas, on the 1st day of May, 2019,

Curt Herrman, President
USD 383 Board of Education

Date

Diane Denison, Clerk
USD 383 Board of Education

Date

ITEM 9.10

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
RE: Student Fees and Textbook Rental for 2019-2020

Prepared by: Lew Faust, Director of Business Services
Lacee Sell, Executive Director of Teaching and Learning

Background Information:

The district collects the following fees for students enrolled in the district to help support the cost of student textbooks, materials, and activities:

Elementary:	Textbooks, student materials, Aulos recorders
Secondary:	Textbooks and various student fees and materials
Alternative Programs:	Manhattan Virtual Academy (MVA)

For textbook rental, student materials, certain fees, and Driver's Education, accommodations are made for students with free and reduced lunch status. The following fees are optional for secondary students: Driver's Education, parking permits, activity tickets and yearbooks. Other fees listed are applicable when a student elects to enroll in the specific course.

Student fees and textbook rental fees have increased an average of 3.5% annually since 2014, including a 0% increase for FY 2019. Driver's Education fees have increased an average of 0.0% annually from 2013 through 2019. Other fees have been adjusted as necessary to reflect the current cost of the activities and materials.

Following is a history of select fees (regular fees only) from 2014 through 2019:

	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>	<u>2015-16</u>	<u>2014-15</u>	<u>2013-14</u>
Textbook Rental (K-6)	\$40.00	\$40.00	\$40.00	\$40.00	\$36.00	\$33.00
Textbook Rental (7-8)	\$55.00	\$55.00	\$55.00	\$55.00	\$50.00	\$46.50
Textbook Rental (9-12)	\$56.00	\$56.00	\$56.00	\$56.00	\$51.00	\$47.50
Student Materials (K-6)	\$50.00	\$50.00	\$40.00	\$40.00	\$36.00	\$33.00
Student Materials (7-12)	\$42.00	\$42.00	\$42.00	\$42.00	\$36.00	\$33.00
Parking Permit (MHSW)	\$75.00	\$75.00	\$75.00	\$75.00	\$50.00	\$50.00
Activity Ticket	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
Drivers Education	\$227.00	\$227.00	\$227.00	\$227.00	\$227.00	\$227.00

Current Considerations:

Student fees are reviewed annually to determine if adjustments are necessary. The recommended Student Fee Schedule for 2019-20 accompanies this report, with 2018-19 fees listed for comparative purposes. The proposed fees in this report reflect increases, additions or deletions for the following fees:

- Increase of 0% for textbook rental fees (no changes for FY 2020)
- Increase of 0% for student materials
- Deletion of a \$31 charge for 9th Grade students for Writer's Manual
- No other adjustments are being recommended to any existing fees on the district list.

Board of Education Goal:

- The district will provide support of programs through existing and new resources.

Board of Education Policy:

JS Student Fees and Charges

Financial Implications:

Revenue comparisons for textbooks, student materials and drivers education are as follows, based on the revised fee schedule:

	Projected FY 2019-20	Current * FY 2018-19	Actual FY 2017-18
Textbook Rental	\$231,836	\$246,583	\$ 248,341
Student Materials	\$230,566	\$200,455	\$ 205,778
Drivers Education (Regular school year only)	\$ 22,500	\$ 19,276	\$ 25,034

* Fee collections as of April 1, 2019.

Additional Financial Data**Textbooks**

District Allocation (013-81000-644-00-000-00) \$100,000

Fund 69

Textbook Rental Carryover 7/1/2018	\$ 346,064
Fund 69 FY 2019 Adjustments to date	\$ 246,583
Fund 69 Balance	\$ 592,647

Budget Amount (Fund 13 & 69)	\$ 692,647
Expenditures & Encumbrances (Fund 13 & 69)	(\$ 162,519)
Textbooks Balance Available	\$ 530,128

FY 2020 Projected Revenue-Textbooks \$ 231,836

Fund 67 - Student Materials

FY 2018 Revenue (transferred to 013-81000-619-02-000-00) (funds classroom supplies throughout the district)	\$205,778
FY 2020 Projected Revenue	\$230,566

Driver Education (Fund 48)—FY 2019 Budget \$170,400

Fees	\$ 20,000 (22.4%)
State Aid	\$ 47,450 (21.8%)
Transfer-SG	\$102,950 (50.3%)
Carryover	\$ 0 (0.0%)
	\$170,400 (100.0%)

Recommendation:

The administration respectfully recommends that the Board of Education accept on first reading (A¹) the Student and Textbook Rental Fees as listed for the 2019-20 school year.

Recommended Motion:

"I move that the Board accept on first reading the Student and Textbook Rental Fees as presented for the 2019-20 school year."

Manhattan-Ogden USD 383
Student Fees and Textbook Rental: 2019-20

<i>~TEXTBOOK RENTAL FEES~</i>				Prior Year
	Regular Fees	Reduced Lunch Fees	Free Lunch Fees	FY 2018-19
	Full-Time Student	Full-Time Student	Full-Time Student	(regular fees)
GRADES K-6	\$40.00	\$20.00	\$13.00	\$40.00
GRADES 7-8	\$55.00	\$28.00	\$19.00	\$55.00
GRADES 9-12	\$56.00	\$29.00	\$20.00	\$56.00

<i>~STUDENT MATERIALS FEE~</i>				
	Regular Fees	Reduced Lunch Fees	Free Lunch Fees	
	Full-Time Student	Full-Time Student	Full-Time Student	
GRADES K-6	\$50.00	\$25.00	\$17.00	\$50.00
GRADES 7-8	\$42.00	\$21.00	\$14.00	\$42.00
GRADES 9-12	\$42.00	\$21.00	\$14.00	\$42.00

<i>~OTHER FEES~</i>				
Online Pay--Transaction Fee	\$4.00			\$4.00
Recorders (4th grade only)	\$8.00			\$8.00
Naviance-Middle School	\$5.00			\$5.00
Student Planner-Middle School	\$5.00			\$5.00
Yearbook - Middle School	\$10.00			\$10.00
MVA Course*	\$260.00	*In-district students per semester fee.	*For each additional course above seven.	\$260.00
Student Planner - MHS	\$6.00			\$6.00
Parking Permit - MHS	\$75.00			\$75.00
Activity Tickets - MHS	\$30.00			\$30.00
Drivers Education - MHS	Regular-\$227	Reduced-\$113.50	Free-\$76.00	No Change
Yearbook - MHS	\$76.00	After Jan. 1-\$81	After Feb. 15-\$86	\$76.00
Naviance - MHS	\$5.00			\$5.00
Calculator Rental - MHS	\$25.00	Reduced-\$12.50	Free-\$8.25	No Change
Digital Photography - MHS	\$10/semester			\$10.00

Note: (1) Part-time student fees are pro-rated based on a 7-hour day.
 (2) Non-resident (out-of-district) students are assessed full fees regardless of free/reduced meal status.

<i>~PRESCHOOL MONTHLY ENROLLMENT FEES~</i>					
<i>Preschool Fees are due monthly at each individual site.</i>					
	Regular Fees	Military Fees	Reduced Fees	IEP Only*	Toddler 3 (T3)
Half Day	\$250	\$200	\$152	No Charge	\$100
Full Day	\$625	\$500	\$350		

(*) Children whose Individualized Education Plan (IEP) requires a classroom placement.

Manhattan-Ogden USD 383
Textbook/Student Materials Fee Revenue Worksheet, FY 2020

Textbook Rental Fee										
Grade Level	Regular Fees	% Increase	Revenue	Reduced Fees	% Increase	Revenue	Free Fees	% Increase	Revenue	Net Increase
K-6	\$ 40.00	0%	\$ 91,588	\$ 20.00	0%	\$ 5,586	\$ 13.00	0%	\$ 15,153	
	\$ 42.00	5.0%	\$ 96,167	\$ 21.00	5.0%	\$ 5,865	\$ 14.00	8.0%	\$ 16,319	\$ 6,024
	\$ 44.00	10%	\$ 100,746	\$ 22.00	10%	\$ 6,145	\$ 16.00	12.0%	\$ 18,650	\$ 13,214
	\$ 60.00	50%	\$ 137,381	\$ 30.00	50%	\$ 8,379	\$ 20.00	54.0%	\$ 23,313	\$ 56,746
Grades 7-8	\$ 55.00	0%	\$ 30,931	\$ 28.00	0%	\$ 1,921	\$ 19.00	0%	\$ 5,440	
	\$ 56.00	2.5%	\$ 31,490	\$ 29.00	3.6%	\$ 1,989	\$ 19.50	2.5%	\$ 5,581	\$ 770
	\$ 58.00	5%	\$ 32,618	\$ 30.00	7%	\$ 2,058	\$ 20.00	5%	\$ 5,726	\$ 2,111
	\$ 60.00	9%	\$ 33,743	\$ 31.00	11%	\$ 2,127	\$ 21.00	10%	\$ 6,012	\$ 3,590
Grades 9-12	\$ 56.00	0%	\$ 65,236	\$ 29.00	0%	\$ 4,121	\$ 20.00	0%	\$ 11,861	
	\$ 57.00	2%	\$ 66,401	\$ 30.00	3.5%	\$ 4,262	\$ 20.50	2.5%	\$ 12,158	\$ 1,603
	\$ 59.00	5.5%	\$ 68,731	\$ 31.00	7%	\$ 4,405	\$ 21.00	5%	\$ 12,174	\$ 4,092
	\$ 61.00	9%	\$ 71,061	\$ 32.00	10%	\$ 4,547	\$ 22.00	10%	\$ 12,754	\$ 7,144
Projected FY 2020 Revenue		0%	\$ 231,836				\$ 240,233	Totals	2-5.0%	\$ 8,397
							\$ 251,253		5-10.0%	\$ 19,417
							\$ 299,317		9-50%	\$ 67,480

Manhattan-Ogden USD 383
Textbook/Student Materials Fee Revenue Worksheet, FY 2020

Student Materials Fee										
Grade Level	Regular Fees	% Increase	Revenue	Reduced Fees	% Increase	Revenue	Free Fees	% Increase	Revenue	Net Increase
K-6	\$ 50.00	0%	\$ 114,485	\$ 25.00	0%	\$ 6,983	\$ 17.00	0%	\$ 19,816	
	\$ 51.00	2%	\$ 116,774	\$ 26.00	4%	\$ 7,262	\$ 17.50	3.0%	\$ 20,399	\$ 3,152
	\$ 53.00	6%	\$ 121,354	\$ 27.00	8%	\$ 7,541	\$ 18.00	6%	\$ 20,982	\$ 8,593
	\$ 55.00	10%	\$ 125,933	\$ 28.00	12%	\$ 7,820	\$ 19.00	12%	\$ 22,147	\$ 14,618
Grades 7-8	\$ 42.00	0%	\$ 23,620	\$ 21.00	0%	\$ 1,441	\$ 14.00	0%	\$ 4,008	
	\$ 43.00	2.5%	\$ 24,182	\$ 22.00	5%	\$ 1,509	\$ 14.50	3.5%	\$ 4,151	\$ 774
	\$ 44.00	5%	\$ 24,745	\$ 23.00	9%	\$ 1,578	\$ 15.00	5%	\$ 4,295	\$ 1,548
	\$ 46.00	10%	\$ 25,869	\$ 24.00	14%	\$ 1,647	\$ 16.00	14%	\$ 4,581	\$ 3,028
Grades 9-12	\$ 42.00	0%	\$ 48,927	\$ 21.00	0%	\$ 2,984	\$ 14.00	0%	\$ 8,303	
	\$ 43.00	2.5%	\$ 50,092	\$ 22.00	5%	\$ 3,126	\$ 14.50	3.5%	\$ 8,599	\$ 1,604
	\$ 44.00	5%	\$ 51,257	\$ 23.00	9%	\$ 3,268	\$ 15.00	5%	\$ 8,896	\$ 2,614
	\$ 46.00	10%	\$ 53,587	\$ 24.00	14%	\$ 3,411	\$ 16.00	14%	\$ 9,489	\$ 5,086
Projected FY 2020 Revenue @ 0%	\$ 230,566						\$ 236,095	Totals	2-5%	\$ 5,529
							\$ 243,321		5-9%	\$ 12,756
Administrative Recommendation							\$ 253,298		10-14%	\$ 22,732

Combined Projected Revenue Increase Values		
2.5 - 5.0%	\$	13,926
5 - 10%	\$	32,172
10 - 50%	\$	90,212

% of Total Population

K-6 = 57%

7-8 = 14%

9-12 = 29%

Manhattan-Ogden USD 383
Textbook Rental and Student Materials Revenue History, FY 2012-FY 2019

Fiscal Year	2012	2013	2014	2015	2016	2017	2018	2019 to Date	Report Totals
Fund									
067-Student Materials	\$ 144,451.78	\$ 146,870.31	\$ 150,525.66	\$ 165,415.55	\$ 187,464.85	\$ 187,231.19	\$ 205,778.25	\$ 204,008.89	\$ 1,391,746.48
069-Textbook Rental (*)	\$ 392,324.00	\$ 263,888.18	\$ 289,377.84	\$ 199,580.71	\$ 498,730.86	\$ 326,424.19	\$ 248,341.36	\$ 246,583.08	\$ 2,465,250.22
(*) 069-EOY Transfer Value	\$ 220,000.00	\$ 93,971.64	\$ 110,707.55	\$ -	\$ 250,000.00	\$ 70,000.00	\$ -	\$ -	\$ 744,679.19
069 Net w/o Transfer	\$ 172,324.00	\$ 169,916.54	\$ 178,670.29	\$ 199,580.71	\$ 248,730.86	\$ 256,424.19	\$ 248,341.36	\$ 246,583.08	\$ 1,720,571.03
Combined FY Total	\$ 536,775.78	\$ 410,758.49	\$ 439,903.50	\$ 364,996.26	\$ 686,195.71	\$ 513,655.38	\$ 454,119.61	\$ 450,591.97	\$ 2,952,285.12

ITEM 10.1

Date: May 1, 2019
To: Board of Education
From: Superintendent Marvin Wade
RE: Transgender Guidelines

Prepared by: Marvin Wade, Superintendent, USD 383

Background Information:

During its December 19, 2018 meeting, the Board discussed and reached consensus regarding its desire to adopt guidelines beyond Title IX protections for transgender students.

Current Considerations:

Administration reviewed existing USD 383 policies for opportunities to clarify protections for transgender students. The following policies contain proposed language to protect gender identity or expression, as may be seen in attached documents:

GAAA - Equal Opportunity and Nondiscrimination

GAAB - Complaints of Discrimination

KN - Complaints

The attached *Transgender Guidelines* is modified from Topeka Public Schools policy. This document currently serves as internal guidance for USD 383 administrator compliance with policy GAAA as it pertains to transgender students.

Future Considerations:

Given its desire to adopt guidelines beyond Title IX protections for transgender students, the Board may choose to direct administration to take specific further action and/or to give initial (A¹) approval to one or more of the presented policies or guidelines documents.

District Goals:

3. Basic skills, thinking skills, core knowledge, multicultural understanding, and personal and civic responsibilities will be the foundation of an integrated curriculum.
6. Schools will accommodate the needs of individual learners while being guided by high expectations for all students.
7. Lifelong learning experiences will be offered for prekindergarten through adult regardless of age, gender, ability, race, religion, or economic status.
11. The district and the schools will provide a safe and orderly environment.
12. Schools will involve families in the education of their students.

Board of Education Policy:

GAAA Equal Opportunity and Nondiscrimination

GAAB Complaints of Discrimination

KN Complaints

Financial Implications:

There are no financial implications anticipated as the result of proposed action.

Recommendation:

The administration respectfully recommends the Board give final approval (A²) to proposed changes to policies GAAA, GAAB and KN, including *Transgender Guidelines* for policy GAAA.

Recommended Motion:

"I move to give final approval to proposed changes to policies GAAA, GAAB and KN, including *Guidelines for Transgender Students at School* for policy GAAA."

Guidelines for Transgender Students at School

(Policy GAAA: Equal Opportunity and Nondiscrimination)

I. PURPOSE

School district policy requires that students be free from discrimination based on sex, sexual orientation, gender identity, or gender expression. The purpose of this regulation is to create a safe learning environment for all students by providing guidelines for schools and district staff to address the needs of transgender and gender nonconforming students. These guidelines cannot anticipate every situation that might occur with respect to transgender or gender nonconforming students, and the needs of each transgender or gender nonconforming student must be assessed on a case-by-case basis. In all cases, the goal is to ensure the safety, comfort, and healthy development of the transgender or gender nonconforming student while maximizing the student's social integration and minimizing stigmatization.

DEFINITIONS

The definitions provided here are not intended to label students but rather to assist in understanding. Students might or might not use these terms to describe themselves.

- A. "Gender identity" is a person's deeply held sense or psychological knowledge of their own gender, regardless of the gender they were assigned at birth. Everyone has a gender identity.
- B. "Transgender" describes people whose gender identity is different from their gender assigned at birth.
- C. "Gender expression" refers to the way a person expresses gender, such as clothing, hairstyles, activities, or mannerisms.
- D. "Gender nonconforming" describes people whose gender expression differs from stereotypical expectations, such as "feminine" boys, "masculine" girls, and those who are perceived as androgynous.
- E. "Transitioning" is the process of changing one's gender expression to accord with one's gender identity when gender identity does not align with gender assigned at birth.

II. GUIDELINES

A. Guidelines

1. Transgender and gender nonconforming students shall be recognized as such to the extent desired and in a manner consistent with their gender identity.
2. The student and/or parents of a transgender student seeking to be recognized in a manner consistent with their gender identity shall contact the school principal to indicate this intent.
3. Parent notification is necessary for all students under 18 years of age seeking to be recognized in a manner consistent with their gender identity.

B. Privacy. All persons, including students, have a right to privacy. This includes the right to keep one's transgender status or gender nonconforming presentation private at school.

1. Information about a student's transgender status, legal name, or gender assigned at birth also may constitute confidential medical information. School personnel should not disclose information that may reveal a student's transgender status or gender nonconforming presentation to others, unless legally required to do so or unless the student has authorized such disclosure.
2. Transgender and gender nonconforming students have the right to discuss and express their gender identity and expression openly and to decide when, with whom, and how much to share information. When contacting the parent or guardian of a transgender or gender nonconforming student, school personnel should use the student's legal name and the pronoun corresponding to the student's gender assigned at birth unless the student, parent, or guardian has specified otherwise.

C. Official Record. The District is required to maintain a mandatory permanent pupil record ("official record") that includes a student's legal name and legal gender.

1. The District will change a student's official record to reflect a change in legal name or legal gender upon receipt of documentation that such change has been made pursuant to a court order.
 2. In situations where school staff or administrators are required by law to use or to report a transgender student's legal name or gender, such as for purposes of standardized testing, school staff and administrators shall adopt practices to avoid the inadvertent disclosure of such confidential information.
 3. School records that are not permanent official records may be amended to reflect the student's preferred name and gender identity.
- D. Names/Pronouns. A student has the right to be addressed by a name and pronoun that corresponds to the student's gender identity. A court-ordered name or gender change is not required, and the student need not change his or her official records.
- E. Gender-Segregated Activities
1. To the extent possible, schools should reduce or eliminate the practice of segregating students by gender.
 2. In situations where students are segregated by gender, such as for health education classes, students should be included in the group that corresponds to their gender identity.
- F. Student Information Systems
- The record of a student in the student information system should be modified to prevent disclosure of confidential information and ensure that school personnel use a student's preferred name and pronouns consistent with the student's gender identity.
- G. Restroom Accessibility
1. Students shall have access to the restroom that corresponds to their gender identity consistently asserted at school.

2. Any student who has a need or desire for increased privacy, regardless of the underlying reason, may be provided access to a single stall restroom, but no student shall be required to use such a restroom.

H. Locker Room Accessibility

1. The use of locker rooms by transgender students shall be assessed on a case-by-case basis with the goals of maximizing the student's social integration and equal opportunity to participate in physical education classes and sports, ensuring the student's safety and comfort, and minimizing stigmatization.
2. Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided with a reasonable alternative changing area such as the use of a private area (e.g., a nearby restroom stall with a door, an area separated by a curtain, a P.E. instructor's office in the locker room, or a nearby health office restroom), or with a separate changing schedule (e.g., using the locker room that corresponds to their gender identity before or after other students). Any alternative arrangement should be provided in a way that protects the student's ability to keep his or her transgender status confidential, if the student so desires. In no case shall a transgender student be required to use a locker room that conflicts with the student's gender identity.

I. Physical Education Classes & Intramural Sports

1. Transgender and gender nonconforming students shall be permitted to participate in physical education classes and intramural sports in a manner consistent with their gender identity.

J. Interscholastic Competitive Sports Teams

1. Transgender and gender nonconforming students shall be permitted to participate in interscholastic athletics in a manner consistent with their gender identity and in compliance with the rules and regulations of the Kansas State High School Activities Association.

2. Procedures:

- a. Notice to the School: The student and/or parents of a transgender student shall contact the school principal or athletic director indicating that the student desires to participate in activities in a manner consistent with his or her gender identity.
- b. Upon notice that a student desires to participate in activities in a manner consistent with the student's gender identity, the athletic director or school principal shall notify the Kansas State High School Activities Association (KSHSAA), prior to entering the student in the KSHSAA eligibility system and allowing participation.
- c. Once a student elects to participate on a team consistent with their gender identity, the student must participate in that gender category in all sports for the remainder of their scholastic eligibility in grades 7-12. Annual renewal is not required.
- d. In the event of a dispute over the student's participation, the KSHSAA Executive Board will make final rulings.

K. Dress Codes

Transgender and gender nonconforming students have the right to dress in a manner consistent with their gender identity or gender expression.

L. Discrimination/Harassment

Transgender and gender nonconforming students have a right to a safe school environment. Discrimination or harassment based on gender identity or gender expression is expressly prohibited by school district policy. Complaints alleging discrimination or harassment based on a person's actual or perceived transgender status or gender nonconformity shall be handled in the same manner as other discrimination or harassment complaints. (See Policy GAAB).

GAAA Equal Employment Opportunity and Nondiscrimination

GAAA

The board shall hire all employees on the basis of ability and the district's needs.

The district is an equal opportunity employer and shall not discriminate in its employment practices and policies with respect to hiring, compensation, terms, conditions, or privileges of employment because of an individual's race, color, national origin, **ancestry, religion**, sex, sexual orientation, **gender**, gender identity **or expression**, disability, or age.

Inquiries regarding compliance may be directed to: Director of Human Resources, Robinson Education Center, 2031 Poyntz Ave., Manhattan, Kansas 66502, 785-587-2000 has been designated to coordinate compliance with nondiscrimination requirements contained in title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972. Executive Director of Special Services, Robinson Education Center 2031 Poyntz Avenue, Manhattan, Kansas 66502, 785-587-2000, has been designated to coordinate compliance with Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990 or to:

Equal Employment Opportunity Commission
400 State Ave., 9th Floor
Kansas City, KS 66101
(913) 551-5655

or

Kansas Human Rights Commission
900 SW Jackson, 8th Floor
Topeka, KS 66603
(785) 296-3206

or

United States Department of Education

Office for Civil Rights

One Petticoat Lane

1010 Walnut Street, Suite

320 Kansas City, Missouri 64106

(816) 268-0550

Approved: 8/06; 1/16

GAAB Complaints of Discrimination (See JDDC, JGECA and KN) GAAB

The district is committed to maintaining a working and learning environment free from discrimination, insult, intimidation or harassment due to race, color, national origin, **ancestry, religion**, sex, sexual orientation, **gender**, gender identity **or expression**, disability, or age.

Any incident of discrimination in any form shall promptly be reported to an employee's immediate supervisor, the building principal or the district compliance coordinator for investigation and corrective action by the building or district compliance officer. Any employee who engages in discriminatory conduct shall be subject to disciplinary action, up to and including termination.

Discrimination against any individual on the basis of race, color, national origin, **ancestry, religion**, sex, sexual orientation, **gender**, gender identity **or expression**, disability, or age in the admission or access to, or treatment or employment in the district's programs and activities is prohibited. Director of Human Resources, Robinson Education Center, 2031 Poyntz Avenue, Manhattan, Kansas 66502, 785-587-2000 has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972. Executive Director of Special Services, Robinson Education Center, 2031 Poyntz Avenue, Manhattan, Kansas 66502, 785-587-2000 has been designated to coordinate compliance with Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990.

Complaints of discrimination should be addressed to an employee's supervisor or to the building principal or the compliance coordinator. Complaints against the superintendent should be addressed to the board of education.

Complaints of discrimination will be resolved using the district's discrimination complaint procedures. (See KN)

Approved: 9/10

KN Complaints (See BCBI, GAACA, GAAB, GAAF, IF, IKD and JCE) KN

The board encourages all complaints regarding the district to be resolved at the lowest possible administrative level. Whenever a complaint is made directly to the board as a whole or to a board member as an individual, it will be referred to the administration for study and possible resolution.

Discrimination against any individual on the basis of race, color, national origin, **ancestry, religion**, sex, sexual orientation, **gender**, gender identity **or expression**, disability, or age in the admission or access to, or treatment or employment in the district's programs and activities is prohibited. Harassment of an individual on any of these grounds is also prohibited. Director of Human Resources, Robinson Education Center, 2031 Poyntz Avenue, Manhattan, Kansas 66502, 785-587-2000 has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972. Executive Director of Special Services, Robinson Education Center, 2031 Poyntz Avenue, Manhattan, Kansas 66502, 785-587-2000, has been designated to coordinate compliance with nondiscrimination requirements contained in Section 504 of the Rehabilitation Act of 1973 and The Americans with Disabilities Act of 1990. Information concerning the provisions of these Acts, and the rights provided thereunder, are available from the compliance coordinator. Information concerning the provisions of these Acts, and the rights provided thereunder, are available from the compliance coordinator.

KN Complaints (See BCBI, GAACA, GAAB, GAAF, IF, IKD and JCE) KN-2

Complaints About Discrimination or Discriminatory Harassment

Complaints of discrimination or discriminatory harassment by an employee should be addressed to the employee's supervisor, the building principal, or the district compliance coordinator. Complaints by a student should be addressed to the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of discrimination from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. If the building principal is the alleged violator, the complaint shall be reported to the district compliance coordinator. Complaints by any other person alleging discrimination should be addressed to the building principal or the district compliance coordinator. Complaints about discrimination, including complaints of harassment, will be resolved through the following complaint procedures:

Informal Procedures

The building principal shall attempt to resolve complaints of discrimination or harassment in an informal manner at the building level. Any school employee who receives a complaint of discrimination or harassment from a student, another employee or any other individual shall inform the individual of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. The building principal

KN Complaints (See BCBI, GAACA, GAAB, GAAF, IF, IKD and JCE) KN-3

shall discuss the complaint with the individual to determine if it can be resolved. If the matter is resolved to the satisfaction of the individual, the building principal shall document the nature of the complaint and the proposed resolution of the complaint, and forward this record to the district compliance coordinator. Within 20 days after the complaint is resolved in this manner, the building compliance coordinator shall contact the complainant to determine if the resolution of the matter remains acceptable. If the matter is not resolved to the satisfaction of the individual in the meeting with the principal, or if the individual does not believe the resolution remains acceptable, the individual may initiate a formal complaint.

Formal Complaint Procedures

- A formal complaint should be filed in writing and contain the name and address of the person filing the complaint. The complaint should briefly describe the alleged violation. If an individual does not wish to file a written complaint and the matter has not been adequately resolved, the building principal may initiate the complaint. Forms for filing written complaints are available in each building office and the central office.
- A complaint should be filed as soon as possible after the conduct occurs, but not later than 180 days after the complainant becomes aware of the alleged violation, unless the conduct forming the basis for the complaint is ongoing.
- If appropriate, an investigation shall follow the filing of the complaint. If the complaint is against the superintendent, the board

shall appoint an investigating officer. In other instances, the investigation shall be conducted by the building principal, the compliance coordinator or another individual appointed by the board. The investigation shall be informal but thorough. All interested persons, including the complainant and the person against whom the complaint is lodged, will be afforded an opportunity to submit written or oral evidence relevant to the complaint.

- A written determination of the complaint's validity and a description of the resolution shall be issued by the investigator, and a copy forwarded to the complainant no later than 30 days after the filing of the complaint.
 - ◊ If the investigation results in a recommendation that a student be suspended or expelled, procedures outlined in board policy and state law governing student suspension and expulsion will be followed.
 - ◊ If the investigation results in a recommendation that an employee be suspended without pay or terminated, procedures outlined in board policy, the negotiated agreement or state law will be followed.
- Records relating to complaints filed and their resolution shall be forwarded to and maintained in a confidential manner by the district compliance coordinator.

KN Complaints (See BCBI, GAACA, GAAB, GAAF, IF, IKD and JCE) KN-4

- The complainant may appeal the determination of the complaint. Appeals shall be heard by the district compliance coordinator, a hearing officer appointed by the board, or by the board itself as determined by the board. The request to appeal the resolution shall be made within 20 days after the date of the written resolution of the complaint at the lower level. The appeal officer shall review the evidence gathered by the investigator and the investigator's report, and shall afford the complainant and the person against whom the complaint is filed an opportunity to submit further evidence, orally or in writing, within 10 days after the appeal is filed. The appeal officer will issue a written determination of the complaint's validity and a description of its resolution within 30 days after the appeal is filed.
- Use of this complaint procedure is not a prerequisite to the pursuit of any other remedies including the right to file a complaint with the Office for Civil Rights of the U.S. Department of Education, the Equal Employment Opportunity Commission, or the Kansas Human Rights Commission.

Complaints About Policy

The superintendent shall report any unresolved complaint about policies to the board at the next regularly scheduled board meeting.

Complaints About Curriculum (See IF)

The superintendent shall report a failure to resolve any complaint about curriculum to the board at the next regularly scheduled board meeting.

KN Complaints (See BCBI, GAACA, GAAB, GAAF, IF, IKD and JCE) **KN-5**

Complaints About Instructional Materials

The building principal shall report any unresolved complaint about instructional materials to the superintendent immediately after receiving the complaint.

Complaints About Facilities and Services

The superintendent shall report any unresolved complaint about facilities and services to the board at the next regularly scheduled board meeting.

Complaints About Personnel

The superintendent or the building principal involved shall report any unresolved complaint about personnel to the board at the next regularly scheduled board meeting.

Complaints About Emergency Safety Intervention Use

Complaints concerning the use of emergency safety interventions by district staff shall be addressed in accordance with the local dispute resolution process outlined in board policy GAAF.

Approved: 11/07; Revised 9/13

2018-2019 Regular Board Meetings

All Regular Board Meetings are held at Robinson Education Center unless otherwise notified.

July 3	Tuesday -	6:30 p.m.
July 18	Wednesday -	6:30 p.m.
August 1	Wednesday -	6:30 p.m.
August 15	Wednesday -	6:30 p.m.
September 5	Wednesday -	6:30 p.m.
September 19	Wednesday -	6:30 p.m.
October 3	Wednesday -	6:30 p.m.
October 17	Wednesday -	6:30 p.m.
November 7	Wednesday -	6:30 p.m.
November 28	Wednesday -	6:30 p.m.
December 5	Wednesday -	6:30 p.m.
December 19	Wednesday -	6:30 p.m.
January 2	Wednesday -	6:30 p.m.
January 16	Wednesday -	6:30 p.m.
February 6	Wednesday -	6:30 p.m.
February 20	Wednesday -	6:30 p.m.
March 6	Wednesday -	6:30 p.m.
March 20	Wednesday -	6:30 p.m.
April 3	Wednesday -	6:30 p.m.
April 17	Wednesday -	6:30 p.m.
May 1	Wednesday -	6:30 p.m.
May 15	Wednesday -	6:30 p.m.
June 5	Wednesday -	6:30 p.m.
June 26	Wednesday -	6:30 p.m.

2018-2019 Special Meetings for Board Retreat

October 24	Wednesday -	5:30 p.m.	- @ TBD
February 27	Wednesday -	5:30 p.m.	- @ TBD

2018-2019 Special Meetings – Site Reports

November 14	Wednesday -	5:30 p.m.	- <u>School Site Council Reports</u> Amanda Arnold, Frank Bergman, Northview, Anthony Middle School, Eisenhower Middle School, Manhattan High School @ Robinson Education Center
January 23	Wednesday -	5:30 p.m.	- <u>School Site Council Reports</u> Bluemont, Lee, Marlatt, Ogden, Theodore Roosevelt, Woodrow Wilson @ Robinson Education Center

AGENDA PLANNING SCHEDULE 2018-2019

8:00 a.m.

(unless otherwise noted)

Robinson Education Center

AGENDA PLANNING DATE	TIME	DAY	MEETING DATE	PARTICIPANTS	
July 10, 2018	8:00 a.m.	Tuesday	July 18, 2018	<u>Curt Herrman</u>	Karla Hagemeister
July 24, 2018	8:00 a.m.	Tuesday	August 1, 2018	Curt Herrman	<u>Dave Colburn</u>
August 7, 2018	8:00 a.m.	Tuesday	August 15, 2018	Curt Herrman	<u>Leah Fliter</u>
August 28, 2018	8:00 a.m.	Tuesday	September 5, 2018	Curt Herrman	<u>Jurdene Coleman</u>
September 11, 2018	8:00 a.m.	Tuesday	September 19, 2018	Curt Herrman	<u>Darell Edie</u>
September 25, 2018	8:00 a.m.	Tuesday	October 3, 2018	Curt Herrman	<u>Katrina Lewison</u>
October 9, 2018	8:00 a.m.	Tuesday	October 17, 2018	<u>Curt Herrman</u>	Jurdene Coleman
October 16, 2018 <i>(if needed)</i>	8:00 a.m.	Tuesday	October 24, 2018 - <i>retreat</i>	Curt Herrman	
October 30, 2018	8:00 a.m.	Tuesday	November 7, 2018	Curt Herrman	<u>Karla Hagemeister</u>
November 13, 2018	8:00 a.m.	Tuesday	November 28, 2018	Curt Herrman	<u>Dave Colburn</u>
November 27, 2018	8:00 a.m.	Tuesday	December 5, 2018	Curt Herrman	<u>Leah Fliter</u>
December 11, 2018	8:00 a.m.	Tuesday	December 19, 2018	Curt Herrman	<u>Jurdene Coleman</u>
December 18, 2018	8:00 a.m.	Tuesday	January 2, 2019	Curt Herrman	<u>Darell Edie</u>
January 8, 2019	8:00 a.m.	Tuesday	January 16, 2019	Curt Herrman	<u>Katrina Lewison</u>
January 29, 2019	8:00 a.m.	Tuesday	February 6, 2019	<u>Curt Herrman</u>	Darell Edie
February 12, 2019	8:00 a.m.	Tuesday	February 20, 2019	Curt Herrman	<u>Karla Hagemeister</u>
February 19, 2019 <i>(if needed)</i>	8:00 a.m.	Tuesday	February 27, 2019 - <i>retreat</i>	Curt Herrman	
February 26, 2019	8:00 a.m.	Tuesday	March 6, 2019	Curt Herrman	<u>Dave Colburn</u>
March 5, 2019	8:00 a.m.	Tuesday	March 20, 2019	Curt Herrman	<u>Leah Fliter</u>
March 26, 2019	8:00 a.m.	Tuesday	April 3, 2019	Curt Herrman	<u>Jurdene Coleman</u>
April 9, 2019	8:00 a.m.	Tuesday	April 17, 2019	Curt Herrman	<u>Darell Edie</u>
April 23, 2019	8:00 a.m.	Tuesday	May 1, 2019	Curt Herrman	<u>Katrina Lewison</u>
May 7, 2019	8:00 a.m.	Tuesday	May 15, 2019	Curt Herrman	<u>Leah Fliter</u>
May 28, 2019	8:00 a.m.	Tuesday	June 5, 2019	Curt Herrman	<u>Dave Colburn</u>
June 18, 2019	8:00 a.m.	Tuesday	June 26, 2019	<u>Curt Herrman</u>	Katrina Lewison
June 25, 2019	8:00 a.m.	Tuesday	July 3, 2019	Curt Herrman	<u>Karla Hagemeister</u>

The Superintendent's office will call or e-mail a reminder to scheduled participants on Monday before the meeting.

Underscored name = Agenda setting participant also appearing on KMAN - In Focus for that meeting date.

Manhattan-Ogden USD 383
Board of Education
2018-19 Committee Assignments

COMMITTEE/BOARD	2018-2019	PURPOSE
District Curriculum & Assessment Council (2)	Fliter Coleman	Provide perspective on district curriculum
District Finance Committee (2)	Colburn Edie	Review financial audit and special finance topics (meets after Fall Audit)
District Wellness Committee (1)	Lewison	State regulations require a Board member on this committee (meets 9/26, 12/5, 3/6)
Facilities and Growth (3)	Colburn Edie Hagemeister	Work with administration on capital projects and construction projects (3:30 p.m. second Wed - KCR)
Early Learning Policy Council (1)	Hagemeister	Advisory committee required by federal regulations
Intergovernmental (2)	Fliter Lewison Anyone	Discuss issues among the City, County, KSU and USD 383 (12 p.m. last Mon - Holiday Inn - We host in 2019)
KASB Governmental Relations Network (2)	Colburn Hagemeister	Represent the Board on KASB Governmental Relations Network (No mtgs - just mail)
Negotiations (2)	Herrman Hagemeister Colburn (alt)	Contract Negotiations between BOE and NEA (4 p.m. Thurs starting end of Mar - KCR)
Parks & Recreation Advisory Board (2)	Edie Coleman	Advise City Commission on Manhattan Parks & Recreation issues
Professional Development Council (1)	Hagemeister	Oversees professional development and reviews IDP proposals
Technology (2)	Lewison Coleman	District Technology Committee member (4:15 p.m. third Thurs - KCR)

Manhattan-Ogden USD 383
Board of Education
2018-19 School Assignments

Herrman	Hagemeister	Edie	Lewison	Coleman	Fliter	Colburn
Bluemont Lee	MHS West Marlatt	MHS East Theodore Roosevelt	Amanda Arnold Eisenhower	Ogden Woodrow Wilson Eugene Field	Northview College Hill	Anthony Frank Bergman

Manhattan-Ogden USD 383
Board of Education Meetings
2018-2019 OPERATIONAL CALENDAR

MONTH	1ST MEETING	2ND MEETING	OTHER
AUGUST	Budget 8-1-18 Board Committee Assignments Authorization to Publish Budget	Board Operational Calendar 8-15-18 Preliminary Enrollment Budget Hearing *Donations & Grants Received Annual Report	Compile Evaluations/Set Goals President/Vice President meets w/Superintendent
SEPTEMBER	IDP Point Approval (consent) 9-5-18 Future Agenda Items Review Early Learning Program Annual Report Middle School Athletic & Activity Annual Report Substance Abuse Prevention Annual Report	Student Transfer Report 9-19-18 Celebration of Freedom Week Report Select KASB Delegate Site Council Members & Meeting Dates (Consent) PDC Handbook Overtime Annual Report	
OCTOBER	Summer Programs Summary 10-3-18 Enrollment Report KASB Legislative Issues Title and At-Risk Programs Annual Report Maintenance Costs-Athletic Fields-Annual Report Professional Development Annual Report	Head Start Federal Report (consent) 10-17-18 Facility Use Fee Review/Revision ESOL Annual Report Transportation Annual Report	10-24-18 Board Retreat 5:30 p.m.
NOVEMBER	Facility / Capital Outlay Report 11-7-18 Fort Riley Partnerships Annual Report State Assessment District Overview Financial Audit Report *Manhattan Virtual Academy Annual Report	Course Proposals and Changes 2019-20 11-28-18 Contract with City - Special Alcohol Fund *Safety and Security Annual Report	11-14-18 Site Council Reports - AA, FB, NV, AMS, EMS, MHS @ REC 5:30 p.m.
DECEMBER	12-5-18	KASB Convention Rpt (Board Comments) 12-19-18	Legislative Work Session
JANUARY	Martin Luther King, Jr. Proclamation 1-2-19	Head Start Federal Report (consent) 1-16-19 MHS CTE Program Report *MHS Mid-Year Graduates List	1-23-19 Site Council Reports - BL, LE, MR, TR, OG, WW @ REC 5:30 p.m.
FEBRUARY	International Womens Day Proclamation 2-6-19 Mid-Year Enrollment Report Superintendents' Contracts Mentoring Program Annual Report Capital Outlay Resolution *Bully Prevention Annual Report	Administrator Contracts 2-20-19 KSU Partnership/Financial Annual Report Summer Programs 2018 Healthier Generations (Wellness Committee) Review NEA Manhattan/BOE Agreement (Ex.Ssn) *District Technology Plan Annual Report	2-27-19 Board Retreat 5:30 p.m.

**Manhattan-Ogden USD 383
Board of Education Meetings
2018-2019 OPERATIONAL CALENDAR**

MONTH	1ST MEETING	2ND MEETING	OTHER
MARCH	Calendar Adoption 2019-20 3-6-19	Capital Outlay Budget Planning 2018-19 Legislative Work Session Worker Compensation Annual Report 3-20-19	
APRIL	Capital Outlay Summer Projects Textbook Adoption 2019-20 4-3-19 *Special Education/Gifted Ed Programs Annual Report	Secondary Handbooks (consent) Student Fees & Textbook Rental 2019-20 Head Start Quarterly Report (consent) Maintenance & Custodial Annual Report 4-17-19 *Library Media/Instr. Technology Annual Report	
MAY	Budget Prioritization and Preparation Elementary Handbooks (consent) School Start/End Times 2019-20 Teacher Contract Renewal/Nonrenewal SPED Assurances 5-1-19	Communications Annual Report School Meal Prices 2019-20 Retiree Recognition 5-15-19 *Evaluation of 2018-19 New Courses	
JUNE	Budget Development 2019-20 MHS Student Athletic & Activities Participation Annual Report Health Services Annual Report 6-5-19 *Professional Learning & Collaboration Report	Budget Development 2019-20 Board Member Interest in Officer Positions Superintendent's District Annual Report MAHS Annual Report Warehouse Annual Report 6-26-19 *Manhattan-Ogden Public Schools Foundation Annual Report *Graduation Lists-MHS, MAHS, MVA, MOD	Start Superintendent Evaluation Process
JULY	Reorganization of the Board Audit GAAP Waiver Memberships (KASB) Vehicle Mileage Reimbursement Rate Destruction of District Financial Records 7-3-19	Budget Development 2019-20 Authorization to Publish Budget Head Start Federal Report (consent) Classified Handbooks (consent) Food Service Annual Report 7-17-19	Individual Board Evaluations

School Board Member Ethics
(Board Policy BH)

As a member of my local Board, I will strive to improve public education, and to that end I will:

Attend all regularly scheduled Board meetings insofar as possible and become informed concerning the issues to be considered at those meetings;

Recognize that I should endeavor to make policy decisions only after full discussion at publicly held Board meetings;

Render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups;

Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, district staff, and all elements of the community;

Work with other Board members to establish effective Board policies and to delegate authority for the administration of the schools to the Superintendent;

Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs;

Support the employment of those persons best qualified to serve as district staff;

Avoid being placed in a position of conflict of interest and refrain from using my Board position for personal or partisan gain;

Respect the confidentiality of information that is privileged under applicable law; and

Remember that the first and greatest concern must be the educational welfare of the students attending the public schools.

ADOPTED: 5/05