



**Manhattan-Ogden USD 383  
Manhattan, Kansas**

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**Our mission is to prepare all students for success as  
lifelong learners, earners and citizens.**

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Board of Education Meeting Agenda  
June 7, 2023  
Robinson Education Center  
Kirmser Conference Room  
2031 Poyntz Avenue

6:30 p.m. Regular Business Meeting

Est.  
Time

- 6:30 1.0 Roll Call
- 2.0 Adoption of Agenda (A) (A=Action Item, D=Discussion Item, I=Information Item)
- 3.0 Pledge of Allegiance
- 4.0 Special Recognition
- 5.0 Recognition of Visitors and Citizen Comments
- 6.0 Consent Agenda (A<sup>2</sup>)
  - 6.1 May 17, 2023 Minutes (page 3)
  - 6.2 Consideration of Bills (page 13)
  - 6.3 Human Resources Report (page 23)
  - 6.4 Donations & Grants (page 28)
  - 6.5 2023-24 School Meal Prices (page 29)
  - 6.6 CEP Application (page 31)
  - 6.7 MHS Envirothon Team to National Conservation Foundation Envirothon in New Brunswick, Canada (page 34)
  - 6.8 MHS Forensics Trip to Arizona (page 36)
  - 6.9 MHS Wrestling Trip to Nebraska (page 38)
- 6:45 7.0 Reports
  - 7.1 Written
    - 7.1.1 Professional Learning and Collaboration Annual Report (I) (Paula Hough) (page 39)
  - 7.2 Spoken
    - 7.2.1 Health Services Annual Report (I) (Mindi Sturm) (page 42)
    - 7.2.2 Riley County Police Department (page 49)
    - 7.2.3 Superintendent
    - 7.2.4 NEA-Manhattan-Ogden
    - 7.2.5 Board of Education
- 8.0 New Business
  - 8.1 Middle School Girls Wrestling (A<sup>2</sup>) (Craig Ackerman, Brad Kelly) (page 50)
  - 8.2 Manhattan High School Greenhouse Fire Protection (A<sup>2</sup>) (Matt Davis) (page 52)
  - 8.3 Asbestos Abatement at 901 Poyntz (A<sup>2</sup>) (Trisha Brooke-Freundt) (page 54)
  - 8.4 Disposal of Furniture (A<sup>2</sup>) (Trisha Brooke-Freundt) (page 56)
- 9.0 Old Business
  - 9.1 Common Table MOU (A<sup>2</sup>) (Eric Reid) (page 57)
  - 9.2 2023-24 Budget Planning (I) (Lew Faust) (page 62)

- 10.0 Next Regular Meeting Items – June 28, 2023
  - 10.1 End of Year Budget Transfers
  - 10.2 District Annual Report
  - 10.3 MAHS Annual Report
  - 10.4 Graduation Lists
  - 10.5 Early Learning Parent Handbook
  - 10.6 Early Learning Program Handbook
  - 10.7 College Hill Early Learning Center Playground Relocation
  - 10.8 Pandemic Response Plan
  - 10.9 Strategic Framework Implementation Audit Report
  - 10.10 MHS Student Athletic & Activities Participation Annual Report
  - 10.11 Botvin Life Skills Curriculum
  
- 11.0 Future Meeting Items
  
- 12.0 Meeting & Events
  - 12.1 Board of Education Regular Meeting –  
Wednesday, June 28, 6:30 p.m., Robinson Education Center
  - 12.2 Board of Education Regular Meeting –  
Wednesday, July 5, 6:30 p.m., Robinson Education Center
  - 12.3 Online Registration Opens  
Monday, July 17, 12:00 p.m.
  - 12.4 Board of Education Regular Meeting –  
Wednesday, July 19, 6:30 p.m., Robinson Education Center
  - 12.5 Central Registration – Manhattan High School  
Thursday, July 27, 2:00 – 7:00 p.m.,  
Friday, July 28, 7:00 a.m. – 1:00 p.m.
  - 12.6 Board of Education Regular Meeting –  
Wednesday, August 2, 6:30 p.m., Robinson Education Center
  
- 13.0 Executive Session
  - 13.1 Negotiations
  
- 14.0 Adjourn



## ITEM 6.1

Board of Education Meeting  
Manhattan-Ogden  
Unified School District 383  
Wednesday, May 17, 2023, 6:30 p.m.  
Minutes – Regular Meeting  
Robinson Education Center – Manhattan, Kansas

### 1.0 Roll Call

Members present: Brighton, Kristin  
Herrman, Curt  
Morris-Hardeman, Jayme  
Santos, Brandy  
Weixelman, Christine  
Hagemeister, Karla (President – presiding)  
Denison, Diane (Clerk)

Members absent: Edie, Darell

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

### 2.0 Adoption of Agenda

Herrman moved to remove Item 13.1 Executive Session for Negotiations and approve the amended agenda. Morris-Hardeman seconded.

Motion passed 6/0.

### 3.0 Pledge of Allegiance

### 4.0 Special Recognition

4.1 Manhattan High School Business Professionals of America National Finalist  
The following Manhattan High School students were recognized for placing in the top 10 in their national events:

- Jillian Harkin & Whitney Larchick: 1st Place Social Media Marketing
- Raisa Hossain – 5th place Interview Skills
- Sonika Khosla – 5th place Health Administration Leadership
- Eli Kunz & Patrick Fu – 6th place Global Marketing Team
- Grace Bannister – 6th place Meeting & Event Planning Concepts
- Saylor Salmans – 9th place Human Resource Management
- Melany Busot-Reyno – 10th place Entrepreneurship
- Rachel Palmgren – 10th place Graphic Design

#### 4.2 Manhattan High School SkillsUSA

The following Manhattan High School students were recognized for their achievement at the Kansas State SkillsUSA Championships:

- Cole Parsons - Gold Medal in Technical Drafting
- Alessandra Porres - Silver Medal in Architectural Drafting
- Haleigh Elizabeth Stokes - Silver Medal in Prepared Speech
- Hailey Vardiman and Xavier Campbell - Silver Medal in TV Video Production
- Gabriel McKinley - Bronze Medal in Cabinetmaking

#### 4.3 Manhattan High School Debate and Forensics Team

Manhattan High School Debate and Forensics Teams was recognized for their achievements at state competition:

Kate Ward	Drew Hutchinson	Willow Graves	Jamen Trojcek
Ava Bunnell	Allie Cloyd	Patrick Fu	Kennedy Crabtree
Jordyn West	Jaxon Carey	Salina Wang	Helinna Bontrager
Sydney Vahl			

President Hagemeister invited Debbie Mercer, Dean of the College of Education for Kansas State University, and Tonnie Martinez, Assistant Professor, Office of Innovation and Collaboration, to recognize Dr. Ward for his work with the Council for Public School Improvement.

#### 5.0 Recognition of Visitors and Citizen Comments

President Hagemeister opened the floor for public comments. The following addressed the Board:

- Manhattan High School Civic Engagement Club officers regarding club activities.
- Autumn Caycedo, district parent, regarding the combined grade level music concert at Manhattan High School.
- Jamen Trojcek, Manhattan High School student, regarding the debate and forensics teams.
- Allie Cloyd, Manhattan High School student, regarding the debate and forensics teams.
- Kate Ward, Manhattan High School student, regarding the debate and forensics teams.

President Hagemeister closed the floor for public comments.

#### 6.0 Consent Agenda

President Hagemeister reviewed Consent Agenda items. Discussion.

Herrman moved to approve the consent agenda. Brighton seconded.

Motion passed 6/0.

#### 6.1 Approved Minutes

6.1.1 May 3, 2023

6.1.2 May 10, 2023

#### 6.2 Approved Payment of Bills in the amount of \$689,702.45

#### 6.3 Approved Financial Reports – April 2023

6.3.1 Clerk's Report

6.3.2 Treasurer's Report

6.3.3 Activities Report

#### 6.4 Approved Human Resources Report

##### CERTIFIED NEW HIRES 2023-2024

Rebekah Mclean, 4th grade teacher, Northview Elementary \$43,000/yr

Karen Kann, Social Worker, College Hill / Eugene Field Early Learning Center \$52,925/yr

Brittany Wise, Art Teacher, Northview Elementary. \$43,585/yr

Ashley Motley, 5TH grade teacher, Northview Elementary \$45,515/yr

Alyssa Frey, Substance Abuse Counselor, Manhattan High School \$48,785/yr

Joie Berg, 6th grade FACS teacher, Anthony / Eisenhower Middle School \$43,585/yr

Emily Park, ESOL Teacher, Northview Elementary \$44,170/yr

##### COACHES 2023-2024

Trevin Wiens, Assistant Football Coach, Manhattan High School \$5,775/yr

Kristin Emmitt, JV Head Cheerleading Coach, Manhattan High School \$3,080/yr

Shane Eslit, 9th grade Assistant Football Coach, Manhattan High School \$3,080/yr

##### SUBSTITUTE NEW HIRES

Marsha Wells, Emergency Substitute Teacher \$16.00/hr

##### CLASSIFIED NEW HIRES

Stacy Rich, Accounts Payable Clerk, Business Services \$13.50/hr

Christi Wold, Classroom Floater, College Hill Early Learning Center \$12.75/hr

Brian Hutchinson, Skilled Maintenance Tech, Maintenance \$20.00/hr

Brianna Martin, Technology Support Summer Assistant, Technology \$12.50/hr

Cameron Hayden, Technology Support Summer Assistant, Technology \$12.50/hr

RETIREMENTS

Caroline Greene Dawn Brown

RESIGNATIONS

Abigail Schuster	Elyse Ramsey	Ayanna Allen
Emireth Monarrez	Morgan Rogers	Carolanne Blecha
William Case	Abria Fisher	Heather Turner
Amandine Yao	Renee Taggart	Caitlin Demarest
Jony Dahl	Kelly Krehbiel	Amber Palen
Andrew Tow		

Special Note: Our condolences to the family of Caroline Koettker, SEL Intervention Aide, at Bluemont Elementary. She passed away unexpectedly May 1, 2023.

TERMINATIONS

Andrea Callahan David Burton Victoria Luce  
 Elisabeth Sweatland

TRANSFERS

Alissa Goble, Intervention Teacher, Frank Bergman Elementary, is moving to Life Skills Teacher, Oliver Brown Elementary.  
 Rebecca Lazarus, Kindergarten teacher, Marlatt Elementary, is moving to 1st grade teacher, Marlatt Elementary.  
 Barbara McClintock, 2nd grade teacher, Marlatt Elementary, is moving to 3rd grade teacher, Marlatt Elementary.  
 Cortney Youngers, 5th grade teacher, Marlatt Elementary, is moving to 1st grade teacher, Marlatt Elementary.  
 Jamilee Scandle, 2nd grade teacher, Marlatt Elementary, is moving to 3rd grade teacher, Marlatt Elementary.  
 Carrie Andrade, Autism Teacher, Anthony Middle School, is moving to Resource Teacher, Manhattan High School.  
 Holly Olberding, ESOL/At-Risk Teacher, Northview Elementary, to ESOL teacher, Northview Elementary.  
 Michael Byrnes, Paraeducator ED/BD, Lee Elementary, is moving to Paraeducator IRC, Ogden Elementary.  
 Heather Salvo is moving from Paraeducator, Eugene Field Early Learning Center, to Administrative Assistant, Teaching & Learning.

6.5 Approved Donations & Grants

- \$710 cash donation from Alms Group to Marlatt Elementary for a 3D printer.
  - \$600 cash donation from Alice Hayes to Manhattan High School for orchestra supplies.
  - \$986.97 cash donation from Greater Manhattan Community Foundation to USD 383 for F.I.T. Closet supplies.
  - \$7,950 cash donation from Greater Manhattan Community Foundation to USD 383 for Goldstein Teacher Recognition.
  - \$500 cash donation from Rock-A-Belly Deli to Bluemont Elementary for class use.
  - \$1,000 cash donation from Manhattan High School Performing Arts Support Group, Inc. to Manhattan High School for orchestra supplies and travel expenses.
  - \$700 cash donation to Northview Elementary for negative meal accounts.
  - \$645.20 cash donation from Oliver Brown Elementary PTO to Oliver Brown Elementary to purchase 5<sup>th</sup> grade t-shirts.
- Total: \$13,092.17

6.6 Approved Early Learning Monthly Report

6.7 Approved Early Learning Student Fees 2023-24  
 Moved to give final approval to the early learning program fee schedule as presented for 2023-24.

<b>DRAFT: USD 383 Early Learning Program Fees 2023-2024</b>					
Eligibility Category	Description	Service Delivery Model	2022-23 Monthly Fee	2023-24 Monthly Fee	Eligibility Factors <i>(Documentation verifying eligibility is required)</i>
Peer	Not eligible for state aid or federal grant	Part Day	\$250	\$150	None
		Full Day	\$625	\$600	
Head Start Or Preschool Aged At Risk (PAAR)	Eligible for state aid and/or federal grant	Full Day	\$0	\$0	Head Start and/or Free Meals
			\$0	\$150	PAAR and Reduced Meals
			\$0	\$300	PAAR (not income based)
Kansas Preschool Pilot	Eligible for state grant	Part Day	\$0	\$75	Reduced Meals OR Child lacks health insurance
		Full Day	\$325	\$300	
Special Education	IEP requires a classroom placement	Part Day and Full Day	\$0	\$0	Determinations are based on the Individualized Education Plan (IEP)
	IEP does not require classroom placement	Part Day	\$0	\$0	Free Meals
			\$0	\$75	Reduced Meals
			\$250	\$150	None
		Full Day	--	\$150	Free Meals
			\$325	\$300	Reduced Meals
			\$625	\$600	None
Any	Service Discount	Part Day	-\$50	-\$50	At least one parent is employed by USD 383 or is a member of the Armed Forces (Active or Veteran)
		Full Day	-\$100	-\$100	
		Part Day or Full Day	\$0	\$0	At least one parent is a classified employee of USD 383 Early Learning

6.8 Approved Student Fees & Textbook Rental 2023-24  
 Moved to give final approval to the Student Materials, Textbook Rental and Other Fees as presented for the 2023-24 school year.

**Manhattan-Ogden USD 383  
Student Materials, Textbook Rental and Other Fees: 2023-24**

<i>~TEXTBOOK RENTAL FEES~</i>						
	Regular Fees	Reduced Lunch Fees	Free Lunch Fees	Prior Year		
	Full-Time	Full-Time	Full-Time	FY 2022-23		
	Student	Student	Student	(regular fees)		
GRADES K-5	\$40.00	\$20.00	\$0.00	\$40.00		
GRADES 6-8	\$55.00	\$28.00	\$0.00	\$55.00		
GRADES 9-12	\$56.00	\$29.00	\$0.00	\$56.00		
<i>~STUDENT MATERIALS FEE~</i>						
	Regular Fees	Reduced Lunch Fees	Free Lunch Fees			
	Full-Time	Full-Time	Full-Time			
	Student	Student	Student			
GRADES K-5	\$50.00	\$25.00	\$0.00	\$50.00		
GRADES 6-8	\$47.00	\$24.00	\$0.00	\$47.00		
GRADES 9-12	\$47.00	\$24.00	\$0.00	\$47.00		
<i>~OTHER FEES~</i>						
Online Pay--Transaction Fee	\$4.00			\$4.00		
Recorders (4th grade only)	\$8.00			\$8.00		
Technology Rental Fee	\$25.00	\$13.00	\$0.00	\$25.00		
Yearbook - Middle School	\$12.00			\$12.00		
MVA Course*	\$260.00	*In-district students per semester fee.	*For each additional course above seven.	\$260.00		
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	\$227.00		
Calculator Rental - MHS	\$25.00	Reduced-\$12.50	Free-\$8.25	\$25.00		
Digital Photography - MHS	\$10/semester			\$10.00		
<b>Note: (1) Part-time student fees are pro-rated based on a 7-hour day.</b>						
<b>(2) Non-resident (out-of-district) students are assessed full fees regardless of free/reduced meal status.</b>						
<i>~PRESCHOOL MONTHLY STUDENT FEES~</i>						
<i>Preschool Fees are due monthly at each individual site.</i>						
	Regular Fees	Service Fees	Reduced Fees	IEP Only*		
Part Day	\$150	\$100	\$75	No Charge		
Full Day	\$600	\$500	\$300			
(*) Children whose Individualized Education Plan (IEP) requires a classroom placement. Contact the Early Learning Centers for a detailed list and description of fees for their program.						

6.9 Approved School Start/End Times 2023-24  
 Moved to give final approval to the recommended calendar adjustment along with 2023-24 school starting and ending times for regular school days and one-half days as presented, subject to negotiations.

6.10 Approved SkillsUSA Trip to National Leadership and Skills Conference in Georgia  
 Moved to give final approval for business, technology, and communications students and faculty to attend the SkillsUSA National Leadership and Skills Conference in Atlanta, GA June 20 - 23, 2023.

7.0 Reports  
 7.1 Written

- 7.1.1 Evaluation of 2022-2023 New Courses  
The Board acknowledged the Evaluation of 2022-2023 New Courses report.
- 7.1.2 Communications Annual Report  
The Board acknowledged the Communications Annual Report.
- 7.2 Spoken
- 7.2.1 Construction Update  
Trisha Brooke-Fruendt, USD 383 Construction Owners Representative, updated the Board on construction projects at Central Kitchen, Transportation, Bluemont Elementary, Theodore Roosevelt Elementary, Woodrow Wilson Elementary, and Ogden Elementary. Information was also shared regarding the Manhattan High School south parking lot expansion and 901 Poyntz Avenue.
- 7.2.2 Curriculum for Native American /Diversity Report  
Dr. Paula Hough, Executive Director of Teaching and Learning, presented information regarding the district's inclusion of Native American and other cultural diversity in the curriculum. Discussion.
- 7.2.3 Legislative Update  
Lew Faust, Director of Business Services, incorporated this report into Item 9.7 2023-2024 Budget Planning.
- 7.2.4 Superintendent  
Commented on upcoming agenda items:
- Riley County Police Department School Resource Officers,
  - District Strategic Plan,
  - Pandemic Plan, and
  - Annual District Report.
- Eric Reid commented on the success of Manhattan High School spring sports and the closure of Bishop Stadium for turf replacement.
- 7.2.5 NEA-Manhattan-Ogden  
Lisa Heller, NEA-Manhattan-Ogden President, commented on teachers being busy with grades, packing, athletics and activities. Negotiations and training sessions will be occurring in June. Discussion.
- 7.2.6 Board of Education
- Weixelman congratulated the 2023 graduates and commented on donations to pay off meal debt.
  - Brighton commented on the Rube Goldberg event at Anthony Middle School.
  - Morris-Hardeman commented on graduation and the need of volunteers for CASA.
  - Santos commented on how much she learned about the students at graduation.
  - Hagemeister commented on the City of Manhattan's Special Alcohol Fund, its role and how it works.
- 8.0 Old Business
- 8.1 Manhattan High School Social Emotional Learning Program Adoption  
Herrman moved to give final approval for the adoption and purchase of Character Strong for Manhattan High School Social Emotional Curriculum in the 2023-2024 school year in the amount of \$27,501. Morris-Hardeman seconded.



Motion passed 5/1; Wexielman voted no.

- 8.2 901 Poyntz Guaranteed Maximum Price  
Herrman moved to give final approval for the guaranteed maximum price bid package for renovations of 901 Poyntz from McCownGordon Construction in the amount of \$9,144,288 which includes alternates 1, 3, 5, 6, and 7. Santos seconded.

Discussion.

Motion passed 6/0.

- 8.3 LE Locksets and Doors at Manhattan High School, Woodrow Wilson, Bluemont, Northview, Ogden, and Theodore Roosevelt Elementary Schools  
Brighton moved to give final approval for the proposal to change doors and add LE locksets in the amount of \$36,855 from CBS Door & Hardware, LLC at Manhattan High School, Woodrow Wilson, Bluemont, Northview, Ogden, and Theodore Roosevelt Elementary Schools. Morris-Hardeman seconded.

Motion passed 6/0.

- 8.4 NDE/Card Access and Gateways for 901 Poyntz  
Morris-Hardeman moved to give final approval for bids to add the NDE/card access and gateways in the amount of \$131,297 from CBS Door & Hardware, LLC, 901 Poyntz. Brighton seconded.

Motion passed 6/0.

9.0 New Business

- 9.1 CEP Application  
Stephanie Smith, Director of Child Nutrition, explained the Community Eligibility Program and reimbursements. Discussion.

Santos moved to accept on first reading the administrative recommendation of Ogden as a Community Eligibility Program school beginning with school year 2023-24 pending KSDE approval. Weixelman seconded.

Motion passed 6/0.

- 9.2 2023-24 School Meal Prices  
Brighton moved to accept on first reading the administrative recommendation of no change in student meal prices and setting the adult meal prices at USDA recommended prices. Morris-Hardeman seconded.

Discussion.

Motion passed 6/0.

- 9.3 Transportation and Central Kitchen Audio/Visual Equipment Purchase  
Herrman moved to give final approval for the purchase of installed projector and sound system from Cytek Media Systems of Topeka, KS through the State of Kansas Contract #42599 in the amount of \$49,497. Brighton seconded.

Motion passed 6/0.

- 9.4 Manhattan High School West Campus Chiller Repairs

Morris-Hardeman moved to give final approval to the proposal submitted by P1 Service LLC of Wichita, KS for the chiller economizer leak repair work at Manhattan High West Campus in the amount of \$16,060. Weixelman seconded.

Motion passed 6/0.

- 9.5 Amanda Arnold Elementary Art Room Sound Mediation  
Weixelman moved to give final approval to the bid submitted by BHS Construction of Manhattan, Kansas, for the Amanda Arnold Acoustical Remediation Project in the amount of \$43,785. Santos seconded.

Motion passed 6/0.

- 9.6 Administrative Contract Extensions  
Herrman moved to give final approval to the administrator contract extensions for the 2023-2024 school year as presented. Morris-Hardeman seconded.

Motion passed 6/0.

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

ADAMS	ANDREA	DIRECTOR OF TRANSPORTATION
BAMMES	ERICA	PRINCIPAL LEE ELEMENTARY
BAUMAN	DARCY	ASSISTANT PRINCIPAL MARLATT ELEMENTARY .5
BLANCK	BROOKE	MANHATTAN VIRTUAL ACADEMY ADMINISTRATOR
CHERMS	EMILY	DISTRICT ELEMENTARY (PK-5) ESOL COORDINATOR
CHRISTIAN	ROGER	ASSISTANT DIRECTOR OF SPECIAL SERVICES
DAVIS	MATTHEW	DIRECTOR OF MAINTENANCE
DENISON	DIANE	EXECUTIVE ASSISTANT TO THE SUPERINTENDENT
DIBBINI	TRINA	DIRECTOR OF SECONDARY EDUCATION
DORST	MICHAEL	MANHATTAN HIGH SCHOOL PRINCIPAL
GOOS	NICHOLAS	PRINCIPAL NORTHVIEW ELEMENTARY
HENKE	SHEILA	PRINCIPAL MARLATT ELEMENTARY
HOLLOWAY	DAVID	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
HOUGH	PAULA	EXECUTIVE DIRECTOR OF TEACHING AND LEARNING
JIMENEZ	BENJAMIN	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
JONES	MICHELE	DIRECTOR OF COMMUNICATIONS AND SCHOOL SAFETY
KARL	MICAH	DIRECTOR OF INFANT TODDLER SERVICES
KELLY	BRAD	ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR AMS
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/ATHLETIC DIRECTOR MHS
NEITZEL	BETH	PRINCIPAL BLUEMONT ELEMENTARY
NELSON	BRANDEY	ASSISTANT PRINCIPAL NORTHVIEW ELEMENTARY .5
NELSON	ELISABETH	DIRECTOR OF EARLY LEARNING PROGRAMS
PLATT	JACK	CO-ASSISTANT DIRECTOR OF MAINTENANCE
PROHASKA	ERIK	ASSISTANT DIRECTOR OF TRANSPORTATION

RIBBLE	MICHAEL	DIRECTOR OF TECHNOLOGY
SEIRER	TROY	CO-ASSISTANT DIRECTOR OF MAINTENANCE
SHIVERS	LUCAS	DIRECTOR OF ELEMENTARY EDUCATION
SHUMAKER-WALTERS	JANELLE	ASSISTANT PRINCIPAL MANHATTAN HIGH SCHOOL
SIMON	DANIEL	PRINCIPAL WOODROW WILSON ELEMENTARY
SMITH	STEPHANIE	DIRECTOR OF CHILD NUTRITION
SMITH	ASHLEY	PRINCIPAL THEODORE ROOSEVELT ELEMENTARY
STITT	KATHRYN	PRINCIPAL AMANDA ARNOLD ELEMENTARY
SULLIVAN	MICHELLE	ASSISTANT DIRECTOR OF CHILD NUTRITION
TATUM	JILL	BUDGET & GRANT ACCOUNTANT
TIEDE	ANDREA	EXECUTIVE DIRECTOR OF SPECIAL SERVICES
WEDEL	ABBIE	PRINCIPAL EUGENE FIELD EARLY LEARNING CENTER

The following administrators are recommended for one (1) year contracts:

ACKERMAN	CRAIG	ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR EMS
BROOKE-FRUENDT	PATRICIA	CONSTRUCTION OWNER'S REPRESENTATIVE
BRYANT	TODD	ASSISTANT DIRECTOR OF INFORMATION TECHNOLOGY
CASSEL	RENEE	ASSISTANT PRINCIPAL LEE ELEMENTARY .5
DELFORGE	CHRISTOPHER	ASSISTANT PRINCIPAL FRANK BERGMAN ELEMENTARY .5
HAGENMAIER	KATIE	PRINCIPAL COLLEGE HILL EARLY LEARNING CENTER
LOPEZ	ERIN	PRINCIPAL OLIVER BROWN ELEMENTARY
MARR Y ORTEGA	LATANIA	DISTRICT SECONDARY (6-12) ESOL COORDINATOR
MARTINEZ	DAVID	PRINCIPAL EISENHOWER MIDDLE SCHOOL
MURPHY	JOSHUA	EDUCATIONAL DATA SPECIALIST
NEEL	SHANE	ASSISTANT PRINCIPAL EISENHOWER MIDDLE SCHOOL
SIMON	KAYLA	PRINCIPAL OGDEN ELEMENTARY
SYLVESTER	DANE	ASSISTANT PRINCIPAL ANTHONY MIDDLE SCHOOL

President Hagemeister recessed the meeting for five minutes at 8:41 p.m.

President Hagemeister reconvened the meeting at 8:47 p.m.

9.7 2023-24 Budget Planning

Low Faust, Director of Business Services, reviewed the current budget and showed what the budget could potentially be for 2023-2024. Discussion.

10.0 Next Regular Meeting Items – June 7, 2023

11.0 Future Meeting Items

12.0 Meeting & Events

13.0 Executive Session

13.1 Negotiations

Removed by motion.

14.0 Adjourn

Brighton moved to adjourn at 9:14 p.m. Morris-Hardeman seconded.

Motion passed 6/0.

Respectfully submitted,

Diane L. Denison, Clerk  
USD 383 Board of Education

Karla Hagemester, President  
USD 383 Board of Education

**ITEM 6.2**

**MANHATTAN-OGDEN USD 383  
CHECK REGISTER TOTALS BY FUND**

June 7, 2023

FUND	12	GENERAL FUND	199,334.87
FUND	13	SUPPLEMENTAL GENERAL	149,849.64
FUND	16	CAREER AND POST SECONDARY EDUCATION	11,350.40
FUND	18	AT RISK FUND	130,784.18
FUND	19	PARENT EDUCATION PROGRAM	543.33
FUND	20	STATE PRE-KINDERGARTEN PROGRAM	3,091.34
FUND	30	SPECIAL EDUCATION	163,484.88
FUND	35	FOOD SERVICE	123,319.90
FUND	45	MANHATTAN VIRTUAL ACADEMY	34,311.31
FUND	46	BILINGUAL EDUCATION (ESL)	209.92
FUND	48	DRIVERS TRAINING	1,367.10
FUND	54	PROFESSIONAL DEVELOPMENT	7,443.55
FUND	55	CAPITAL OUTLAY	195,555.53
FUND	66	CONTINGENCY FUND	4,963.60
FUND	70	HEAD START	12,219.05
FUND	71	ESSER-SCHOOL EMERGENCY RELIEF	7,697.50
FUND	73	CONCURRENT ENROLLMENT	111,454.28
FUND	79	COMMUNITY LEARNING CENTER	1,372.80
FUND	80	TITLE I	26,960.22
FUND	83	TITLE III-ENG LANG LEARNR	1,539.25
FUND	86	DODEA MILITARY IMPACT	1,999.54
FUND	87	TITTLE II A TEACHER QUALITY	5,114.01
FUND	88	FAMILIES IN TRANSITION	5,454.68
FUND	90	ALCOHOL PREVENTION	258.89
FUND	94	CHILDCARE/PRE-SCHOOL	50,235.03
FUND	95	K-12 STAY POSITIVE	13,182.47
FUND	96	YES GRANT	24,795.99
FUND	97	BOND CONSTRUCTION	321,268.23
FUND	99	MINI GRANTS	27,237.72
REPORT TOTAL			1,636,399.21

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00193759	11,604.12	05/24/23	601217 AMAZON CAPITAL SERVICES, INC.	C
01	00193760	250.00	05/24/23	551996 SMITH, STEPHANIE - PETTY CASH	C
01	00193761	594.40	06/07/23	608262 DREXEL TECHNOLOGIES	C
01	00193762	6,281.10	06/07/23	578843 K12 ITC, INC.	C
01	00193763	173,143.25	06/07/23	610356 MCCOWNGORDON CONSTRUCTION	C
01	00193764	1,330.00	06/07/23	633917 PARADIGM GROUP, LLC	C
01	00193765	750.00	06/07/23	5338 PHONE CONNECTION	C
01	00193766	103,108.63	06/07/23	745 SCHOOL SPECIALTY, LLC	C
01	00193767	7,260.00	06/07/23	44125 ULINE	C
01	00193768	340.20	06/07/23	14900 AIR FILTER PLUS	C
01	00193769	315.00	06/07/23	8887 AMERICAN PEST MANAGEMENT, INC.	C
01	00193770	103.36	06/07/23	28969 DAVID ALLEN APGAR	C
01	00193771	1,558.00	06/07/23	16695 APPLE INC.	C
01	00193772	544.32	06/07/23	992828 BATTERIES PLUS	C
01	00193773	67.07	06/07/23	603821 KIM GARDEN BELANGER	C
01	00193774	820.00	06/07/23	16827 BG CONSULTANTS INC.	C
01	00193775	161.13	06/07/23	579408 BROCE, REBECCA ANNE	C
01	00193776	215.15	06/07/23	571164 BRUMMETT, KELLEY	C
01	00193777	29.50	06/07/23	595 BURNETT AUTOMOTIVE	C
01	00193778	387.00	06/07/23	540757 CBS MANHATTAN	C
01	00193779	2,441.25	06/07/23	6905 CDW GOVERNMENT LLC	C
01	00193780	675.00	06/07/23	566713 CE WATER MANAGEMENT, INC	C
01	00193781	689.65	06/07/23	9022 CENTURY BUSINESS SYSTEMS	C
01	00193782	1,419.90	06/07/23	9022 CENTURY BUSINESS SYSTEMS INC.	C
01	00193783	519.81	06/07/23	586960 CERTIFIED LANGUAGES INTERNATIONAL LLC	C
01	00193784	59.43	06/07/23	552372 BARBARA CLARK	C
01	00193785	4,550.00	06/07/23	621781 CULTIVATE EDUCATION, LLC	C
01	00193786	10,000.00	06/07/23	614270 CURRICULUM ASSOCIATES	C
01	00193787	35.26	06/07/23	1860 DEMCO, INC.	C
01	00193788	47.55	06/07/23	624489 DANIEL ALLEN DIETRICH	C
01	00193789	685.00	06/07/23	17940 ELECTRONIC CONTRACTING CO	C
01	00193790	1,293.50	06/07/23	634395 ENTOURAGE YEARBOOKS	C
01	00193791	158.45	06/07/23	631167 FELICITY LYNN EVANS	C
01	00193792	170.38	06/07/23	36409 FERGUSON ENTERPRISES, INC.	C
01	00193793	3,728.00	06/07/23	8038 FLINN SCIENTIFIC, INC.	C
01	00193794	525.75	06/07/23	633747 FOLLETT CONTENT SOLUTIONS LLC	C
01	00193795	14,274.00	06/07/23	585386 GOLDEN RULE SIGNS LLC	C
01	00193796	222.60	06/07/23	596191 JAIME GREGORY	C
01	00193797	145.20	06/07/23	608610 CHRISTOPHER MARK HOLBORN	C
01	00193798	159.18	06/07/23	6601 HOME DEPOT CREDIT SERVICES	C
01	00193799	150.00	06/07/23	10604 HOWIES ENTERPRISES	C
01	00193800	149.00	06/07/23	32513 KARI QUITON HUMES	C
01	00193801	847.88	06/07/23	577863 IR CUSTOMS, LLC	C
01	00193802	1,000.00	06/07/23	602531 JHS SOLUTIONS, LLC	C
01	00193803	102.99	06/07/23	4138 J.W. PEPPER & SON, INC	C
01	00193804	20.00	06/07/23	562378 K-STATE RESEARCH AND EXTENSION	C
01	00193805	808.00	06/07/23	21806 KANSAS STATE UNIVERSITY DEPT. OF HOUSING	C
01	00193806	115.41	06/07/23	4575 BRANDY L KIRK	C
01	00193807	781.00	06/07/23	2205 KISTNERS FLOWERS	C
01	00193808	168.40	06/07/23	36666 KLEINER, KRISTAL	C
01	00193809	103.47	06/07/23	6320 LAKESHORE LEARNING MATERIALS	C
01	00193810	1,323.34	06/07/23	612421 LANGUAGE LINE TRANSLATION SOLUTIONS	C
01	00193811	73.36	06/07/23	97795 LUNSWAY, SUMMER	C
01	00193812	64.00	06/07/23	634620 KRISTEN LUTTRELL	C
01	00193813	31.11	06/07/23	621617 LUIS JAVIER MARRERO	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00193814	62.96	06/07/23	27520 MEAD LUMBER	C
01	00193815	470.58	06/07/23	597 MIDWEST ACE HARDWARE	C
01	00193816	119.75	06/07/23	3848 MUSIC IN MOTION	C
01	00193817	2,380.00	06/07/23	591416 NATIONAL SPEECH AND DEBATE ASSOCIATION	C
01	00193818	55.00	06/07/23	24946 NETWORK COMPUTER SOLUTIONS	C
01	00193819	140.00	06/07/23	624624 NICHOLS, STEVE	C
01	00193820	789.79	06/07/23	6533 BSN SPORTS LLC	C
01	00193821	30.08	06/07/23	22629 O'REILLY AUTO PARTS	C
01	00193822	375.00	06/07/23	635324 OSSEO-FAIRCHILD SCHOOL DISTRICT	C
01	00193823	909.68	06/07/23	633666 P1 SERVICE LLC	C
01	00193824	12,000.00	06/07/23	550701 ANCORA PUBLISHING & SAFE & CIVIL SCHOOLS	C
01	00193825	750.00	06/07/23	5338 PHONE CONNECTION	C
01	00193826	105.66	06/07/23	7921 REALLY GOOD STUFF, LLC	C
01	00193827	53.06	06/07/23	564729 RHODES, KATIE	C
01	00193828	107,364.60	06/07/23	4392 RILEY CONSTRUCTION COMPANY	C
01	00193829	337.48	06/07/23	633771 ROCKIN K'S	C
01	00193830	650.88	06/07/23	28080 SALISBURY SUPPLY CO INC	C
01	00193831	12,372.95	06/07/23	25610 SCHOOL NURSE SUPPLY, INC.	C
01	00193832	12,386.69	06/07/23	745 SCHOOL SPECIALTY, LLC	C
01	00193833	292.00	06/07/23	1641 SIR SPEEDY	C
01	00193834	3,225.00	06/07/23	920524 SKILLSUSA KANSAS	C
01	00193835	3,860.00	06/07/23	632821 SMART FOODS 4 SCHOOLS	C
01	00193836	205.86	06/07/23	544426 STAPLES ADVANTAGE	C
01	00193837	112.94	06/07/23	2369 TEACHER'S DISCOVERY	C
01	00193838	2,635.68	06/07/23	608734 TECHCYCLE SOLUTIONS	C
01	00193839	4,099.27	06/07/23	628590 THE WILD INSTITUTE	C
01	00193840	52.68	06/07/23	17243 THOMAS, STEPHANIE	C
01	00193841	787.67	06/07/23	562394 TRANE U.S. INC	C
01	00193842	1,212.00	06/07/23	635030 TRIDENT BEVERAGE, INC.	C
01	00193843	176.00	06/07/23	4208 US POSTAL SERVICE	C
01	00193844	7,702.72	06/07/23	859 USD #383 TRANSPORTATION	C
01	00193845	7,406.17	06/07/23	29553 VERNIER SOFTWARE & TECHNOLOGY	C
01	00193846	457.50	06/07/23	585351 VERNON COMPANY, THE	C
01	00193847	34.39	06/07/23	95087 WALSON INK	C
01	00193848	88.45	06/07/23	5094 WATERS TRUE VALUE HARDWARE	C
01	00193849	552.55	06/07/23	5113 WEST MUSIC COMPANY	C
01	00193850	440.16	06/07/23	634158 KANDI WHEELER	C
01	00193851	1,485.00	06/07/23	576611 95 PERCENT GROUP, INC.	C
01	00193852	100.00	06/07/23	607924 ALTERNATIVE AIR	C
01	00193853	3,907.34	06/07/23	626317 AMERICAN DIGITAL SECURITY, LLC	C
01	00193854	71.68	06/07/23	22924 ARAMARK	C
01	00193855	49.02	06/07/23	619027 CARRIE E ANDRADE	C
01	00193856	45.79	06/07/23	565253 TARA DAWN APPEL	C
01	00193857	20.82	06/07/23	595586 ASBURY, RACHAEL	C
01	00193858	2,512.80	06/07/23	31988 BACH COMPANY, THE	C
01	00193859	3,758.30	06/07/23	36938 BLACKMORE & GLUNT, INC.	C
01	00193860	143.28	06/07/23	43755 BLICK ART MATERIALS	C
01	00193861	50.96	06/07/23	607991 TESSA LAINE BOYD	C
01	00193862	216.28	06/07/23	8888 BRIGGS AUTO GROUP, INC.	C
01	00193863	26.50	06/07/23	595 BURNETT AUTOMOTIVE	C
01	00193864	25.98	06/07/23	921206 KELLY DIANE CARMODY	C
01	00193865	35.93	06/07/23	3850 CAROLINA BIOLOGICAL SUPPLY	C
01	00193866	17.62	06/07/23	922369 CARQUEST OF MANHATTAN	C
01	00193867	926.96	06/07/23	6905 CDW GOVERNMENT LLC	C
01	00193868	1,850.00	06/07/23	566713 CE WATER MANAGEMENT, INC	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00193869	272.87	06/07/23	9022 CENTURY BUSINESS SYSTEMS	C
01	00193870	120.37	06/07/23	601152 ELIZABETH ANNE CLARK	C
01	00193871	9,522.00	06/07/23	992852 CONTRACT PAPER GROUP, INC.	C
01	00193872	2,420.00	06/07/23	576441 CONVENTION MANAGEMENT RESOURCES, INC.	C
01	00193873	347.00	06/07/23	5594 CYTEK MEDIA SYSTEMS, INC.	C
01	00193874	353.16	06/07/23	569275 DILLON CUSTOMER CHARGES	C
01	00193875	474.00	06/07/23	627984 EASY ICE, LLC	C
01	00193876	2,810.00	06/07/23	635340 EMOTIONAL MILESTONES	C
01	00193877	204.00	06/07/23	628352 EUDORA HIGH SCHOOL	C
01	00193878	3,663.35	06/07/23	1343 F & A SALES, INC.	C
01	00193879	305.50	06/07/23	36409 FERGUSON ENTERPRISES, INC.	C
01	00193880	280.00	06/07/23	635022 FLORES, FREDRICA	C
01	00193881	86.95	06/07/23	633747 FOLLETT CONTENT SOLUTIONS LLC	C
01	00193882	1,043.30	06/07/23	569089 FOLLETT SCHOOL SOLUTIONS LLC	C
01	00193883	3,587.52	06/07/23	1176 GOPHER	C
01	00193884	1,704.43	06/07/23	1567 GRAINGER INC	C
01	00193885	69.56	06/07/23	35915 MYRNA R GRIFFITH	C
01	00193886	9,028.80	06/07/23	629804 HALF-PINT KIDS, INC	C
01	00193887	328.52	06/07/23	588318 HAND2MIND, INC	C
01	00193888	5,080.00	06/07/23	631558 HARTSOOK, LAUREN	C
01	00193889	6,921.42	06/07/23	25099 HILAND/STEFFENS DAIRY COMPANY	C
01	00193890	84.89	06/07/23	32513 KARI QUITON HUMES	C
01	00193891	80.00	06/07/23	538612 I SIGN CONSULTING, LLC	C
01	00193892	446.96	06/07/23	560413 ITsavvy LLC	C
01	00193893	26.46	06/07/23	22930 JACKSON, PAMELA	C
01	00193894	45.85	06/07/23	572233 JAMIE LYNN JOHNSTON	C
01	00193895	495.00	06/07/23	19823 KANSAS STATE SCHOOL FOR THE BLIND	C
01	00193896	1,662.60	06/07/23	5844 KELLER, KATHY A.	C
01	00193897	11.79	06/07/23	579939 KEPHART, BARBARA	C
01	00193898	70.94	06/07/23	589055 KRISTIE LYNNE KING	C
01	00193899	61.57	06/07/23	631620 RONDEE LYNN KLATASKE	C
01	00193900	71.92	06/07/23	608912 STEPHEN P KOCH	C
01	00193901	715.00	06/07/23	30940 KONZA LAB INC.	C
01	00193902	753.75	06/07/23	625507 KRISPY CLEAN INC	C
01	00193903	1,375.09	06/07/23	2285 KSU SPEECH AND HEARING CENTER	C
01	00193904	837.32	06/07/23	572187 LAWRENCE BATTERY CO.	C
01	00193905	14,246.00	06/07/23	634301 LENA	C
01	00193906	9,147.55	06/07/23	593770 LIBERTY FRUIT CO.	C
01	00193907	5,184.00	06/07/23	920490 LINEAGE	C
01	00193908	26.20	06/07/23	634620 KRISTEN LUTTRELL	C
01	00193909	98,800.00	06/07/23	40721 MASTER'S TRANSPORTATION	C
01	00193910	379.50	06/07/23	597 MIDWEST ACE HARDWARE	C
01	00193911	61.51	06/07/23	624616 VANESSA MORENO	C
01	00193912	127.45	06/07/23	13752 PLANK ROAD PUBLISHING	C
01	00193913	741.84	06/07/23	1134 NASCO ARTS & CRAFTS	C
01	00193914	1,030.00	06/07/23	30023 NCS PEARSON INC.	C
01	00193915	110.00	06/07/23	24946 NETWORK COMPUTER SOLUTIONS	C
01	00193916	159.49	06/07/23	32634 KIM KAY NEWELL	C
01	00193917	3,003.17	06/07/23	627178 OVERDRIVE, INC	C
01	00193918	2,263.05	06/07/23	550701 PACIFIC NORTHWEST PUBLISHING, INC.	C
01	00193919	377.14	06/07/23	32251 PRAIRIELAND PARTNERS, LLC	C
01	00193920	211.57	06/07/23	589080 ORREN VERNON PROHASKA	C
01	00193921	73.82	06/07/23	625612 RENYER, GRETCHEN	C
01	00193922	464.54	06/07/23	36064 RICOH USA, INC.	C
01	00193923	221.65	06/07/23	4488 RILEY COUNTY SOLID WASTE	C



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Bank	Check No	Amount	Date	Vendor	Type
01	00193924	8,434.03	06/07/23	627046 RUSH TRUCK CENTER OF MISSOURI	C
01	00193925	445.60	06/07/23	627046 RUSH TRUCK CENTER OF MISSOURI	C
01	00193926	42.71	06/07/23	594881 MOLLY ANN RYAN	C
01	00193927	4,351.51	06/07/23	745 SCHOOL SPECIALTY, LLC	C
01	00193928	708.00	06/07/23	550825 SCOTT RICE OFFICE WORKS	C
01	00193929	338.85	06/07/23	1641 SIR SPEEDY	C
01	00193930	24.94	06/07/23	608114 SMITH, ASHLEY	C
01	00193931	35.70	06/07/23	594903 SOPPE, ALISON	C
01	00193932	585.00	06/07/23	8053 SOUTHEAST KANSAS EDUCATION SERVICE CENTE	C
01	00193933	187.98	06/07/23	544426 STAPLES ADVANTAGE	C
01	00193934	659.76	06/07/23	544426 STAPLES ADVANTAGE	C
01	00193935	163.23	06/07/23	635421 STEPP, CURTIS	C
01	00193936	27.18	06/07/23	8936 STITT, KATHY	C
01	00193937	339.80	06/07/23	553115 SWEETWATER MUSIC EDUCATION TECHNOLOGY	C
01	00193938	2,766.75	06/07/23	35945 TEAMLEADER INC	C
01	00193939	2,949.76	06/07/23	44125 ULINE	C
01	00193940	72.61	06/07/23	561959 UNIFIRST CORPORATION	C
01	00193941	17,132.22	06/07/23	859 USD #383 TRANSPORTATION	C
01	00193942	11,290.00	06/07/23	5823 GEARY COUNTY SCHOOLS	C
01	00193943	329.14	06/07/23	585351 VERNON COMPANY, THE	C
01	00193944	245.97	06/07/23	36525 U.S. BANK VOYAGER FLEET SYSTEMS INC	C
01	00193945	60.97	06/07/23	5094 WATERS TRUE VALUE HARDWARE	C
01	00193946	41.20	06/07/23	561908 WOLLENBERG, JANA E	C
01	00193947	1,273.80	06/07/23	635103 ZANER-BLOSER, INC.	C
01	00193948	702.00	06/07/23	630527 AAA STORAGE	C
01	00193949	15.00	06/07/23	635480 Abbott, Martha	C
01	00193950	1,875.00	06/07/23	633208 ACCUTRAIN CORP	C
01	00193951	2,611.06	06/07/23	14900 AIR FILTER PLUS	C
01	00193952	125.00	06/07/23	8887 AMERICAN PEST MANAGEMENT, INC.	C
01	00193953	145.00	06/07/23	8887 AMERICAN PEST MANAGEMENT, INC.	C
01	00193954	25.00	06/07/23	635723 LOGAN ANDERSON	C
01	00193955	2,246.15	06/07/23	16695 APPLE INC.	C
01	00193956	60.00	06/07/23	7978 FLINT HILLS ATA BUS	C
01	00193957	41.20	06/07/23	559423 AUGUSTINE, HEATHER	C
01	00193958	17.29	06/07/23	32347 BECKER, REBECA	C
01	00193959	16,638.13	06/07/23	7145 BEN E KEITH CO	C
01	00193960	106.77	06/07/23	553638 BLANTON, CHRIS	C
01	00193961	164.50	06/07/23	630179 BOOKPAL	C
01	00193962	43.43	06/07/23	36847 BRANDENBURG, NAOMI	C
01	00193963	253.88	06/07/23	567 BROOKS YAMAHA, INC.	C
01	00193964	211.45	06/07/23	595 BURNETT AUTOMOTIVE	C
01	00193965	15.00	06/07/23	635529 NANCY KATHERINE CAMPBELL	C
01	00193966	65.43	06/07/23	602949 COURTNEY ELIZABETH CANADAY	C
01	00193967	1,440.00	06/07/23	3850 CAROLINA BIOLOGICAL SUPPLY	C
01	00193968	8.65	06/07/23	7410 CARPENTER, JERRY	C
01	00193969	1,510.00	06/07/23	566713 CE WATER MANAGEMENT, INC	C
01	00193970	50.00	06/07/23	9022 CENTURY BUSINESS SYSTEMS	C
01	00193971	687.27	06/07/23	586960 CERTIFIED LANGUAGES INTERNATIONAL LLC	C
01	00193972	8,420.00	06/07/23	561258 CHARLES D. JONES & COMPANY, INC.	C
01	00193973	15.85	06/07/23	601152 ELIZABETH ANNE CLARK	C
01	00193974	18,500.00	06/07/23	632619 COLLABORATIVE CONSULTING SERVICES LLC	C
01	00193975	1,584.00	06/07/23	625981 COMFORT INN AND SUITES	C
01	00193976	116.98	06/07/23	594601 HALEY MICHELLE CONWAY	C
01	00193977	1,575.00	06/07/23	4874 COOPERATIVE EDUCATIONAL SERVICE AGENCY 5	C
01	00193978	3,008.00	06/07/23	573256 CYBERTRON INTERNATIONAL, INC.	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00193979	35,000.00	06/07/23	633364 DEBBIE DILLER & ASSOCIATES, INC.	C
01	00193980	326.74	06/07/23	569275 DILLON CUSTOMER CHARGES	C
01	00193981	15.00	06/07/23	635537 JOHN RUSSELL DOVE	C
01	00193982	675.00	06/07/23	616079 DVORTCSAK SPEECH AND LANGUAGE SERVICES	C
01	00193983	65.06	06/07/23	634034 EGAN, MAGDALENA	C
01	00193984	6,228.19	06/07/23	1288 ELECTRONICS SUPPLY CO., INC.	C
01	00193985	15.00	06/07/23	635545 Emery, Tracy	C
01	00193986	37.20	06/07/23	598720 TRACY LYNN EMERY	C
01	00193987	25.45	06/07/23	627038 MIRANDA ROSE ENGEMAN	C
01	00193988	31,200.00	06/07/23	633437 ERVIN EDUCATIONAL CONSULTING	C
01	00193989	1,107.66	06/07/23	610895 EXPLORELEARNING	C
01	00193990	6,664.20	06/07/23	1343 F & A SALES, INC.	C
01	00193991	576.05	06/07/23	577448 FEDEX OFFICE	C
01	00193992	188.80	06/07/23	36409 FERGUSON ENTERPRISES, INC.	C
01	00193993	576.15	06/07/23	633747 FOLLETT CONTENT SOLUTIONS LLC	C
01	00193994	116.99	06/07/23	631876 CARRIE INEZ FORCE	C
01	00193995	277.13	06/07/23	552585 FREY, MACIE	C
01	00193996	23.58	06/07/23	43145 FRIESEN, TAMARA	C
01	00193997	132.64	06/07/23	15527 GITTLER, JARI	C
01	00193998	49.30	06/07/23	618470 MARLENE MIRELY GOMEZ	C
01	00193999	612.42	06/07/23	1567 GRAINGER	C
01	00194000	52.27	06/07/23	631515 KATINA GROS	C
01	00194001	15.00	06/07/23	635553 Gunn, Deanna	C
01	00194002	66.81	06/07/23	608718 SIDNEY THOMAS HAMILTON	C
01	00194003	172.80	06/07/23	588318 HAND2MIND, INC	C
01	00194004	20.17	06/07/23	564354 HARTSOOK, GRETCHEN	C
01	00194005	224.86	06/07/23	632333 HERNANDEZ DE LA CRUS, ANGELA	C
01	00194006	10,123.55	06/07/23	25099 HILAND/STEFFENS DAIRY COMPANY	C
01	00194007	41.73	06/07/23	603732 ANITA DIANE HINKLE	C
01	00194008	2,795.00	06/07/23	1734 HM RECEIVABLES CO. II, LLC	C
01	00194009	15.00	06/07/23	635561 Hughston, Taylor	C
01	00194010	278.83	06/07/23	994065 HY-VEE, INC.	C
01	00194011	80.00	06/07/23	538612 I SIGN CONSULTING, LLC	C
01	00194012	1,742.37	06/07/23	622761 INSTITUTE FOR MULTI-SENSORY EDUCATION	C
01	00194013	179.88	06/07/23	560413 ITsavvy LLC	C
01	00194014	25,844.09	06/07/23	578843 K12 ITC, INC.	C
01	00194015	260.00	06/07/23	635707 KANSAS ASSOCIATION OF TEACHERS OF FACS	C
01	00194016	300.00	06/07/23	6847 KANSAS FCCLA	C
01	00194017	350.00	06/07/23	2077 KANSAS SCHOOL ATTORNEYS ASSOCIATION	C
01	00194018	30.13	06/07/23	568392 HOLLY ANNE KLEIN	C
01	00194019	15.00	06/07/23	635570 Kibisov, Kirill	C
01	00194020	15.00	06/07/23	635588 Klassen, Ryan	C
01	00194021	55.41	06/07/23	631620 RONDEE LYNN KLATASKE	C
01	00194022	15.00	06/07/23	635596 Knight, Kari	C
01	00194023	42.38	06/07/23	631426 AMY LYNN KOEPPE	C
01	00194024	216.00	06/07/23	7075 KSHSAA	C
01	00194025	15.00	06/07/23	635600 Kunkleman, Erin	C
01	00194026	38.97	06/07/23	623482 JOANNA LYNN LAGERQUIST	C
01	00194027	31.44	06/07/23	36067 LARKIN, STACEY	C
01	00194028	2,339.75	06/07/23	573612 LEARNING TREE INSTITUTE AT GREENBUSH	C
01	00194029	2,105.75	06/07/23	593770 LIBERTY FRUIT CO.	C
01	00194030	641.52	06/07/23	583170 HEGGERTY PHONEMIC AWARENESS	C
01	00194031	2,355.00	06/07/23	36428 MANHATTAN APPLIANCE AND SLEEP SOURCE	C
01	00194032	69.43	06/07/23	7661 MARSH, MIKE	C
01	00194033	973.34	06/07/23	9516 MATHESON TRI-GAS, INC.	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00194034	39.30	06/07/23	627844 ELIZABETH MEAGHER	C
01	00194035	10.56	06/07/23	567760 DONNA MARIE MINNICH	C
01	00194036	66.94	06/07/23	97355 MONICAL, NANCY	C
01	00194037	15.00	06/07/23	635618 Montgomery, Courtney	C
01	00194038	15.00	06/07/23	635626 Montgomery, Shannon	C
01	00194039	44.88	06/07/23	597236 ANGELA D MOORE	C
01	00194040	25.00	06/07/23	635731 AUDREY MORRIS	C
01	00194041	133.76	06/07/23	29059 NELSON, ELISABETH	C
01	00194042	79.75	06/07/23	583243 NELSON, JOSH	C
01	00194043	1,535.38	06/07/23	6533 BSN SPORTS LLC	C
01	00194044	48.92	06/07/23	576476 EMMILY M OLGEIRSON	C
01	00194045	240.75	06/07/23	20746 OVERHEAD DOOR COMPANY	C
01	00194046	4,526.10	06/07/23	550701 ANCORA PUBLISHING & SAFE & CIVIL SCHOOLS	C
01	00194047	2,583.00	06/07/23	24166 PARSONS COMMUNICATIONS	C
01	00194048	210.00	06/07/23	564656 PEARSON VUE	C
01	00194049	2,920.86	06/07/23	596922 PEEQ TECHNOLOGIES, INC	C
01	00194050	1,829.05	06/07/23	4140 PERFECTION LEARNING CORP	C
01	00194051	114.22	06/07/23	621994 JANET PRILLAMAN PETERSON	C
01	00194052	745.81	06/07/23	601918 MACKENZIE ADAM PHROMMANY	C
01	00194053	300.00	06/07/23	4183 PITTSBURG STATE UNIVERSTIY	C
01	00194054	76.77	06/07/23	582085 LISA D PLANKINTON	C
01	00194055	15.00	06/07/23	635634 Pohl, Rachel	C
01	00194056	209.92	06/07/23	7921 REALLY GOOD STUFF, LLC	C
01	00194057	19.00	06/07/23	579122 ERIC RICHARD REID	C
01	00194058	540.00	06/07/23	610909 RELATE 360 INC.	C
01	00194059	52.86	06/07/23	564729 RHODES, KATIE	C
01	00194060	15.00	06/07/23	635642 STACY RICH	C
01	00194061	370.89	06/07/23	36064 RICOH USA, INC.	C
01	00194062	580.00	06/07/23	32109 ROCHESTER 100, INC.	C
01	00194063	2,850.00	06/07/23	555967 RTI (RIVERSIDE TECHNOLOGIES, INC.)	C
01	00194064	6.55	06/07/23	635464 RUSSELL, KELLY	C
01	00194065	1,047.63	06/07/23	28080 SALISBURY SUPPLY CO INC	C
01	00194066	15.00	06/07/23	635650 Salvo, Hannah	C
01	00194067	1,800.00	06/07/23	634972 SCHOOL BEHAVIOR SUPPORT, LLC.	C
01	00194068	455.70	06/07/23	7316 SCHOOL DATE BOOKS	C
01	00194069	177.44	06/07/23	745 SCHOOL SPECIALTY, LLC	C
01	00194070	2,925.56	06/07/23	562572 BRIGHTLY SOFTWARE, INC.	C
01	00194071	42.58	06/07/23	43847 SHROPSHIRE, CORTNEE	C
01	00194072	315.17	06/07/23	578339 DANIEL LAWRENCE SIMON	C
01	00194073	2,634.28	06/07/23	1641 SIR SPEEDY	C
01	00194074	108.11	06/07/23	585394 ASHLEY MARIE SMITH	C
01	00194075	9,267.00	06/07/23	596566 LAYNE MICHAEL STAFFORD	C
01	00194076	88.04	06/07/23	1031 STANION WHOLESALE ELECTRIC CO INC.	C
01	00194077	556.86	06/07/23	544426 STAPLES ADVANTAGE	C
01	00194078	254.67	06/07/23	544426 STAPLES ADVANTAGE	C
01	00194079	72.32	06/07/23	635430 STOUS, DARIN	C
01	00194080	3,092.27	06/07/23	595357 TECH ELECTRONICS OF KANSAS, LLC	C
01	00194081	4,668.24	06/07/23	608734 TECHCYCLE SOLUTIONS	C
01	00194082	293.25	06/07/23	626309 TEXAS SCOTTISH RITE HOSP. FOR CHILDREN	C
01	00194083	1,346.25	06/07/23	1427 THERMAL COMFORT AIR	C
01	00194084	5,620.00	06/07/23	2444 THOMAS SIGN COMPANY	C
01	00194085	9,800.92	06/07/23	562394 TRANE U.S. INC	C
01	00194086	758.20	06/07/23	4208 US POSTAL SERVICE	C
01	00194087	33,502.45	06/07/23	857 USD #383 FOOD SERVICE	C
01	00194088	12,559.20	06/07/23	859 USD #383 TRANSPORTATION	C

## A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
01	00194089	1,517.00	06/07/23	32017 VALIDITY SCREENING SOLUTIONS	C
01	00194090	26.20	06/07/23	32193 VOGT, KARI	C
01	00194091	50.17	06/07/23	586544 MARVIN LEE WADE Jr	C
01	00194092	511.56	06/07/23	95087 WALSON INK	C
01	00194093	15.00	06/07/23	635669 Wells, Marsha	C
01	00194094	19.95	06/07/23	5113 WEST MUSIC COMPANY	C
01	00194095	915.00	06/07/23	627801 WILDCAT TREE SERVICE, LLC	C
01	00194096	15.00	06/07/23	635677 Wold, Christi	C
01	00194097	15.00	06/07/23	635685 Yelken, Jaclyn	C
01	00194098	71.68	06/07/23	22924 ARAMARK	C
01	00194099	499.50	06/07/23	16695 APPLE COMPUTER, INC.	C
01	00194100	59.15	06/07/23	574872 LEIGH ANN BAILEY	C
01	00194101	36.12	06/07/23	35888 BAKER DISTRIBUTING	C
01	00194102	24.30	06/07/23	603821 KIM GARDEN BELANGER	C
01	00194103	69.43	06/07/23	605964 JORI MICHELLE BELLAS	C
01	00194104	29.34	06/07/23	632562 BERG, JOIE	C
01	00194105	4,975.00	06/07/23	16692 BORDER STATES INDUSTRIES	C
01	00194106	68.19	06/07/23	567 BROOKS YAMAHA, INC.	C
01	00194107	1,418.09	06/07/23	595 BURNETT AUTOMOTIVE	C
01	00194108	90.14	06/07/23	3850 CAROLINA BIOLOGICAL SUPPLY	C
01	00194109	2,154.99	06/07/23	543101 CAT CAN PORTABLE SERVICES OF MANHATTAN	C
01	00194110	6,600.00	06/07/23	6905 CDW GOVERNMENT LLC	C
01	00194111	12.97	06/07/23	601152 ELIZABETH ANNE CLARK	C
01	00194112	34.78	06/07/23	32895 REBEKAH ANNE DAVIS	C
01	00194113	870.63	06/07/23	598720 TRACY LYNN EMERY	C
01	00194114	5,835.00	06/07/23	606456 EVERLAST CLIMBING INDUSTRIES	C
01	00194115	123.23	06/07/23	20114 FASTENAL COMPANY	C
01	00194116	30,266.25	06/07/23	35923 FLORIDA VIRTUAL SCHOOL	C
01	00194117	131.33	06/07/23	633747 FOLLETT CONTENT SOLUTIONS LLC	C
01	00194118	58.74	06/07/23	633747 FOLLETT CONTENT SOLUTIONS LLC	C
01	00194119	50.83	06/07/23	631507 RACHEL FRANK	C
01	00194120	135.72	06/07/23	23124 JOYCE ANN GAUTHIER	C
01	00194121	8,838.00	06/07/23	15014 GLOBAL EQUIPMENT CO. INC.	C
01	00194122	66.68	06/07/23	30546 HAGEMAN, TAMARA	C
01	00194123	75.13	06/07/23	631566 MAEGAN SEAMAN	C
01	00194124	1,599.95	06/07/23	588318 HAND2MIND, INC	C
01	00194125	32.29	06/07/23	22795 DAMON DUKE HARMON	C
01	00194126	3,492.60	06/07/23	25099 HILAND/STEFFENS DAIRY COMPANY	C
01	00194127	143.62	06/07/23	6601 HOME DEPOT CREDIT SERVICES	C
01	00194128	51.88	06/07/23	7778 HUFFMAN, JEANETTE	C
01	00194129	56.99	06/07/23	996505 CARLA K JOHNSTON	C
01	00194130	125.00	06/07/23	35635 JONES AUDIO	C
01	00194131	600.60	06/07/23	31457 JONES SCHOOL SUPPLY CO, INC.	C
01	00194132	902.79	06/07/23	4138 J.W. PEPPER & SON, INC	C
01	00194133	34.50	06/07/23	4661 KAGAN COOPERATIVE LEARNING	C
01	00194134	794.70	06/07/23	6096 KANSAS SCHOOL FOR THE DEAF	C
01	00194135	1,000.00	06/07/23	19823 KANSAS STATE SCHOOL FOR THE BLIND	C
01	00194136	68.84	06/07/23	609684 ELLEN JUNE KENWORTHY	C
01	00194137	363.14	06/07/23	569062 HOLLY ANNE KLEIN	C
01	00194138	175.00	06/07/23	7075 KSHSAA	C
01	00194139	1,282.50	06/07/23	2285 KSU SPEECH AND HEARING CENTER	C
01	00194140	65.76	06/07/23	625566 CANDICE VIRGINIA LANE	C
01	00194141	170.00	06/07/23	582123 LOGAN, JAMEY	C
01	00194142	52.33	06/07/23	551937 LARA ELIZABETH MALLEAN	C
01	00194143	13,500.00	06/07/23	17929 MANHATTAN BROADCASTING CO. INC	C

## A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
01	00194144	24.00	06/07/23	591564 MANHATTAN STAMP & AWARDS, LLC	C
01	00194145	288.40	06/07/23	7032 MANKO WINDOW SYSTEMS INC.	C
01	00194146	20.11	06/07/23	29018 CHERYL R MCCORMICK	C
01	00194147	35.37	06/07/23	920363 MCDIFFITT, RENAE	C
01	00194148	64.71	06/07/23	578983 KATHLEEN ANN MEYER	C
01	00194149	25,365.73	06/07/23	570648 MID KANSAS COOPERATIVE ASSOCIATION	C
01	00194150	30,250.00	06/07/23	28804 MID-STATES SCHOOL EQUIPMENT CO., INC.	C
01	00194151	242.33	06/07/23	597 MIDWEST ACE HARDWARE	C
01	00194152	2,722.65	06/07/23	559920 MIDWEST TRANSIT EQUIPMENT, INC.	C
01	00194153	30.92	06/07/23	626449 ELYSE MARIE MORLOCK	C
01	00194154	404.79	06/07/23	579394 CASSANDRA LEE NEWMAN	C
01	00194155	2,197.76	06/07/23	6533 BSN SPORTS LLC	C
01	00194156	30.13	06/07/23	30694 CHRISTI OAKLEY	C
01	00194157	20.00	06/07/23	9646 OLATHE NORTH HIGH SCHOOL	C
01	00194158	80.00	06/07/23	31723 OLATHE NORTHWEST HIGH SCHOOL	C
01	00194159	27.44	06/07/23	584827 JULIE ANN OSTERMANN	C
01	00194160	2,193.50	06/07/23	633666 P1 SERVICE LLC	C
01	00194161	429.00	06/07/23	11123 PASCO SCIENTIFIC	C
01	00194162	550.00	06/07/23	632317 PATHWAYS TO READING INC	C
01	00194163	103.00	06/07/23	624349 PORTIONPAC CHEMICAL CORP	C
01	00194164	5,207.73	06/07/23	608475 POWERSCHOOL GROUP LLC	C
01	00194165	1,002.00	06/07/23	23954 PROFESSIONAL CLEANING SYSTEMS, INC.	C
01	00194166	67.07	06/07/23	609030 ALEXANDRIA DOMINIQUE PUDERBAUGH	C
01	00194167	448.61	06/07/23	4357 REEVES-WIEDEMAN CO., INC.	C
01	00194168	630.00	06/07/23	610909 RELATE 360 INC.	C
01	00194169	43.69	06/07/23	619680 RADIA CHEYENNE RICHARDSON	C
01	00194170	43.03	06/07/23	631477 CHRISTINA ROGERS	C
01	00194171	56.46	06/07/23	587184 KALLI JO ROY	C
01	00194172	60.65	06/07/23	621854 TAYLOR PAIGE RUSCHE	C
01	00194173	7,072.33	06/07/23	627046 RUSH TRUCK CENTER OF MISSOURI	C
01	00194174	1,022.47	06/07/23	627046 RUSH TRUCK CENTER OF MISSOURI	C
01	00194175	17.95	06/07/23	594881 MOLLY ANN RYAN	C
01	00194176	105.22	06/07/23	28080 SALISBURY SUPPLY CO INC	C
01	00194177	50.00	06/07/23	580678 SCHOOL NEWSPAPERS ONLINE	C
01	00194178	98.66	06/07/23	745 SCHOOL SPECIALTY, LLC	C
01	00194179	9,323.58	06/07/23	562572 BRIGHTLY SOFTWARE, INC.	C
01	00194180	143.25	06/07/23	21929 SCHUH, BRIAN	C
01	00194181	80.63	06/07/23	631183 JOHNNA SHOEMAKER	C
01	00194182	304.35	06/07/23	1641 SIR SPEEDY	C
01	00194183	65.50	06/07/23	626325 KRISTA MAY SKUCIUS	C
01	00194184	2,038.83	06/07/23	631469 SMARTPASS, LLC	C
01	00194185	555.70	06/07/23	588083 SMITH, BRANDI	C
01	00194186	32.75	06/07/23	36783 STEPHANIE RANA SMITH	C
01	00194187	40.74	06/07/23	594903 SOPPE, ALISON	C
01	00194188	3,833.70	06/07/23	8053 SOUTHEAST KANSAS EDUCATION SERVICE CENTE	C
01	00194189	89.41	06/07/23	1031 STANION WHOLESALE ELEC. CO.	C
01	00194190	385.94	06/07/23	544426 STAPLES ADVANTAGE	C
01	00194191	57.97	06/07/23	20257 SARA L STEENBOCK	C
01	00194192	49.91	06/07/23	588199 SULLIVAN, MICHELLE	C
01	00194193	56,063.40	06/07/23	9000 SUNFLOWER RESTAURANT SUPPLY	C
01	00194194	876.10	06/07/23	592838 TEACH ME TO TALK	C
01	00194195	433.68	06/07/23	608734 TECHCYCLE SOLUTIONS	C
01	00194196	5,089.46	06/07/23	1427 THERMAL COMFORT AIR	C
01	00194197	12.84	06/07/23	996971 THOMAS, CORNELIA	C
01	00194198	27.48	06/07/23	8506 TOLEDO P.E. SUPPLY COMPANY	C

A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
01	00194199	114.63	06/07/23	566098 CODY P TOLL	C
01	00194200	7,883.13	06/07/23	44125 ULINE	C
01	00194201	145.22	06/07/23	561959 UNIFIRST CORPORATION	C
01	00194202	2,270.00	06/07/23	632651 UNIVERSTIY OF OREGON	C
01	00194203	27,506.34	06/07/23	859 USD #383 TRANSPORTATION	C
01	00194204	68.84	06/07/23	609293 KELSEY RENEE WASINGER	C
01	00194205	3,000.00	06/07/23	5134 WIBW	C
01	00194206	6,128.39	05/31/23	601217 AMAZON CAPITAL SERVICES, INC.	C
01	00194207	195.44	05/31/23	553638 BLANTON, CHRIS	C
01	00194208	915.00	05/31/23	566713 CE WATER MANAGEMENT, INC	C
01	00194209	11,815.84	05/31/23	5093 CITY OF MANHATTAN	C
01	00194210	430.82	05/31/23	40518 COX COMMUNICATIONS	C
01	00194211	102,376.12	05/31/23	610640 EVERGY	C
01	00194212	2,000.00	05/31/23	33077 REACH EDUCATION CONSULTING	C
01	00194213	2,970.00	05/31/23	619701 T-MOBILE	C
01	00194214	97.00	05/31/23	32005 UNDERGROUND VAULT AND STORAGE INC	C
01	00194215	2,000.00	05/31/23	4208 US POSTAL SERVICE	C
01	00194216	895.07	05/31/23	997528 VERIZON WIRELESS	C
01	00194217	4,325.00	05/31/23	624527 WAMEGO TELECOMMUNICATIONS CO, INC	C
01	00194218	617.60	05/31/23	619701 T-MOBILE	C
01	00194219	99,772.12	05/31/23	610356 MCCOWNGORDON CONSTRUCTION	C
<b>Total Bank No 01</b>		<b>1,636,399.21</b>			

<b>Total Manual Checks</b>	<b>.00</b>
<b>Total Computer Checks</b>	<b>1,636,399.21</b>
<b>Total ACH Checks</b>	<b>.00</b>
<b>Total Other Checks</b>	<b>.00</b>
<b>Total Electronic Checks</b>	<b>.00</b>
<b>Total Computer Voids</b>	<b>.00</b>
<b>Total Manual Voids</b>	<b>.00</b>
<b>Total ACH Voids</b>	<b>.00</b>
<b>Total Other Voids</b>	<b>.00</b>
<b>Total Electronic Voids</b>	<b>.00</b>

**Grand Total 1,636,399.21**

**Number of Checks 461**

Batch Yr	Batch No	Amount
23	001579	236,773.80
23	001586	259,741.34
23	001617	312,417.37
23	001676	11,854.12
23	001680	292,467.38
23	001683	288,606.80
23	001699	134,148.68
23	001701	617.60
23	001704	99,772.12

## ITEM 6.3

### HUMAN RESOURCES AGENDA BACKGROUND June 7, 2023

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

#### ADMINISTRATORS/MANAGERS/COORDINATORS 2023-2024

Leigh Bailey, Early Learning Program Coordinator, Early Learning Program	\$59,493.02/yr
Tonya Speights, Assistant Principal/MTSS Coordinator, Amanda Arnold Elementary	\$55,320/yr

#### CERTIFIED NEW HIRES 2023-2024

Lauryn Peterman, 4th Grade Teacher, Lee Elementary	\$43,000/yr
Hannah (Rory) Shaver, SPED Teacher, Lee Elementary	\$43,000/yr
Caroline Elstrom, SPED Teacher, College Hill Early Learning Center	\$43,000/yr
Sarah Price, 5 <sup>TH</sup> Grade Teacher, Theodore Roosevelt Elementary	\$43,000/yr
Ashley Hill, 5 <sup>th</sup> Grade Teacher, Lee Elementary	\$44,170/yr
Meshell Thornley, SPED Teacher, Flint Hills Christian School/Homebound	\$58,355/yr
Noraliz Ayala Hernandez, Spanish & World Language Teacher, Anthony Middle School	\$43,585/yr
Suzan Jahns, 4 <sup>th</sup> Grade Teacher, Ogden Elementary	\$55,425/yr
Daniel Solis, 6 <sup>th</sup> Grade Teacher, Anthony Middle School	\$43,000/yr
Christina Myers, SPED Resource Teacher, Anthony Middle School	\$47,095/yr
Aram Kokuzian, SPED Gifted Facilitator, Anthony Middle School	\$49,250/yr
Lauren Besthorn, Early Learning Teacher, College Hill Early Learning Center	\$43,000/yr
Kaitlyn Kirk, 5 <sup>th</sup> grade Teacher, Oliver Brown Elementary	\$43,000/yr

#### CLASSIFIED

Cort Schultze, Summer Program Leader, Amanda Arnold Elementary	\$12.00/hr
Wyatt Sullivan, Technology Support Summer Assistant, Technology	\$12.50/hr
Cameron Hayden, Technology Support Summer Assistant, Technology	\$12.50/hr
Brianna Martin, Technology Support Summer Assistant, Technology	\$12.50/hr
Russel Pearson, Childcare Summer Assistant, Amanda Arnold Elementary	\$11.35/hr
Keenan Ridey, Technology Support Summer Assistant, Technology	\$12.50/hr
Aiden Shoemaker, Seasonal Labor, Warehouse	\$12.00/hr
Nathan Morrow, Paraeducator, Manhattan High School	\$11.50/hr

#### COACHES 2023-2024

Taylor Sleep, Assistant Softball Coach, Manhattan High School	\$1,925/yr
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#### RETIREMENTS

**Michael Dinwiddie, Paraeducator, Eisenhower Middle School**, has submitted his retirement notice effective the end of the 2022-2023 school year. Mr. Dinwiddie has been with the district since October 2008.

It is the recommendation of the administration to approve this retirement. Best wishes are extended to Mr. Dinwiddie.

#### RESIGNATIONS

**Gretchen Hartsook, Music Teacher, Lee Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Hartsook has been with the district since August 2013.

**Emily Wilcox, At-Risk Teacher, Amanda Arnold Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Wilcox has been with the district since November 2022.

**Gina Thomas, Elementary ESOL Teacher, Frank Bergman Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Thomas has been with the district since July 2016.

**Lydia Paxton, Music Teacher, Bluemont Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Paxton has been with the district since August 2021.

**Ashley Wolter, ESOL Teacher, Northview Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Wolter has been with the district since August 2022.

**Brian Schuh, Adaptive Physical Education Teacher, Manhattan High School**, has submitted his resignation effective the end of the 2022-2023 school year. Mr. Schuh has been with the district since August 2019.

**Beth Sutton, Early Childhood Teacher, Eugene Field Early Learning Center**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Sutton has been with the district since August 2022.

**Megan McCoy, Foreign Language Teacher, Anthony Middle School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. McCoy has been with the district since January 2019.

**Allicia Kahmeyer, 3<sup>rd</sup> Grade Teacher, Lee Elementary**, has submitted her resignation effective at the end of the 2022-2023 school year. Ms. Kahmeyer has been with the district since December 2018.

**Sofia Urquiza, Intervention Teacher, Anthony Middle School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Urquiza has been with the district since March 2021.

**Krista Skucius, PE Teacher, Woodrow Wilson Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Skucius has been with the district since August 2014.

**Christopher Delforge, Assistant Principal/MTSS Coordinator, Frank Bergman Elementary**, has submitted his resignation effective the end of the 2022-2023 school year. Mr. Delforge has been with the district since August 2016.

**Kristen Luttrell, Family Education Partner, Parents as Teachers**, has submitted her resignation effective May 26, 2023. Ms. Luttrell has been with the district since September 2022.

**Elisabeth Tarter, COVID Response Coordinator, District-wide**, has submitted her resignation effective June 30, 2023. Ms. Tarter has been with the district since September 2021.

**Hannah Knigge, Emergency Substitute Teacher**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Knigge has been with the district since July 2022.

**Noah Stewart, Substitute**, has submitted his resignation effective May 10, 2023. Mr. Stewart has been with the district since April 2023.

**Nico Hammarstedt, Student Supervision, Northview Elementary**, has submitted her resignation effective May 17, 2023. Ms. Hammarstedt has been with the district since April 2023.

**Brittney Schrag, Paraeducator, Northview Elementary**, has submitted her resignation effective May 15, 2023. Ms. Schrag has been with the district since October 2020.

**Melinda Heath, Counseling Secretary, Manhattan High School East**, has submitted her resignation effective June 1, 2023. Ms. Heath has been with the district since September 2022.



**Hedayatullah Shinwarai, Bus Driver, Transportation**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Shinwarai has been with the district since August 2019.

**Sharifullah Mammond, Bus Driver, Transportation**, has submitted his resignation effective the end of the 2022-2023 school year. Mr. Mammond has been with the district since January 2022.

**Sarah Moore, ICAN paraeducator, Ogden Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Moore has been with the district since December 2022.

**Zahir Shah Nooristani, ESOL Aide, Eisenhower Middle School**, has submitted his resignation effective April 24, 2023. Mr. Nooristani has been with the district since November 2022.

**Olivia Wells, Assistant Dance Coach, Manhattan High School**, has submitted her resignation effective May 31, 2023. Ms. Wells has been with the district since January 2023.

**Fatima Begum, Paraeducator, Marlatt Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Begum has been with the district since September 2022.

**Marina Clark, Paraeducator, Anthony Middle School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Clark has been with the district since January 2021.

**Taylor Lipford, Paraeducator, Manhattan High School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Lipford has been with the district since August 2022.

**Mary Longton, Paraeducator, Manhattan High School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Longton has been with the district since February 2022.

**Eric Scheidt, ESOL At-risk Aide, Manhattan High School**, has submitted his resignation effective the end of the 2022-2023 school year. Mr. Scheidt has been with the district since September 2019.

**Amanda Fieser, Assistant Volleyball Coach, Eisenhower Middle School**, has submitted her resignation effective May 15, 2023. Her resignation from a school psychologist position was previously reported. Ms. Fieser has been with the district since August 2020.

**Amanda Petersen, Tennis Coach, Eisenhower Middle School**, has submitted her resignation effective May 15, 2023. Her resignation from a school psychologist position was previously reported. Ms. Petersen has been with the district since August 2020.

**Shanti Cornejo, Classroom Support, Eugene Field Early Learning Center**, has submitted her resignation effective May 15, 2023. Ms. Cornejo has been with the district since February 2023.

**Delilah Espiritu, Paraeducator, Eugene Field Early Learning Center**, has submitted her resignation effective May 15, 2023. Ms. Espiritu has been with the district since November 2022.

**Raven Roberson, Paraeducator, Eugene Field Early Learning Center**, has submitted her resignation effective May 15, 2023. Ms. Roberson has been with the district since July 2022.

**Alyssa Harvey, Paraeducator, Eugene Field Learning Center**, has submitted her resignation effective May 15, 2023. Ms. Harvey has been with the district since August 2022.

**Laila Haggar, Paraeducator, Lee Elementary**, has submitted her resignation effective May 5, 2023. Ms. Haggar has been with the district since January 2022.

**Trinity Spicer, Assistant Teacher, College Hill Early Learning Center**, has submitted her resignation effective May 15, 2023. Ms. Spicer has been with the district since December 2022.

**Kynadi Busick, Child Care Assistant, Amanda Arnold Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Busick has been with the district since October 2021.

**Hanna Schmitz, Paraeducator, College Hill Early Learning Center**, has submitted her resignation effective May 16, 2023. Ms. Schmitz has been with the district since January 2023.

**Sydney Lancaster, Paraeducator, Lee Elementary**, has submitted her resignation effective May 9, 2023. Ms. Lancaster has been with the district since January 2021.

**Kathryn Hyde, Night Custodian, Manhattan High School**, has submitted her resignation effective June 16, 2023. Ms. Hyde has been with the district since July 2019.

**Tessa Henry, Assistant Volleyball Coach, Eisenhower Middle School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Henry has been with the district since August 2020.

**Griffin Hamblin, AES Supervisor, Eisenhower Middle School**, has submitted his resignation effective the end of the 2022-2023 school year. Mr. Hamblin has been with the district since August 2016. He will be moving to the contracted position of JAG-K Specialist at Eisenhower Middle School.

**Aubree VanTienderen, At-Risk Aide, Oliver Brown Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. VanTienderen has been with the district since October 2022.

**Margaret Cousins, At-Risk Aide, Oliver Brown Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Cousins has been with the district since February 2023.

**Aleah Nicholson, Paraeducator, Anthony Middle School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Nicholson has been with the district since November 2021.

**Ryan McMorris, Computer Lab Aide, Oliver Brown Elementary**, has submitted his resignation effective the end of the 2022-2023 school year. Mr. McMorris has been with the district since May 2022.

**Ashley Denchfield, Assistant Debate/Forensics Coach, Manhattan High School**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Denchfield has been with the district since August 2022.

**Bailey Unruh, At-Risk Aide, Oliver Brown Elementary**, has submitted her resignation effective the end of the 2022-2023 school year. Ms. Unruh has been with the district since September 2021.

**Stefanie Adam, Financial Secretary, Theodore Roosevelt Elementary**, has submitted her resignation effective May 30, 2023. Ms. Adam has been with the district since August 2018.

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

**Special Note:** Our condolences to the family of David Umscheid, Delivery Driver, Child Nutrition. Mr. Umscheid passed away unexpectedly May 5, 2023.

## TERMINATIONS

**Sherie Welch, Office Professional, College Hill Early Learning Center**, has been recommended for termination effective May 10, 2023. Ms. Welch has been with the district since November 2022.

**Hannah March, Classroom Support Staff, College Hill Early Learning**, has been recommended for termination effective May 8, 2023. Ms. March has been with the district since April 2022.

It is the recommendation of the administration to approve these terminations.

## **TRANSFERS**

**Amanda Carrillo**, Administrative Assistant to the Assistant Superintendent, is moving to .5 District Registrar, Teaching and Learning.

**Diana Keeler Sheern**, 6th grade Science, Eisenhower Middle School, is moving to 5<sup>th</sup> Grade Teacher, Amanda Arnold Elementary.

**Melinda Huber**, Autism Teacher, Amanda Arnold Elementary, is moving to Life Skills Teacher, Anthony Middle School.

**Jamie Myers**, Custodian, Manhattan High School, is moving to Office Professional, Eugene Field Early Learning, effective May 17, 2023.

**Holly Norman** is moving from 1<sup>st</sup> grade Teacher to 3<sup>rd</sup> grade Teacher at Amanda Arnold Elementary.

**Payton Neufeld** is moving from 3<sup>rd</sup> grade Teacher to 4<sup>th</sup> grade Teacher at Amanda Arnold Elementary.

**Lynne Umscheid** is moving from IRC SPED Teacher to 2<sup>nd</sup> grade Teacher at Lee Elementary.

**Joanna Lagerquist** is moving from Early Childhood SPED Teacher to Early Learning ESOL Teacher at College Hill and Eugene Field Early Learning Centers.

**Cheryl Bennett**, 2<sup>nd</sup> grade Teacher, Lee Elementary, is moving to 2<sup>nd</sup> grade Teacher, Marlatt Elementary.

**Laura Sapp** is moving from Math Teacher to .5 Math Teacher and .5 Gifted Teacher at Manhattan High School.

**Cheryl Bennett**, 2<sup>nd</sup> Grade Teacher, Lee Elementary is moving to 2<sup>nd</sup> grade Teacher, Marlatt Elementary.

**Jackie Kirkeby**, Math Teacher, Anthony Middle School, is moving to Night School Coordinator, Manhattan High School.

## ITEM 6.4

### Manhattan-Ogden USD 383 Manhattan, Kansas

Donations & Grants  
Approval (A<sup>2</sup>) to Accept  
6-7-23

- \$1,111 cash donation from the Fraternal Order of Eagles to Theodore Roosevelt and Woodrow Wilson Elementary Schools for negative meal accounts.
- \$1,000 cash donation from Manhattan High School Performing Arts Support Group, Inc. to Manhattan High School for sheet music, supplies, and travel expenses.
- \$2,200 cash donation from Bluemont Elementary PTO to Bluemont Elementary for the All Bikes Program.
- \$1,000 cash donation from Friends of Performing Arts to Manhattan High School for band supplies and music.
- \$1,000 cash donation from Manhattan High School Performing Arts Support Group to Manhattan High School for class supplies.
- \$1,500 cash donation from Riley County Conservation District to Manhattan High School for summer national travel expenses.
- \$1,000 cash donation from Raymond and Kimberly Williams Cloyd to Manhattan High School for supplies and travel.
- \$500 cash donation from Eisenhower Middle School PTO Boosters to Eisenhower Middle School for field trip scholarships.
- \$500 cash donation from Manhattan-Ogden Public School Foundation to Eisenhower Middle School for the purchase of student artwork for school display.
- \$60,533.75 cash donation from Greater Manhattan Community Foundation to Special Education for Flint Hills Summer Fun Camp expenses.
- \$1,650 cash donation from Charities Aid Foundation America to Manhattan High School for Robotics Club.
- \$2,732 cash donation from Kansas Envirothon to Manhattan High School for Envirothon team travel expenses to Canada.
- \$2,000 cash donation from Friends of Debate and Forensics to Manhattan High School for travel expenses to nationals.

Total: \$76,726.75

## ITEM 6.5

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Dr. Marvin Wade  
**Re:** School Meal Prices 2023-24

**Prepared by:** Stephanie Smith, Child Nutrition Director

### **Background Information:**

Last board approved meal prices set at  
Full Price Student Breakfast \$1.65  
Full Price Student Lunch \$3.00  
Adult Breakfast \$2.55  
Adult Lunch \$4.55

### **Current Considerations:**

Reimbursement rates for fiscal year 2023-24 have not yet been published by the United States Department of Agriculture (USDA), those are typically announced midJuly for the upcoming year. Reimbursement rates for school year 2022-23 went back to pre-pandemic levels. The non-extension of waivers also meant that families again were required to pay for meals based on their free/reduced meal benefit level and reapply to receive these benefits each year. The inflation across the nation continues and other factors such plant and/or animal diseases and weather have affected food and supplies.

	current reimbursement rates for 2022-23			Current cost per meal (labor, benefits, food and other supplies included)
	paid	reduced	free	
breakfast	\$ 0.50	\$ 1.96	\$ 2.67	\$ 2.33
lunch	\$ 1.19	\$ 4.35	\$ 4.75	\$ 4.66

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development, and postsecondary preparation.

### **District Strategies:**

- 2A. Identify and implement policies and practices to promote diversity, inclusion and equity.
- 2B. Enact policies and practices to attract, develop, empower and retain high quality employees.
- 2C. Align non-instructional operations in support of students, staff and schools.
- 2D. Identify and implement technology to promote operational productivity.

### **Board of Education Policies:**

JGH School Food Service Programs

### **Financial Implications**

The USDA has stated in its food price outlook that it expects a possible average rise in costs of 4.9-8.2%. Bid pricing for the 2023-24 school year have been received with only slight increases on the majority of products from current pricing. The updated software system that the child nutrition department now is able to utilize provides our Kitchen Managers production number information by individual menu items and school to help keep food waste and thus food costs low. The increase in storage space provided by the bond remodel has also provided opportunities and the ability to receive direct shipments from manufacturers at discounted price as well.

Adult meal prices are required to be at or above the federal reimbursement rate for a free breakfast and/or lunch. If the adult meal price is set at less than the federal reimbursement rate then the district will be required to transfer the difference into the child nutrition funds from the district's general fund.

**Recommendation**

The administration respectfully recommends the Board of Education give final approval (A<sup>2</sup>) for no change in student meal prices and setting the adult prices at USDA recommendation prices for the 2023-24 school year.

Prices would be at:

Full Price Student Breakfast \$1.65

Full Price Student Lunch \$3.00

Adult Breakfast and Lunch price be set at USDA recommended price

**Recommended Motion:**

"I move to give final approval to the administrative recommendation of no change in student meal prices and setting the adult meal prices at USDA recommended prices."

## ITEM 6.6

**Date:** May 17, 2023  
**To:** Board of Education  
**From:** Superintendent Dr. Marvin Wade  
**Re:** Ogden Elementary Community Eligibility Program 2023-2024

**Prepared by:** Stephanie Smith, Child Nutrition Director

### **Background Information:**

Section 104(a) of the Healthy, Hunger-Free Kids Act of 2010 amended the Richard B. Russell National School Lunch Act to provide an alternative that will eliminate the need for household applications to determine free and reduced-price meals in areas of higher poverty. The Community Eligibility Program (CEP) is an option available for schools to provide meals at no cost to students. In order for a school to be eligible for CEP they must meet a minimum Identified Student Percentage (ISP) of 40% or higher. ISP students are those students directly certified to receive free meals. A student can be directly certified if they receive supplemental food assistance, temporary assistance for needy families or receive certain types of Medicaid or live in a household where another student is enrolled in one of these programs. A student is also directly certified if they are identified as migrant, homeless or a foster student.

### **Current Considerations:**

Currently USD 383 has 5 elementary schools that are eligible for CEP for the 2023-24 school year. Ogden currently has the highest ISP with 58%, a level that has been determined will allow the department to both elect CEP for that school as well as stay financially responsible and self-supporting.

The district also uses free/reduced meal applications for other funding such as Title I, IDEA and State At Risk Aid. A school participating in CEP will need to collect the Household Economic Survey for those students not on the Direct Certification list or on a free/reduced application with a sibling attending another school within the district but still meet household income levels of what would be a free or reduced family.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development, and postsecondary preparation.

### **District Strategies:**

- 2A. Identify and implement policies and practices to promote diversity, inclusion and equity.
- 2B. Enact policies and practices to attract, develop, empower and retain high quality employees.
- 2C. Align non-instructional operations in support of students, staff and schools.
- 2D. Identify and implement technology to promote operational productivity.

### **Board of Education Policies:**

JGH School Food Service Programs

### **Financial Implications**

Currently students are claimed for reimbursement by their free, reduced or full pay status based off a free/reduced meal application. With CEP the ISP of 58% will be taken times the multiplier 1.6 for the total number of students we will be able to claim at the free reimbursement rate. The remaining percentage of students will be reimbursed at the federal paid rate. At the current ISP meals served at Ogden would have 92% of the meals reimbursed at the free rate with the remaining 8% reimbursed at the full pay rate. Ogden currently has participation rates at 85% of students eating school lunch and 56% of students eating breakfast at school. Figures in the attachment are based on the current school year with a slight increase in both breakfast and lunch participation that is typically seen when a school has all meals free to all students.

Once a school is approved as CEP it may participate in the program for the duration of four consecutive years without the need to reapply. If a school is not at 100% free reimbursement it may provide updates if the ISB increases. A CEP Sponsor may stop participating at any time.

**Recommendation**

The administration respectfully recommends the Board of Education give final approval (A<sup>2</sup>) for Ogden Elementary as a CEP school beginning with school year 2023-24 pending KSDE approval.

**Recommended Motion:**

"I move to give final approval to the administrative recommendation of Ogden Elementary as a Community Eligibility Program school beginning with school year 2023-24 pending KSDE approval."



**Traditional vs CEP Comparison  
SY 2022-2023**

Site Name	Ogden
Month	August 2022 through April 2023

Approved for \$0.08	Yes (Y) or No (N)	Y	Anticipated % Increase in Breakfast	25%
Severe Need Lunch	Yes (Y) or No (N)	Y	Anticipated % Increase in Lunch	10%
Severe Need Breakfast	Yes (Y) or No (N)	Y		

Traditional Method						
Breakfasts	Total Meals Claimed			Lunches	Total Meals Claimed	
	Free	7,769			Free	10,549
	Reduced	788			Reduced	1,087
	Paid	1,229			Paid	2,926
	Total Breakfasts Claimed				Total Lunches Claimed	
	FED Breakfast Reimbursement				FED Lunch Reimbursement	
	Student Prices				Student Prices	
	Reduced-Price	\$0.30			Reduced-Price	\$0.40
	Paid	\$1.65			Paid	\$3.00
	CASH Breakfast Revenue (student payments)				CASH Lunch Revenue (student payments)	
	Total Breakfast Revenue				Total Lunch Revenue	
	<b>Total Revenue Based on Traditional Claiming: \$86,019.02</b>					

Community Eligibility Provision (CEP) Method					
1	Enrollment Identified Students	129	5	Total Breakfasts Claimed	12,233
2	% of Identified Students	58.14%	6	Total Lunches Claimed	16,018
3	% of Meals Reimbursed at Free Rate	93.02%	7	Total Breakfast Revenue	\$ 28,973.96
4	% of Meals Reimbursed at the Paid Rate	6.98%	8	Total Lunch Revenue	\$ 66,021.06
<b>Total Revenue Based on CEP Claiming: \$94,995.02</b>					

<b>Traditional Claiming = \$86,019.02</b>	<b>vs.</b>	<b>CEP Claiming = \$94,995.02</b>
<b>CEP Claiming Provides Greater Reimbursement</b>		

## ITEM 6.7

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Dr. Marvin Wade  
**Re:** Manhattan High School Envirothon Team Trip to 2023 National Conservation Foundation in Canada

**Prepared by:** Noah Busch, Manhattan High School Biology Teacher  
Larry Myers, Manhattan High School Assistant Principal, Activities  
Michael Dorst, Manhattan High School Principal

### **Background Information:**

The Manhattan High School Envirothon Team is composed of five students and one advisor, Noah Busch. To qualify for the National Conservation Foundation (NCF)-Envirothon held at Mount Allison University in Tantramar (Sackville)\*, New Brunswick, Canada, the Envirothon Team had to first compete and place first in the Kansas Envirothon. The Kansas Envirothon is an outdoor, environmental high school competition where students learn and are tested on soils, forestry, wildlife, aquatics, a current issue, and an oral presentation.

### **Current Considerations:**

- We are seeking permission for a group of five students and one faculty/advisor to attend the NCF-Envirothon held at Mount Allison University in Tantramar (Sackville)\*, New Brunswick, Canada, July 23 – July 29, 2022.
- Registration (which includes room and board) is \$1,800. Travel expenses (which include both airline, taxi service, and possibly hotel accommodations) are estimated to be between \$5,000 and \$7,000. These costs are 100% paid for by the Riley County Conservation District, the Kansas Envirothon Committee, private donations, and the MHS Envirothon Team (they receive a cash prize of \$500 for placing 1st at the state competition). The only cost to the advisor and/or students is for food during travel, during which students and advisor will pay for their own meals.
- The Kansas Envirothon Committee will also be providing a female advisor/chaperone for the entirety of event.
- The NCF-Envirothon is an annual competition for high school-aged students conducted over five consecutive days every summer during July or August. To expose students to diverse environmental issues, ecosystems, and topography, the North American Envirothon is hosted in a different location each year. Teams from participating states, Canadian provinces, and the nation of China who have won their state or provincial event, compete for recognition and scholarships by demonstrating their knowledge of environmental science and natural resource management. The teams, each consisting of five members, work to demonstrate their knowledge of environmental science and natural resource management at five training/testing stations. Training for the NCF-Envirothon begins well in advance of the actual event. Each team arrives at the NCF-Envirothon as a result of extensive training and superior performance at local and/or regional and state/provincial Envirothon competitions. At the conclusion of the competition, scores are combined for final ranking and awards distribution.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development and postsecondary preparation.

### **District Strategy:**

3. Develop and enhance mutually beneficial relationships where schools, families and community partners share a commitment to student success.

**Board Policy:**

IFCB Field Trips

**Benchmarking:**

The mission of the North American Envirothon is to develop knowledgeable skilled and dedicated citizens who have an understanding of natural resources and are willing and prepared to work towards achieving and maintaining a balance between the quality of life and the quality of the environment. The Envirothon mission is accomplished by developing in young people an understanding of the principles and practices of natural resource management and ecology and through practice dealing with complex resource management decisions.

**Financial Implications:**

- Student/Advisor Commitment (per person):
  - \$60 - \$100: approximate cost per student/advisor for meals during travel by airline and taxi to and from Sackville, NB.
- NCF-Envirothon registration for entire team/advisor paid by Kansas Envirothon:
  - \$1800: registration (includes room and board in the dorms of Miami University).
- Travel to and from Sackville, NB for students/advisor via airline and taxi service.
  - \$5000 - \$7000: transportation via school van to and from Miami University in Oxford, OH.

\*\*These are research-based estimates. We will not know final numbers until airline tickets and a taxi service have been reserved.

Commitment deadline: June 10, 2023

USD 383 does not have any financial obligations towards this trip.

**Future Considerations:**

The competition does not require follow-up work. The students involved at the competition will share their experiences with future and current MHS Envirothon students.

**Recommendation:**

The administration respectfully recommends the Board give final approval (A<sup>2</sup>) for the MHS Envirothon students and advisor to attend the NCF-Envirothon in Sackville, NB, on July 23 – July 29, 2022.

**Recommended Motion:**

"I move to give final approval for the MHS Envirothon students and advisor to attend the NCF-Envirothon in Sackville, New Brunswick, Canada on July 24 – July 30, 2022."

## ITEM 6.8

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Subject:** Manhattan High School Debate and Forensics National Speech and Debate Association Nationals

**Prepared by:** Mac Phrommany, MHS Debate and Forensics Coach

### **Background Information:**

This is the 51st year Manhattan High has qualified for the National Speech and Debate Association's National Tournament. We are the 2nd largest Speech and Debate Program in the State of Kansas. Last year, we qualified more students for Nationals than any other program in the State.

### **Current Considerations:**

We are seeking permission for a group of eight students and two faculty members to attend the National Debate and Forensics Tournament in Phoenix, AZ, June 10-17, 2023. Each student participating has placed first or second at a National Qualifying tournament. These students will be representing Manhattan High School and the Flint Hills District. They have, individually and collectively, been very successful at many tournaments across the state. This group includes All-State and All-American candidates.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development and postsecondary preparation.

### **District Strategy:**

3. Develop and enhance mutually beneficial relationships where schools, families and community partners share a commitment to student success.

### **Board Policy:**

IFCB Field Trips

### **Benchmarking:**

The national tournament allows the best in the nation to meet and compete against one another. Not only is this a great competitive experience, but it also gives students the opportunity to watch and learn from the best in the country. All other schools in our district have competed for this opportunity including Washburn Rural HS, Topeka High, Topeka West, Shawnee Heights, Highland Park, Seaman, Emporia, and Junction City. If they qualified, they too will be attending.

### **Financial Implications:**

Estimated expenses:

Entry Fee: 3-012-83340-00-810-40-150-00	\$2,380
Mileage/Travel: Activity account #150	\$2,296
Hotel/Lodging: 03-012-83400-585-40-150-00	\$1,500
03-012-83400-899-40-000-00	\$ 839
03-012-83400-999-40-000-00	<u>\$1,751</u>
Total Expenses:	\$4,090

Expenses are covered by student fundraising and donations.

### **Future Considerations:**

We have had success in the past and expect to be successful in future tournaments. We have had freshman competitors make it into the semi-final and elimination rounds of this tournament and have been

recognized as one of the leading chapters in the Flint Hills because of our team's successes in qualifying for this tournament. As a team, we are one of the fastest growing in the nation, with numbers that have out-paced all others in Kansas.

**Recommendation:**

The administration respectfully requests the Board of Education to give final approval (A<sup>2</sup>) for the MHS Debate and Forensics team to attend the National Speech and Debate Association's National Tournament in Phoenix, AZ June 10-17, 2023.

**Recommended Motion:**

"I move to give final approval for the Manhattan High School Debate and Forensics team to attend the National Debate and Forensics Tournament in Phoenix, AZ, June 10-17, 2023."

## ITEM 6.9

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** MHS Wrestling Trip to Nebraska

**Prepared by:** Shawn Bammes, MHS Wrestling Coach  
Mike Marsh, MHS Athletic Director

### **Background Information:**

Manhattan High School Wrestling team members have attended team camps in various locations for several years, however they have not attended a team camp since COVID. These camps have been valuable in building team success and team strength over the years.

### **Current Considerations:**

We are seeking permission to take members of the Boys and Girls team along with three Coaches to a team camp in Lincoln, Nebraska on June 26-30, 2023. The camp is at the University of Nebraska and will provide both individual technique and team building. We have selected this camp to attend for several reasons, one being a close distance to Manhattan, another is former Manhattan High Student and current UN Wrestler Bubba Wilson will be one of the camp clinicians working with our student athletes in attendance. The opportunity would provide a great experience for those attending and allow them to see some different styles and techniques in the sport of wrestling.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development and postsecondary preparation.

### **District Strategy:**

3. Develop and enhance mutually beneficial relationships where schools, families and community partners share a commitment to student success.

### **Board of Education Policy:**

IFCB Field Trips

### **Financial Implications:**

Estimated expenses:

- Fees (includes housing and meals) - \$370 per Wrestler –  
Fees covered by individuals' families, no expense to the district.
- Travel by district vans (2) - \$500 (Estimated mileage)

These expenses are covered by those attending MHS students and their families. Our transportation expenses are covered by our Wrestling Activity Budget.

### **Future Considerations:**

As a high school wrestling program, we will continue to pursue fundraising opportunities so future students and coaches can take team trips like this one in years to come.

### **Recommendation:**

The administration respectfully recommends that the Board of Education give final approval (A<sup>2</sup>) for MHS Wrestling to attend the University of Nebraska Wrestling Camp in Lincoln, Nebraska June 26-30, 2023.

### **Recommended Motion:**

"I move to give final approval for MHS Wrestling to attend the University of Nebraska Wrestling Camp in Lincoln, Nebraska June 26-30, 2023."

## ITEM 7.1.1

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** 2022-23 Professional Learning and Collaboration Report

**Prepared By:** Dr. Paula Hough, Executive Director of Teaching and Learning

### **Background Information:**

USD 383 Manhattan - Ogden recognize that teachers' responsibility to their students and their profession generally entails the performance of duties and the expenditure of time beyond the normal school day. These duties include but are not limited to lesson planning, student assessment, staff meetings, professional development sessions, curriculum development meetings, school improvement planning meetings, IEP meetings, student conferences, and parent communication. There is also recognition that teachers are entitled to regular time and work schedules on which they can rely in the ordinary course of events, and which will be maintained fairly and evenly to the extent possible throughout the school system (2021-2022 Negotiated Agreement, Section VIII, pending 2023 negotiations).

Dedicated time is provided for collaboration, professional learning and individual planning.

### **I. Collaboration**

Collaboration time is designated for teachers to interact with other teachers, administrators, and support staff in a professional relationship to improve student performance. Organization and planning for collaboration time is necessary for productive activities and scheduling of staff, equipment and meeting space. The principal and/or the Building Professional Development Committee along with teaching staff will share in the planning process of designating the amount of time used for building/district collaboration versus teacher led collaboration. No more than half of the time will be designated by building administration or district administration. The intent of collaboration days is to provide time for teachers to have flexibility in their selection and planning of activities yet be accountable for the use of the time. Collaboration time is also important for the collective pursuit of advancing building and district goals. IDP points may be earned if activities meet the criteria and are approved through the professional development approval process.

Early Learning – Teachers meet in collaborative teams weekly to discuss myIGDIs universal screening and progress monitoring data for their students/classroom. District collaboration days are referred to as “Data Days” where teacher and program level data is analyzed and compared to school readiness goals and district level goals to track progress. During these data days, teachers reflect on the SMART goals and action plan as they created at the beginning of the year to track progress and adjust as needed to ensure student success.

Elementary – Each site has time designated for horizontal, grade-level collaboration and vertical alignment focused collaboration planned by district teams. Buildings have two days of collaboration around data. Then, teachers are able to collaborate with educator-driven topics. All of these opportunities are recorded on Frontline for tracking and accountability, this structure supports multiple demands and provides clarity for each level to achieve strong student-focused results.

Middle School – AMS and EMS provided core teachers with an average of 47 minutes of collaboration time daily (meeting two days for 98 minutes). Opportunities are provided during this time for teachers to meet in grade level, interdisciplinary teams. One time per week teachers reserved to meet with their department colleagues in a professional learning team environment.

Criteria for use of collaboration time:

- Organized collaborative vertical and horizontal groups of teachers, as well as special education, Title I, specials, etc. may be created for the purpose of engaging in professional

- learning community activities to improve student performance.
- Coordinating of instructional plans, lessons, equipment, technology, resources etc. with other teachers.
- Planning with other teachers for implementation of district standards, curriculum, programs, and textbooks.
- Professional learning, such as sharing expertise, strategies, processing learning, and planning implementation.
- Professional information and data analysis, sharing, discussions and planning to meet the needs of students and improve student performance for individuals, groups, and classes of students.

In order to protect the integrity of collaboration time, the following criteria are to be followed:

- The administration will avoid requiring professional development activities, and faculty meetings will not be held during collaboration time.
- Administration and special education professionals will refrain from scheduling IEP meetings during collaboration time.
- Collaboration time may not be used for, personal appointments, personal activities, or celebrations, such as birthdays, baby showers etc.
- Collaboration time may not be used for personal plan time.
- Collaboration will take place in the school or principal approved off site facility.

**II. Individual Plan:** A designated percentage of a teacher's time will be used for professional release time (preparation, planning, collaboration, professional development). This percentage can be calculated by taking a teacher's total yearly professional release time divided by the sum of the yearly contact time with students and total yearly Professional Release Time.

#### *Early Learning/ Elementary K-5*

Each elementary teacher shall have an average of 330 minutes per week professional release time (preparation, planning, collaboration, professional development). to meet equity guidelines in Article IX Section A. These minutes will be divided to allow some release time each day unless otherwise mutually agreed by the building principal and the teacher. Effort will be made to provide one uninterrupted 30 minutes of professional release time per day for each teacher.

#### *Secondary 6-12*

Each high school teacher shall have one daily period of professional release time for planning and preparations on regular and half-day schedule days, and on one of the two block days each week. During three of the four quarters each teacher will have one additional daily period of professional release time (preparation, planning, collaboration, professional development) on regular and half-day schedule days, and on one of the two block days each week. Administration will attempt to schedule the professional release periods to be on different block days. The one quarter a teacher does not have the additional daily period of professional release time the teacher will be given a duty with student contact. This student contact duty will be assigned after consultation between the teacher and administration concerning the type of duty and quarter it takes place. A need for balancing the number of teachers each quarter and type of duty will be considered when assigning the duty.

**III. Professional Learning:** "In-service education" including any planned learning opportunities provided to licensed personnel employed by a school district or other authorized educational agency for purposes of enhancing the performance of these personnel in already held or assigned positions. There shall be a district Professional Development Council. The council will include K-12 teachers. The purpose of the council shall be to implement the goals specified in the Kansas Professional Development Plan. All professional development, including all college courses, must be submitted for approval to the Professional Development Council.



**Current Considerations:**

Planning for district and building professional development stems from many data pieces and begins with the New Educator Orientation (NEO) at the start of each year. NEO provides staff members who are new to USD 383 an overview of the district initiatives as well as curricular resources, practices and policies. Feedback is provided on this event from participants, veteran educators, presenters and the district administrative team.

The USD 383 Strategic Framework is at the heart of the professional development and collaboration opportunities within the district. Stakeholders share a collaborative responsibility for implementing intentionally designed holistic and engaging learning experiences. The identified Indicators of Success include looking at the data gathered through our assessment systems (myIGDIS and FASTBridge), Kansas Assessments, Kansas Communities that Care Survey, and district graduation rates for all identified subgroups.

The primary focus of professional development and collaboration is Strategic Framework Objective 1: Provide every student equitable access to learner-centered curriculum, instruction, assessment, and interventions. Collaboration and professional development time is dedicated to this objective and provides educators with the time and tools to increase their understanding of academic standards, as well as instructional practices, curricular resources and grade level/content area support and collaboration. Through the continued refinement of our MTSS (Multi-Tiered Systems of Support) process, the communication and intentional implementation of adopted protocols and expectations. Appendix A provides an overview of the professional development opportunities provided during the 2022-2023 academic year.

**District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development and postsecondary preparation.

**Objective and Strategies:**

- 1A. Align curriculum with content standards and assessment framework.
- 1B. Identify and implement evidence-based instructional practices.
- 1C. Institutionalize a multi-tiered system of reading, mathematics and social-emotional supports.
- 1D. Implement a trauma-responsive structure to support mental health needs of the school community.
- 1E. Implement a framework for personalized learning.
- 1F. Identify and implement technology to enhance teaching and learning.

**Financial Implications:**

Professional learning opportunities will be presented case by case.

**Future Considerations:**

Continuing to support the educators through their collaboration time, both at the teacher and building level, as well as professional development opportunities that help us make gains toward our identified outcomes within the strategic framework.

**Recommendation:**

This report is for informational purposes only.

**ITEM 7.2.1**

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent-Dr. Marvin Wade  
**Re:** Report of Nursing Office Statistics

**Prepared by:** Mindi Sturm, BSN, RN.  
 Andrea Tiede, Executive Director of Special Education Services

**Background Information:**

The nurses want the Board of Education members to be aware of how many students are served, how the health care needs of our students have increased over the years, and goals for how to accommodate health needs for students in the district.

**Current Data from August 17, 2022-May 19, 2023**

- 14 elementary and secondary buildings and 2 Early Learning Centers
- Data noted in the chart is from the last 5 years of Nursing Care given
- Total student population as of September 20, 2022 *(Includes preschool, but not high school night class learners or adult learners)*

<b>Student Health Room Visits</b>	<b>2021-2022 As Of 5/19/23</b>	<b>2021-2022 As of 5/18/22</b>	<b>2020-2021 As of 5/14/21 (Hybrid school Year)</b>	<b>2019-2020 As of 3/6/20</b>	<b>2018-2019 As of 5/23/19</b>
Total Number of Students Enrolled 9/21/22 (K-12 <sup>th</sup> and Early Learning)	6,655	6,594	6,373	6, 663	6,363 (Preschool numbers/data not included)
Students Seen One Or More Times	5,715	6, 133	3,834	5,707	5,766
Percentage of Students Seen	86%	93%	60%	86%	91%
Total Number of Visits by All Students	82,633	*74,511	39,801	66,133	75,677
Total Student Medications at School	1, 673	1,365	1,575	2, 507	2,542

\*This number does not include all the testing done by nurses throughout this COVID School year. This information is documented into LabXchange for tracking purposes. Testing included student and staff. The number listed is student visits only. Nurses tested 5,092 staff and students during this school year.

**Health visits per school and vision and dental screenings through May 19, 2023**

School	Active K-12 student population as of 9/20/22	Students seen by nurse one or more times	Total number of visits to nurse office	Total number of vision screens	Total number of dental screens
AA	439	399	4,440	429	432
BL	210	220	3,340	210	179
FB	343	348	5,323	340	328
LE	320	325	4,781	325	309
MR	447	341	1,919	430	400
NV	376	319	2,294	353	344
OG	134	145	2,828	125	101
OB	302	300	4,279	289	284
TR	245	254	6,005	253	239
WW	183	203	5,948	192	165
AMS	750	692	13, 150	708	**None
EMS	734	616	7,761	727	**None
MHS	1,950	1,247	19, 263	1,792	**None
E. Field	200	155	829	205	193
CHPS	188	151	503	190	169

*\*The number of students seen more than one time by the nurse could be a higher number than the student population count on 9/20/22. Students move in and out of the district throughout the entire year. Any student seen throughout the school year are included in this number if seen after the September 20, 2022, count date.*

*\*\*The High school and Middle Schools did not complete dental screenings due Konza Dental's availability. Konza had many elementary students that signed up for dental services and limited the days available to screen high and middle schools. The thought behind this is the catching dental crisis at the early age and treating it will prevent issues when older. This is why Konza prioritized elementary dental screenings and services.*

**All Health Conditions data obtained on May 19, 2023, using Nursing reports in Infinite Campus created for health services staff.**

<b>Health Condition</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021 (Hybrid School Year)</b>	<b>2019-2020</b>	<b>2018-2019 (Preschool numbers &amp; data not included)</b>
ADHD (Inattentive, Hyper-active, or combined type)	634	575	651	564	562
Asthma	530	525	518	541	595
Food Allergies**	411	373	334	367	262
Anaphylactic Reaction to Food Allergies	238	226	187	170	154
Diabetes	26	28	26	26	17
Cerebral Palsy/Muscular Dystrophy/Muscle Disorders				33	30
	40	73	50		
Seizure disorders/Epilepsy	72	59	59	48	54
Autism Spectrum Disorder/Aspergers	204	177	179	175	166
Emotional (PTSD, Anxiety, ODD, OCD, Bipolar, Depression)				403	403
	511	459	440		
Cardiac Conditions	46	38	47	48	40
Cancer	4	1	3	2	14

*\* Health Conditions are entered by parents during on-line enrollment and followed by the nurse if needed.*

*\*\*Food preferences were separated from true food allergies. Food preferences include those for religious purposes or chosen diets.*

**Nurse/Health Aide staffing for 2022-2023 School Year**

USD 383 nurses provide services in 14 elementary and secondary buildings and 2 Early Learning Centers. In addition to this, we are responsible for on-call support at Manhattan Catholic School and Flint Hills Christian School. A nurse also needs to be available to train staff at Flint Hills Christian School and Manhattan Catholic School in necessary medical procedures for students with nursing services on their IEP. Currently there are 13.5 FTE nurses and 12.1 FTE health aide/Educational CNA positions available for health care support. The health needs of our students from Early Learning through high school continue to increase every year, and it is becoming harder every year to meet these needs with our existing staff and lack of substitute nurses.

Enrollment as of 9/20/22	Name of School	Name of Nurse	Nurse Days in Building per week (FTE)	Health Aide Days in Building per week
439	Amanda Arnold	Renee Morton RN	5.0 days (1.0 FTE)	
343	Bergman	Grace Goering RN	5.0 days (1.0 FTE)	5.0 days (1.0 FTE) Educational CNA
320	Lee	Christie Foster RN	5.0 days (1.0 FTE)	
376	Northview	Jana Kenny RN	5.0 days (1.0 FTE)	
447	Marlatt	Kathryn Sexton RN	5.0 days (1.0 FTE)	
210	Bluemont	J'Lene McCracken RN	2.5 days (0.5 FTE)	2.5 days (0.5FTE)
245	Theodore Roosevelt	Mindi Sturm RN	2.5 days (0.5 FTE)	2.5 days (0.5 FTE) Dual role
183	Woodrow Wilson	Mindi Sturm RN	2.5 days (0.5 FTE)	2.5 days (0.5 FTE) Dual role
134	Ogden	Amy Danenburg RN	2.0 days (0.4 FTE)	3.0 days (0.6 FTE) Dual Role
302	Oliver Brown	Ashley Rickard RN	5.0 days (1.0 FTE)	5.0 days (1.0 FTE) Educational CNA
750	Anthony Middle	Keely Say RN	5.0 days (1.0 FTE)	<b>5.0 days (1.0 FTE) Educational CNA</b>  5.0 days (1.0 FTE) Office Health Aide
734	Eisenhower Middle	Angie Good RN	5.0 days (1.0 FTE)	<b>5.0 days (1.0 FTE) Educational CNA</b>  5.0 days (1.0 FTE) Office Health Aide
1,950	MHS-W	Robin Mall RN	5.0 days (1.0.FTE)	5.0 days (1.0 FTE) Educational CNA  5.0 days (1.0 FTE) Office Health Aide
(Number combined with MSH-W)	MHS-E	Angela Bird RN	5.0 days (1.0 FTE)	5.0 days (1.0 FTE) Office Health Aide
	Float Nurse	Amy Danenburg	3.0 days (0.6 FTE)	
	FHCS/MCS	Mindi Sturm RN	Available as needed for questions/vision screening	

188/200	College Hill /Eugene Field	Nicci Sammons, RN	5.0 days (1.0 FTE) between both schools	<b>2.5 days (0.5 FTE) Dual role at EF</b>  2.5 days (0.5 FTE) Dual role at CH
	<b>Total</b>		<b>67.5 days (13.5 FTE)</b>	<b>60.5 days (12.1FTE)</b>

- Educational Certified Nurse Assistants were hired to help at Manhattan High School campuses, Anthony Middle School, Eisenhower Middle School, Frank Bergman Elementary, and Oliver Brown Elementary in the Life Skills Classroom due to the increased number of health needs with medically fragile students. These nurse assistants have a dual role in the classroom as a health aide and as a para and are funded by the Special Education Department.
- The health aides listed as (dual role) work as a health aide and in the school office. They are in these buildings full-time. When the nurse is at their other assigned school, this health aide will cover the nursing office. When the nurse is present, they function as office professionals.
- The health aides and Educational CNAs (Certified Nurse Aide) noted in bold are not returning this upcoming school year or is currently a position that is still not filled. The dual health aide at TR and WW enables the nurse to cover two elementary schools. The health aides and CNAs at the middle schools are needed to help support the Life Skills Classroom and the nurse with the increase of students to the buildings (adding 6<sup>th</sup> grade last year).
- The High School and Middle School nurses work in their buildings with a health aide every day. This is needed due to the number of students present in the building, as well as to allow the nurse to complete all the required screenings, classroom education, Medicaid logs, health care plans for IEPs, and uninterrupted time to communicate with parents and physicians as needed.
- Next year (23-24), MHSW and MSHE will combine into one school. Both registered nurses will work in the building, along with one health aide. The other health aide will be placed where there is an opening or a need for support.
- The float nurse covers various buildings to help the nurses complete all the required screenings, classroom education, Medicaid logs, health care plans for IEPs, and uninterrupted time to communicate with parents and physicians as needed. This nurse also helps cover as needed when a substitute nurse is not available.

**Proposed Considerations for Staffing:**

Currently, we have a full-time registered nurse in the following schools:

- Secondary: MHSW, MSHE, AMS and EMS.
- Elementary: AA, FB, Lee, NV, Marlatt, Oliver Brown

WW, TR, BL, and Ogden have a nurse that is part time in the buildings. The WW and TR registered nurse works between the two schools with support of a dual role health aide/OP. Bluemont has a part-time registered nurse and a health aide to cover the other part-time week. Ogden has a registered nurse that works part time at the building with support of a dual role health aide/OP and this nurse floats to other buildings. Ogden has a dual role health aide

We currently have three active RN substitute Nurses. Two of these nurses also work full-time at another job and have limited availability to sub. The other RN substitutes in another school district in the area that offers higher pay for substitute nurses than our district. This has limited the availability of covering our current nursing office if the nurse were to be absent or needs to complete vision or dental screenings. This past year, there have been situations in which a school must be left uncovered by a nurse or health aide and relies only on a nurse to call for emergencies. This has created situations in which some nurses cover their own building and then are on-call for multiple buildings if there was an emergency.

We currently will have one health aid and three Educational CNA positions open for the upcoming 2023-2024 school year. We are struggling to find applicants to apply to and accept the position as offered.

With increased medical needs in our buildings, changes in health practice and guidelines due to the COVID virus and other illnesses, and lack of nursing substitutes available, the goal of the USD 383 nurses is to expand nurse positions to support the health needs of students, as well as create a bigger pool of substitute nurses.

1. An additional 1.0 FTE Registered Nurse would allow a full-time float nurse to be hired. This position could be divided into having two part-time float nurses (0.5 each), so the district does not have to pay for benefits. Medical needs have increased in the schools. Our current float nurse works between Ogden Elementary and floating to various buildings. Her assistance is needed in covering schools when a nurse must be absent as we do not have an adequate sub pool to meet our needs. Other nurses have been in situations where they are covering their own building and the on-call for other buildings due to the lack of subs or the float nurse covering her own school. This new float nurse(s) could assist other nurses with vision screening, dental screening days and dental clinics throughout the school year when not covering nurse absences or lack of subs to cover.
2. Increase Wages for Nursing Substitutes: Currently Two of these sub nurses also work full time at another job and have limited availability to sub. The other substitute nurse works in another district. They are receiving more pay to substitute in this district, and this is limiting their availability to substitute for us when needed. This has created situations where some of our own district buildings are left with no nurse to cover for the absent school nurse. These buildings must have an "on-call" nurse to come in emergencies only, rather than a nurse being present in the building. It is hard to keep sub nurses when they can receive a higher pay for their work in a district that is close by. There is the possibility that one of the substitute nurses will not work for the district next year. This will decrease the pool of nurse subs to two available subs who currently both have a full-time job.

#### Nurse's Role in the COVID this Year:

District nurses worked to protect district students and staff's health and safety during COVID this school year. We did have two COVID Response Coordinators (CRC) that supported us and helped to follow with COVID illness. Listed are some of the responsibilities the nurses and CRCs had this year.

1. Training and educating staff about safety protocols set for the health and safety within school buildings and helping maintain them.
2. Educating families on COVID. This included school policies and general COVID questions families had about COVID.
3. Tested students and staff with Antigen testing or sent home COVID tests home for staff and families to use.
4. Educated students or staff that tested positive for COVID regarding isolation guidelines and return dates.
5. Kept track of students or staff that were isolated due to positive COVID test and to make sure they were cleared to return. Confirmed dates with CRC when needed.
6. Kept track of students that were identified as close contacts and setting the required test to know date based on their COVID exposure. Confirmed dates with CRC when needed.
7. Education of staff and families regarding the COVID vaccine if they had questions.

Thank you to Andrea Tiede, Michele Jones, COVID Response Coordinators for their support this year!

#### District Goal:

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development, and postsecondary preparation.

**District Objectives:**

1. Provide a culture and environment to promote positive and productive conditions for learning, teaching, and working.
2. Develop and enhance mutually beneficial relationships where schools, families, and community partners share a commitment to students' success.

**Future Considerations:**

We are working on the following to improve staffing and the health of students and staff.

1. Nursing Procedures and Policies: There is current work to update or create procedures and policies for the health of students.
2. Nurse Pay Scale: Nurses are currently on the teacher pay scale. There is current work on creating an equitable pay scale for nurses to ensure that all nurses can move across the pay scale based on their continuing education requirements and other requirements for their job.

**Recommendation:**

This is an informational report only.



## ITEM 7.2.2

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** Riley County Police Department

**Prepared by:** Marvin Wade, Superintendent, USD 383

### **Background Information:**

As reported during the November 16, 2022 Safety and Security Annual Report, Manhattan-Ogden USD 383 has a strong working relationship with Riley County Police Department (RCPD) and other area first responders. With the help of these partners, the district continually revisits/revises emergency operations and communication plans, and offers training for building safety team members.

During a special meeting held February 22, 2023, the USD 383 Board of Education discussed safety and security incidents at USD 383 schools, as well as ongoing efforts to ensure a safe and welcoming environment in every school. Facility topics included controlled entrances, expanded surveillance, door lock upgrades, improved communication systems, and removal of mobile classrooms. Human preparedness topics included ongoing training of staff, emergency drills, and partnership with first responders. The Board also discussed prevention efforts, including attention to emotional and mental well-being, and regular review of best practices for safe school settings.

Conversations about additional safety and security measures have occurred since the February special meeting, with the role of School Resource Officers (SROs) mentioned frequently. Since SROs are employees of RCPD assigned to USD 383 schools, the Board requested an opportunity to meet with representatives of RCPD about current and possible future use of SROs.

### **Current Considerations:**

RCPD Director Brian Peete will attend the June 7, 2023 board meeting to discuss the role of SROs with the Board. Topics will include oversight, the number of assigned officers, responsibilities, and appropriate and inappropriate use of SROs.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development and postsecondary preparation.

### **District Objectives:**

2. Provide a culture and environment to promote positive and productive conditions for learning, teaching and working.
3. Develop and enhance mutually beneficial relationships where schools, families and community partners share a commitment to student success.

### **Future Considerations:**

Continued discussion regarding arrangements between RCPD and USD 383 pertaining to safety and security, including review of the agreement for SRO police services.

### **Recommendations:**

This report is presented for information purposes only.

## ITEM 8.1

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** Proposal for Adding Girls Wrestling at Middle Schools for 2023-2024

**Prepared by:** Craig Ackerman, Eisenhower Middle School Athletic Director  
Brad Kelly, Anthony Middle School Athletic Director

### **Background Information:**

Girls have always had the opportunity to wrestle at the middle school level but have always had to wrestle boys if there were no girls in their weight division. With the recent addition of girls only wrestling being added to the high school athletics, many middle schools in the area have begun to add their own girls only wrestling season. All seven schools in the Centennial Middle School League are currently making proposals to their school boards in order to add a girls only wrestling season next year.

### **Current Considerations:**

If approved, the girls only wrestling season would be a late winter sport, taking place from January to February. This would be at the same time as boys basketball and bowling seasons. Before spring break, Anthony and Eisenhower surveyed all 6th and 7th grade girls, to see how many would be interested in competing in a girls only wrestling season if it was offered next year. Anthony had 50 girls interested and Eisenhower had 53 girls who were interested.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development, and postsecondary preparation.

### **District Strategy:**

3B. Expand and strengthen community partnerships to enrich student learning.  
3C. Construct educational choice options to meet student and community needs and interests.

### **Board of Education Policy:**

JH Student Activities  
IDFA Athletics

### **Benchmarking:**

No benchmarking is available as the 2023-2024 season will be the first for the Centennial Middle School League.

### **Financial Implications:**

Estimated financial implications include:

Four Coaches total: Head Coach and Assistant Coach

Head Coach Salary: \$3,465; Assistant Coach Salary: \$3,080  
Length of Contract: January 8th – February 17, 2024

Transportation:

Six to eight activity trips dependent on number of out-of-town tournaments. Each activity trip could average 200 miles.

Bus: \$200 (200 miles x \$1.00 per mile = \$200)  
Driver: \$112 (4.5 hours drive time + 2.5 hours sit time = 7 hrs x \$16/hr = \$112)  
Total: \$312

Seven activity trips x \$312 = \$2,184 for Transportation Costs

**Entry Fees:**

Centennial Middle School League Tournament has an entry fee of \$125.

**Supplies/Equipment:**

25 new uniforms at \$67 per uniform = \$1,675

Facility: Anthony and Eisenhower Middle School

**Total of Estimated Financial Implications:**

Head Coach:	\$ 3,465
Asst. Coach:	\$ 3,080
Transportation:	\$ 2,184
Entry Fees:	\$ 125
Supplies:	\$ 1,675
Officials:	\$ 150
Total/school:	\$10,679

**Future Considerations:**

Administration will report back to the Board of Education in the spring of 2024 to give an update on the girls wrestling program.

**Recommendation:**

The administration respectfully recommends the Board of Education give final approval (A<sup>2</sup>) to the addition of a girls wrestling program at each middle school.

**Recommended Motion:**

"I move to give final approval to the addition of a girls wrestling program at Anthony and Eisenhower Middle Schools at an estimated expense of \$21,358."

## ITEM 8.2

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** Manhattan High Greenhouse Replacement Project – Change Orders #1 and #2

**Prepared by:** Michael Dorst, Manhattan High School Principal  
Chris Holborn, Manhattan High School CTE Coordinator  
Matt Davis, Director of Maintenance and Facilities  
Emily Taylor, District Budget and Purchasing Accountant  
Jack Platt, Assistant Director of Maintenance and Facilities  
Jill Tatum, District Budget and Grants Accountant  
Lew Faust, Director of Business Services

### **Background Information:**

The existing Manhattan High School 25' x 50' greenhouse is believed to have been constructed in the 1970's and has outlived its lifespan of 12-20 years. The past few years this greenhouse has been primarily used by the Special Education Department's "Greenhouse" course and the Ag/Science Department's Botany/Horticulture course. The current greenhouse is a detached building which doesn't provide entry and exit to meet the needs of safe and secure campus and/or connection for wireless access/communication. All state approved CTE pathways are required to have a Career Technical Student Organization (CTSO). FFA is the CTSO for agriculture pathways students interested in the agriculture area. FFA is co-curricular and also uses the greenhouse as a teaching space and for providing school-based business for growing and selling plants. Currently, the greenhouse is being used 4-5 hours each day by approximately 40-50 students.

### **Current Considerations:**

District administration worked with BG Consultants to design and bid out the greenhouse/greenhouse classroom project. The lowest bidder was Riley Construction of Wamego, Kansas and the project was awarded to them on 3/22/23. Demolition began in May 2023 and site preparation and city code final plan review began shortly after. During the city code final plan review, the City Risk Reduction Office noted that because the greenhouse classroom is so close to the main building a fire separation wall would be required to be installed along the north side of the main building and the south side of the greenhouse classroom. BG Consultants and Riley Construction began working on a plan and putting change order pricing together for the fire separation walls. The total amount of the fire separation change order #1 is \$30,867.70.

In addition to the fire separation requirement, during the site preparation work, unsuitable soil was discovered in the location where the greenhouse concrete will be placed. That unsuitable soil must be removed and replaced with a good compactable base for the concrete slab to be built on. The unsuitable soil removal and replacement is an additional cost, resulting in change order #2 in the amount of \$16,852.

### **Future Considerations:**

With the enhanced opportunities and awareness in agriculture and natural resources education, CTE has encouraged expansion of the MHS Agriculture Department. Replacing the existing greenhouse with a new larger updated version would allow it to be safely and efficiently used in as we continue to see our program expand. As funding becomes available, we will return to the Board with an additional change order to accept bid alternates that will help with program expansion.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social emotional development, and postsecondary preparation.

### **District Strategy:**

1. Provide every student equitable access to learner-centered curriculum, instruction, assessment and interventions.

2C. Align non-instructional operations in support of students, staff and schools.

**Board of Education Policy:**

DJED Bids and Quotations Requirements

DJFA Purchasing Authority

**Financial Implications:**

The total cost for these change orders is \$47,719.70, and the funding sources will be:

(3-055-84700-700-40-700-00) - Capital Outlay-Repair/Remodel Bldgs-MHS.

(3-073-82213-610-40-373-00) – Excel in CTE (SB 155) Agriculture

**Excel in CTE (SB 155) Agriculture – (3-073-82213-610-40-308-00)**

Budget Amount	\$ 64,251
Expenditures and Encumbrances	<u>\$ 7,404</u>
Available Balance	\$ 56,847
This Bid Amount	<u>\$ 23,860</u>
Amount Remaining	\$ 32,987

**Capital Outlay Fund – Repair/Remodel Bldgs-MHS – (3-055-84700-700-40-700-00)**

Budget Amount	\$ 425,000
Expenditures and Encumbrances	<u>\$ 400,000</u>
Available Balance	\$ 25,000
This Bid Amount	<u>\$ 23,860</u>
Amount Remaining	\$ 1,140

**Recommendation:**

The administration respectfully recommends the Board give final approval (A<sup>2</sup>) to accept change order #1 and change order #2 submitted by Riley Construction of Wamego, Kansas, for the Manhattan High School Greenhouse Replacement Project in the amount of \$47,719.70.

**Recommended Motion:**

"I move to give final approval to accept change order #1 and change order #2 submitted by Riley Construction of Wamego, Kansas for the Manhattan High School Greenhouse Replacement Project in the amount of \$47,720."

## ITEM 8.3

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** 901 Poyntz Asbestos and Lead-Based Paint Abatement

**Prepared by:** Trisha Brooke-Fruendt, Construction Owners Representative  
Eric Reid, Assistant Superintendent  
Lew Faust, Director of Business Services  
Matt Davis, Director of Maintenance and Facilities  
Jaime Gregory, Bond Accountant

### **Background Information:**

With bond construction beginning at 901 Poyntz this summer, it is necessary to remove asbestos containing materials as well as materials and walls coated with lead-based paint. Specially licensed abatement contractors must be the individuals to remove both the lead-based paint and the asbestos.

### **Current Considerations:**

District administration worked with McCownGordon to put together an RFP for asbestos and lead-based paint abatement. The RFP was advertised and sealed bids were opened on May 24, 2023, at 2:00pm. A total of five competitive bids were received, with B and R Insulation of Wichita, Kansas, submitting the lowest Base Bid with Alternates of \$62,082. The Base Bid will include abatement of asbestos and lead-based paint in the west side remodel office areas, Alternate #1 includes abatement of floor covering and mastic in the library area, and Alternate #2 includes abatement of floor covering and mastic in the auditorium area. Because of the building age and the potential of finding additional concealed items that must be abated, a \$15,000 contingency will be added, making the total cost \$77,082.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social emotional development, and postsecondary preparation.

### **District Strategy:**

2C. Align non-instructional operations in support of students, staff and schools.

### **Board of Education Policy:**

DJED Bids and Quotations Requirements  
DJFA Purchasing Authority

### **Financial Implications:**

The following bids were received:

<b><u>CONTRACTOR</u></b>	<b><u>BASE BID</u></b>	<b><u>ALTERNATE #1</u></b>	<b><u>ALTERNATE #2</u></b>	<b><u>BASE BID with ALTERNATES #1 and #2</u></b>
Remediation Contractors	\$60,820	\$3,950	\$5,230	\$70,000
ISI Contractors	\$71,166	\$11,760	\$13,300	\$96,226
B and R Insulation	\$45,729	\$7,104	\$9,249	\$62,082
ACM Contractors	\$51,190	\$8,395	\$9,310	\$68,895
Associated Insulation	\$89,800	\$17,600	\$7,600	\$115,000

The funding for these services will be as follows:  
(3-055-84700-729-43-700-00) – Capital Outlay Fund – Asbestos-MHSE

**Capital Outlay Fund – Asbestos-MHSE – (3-055-84700-729-43-700-00)**

Budget Amount	\$ 100,000
Expenditures and Encumbrances	\$ <u>0</u>
Available Balance	\$ 100,000
This Bid Amount	\$ <u>77,082</u>
Amount Remaining	\$ 22,918

**Recommendation:**

The administration respectfully recommends the Board of Education give final approval (A<sup>2</sup>) to the bid submitted by B and R Insulation of Wichita, Kansas, for the 901 Poyntz asbestos and lead-based paint abatement in the amount of \$77,082.

**Recommended Motion:**

"I move to give final approval to the bid submitted by B and R Insulation of Wichita, Kansas, for the 901 Poyntz asbestos and lead-based paint abatement in the amount of \$77,082."

## ITEM 8.4

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** Disposal of District Furniture

**Prepared by:** Jaime Gregory, Bond Accountant

### **Background Information:**

According to Board of Education policy, excess or unusable district-owned equipment and supplies will be disposed of at the discretion of the Board. Purple Wave Auction Company of Manhattan currently has a contract with the State of Kansas for auctioning excess property. According to contract #42014, this will be done at a 0% commission to any local governmental agency. In addition, Purple Wave will advertise this auction, take all pictures of the furniture, and post them on their internet auction website. The district only has an obligation to show the furniture to prospective buyers and be present as they are removed from our premises. Purple Wave's services are paid for when the buyer of the item pays a 10% buyer's premium. On multiple occasions, the district has used Purple Wave Auction Company, Inc. to dispose of this excess equipment.

### **Current Considerations:**

The construction over the last several years has contributed to a large amount of excess furniture that is no longer needed. The furniture consists of old-style student desks and chairs, old teacher desks, numerous file cabinets as well as other outdated furniture pieces. These items are not being used in any other district building therefore they need to be sold to make space for current projects or needs.

### **District Goal:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development, and postsecondary preparation.

### **District Strategy:**

2C. Align non-instructional operations in support of students, staff and schools.

### **Board of Education Policy:**

DFM Equipment and Supplies Sales

### **Financial Implications**

Proceeds from the sale will be deposited into the Warehouse funds.

### **Recommendation:**

The administration respectfully recommends that the Board of Education give final approval (A<sup>2</sup>) to contract with Purple Wave, Inc. of Manhattan, Kansas, to dispose of excess furniture.

### **Recommended Motion:**

"I move to give final approval to contract with Purple Wave, Inc. of Manhattan, Kansas, to dispose of excess furniture."



## ITEM 9.1

**Date:** June 7, 2023  
**To:** Board of Education  
**From:** Superintendent Marvin Wade  
**Re:** Memorandum of Agreement – Common Table

**Prepared by:** Eric Reid, Assistant Superintendent

### **Background Information:**

During the community conversations that have taken place following the 2018 bond issue, there has been interest by Common Table to explore the use of the kitchen/cafeteria space at 901 Poyntz as a location to serve community meals. Currently, Common Table rotates meals between multiple locations. Common Table was a consistent presence at the community meetings hosted by the district, and several people from Common Table have toured the facility.

At the February 1, 2023 BOE meeting, the BOE directed administration to develop an MOU with Common Table with the intention of having the community meals served out of the 901 Poyntz cafeteria area. Discussions have since taken place between Common Table representatives and the district. Teams felt the term MOA (Memorandum of Agreement) was a better term for describing the document that was created.

### **Current Considerations:**

In order for Common Table to use this facility there will be a need and desire to secure grant funds, and by the BOE agreeing in principle to the written MOA (attachment included), Common Table should be able to pursue funding opportunities. Both entities realize as the time to put the agreement into action nears; it may be in the best interest of all to allow revisions that would need to be approved by both parties. The agreement has been reviewed and approved by attorneys for each party as well.

### **District Goals:**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development, and postsecondary preparation.

### **District Objective/Strategy:**

3B. Expand and strengthen community partnerships to enrich student learning.

### **Board of Education Policy:**

KG Use of School Facilities by Community Groups

### **Financial Implications:**

None at this time

### **Recommendation:**

District administration respectfully requests the Board of Education give final approval in principle to the MOA between Common Table and USD 383 concerning the cafeteria/kitchen at 901 Poyntz with the intention of serving community meals at the facility.

### **Recommended Motion:**

"I move to give final approval in principle to the Memorandum of Agreement with Common Table concerning the cafeteria/kitchen area at 901 Poyntz with the intention of serving community meals at the facility."

**Terms of a memorandum of agreement (MOA) between  
Common Table & USD 383 for use of cafeteria at 901 Poyntz**

The mission of Common Table is to reduce hunger in Manhattan, Kansas by ensuring that a free, nutritious, well-balanced community meal is served seven nights a week and to provide educational programs and services for those in the community who are at-risk nutritionally to help them learn to use and maximize scarce resources. The following reflects the terms of a Memorandum of Agreement that will be executed between Common Table and USD 383 as part of Pathways to a Healthy Kansas (Pathways), a Blue Cross and Blue Shield of Kansas (BCBSKS) initiative.

**Common Table commits to providing the following support to this effort:**

Will use the kitchen from 2pm to 8pm and cafeteria and restrooms from 5pm to 8pm seven days/week.

Will ensure that kitchen and food products meet the Kansas Food Establishment standards and will hold the Food Service License with Kansas Department of Agriculture.

Will provide staff and volunteers capable of fulfilling the requirements of the meal program, e.g., preparing meals, setting tables, clearing tables, etc.

Will provide a staff person to provide security at the door each night and to help de-escalate any situations which might arise among neighbors who attend the meals.

Will clean kitchen daily after use including floor. If cleaning does not occur, alternate arrangements need to be made at the expense of Common Table. Garbage disposals emptied and rinsed at the end of each day. Common Table will also clean restrooms on weekends with cleaning supplies provided by USD 383.

Will place trash and garbage in proper containers and emptied as needed and at the end of the day.

Will ensure that all access doors are secured and alarm set (if applicable) at the end of each day.

Equipment purchased by Common Table will be the property of Common Table. Equipment owned by USD 383 will be the property of USD 383 but may be used by Common Table. Common Table will maintain all USD 383 equipment in working order and cover the cost of repairs. Note: should Common Table need to purchase new equipment to replace USD 383 equipment it will purchase equipment that meets school district standards. In the event that Common Table would no longer use the space at 901 Poyntz, USD 383 agrees to purchase the equipment at a depreciated price.

Trays/silverware will be inventoried and replaced if lost or damaged.

Will provide all disposable supplies and food necessary to the operation of the Common Table.

Will carry workers compensation on its employees as well as public liability insurance with coverage in the amount of \$500,000. An active certificate of insurance will be filed with the district.

Will maintain the hood exhaust and fire suppression system for the stove and kitchen including cleaning and inspection.

Will complete a checklist each day noting that appropriate steps have been taken regarding use of the space and will keep copies of those completed checklists in a file for inspection by USD 383 upon request.

If applicable, Common Table will comply with requirements of the City of Manhattan Grease Management Permit Program including prescribed periodic pumping, cleanings, inspections, and permitting at the expense of the Common Table and will clean the internal disposal trap as required.

If Common Table would like to make a modification or addition to the buildings or grounds of the property at its own expense, the request will be made by completing a modification form to be approved through the Maintenance Department and the district Facilities and Growth Committee. Questions about this process can be directed to the Director of Maintenance and Facilities, Matt Davis.

Kitchen staff or volunteer will complete an incident report within 24-hrs following any damage in kitchen or dining room during use by Common Table cooks or volunteers. The incident report will be given to Matt Davis, USD 383 Director of Maintenance. Unless deemed otherwise, repair of damage is the responsibility of Common Table.

Injuries or incidents with Common Table neighbors, employees or volunteers will be reported to Diane Denison, USD 383 Board Clerk within 24-hrs of when the incident occurs.

Common Table will coordinate building access and badges through Diane Denison, USD 383 Board Clerk.

Inclement weather: USD 383 will clear snow on sidewalks and in the parking lot on those days which USD 383 personnel occupy the building. Common Table will be responsible for clearing snow on sidewalks on those days when USD 383 personnel are not on site.

**USD 383 commits to providing the following support to this effort:**

Will provide use of the kitchen to Common Table from 2pm-8pm and cafeteria and restrooms from 5pm – 8pm seven days/week.

Will provide and maintain the appropriate fire extinguishers in kitchen and cafeteria.

Will provide access to water, lights, and electricity with Common Table to pay reasonable costs for said utilities (electric, water, and gas) associated with its use of the kitchen and cafeteria space (possible average payment plan).

Will provide trash removal.

Will provide supplies in restrooms and light bulb replacement as needed.

Will provide pest control for kitchen and dining room on a regular basis. Note: any infestations or additional pest control required as the result of direct physical evidence of food not properly stored, or food debris not being properly removed/cleaned will be the responsibility of Common Table.

Will provide access to Wi-Fi to Common Table personnel via the district's guest account.

Will heat and cool the space.

Will provide access badges to Common Table Staff upon written request by Common Table. A \$5 charge will be assessed if there is a need to replace a lost or damaged badge.

Will not allow other outside groups to use kitchen facilities without the permission of Common Table.

Inclement weather: USD 383 will clear snow on sidewalks and in the parking lot on those days which USD 383 personnel occupy the building. Common Table will be responsible for clearing snow on sidewalks on those days when USD 383 personnel are not on site.

### **Miscellaneous**

The memorandum of agreement become effective when Common Table occupies the space, which is anticipated to be sometime in summer/fall 2024. However, a signed agreement will not be finalized and executed until closer to the time Common Table occupies the space but no later than 120-days in advance of said occupancy.

Initial three-year exclusive, renewable agreement – terms to be re-negotiated no later than 180-days prior to the end of the initial agreement.

180-day notice to terminate by either party.

Utility costs: both parties agreed to a flat amount of \$1,000 / month for the first year. At the end of the first year the actual costs will be calculated and then adjusted by dividing by twelve and assessed for the following year. Both parties acknowledge that the actual cost could increase/decrease from one year to the next.

**Approved by the USD 383 Board of Education:**

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Signature: Karla Hagemester, President

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Name/Title Printed

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Date

**Accepted by Common Table**

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Signature: Michael Gassmann, Chair

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Name/Title Printed

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Date

# **Manhattan-Ogden USD 383**

## **FY 2024 Budget Planning Overview**

**Presented by Lew Faust  
Director of Business Services**



**Board of Education Meeting  
June 7, 2023**

MANHATTAN-OGDEN USD #383  
GENERAL FUND AND LOCAL OPTION BUDGET

5/30/2023

	<b>2023-24 Budget (SB 113 w/o Sec 14)</b>			<u>2023-24</u>	<u>2022-23</u>	<b>Difference FY 2024 Preliminary vs. 2023 Audited Budget</b>
	Preliminary Enrollment Increase =		100.0	<b>Preliminary Budget</b>		
	L.O.B. =		33.00%			
	BBPP =		\$ 5,088		<b>Audited Weighted Formula Values</b>	
<b>GENERAL FUND</b>	9/20 + 2/20 Count	Actual 9/20 Count				
2023-24 School Year						
Projected 2023-24 Enrollment		6,665.2				
Audited 2022-23 Enrollment	6,565.2	6,533.7	FY2023-Audited			
Audited 2021-2022 Enrollment	6,391.8	6,346.0	FY2022 Audited			
Audited 2020-21 Enrollment	6,267.3	6,205.3	FY2021 Audited			
Three Year Average	6,408.1	6,361.3				
BASE Allowed Enrollment Value	6,565.2	6,361.3				
Base FTE Value from formula			6,565.2	\$ 33,403,738	\$ 30,974,663	\$ 2,429,075
KAMS (FHSU)	-	-	0.0		\$ -	\$ -
February 20 military student count-Pr Yr	-	-	-			\$ -
February 20 additional weighting						
4 year old at risk	148.0	0.50000	74.0	\$ 376,512	\$ 358,604	\$ 17,908
High enrollment weighting	6,637.0	0.035040	232.6	\$ 1,183,469	\$ 1,098,104	\$ 85,365
Virtual Education--FT	192.0	5600.000000		\$ 1,077,327	\$ 1,077,327	\$ -
Virtual Education--PT	-	1700.000000				
Virtual Credits 19+	3.0	709.000000				
ESL (Bilingual education)	384.0	0.18500	71.0	\$ 361,248	\$ 344,066	\$ 17,182
Vocational education	921.2	0.50000	76.8	\$ 390,758	\$ 372,173	\$ 18,585
At Risk	2,173.0	0.48400	1,051.7	\$ 5,683,296	\$ 5,412,982	\$ 270,314
At Risk NP/High Density	65.3	1.00000	65.3	\$ -	\$ -	\$ -
New facility	-	0.25000	-	\$ -	\$ -	\$ -
Transportation (student density/Per Capita)	2,869.0	0.13200	378.7	\$ 1,926,826	\$ 1,835,061	\$ 91,765
<b>Total General Fund Weighted F.T.E.</b>			8,515.3		8335.9	
<i>Special Ed State Aid</i>		<i>Funding per Tch est</i>				
Special Education (92% of excess cost)	\$ 9,100,000	\$ 30,900	1,788.5	\$ 9,100,000	\$ 8,900,000	\$ 200,000
Total weighted F.T.E.			10,303.8		10,172.5	
Per pupil budget authority			\$ 5,088		\$ 4,846	
KSDE Yr End Budget Adjustment/Rding						
Transfer from Contingency Reserve			\$ -	\$ -		
<b>General Fund</b>			\$ 53,503,174	\$ 53,503,174	\$ 50,373,262	\$ 3,129,912
<b>Local Option Budget</b>			\$ 17,300,529	\$ 17,300,529	\$ 16,424,036	\$ 876,493
<b>Total Budget Authority</b>			\$ 70,803,703	\$ 70,803,703	\$ 66,797,298	\$ 4,006,405
<b>GF/LOB Authority Less SPED &amp; Virtual</b>			\$ 60,626,376	\$ 60,626,376	\$ 56,819,971	\$ 3,806,405

**Manhattan-Ogden USD 383  
Local Option Budget Projection  
2023-24**

<b>*Projection Based on Current School Finance Bill (SB 113)</b>	<b>2019-2020 Budget</b>	<b>2020-2021 Budget</b>	<b>2021-22 Audited Budget</b>	<b>2022-23 Published Budget</b>	<b>2023-24 Projected Budget</b>	<b>Funding Authority Compared to FY 2023</b>
Estimated LOB Base BSAPP	\$ 4,570	\$ 4,569	\$ 4,706	\$ 4,912	\$ 5,088	
x Weighted Enrollment (excl SPED & Virtual)	8338.21	8392.5	8354.1	8320.4	8515.3	
	\$ 38,105,620	\$ 38,345,333	\$ 39,314,395	\$ 40,869,805	\$ 43,325,846	\$ 2,456,041
*Plus - Special Education State Aid	\$ 8,168,300	\$ 8,500,000	\$ 8,600,000	\$ 8,900,000	\$ 9,100,000	\$ 200,000
<b>Total</b>	<b>\$ 46,270,900</b>	<b>\$ 46,881,991</b>	<b>\$ 47,914,395</b>	<b>\$ 49,769,805</b>	<b>\$ 52,425,846</b>	<b>\$ 2,656,041</b>
LOB Percent	33.0000%	33.0000%	33.0000%	33.0000%	33.0000%	33.0000%
Estimated LOB	\$ 15,269,382	\$ 15,471,057	\$ 15,811,750	\$ 16,424,036	\$ 17,300,529	\$ 876,493
<b>Each increase of 1% to the LOB =</b>	<b>\$ 462,709</b>	<b>\$ 468,820</b>	<b>\$ 479,144</b>	<b>\$ 497,698</b>	<b>\$ 524,258</b>	<b>\$ 10,324</b>
30% LOB	\$ 13,881,270	\$ 14,064,597	\$ 14,374,319	\$ 14,930,942	\$ 15,727,754	\$ 796,812
31% LOB	\$ 14,343,979	\$ 14,533,417	\$ 14,853,462	\$ 15,428,640	\$ 16,252,012	\$ 823,372
32% LOB	\$ 14,806,688	\$ 15,002,237	\$ 15,332,606	\$ 15,926,338	\$ 16,776,271	\$ 849,933
33% LOB	\$ 15,269,397	\$ 15,471,057	\$ 15,811,750	\$ 16,424,036	\$ 17,300,529	\$ 876,493



Manhattan Ogden USD 383

Effective Date: 10/1/2023



## MEDICAL SUMMARY

10/1/2023

Carrier	Enrollment	Current	Renewal
<b>Plan A</b>			
EE	237	\$639.22	\$661.26
ES	8	\$1,367.01	\$1,414.33
ECH	13	\$1,339.10	\$1,385.45
FAM	8	\$2,066.89	\$2,138.52
<b>Plan B</b>			
EE	57	\$632.87	\$654.69
ES	2	\$1,353.69	\$1,400.55
ECH	4	\$1,325.77	\$1,371.66
FAM	0	\$2,046.59	\$2,117.51
<b>Plan C</b>			
EE	451	\$589.73	\$610.05
ES	10	\$1,260.42	\$1,304.03
ECH	27	\$1,234.40	\$1,277.11
FAM	11	\$1,905.09	\$1,971.10
<b>Plan D</b>			
EE	106	\$559.27	\$578.53
ES	1	\$1,195.06	\$1,236.41
ECH	8	\$1,169.68	\$1,210.14
FAM	4	\$1,805.47	\$1,868.02

## **Manhattan-Ogden USD 383**

### **Section 125 Plan Updates for FY 2024**

#### **Health Insurance Waiting Period Modification**

Manhattan-Ogden USD 383 has a waiting period date of the 15<sup>th</sup> of the month in our health insurance plan for several years. What this means is that if an employee were hired on or before the 15<sup>th</sup> day of the month they would become eligible for health insurance the following month. If they were hired after the 15<sup>th</sup> day of the month, then they would not become eligible for health insurance coverage until the next month after the following month. The ongoing problem with this model is that personnel who are hired before the 15<sup>th</sup> day of the month are likely to have insufficient hours and thus pay in the next month to cover any additional insurance costs, if they sign up for a plan other than the base plan covered by the district. This creates a situation whereby the district ends up subsidizing the additional costs and then has to recoup those costs from employees from subsequent payroll distributions.

The most common waiting period practice in the health insurance industry is a thirty-day window from the time of employment. District administration and the Insurance Committee are recommending that Manhattan-Ogden USD 383 modify our practice to the thirty-day standard as of July 1, 2024. While this will not eliminate all issues with employees not having enough wages to cover initial insurance costs, we feel it will reduce this issue and be a better system to administer for our employees.

#### **Evergreen Section 125 Plan Renewal Practice**

An annual issue with Section 125 Benefit Plan renewals is we have a large number of employees who do not access any benefits within the plan. As a result of not needing benefits within the plan, many employees do not attend during the enrollment period to sign up for and/or indicate that they are declining the benefits package option. This results in Human Resources and Pathway Financial personnel having to reach out to hundreds of people on an annual basis to finalize our enrollment numbers at the start of the plan year. This process of finalizing the enrollment status delays getting benefits set up for employees who did enroll in Section 125 options for the plan year.

One means of addressing this issue is to have an automated renewal date, known as Evergreen, that would carry forward the prior year's benefit status. Thus, once the automated date arrives any employee who had not participated in the benefit enrollment would automatically carry forward their status and selections from the preceding year. The Evergreen policy and automatic status renewal date would have to be clearly communicated to returning personnel. Additionally, some specific items within the Section 125 Plan, Health Savings Accounts, Flexible Spending Accounts and dependent childcare must be renewed on an annual basis. Ultimately, the automated renewal practice would significantly reduce the number of contacts that have to be made due to personnel not participating in the enrollment process, since it does not apply to their individual needs.

**Manhattan-Ogden USD 383**  
**Budget Savings/Revenue Additions Worksheet**  
**FY 2024 (Based on SB 113)**

<b>FY 2023</b>			
<b>Category</b>	<b>Description</b>	<b>Projected FY 2023 Savings</b>	<b>Source/Department</b>
Republished Budget		\$ -	Student FTE-State Aid
Operating Budgets		\$ -	
Employee Benefits	Worker's Compensation Insurance	\$ -	
Fixed Expenses	Student Accident Insurance	\$ -	
	Total	\$ -	One time savings revenue
<b>FY 2024</b>			
<b>Category</b>	<b>Description</b>	<b>Projected Revenue Additions</b>	<b>Source/Department</b>
Operating Funds	General Fund Budget Authority	\$ 2,929,912	FY 2024 Budget Projection
Operating Funds	SPED Budget Authority (GF)	\$ 200,000	FY 2024 Budget Projection
Operating Funds	Supplemental Fund Authority @ 33%	\$ 876,493	FY 2024 Budget Projection
		\$ 4,006,405	
	Total Projected Revenue_Savings	\$ 4,006,405	
Cost of Living Authority	Additional Local Tax @ 1.24%	\$ 668,790	

**Manhattan-Ogden USD 383  
Budget Additions/Planning Worksheet  
FY 2024 (Based on SB 113)**

Category	Description	Projected Cost	Source/Department	Priority Level	Fund/Acct #	Added to Budget	District Admin Rec
<b>Section One</b>	<b>District Fixed Expenses and Known Additions</b>						
Certified Personnel	Additional Teaching Staff (est. \$55,000/position)	\$ -	Tentative-Enrollment Increases		012-81000-111	Yes	
Licensed Personnel	Nurses' Salary Schedule Placement Adjustment	\$ 55,000	District Administration		012-82130 & 030-82130		
Inflation	Calculated Value (1% = \$712,966)	\$ 712,966	Projected Rate of Inflation = 5.0%		Non-salary lines (012-069)		
Insurance	<b>Health Insurance Update (1%=\$67,157)</b>	\$ 231,692	Human Resources		Object 210-all	Yes	
Utilities	Energy: Electricity(Usage/Rate/Sq Ft Increase)	\$ 100,000	Usage History & Addtl. Sq Ft		013-82620-622	Yes	
Utilities	Gas (Transportation Fees & Sq Ft Increases @ MHSW)	\$ 25,000	Inflation and New Construction		013-82620-621	Yes	
Utilities	Stormwater Runoff Rate & New Facilities	\$ 25,000	City of Manhattan		012-82620-411	Yes	
Contract Services	E-Rate Funding	\$ -	IT/Business Services		013-82620-532	NA	
Insurance (KERMP)	Overall Liability, Property & Fleet Insurance	\$ 234,105	Business/District Operations		013-82620-(522-523)	Yes	
Employee Benefits	Workman's Compensation Premium	\$ 25,000	Human Resources		Object Code 260 throughout	Yes	
Overtime Costs	Projected Increase during FY 2023	\$ -	Overtime Reports		Classified Personnel-All		
IT Summer Staffing	PT Employees for Summer 1:1 Assistance	\$ -	Information Technology		071-82590-121-01	ESSER III Plan	
	District Budget, Utilities & FY2024 Additions: Group #1	\$ 1,408,763					\$ 1,408,763
	Section 1 Total vs Projected Revenue	\$ 2,597,642					
<b>Section Two</b>	<b>K-5 Elementary Administration</b>						
Certified Personnel	.5 Elementary Assistant Principal	\$ 35,000	Oliver Brown Elem	1	013-82410-111-08-200-00		\$ 35,000
Building Equipment	Music Room Sound System	\$ 5,446	Frank Bergman Elem	1	055-81000-730-11-200-00		
Certified Personnel	1.0 ESOL Instructor	\$ 55,000	Frank Bergman Elem	1	018-81000-111-17-200-00	Bldg At Risk Funds	
Certified Personnel	5-10 Elementary Counseling Positions	\$ 550,000	Elem Admin Team	1	012-82120-111-30-200-00		
Software Services	Visitor Management System	\$ 65,000	Elem Admin Team	3	Non-defined in submission		
	K-5 Administration: Section #2	\$ 710,446					
<b>Section Three</b>	<b>Middle School Administration</b>						
Certified Personnel	6-12 Orchestra Teacher (1.0)	\$ 55,000	MS Administration	1	012-81000-111-(36/37/40)-(600/700)-00		\$ 55,000
Certified Personnel	Family and Consumer ScienceTeacher (1.0)	\$ 55,000	MS Administration	1.1	012-81000-111-36/37-600-00		
Certified Personnel	Art Teacher (1.0)	\$ 55,000	MS Administration	1.2	012-81000-111-(36/37)-600-00		
Certified Personnel	Math Teachers (2.0)	\$ 110,000	MS Administration	1.3	012-81000-111-(36/37)-600-00		
Certified Personnel	Physical Education Teachers (2.0)	\$ 110,000	MS Administration	1.4	012-81000-111-(36/37)-600-00		
Coaching Personnel	MS Girls Wrestling Coaches (4.0) & Supplies	\$ 21,358	MS Athletic Directors	Late-Sub	012-83400 & 013-81000-109-(36/37)		\$ 21,358
Coaching Personnel	Assistant Football Coaches (2.0)	\$ 6,160	MS Athletic Directors	2	013-81000-109-(36/37)-600-00		\$ -
	MS Administration: Section #3	\$ 412,518					
<b>Section Four</b>	<b>High School Administration</b>						
Certified Personnel	Increase PT Counselor to FT (Add 0.3 FTE)	\$ 12,730	MHS Administration	1.1	(012/018)-82120-111-40-700	40% AR, 60% GF	\$ 12,730
Classified Personnel	Security Guard (1.0)	\$ 30,000	MHS Administration	1.2	012-82660-121-40-700-00		\$ -
Certified Personnel	English Language Arts Teacher (1.0)	\$ 55,000	MHS Administration	1.3	018-81000-111-40-700-00	Bldg At Risk Funds	
Certified Personnel	ESOL Teacher (1.0)	\$ 55,000	MHS Administration	1.4	018-81000-111-40-398-00	Bldg At Risk Funds	
Classified Personnel	Head of Security (1.0)	\$ 60,000	MHS Administration	1.5	012-82660-121-40-700-00		
Certified Personnel	Addiction Counselor (1.0)	\$ 55,000	MHS Administration	1.6	018-82120-111-40-700-00	Bldg At Risk Funds	
Classified Personnel	Administrative Assistant Position Modification	\$ 3,000	MHS Administration	1.7	013-82410-121-40-700-00		
Certified Personnel	Visual Art Teacher (1.0)	\$ 55,000	MHS Administraton	3	012-81000-111-40-700-00		
	MHS Administration: Section #4	\$ 325,730					
<b>Section Five</b>	<b>Information Technology</b>						
Capital Outlay Budget	Increase Technology Software Budget Authority	\$ 200,000	Director of Information Technology	1	055-81000-650-00-000-00	Capital Outlay?	
Classified Personnel	Increase PT Technician Position to FT	\$ 15,000	Director of Information Technology	1	013-82590-121-01-000-00		\$ 15,000
Classified Personnel	Salary Adjustment-Certifications	\$ 3,500	Director of Information Technology	2	013-82590-121-01-000-00		
	Information Technology: Section #5	\$ 218,500					
<b>Section Six</b>	<b>Teaching &amp; Learning/ESOL/Media Services</b>						
Instructional Supplies	Library Media Services (Books & Software budgets)	\$ 30,000	Media Services	1	013-82220-641/643-XX-000		\$ 15,000
Certified Personnel	Early Learning Librarian	\$ 59,255	Media Services	1	Library/Media salaries (013)		
Classified Personnel	Increased Hours-MHS Library Clerk	\$ 8,415	Media Services	2	013-82220-121-40-700-00		
Cert/Cls Personnel	Summer Reading Program Stipends	\$ 11,000	Media Services	3	Library/Media salaries (013)		

**Manhattan-Ogden USD 383  
Budget Additions/Planning Worksheet  
FY 2024 (Based on SB 113)**

Classified Personnel	Increased Hours-Elementary Library Clerks (4)	\$ 38,200	Media Services	4	Library/Media salaries (013)		
	Teaching & Learning/ESOL/Media Services: Section #6	\$ 146,870					
<b>Section Seven</b>	<b>District Support Services</b>						
Capital Outlay Budget	Transportation Equipment (Activity Bus Purchases)	\$ 510,000	Director of Transportation	1.1	055-82700-730-52-000-00	Capital Outlay??	
Capital Outlay Budget	Transportation Equipment (Bus Purchases)	\$ 135,000	Director of Transportation	1.2	055-82700-730-52-000-00	Capital Outlay??	\$ -
Special Education Budget	Transportation Equipment (Bus Purchases)	\$ 100,000	Director of Transportation	1.3	030-82710-730-52-000-00		\$ 50,000
Skilled Labor-Mechanic	Transportation Mechanic Staff (1.0)	\$ 45,000	Director of Transportation	2	012-82730-121-52-000-00		
	District Support Services: Section #7	\$ 790,000					
<b>Section Eight</b>	<b>Early Learning Centers/Programs</b>						
None			Early Learning Administrative Team				
	Early Learning Centers/Programs: Section #8	\$ -					
<b>Section Nine</b>	<b>Special Education</b>						
None		\$ -	SPED Administration				
	Special Education: Section #9	\$ -					
	Total Sections 1-9	\$ 4,012,827					
	Total Sections 2-9	\$ 2,604,064					
<b>Section Ten</b>	<b>Employee Wage Increases</b>						
<b>Category</b>	<b>Description</b>	<b>Salary</b>	<b>Employer Paid Benefits (10%)</b>	<b>Total</b>	<b>Source/Department</b>		
Salary/Benefits	Classified Employees (1%)	\$ 117,876	\$ 11,788	\$ 129,664	District Admin/BOE		
Salary/Benefits	Certified (1%)	\$ 353,628	\$ 35,363	\$ 388,991	District Admin/BOE/Negotiations		
Salary/Benefits	Administrative (1%)	\$ 89,810	\$ 8,981	\$ 98,791	District Admin/BOE		
	Employee Total Increases: Section #10	\$ 561,315	\$ 56,132	\$ 617,447	Salary/Benefit Total (1% Increase)		\$ -
	Total Sections 1 - 9	\$ 4,012,827					\$ 1,612,851
	Total: Sections 1-10	\$ 4,630,273				Projected New \$\$\$	\$ 4,006,405
						Difference	\$ 2,393,554

# **MANHATTAN-OGDEN USD 383 FY 2024 BUDGET DEVELOPMENT CALENDAR**

January-June 2023 Budget, Legislative and Financial Planning Reports

June 27, 2023 KSDE Budget Workshop @ Salina

June 28, 2023 Board Meeting – End of Year Transfers

June \_\_, 2023 Release of KSDE Budget Software

July 5, 2023 Board Meeting – Annual BOE Organizational Meeting  
Discussion of Building Needs Assessment & State  
Assessments Review requirements.

July \_\_, 2023 Budget Review Session @– KSDE (TBD)

July 19, 2023 Board of Education Meeting - Approval of County  
Certification to exceed the Revenue Neutral Rate (RNR)

July 20, 2023 Deadline for filing of intent to exceed RNR with County  
Clerk.

August 2, 2023 BOE Meeting: Budget review and approval of Legal  
Publications for Revenue Neutral Rate and Budget Hearings.

August 5, 2023 Publish Revenue Neutral Rate and Budget Hearing Notices  
in Manhattan Mercury.

September 6, 2023 BOE Meeting-Revenue Neutral Rate and Budget Public  
Hearings. Adoption of Revenue Neutral Rate Resolution  
(roll call vote), adoption of Supplemental Fund Resolution  
and adoption of Budget for FY 2024-BOE Meeting (Action  
Items).

September 8, 2023 Submit Budget Documents to Riley County Clerk & KSDE.



Manhattan-Ogden Unified School District 383

## **STRATEGIC FRAMEWORK**

May 4, 2022

### **Mission**

Our mission is to prepare all students for success as lifelong learners, earners and citizens.

### **Vision**

Our vision is to be nationally recognized for the breadth and depth of success attained by all students.

### **Goal**

Our goal is for all students to succeed at increasingly higher levels of academic growth, social-emotional development and postsecondary preparation.

### **Core Beliefs**

Our core beliefs shape how the organization views itself, others and the world.

**Acceptance:** We create a climate that values diverse thinking, mutual respect and working as a team for the betterment of the whole organization.

**Accountability:** We hold one another accountable for increasing student and staff success.

**Courage:** We support courageous actions in an environment that embraces ethical and thoughtful risk-taking.

**Joy:** We enjoy our work and recognize that happiness contributes to organizational health and generates more opportunities for success.

**Trust:** We presume the good intentions of others in a culture of openness for honest input and creative ideas.



## **Guiding Principles**

Our guiding principles influence the behavior of educators, staff, parents, students and community members as we strive for student and organizational success.

**System Perspective:** We respect that all components of the organization are interdependent and must be managed as a unified whole in order to achieve ongoing success and performance excellence.

**Engaged Learning:** We share a collaborative responsibility for implementing intentionally designed holistic and engaging learning experiences.

**Encouraging Environment:** We promote a framework encouraging grit and the courage for students to become the best version of themselves.

**Relationship Building:** We facilitate connection and growth through safe, inclusive, compassionate and empathetic interactions with others.

**Foundational Skills:** We provide dynamic learning experiences to build a strong foundation of skills necessary to be competitive in local, regional and global economies.

**Societal Contributions:** We demonstrate a well-rounded ability to make respectful and ethical decisions.

## **Pillars**

We are committed to student success through dedication to four foundational pillars: teaching and learning, culture and environment, employee talent, and partner relations - with outcomes measured in both traditional and non-traditional ways.

## **Indicators of Success**

1. The percentage of students at or above benchmark on Individual Growth & Development Indicators (myIGDIs) and the Formative Assessment System for Teachers (FASTBridge) will increase from pre-kindergarten through third grade, overall and for each identified subgroup.
2. The percentage of students who score in Levels 3 and 4 on the English Language Arts State Assessment will increase at each grade level 3-8 and 10, overall and for each identified subgroup.

3. The percentage of students who score in Levels 3 and 4 on the Mathematics State Assessment will increase at each grade level 3-8 and 10, overall and for each identified subgroup.
4. The percentage of students identified 'at risk' in the Kansas Communities that Care Social-Emotional Learning Report will decrease for Character Development, Personal Development, Social Development and School Climate in grades 6, 8, 10 and 12, overall and for each identified subgroup.
5. The graduation rate of students within the district will increase, overall and for each identified subgroup.
6. The two-year postsecondary success rate of students within the district will increase, overall and for each identified subgroup.

### **Objectives and Strategies**

1. **Provide every student equitable access to learner-centered curriculum, instruction, assessment and interventions.**
  - A. Align curriculum with content standards and assessment framework.
    1. Create a well-defined curriculum protocol that provides scope and sequence by subject area content standards.
    2. Revise horizontal and vertical alignment of instructional materials based upon analysis of student performance data.
    3. Create a district assessment and data analysis calendar to guide data discussions at building and district levels.
    4. Provide ongoing training to support alignment of standards, curriculum and assessment.
    5. Create and deliver a process for communicating about curriculum, content standards and the assessment framework.
    6. Develop an accountability system to ensure timely completion of curriculum, content standards and assessment alignment.
  - B. Identify and implement evidence-based instructional practices.
    1. Identify evidence-based instructional practices.
    2. Provide ongoing training to support implementation of evidence-based instructional practices.
    3. Create and deliver a process to communicate about evidence-based instructional practices.
    4. Develop an accountability system to monitor impact of evidence-based instructional practices on student success indicators.

- C. Institutionalize a multi-tiered system of reading, mathematics and social-emotional supports.
  - 1. Provide core instruction consistent with adopted protocols.
  - 2. Ensure intervention and support decisions are based upon benchmark and progress monitoring protocols.
  - 3. Provide training in multi-tiered system of supports to promote clarity and reduce variance across the district.
  - 4. Create and deliver a process for ongoing communication about multi-tiered system of supports.
  - 5. Develop an accountability system to monitor the impact of multi-tiered system of supports on indicators of student success.
  
- D. Implement a trauma-responsive structure to support mental health needs of the school community.
  - 1. Maintain cross-system collaboration between mental health providers and school teams.
  - 2. Align mental health protocols across the school community.
  - 3. Identify and implement trauma-responsive practices to promote student resilience.
  - 4. Provide training in use of trauma-responsive practices and mental health protocols.
  - 5. Create and deliver a process for ongoing communication about trauma-responsive practices and mental health protocols.
  - 6. Enhance service delivery through social-emotional family engagement and empowerment.
  - 7. Develop an accountability system to monitor the impact of trauma-responsive practices and mental health protocols within the school community.
  
- E. Implement a framework for personalized learning.
  - 1. Create common terminology, protocols and timelines for implementation of personalized learning throughout the district.
  - 2. Construct a platform of essential core components and change strategies for the personalized learning framework.
  - 3. Provide ongoing training about core components and change strategies within the personalized learning framework.
  - 4. Create and deliver a process for personalized learning communications.
  - 5. Develop an accountability system to monitor the impact of personalized learning on student success.
  
- F. Identify and implement technology to enhance teaching and learning.
  - 1. Ensure student, parent and staff access to technology.
  - 2. Create online access to instructional materials.
  - 3. Deliver training and support for information and instructional technology.

4. Create and deliver a process for ongoing communication about technology to enhance teaching and learning.
5. Ensure reliability and cybersecurity of information and instructional systems.
6. Develop an accountability system to monitor the impact of technology on teaching and learning.

**2. Provide a culture and environment to promote positive and productive conditions for learning, teaching and working.**

- A. Identify and implement policies and practices to promote diversity, inclusion and equity.
  1. Update and enforce policies prohibiting discrimination, harassment and inequitable access.
  2. Ensure principles and practices of diversity, inclusion and equity are promoted and enforced throughout all buildings and departments of the district.
  3. Provide ongoing training to expand understanding of and commitment to diversity, inclusion and equity.
  4. Create and deliver a process for consistent communication about diversity, inclusion and equity.
  5. Engage and empower students, parents, employees and the community as ambassadors for diversity, inclusion and equity.
  6. Develop an accountability system to monitor promotion and enforcement efforts regarding diversity, inclusion and equity.
- B. Enact policies and practices to attract, develop, empower and retain high quality employees.
  1. Implement a framework to increase qualified and diverse candidate pools.
  2. Onboard new staff through a district orientation and support program.
  3. Deliver training relevant to specific areas of responsibility, including when changes occur in knowledge or skill expectations of a position.
  4. Create and deliver a process for ongoing communication about efforts to attract, develop, empower and retain high quality employees.
  5. Maintain a staff incentive program that includes recognition and added compensation for established factors.
  6. Develop an accountability system to monitor the impact of efforts to attract, develop, empower and retain high quality employees.
- C. Align non-instructional operations in support of students, staff and schools.
  1. Maintain facilities and grounds that are clean and safe.
  2. Ensure safety and security of people and property within the district.
  3. Maintain a communications process for two-way exchange of information.

4. Construct a human resource system to meet staffing needs within the district.
5. Maintain business practices that ensure financial security of the district.
6. Continue transportation services that are safe, comfortable and efficient.
7. Provide childhood nutrition programming to meet dietary and wellness education needs within the district.
8. Provide training to maintain consistency of non-instructional operations across the district.
9. Develop an accountability system to monitor non-instructional support of students, staff and schools.

- D. Identify and implement technology to promote operational productivity.
1. Ensure student, parent and staff access to technology.
  2. Maintain a management process for collection and storage of operational data.
  3. Deliver training and support for operational use of technology.
  4. Ensure reliability and cybersecurity of information and operational systems.
  5. Create and deliver a process to communicate about use of technology to promote operational productivity.
  6. Develop an accountability system to monitor impact of technology on operational productivity.

**3. Develop and enhance mutually beneficial relationships where schools, families and community partners share a commitment to student success.**

- A. Engage and empower families as partners to enrich student learning.
1. Implement a centralized welcome center to provide orientation and assistance to families new to the district.
  2. Develop and implement a plan to increase family engagement opportunities and the number of involved families.
  3. Provide ongoing training to increase staff understanding of and commitment to family empowerment.
  4. Identify and implement technology to enhance two-way communication between parents and educators.
  5. Collect and analyze parent satisfaction data to monitor success of engagement and empowerment efforts.
- B. Expand and strengthen community partnerships to enrich student learning.
1. Identify and engage current and potential community partners.
  2. Create a framework to benefit students and meet identified needs of community partners.

3. Provide training to increase staff understanding of and commitment to community partnerships.
  4. Identify and implement technology to enhance communication and collaboration with partners.
  5. Collect and analyze data to monitor the extent to which partners perceive community collaboration as mutually beneficial.
- C. Construct educational choice options to meet student and community needs and interests.
1. Provide training to increase understanding of the educational choice option process.
  2. Create and deliver a method to communicate about educational choice options.
  3. Develop a catalog of program choice options available within the district.
  4. Ensure program choice options comply with all policy and accountability requirements of the district and state.
  5. Create and enforce guidelines to ensure all families have equal access to all program choice options.
  6. Establish a process to evaluate the impact of each program choice option on student success.

## **Glossary**

Academic Engagement - Implementation of differentiated learning strategies and plans to address areas of concern.

Character Development Standard - Identify, define and live in accordance with core principles that aid in effective problem solving and responsible decision-making.

Diversity - The inclusion of different types of people, such as different races or cultures, in a group or organization.

Equity - Individuals or populations of individuals experience equal opportunity to succeed when provided additional supports needed to overcome barriers to success.

Graduation Rate - The four-year adjusted cohort graduation rate is the number of students who graduate in four years with a regular high school diploma divided by the number of students who entered high school as 9th graders four years earlier (adjusting for transfers in and out).

Personal Development Standard - Identify, understand and effectively manage thoughts, feelings and behaviors.

Personalized Learning - Places the whole child as an active participant at the center of instruction. Strong relationships between educators, students, family and community ensure equity and choice in time, place, path, pace and demonstration of learning.

Postsecondary Success Rate - A student must meet one of four outcomes within two years of high school graduation: 1) earn an industry-recognized certification while in high school; 2) earn a postsecondary certificate; 3) earn a postsecondary degree; or, 4) enroll in postsecondary in both the first and second year following high school graduation.

School Climate - The quality and character of school life as it relates to norms and values, interpersonal relations and social interactions, and organizational processes and structures.

Social Development Standard - Establish and maintain positive relationships and communicate with others in various settings and situations.

**2023 Regular Board Meetings**

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

			<u>STUCO Report</u>
January 4	Wednesday -	6:30 p.m.	MHS
January 18	Wednesday -	6:30 p.m.	EMS
February 1	Wednesday -	6:30 p.m.	MHS
February 15	Wednesday -	6:30 p.m.	AMS
March 1	Wednesday -	6:30 p.m.	MHS
March 22	Wednesday -	6:30 p.m.	EMS
April 5	Wednesday -	6:30 p.m.	MHS
April 19	Wednesday -	6:30 p.m.	AMS
May 3	Wednesday -	6:30 p.m.	MHS
May 17	Wednesday -	6:30 p.m.	
June 7	Wednesday -	6:30 p.m.	
June 28	Wednesday -	6:30 p.m.	
July 5	Wednesday -	6:30 p.m.	
July 19	Wednesday -	6:30 p.m.	
August 2	Wednesday -	6:30 p.m.	
August 16	Wednesday -	6:30 p.m.	
September 6	Wednesday -	6:30 p.m.	MHS
September 20	Wednesday -	6:30 p.m.	
October 4	Wednesday -	6:30 p.m.	MHS
October 18	Wednesday -	6:30 p.m.	AMS/EMS
November 1	Wednesday -	6:30 p.m.	MHS
November 15	Wednesday -	6:30 p.m.	AMS
December 6	Wednesday -	6:30 p.m.	MHS
December 20	Wednesday -	6:30 p.m.	EMS
January 3	Wednesday -	6:30 p.m.	MHS
January 17	Wednesday -	6:30 p.m.	AMS

**2023 Special Meetings for Board Retreat**

February 22	Wednesday -	5:30 p.m.	- @ TBD
October 25	Wednesday -	5:30 p.m.	- @ TBD



**AGENDA PLANNING  
SCHEDULE  
2022-2023**

**7:30 a.m.**

(unless otherwise noted)

**Robinson Education Center**

<b>AGENDA PLANNING DATE</b>	<b>TIME</b>	<b>DAY</b>	<b>MEETING DATE</b>	<b>PARTICIPANTS</b>	
July 12, 2022	7:30 a.m.	Tuesday	July 20, 2022	Herrman	<u>Hagemeister</u>
July 26, 2022	7:30 a.m.	Tuesday	August 3, 2022	Herrman	<u>Morris-Hardeman</u>
August 9, 2022	7:30 a.m.	Tuesday	August 17, 2022	Herrman	<u>Wiexelman</u>
August 30, 2022	7:30 a.m.	Tuesday	September 7, 2022	Herrman	<u>Brighton</u>
September 13, 2022	7:30 a.m.	Tuesday	September 21, 2022	Herrman	<u>Edie</u>
September 27, 2022	7:30 a.m.	Tuesday	October 5, 2022	Herrman	<u>Santos</u>
October 11, 2022	7:30 a.m.	Tuesday	October 19, 2022	Herrman	<u>Hagemeister</u>
October 18, 2022 (if needed)	7:30 a.m.	Tuesday	October 26, 2022 - <b>retreat</b>	Herrman	
October 25, 2022	7:30 a.m.	Tuesday	November 2, 2022	Herrman	<u>Weixelman</u>
November 8, 2022	7:30 a.m.	Tuesday	November 16, 2022	Herrman	<u>Morris-Hardeman</u>
November 29, 2022	7:30 a.m.	Thursday	December 7, 2022	Herrman	<u>Brighton</u>
December 13, 2022	7:30 a.m.	Tuesday	December 21, 2022	Herrman	<u>Edie</u>
December 20, 2022	7:30 a.m.	<b>Tuesday</b>	January 4, 2023	Herrman	<u>Santos</u>
January 10, 2023	7:30 a.m.	Tuesday	January 18, 2023	<u>Herrman</u>	Weixelman
January 24, 2023	7:30 a.m.	Tuesday	February 1, 2023	Hagemeister	<u>Herrman</u>
February 7, 2023	7:30 a.m.	Tuesday	February 15, 2023	Hagemeister	<u>Edie</u>
February 14, 2023 (if needed)	7:30 a.m.	Tuesday	February 22, 2023 - <b>retreat</b>	Hagemeister	
February 21, 2023	7:30 a.m.	Tuesday	March 1, 2023	Hagemeister	<u>Santos</u>
March 7, 2023	7:30 a.m.	Tuesday	March 22, 2023	Hagemeister	<u>Morris-Hardeman</u>
March 28, 2023	7:30 a.m.	Tuesday	April 5, 2023	Hagemeister	<u>Weixelman</u>
April 11, 2023	7:30 a.m.	Tuesday	April 19, 2023	Hagemeister	<u>Brighton</u>
April 25, 2023	7:30 a.m.	Tuesday	May 3, 2023	<u>Hagemeister</u>	Santos
May 9, 2023	7:30 a.m.	Tuesday	May 17, 2023	Hagemeister	<u>Herrman</u>
May 30, 2023	7:30 a.m.	Tuesday	June 7, 2023	Hagemeister	<u>Edie</u>
June 20, 2023	7:30 a.m.	Tuesday	June 28, 2023	Hagemeister	<u>Santos</u>
June 27, 2023	7:30 a.m.	Tuesday	July 5, 2023	Hagemeister	<u>Morris-Hardeman</u>
July 11, 2023	7:30 a.m.	Tuesday	July 19, 2023	Hagemeister	<u>Weixelman</u>

**Manhattan-Ogden USD 383  
Board of Education Meetings  
2022-2023 OPERATIONAL CALENDAR**

MONTH	1ST MEETING	2ND MEETING	OTHER
<b>AUGUST</b>	Budget Board Operational Calendar Authorize Budget Legal Publications Child Nutrition Annual Report CH/JM 8-3-22	Preliminary Enrollment CH/CW 8-17-22  *Donations & Grants Received Annual Report	Compile Evaluations/Set Goals President/Vice President meets w/Superintendent
<b>SEPTEMBER</b>	Future Agenda Items Revenue Neutral Rate Hearing Budget Hearing Early Learning Program Annual Report Substance Abuse Prevention Annual Report CH/KB 9-7-22	Student Transfer Report Celebration of Freedom Week Report Select KASB Delegate PDC Handbook  *Overtime Annual Report CH/DE 9-21-22	
<b>OCTOBER</b>	Summer Programs Summary Enrollment Report KASB Legislative Issues Facility Use Fee Review/Revision Site Council Members & Meeting Dates (Consent) *Title and At-Risk Programs Annual Report CH/BS 10-5-22	Head Start Federal Report (consent) Middle School Athletic & Activity Annual Report Transportation Annual Report CH/KH 10-19-22  *Maintenance Costs-Athletic Fields-Annual Report *Professional Development Annual Report	10-26-22 Board Retreat 5:30 p.m.
<b>NOVEMBER</b>	Facility / Capital Outlay Report State Assessment District Overview Financial Audit Report Fort Riley Partnerships Annual Report CH/CW 11-2-22	Course Proposals/Changes 23-24 Contract with City - Special Alcohol Fund KASB Convention Rpt (Board Comments) Secondary Site Council Reports *Safety and Security Annual Report CH/JM 11-16-22	KASB Convention Nov. 11-13
<b>DECEMBER</b>	ESOL Annual Report Manhattan Virtual Academy Annual Report CH/KB 12-7-22	F.I.T. Closet Annual Report CH/DE 12-21-22	Legislative Work Session
<b>JANUARY</b>	Martin Luther King, Jr. Proclamation Board Member Interest in Officer Positions CH/BS 1-4-23	Head Start Federal Report (consent) MHS CTE Program Report Board Officer Elections 2023 BOE Meeting Dates & Times Establish Committee Assignments for BOE Pandemic Response Plan Review Elementary Site Council Reports *MHS Mid-Year Graduates List CH/CW 1-18-23	
<b>FEBRUARY</b>	Mid-Year Enrollment Report Superintendents' Contracts Mentoring Program Annual Report Diversity & Inclusion Annual Report 2-1-23	Administrator Contracts KSU Professional Development School Partnership Summer Programs 2023 Review NEA Manhattan/BOE Agreement (Ex.Ssn) *District Technology Plan Annual Report 2-15-23	2-22-23 Board Retreat 5:30 p.m.

\* Written Report Only

**Manhattan-Ogden USD 383  
Board of Education Meetings  
2022-2023 OPERATIONAL CALENDAR**

MONTH	1ST MEETING	2ND MEETING	OTHER
<b>MARCH</b>	Calendar Adoption 2023-24 3-1-23 International Womens Day Proclamation (March 8)	Capital Outlay Budget Planning 2023-24 3-22-23 Legislative Work Session Grant Application - Special Alcohol Fund *Worker Compensation Annual Report	
<b>APRIL</b>	Capital Outlay Summer Projects 4-5-23 Textbook Adoption 2023-24 Special Education/Gifted Ed Programs Annual Report Bully Prevention Annual Report	Student Fees &Textbook Rental 2023-24 4-19-23 Head Start Quarterly Report (consent) SPED Assurances (consent) Maintenance & Custodial Annual Report *Library Media/Instr. Technology Annual Report	
<b>MAY</b>	Budget Prioritization and Preparation 5-3-23 Teacher Contract Renewal/Nonrenewal School Start/End Times 2023-24 Classified Handbooks (consent)	School Meal Prices 2023-24 5-17-23 Communications Annual Report Evaluation of 2022-23 New Courses	
<b>JUNE</b>	Budget Development 2023-24 6-7-23 MHS Student Athletic & Activities Participation Annual Report Secondary Handbooks (consent) Elementary Handbook (consent)  *Health Services Annual Report *Professional Learning & Collaboration Report	Budget Development 2023-24 6-28-23 Superintendent's District Annual Report Early Learning Parent Handbook (consent) Early Learning Program Handbook (consent) Curriculum for Native American/Diversity Report *Warehouse Annual Report *MAHS Annual Report *Manhattan-Ogden Public Schools Foundation Annual Report *Graduation Lists-MHS, MAHS, MVA	Start Superintendent Evaluation Process
<b>JULY</b>	Reorganization of the Board 7-5-23 Audit GAAP Waiver Memberships (KASB) Vehicle Mileage Reimbursement Rate Destruction of District Financial Records Pandemic Response Plan Review	Budget Development 2023-24 7-19-23 Authorization to Publish Budget Head Start Federal Report (consent) Board Committee/School Assignments 22-23 IDP Point Approval (consent)	Individual Board Evaluations

\* Written Report Only

Manhattan-Ogden USD 383  
Board of Education  
2022-2023 Committee Assignments

COMMITTEE/BOARD	2022-2023	PURPOSE
District Site Council (2)	Santos	Provides input/feedback on the work of the District Leadership Team. Meets 4:30 - 6:00 p.m. Robinson Education Center - KCR; 9/20, 11/3, 2/7, 4/6 Paula Hough - paulah@usd383.org
	Brighton	
District Finance Committee (2)	Herrman	Review financial audit and special finance topics (meets after Fall Audit) Lew Faust - lewf@usd383.org
	Morris-Hardeman	
District Wellness Committee (1)	Herrman	State regulations require a Board member on this committee (meets three times/year) Stephanie Smith - stephaniesm@usd383.org; Drew Montgomery - drewm@usd383.org
Facilities and Growth (3)	Santos	Work with administration on capital projects and construction projects (3:30 p.m. second Wed, as needed - Robinson Education Center - KCR) Eric Reid - ericre@usd383.org
	Edie	
	Brighton	
Early Learning Policy Council (1)	Edie	Advisory committee required by federal regulations (5:30-7:00 PM; 9/22, 11/3, 1/5, 3/2, 5/4; College Hill/Eugene Field Early Learning Centers) Andy Hutchinson - andyh@usd383.org
Intergovernmental (2)	Herrman	Discuss issues among the City, County, KSU and USD 383 (12 p.m. fourth Monday of most months - ZOOM or TBD location) Lauren Page - lauren.page@cityofmhk.com
	Weixelman	
	Anyone	
KASB Advocacy Network (2)	Morris-Hardeman	Represent the Board on KASB Advocacy Network (Access to special briefings and trainings) Leah Fliter - lfliter@kasb.org
	Hagemeister	
Negotiations (2 + alternate)	Brighton	Contract Negotiations between BOE and NEA (4 p.m. Thurs starting in April as scheduled - Robinson Education Center - KCR) Eric Reid - ericre@usd383.org
	Santos	
	Weixelman (alt)	
Parks & Recreation Advisory Board (2)	Hagemeister	Advise City Commission on Manhattan Parks & Recreation issues (First Monday at 4:30 p.m. - City Commission Room) Wyatt Thompson - thompson@cityofmhk.com
	Weixelman	
Professional Development Council (1)	Morris-Hardeman	Oversees professional development and reviews IDP proposals; Dates TBD. (Robinson Education Center - KCR) Paula Hough - paulah@usd383.org
District Technology Committee (2)	Edie	Evaluates and shares ideas of technology use (4:15 p.m. second Tuesday - Robinson Education Center - KCR) Mike Ribble - miker@usd383.org
Diversity & Inclusion (3)	Weixelman	Diversity awareness, educational equity, and reduction of racial, ethnic and economic prejudice. (5:30 p.m. second Thursday - MHS West Library) Susanne Glymour - sue.cdi.info@gmail.com
	Morris-Hardeman	
Board Policy (3)	Santos	Review KASB recommended policy and current policy (TBD) Diane Denison - dianede@usd383.org
	Hagemeister	
	Weixelman	

Manhattan-Ogden USD 383  
Board of Education  
2022-2023 School Assignments

<b>Brighton</b>	<b>Edie</b>	<b>Hagemeister</b>	<b>Herrman</b>	<b>Morris-Hardeman</b>	<b>Santos</b>	<b>Weixelman</b>
Frank Bergman Northview	College Hill Marlatt	Manhattan High Lee	Bluemont Woodrow Wilson Eugene Field	Anthony Middle Theodore Roosevelt	Eisenhower Middle Oliver Brown	Amanda Arnold Ogden

**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;

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; Revised: 12/22