



# NORTHERN VALLEY SCHOOLS USD 212

DISTRICT OFFICE  
512 WEST BRYANT PO BOX 217  
ALMENA KS 67622



ALMENA

PHONE (785) 669-2445

LONG ISLAND

A Monthly Meeting of the Board of Trustees of Northern Valley Schools was held Wednesday, March 9, 2022, beginning at 6:30 PM in the Almena High School , 512 W Bryant Street, Almena, KS 67622.

Shanna Hammond: Absent  
Christopher Rogers: Absent  
Laquita Smith: Present  
Hilary Van Patten: Present  
Rich Wenzl: Present  
Steven Whitney: Present

Also Present: Ken Tharman superintendent and Amber Brown Board Clerk.  
2 Visitors from World Pest Control.

I. Call to Order

II. Adoption of Agenda

I recommend the board approve the agenda as presented. This motion, made by Steven Whitney and seconded by Rich Wenzl, Carried.

Shanna Hammond: Absent  
Christopher Rogers: Absent  
Laquita Smith: Yea  
Hilary Van Patten: Yea  
Rich Wenzl: Yea  
Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

III. Termite Contract

10

This agenda item was moved to the start of the meeting due to the weather. This allowed the guest speakers, Cody and Naomi Wyatt (World Pest Control) to get back on the road. Christopher Rogers joined the meeting via phone at this time. Discussion was held concerning the current system in place and the information provided by Redwing, World Pest, and Hinkel. I recommend the board accepts the termite quote from Hinkle for termite management. Vote passed 4-0; Mr. Wenzl abstained. This motion, made by Laquita Smith and seconded by Steven Whitney, Carried.

Shanna Hammond: Absent  
Christopher Rogers: Absent  
Laquita Smith: Yea  
Hilary Van Patten: Yea  
Rich Wenzl: Abstain (With Conflict)  
Steven Whitney: Yea

Yea: 3, Nay: 0, Absent: 2, Abstain (With Conflict): 1



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## IV. Approval of Minutes

12

Christopher Rogers left the meeting via phone. I recommend the board approve the minutes as presented. This motion, made by Laquita Smith and seconded by Steven Whitney, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita Smith: Yea

Hilary Van  
Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

## V. Approval of Bills

21

I recommend the board approve the bills as presented. This motion, made by Rich Wenzl and seconded by Laquita Smith, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita Smith: Yea

Hilary Van  
Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

## VI. Hearing of Visitors

## VII. Old Business

### A. KESA Update - OVT Report

50

Mr. Tharman updated the board on the OVT visit and shared the document that was submitted for year five of the accreditation process. The OVT Chair will submit their write up and then The ARC will review the information later this year.

### B. WKLL Update

Jessie Thalheim had submitted the updated information following today's WKLL administration meeting. The WKLL will merger with the Northwest Kansas League for the volleyball tournament and track meet next year. Basketball will not be possible until after the next two-year cycle.

### C. Building Improvements

64

I recommend the board approve to accept the carpet bid from Carpet One for the Long Island second floor hallway and computer lab. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent



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Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

## VIII. Personnel

### A. Staffing

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session in this room at 7:30 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

Returned to open session at 7:30 PM. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session in this room at 7:35 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2



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Returned to open session at 7:35 PM. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session in this room at 7:40 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

Returned to open session at 7:40 PM. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session in this room at 7:45 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

Returned to open session at 7:45 PM. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session in this room at 7:50 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea



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Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

Returned to open session at 7:50 PM. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session in this room at 7:55 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

### B. Certified Staff

I recommend the board offer the position of 9 - 12 Vo Ag Teacher to Edward Schurman. This motion, made by Steven Whitney and seconded by Rich Wenzl, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

### C. Leave Request

I recommend the board approve the leave request for Mrs. Dole, Hal Hansen, and Noah Hansen as presented. This motion, made by Rich Wenzl and seconded by Steven Whitney, Carried.

Shanna Hammond: Absent



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Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

### D. Resignation

71

I recommend the board approve Hal Hansen's resignation as Grade School Custodian at the end of June. This motion, made by Laquita Smith and seconded by Steven Whitney, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

### IX. New Business

#### A. LOB Percentage

72

I recommend the board approve raising the LOB percentage from the state average of 30%, up to 33% to help offset funding declines. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna  
Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea



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Whitney:

Yea: 4, Nay: 0, Absent: 2

B. Long Island Lawn Care

77

I recommend the board hire Revival Lawn Care to maintain the Long Island School grounds and to spray for weeds as per the proposal. This motion, made by Steven Whitney and seconded by Rich Wenzl, Carried.

Shanna

Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

C. Administrative Contracts

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; an return to open session in this room at 8:23 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna

Hammond: Absent

Christopher  
Rogers: Absent

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

Returned to open session at 8:23 PM. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning top open session in this room at 8:33 PM. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna

Hammond: Absent

Christopher  
Rogers: Absent



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Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

I recommend the board extend Mr. Tharman and Mr. Gebhard's contract one year to make them two year contracts. This motion, made by Rich Wenzl and seconded by Laquita Smith, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

D. 2022-23 Calendar Proposals

79

I recommend the board approve Plan A for the 2022-23 school year. This motion, made by Laquita Smith and seconded by Steven Whitney, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

E. Resolution to Destroy

81

I recommend the board approve the employee records and financial documents listed on the proposal for shredding. This motion, made by Laquita Smith and seconded by Steven Whitney, Carried.

Shanna Hammond: Absent



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Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2

F. Negotiations 83

## X. Administrative Reports

A. Superintendent / 9-12 Principal Report 104

Mr. Tharman went over the upcoming events: 7 - 12 staff night - Mar 10 / Spring Break - Mar. 14 - 18 / Track practice starts - Mar. 21 / SITE council - Mar. 22 / Bus Drivers mtg. - Mar. 24 / KAY Hockey Game trip - Mar. 25 / Auditorium closed to decorate - Mar. 28 - Apr. 9 / Sophomores to NWK Tech - Mar. 30 / NHS Induction ceremony - Apr. 4 / Board mtg - Apr. 11

B. K-8 Principal Report

## XI. Reports of Board Members

## XII. Adjournment

I make a motion to adjourn this meeting. This motion, made by Laquita Smith and seconded by Steven Whitney, Carried.

Shanna Hammond: Absent

Christopher Rogers: Absent

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 4, Nay: 0, Absent: 2



## Hinkle Termite & Pest Control, LLC

*Providing 60+ Years of Pest Control Services!*

930 S. Range Ave., Colby, KS 67701- 800-536-2704 - [www.hinkletermite.com](http://www.hinkletermite.com)

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### REQUEST TO SUBMIT PEST CONTROL SERVICE BID

**Customer:**

USD 212 Almena  
512 W Bryant  
Almena, KS 67622  
785-669-2445

**Summary:**

Service would include termite prevention offering a lifetime warranty to the structure(s) treated\*. Prevention would feature Termidor HPII High Precision Injection System. Termidor termiticide eliminates termites by both ingestion and contact through genuine Transfer Effect technology. So whenever a termite ingests or touches Termidor, it can become a “carrier” that transmits the active ingredient within the colony, producing total elimination results. This product also prevents future infestations and damage to your structure(s).

To maintain the lifetime warranty Hinkle Termite & Pest Control would conduct an annual inspection of the structure(s), and spot treat at no additional charge if new evidence is present.

**Cost of Service:**

Termite Prevention (*one time fee*): \$7,400.00  
Annual Warranty w/ Inspection: \$385.00

Thanks for the opportunity to submit a pest control service bid!

Nolan Hull

**Hinkle Termite & Pest Control, LLC**

Phone: 800-536-2704

Email: [nolanhull.hinkle@gmail.com](mailto:nolanhull.hinkle@gmail.com)





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LONG ISLAND

A Monthly Meeting of the Board of Trustees of Northern Valley Schools was held Monday, February 14, 2022, beginning at 6:30 PM in the Long Island Middle School, 627 Washington, Long Island, KS 67647.

Shanna Hammond:	Present
Christopher Rogers:	Present
Laquita Smith:	Present
Hilary Van Patten:	Present
Rich Wenzl:	Present
Steven Whitney:	Present

## I. Call to Order

## II. Adoption of Agenda

I recommend the board approve the agenda as presented. This motion, made by Shanna Hammond and seconded by Laquita Smith, Carried.

Shanna Hammond:	Yea
Christopher Rogers:	Yea
Laquita Smith:	Yea
Hilary Van Patten:	Yea
Rich Wenzl:	Yea
Steven Whitney:	Yea

Yea: 6, Nay: 0

## III. Approval of Minutes

I recommend the board approve the minutes as presented. This motion, made by Steven Whitney and seconded by Shanna Hammond, Carried.

Shanna Hammond:	Yea
Christopher Rogers:	Yea
Laquita Smith:	Yea
Hilary Van Patten:	Yea
Rich Wenzl:	Yea
Steven Whitney:	Yea

Yea: 6, Nay: 0

## IV. Approval of Bills

I recommend the board approve the bills as presented. This motion, made by Rich Wenzl and seconded by Christopher Rogers, Carried.

Shanna Hammond:	Yea
Christopher Rogers:	Yea
Laquita Smith:	Yea
Hilary Van Patten:	Yea



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LONG ISLAND

Patten:

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 6, Nay: 0

## V. Hearing of Visitors

### A. Robert Brooks

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and Mr. Gebhard and returning to open session in this room at 6:39 PM. This motion, made by Shanna Hammond and seconded by Steven Whitney, Carried.

Shanna

Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 6, Nay: 0

At 6:39 PM, the board returned to open session.

### B. Katie Grote

Mrs. Grote said that they have been having a good year and that Forensics season was off and running.

### C. Amy Chandler

Mrs. Chandler said they were having a good year and they were getting ready for state assessments.

## VI. Old Business

### A. Transportation Update

A couple of weeks ago, it appeared that our preschool bus was having major issues ... so Mr. Gebhard had reached out to the bus dealership in Kansas City where we purchased our last buses, to look into some possible options if another bus purchase was needed. It turns out that Randy was able to fix the bus, so the need at this time is not time sensitive. The matter of a bus purchase was put on the back burner for now.

### B. KESA Update

Mr. Tharman provided the board with the five-year documentation that will be presented to the OVT (Outside Validation Team) at next week's annual meeting.

### C. Board Walk Through

Mrs. Van Patten had collected all the board member notes and compiled them into a comprehensive list. The list contains items noted in their building walk-throughs a couple of weeks ago. This will be compared with last year's list and will be broken down into a hierarchy of needs and functions.

### D. HS Football Uniforms

At the October board meeting, the uniform rotation list was discussed. Since that time, Mr. Gebhard has been gathering information to present on high school football uniforms. Color options and styles were a large part of the discussion. I move to approve the bid from Lou's Sporting Goods for the purchase of new football uniforms. This motion, made by Steven Whitney and seconded by Shanna Hammond, Carried.

Shanna

Hammond: Yea



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Christopher Rogers: Yea  
 Laquita Smith: Yea  
 Hilary Van Patten: Yea  
 Rich Wenzl: Yea  
 Steven Whitney: Yea  
 Yea: 6, Nay: 0

## VII. Personnel

### A. Classified Staffing

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and Mr. Gebhard and returning to open session in this room at 7:43 PM. This motion, made by Shanna Hammond and seconded by Rich Wenzl, Carried.

Shanna Hammond: Yea

Christopher Rogers: Yea  
 Laquita Smith: Yea  
 Hilary Van Patten: Yea  
 Rich Wenzl: Yea  
 Steven Whitney: Yea  
 Yea: 6, Nay: 0

At 7:43 PM the meeting returned to open session. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and Mr. Gebhard and returning to open session in this room at 7:53 PM. This motion, made by Shanna Hammond and seconded by Rich Wenzl, Carried.

Shanna Hammond: Yea

Christopher Rogers: Yea  
 Laquita Smith: Yea  
 Hilary Van Patten: Yea  
 Rich Wenzl: Yea  
 Steven Whitney: Yea



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Yea: 6, Nay: 0

At 7:53 PM, the meeting returned to open session. I move the board hire Laura Alsdurf and Cassandra Speer as Long Island custodians on a part-time basis, up to 20 hours per week, combined work time. This motion, made by Steven Whitney and seconded by Laquita Smith, Carried.

Shanna

Hammond: Yea

Christopher

Rogers: Yea

Laquita

Smith: Yea

Hilary Van

Patten: Yea

Rich

Wenzl: Yea

Steven

Whitney: Yea

Yea: 6, Nay: 0

B. Certified Staffing

C. Resignation

I recommend the board approve the resignation of Mrs. Krafft for HS Vo Ag Teacher, FFA Sponsor, and Co-Head Teacher positions. This motion, made by Rich Wenzl and seconded by Christopher Rogers, Carried.

Shanna

Hammond: Yea

Christopher

Rogers: Yea

Laquita

Smith: Yea

Hilary Van

Patten: Yea

Rich

Wenzl: Yea

Steven

Whitney: Yea

Yea: 6, Nay: 0

D. Leave requests

I recommend the board approve the leave requests for Mrs. Knuth, Mrs. Grote, and Mrs. Cox as presented. This motion, made by Steven Whitney and seconded by Shanna Hammond, Carried.

Shanna

Hammond: Yea

Christopher

Rogers: Yea

Laquita

Smith: Yea

Hilary Van

Patten: Yea



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Rich Wenzl: Yea  
Steven Whitney: Yea  
Yea: 6, Nay: 0

### VIII. New Business

#### A. WKLL Update - Jessie Thalheim

Mrs. Thalheim visited with the board about the possibility of the WKLL working with the Northwest Kansas League in a scheduling alliance. The WKLL is seeking community, parent, staff, and board input prior to their next League meeting. A survey was sent out via textcaster to get feed back. There are pros and cons to this possible change. The main sports affected .... if the alliance moves forward .... would be volleyball and track. Basketball would be two years down the road due to current contracts. Again, only a discussion at this time, but please fill out the survey.

#### B. Junior High Sports Practice

A proposal to have all junior sports practices during the school day was presented to the board. There was much discussion including: amount of practice time, difference in needs for different sports, class time, transportation, supplemental pay versus certified pay, sharing of staff between buildings, coaches schedules, high school versus junior high shared space time, PE time, etc. I recommend a trial practice time from 3 to 4 PM for the Jr. High this spring season, with the ability to pull students to the classroom if they are ineligible or needing to complete assignments. This motion, made by Shanna Hammond and seconded by Steven Whitney, Carried.

Shanna Hammond: Yea

Christopher Rogers: Nay

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 5, Nay: 1

#### C. Termite Contract

The contract for termite control is up for renewal and Mr. Tharman wanted to look into other companies to see what they had to offer. Hinkle, World Pest, and Red Wing will be contacted to get that information for the March board meeting.

#### D. Kindergarten Readiness Update

Mr. Gebhard and Mrs. Van Patten went over some of the items that were covered at the last Kindergarten Readiness meeting.

#### E. 2022-23 Preschool Schedule

KSDE has made a change in which students are counted, for funding purposes, and now includes three-year-old preschool at-risk students. In order to count them, they have to be attending a minimum of 456 hours per school year. Currently, they are attending 342 hours per school year. There was discussion on planning time, aides, clock time, etc. I recommend the board approve the increase in hours for the three (3) year old preschool students, to a minimum of 456 hours, for the 2022 - 23 school year . This motion, made by Shanna Hammond and seconded by Laquita Smith, Carried.



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LONG ISLAND

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 6, Nay: 0

### F. Out of District Request

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual to be discussed, retaining Mr. Tharman and Mr. Gebhard and returning to open session in this room at 9:40 PM. This motion, made by Shanna Hammond and seconded by Steven Whitney, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 6, Nay: 0

At 9:40 PM, the meeting returned to open session. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual to be discussed, retaining Mr. Tharman and Mr. Gebhard and returning to open session in this room at 9:45 PM. This motion, made by Shanna Hammond and seconded by Steven Whitney, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Yea

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea



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LONG ISLAND

Whitney:

Yea: 6, Nay: 0

At 9:45 PM, the meeting returned to open session. I recommend the board deny the out of district request for attendance at Northern Valley Schools. This motion, made by Shanna Hammond and seconded by Christopher Rogers, Carried.

Shanna

Hammond: Yea

Christopher

Rogers: Yea

Laquita

Smith: Yea

Hilary Van

Patten: Yea

Rich

Wenzl: Yea

Steven

Whitney: Yea

Yea: 6, Nay: 0

G. KSDE Audit Update

Mr. Tharman reviewed the KSDE audit results with the board.

H. Negotiations

I recommend the board go into executive session to discuss negotiations to protect the public interest in negotiating a fair and equitable contract; retaining Mr. Tharman and returning to open session in this room at 10:08 PM. This motion, made by Shanna Hammond and seconded by Laquita Smith, Carried.

Shanna

Hammond: Yea

Christopher

Rogers: Yea

Laquita

Smith: Yea

Hilary Van

Patten: Yea

Rich

Wenzl: Yea

Steven

Whitney: Yea

Yea: 6, Nay: 0

At 10:08 PM, the board returned to open session. I recommend the board go into executive session to discuss negotiations to protect the public interest in negotiating a fair and equitable contract; retaining Mr. Tharman and returning to open session in this room at 10:13 PM. This motion, made by Shanna Hammond and seconded by Laquita Smith, Carried.

Shanna

Hammond: Yea

Christopher

Rogers: Yea

Laquita

Smith: Yea



# NORTHERN VALLEY SCHOOLS USD 212

DISTRICT OFFICE  
512 WEST BRYANT PO BOX 217  
ALMENA KS 67622



ALMENA

PHONE (785) 669-2445

LONG ISLAND

Smith:

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 6, Nay: 0

At 10:13 PM, the board returned to open session. I recommend the board go into executive session to discuss negotiations to protect the public interest in negotiating a fair and equitable contract; retaining Mr. Tharman and returning to open session in this room at 10:23 PM. This motion, made by Shanna Hammond and seconded by Laquita Smith, Carried.

Shanna Hammond: Yea

Christopher Rogers: Yea

Laquita Smith: Yea

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 6, Nay: 0

At 10:23 PM, the meeting returned to open session. No action taken.

## IX. Administrative Reports

### A. Superintendent / 9-12 Principal Report

Mr. Tharman shared the new emergency substitute teacher licensing requirements / looked over the substate and state basketball schedules / shared that Friday, February 18th will be Senior Recognition and also Mr. Fessenden's recognition of being inducted into the KSHSAA Hall of Fame / National FFA week will be February 21st - 25th / upcoming OVT visit on Feb. 22nd / Teacher In-service on February 25th / ACT testing for the Juniors on March 1st / NV hosting Forensics Meet in Almena on March 5th / Good Will Truck will be here March 3 - 10th by the Ag shop / Board meeting on March 9th / Daylight Savings begins on March 13th.

### B. K-8 Principal Report

Mr. Gebhard shared that he is applying for a grant to make a sensory room / all but one item from the Purple Wave auction have been picked up / Grandparents day - TBD / 100th day celebration was today in conjunction with Valentine's Day / 4th & 5th grade basketball games coming up / Jumprope for Heart / Congratulations to Kylie Ledbetter,(winner), Jaycee Gebhard (2nd), and Levi Black (3rd) of the local spelling bee and to Kylie (2nd) and Josie Nech (3rd) at the County Spelling bee / hosting a junior high scholars bowl meet upon February 24th / junior high basketball season is done for this year.

## X. Reports of Board Members

## XI. Adjournment

I move to adjourn this meeting. This motion, made by Shanna Hammond and seconded by Laquita Smith, Carried.



# NORTHERN VALLEY SCHOOLS USD 212

DISTRICT OFFICE  
512 WEST BRYANT PO BOX 217  
ALMENA KS 67622



ALMENA

PHONE (785) 669-2445

LONG ISLAND

Shanna Hammond:	Yea
Christopher Rogers:	Yea
Laquita Smith:	Yea
Hilary Van Patten:	Yea
Rich Wenzl:	Yea
Steven Whitney:	Yea

Yea: 6, Nay: 0

# USD 212

## Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 02/15/2022; End Date: 03/08/2022; Bank: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 3/8/2022.

Voucher Number	Bank Name	Account Number	Check Number
Bills for March Board Meeting.	First National Bank & Trust	003174	63150
Vendor	PO Number	Invoice #	Account Code
4B Farm, LLC	22-1556	4843 4809	24-3100-630-01-00
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Bills for March Board Meeting.	First National Bank & Trust	003174	63151
Vendor	PO Number	Invoice #	Account Code
A&S Plumbing	22-1522	500471	08-2600-430-00-02
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Bills for March Board Meeting.	First National Bank & Trust	003174	63152
Vendor	PO Number	Invoice #	Account Code
AFPLANSERV	22-1525	22013163020	06-2300-300-00-00
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Bills for March Board Meeting.	First National Bank & Trust	003174	63153
Vendor	PO Number	Invoice #	Account Code
Almena Lumber & Supply	22-1555	03072022	06-2300-890-00-30
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-03
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-05
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-06
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-12
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-13
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-15
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-18
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-19
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-20
Almena Lumber & Supply	22-1555	03072022	06-2720-626-00-22
Almena Lumber & Supply	22-1555	03072022	06-2720-629-00-10
Almena Lumber & Supply	22-1555	03072022	06-2720-629-00-14
Almena Lumber & Supply	22-1555	03072022	06-2720-629-00-18
Almena Lumber & Supply	22-1555	03072022	06-2720-730-00-10
Almena Lumber & Supply	22-1555	03072022	06-2720-730-00-14

Almena Lumber & Supply	22-1555	03072022	06-2720-730-00-18
Almena Lumber & Supply	22-1555	03072022	06-2720-730-00-20
Almena Lumber & Supply	22-1555	03072022	06-2720-890-00-10
Almena Lumber & Supply	22-1555	03072022	06-2720-890-00-14
Almena Lumber & Supply	22-1555	03072022	06-2720-890-00-18
Almena Lumber & Supply	22-1555	03072022	06-2720-890-00-20
Almena Lumber & Supply	22-1555	03072022	06-2720-890-00-22
Almena Lumber & Supply	22-1555	03072022	06-2720-891-00-12
Almena Lumber & Supply	22-1555	03072022	06-2720-891-00-20
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63154
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Almena Market Inc.	22-1562	03072022	06-1000-610-01-09
Almena Market Inc.	22-1562	03072022	06-1000-610-01-10
Almena Market Inc.	22-1562	03072022	06-1000-610-03-09
Almena Market Inc.	22-1562	03072022	06-2300-890-00-00
Almena Market Inc.	22-1562	03072022	06-2400-890-00-00
Almena Market Inc.	22-1562	03072022	24-3100-630-01-00
Almena Market Inc.	22-1562	03072022	24-3100-630-03-00
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63155
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Becky Delimont	22-1563	03072022	06-2720-626-00-05
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63156
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Cash-Wa Distributing Co Inc	22-1557	03072022	24-3100-630-01-00
Cash-Wa Distributing Co Inc	22-1557	03072022	24-3100-680-01-00
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63157
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Cindy Mordecai	22-1545	03072022	26-2200-502-00-00
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
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Bills for March Board Meeting.	First National Bank & Trust	003174	63158
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
City Of Almena	22-1546	03072022	08-2600-411-01-00
City Of Almena	22-1546	03072022	08-2600-411-02-00
City Of Almena	22-1546	03072022	08-2600-412-01-00
City Of Almena	22-1546	03072022	08-2600-412-02-00
City Of Almena	22-1546	03072022	08-2600-421-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63159
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
City Of Long Island	22-1508	372022	08-2600-411-03-00
City Of Long Island	22-1508	372022	08-2600-412-03-00
City Of Long Island	22-1508	372022	08-2600-421-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63160
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
ComplianceOne	22-1532	287235	06-2720-890-00-18
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63161
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Dealers First Financial L.L.C.	22-1507	165341 165340	16-1000-700-01-00
Dealers First Financial L.L.C.	22-1507	165341 165340	16-1000-700-02-00
Dealers First Financial L.L.C.	22-1551	165793	16-1000-700-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63162
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Domain Listings	22-1548	03072022	08-2200-300-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63163
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Engel's Sales & Service, Inc	22-1524	03072022	06-2600-626-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>

Bills for March Board Meeting.	First National Bank & Trust	003174	63164
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
F & A Sales Inc	22-1558	2456684	24-3100-630-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63165
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Federal Licensing, Inc.	22-1543	03072022	08-2200-300-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63166
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Flower Patch, The	22-1549	013440	06-2300-890-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63167
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Gebhard Construction and Cattle	22-1523	1302	08-2600-300-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63168
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Harris School Solutions	22-1536	03072022	08-2300-500-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63169
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hinklel Termite and Pest Control	22-1513	03072022	08-2600-425-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63170
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hogeland Market	22-1559	03072022	24-3100-630-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63171

<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hop-A-Long IT Services	22-1518	984 976	08-1000-300-00-00
Hop-A-Long IT Services	22-1528	985	08-1000-300-00-00
Hop-A-Long IT Services	22-1537	992 377	08-1000-300-00-00
Hop-A-Long IT Services	22-1529	988	16-1000-700-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63172
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Ideal Linen & Uniform	22-1550	22064579	08-2600-610-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63173
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Jamboree Foods	22-1561	03072022	06-2400-890-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63174
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Junior Class	22-1511	03072022	08-3400-890-01-01
Junior Class	22-1516	372022	08-3400-890-01-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63175
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Kelli Hueneke	22-1515	03072022	06-1000-610-03-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63176
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Kowpoke Supply	22-1538	03072022	08-2600-430-00-01
Kowpoke Supply	22-1538	03072022	08-2600-430-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63177
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
KSHSAA	22-1509	22-4342	06-1000-890-01-09

<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63178
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Lazer Pro Custom Engraving & Cutting	22-1514	000012	06-2300-890-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63179
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Long Island Feed and Grain, LLC	22-1540	03072022	06-2720-626-00-06
Long Island Feed and Grain, LLC	22-1540	03072022	06-2720-626-00-10
Long Island Feed and Grain, LLC	22-1540	03072022	06-2720-626-00-14
Long Island Feed and Grain, LLC	22-1540	03072022	06-2720-626-00-18
Long Island Feed and Grain, LLC	22-1540	03072022	06-2720-626-00-20
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63180
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Lou's Sporting Goods	22-1519	03072022	06-1000-890-01-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63181
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Marvin Gebhard	22-1512	03072022	06-2720-626-00-06
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63182
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Matheson Tri-Gas Inc.	22-1531	0025100661	34-1000-610-00-01
Matheson Tri-Gas Inc.	22-1553	51925373	34-1000-610-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63183
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Midwest Energy	22-1552	03072022	06-2600-621-01-00
Midwest Energy	22-1552	03072022	06-2600-621-02-00
Midwest Energy	22-1552	03072022	06-2600-621-03-00

Midwest Energy	22-1552	03072022	34-2600-621-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63184
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Mitch Pugh	22-1547	03072022	08-3400-890-01-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63185
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Natoma High School	22-1521	03072022	06-1000-890-01-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63186
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Nex-Tech (Nex-Tech)	22-1535	03072022	06-2300-532-00-00
Nex-Tech (Nex-Tech)	22-1535	03072022	06-2300-532-00-01
Nex-Tech (Nex-Tech)	22-1535	03072022	06-2400-532-00-00
Nex-Tech (Nex-Tech)	22-1535	03072022	06-2400-532-00-01
Nex-Tech (Nex-Tech)	22-1535	03072022	06-2400-532-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63187
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Nex-Tech Wireless, LLC	22-1517	8893112	06-2600-890-00-00
Nex-Tech Wireless, LLC	22-1517	8893112	06-2720-890-00-17
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63188
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Northwestern Office Supplies	22-1534	03072022	08-1000-610-01-11
Northwestern Office Supplies	22-1534	03072022	08-1000-610-02-09
Northwestern Office Supplies	22-1534	03072022	08-1000-610-03-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>

Bills for March Board Meeting.	First National Bank & Trust	003174	63189
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Norton Telegram	22-1554	03072022	06-2300-590-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63190
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Norton Telegram, The	22-1520	009773	06-2300-590-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63191
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Ostmeyer Inc dba Culligan Soft Water Service	22-1541	03072022	08-2600-411-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63192
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Pitney Bowes	22-1527	03072022	06-2300-590-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63193
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Pitney Bowes Global Financial Services LLC	22-1526	3315246920	06-2300-590-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63194
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Prairie Dog Press	22-1544	03072022	06-2300-590-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63195
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Prairie Land Electric Cooperative, Inc.	22-1542	03072022	06-2600-622-01-00
Prairie Land Electric Cooperative, Inc.	22-1542	03072022	06-2600-622-03-00
Prairie Land Electric Cooperative, Inc.	22-1542	03072022	34-2600-622-00-00
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63196
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Sandra Dole	22-1539	03072022	11-1000-610-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63197
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
State Line Awards & Custom Design	22-1530	1443	06-1000-890-01-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63198
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
US Foods	22-1560	03072022	24-3100-630-01-00
US Foods	22-1560	03072022	24-3100-630-03-00
US Foods	22-1560	03072022	24-3100-680-01-00
US Foods	22-1560	03072022	24-3100-680-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63199
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
VISA (VISA1)	22-1533	03072022	06-1000-610-00-01
VISA (VISA1)	22-1533	03072022	06-1000-610-01-11
VISA (VISA1)	22-1533	03072022	06-1000-610-02-09
VISA (VISA1)	22-1533	03072022	06-2300-590-00-01
VISA (VISA1)	22-1533	03072022	06-2300-810-00-01
VISA (VISA1)	22-1533	03072022	06-2300-890-00-00
VISA (VISA1)	22-1533	03072022	06-2300-890-00-01
VISA (VISA1)	22-1533	03072022	06-2300-890-00-30
VISA (VISA1)	22-1533	03072022	06-2400-890-00-00
VISA (VISA1)	22-1533	03072022	08-1000-610-03-09
VISA (VISA1)	22-1533	03072022	08-2600-400-00-01
VISA (VISA1)	22-1533	03072022	08-2600-430-00-01
VISA (VISA1)	22-1533	03072022	16-1000-700-01-00
VISA (VISA1)	22-1533	03072022	24-2600-490-00-00
VISA (VISA1)	22-1533	03072022	24-2600-490-03-00
VISA (VISA1)	22-1533	03072022	35-1000-610-01-12
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for March Board Meeting.	First National Bank & Trust	003174	63200

<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
WKLL	22-1510	03072022	06-1000-890-01-01
<b>Sub Total</b>			
<b>Grand Total</b>			

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Payee	Amount	Type
4B Farm, LLC	\$184.32	Accounts Payable
Description	Issue Date	Amount
Invoices 4843 and 4809.	03/07/2022	\$184.32
		<b>\$184.32</b>
Payee	Amount	Type
A&S Plumbing	\$167.00	Accounts Payable
Description	Issue Date	Amount
Invoice number 500471.	03/07/2022	\$167.00
		<b>\$167.00</b>
Payee	Amount	Type
AFPLANSERV	\$16.00	Accounts Payable
Description	Issue Date	Amount
Invoice number 22013163020.	03/07/2022	\$16.00
		<b>\$16.00</b>
Payee	Amount	Type
Almena Lumber & Supply	\$3,131.33	Accounts Payable
Description	Issue Date	Amount
Charges for February.	03/07/2022	\$46.22
Charges for February.	03/07/2022	\$133.71
Charges for February.	03/07/2022	\$223.66
Charges for February.	03/07/2022	\$24.20
Charges for February.	03/07/2022	\$43.72
Charges for February.	03/07/2022	\$66.79
Charges for February.	03/07/2022	\$212.81
Charges for February.	03/07/2022	\$493.45
Charges for February.	03/07/2022	\$400.70
Charges for February.	03/07/2022	\$67.81
Charges for February.	03/07/2022	\$479.81
Charges for February.	03/07/2022	\$46.14
Charges for February.	03/07/2022	\$46.14
Charges for February.	03/07/2022	\$79.96
Charges for February.	03/07/2022	\$19.50
Charges for February.	03/07/2022	\$3.50

Charges for February.	03/07/2022	\$4.50
Charges for February.	03/07/2022	\$107.72
Charges for February.	03/07/2022	\$47.40
Charges for February.	03/07/2022	\$16.37
Charges for February.	03/07/2022	\$63.93
Charges for February.	03/07/2022	\$57.31
Charges for February.	03/07/2022	\$51.98
Charges for February.	03/07/2022	\$16.00
Charges for February.	03/07/2022	\$378.00
		<b>\$3,131.33</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Almena Market Inc.	\$649.43	Accounts Payable

<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for February.	03/07/2022	\$11.65
Charges for February.	03/07/2022	\$44.21
Charges for February.	03/07/2022	\$75.08
Charges for February.	03/07/2022	\$16.36
Charges for February.	03/07/2022	\$30.42
Charges for February.	03/07/2022	\$335.57
Charges for February.	03/07/2022	\$136.14
		<b>\$649.43</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Becky Delimont	\$63.00	Accounts Payable

<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for fuel on 3/5/2022.	03/07/2022	\$63.00
		<b>\$63.00</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Cash-Wa Distributing Co Inc	\$3,933.06	Accounts Payable

<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for February.	03/07/2022	\$3,567.94
Charges for February.	03/07/2022	\$365.12
		<b>\$3,933.06</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Cindy Mordecai	\$44.58	Accounts Payable

<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for meals during KMEA conference.	03/07/2022	\$44.58
		<b>\$44.58</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
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City Of Almena	\$757.82	Accounts Payable
Description	Issue Date	Amount
Statement date 2/28/2022.	03/07/2022	\$186.40
Statement date 2/28/2022.	03/07/2022	\$90.40
Statement date 2/28/2022.	03/07/2022	\$140.77
Statement date 2/28/2022.	03/07/2022	\$140.25
Statement date 2/28/2022.	03/07/2022	\$200.00
		<b>\$757.82</b>
Payee	Amount	Type
City Of Long Island	\$109.06	Accounts Payable
Description	Issue Date	Amount
Statement date 2/1/2022.	03/07/2022	\$48.06
Statement date 2/1/2022.	03/07/2022	\$40.00
Statement date 2/1/2022.	03/07/2022	\$21.00
		<b>\$109.06</b>
Payee	Amount	Type
ComplianceOne	\$24.00	Accounts Payable
Description	Issue Date	Amount
Document number 287235.	03/07/2022	\$24.00
		<b>\$24.00</b>
Payee	Amount	Type
Dealers First Financial L.L.C.	\$915.00	Accounts Payable
Description	Issue Date	Amount
Invoice numbers 165341 and 165340.	03/07/2022	\$325.00
Invoice numbers 165341 and 165340.	03/07/2022	\$130.00
Invoice number 165793.	03/07/2022	\$460.00
		<b>\$915.00</b>
Payee	Amount	Type
Domain Listings	\$288.00	Accounts Payable
Description	Issue Date	Amount
Annual website domain listing.	03/07/2022	\$288.00
		<b>\$288.00</b>
Payee	Amount	Type
Engel's Sales & Service, Inc	\$490.32	Accounts Payable
Description	Issue Date	Amount
Statement date 2/22/2022.	03/07/2022	\$490.32
		<b>\$490.32</b>
Payee	Amount	Type

F & A Sales Inc	\$548.31	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 2456684.	03/07/2022	\$548.31
		<b>\$548.31</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Federal Licensing, Inc.	\$120.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Two-way radio license renewal.	03/07/2022	\$120.00
		<b>\$120.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Flower Patch, The	\$64.50	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 013440.	03/07/2022	\$64.50
		<b>\$64.50</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Gebhard Construction and Cattle	\$519.27	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 1302.	03/07/2022	\$519.27
		<b>\$519.27</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Harris School Solutions	\$5,073.60	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
AptaFund annual fee. AAWeb annual fee.	03/07/2022	\$5,073.60
		<b>\$5,073.60</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hinklel Termite and Pest Control	\$139.63	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Service date 2/11/2022 for Almena and Long Island.	03/07/2022	\$139.63
		<b>\$139.63</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hogeland Market	\$75.27	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for February.	03/07/2022	\$75.27
		<b>\$75.27</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hop-A-Long IT Services	\$3,904.44	Accounts Payable

<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice numbers 984 and 976.	03/07/2022	\$438.48
Invoice number 985.	03/07/2022	\$124.99
Invoice number 992 and 377.	03/07/2022	\$475.97
Invoice number 988.	03/07/2022	\$2,865.00
		<b>\$3,904.44</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Ideal Linen & Uniform	\$67.79	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 22064579.	03/07/2022	\$67.79
		<b>\$67.79</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Jamboree Foods	\$41.92	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 3/1/2022.	03/07/2022	\$41.92
		<b>\$41.92</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Junior Class	\$160.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for concessions.	03/07/2022	\$65.00
Reimbursement for concessions.	03/07/2022	\$95.00
		<b>\$160.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Kelli Hueneke	\$55.85	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for Times Tales-Multiplication Mastery	03/07/2022	\$55.85
		<b>\$55.85</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Kowpoke Supply	\$124.37	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for February.	03/07/2022	\$52.76
Charges for February.	03/07/2022	\$71.61
		<b>\$124.37</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
KSHSAA	\$63.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 22-4342. KAY Unit Conference registration fees	03/07/2022	\$63.00

		<b>\$63.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Lazer Pro Custom Engraving & Cutting	\$37.98	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 000012.	03/07/2022	\$37.98
		<b>\$37.98</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Long Island Feed and Grain, LLC	\$1,260.43	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 2/28/2022.	03/07/2022	\$68.29
Statement date 2/28/2022.	03/07/2022	\$304.76
Statement date 2/28/2022.	03/07/2022	\$233.67
Statement date 2/28/2022.	03/07/2022	\$315.95
Statement date 2/28/2022.	03/07/2022	\$337.76
		<b>\$1,260.43</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Lou's Sporting Goods	\$108.39	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number ATE746021-AX02. Starting blanks.	03/07/2022	\$108.39
		<b>\$108.39</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Marvin Gebhard	\$47.58	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Fuel reimbursement for van #6 on 2/10/22.	03/07/2022	\$47.58
		<b>\$47.58</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Matheson Tri-Gas Inc.	\$286.06	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 0025100661. Total to pay after applying credit of 172.36	03/07/2022	\$118.08
Invoice number 51925373.	03/07/2022	\$167.98
		<b>\$286.06</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Midwest Energy	\$4,607.12	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Bill date 3/2/2022.	03/07/2022	\$956.29
Bill date 3/2/2022.	03/07/2022	\$1,437.78
Bill date 3/2/2022.	03/07/2022	\$1,451.01

Bill date 3/2/2022.	03/07/2022	\$762.04
		<b>\$4,607.12</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Mitch Pugh	\$210.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for paying Aidan Hammond and Landry Gebhard to film girls' basketball games	03/07/2022	\$210.00
		<b>\$210.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Natoma High School	\$55.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Fees for Forensics meet.	03/07/2022	\$55.00
		<b>\$55.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Nex-Tech (Nex-Tech)	\$1,267.68	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 3/1/2022. Invoices for both Long Island and Almena	03/07/2022	\$477.53
Statement date 3/1/2022. Invoices for both Long Island and Almena	03/07/2022	\$59.99
Statement date 3/1/2022. Invoices for both Long Island and Almena	03/07/2022	\$173.05
Statement date 3/1/2022. Invoices for both Long Island and Almena	03/07/2022	\$79.59
Statement date 3/1/2022. Invoices for both Long Island and Almena	03/07/2022	\$477.52
		<b>\$1,267.68</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Nex-Tech Wireless, LLC	\$146.95	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 8893112.	03/07/2022	\$59.58
Invoice number 8893112.	03/07/2022	\$87.37
		<b>\$146.95</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Northwestern Office Supplies	\$1,259.58	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for February. Statement date 2/28/2022.	03/07/2022	\$593.45
Charges for February. Statement date 2/28/2022.	03/07/2022	\$284.72
Charges for February. Statement date 2/28/2022.	03/07/2022	\$381.41
		<b>\$1,259.58</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>

Norton Telegram	\$60.60	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 2/28/2022. Advertisement for custodian in Long Island	03/07/2022	\$60.60
		<b>\$60.60</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Norton Telegram, The	\$70.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 009773.	03/07/2022	\$70.00
		<b>\$70.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Ostmeyer Inc dba Culligan Soft Water Service	\$22.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 2/28/22.	03/07/2022	\$22.00
		<b>\$22.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Pitney Bowes	\$52.70	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 2/25/2022.	03/07/2022	\$52.70
		<b>\$52.70</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Pitney Bowes Global Financial Services LLC	\$174.24	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 3315246920.	03/07/2022	\$174.24
		<b>\$174.24</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Prairie Dog Press	\$25.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
1 year subscription renewal.	03/07/2022	\$25.00
		<b>\$25.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Prairie Land Electric Cooperative, Inc.	\$3,520.95	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 3/3/2022.	03/07/2022	\$2,640.48
Statement date 3/3/2022.	03/07/2022	\$698.80
Statement date 3/3/2022.	03/07/2022	\$181.67
		<b>\$3,520.95</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Sandra Dole	\$34.11	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for CD player for classroom.	03/07/2022	\$34.11
		<b>\$34.11</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
State Line Awards & Custom Design	\$191.41	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 1443.	03/07/2022	\$191.41
		<b>\$191.41</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
US Foods	\$2,652.76	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for February.	03/07/2022	\$1,176.38
Charges for February.	03/07/2022	\$1,324.45
Charges for February.	03/07/2022	\$94.69
Charges for February.	03/07/2022	\$57.24
		<b>\$2,652.76</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
VISA (VISA1)	\$3,929.91	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement closing date 2/20/22.	03/07/2022	\$554.87
Statement closing date 2/20/22.	03/07/2022	\$59.86
Statement closing date 2/20/22.	03/07/2022	\$14.95
Statement closing date 2/20/22.	03/07/2022	\$16.05
Statement closing date 2/20/22.	03/07/2022	\$400.00
Statement closing date 2/20/22.	03/07/2022	\$121.95
Statement closing date 2/20/22.	03/07/2022	\$213.79
Statement closing date 2/20/22.	03/07/2022	\$42.30
Statement closing date 2/20/22.	03/07/2022	\$200.79
Statement closing date 2/20/22.	03/07/2022	\$114.97
Statement closing date 2/20/22.	03/07/2022	\$343.53
Statement closing date 2/20/22.	03/07/2022	\$504.38
Statement closing date 2/20/22.	03/07/2022	\$247.81
Statement closing date 2/20/22.	03/07/2022	\$415.00
Statement closing date 2/20/22.	03/07/2022	\$415.00
Statement closing date 2/20/22.	03/07/2022	\$264.66
		<b>\$3,929.91</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
WKLL	\$234.00	Accounts Payable

Description	Issue Date	Amount
JH and HS music contest fees.	03/07/2022	\$234.00
		<b>\$234.00</b>
		<b>\$41,985.32</b>

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## Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 02/15/2022; End Date: 03/08/2022; Bank: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 3/8/2022 8:14:14 AM

Check Date	Check Number	Payee	Type	Amount
03/07/2022	63150	4B Farm, LLC	Accounts Payable	\$184.32
03/07/2022	63151	A&S Plumbing	Accounts Payable	\$167.00
03/07/2022	63152	AFPLANSERV	Accounts Payable	\$16.00
03/07/2022	63153	Almena Lumber & Supply	Accounts Payable	\$3,131.33
03/07/2022	63154	Almena Market Inc.	Accounts Payable	\$649.43
03/07/2022	63155	Becky Delimont	Accounts Payable	\$63.00
03/07/2022	63156	Cash-Wa Distributing Co Inc	Accounts Payable	\$3,933.06
03/07/2022	63157	Cindy Mordecai	Accounts Payable	\$44.58
03/07/2022	63158	City Of Almena	Accounts Payable	\$757.82
03/07/2022	63159	City Of Long Island	Accounts Payable	\$109.06
03/07/2022	63160	ComplianceOne	Accounts Payable	\$24.00
03/07/2022	63161	Dealers First Financial L.L.C.	Accounts Payable	\$915.00
03/07/2022	63162	Domain Listings	Accounts Payable	\$288.00
03/07/2022	63163	Engel's Sales & Service, Inc	Accounts Payable	\$490.32
03/07/2022	63164	F & A Sales Inc	Accounts Payable	\$548.31
03/07/2022	63165	Federal Licensing, Inc.	Accounts Payable	\$120.00
03/07/2022	63166	Flower Patch, The	Accounts Payable	\$64.50
03/07/2022	63167	Gebhard Construction and Cattle	Accounts Payable	\$519.27
03/07/2022	63168	Harris School Solutions	Accounts Payable	\$5,073.60
03/07/2022	63169	Hinklel Termite and Pest Control	Accounts Payable	\$139.63
03/07/2022	63170	Hogeland Market	Accounts Payable	\$75.27
03/07/2022	63171	Hop-A-Long IT Services	Accounts Payable	\$3,904.44
03/07/2022	63172	Ideal Linen & Uniform	Accounts Payable	\$67.79
03/07/2022	63173	Jamboree Foods	Accounts Payable	\$41.92
03/07/2022	63174	Junior Class	Accounts Payable	\$160.00
03/07/2022	63175	Kelli Hueneke	Accounts Payable	\$55.85
03/07/2022	63176	Kowpoke Supply	Accounts Payable	\$124.37
03/07/2022	63177	KSHSAA	Accounts Payable	\$63.00
03/07/2022	63178	Lazer Pro Custom Engraving & Cutting	Accounts Payable	\$37.98
03/07/2022	63179	Long Island Feed and Grain, LLC	Accounts Payable	\$1,260.43
03/07/2022	63180	Lou's Sporting Goods	Accounts Payable	\$108.39
03/07/2022	63181	Marvin Gebhard	Accounts Payable	\$47.58
03/07/2022	63182	Matheson Tri-Gas Inc.	Accounts Payable	\$286.06
03/07/2022	63183	Midwest Energy	Accounts Payable	\$4,607.12
03/07/2022	63184	Mitch Pugh	Accounts Payable	\$210.00
03/07/2022	63185	Natoma High School	Accounts Payable	\$55.00
03/07/2022	63186	Nex-Tech (Nex-Tech)	Accounts Payable	\$1,267.68

03/07/2022	63187	Nex-Tech Wireless, LLC	Accounts Payable	\$146.95
03/07/2022	63188	Northwestern Office Supplies	Accounts Payable	\$1,259.58
03/07/2022	63189	Norton Telegram	Accounts Payable	\$60.60
03/07/2022	63190	Norton Telegram, The	Accounts Payable	\$70.00
03/07/2022	63191	Ostmeyer Inc dba Culligan Soft Water Service	Accounts Payable	\$22.00
03/07/2022	63192	Pitney Bowes	Accounts Payable	\$52.70
03/07/2022	63193	Pitney Bowes Global Financial Services LLC	Accounts Payable	\$174.24
03/07/2022	63194	Prairie Dog Press	Accounts Payable	\$25.00
03/07/2022	63195	Prairie Land Electric Cooperative, Inc.	Accounts Payable	\$3,520.95
03/07/2022	63196	Sandra Dole	Accounts Payable	\$34.11
03/07/2022	63197	State Line Awards & Custom Design	Accounts Payable	\$191.41
03/07/2022	63198	US Foods	Accounts Payable	\$2,652.76
03/07/2022	63199	VISA (VISA1)	Accounts Payable	\$3,929.91
03/07/2022	63200	WKLL	Accounts Payable	\$234.00
<b>Sub Total</b>				<b>\$41,985.32</b>

# USD 212

## Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 02/15/2022; End Date: 03/08/2022; Bank: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 3/8/2022 8:14:14 AM

Check Date	Check Number	Payee	Description	Type	Amount
03/07/2022	63150	4B Farm, LLC	Inv: 4843 4809	Accounts Payable	\$184.32
03/07/2022	63151	A&S Plumbing	Inv: 500471	Accounts Payable	\$167.00
03/07/2022	63152	AFPLANSERV	Inv: 22013163020	Accounts Payable	\$16.00
03/07/2022	63153	Almena Lumber & Supply	Inv: 03072022	Accounts Payable	\$3,131.33
03/07/2022	63154	Almena Market Inc.	Inv: 03072022	Accounts Payable	\$649.43
03/07/2022	63155	Becky Delimont	Inv: 03072022	Accounts Payable	\$63.00
03/07/2022	63156	Cash-Wa Distributing Co Inc	Inv: 03072022	Accounts Payable	\$3,933.06
03/07/2022	63157	Cindy Mordecai	Inv: 03072022	Accounts Payable	\$44.58
03/07/2022	63158	City Of Almena	Inv: 03072022	Accounts Payable	\$757.82
03/07/2022	63159	City Of Long Island	Inv: 372022	Accounts Payable	\$109.06
03/07/2022	63160	ComplianceOne	Inv: 287235	Accounts Payable	\$24.00
03/07/2022	63161	Dealers First Financial L.L.C.	Inv: 165341 165340	Accounts Payable	\$455.00
03/07/2022	63161	Dealers First Financial L.L.C.	Inv: 165793	Accounts Payable	\$460.00
03/07/2022	63162	Domain Listings	Inv: 03072022	Accounts Payable	\$288.00
03/07/2022	63163	Engel's Sales & Service, Inc	Inv: 03072022	Accounts Payable	\$490.32
03/07/2022	63164	F & A Sales Inc	Inv: 2456684	Accounts Payable	\$548.31
03/07/2022	63165	Federal Licensing, Inc.	Inv: 03072022	Accounts Payable	\$120.00
03/07/2022	63166	Flower Patch, The	Inv: 013440	Accounts Payable	\$64.50
03/07/2022	63167	Gebhard Construction and Cattle	Inv: 1302	Accounts Payable	\$519.27
03/07/2022	63168	Harris School Solutions	Inv: 03072022	Accounts Payable	\$5,073.60
03/07/2022	63169	Hinklel Termite and Pest Control	Inv: 03072022	Accounts Payable	\$139.63
03/07/2022	63170	Hogeland Market	Inv: 03072022	Accounts Payable	\$75.27
03/07/2022	63171	Hop-A-Long IT Services	Inv: 984 976	Accounts Payable	\$438.48
03/07/2022	63171	Hop-A-Long IT Services	Inv: 985	Accounts Payable	\$124.99
03/07/2022	63171	Hop-A-Long IT Services	Inv: 988	Accounts Payable	\$2,865.00
03/07/2022	63171	Hop-A-Long IT Services	Inv: 992 377	Accounts Payable	\$475.97
03/07/2022	63172	Ideal Linen & Uniform	Inv: 22064579	Accounts Payable	\$67.79
03/07/2022	63173	Jamboree Foods	Inv: 03072022	Accounts Payable	\$41.92
03/07/2022	63174	Junior Class	Inv: 03072022	Accounts Payable	\$65.00
03/07/2022	63174	Junior Class	Inv: 372022	Accounts Payable	\$95.00
03/07/2022	63175	Kelli Hueneke	Inv: 03072022	Accounts Payable	\$55.85
03/07/2022	63176	Kowpoke Supply	Inv: 03072022	Accounts Payable	\$124.37
03/07/2022	63177	KSHSAA	Inv: 22-4342	Accounts Payable	\$63.00
03/07/2022	63178	Lazer Pro Custom Engraving & Cutting	Inv: 000012	Accounts Payable	\$37.98
03/07/2022	63179	Long Island Feed and Grain, LLC	Inv: 03072022	Accounts Payable	\$1,260.43
03/07/2022	63180	Lou's Sporting Goods	Inv: 03072022	Accounts Payable	\$108.39
03/07/2022	63181	Marvin Gebhard	Inv: 03072022	Accounts Payable	\$47.58

03/07/2022	63182	Matheson Tri-Gas Inc.	Inv: 0025100661	Accounts Payable	\$118.08
03/07/2022	63182	Matheson Tri-Gas Inc.	Inv: 51925373	Accounts Payable	\$167.98
03/07/2022	63183	Midwest Energy	Inv: 03072022	Accounts Payable	\$4,607.12
03/07/2022	63184	Mitch Pugh	Inv: 03072022	Accounts Payable	\$210.00
03/07/2022	63185	Natoma High School	Inv: 03072022	Accounts Payable	\$55.00
03/07/2022	63186	Nex-Tech (Nex-Tech)	Inv: 03072022	Accounts Payable	\$1,267.68
03/07/2022	63187	Nex-Tech Wireless, LLC	Inv: 8893112	Accounts Payable	\$146.95
03/07/2022	63188	Northwestern Office Supplies	Inv: 03072022	Accounts Payable	\$1,259.58
03/07/2022	63189	Norton Telegram	Inv: 03072022	Accounts Payable	\$60.60
03/07/2022	63190	Norton Telegram, The	Inv: 009773	Accounts Payable	\$70.00
03/07/2022	63191	Ostmeyer Inc dba Culligan Soft Water Service	Inv: 03072022	Accounts Payable	\$22.00
03/07/2022	63192	Pitney Bowes	Inv: 03072022	Accounts Payable	\$52.70
03/07/2022	63193	Pitney Bowes Global Financial Services LLC	Inv: 3315246920	Accounts Payable	\$174.24
03/07/2022	63194	Prairie Dog Press	Inv: 03072022	Accounts Payable	\$25.00
03/07/2022	63195	Prairie Land Electric Cooperative, Inc.	Inv: 03072022	Accounts Payable	\$3,520.95
03/07/2022	63196	Sandra Dole	Inv: 03072022	Accounts Payable	\$34.11
03/07/2022	63197	State Line Awards & Custom Design	Inv: 1443	Accounts Payable	\$191.41
03/07/2022	63198	US Foods	Inv: 03072022	Accounts Payable	\$2,652.76
03/07/2022	63199	VISA (VISA1)	Inv: 03072022	Accounts Payable	\$3,929.91
03/07/2022	63200	WKLL	Inv: 03072022	Accounts Payable	\$234.00
<b>Sub Total</b>					<b>\$41,985.32</b>

# USD 212

## Cash Summary Report

Accounting Cycle: FY21-22; Beginning Period: Period 01 (07/01/2021 - 07/31/2021) ; Ending Period: Period 08 (02/01/2022 - 02/28/2022) ; Show Prior Year Expense/Encumbrance: No  
Transactions after the Last Period: None; Exclude Closing Entries: No; Include Unposted Transactions: Yes; Created On: 3/8/2022 10:25:24 AM

Fund	Description	Beginning Balance	Revenue	Expenditure	Other	Ending Balance
06	GENERAL FUND	\$258.58	\$1,333,019.91	(\$1,415,844.97)	\$37,572.31	(\$44,994.17)
07	FEDERAL FUNDS	(\$2,893.20)	\$64,042.29	(\$49,530.21)	\$0.00	\$11,618.88
08	SUPPLEMENTAL GENERAL FUND	\$59,763.00	\$351,722.25	(\$156,378.55)	\$0.00	\$255,106.70
11	FOUR YEAR OLD AT RISK FUND	\$10,300.86	\$0.00	(\$29,497.75)	\$0.00	(\$19,196.89)
13	K-12 AT RISK FUND	\$9,150.75	\$0.00	(\$73,133.21)	\$0.00	(\$63,982.46)
16	CAPITAL OUTLAY	\$150,266.83	\$122,093.49	(\$64,499.37)	\$0.00	\$207,860.95
18	DRIVER TRAINING	\$2,418.70	\$1,098.00	(\$303.10)	\$0.00	\$3,213.60
24	FOOD SERVICE	\$29,812.44	\$87,909.30	(\$101,684.18)	\$0.00	\$16,037.56
26	PROFESSIONAL DEVELOPMENT FUND	\$9,974.95	\$0.00	(\$2,068.14)	\$0.00	\$7,906.81
30	SPECIAL EDUCATION	\$13,876.24	\$77,552.45	(\$182,583.08)	(\$37,405.00)	(\$128,559.39)
34	VOCATIONAL EDUCATION	\$11,483.24	\$880.03	(\$39,393.39)	\$0.00	(\$27,030.12)
35	GIFTS/GRANTS	\$39,797.05	\$0.00	(\$21,247.39)	\$0.00	\$18,549.66
51	KPERS RETIREMENT CONTRIBUTIONS	(\$158.93)	(\$47,071.91)	(\$47,030.78)	\$0.00	(\$94,261.62)
53	CONTINGENCY FUND	\$225,000.00	\$0.00	\$0.00	\$0.00	\$225,000.00
55	TEXTBOOK RENTAL	\$19,022.10	\$8,036.32	(\$1,209.86)	\$0.00	\$25,848.56
81	LIBRARY GRANT	\$911.02	\$0.00	\$0.00	\$0.00	\$911.02
85	KS COORDINATED SCHOOL HEALTH	\$1,958.14	\$0.00	\$0.00	\$0.00	\$1,958.14
<b>Sub Total</b>		<b>\$580,941.77</b>	<b>\$1,999,282.13</b>	<b>(\$2,184,403.98)</b>	<b>\$167.31</b>	<b>\$395,987.23</b>

No; Prior Year Ending Balance for Beginning Balance: Yes; Include

<b>Encumbrances</b>	<b>Liabilities</b>	<b>Available</b>
(\$890.38)	(\$167.31)	(\$46,051.86)
\$0.00	\$0.00	\$11,618.88
(\$27.90)	\$0.00	\$255,078.80
\$0.00	\$0.00	(\$19,196.89)
\$0.00	\$0.00	(\$63,982.46)
\$0.00	\$0.00	\$207,860.95
\$0.00	\$0.00	\$3,213.60
(\$3,189.87)	\$0.00	\$12,847.69
\$0.00	\$0.00	\$7,906.81
\$0.00	\$0.00	(\$128,559.39)
\$0.00	\$0.00	(\$27,030.12)
\$0.00	\$0.00	\$18,549.66
\$0.00	\$0.00	(\$94,261.62)
\$0.00	\$0.00	\$225,000.00
\$0.00	\$0.00	\$25,848.56
\$0.00	\$0.00	\$911.02
\$0.00	\$0.00	\$1,958.14
<b>(\$4,108.15)</b>	<b>(\$167.31)</b>	<b>\$391,711.77</b>

# USD 212

## Cash Summary Report

Accounting Cycle: FY21-22; Beginning Period: Period 01 (07/01/2021 - 07/31/2021) ; Ending Period: Period 08 (02/01/2022 - 02/28/2022) ; Show Prior Year Expense/Encumbrance: No; Prior Year Ending Balance for Beginning Balance: Yes; Include Transactions after the Last Period: None; Exclude Closing Entries: No; Include Unposted Transactions: Yes; Created On: 3/8/2022 10:25:24 AM

Fund	Description	Liabilities (Beginning)	Liabilities (Ending)	Cash Journal Entries	Other Total
06	GENERAL FUND	\$0.00	\$167.31	\$0.00	\$167.31
07	FEDERAL FUNDS	\$0.00	\$0.00	\$0.00	\$0.00
08	SUPPLEMENTAL GENERAL FUND	\$0.00	\$0.00	\$0.00	\$0.00
11	FOUR YEAR OLD AT RISK FUND	\$0.00	\$0.00	\$0.00	\$0.00
13	K-12 AT RISK FUND	\$0.00	\$0.00	\$0.00	\$0.00
16	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00
18	DRIVER TRAINING	\$0.00	\$0.00	\$0.00	\$0.00
24	FOOD SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
26	PROFESSIONAL DEVELOPMENT FUND	\$0.00	\$0.00	\$0.00	\$0.00
30	SPECIAL EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
34	VOCATIONAL EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
35	GIFTS/GRANTS	\$0.00	\$0.00	\$0.00	\$0.00
51	KPERS RETIREMENT CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00
55	TEXTBOOK RENTAL	\$0.00	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>		<b>\$0.00</b>	<b>\$167.31</b>	<b>\$0.00</b>	<b>\$167.31</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 02/01/2022 to 02/28/2022.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>NVHS</b>	<b>Northern Valley High School</b>							
<b>A</b>	<b>ATHLETICS</b>							
	1010		HIGH SCHOOL ATHLETICS	1,789.36	3,863.00	3,624.90	0.00	2,027.46
	<b>A Totals:</b>			1,789.36	3,863.00	3,624.90	0.00	2,027.46
<b>B</b>	<b>CLUBS &amp; ORGANIZATIONS</b>							
	2010		STUDENT COUNCIL	7,766.59	107.50	0.00	0.00	7,874.09
	2020		KAY	1,673.99	3,504.00	2,938.50	0.00	2,239.49
	2050		HUSKY MUSIC CLUB	1,924.33	0.00	0.00	0.00	1,924.33
	2060		FFA	19,988.36	529.00	540.34	0.00	19,977.02
	2070		SCHOLARS BOWL	88.77	0.00	0.00	0.00	88.77
	2080		DANCE AND CHEER	4,553.78	0.00	937.18	0.00	3,616.60
	2090		FORENSICS	990.36	0.00	0.00	0.00	990.36
	3000		TECHNOLOGY CLUB	828.76	0.00	0.00	0.00	828.76
	3010		FCCLA	66.10	0.00	0.00	0.00	66.10
	3020		VOLLEYBALL CLUB	1,679.66	0.00	0.00	0.00	1,679.66
	3050		Interactive Media	1,105.57	160.00	98.17	0.00	1,167.40
	FA		FACS	0.00	0.00	0.00	0.00	0.00
	<b>B Totals:</b>			40,666.27	4,300.50	4,514.19	0.00	40,452.58
<b>C</b>	<b>GRADUATING CLASSES</b>							
	3114		CLASS OF 2014	2,838.60	0.00	0.00	0.00	2,838.60
	3115		CLASS OF 2015	1,341.17	0.00	0.00	0.00	1,341.17
	3116		CLASS OF 2016	27.50	0.00	0.00	0.00	27.50
	3117		CLASS OF 2017	0.00	0.00	0.00	0.00	0.00
	3118		CLASS OF 2018	0.00	0.00	0.00	0.00	0.00
	3119		CLASS OF 2019	2,003.91	0.00	0.00	0.00	2,003.91
	3120		CLASS OF 2020	0.00	0.00	0.00	0.00	0.00
	3121		CLASS OF 2021	1,767.59	0.00	0.00	0.00	1,767.59
	3122		CLASS OF 2022-SENIORS	305.74	0.00	0.00	0.00	305.74
	3123		CLASS OF 2023-JUNIORS	7,532.06	4,260.69	2,197.47	0.00	9,595.28
	3124		CLASS OF 2024-SOPHOMORES	3,819.27	368.75	100.00	0.00	4,088.02
	<b>C Totals:</b>			19,635.84	4,629.44	2,297.47	0.00	21,967.81
<b>D</b>	<b>DISTRICT MONIES</b>							
	4020		HIGH SCHOOL PETTY CASH	1,125.00	0.00	0.00	0.00	1,125.00
	<b>D Totals:</b>			1,125.00	0.00	0.00	0.00	1,125.00
<b>E</b>	<b>YEARBOOK</b>							
	7000		YEARBOOK	17,230.88	0.00	0.00	0.00	17,230.88
	<b>E Totals:</b>			17,230.88	0.00	0.00	0.00	17,230.88

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 02/01/2022 to 02/28/2022.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>F</b>								
	<b>MISC</b>							
	7030		GREENHOUSE	41.47	0.00	0.00	0.00	41.47
	7060		BOX TOPS FOR EDUCATION	2,004.53	100.00	117.63	0.00	1,986.90
	7102		Unknown revenue from 2016-2017	0.00	0.00	0.00	0.00	0.00
	8011		Interest Paid To Account	483.13	9.87	0.00	0.00	493.00
			<b>F Totals:</b>	2,529.13	109.87	117.63	0.00	2,521.37
<b>G</b>								
	<b>SALES TAX</b>							
	8010		SALES TAX	-85.70	0.00	0.00	0.00	-85.70
			<b>G Totals:</b>	-85.70	0.00	0.00	0.00	-85.70
			<b>NVHS Activity Totals:</b>	82,890.78	12,902.81	10,554.19	0.00	85,239.40
<hr/>								
		Begin Balance	Transfers	Receipts	Disbursements	Adjustments	End Balance	
				12,902.81	10,554.19			
		NVHS Bank Balances:	82,890.78	12,902.81	10,554.19	0.00	85,239.40	
<hr/>								
			<b>Report Activity Totals:</b>	82,890.78	12,902.81	10,554.19	0.00	85,239.40

# System Yearly Update Report: Year Five

Organization: D0212

Rating in spring: 2022

## Tell Your Story

**Reflecting on the full cycle of continuous improvement work, use this space to update your OVT Chair/Team and ARC with any information about strengths and struggles that they should be aware of that might not appear elsewhere in the report.**

The Kansas Education Systems Accreditation process began in May 2017 for Northern Valley. We held a teacher in-service meeting that outlined the new process, so everyone was on the same page. We divided into groups and went through the state rubrics and feedback from Site Council meetings and Parent / Teacher conferences. Using additional state assessment results and the feedback from our yearly administrative evaluations, the DLT identified two goals.

- 1) Create a more positive and open internal & external environment through character education development and communications.
- 2) Continue to provide purposeful lessons that guide students from career awareness to career preparation to career advancement.

Goal one:

To improve the communications between the school, parents, students, and special interest groups, new Facebook pages were made for each building with the focus on classroom and academics, not extra-curricular activities. These Facebook pages have since merged to streamline as one district page. Increased use of text caster messages and video updates were implemented to improve communications. Additionally, more effort has been made to reach out to families of children from birth to age five (5). These efforts were gauged using surveys that were sent to each of the groups listed: teachers, staff, community members, parents, and students.

Goal two:

Our small, rural school allows a class size where teachers are able to work one-on-one with students when they notice them struggling. The main areas of livelihood are agriculture and healthcare, but there are students that have no interest in either. The goal to provide purposeful lessons to help guide students toward being successful needed to be as individualized as each person.

We used grades 9 – 12 for the IPS focus at the beginning of this five year process. We now have all students in grades PreK – 12 involved at some level of an IPS. The PreK – 6th grades focus on life skills, the 7th – 8th grades focus on self-exploration, and the 9th – 12th grades focus on career exploration.

The ability to take college classes during high school, was limited in part by chance. There was one class period a day in which students were able to take advantage of this opportunity, providing there was not a required class at the same time. The HS staff made adjustments and work together each year to ensure there is more than one opportunity for students to access college

classes each semester. This year, there are three different class periods for juniors and seniors to choose from.

The high school graduation data for FY 2021 is inaccurate due to PowerSchool EOYA report being inaccurate when it was uploaded. Due to inconsistent work days (Covid restrictions), our staff erred with our PowerSchool data system. Two years ago, grade override was used to transition students from one school year to another. The following year, that was not corrected, which caused Juniors to appear in the graduation section. KSDE and PowerSchool representatives were contacted and made aware of this error. After several hours of troubleshooting, it was determined the correction would appear in next year’s graduation report, thus the remaining incorrect data. The actual 2021 graduation rate was 100%.

Northern Valley staff and parent groups meet regularly to discuss what is working, what is not, and what needs to be adjusted. This continuous process ensures that all stakeholders are able to be a part of the Kansas Education Systems Accreditation. Continuing forward, we will continue to communicate with these groups which will allow all students to be prepared for post-secondary success, no matter which career path they take.

## Foundational Structures

Question	Answer
Looking back to the beginning of your cycle, describe the growth in stakeholder engagement embedded efforts to improving your system’s and school(s) climate and culture.	We have continued to include our Site Council and Board of Education members in our KESA process. Both stakeholder groups discuss our goals regularly. The Board of Education has done yearly walk-throughs to see the school facilities and visit with staff members.
Looking back to the beginning of your cycle, describe the growth of your Tiered Framework of Supports for all students.	We continue to use MTSS groups in the elementary and middle schools. More opportunities have been made for collaboration between teachers from each level. Tier II and Tier III levels have done more progress monitoring between benchmark tests.
Looking back to the beginning of your cycle, describe the growth your system has made in improved opportunities for postsecondary awareness and success within your PK – 12 curricula, programs, and services.	This has been one of our goal areas for this cycle. We have implemented a Seminar class for grades 5-12 to assist in developing Individual Plans of Study for each student.

<b>Question</b>	<b>Answer</b>
Looking back to the beginning of your cycle, describe the growth your system has made in improved supports for student learning of civic, economic, social, and political choices through your PK – 12 curricula, programs, and services.	Many organizations and groups continue to participate in community service activities. In addition, this year each staff member was challenged to organize and lead a service project outside of these groups.
Looking back to the beginning of your cycle, describe the growth your system has made in improved supports for student learning of communication skills through your PK – 12 curricula, programs, and services.	Technology purchases have increased the accessibility for students and staff. Chromebooks and iPads allowed teachers and students to communicate during Covid-19. The ability to work remotely and still have access to peers and teachers allows continued progress and feedback.
Looking back to the beginning of your cycle, describe the growth your system has made in improved supports for student learning of fine arts and world languages through your PK – 12 curricula, programs, and services.	Fine arts programs are continued to be offered at all levels of our district. New staff hires and improved curriculum have increased access to a more diverse cultures.
Looking back to the beginning of your cycle, describe the growth your system has made in improved supports for student learning of social-emotional, physical, mental, and nutritional health through your PK – 12 curricula, programs, and services.	We have included more stakeholders in our school Wellness Committee to discuss the health needs of our students. The last few years the high school students could participate in a "Step in the Right Direction" program where they walk during extra time at lunch. This year, the staff had the option to participate in a walking challenge as well. During an in-service, staff completed a Mental Health First Aid certification. Many presenters throughout the year speak to our students about mental health topics.
Looking back to the beginning of your cycle, describe the growth your system has made in improving its efforts to ensure it includes a culturally responsive environment, as well as embraces the richness of your diversity.	We continue to follow district policies to offer opportunities to each student in an effort to meet their diverse needs. Family groups in the grade school, Breakfast Club in the middle school, and Seminar groups in the high school have given each student an opportunity to share their individual needs and concerns.

## Needs Assessment Process and Goals

**Reflect on your current data and responses to this section in previous years, summarize:**

**The progress being made toward the goal.**

Our first goal was to create a more positive environment through a character education program and communications. This has been done through the addition of the district wide "word of the month" program and the increased use of social media and text caster at each building. The level of success of this program is the office referral data. At the middle school level, the average points (assigned for behaviors) per student were: .9 (2017-18) / .6 (2018-19) / .2 (2019-20) and .1 (2020-21). At the high school level, total office referrals and number of students involved were: forty-eight incidents (11 students) 2017-18 / nineteen incidents (5 students) 2018-19 / seventeen incidents (7 students) 2019-20 / two incidents (2 students) 2020-21.

Climate surveys were sent to each of the groups listed: teachers, staff, community members, parents, and students. These surveys measured the internal and external environment in communications and were sent each year to determine if the goal was being achieved, using a scale of 1 – 5 for each question. The data shows that responses in all groups went up year two, down in year three, back up in year four, and back down in year five; however, the total points of fluctuation was never more than 0.06 difference.

Student-led conferences / family nights was introduced to aid in the relationship component as well as implementation of a locally developed character education plan. The teachers document each semester, a lesson plan that address the word of the month and themes are built around each word throughout the building.

The second goal of providing purposeful lessons that guide students through career awareness to career preparation to career advancement has been done through the creation of a seminar period that focuses on these topics starting in the 5th grade. Implementation of Individualized Plans of Study has been successful in helping students isolate areas of interest in conjunction with their skills. During seminar, (30 minutes each day in grades 6 – 12) time is devoted to IPS, Character Ed, College prep, and ACT prep. The teachers provide opportunities for students to be successful during school hours and after graduation. Fifty-seven percent (57%) of eligible juniors took the ACT in 2016. This has increased to one hundred percent (90%) in 2022.

Professional development has been geared toward our district goals and KESA progress. Each in-service day allows time for Board Outcome Committees (comprised of all teachers in the district) to meet. The District Leadership Team is comprised of administration and one teacher from each building that meet at least 3 times a year.

**The impact on the system.**

During OVT visits, Site Council meetings, and Board of Education meetings, stories and input from stakeholders are discussed. These discussions have been positive and is an integral part of our continuous improvement. This continuous process is fluid and changes based on the data received.

**The impact on the buildings.**

Office referrals have decreased dramatically at the High School and Junior High School. At the elementary school the impact has been seen through positive behaviors. Students at the Junior High School and High School levels have been introduced to careers and have reflected on those potentials. High School students are taking a step beyond and becoming more prepared for post secondary success by taking advantage of career technical and college classes.

**Based on the current needs assessment data, discuss any potential new goals identified for the upcoming cycle.**

We need to continue to focus on the current goals, but even more focus needs to be given to the state board outcomes. At this time IPS and post secondary success is felt to be a strong need and we will continue to involve all stakeholders as we assess what goals we should take on for the next cycle.

## Sustainability of the Improvement Process

Question	Response
Adjustment of resource allocations to create change in the KESA process. (fiscal, human, facility, technology, ect.)	Through the alignment of our goals and redesign, we have purchased adaptive classroom equipment. We have also incorporated one-to-one devices in grades K-12. Evidence-based practices committees were established to include all teachers and each DLT member is a chairperson for one of these committees.
Lessons learned about how to involve and invest staff in the KESA continuous improvement process.	Learning the KESA process was, in itself, a challenge due to the sporadic distribution of information. Once stakeholders were identified we were able to start meeting regularly. Our DLT has headed committees that each staff member was involved in which aided in understanding the goals and gave everyone a role in the KESA process.
Support of your local governing body/board for the KESA continuous improvement process.	The school board has more awareness of the needs of students and staff. This allows them to better support our goals and gives them opportunities to build stronger relationships with other stakeholders.
The influence of the KESA continuous improvement process on your system's ability to sustain core values, missions, and/or visions.	The KESA process has allowed our district to identify common goals to better achieve our school's mission.

## State Board Outcomes

### SOCIAL EMOTIONAL FACTORS

Focusing on the local growth measures from year 1, what improvements have been seen in social-emotional growth over the full KESA cycle?

At the beginning of the five - year cycle, our DLT created a SEL committee to help improve growth in this area. Over the past five years our district has implemented a character education program that focuses on a word of the month. The students are aware of the words and teachers are able to make them relatable to all ages in their daily lessons. We feel that this has helped to build relationships among our students and even helped reduce office referrals. Our first data collection from the high school showed 48 office referrals with 11 students in 2017-18 and drastically reduced to 2 office referrals with 2 students in 2020-21.

The middle school has a student behavior point system and our data shows that the point system numbers have decreased from forty-two points to five points over the same time period.

We administered a climate survey to all stakeholders with the goal of maintaining a 4.0 target in selected goal relevant questions. The results from those questions averaged a 4.005.

Most recently we have implemented family groups in the elementary school and breakfast club in the middle school.

### **How have policy, resourcing and staffing decisions prioritized Social-Emotional Growth and contributed to your results?**

Time has been made available to student schedules for Seminar in the middle and high school buildings. In seminar, the middle school touches on the word of the month at least once a week and monthly in the high school. All staff are included in our family groups, breakfast clubs, and in our character education program.

### **How have the practices implemented for staff affected the data concerning their social-emotional health, and wellbeing?**

Having state board outcome committees gives each staff member a leadership role and a voice in the decision making process. Our administration has implemented a staff night in the spring which allows staff members to come together as a team. More focus has been given to providing team building activities during in-services and professional development in the area of social emotional health and wellbeing, such as Mental Health First Aid and ALICE Training. We do an annual climate survey and we reached our goal of 4.0.

### **What does your data indicate about needs and strategies for your next KESA cycle?**

The data continues to show improvement and success in the social - emotional goals. Numerous factors contribute to this improvement, such as teacher retention and individual student behaviors.

We will continue to work on improving our social emotional growth to help with increasing our graduation rate.

## **KINDERGARTEN READINESS**

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**Focusing on the early childhood care and education programs and Kindergarten Readiness Snapshot tool measures from year-1, what improvements have been seen in Kindergarten Readiness over the full KESA cycle? (Include the percentage of kindergarten students in each building who participate in the Kindergarten Readiness Snapshot, the ASQ-3 and the ASQ:SE-2, unless the teacher collaborates with the family to determine that the ASQ should not be used.)**

All parents of students enrolled in four-year old preschool and Kindergarten take the ASQ. Our rate of survey completion is 100%, with 50% considered at-risk. The data shows inconsistencies due to the fact it is filled out by parent(s)/guardian(s). As we continue with our Kindergarten Readiness Committee and work with parents, we will utilize additional assessments to help monitor needs and progress. The ultimate goal is that children are more prepared for kindergarten.

**What practices developed over the full KESA cycle will be sustained as you move into KESA cycle two?**

We will continue on with the Kindergarten Readiness Committee, which involves teachers, administration, daycare providers, and community members. This committee evaluates our programs yearly, including our preschool program, transition to kindergarten, and kindergarten.

**What does your data indicate regarding needs that might influence strategies to improve Kindergarten Readiness in KESA cycle two?**

Work in this area still needs to be done, as we struggle understanding ASQ data and its relevance based on parental input. We aim to work with parents and provide services to meet the needs (mainly personal/social skills) of all students as they prepare for kindergarten.

## **INDIVIDUAL PLAN OF STUDY**

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**Explain the growth and development of the system IPS process over the 5-year KESA cycle.**

Our district began the Individual Plans of Study process in 2017. The middle school (grades 6-8) and the high school divided into career interests. In 2018 all classes were divided into grade levels which allowed more emphasis to be put on specific needs of the students based on age. By the end of 2021 we were implementing our program which included student-led conferences in the spring. By the end of 2022 we will be transitioning into modeling using an IPS document, digital portfolios, and curriculum mapping.

Using the IPS Star rubric, the district scored a fifteen (15) across the five elements identified and smart goals were established for each of those elements.

**Provide evidence demonstrating students have multiple postsecondary exploration experiences and knowledge of all postsecondary opportunities?**

The IPS groups focus on career awareness and career exploration. Grades 8 - 11 tour a trade school, community college, or four-year college except when Covid restrictions kept us from going. The grade 12 students are encouraged to visit two additional schools their senior year. A variety of college representatives are invited throughout the school year allowing juniors and seniors more information and opportunities. Up to twice a year, teachers are required to report on a lesson or activity that makes students aware of a specific career.

**Detail the review process for each student's growth and/or graduation electronic portfolios.**

During the 2021/2022 school year we implemented an IPS document for grades 3-12 identifying their individual goals and interests. The IPS document for grades 9-12 includes career exploration results or post secondary preparation. Each student will have a digital portfolio by the end of 2022 which will be used to prepare their student-led conference in the spring.

## **Describe any changes/modifications made to the system's IPS program based on the Year 4 report and Annual IPS Survey.**

We implemented student-led career planning conferences for high school students in the spring of 2019. In 2021 these conferences were held district-wide. Grades pre-K through 4th focus on individual accountability, grades 5-7 present genius hour projects, grade 8 prepares a presentation on who they are, grade 9 goes deeper into learning about themselves, grade 10 explores post-secondary options, grade 11 connects their self-assessments to career/college exploration, and grade 12 defines what will make them successful and develop a plan of action for after high school.

## **HIGH-SCHOOL GRADUATION**

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### **What does the updated graduation data below tell you about your trend across the full KESA continuous improvement cycle?**

Graduating classes have ranged from four students to twenty-two students in the past five years. With the small school population, one student dropping out can create up to a 20 percent drop out rate. Using a four or five year graduation rate allows a much better perspective of the overall success.

Our graduation rates have been improving steadily. Part of the success is due to the reduction in office referrals and the growth of our IPS program. At the middle school level, the average points (assigned for behaviors) per student were: .9 (2017-18) / .6 (2018-19) / .2 (2019-20) and .1 (2020-21). At the high school level, total office referrals and number of students involved were: forty-eight incidents (11 students) 2017-18 / nineteen incidents (5 students) 2018-19 / seventeen incidents (7 students) 2019-20 / two incidents (2 students) 2020-21. Our character education curriculum, along with our focus on the students socio-emotional needs, has opened dialogue with students that allows a focus on the bigger picture after graduation.

### **How do you see this data impacting your goals and process for the next KESA cycle?**

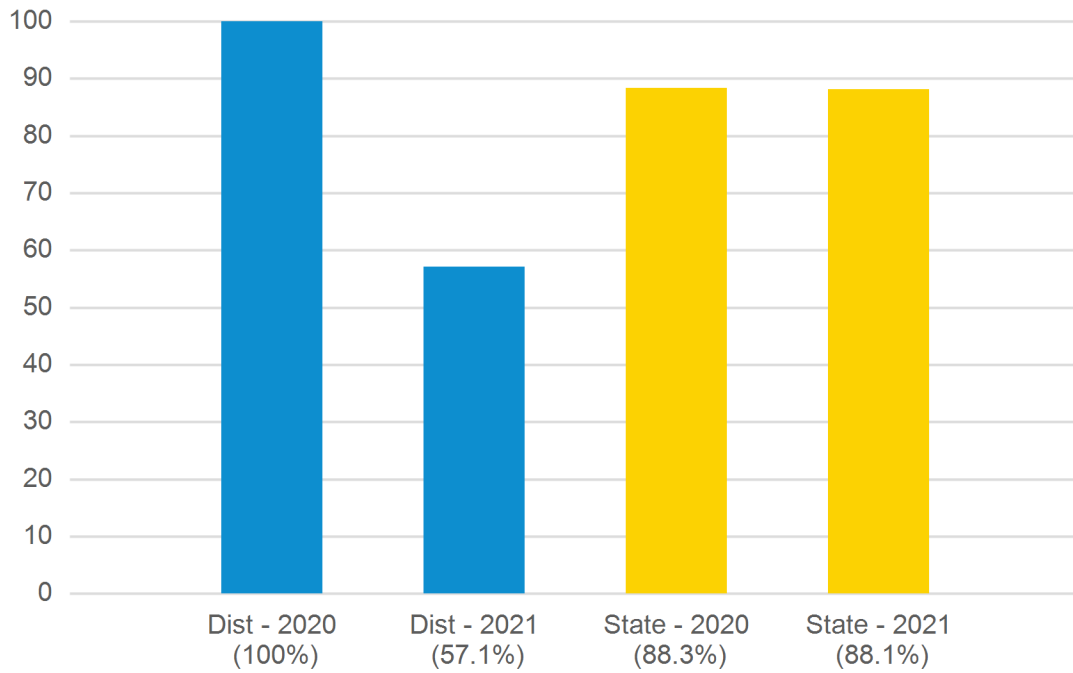
The items that have been put into place over the past five years play a role in the students' development toward a career ready, successful future. Character education, increased parent/guardian communication, IPS, and socio-emotional awareness will continue into the future.

The high school graduation data for 2021 is inaccurate due to PowerSchool EOYA report being inaccurate when it was uploaded. Two years ago, grade override was used to transition students from one school year to another. The following year, that was not corrected, which caused Juniors to appear in the graduation section. KSDE and PowerSchool representatives were contacted and made aware of this error. After several hours of troubleshooting, it was determined the correction would appear in next year's graduation report. The actual 2021 graduation rate was 100%.

Once we are able to review all of the high school graduation data as a team, we will use it to set the next goal for the accreditation cycle.

**Graduation Rate Data:**

4 Year Adjusted Cohort (Data Analysis)



	D0212-2020	D0212-2021
<b>White</b>	0	60
<b>Hispanic</b>	0	0
<b>African-American</b>	0	0
<b>Asian</b>	0	0
<b>Multi-Racial</b>	0	0
<b>Native Hawaiian Pacific Islander</b>	0	0
<b>Native American</b>	0	0
<b>Free and Reduced Lunch</b>	0	75
<b>Students with Disabilities</b>	0	0
<b>ELL</b>	0	0
<b>Migrant</b>	0	0

**POSTSECONDARY SUCCESS**

What does the updated postsecondary success data below tell you about your trend across the full KESA continuous improvement cycle?

Our district's data indicates that our school is continuing to offer dual credit college courses for high school students through Colby Community College. The data shows an average of 122 credits being earned by our students over the past three years. In addition, our 8th grade through 12th grade students will now be participating in post-secondary institution tours. These include a variety of options such as technical schools, junior colleges, and universities. Due to COVID these tours did not occur in 2020 or 2021, but we are scheduling them for the spring of 2022 currently.

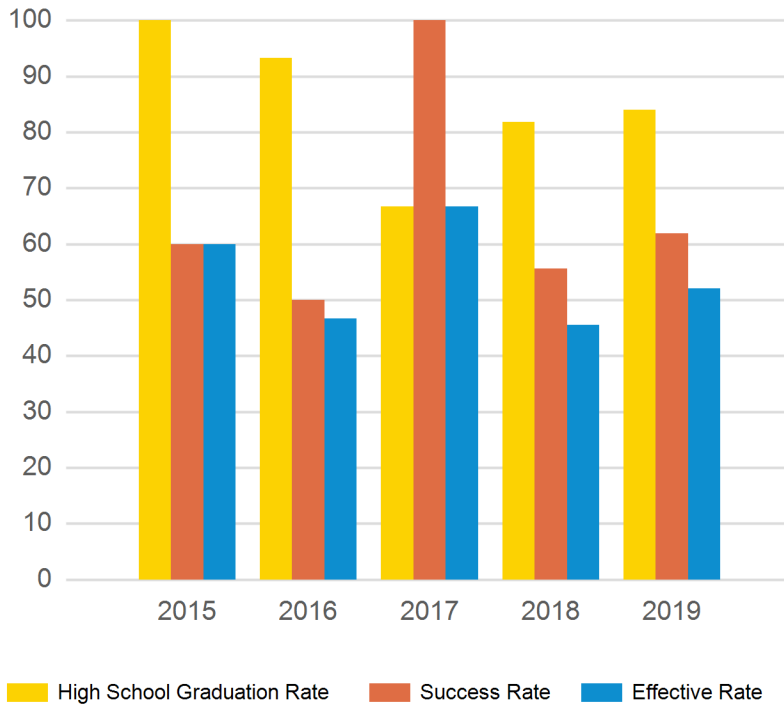
Our five-year effectiveness average of 53% is above the predicted confidence interval of 43% - 46.7%. These numbers have fluctuated due to factors such as transient families, class sizes, students at high risk, and inconsistent data entry during COVID.

**How do you see this data impacting your goals and process for the next KESA cycle?**

After reviewing our data in the postsecondary success area, we expect to continue offering college credit courses to our high school students. We plan to have discussions with students to help them find relevant courses that they should be successful in completing. We also plan to conduct yearly post-secondary institution tours for grades 8-12 so our students have been exposed to some of the options they will have in their future education. Data entry will be reviewed and updated as needed.

## Postsecondary Effectiveness Rates

Postsecondary Progress (Data Analysis)



\*Reflects District Level Aggregate Data

\*Five year averages are calculated based on available data

### Postsecondary Progress

Program Year	Grad Rate	Success Rate	Effective Rate
2015	100.0%	60.0%	60.0%
2016	93.3%	50.0%	46.7%
2017	66.7%	100.0%	66.7%
2018	81.8%	55.6%	45.5%
2019	84.0%	61.9%	52.0%

Kansans Can Lead the World!

Graduation: 95%  
Effective Rate: 70-75%

Five Year Graduation Average:  
88%

Five Year Success Average:  
60%

Five Year Effectiveness Average:  
53%

95% Confidence Interval for  
the Predicted Effectiveness  
Rate

43.0 - 46.7

## Definition of a Successful High School Graduate

Reflect on how your system and its continuous improvement process promoted the characteristics of successful high school graduates across the full KESA cycle.

### Academic Preparation

We continue to offer our students all the necessary courses for graduation. In addition, we provide opportunities for students to take college courses to assist with their academic preparation. We utilize data from assessments such as Aimsweb, STAR, & state assessments.

### **Cognitive Preparations**

We have a district wide "Word of the Month" character education program. These words are used to help students build social-emotional skills and mental toughness. The student-led conferences help students at an early age, prepare them cognitively and allows them to communicate their educational goals and needs, with parents.

### **Technical Skills**

Students in grades 9 - 12 are offered CTE courses that align to their areas of interest and skills. Students are able to become concentrators and receive certification in CNA, CDL, welding and commercial pesticides.

### **Employability Skills**

We purposely provide lessons that promote career awareness at all grade and content levels. This includes the teaching of soft skills and employability skills where responsibility advances as the student progresses not only in the classroom, but also through extra-curricular and inter-curricular activities.

We also utilize a seminar class period, where each class focuses on different areas. Through the transition in grades, students complete a cost of living analysis, personality test, learning style test, and career exploration. Before graduation students review post-secondary options, complete FAFSA paperwork, and look into scholarship opportunities.

### **Civic Engagement**

At the elementary school level, teachers provide opportunities for their students to learn about the community through coursework and visit local businesses.

At the middle school the focus is to reach out to the community through projects, such as food pantry donations, angel tree donations, and sending greeting cards to local nursing homes.

At the high school, students are given opportunities to go out into the community through organizations such as FFA, StuCo, and KAY.

## **Stakeholder Involvement and Engagement**

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**Reflect and describe the lessons learned about how to involve and invest stakeholders in the KESA continuous improvement process.**

Receiving feedback and evaluating the needs of stakeholders is crucial. Due to the uncertainty of how the process worked in the beginning made this difficult, as we were unable to relay proper information to those stakeholders in order to get accurate feedback. We have continued to meet regularly with our Site Council, Board of Education, and Wellness Committee in order to involve them in the KESA process. Representatives from these stakeholders, along with our student body, parents, and faculty provided information at our annual OVT meetings.

In addition, we compile data from yearly climate surveys given to staff, students, and the community. This data is used to monitor the school climate inside and outside of the building and adjustments are made as needed. Additional surveys have been used when dealing with COVID-19 to get input from the community.

For the upcoming cycle, we feel we are much more prepared to continue engaging stakeholders. This process will hopefully return more buy-in from all groups making the goals more attainable.

**Describe any stakeholder groups not involved in this cycle that should be considered for your next cycle. Include a discussion about how the group(s) might be involved.**

We lacked involving stakeholders (mainly parents, community and students) in the beginning stage of setting goals. We feel we did a great job in involving stakeholders, in the progress and results part of the process. Since the students are the focal point, they need to be more involved in the entire process. This is a focal point as we move toward the start of the next cycle.

## KESA Fidelity of Implementation

Question	Response
<b>Did you complete and submit your System Yearly Update report (this document) at least one month prior to the scheduled OVT visit?</b>	True
<b>On what date was or will this System Yearly Update be shared with the local board of education/governing body?</b>	2/14/2022 12:00:00 AM
<b>On what date did you share last year's OVT Summary Report with your local board of education/governing body?</b>	3/8/2021 12:00:00 AM

**Summarize how the system responded to feedback (comments, suggestions, etc.) from the OVT during the KESA cycle.**

The results were shared with the Site Council, Staff, wellness committee, and school board at one of the regularly scheduled meetings between March and August, 2021. The groups looked over the information, made needed adjustments, and/or provided feedback. Since we continue to look at this as a fluid process, adjustments and tweaks are expected.

Continued involvement with the community and area businesses is a need as well as collaboration time with staff. Weekly staff meetings will be scheduled to involve better communication.

Curriculum needs were addressed to ensure more consistency across the district. It was decided that the student-led conferences were also a strong area that will continue in the years to come.

This helps students communicate with parents/guardians about their interests and helps build a plan for post-secondary success.

## Explain Your Next Steps

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**Use this space to describe what needs to be done to prepare for the next KESA continuous improvement cycle.**

In our first cycle of KESA, the DLT used data to write our district goals and later informed the rest of the staff.

For the next cycle, we plan on gathering input from all stakeholders about what our students need to be successful. This will include surveying our students, along with their parents, and hosting in-services to allow staff to discuss and collaborate on practices that need to be implemented to reach district goals. We will use this data to evaluate these goals along with the Building Report Card, AMOSS, National Clearing House, and state assessments. These steps hopefully will contribute to more district-wide ownership of goals and practices.

## Assurances

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**Does the superintendent/leader of this system assure that this report accurately represents the system's KESA activities and decisions?**

Yes

**Does the superintendent/leader of this system assure that the president/leader of the local board of education/governing body is fully aware of the existence of this report?**

Yes

**Does the superintendent/leader of this system assure that this report has been accepted as a receive or information item at an open board of education meeting?**

Yes


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## PROPOSAL AND CONTRACT FOR FLOOR AND WALL COVERINGS

### PROPOSAL SUBMITTED TO:

March 7, 2022

USD 212 Northern Valley Schools  
512 West Bryant  
Almena, Kansas 67622  
785-664-8231  
Job: # 15912

Project: Long Island School - 2<sup>nd</sup> Floor (Revised)

Hallway -  
Comp. Lab -

Furnish and Install:

100% DuraColor Triacor Premium SD nylon face Modular Carpet tile with Sentry Plus Soil Release Technology with EcoFlex NXT backing, Style Learn and Live Rise Up color 968 Douglas, installed with release adhesive system of installation for second floor southwest classroom and hallway floor areas. Bid includes removal of existing glue direct carpet. Bid includes sealing/prop of existing glue direct carpet adhesive residue prior to installation of new flooring package. Bid includes installation of vinyl base as required to complete installation of new floor packages for areas receiving new flooring packages.

Materials and Installation Service	\$ 7,745.00
Sales Tax	\$ exempt
Base Bid Package Price	\$ 7,745.00

Sales Tax Exempt ID#

TERMS: \$ 2,500.00 Deposit for special ordered materials. Balance due upon completion of installation.

# KC's Home Improvement

509 Main St.  
P.O. Box 245  
Almena, KS 67622  
785-202-0565

Dated: March 2, 2022

Proposal Submitted To:  
Northern Valley Schools

Project: Jr. High School Doors

Submitted By:  
Korey Cyr  
Owner, KC's Home Improvement

## Proposal Includes:

Replace doors.  
Labor per door \$400.00  
34" door \$800.00 each  
36" door \$900.00 each

*Exterior Doors*

- Band Room South*
- Band Room North*

*\$2,500*

Materials prices subject to change due to rapid price increases

Accepted By: \_\_\_\_\_

Dated: \_\_\_\_\_

# KC's Home Improvement

509 Main St.  
P.O. Box 245  
Almena, KS 67622  
785-202-0565

Dated: March 2, 2022

Proposal Submitted To:  
Northern Valley Schools

Project: Almena grade school and high school

Submitted By:  
Korey Cyr  
Owner, KC's Home Improvement

*Top Floor Grade School*

Proposal Includes:  
Remove carpet & under layment in 7' X 12' hallway. Patch large bubble in wall in hallway.

Total Materials & Labor:  
\$400.00

Materials prices subject to change due to rapid price increases

Accepted By: \_\_\_\_\_

Dated: \_\_\_\_\_

# KC's Home Improvement

509 Main St.  
P.O. Box 245  
Almena, KS 67622  
785-202-0565

Dated: March 2, 2022

Proposal Submitted To:  
Northern Valley Schools

Project: Weekly labor for misc. projects

Submitted By:  
Korey Cyr  
Owner, KC's Home Improvement

Proposal Includes:  
Weekly rate for misc. other repairs would be \$1200.00 for labor only for one week any materials required will be extra.

Total Labor:  
\$1200.00 per week

Materials prices subject to change due to rapid price increases

Accepted By: \_\_\_\_\_

Dated: \_\_\_\_\_

*\$30 per hour*



**NOTE:** Please fill out this report showing the date, time and reason you will be gone. If you will need a substitute, show the time you will need to have covered. Have the sheet signed by the administrator approving the absence. In the event of an unforeseen absence, **YOU** are required to fill out the sheet upon your return, sign the form and give it to your building secretary. **Paid Time Off will not be allowed on those days immediately proceeding or following breaks without prior board approval. One absentee form per week.** Questions, please contact Lidia.

### USD #212 ABSENTEE FORM

NAME: Noah Hansen

DATE/DATES OF ABSENCE: 3-16-22, 3-17-22 3-18-22

TOTAL NUMBER OF DAYS: 3

Enter a number on this line from those shown in red in the list below.

ADMINISTRATIVE APPROVAL: \_\_\_\_\_

Gone From: \_\_\_\_\_ a.m./p.m. Until: \_\_\_\_\_ a.m./p.m. **less 30 minute lunch**

If you are gone during your normal 30 minute lunch period, you do not need to count that time in leave used.

**If you are gone a full day YOU ARE GONE A FULL DAY; you cannot count 30 minutes off for lunch!!!**

.5 hr	0.0625	2.5 hr	0.3125	4.5 hr	0.5625	6.5 hr	0.8125
1 hr	0.125	3 hr	0.375	5 hr	0.625	7 hr	0.875
1.5 hr	0.1875	3.5 hr	0.4375	5.5 hr	0.6875	7.5 hr	0.9375
2 hr	0.25	4 hr	0.50	6 hr	0.75	8 hr	1.00

I will need a **Substitute** to cover from: \_\_\_\_\_ a.m./p.m. to: \_\_\_\_\_ a.m./p.m.

**This should be the time you have contact with your students.**

#### Reason for Absence (check one)

Paid Time Off (PTO): \_\_\_\_\_

Without Pay: \_\_\_\_\_

Bereavement: \_\_\_\_\_ Relationship: \_\_\_\_\_

Professional: \_\_\_\_\_ Event: \_\_\_\_\_

In-service: \_\_\_\_\_ Event: \_\_\_\_\_

(requires an Appendix C form)

Vacation:  \_\_\_\_\_ (12 month Classified Employees only)

Substitute: \_\_\_\_\_

Sub contracted for: 1/2 day 3/4 day all day by: \_\_\_\_\_  
(For Sub Teachers only - Secretaries circle one) Secretary signature

Lesson Plans/Material Available for Substitute: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Substitute's work was: Excellent: \_\_\_\_\_ Satisfactory: \_\_\_\_\_ Unsatisfactory: \_\_\_\_\_

Comments: \_\_\_\_\_

Signed: Noah Hansen

Date: 3-4-22

**Board of Education,**

**March 7, 2022**

**I would like to take a PTO day on Monday April 18<sup>th</sup>, which is the Monday after Easter. My granddaughter will be staying with me that weekend and I am needing to take her to Salina on the 18<sup>th</sup> to meet up with the other grandma. I hope you will please consider this.**

**Thank you!**

**Sandra Dole**

**Cathy Hansen** <getmehappiness@gmail.com>  
to ktharman

2:03 PM (11 minutes ago)

I will be retiring when my contract is up in June. I have enjoyed working as the Grade School Custodian but it is time for this old body to retire. I would be willing to come in if needed as long as I am able. Just give me a call. I will miss everyone, especially the kids.

Sincerely,

Hal

**FORM 155**  
**2017-2018 LOCAL OPTION BUDGET**

1. Authorized percent for 2017-18 school year (Max 30%)	=	<u>30.00</u> %
2. Authorized percent due to Election to increase LOB authority (Max 33%)		
	Expires	<u>                    </u> = <u>0.00</u> %
3. As authorized by 2017 SB19, the Board adopted a resolution with no protest to increase LOB authority. (Max 33%)		
	School year it expires	Expires <u>                    </u> <u>0.00</u> %
4. Max LOB percent authority (Max of Lines 1, 2 or 3) (Max 33%)	=	<u>30.00</u> %
5. COMPUTED LOB FOR 2017-2018		
(2017-18 LOB Base General Fund \$ <u>1,963,178</u> X Line 4) .....	\$	<u>588,953</u>
6. ADOPTED LOB FOR 2017-2018 IF LESS THAN Line 5.....	\$	<u>                    </u>

**FORM 155**  
**2018-2019 LOCAL OPTION BUDGET**

- 1. Authorized percent for 2018-19 school year (Max 30%) = 30.00 %
- 2. Authorized percent due to Election to increase LOB authority (Max 33%)  
Expires \_\_\_\_\_ = 0.00 %
- 3. As authorized by KSA 72-5143, the Board adopted a resolution with no protest to increase LOB authority. (Max 33%)  
School year it expires \_\_\_\_\_ Expires \_\_\_\_\_ 0.00 %
- 4. Max LOB percent authority (Max of Lines 1, 2 or 3) (Max 33%) = 30.00 %
- 5. COMPUTED LOB FOR 2018-2019  
(2018-19 LOB Base General Fund \$ 1,897,624 X Line 4) ..... \$ 569,287
- 6. ADOPTED LOB FOR 2018-2019 IF LESS THAN Line 5..... \$ \_\_\_\_\_

Note: Minimum adopted LOB must be 15% of LOB Base General Fund.

**2018 Sub for Senate Bill 423 Sec. 3**

*(2)(A) The amount that is proportional to that amount of such school district's total foundation aid attributable to the at-risk weighting as compared to such district's total foundation aid shall be transferred from the supplemental general fund to the K-12 At-Risk fund of such school district.*

Percent of at-risk weighting to total adjusted (weighted) enrollment: 8.23 %  
Amount required to transfer from Supplemental General Fund to K-12 At-Risk Fund: \$46,852

*(2)(B) The amount that is proportional to that amount of such school district's total foundation aid attributable to the bilingual weighting as compared to such district's total foundation aid shall be transferred from the supplemental general fund to the bilingual education fund of such school district.*

Percent of bilingual weighting to total adjusted (weighted) enrollment: 0.00 %  
Amount required to transfer from Supplemental General Fund to Bilingual Fund: \$0

**FORM 155**  
**2019-2020 LOCAL OPTION BUDGET**

1. Authorized percent for 2019-20 school year (Max 30%)	=	<u>30.00</u> %
2. Authorized percent due to Election to increase LOB authority (Max 33%)	Expires _____ =	<u>0.00</u> %
3. As authorized by KSA 72-5143, the Board adopted a resolution with no protest to increase LOB authority. (Max 33%)	School year it expires _____ Expires _____ =	<u>0.00</u> %
4. Max LOB percent authority (Max of Lines 1, 2 or 3) (Max 33%)	=	<u>30.00</u> %
5. Percent certified on April as provided by KSA 72-5143	=	<u>30.00</u> %
6. COMPUTED LOB FOR 2019-2020		
(2019-20 LOB Base General Fund \$ <u>1,883,422</u> X Lower of Line 4 or Line 5 .....	\$	<u>565,027</u>
7. ADOPTED LOB FOR 2019-2020 .....	\$	_____

Note: Minimum adopted LOB must be 15% of LOB Base General Fund.

**KSA 72-5143**

*(2)(A) The amount that is proportional to that amount of such school district's total foundation aid attributable to the at-risk weighting as compared to such district's total foundation aid shall be transferred from the supplemental general fund to the K-12 At-Risk fund of such school district.*

Percent of at-risk weighting to total adjusted (weighted) enrollment: 7.12 %  
Amount required to transfer from Supplemental General Fund to K-12 At-Risk Fund: \$40,230

*(2)(B) The amount that is proportional to that amount of such school district's total foundation aid attributable to the bilingual weighting as compared to such district's total foundation aid shall be transferred from the supplemental general fund to the bilingual education fund of such school district.*

Percent of bilingual weighting to total adjusted (weighted) enrollment: 0.00 %  
Amount required to transfer from Supplemental General Fund to Bilingual Fund: \$0

<b>Year</b>	<b>Base State Aid per pupil</b>	<b>FTE</b>	<b>General Fund Base</b>	<b>LOB</b>	<b>Percentage</b>
2014	4819	177	\$ 1,958,681	\$ 587,604	30
2015	3456	170	\$ 1,953,300	\$ 585,990	30
2016	3440	171	\$ 1,944,834	\$ 585,990	30
2017	3440	165.5	\$ 1,953,300	\$ 585,990	30
2018	3517	156.5	\$ 1,995,057	\$ 588,953	29.52
2019	3743	150.5	\$ 1,855,418	\$ 556,625	30
2020	3745	150.5	\$ 1,830,549	\$ 549,165	30
2021	4569	144	\$ 1,739,631	\$ 526,889	30
2022	4704	139.4	\$ 1,731,843	\$ 531,036	30.66
2023	4846	135	\$ 1,727,114	\$ 535,405	31
				\$ 569,948	33

\$ 2,546,285  
\$ 2,539,290  
\$ 2,530,824  
\$ 2,539,290  
\$ 2,584,010  
\$ 2,412,043  
\$ 2,379,714  
\$ 2,266,520  
\$ 2,262,879  
\$ 2,262,519

Windmill Farms LLC DBA:

# Revival Lawn Care

709 Cleveland St.

Almena KS, 67622

Phone 785-664-8225 or 785-664-8526

[revivalawncare@outlook.com](mailto:revivalawncare@outlook.com)

## Customer information and service agreement

Date: 3-8-2022

Name: Northern Valley Schools

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Address: 512 Bryant City: Almena State KS Zip 67622

Lawn Area to be treated: 90,000

Almena & Long Island Football fields

Fertilizer only Rate of 4lbs per thousand sq ft.

## Services:

4 step Lawn care (Cool season lawns): \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

2 Step Lawn care (warm season lawns): \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Custom Plan: Steps: 3 Grass Type: L001 Cost Per: \$720<sup>00</sup> Total: \$2,160<sup>00</sup>

Single application: Product \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Seeding: Seed type \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Other services \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Yearly Total: \$2,160<sup>00</sup>

## Notes and product information:

X \_\_\_\_\_

Customer signature

Thank you for the opportunity to serve you!

Windmill Farms LLC DBA:

# Revival Lawn Care

709 Cleveland St.

Almena KS, 67622

Phone 785-664-8225 or 785-664-8526

[revivalawncare@outlook.com](mailto:revivalawncare@outlook.com)

## Customer information and service agreement

Date: 3-8-22

Name: Northern Valley Middle School

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Address: 627 W. Washington Ave City: Long Island State KS Zip 67647

Lawn Area to be treated: 215,000 sq FT is a 5 Acres

## Services:

4 step Lawn care (Cool season lawns): \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

2 Step Lawn care (warm season lawns): 2 Cost Per: 1,720<sup>00</sup> Total: \$3,440<sup>00</sup>

Custom Plan: Steps: \_\_\_\_\_ Grass Type: \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Single application: Product \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Seeding: Seed type \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Other services \_\_\_\_\_ Cost Per: \_\_\_\_\_ Total: \_\_\_\_\_

Yearly Total: \$3,440<sup>00</sup>

## Notes and product information:

X \_\_\_\_\_

Customer signature

Thank you for the opportunity to serve you!

*Almena school  
3,850 x 2*

# Northern Valley School Calendar

August

Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

September

Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October

Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

November

Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December

Mo	Tu	We	Th	Fr
		1	2	
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### Special Days

Aug 15 & 16 --- **Teacher In-service**

Aug 17 ----- Teacher Workday

Aug 18 ----- First Day of School

Sept 5 ----- **(No School)** Labor Day

Sept 9 ----- Make up for Monday

Oct 13 ----- End of 1<sup>st</sup> Nine weeks (**37 days**)

Oct 17 ----- Start of 2<sup>nd</sup> Nine weeks

Oct 24 & 25 --- Parent/Teacher Conf. 4:30-8:00

Nov 23 – 25 --- **(No School)** Thanksgiving

**Dec 21** ----- **End of 1<sup>st</sup> Sem. (75 Days)**

Dec 22 – Jan 2 **(No School)** Christmas break

Jan 3 ----- Teacher Workday

Jan 4 ----- First Day 2<sup>nd</sup> Semester

Feb 24 ----- **Teacher In-service**

Mar 6 & 7 ----- Student Led Conf. (4:30 – 8)

Mar 8 ----- Teacher Gathering (4:30 – 8)

Mar 9 ----- End of 3<sup>rd</sup> nine weeks (**41 days**)

Mar 13 - 16 -- **Spring Break**

March 20 ----- Start of 4<sup>th</sup> Nine Weeks

May 11 ----- **Last Day for Seniors**

**May 14** ----- **High School Graduation**

**May ??**----- **8<sup>th</sup> Grade Graduation**

**May 17** ----- **End of 2<sup>nd</sup> Sem. Dismiss @ noon (77 Days)**

May 18 ----- **Teacher In-service**

May 19 ----- Teacher Workday

**11** Last Day for Seniors

Teacher Workday No School

**( )** Beginning and End of Nine Weeks

**Make up Snow Days**

**152 (7 hrs. 30 min/day) Stud. Cont. Hrs. = 1140 hr**  
8 AM – 4:00 PM

**152 (8.50 hrs./day) = 1292 + 7 (8 hrs./day) = 56**  
Total 1348 Teacher Contract Hrs.  
7:45 AM – 4:15 PM

January

Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February

Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March

Mo	Tu	We	Th	Fr
		1	2	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April

Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	
24	25	26	27	28

May

Mo	Tu	We	Th	Fr
1	2	3	4	
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

# Northern Valley School Calendar

August

Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	(17)	18	19
22	23	24	25	26
29	30			

September

Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October

Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
(17)	18	19	20	21
24	25	26	27	28
31				

November

Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December

Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### Special Days

Aug 15 ----- **Teacher In-service**

Aug 16 ----- **Teacher Workday**

Aug 17 ----- **First Day of School**

Sept 5 ----- **(No School)** Labor Day

Sept 9 ----- **Make up for Monday**

Oct 13 ----- **End of 1<sup>st</sup> Nine weeks (37 days)**

Oct 14 ----- **Teacher In-service (8-12)**

Oct 17 ----- **Start of 2<sup>nd</sup> Nine weeks**

Oct 24 & 25 --- **Parent/Teacher Conf. 4:30-8:00**

Nov 23 – 25 --- **(No School)** Thanksgiving

Dec 2 ----- **Teacher In-service (8-12)**

**Dec 21 ----- End of 1<sup>st</sup> Sem. (75.5 Days)**

Dec 22 – Jan 2 **(No School)** Christmas break

Jan 3 ----- **Teacher Workday**

Jan 4 ----- **First Day 2<sup>nd</sup> Semester**

Feb 24 ----- **Teacher In-service (8-12)**

Mar 6 & 7 ----- **Student Led Conf. (4:30 – 8)**

Mar 8 ----- **Teacher Gathering (4:30 – 8)**

Mar 9 ----- **End of 3<sup>rd</sup> nine weeks (40 days)**

Mar 13 - 16 ---- **Spring Break**

March 20 ----- **Start of 4<sup>th</sup> Nine Weeks**

Apr 7 ----- **Teacher In-service (8-12)**

May 11 ----- **Last Day for Seniors**

**May 14 ----- High School Graduation**

**May ?? ----- 8<sup>th</sup> Grade Graduation**

**May 17 ----- End of 2<sup>nd</sup> Sem. Dismiss @ noon (76.5 Days)**

May 18 ----- **Teacher In-service**

May 19 ----- **Teacher Workday**

**11** Last Day for Seniors

Teacher Workday No School

**( )** Beginning and End of Nine Weeks

Make up Snow Days

**152 (7 hrs. 30 min/day) Stud. Cont. Hrs. = 1140 hr**  
**8 AM – 4:00 PM**

152 (8.50 hrs./day) = 1292 + 7 (8 hrs./day) = 56  
**Total 1348 Teacher Contract Hrs.**

January

Mo	Tu	We	Th	Fr
2	3	(4)	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February

Mo	Tu	We	Th	Fr
			1	2
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March

Mo	Tu	We	Th	Fr
			1	2
6	7	8	9	10
13	14	15	16	17
(20)	21	22	23	24
27	28	29	30	31

April

Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

May

Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Resolution

Be it resolved that the board of education of USD 212, Norton County, Kansas shall authorize the clerk of the board to destroy the following records pursuant to K.S.A. 72-5369 and 72-5370

Bookkeeping and accounting records (original books of entry, claims, Vouchers and purchase orders) FY 2011-2012 and before

Formal Audit reports FY 2011-2012 and before

Financial papers of any type relating to programs supported by federal funds FY 2011-2012 and before

Warrants, Warrant checks, receipts and canceled checks and requisitions FY 2019-2020 and before.

Official bonds of surety or indemnity after termination of the term employment: FY 2014-2015 and before

Insurance policies after the expiration FY 2011-2012 and before

Certificate

This is to certify that the above resolution was duly adopted by the board of education of the unified School District No. 212, Norton County, Kansas, on the 9<sup>th</sup> day of March 2022

---

Clerk of the Board of Education

## **Request to destroy Employment records FY 2021-2022**

There is no formal statues or regulation on keeping employment records

KASB recomentds 3-5 years. However KPERS recommends 10

What I would like to destroy

Employment Contracs, evaluations and general employment file info ( letters of reprimand, letter to file, copies of identification information like SS cards or Driver's licenses) after the employee leaves employment with no intent to return to district FY 2011-2012 and before. (So if they have left prior or 2011)

Payroll records ( actual computer printouts for payroll, documentation for payroll things like stipends, extra duty pay, deductions, etc.) FY 2011-2012 and before

Payroll billings (Taxes, KPERS payments, insurance billings, etc. ) FY 2011-2012 and before

W-2's FY 2011-2012 and before

Work Comp Files 10 years after employee leaves district with no intent to return (FY 2011-2012) and before

Unemployment files FY 2011-2012 and before

Garnishment Files 5 years (FY 2014-2015) and before

Employee Timesheets FY 2014-2015 and before

Cafeteria 125 plan enrollment forms 10 years after employee leaves employment with no intention of return

---

**Clerk of the Board of Education**

**~~2019~~—2021-~~202~~2 Negotiated Agreement**



**Between**

**Northern Valley USD # 212**  
*(Approved by the Board of Education, ~~July 12<sup>th</sup>, 2021~~-~~July 8<sup>th</sup>, 2019~~)*

**And**

**The Northern Valley Education Association**

*(Ratified by the members of NVEA, May 12<sup>th</sup>, 2021 June 5<sup>th</sup>, 2019)*

## **USD 212 – Northern Valley – 2019 – 2021 - 22**

### **ARTICLE 1-DEFINITIONS AND GENERAL AGREEMENTS**

#### **Section 1**

##### **Duty Day**

The normal duty day shall be eight and one-half (8.5) hours for contact days and eight (8) hours for all other days as determined and scheduled by the Board. The Board shall have the right to determine the number of periods, length of periods, length of instructional time and the right to change the components of the duty day. The duty day may be extended to include open houses, parent-teacher conferences and special education staffing as determined by the administrators. In the event the extension for staffing extends into a scheduled activity of a teacher, the meeting shall be rescheduled to a more appropriate time.

Teachers are expected to be on duty for all days identified on the adopted calendar for the duty day period of eight hours and thirty minutes as scheduled by the Board. An exception to this shall occur when a partial school day is scheduled immediately prior to all holiday breaks, in which case teachers will be expected to remain on duty until dismissed by their building administrators. In no event shall a teacher be required to remain on duty more than 30 minutes after the student's early dismissal time.

The administrator will determine the duty day for teachers when school is dismissed early for the scheduling of special events.

When school is cancelled due to inclement weather teachers are not expected to report for duty. If the day that is cancelled must be made up, teachers will be expected to report for the make-up day(s) as scheduled by the Board.

Each professional employee shall be assigned a duty-free period each contract duty day for the purpose of eating lunch and having a brief respite period. This time shall be equal to the time allowed students for a lunch break.

#### **Section 2**

##### **Duty Year**

The basic duty year will not exceed 170 days (*based on an 8.5 hr. contact day*) as determined and scheduled by the Board.

#### **Section 3**

##### **Payroll Dates**

Pay day for teachers shall be the 5<sup>th</sup> day of each month beginning in September. If such date falls on a weekend (Saturday or Sunday) or a holiday, paychecks will be delivered on the last working (contract) day before the 5<sup>th</sup>.

#### **Section 4**

##### **Preparation Time**

Teachers will be assigned a planning period to be used for class preparations, planning and record keeping. The planning time is defined as a minimum of 40 minutes in length and will be scheduled by the principal.

#### **Section 5**

##### **Grant Writing**

The board will provide training for grant writing during the school year. Seven percent of the grant awarded will be given to the writer.

#### **Section 6**

##### **School Calendar**

The Board of Education shall adopt the school calendar each year. The Board, in adopting the school calendar shall include the following holidays, with the minimum number of days designated:

Labor Day	-	1 school day
Thanksgiving Vacation	-	2 school days
Winter Break	-	10 calendar days

**School Calendar (Cont.)**

Spring Break	-	5 school days
Good Friday	-	1 school day

The Board shall have the right to change the number of vacation days in developing the school calendar. The administration and a teacher representative shall meet together to discuss and make calendar recommendations to the board. Any recommendations should be presented to the Board on or before the January meeting.

**Section 7**

**Early Termination of Contract**

The following paragraph shall be included as part of the individual contract for each teacher and shall be stated as follows;

The board will accept a teacher's resignation received after the resignation notification date set by state law upon receipt of liquidated damages in the amount of:

1. 1% of the teacher's total contract salary for a resignation received up to 20 calendar days following the resignation notification date set by law inclusive,
2. 2% of the teacher's total contract salary for a resignation received between the 21<sup>st</sup> through the 40<sup>th</sup> calendar day following the resignation notification date set by law inclusive,
3. 3% of the teacher's total contract salary for a resignation received between the 41<sup>st</sup> through the 60<sup>th</sup> calendar following the resignation notification date set by law inclusive,
4. 4% of the teacher's total contract salary for a resignation received after the 61<sup>st</sup> calendar day following the resignation notification date set by law.

The Board reserves the right to waive the required payment while still accepting the resignation.

**Section 8**

**Reproduction of Agreement**

Copies of the agreement shall be granted at Board expense (Electronic or Hard Copies) within seven working days after the agreement is ratified and provided to all teachers upon request.

**Section 9**

**Savings Clause**

If any clause, paragraph, sub-article or article of this agreement shall be held invalid, it shall be conclusively presumed that the parties would have agreed to the remainder of the agreement without the invalid portion.

**Section 10**

**Duration of Agreement**

This agreement shall become effective July 1, 2019/2021, provided it is ratified by a majority of the Board and a majority of the members of the negotiating unit and shall expire June 30, 2020/2022.

**Section 11**

**Supervision of Student Teachers**

Supervision of a student teacher shall be voluntary on the part of the teacher.

**Section 12**

**Administering Medication to Students**

No professional employee shall be required to administer medications or first aid to students unless licensed or trained to do so.

**Section 13**

**Access to Teacher Files**

A teacher shall have the right to review their individual files during normal business hours. If staff is busy with other duties, a time will then be established to review the file. The teacher shall have the right to have any documents except confidential college placement files reproduced. Confidential College placement files shall not be available for review or reproduction by the teacher. The teacher may respond in writing to any material contained in the teacher's personnel file. Any written material regarding a complaint that is placed in a teacher's personnel file will also be provided to the teacher.

## **ARTICLE 2-SALARY AND BENEFITS**

### **Section 1**

#### **Salary Schedule Placement**

1. Teachers new to the district will be granted credit for all prior teaching experience and credit for the last degree and hours earned after the last degree. At the time of initial employment, the Board may pay a salary in addition to the schedule amount if determined necessary by the Board.
2. Horizontal movement is allowed at the hiring schedule rate.
3. Column movement shall be allowed for earning the degree and/or hours required by the hiring schedule columns. Hours above the last degree are hours earned after the granting of the last degree. Additional college hours must be graduate hours in the teacher's field of study or hours approved in advance by the Superintendent with a grade of "C" or above or "P" in a pass/fail course. The teacher shall provide suitable evidence in the form of an official transcript of the additional hours, or may provide a letter from the instructor indicating the successful completion of a course in place of an official transcript by September 10, to receive credit for the current school year. The letter from the instructor does not replace the official transcript in the teacher's personnel file. Official transcripts must be provided no later than November 1.
4. Teachers shall normally qualify for advancement of one step for each year of public school teaching experience; however, the district board reserves the right to freeze step placement. If there is no freeze on steps, teachers will be paid according to their years' of experience on the vertical steps.
5. Professional development points will count toward salary schedule movement. (20 PDC points = 1 hour college credit). PDC points may not count for more than ½ of the hours needed for column movement on the salary schedule, prior to the earning of a master's degree. After earning a master's degree, full PDC credit shall be given for salary schedule movement.

### **Section 2**

#### **Supplemental Salary**

The current supplemental salary schedule shall be included in the 2019-2021-2022 agreement.

### **Section 3**

#### **Contract Extension**

The Board has the authority to offer extensions to the negotiated duty year. Pay for the extended contracts will be equal to the annual salary schedule amount divided by the number of normal contract days in the normal duty year. The calculated amount shall be paid for each day above the normal contract. (168 days determined by 158 days x 8.5 hours per day = 1343 hours divided by 8 hours = 167.875 days.)

### **Section 4**

#### **Activity Pass**

Passes for all in-district athletic events and activities shall be given to each teacher and their spouse.

### **Section 5**

#### **Fringe Benefits**

- A. **Defined Benefit**  
The Board will pay in addition to salary, a fringe benefit for full-time certified teachers in the amount of \$350.00 per month to be applied to the cost of the district's group health insurance plan. Upon termination or non-renewal of the teacher's contract of employment for any reason all board payments of fringe benefits shall terminate on the date employment with the district ceases.
- B. **Retiree Insurance**

Retired employees and their dependents shall be entitled to continue coverage under the district-sponsored group health insurance program, provided the retired employee makes written application with the clerk of the board of education for such continued coverage within thirty (30) days following the retirement of the employee. Retired

#### **Salary and Benefits (Cont.)**

employees electing continued coverage shall be required to make the monthly premium payment for such continued coverage in advance of the due date of the premium to the carrier. The premium amount will be determined by the carrier. Such payment shall be made to the board of education or directly to the insurance carrier, as may be determined by the Board. The coverage under the group health-care benefits will cease at such time as (1) the retired employee attains the age of 65 years of age, (2) the retired employee fails to make their required premium payments on a timely basis, or (3) the retired employee becomes covered or is eligible to be covered under a group plan of another employer.

#### **C. Insurance Refunds**

Any insurance refunds shall first be used to reduce the cost of future insurance premiums. If, for any reason, the district receives a cash refund for group health insurance, the amount of refund shall be distributed to the participating employees (including employees not subject to this agreement) and the Board in proportion to the contribution of each. Any payroll deduction or salary reduction amount shall be considered employee contribution. Any amount paid as a defined benefit shall be Board contribution. The employees entitled to a distribution shall be those employees participating in the district plan in the year the refund is actually received by the generated.

#### **D. Mileage will be paid at a rated of \$.56 per mile to those teachers that start their day teaching in either Long Island or Almena, and then commute to the alternate town, to teach, as part of their duty day. Teachers will be required to turn in those days, said travel occurred, to the district office at the end of the semester in order to get reimbursed for mileage.**

#### **Section 6**

##### **Salary Deduction**

Whenever a teacher is absent from work for reasons other than those covered by paid time off, professional work, or other approved reasons, there shall be a deduction made for each day of absence at the teacher's daily salary rate. This deduction will be made whether a substitute is hired or not.

#### **Section 7**

##### **Voluntary Tax Sheltered Annuities**

The Board shall provide the opportunity for teachers to execute a voluntary salary reduction agreement for tax sheltered annuities to the extent allowed by federal law. Teachers may make the election to contribute to the voluntary tax sheltered annuity or modify the annuity agreement in a thirty (30) day period prior to September 1 and March 1 of each year. The companies allowed for execution of a tax sheltered annuity agreement shall be limited to three and agreed to by both parties.

#### **Section 8**

##### **Dues Deduction**

Upon receipt of a written authorization by a teacher, the Board will provide for the payroll deduction for association dues for the recognized representative of the teachers. The written authorization shall be filed with the superintendent within ten (10) days of the beginning of the contractual obligations. Once authorized, the deduction will continue until revoked in writing by the teacher.

The amount of the monthly deduction shall be provided to the Board by the association. The amount of the deduction must be supplied by the association within ten (10) days of the beginning of the teacher's contractual obligations. The association agrees that the Board will not be held responsible in any manner for the collection or payment of teacher association dues or the amount of the dues.

The Board will pay the amount of dues deducted each month to the treasurer of the teacher association.

#### ***ARTICLE 3-LEAVE***

All leave will be adjusted in .25 increments. (may be taken in 30 minute increments; 2012)

0-2 hours = .25 day  
2-4 hours = .50 day  
4-5 hours = .75 day  
6-8 hours = 1 day

## **Leave (Cont.)**

### **Section 1**

#### **Paid Time Off (PTO)**

All full-time teachers are entitled to twelve (12) days paid time off annually, accumulating to sixty (60) days.

Accumulated PTO will be determined at the end of each contract year. Assignment of additional annual PTO will be made on the first day of duty by the teacher in each contract year.

After an absence of two consecutive (2) days, a doctor's certificate may be required.

All teachers who have sixty (60) days of PTO available on the first day of the contract year shall be paid for days over forty-eight (48) at the end of the school year, at the rate of one-half (1/2) the daily rate for substitute teachers. Calculation and payment will be made at the end of the contract year.

Teachers have the option to request pay out of PTO in excess of five (5) days at one-half the daily rate for substitutes teachers by submitting request in writing to Board Clerk by the payroll cutoff date for December payroll (Thanksgiving). No other payment will be made to the teacher for unused PTO.

Upon the teacher ending employment with the district, the teacher will be paid for all unused PTO days at the rate of one-half (1/2) the daily rate for substitute teachers. If a teacher does not fulfill their contract or is suspended during the school year, then no sick pay will be redeemed.

PTO will not be allowed on those days immediately preceding or immediately following vacation or holidays, professional meetings, summer, or other school dismissals, unless prior permission is obtained from the Board of Education.

### **Section 2**

#### **Funeral and Bereavement Leave**

An employee who is absent during his/her regularly scheduled work week due to the death of a spouse/significant other, child or stepchild, or parent or stepparent, may receive payment for reasonable and customary days absent, not to exceed five (5) regularly scheduled workdays for bereavement in conjunction with attending the funeral. An employee who is absent for funeral and bereavement during his/her regularly scheduled work week due to the death of a grandparent, grandparent-in-law, grandchild, parent-in-law, foster parent, brother, sister, brother-in-law, sister-in-law, daughter-in-law, or son-in-law may receive payment for reasonable and customary days absent, not to exceed three (3) regularly scheduled work days.

An employee may be required to furnish verification of the reason for the absence upon request of his/her supervisor or the Office.

### **Section 3**

#### **Annual Leave Accounting**

At the end of the contract year, the Board will report to each teacher a status report of accumulated personal time off.

### **Section 4**

#### **Jury Duty**

USD #212 teachers who are called to serve on a jury shall receive his or her regular pay while involved in such service. The teacher shall retain the jury service fee and all mileage, meals, and housing reimbursement.

## **Section 5**

### **Professional Leave**

Professional leave may be granted by the superintendent. Requests for professional leave must be presented to the superintendent at least one (1) week prior to the planned activity. All obligations for expenses must be approved in advance of the planned activity. If an administrator requests a teacher to attend a conference or meeting, the actual cost of registration, travel, housing and meals will be paid by the district.

## **Leave (Cont.)**

## **Section 6**

### **Military Leave**

A Certified Staff employee who is a member of the National Guard or a reserve component of the U.S. Armed Forces shall be granted a leave with pay for active duty or active duty training for a period not to exceed 30 work days in any two (2) consecutive calendar years. *With prior approval of the Superintendent.*

Annual military active duty leave must be requested in advance. A copy of active duty orders must accompany the request.

## **Section 7**

### **Unpaid Leave**

A teacher may be granted unpaid leave subject to the prior approval of the Board.

## **Section 8**

### **Covering Classes**

When the office requests a teacher to cover a class, during their planning time for another teacher, the teacher covering will **have the option to** be paid at a rate equal to the current substitute pay rate **or receive the same amount of time as PTO**. If the teacher substitutes for one full period, they will be paid one-eighth (1/8) of the substitute daily pay rate **or one hour of PTO**. If the teacher substitutes for one-half (1/2) of a period, they will be paid one-sixteenth (1/16) of the substitute daily pay rate **or one-half hour of PTO**. The teacher and the period they cover needs to be listed on the absentee sheet.

## **Section 9**

### **Salary Reduction Plan**

The Board shall establish a salary reduction fringe benefit plan to comply with Section 125 of the Internal Revenue Code. The Board shall provide the opportunity for each teacher to execute a salary reduction agreement within ten (10) days of the beginning of the contractual obligations to cover all premiums for the employees selected benefits. Once the annual allocation for each selected benefit is made, the only change which will be allowed is as result of a change in family status as provided by federal statute or regulations.

Each teacher executing a salary reduction agreement for elected benefits may allocate an annual sum not to exceed the cost of the benefits selected to be used for the purchase of:

1. Group Health Insurance
2. Cancer Insurance
3. Salary Protection Insurance
4. Medical Reimbursement Plan
5. Dependent Care Reimbursement Plan
6. Hospital Insurance
7. Dental Insurance
8. Accident Insurance

Any unexpended money committed by the election of the teacher for any of the salary reduction benefits that may remain at the end of the plan year shall revert to the Board of Education.

Each teacher may execute a salary reduction election once each plan year within. After the annual election is made each year, the only changes which will be allowed in the election are for the fluctuations in the insurance premium amount or in the change in family status as defined by the Internal Revenue Code.

## **ARTICLE 4-EVALUATION**

## **Section 1**

### **Evaluation Procedure**

1. Every teacher in the first two years of employment shall be evaluated at least once each semester by the sixtieth (60<sup>th</sup>) school day of the semester. Every teacher in the third and fourth year of employment shall be evaluated at least once each school year by February 15. Every teacher employed five (5) or more years shall be evaluated at least once every three (3) years and by February 15 of the year evaluated.
2. One formal evaluation and pre-observation conference shall be scheduled in advance by the evaluator. A post-observation conference will be held and a copy of the administrator's observation notes will be provided within five (5) school days. Further evaluation observations may be scheduled or unscheduled as determined by the evaluator. The teacher may request the formal observation be videotaped.
3. The number of evaluations as stated in paragraph 1 are a minimum. The administration has the right to conduct more frequent evaluations and observations. Observations will be done openly, and all observations for evaluation purposes will be done openly and with the knowledge of the teacher.
4. The evaluator shall complete written observation notes for all scheduled and unscheduled observations and a copy will be given to the teacher.
5. The evaluations shall be completed by the administrative staff.
6. Prior to completion of the formal evaluation, the evaluator shall observe the teacher for at least two class periods or two 30-minute sessions.
7. The evaluator shall meet with the teacher for completion of the formal evaluation prior to the due date.
8. The teacher may make a written response to the evaluation within two (2) weeks of the presentation of the evaluated document. The teacher's response will be filed with the evaluation document.
9. The Board and Association shall form an Evaluation Committee to review the current evaluation procedure and evaluation instrument in consideration of any changes in Board approved criteria. The committee shall include three (3) teachers and two (2) administrators. Any recommendations for change shall be provided to the Board and Association. The NVEA and the USD 212 Board of Education have agreed to use the KEEP evaluation instrument designed by the Kansas State Department of Education.

## **Section 2**

### **Evaluation Instrument**

The evaluation instrument is not included. It is available for review on the KSDE website. The Board retains the right to modify, add, change or delete the evaluation descriptions contained in the evaluation document.

## **Section 3**

### **Plan of Assistance**

In the event a teacher's evaluation indicates the need for corrective action or change of performance, the administrator may place the teacher on a plan of assistance.

Any plan of assistance shall be in writing and shall include:

- a. The assistance to be provided to the teacher by the administration.
- b. The actions or improvements to be achieved by the teacher.
- c. Identification of outside resources that may be available, if any.
- d. The time and criteria for future evaluation of the completion of the plan of assistance.

Written documents of the plan of assistance will be maintained in the same manner as evaluation documents.

The plan of assistance will be developed by the administration for any teacher prior to non-renewal by the board.

d.

## ***ARTICLE 5-TEACHER GRIEVANCE PROCEDURE***

### **Section 1**

#### **Teacher Grievance Procedure**

#### **A. Purpose**

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which from time to time arise affecting teachers. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure. This procedure includes the Americans with Disabilities Act.

#### **B. Procedure**

##### **1. Level One**

The aggrieved person should request an informal conference with his principal or other immediate superior within a reasonable time after he becomes aware of the grievance. At this conference the aggrieved person, either directly, or through the Association's grievance representative and the supervisor, will seek to resolve the matter informally.

##### **2. Level Two**

- (a) If the aggrieved person is not satisfied with the disposition of his grievance at Level One, or if no decision has been rendered within five (5) school days after presentation of the grievance, he may file the grievance in writing simultaneously with the Association President and the Principal within ten (10) days after the decision at Level One or fifteen (15) school days after the grievance was presented, whichever is sooner.
- (b) Within five (5) days after receipt of the written grievance by the Principal, the Principal will meet with the aggrieved person and his representative of the Association in an effort to resolve it.

##### **3. Level Three**

- (a) If the aggrieved person is not satisfied with the disposition of his grievance at Level Two, or if no decision has been rendered within five (5) school days after presentation of the grievance, he may file the grievance with the Association's officer for review and transmittal to the Superintendent of Schools within five (5) days after the decision at Level Two or fifteen school days after the grievance was presented, whichever is sooner.
- (b) Within five (5) days after the receipt of the written grievance by the Superintendent, the Superintendent and the Building Principal will meet with the aggrieved person and his representative from the Association in an effort to resolve it.

##### **4. Level Four**

- (a) If the aggrieved person is not satisfied with the disposition of his grievance at Level Three, or if no decision has been rendered within five (5) school days after presentation of the grievance, he may file the grievance with the Association's officers for review and transmittal to the School Board within five (5) school days after the decision at Level Three or ten (10) school days after he has met with the Superintendent, whichever is sooner.
- (b) Within five (5) school days after receipt of the written grievance by the School Board, the School Board will meet with the aggrieved person and his representative from the Association in an effort to resolve it. (A quorum of the Board must be present for any official action to be taken.)
- (c) The Superintendent and Building Principal will be given a like meeting with the School Board. (A quorum of the Board must be present for any official action to be taken.)
- (d) The School Board will then render a decision in an effort to resolve the grievance.

#### **C. Rights of Teachers to Representations**

1. No reprisals of any kind will be taken by the Superintendent or by any member or representative of the administration, or the Board, against any aggrieved person, any party in interest, any Grievance Representative, and Association Officer, or any other participant in the grievance procedure by reason of such participation.
2. A teacher may be represented at all stages of the grievance procedure by himself, or at his option, by a Grievance Representative, selected by the Association. If a teacher is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

#### **D. Miscellaneous**

1. All documents, communications, and records dealing with the processing of a grievance will be filed in a separate grievance file and will not be kept in the personnel file of any of the participants.
2. Forms for filing grievance, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared jointly by the Superintendent and the Association, and given appropriate

distribution by the Association so as to facilitate operation of the grievance procedure. The cost of preparing such forms shall be borne by the Board.

## **ARTICLE 6-REDUCTION IN FORCE**

### **Section 1**

#### **Reduction of Teaching Staff**

In the event the board decides the size of the teaching staff must be reduced, guidelines in the following proposal will be followed. Insofar as possible, reduction will be accomplished by attrition due to resignations and retirement ~~and by non-renewal of non-tenured teachers.~~

The following steps will be utilized by the district's administrative staff:

To determine the number of teaching positions to be reduced, the administrative staff will ascertain the educational program for the district to meet the educational goals established by the board. The number of teachers needed to implement the district's educational program will then be determined by the administrative staff based on those educational goals as determined by the board.

All teachers will be evaluated in relation to the educational goals of the district. Individual qualifications and specific skill areas or disciplines shall be ascertained and applied to the teacher needs of the district. Evaluation forms, instruments or tools will be used to measure each staff member's teaching ability.

In the event two or more teachers have similar qualifications, skills and teaching abilities in a teaching area deemed necessary to fulfill the district's educational goals, the superintendent shall recommend ~~a tenured a more experienced teacher~~ ~~teacher, if any,~~ before recommending a ~~non-tenured less experienced~~ teacher for the position in question.

Any certified employee who has not been re-employed as a result of reduction of the teaching staff shall be considered for re-employment if a vacancy exists for which the teacher would qualify. The superintendent will recommend to the board reinstatement of any such teacher whom he deems qualified and able to serve the best interests of the district. The board shall not be required to consider reinstatement of any such teacher after a period of one year from the date of non-renewal.

~~Written documents of the plan of assistance will be maintained in the same manner as evaluation documents.~~

~~The plan of assistance will be developed by the administration for any **tenured** teacher prior to non-renewal by the board.~~

## **ARTICLE 7-TEACHER DISCIPLINE**

### **Section 1**

#### **Teacher Discipline**

~~An administrator may, for just cause, reprimand, discipline or suspend a teacher for a violation of Board policy or a breach of conduct or duty. Just cause is defined as any reason put forth by the administrator in good faith and which is not arbitrary, irrational, unreasonable or irrelevant to the administrator's role of supporting, building and maintaining an efficient school system. A breach of conduct is a violation of Board policy, rules, orders, reasonable administrative directives or commonly accepted standards of ethical behavior. A breach of duty may include, but not be limited to: insubordination; use of school time or property for personal gain; violation of drug or alcohol policy; improper conduct toward a student, parent or another employee or physical or mental abuse of a student. Action to reprimand, discipline or suspend a teacher shall not be based on an anonymous complaint.~~

~~Discipline responses may include, but not be limited to, verbal warnings, written directions for plan of assistance, suspensions with pay or consideration of employment action by the board. The discipline response will be selected by the administration or the Board. A copy of any material placed in the teacher's personnel file will be provided to the teacher.~~

**Commented [KT1]:** We found another mention of tenure and recommend eliminating it.

# **ARTICLE 7 [REPLACES EXISTING ARTICLE 7] DISCIPLINE, SUSPENSION AND DISMISSAL OF SCHOOL DISTRICT EMPLOYEES**

## **I. PURPOSE**

The purpose of this policy is to achieve the effective operation of the school district's programs through the cooperation of all employees under a system of policies and rules applied fairly and uniformly. The district wishes to retain, recruit, and equip staff who model professionalism, continued personal growth, and whose skills are utilized appropriately to benefit the district's students.

## **II. GENERAL STATEMENT OF POLICY**

The disciplinary process described herein is designed to utilize progressive steps, where appropriate, to produce positive corrective action. While the school district intends that in most cases progressive discipline will be administered, the specific form of discipline chosen in a particular case and/or the decision to impose discipline in a manner otherwise, is solely within the discretion of the school district.

## **III. DISCIPLINE**

A. Violation of District Policies or Laws: The form of discipline imposed for violations of district policies or laws may range from an oral reprimand to termination of employment or discharge non-renewal of contract depending upon factors such as the nature of the violation, whether the violation was intentional, knowing and/or willful, and whether the employee has been the subject of prior disciplinary action of the same or a different nature. District policies and laws to which this provision applies include:

1. All policies of the school district;
2. directives and/or job requirements imposed by administration and/or the employee's supervisor; and
3. federal, state and local laws, rules and regulations, including, but not limited to, the rules and regulations adopted by federal and state agencies.

B. Substandard Performance: An employee's substandard performance may result in the imposition of discipline ranging from an oral reprimand to termination of employment or discharge non-renewal of contract. In most instances, discipline imposed for the reason of substandard performance will follow a progressive format and will be accompanied by a measurable plan of improvement. The plan of improvement will be collaboratively developed, but the final decision on the plan rests with the designated administrator. This administrator will also provide guidance, help, and encouragement to improve. The employee will be given ~~from the~~ employee's supervisor and reasonable time for correction of the employee's deficiency.

C. Misconduct: Misconduct of an employee will result in the imposition of discipline consistent with the seriousness of the misconduct. Conduct which falls into this category includes, but is not limited to:

1. unprofessional conduct;
2. failure to observe rules, regulations, policies and standards of the school district and/or directives and orders of supervisors and any other act of an insubordinate nature;
3. continuing neglect of duties in spite of oral warnings, written warnings and/or other forms of discipline;
4. personal and/or immoral misconduct;
5. use of illegal drugs, alcohol or any other chemical substance on the job or any use off the job which impacts on the employee's performance;
6. deliberate and serious violation of the rights and freedoms of other employees, students, parents or other persons in the school community;
7. activities of a criminal nature relating to the fitness or effectiveness of the employee to perform the duties of the position;
8. failure to follow the canons of professional and personal ethics;
9. falsification of credentials and experience;
10. unauthorized destruction of school district property;
11. other good and sufficient grounds relating to any other act constituting inappropriate conduct;
12. neglect of duty;
13. violation of the rights of others as provided by federal and state laws related to human rights.

#### **IV. FORMS OF DISCIPLINE**

A. The forms of discipline that may be imposed by the school district include, but are not limited to:

1. oral warning;
2. written warning or reprimand;
3. probation;
4. disciplinary suspension, demotion or leave of absence with pay;
5. disciplinary suspension, demotion or leave of absence without pay; and
6. dismissal/termination or discharge/non-renewal from employment.

B. Other forms of discipline, including any combination of the forms described in paragraph A above, may be imposed if, in the judgment of the administration, another form of discipline will better accomplish the school district's objective of stopping or correcting the offending conduct and improving the employee's performance.

#### **V. PROCEDURES FOR ADMINISTERING POLICY**

A. In an instance where any form of discipline is imposed, the employee's supervisor will:

1. Advise the employee of any inadequacy, deficiency or conduct which is the cause of the discipline, either orally or in writing. If given orally, the supervisor will document the fact that an oral warning was given to the employee specifying the date, time and nature of the oral warning.
2. Provide directives to the employee to correct the conduct or performance.
3. Forward copies of all writings to the administrator in charge of personnel for filing in the employee's personnel file.
4. Allow a reasonable period of time, when appropriate, for the employee to correct or remediate the performance or conduct.

5. Specify the expected level of performance or modification of conduct to be required from the employee.

B. The school district retains the right to immediately discipline, terminate or discharge non-renewal an employee as appropriate, subject to relevant governing law and collective bargaining agreements where applicable.

**VI. RIGHTS OF EMPLOYEES RECOMMENDED FOR TERMINATION OR NON-RENEWAL**

A. After three complete years of service, employees recommended for termination or non-renewal of contract have a right to:

1. Provide written information to the board regarding the termination or non-renewal
2. Meet with the board in executive session to hear the reason for the proposed termination or non-renewal, and to respond

UNIFIED SCHOOL DISTRICT NO. 212

GRIEVANCE REPORT FORM

Procedure: Level II – Principal \_\_\_ Level III – Superintendent \_\_\_\_\_ Level IV – Board \_\_\_\_\_ Date Filed \_\_\_\_\_

(Check one to indicate level of grievance)

Name of Grievant

Building

Assignment

\_\_\_\_\_

A. Date cause of grievance occurred: \_\_\_\_\_

B. Relevant contract provisions: \_\_\_\_\_

\_\_\_\_\_

C. Statement of grievant's claim (statement of facts upon which grievance is based – use additional pages if necessary.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

D. Relief Desired: \_\_\_\_\_

\_\_\_\_\_

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

.....  
Date Received: \_\_\_\_\_

E. Disposition by the appropriate administrator (attach additional pages if necessary)

\_\_\_\_\_

\_\_\_\_\_

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

**Unified School District No. 212**  
**“B” Supplemental Salary Schedule for Teachers**  
**202119 - 20220**

The salaries for each position are computed by multiplying the listed percentage by the base of the regular teachers’ salary schedule.

**Athletics (A)**

**A. Basketball**

High School Level

Head Coach – Boys (1)	11.50%
Head Coach-Girls (1)	11.50%
Assistant Coach-Boys (1)	8.00%
Assistant Coach-Girls (1)	8.00%

Middle School Level

Head Coach-Boys (1)	8.00%
Head Coach-Girls (1)	8.00%
Assistant Coach-Boys (1)	6.25%
Assistant Coach-Girls (1)	6.25%

**B. Cheerleading**

High School Level

Head Coach (1)	8.00%
----------------	-------

Middle School Level

Head Coach (1)	6.25%
----------------	-------

**C. Cross Country**

High School Level

Head Coach (1)	9.75%
----------------	-------

**D. Dance Team**

High School Level

Head Coach (1)	6.25%
----------------	-------

**E. Football**

High School Level

Head Coach (1)	11.50%
Assistant Coach (2)	8.00%

Middle School Level

Head Coach (1)	8.00%
Assistant Coach (1)	6.25%

**F. Golf**

High School Level

Head Coach (1)	9.75%
----------------	-------

**G. Track**

High School Level

Head Coach-Boys (1)	11.50%
Head Coach-Girls (1)	11.50%
Assistant Coach-Boys/Girls (1)	8.00%

Middle School Level

Head Coach-Boys (1)	8.00%
Head Coach-Girls (1)	8.00%
Assistant Coach-Boys/Girls (1)	6.25%

**H. Volleyball**

High School Level

Head Coach (1)	11.50%
Assistant Coach (1)	8.00%

Middle School Level

Head Coach (1)	8.00%
Assistant Coach (1)	6.25%

**I. Other**

High School Level

Summer Weightlifting	4.00%
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(A) – See attached schedule for determination of percentages

**Class and Activity Sponsorships**

High School Level

Student Council Sponsor (1)	6.25%
KAY Sponsor (1)	6.25%
Concession Sponsor (1)	11.00%
Prom/Banquet Sponsor (1)	4.00%
In-service Secretary (1)	4.00%
National Honor Society Sponsor (1)	4.00%
Scholars Bowl (Class II)	6.25%
Senior Class Sponsor	2.00%

Middle School Level

Service Club (1)	4.00%
Scholars Bowl (Class I)	4.5%

**Administrative and Special Assignments**

General Fund (Administration):

Athletic Director-High School (1)	12.50%
Jr. High Athletic Director	6.00%
Head Teacher	8.00%
Driver Education	10.00%
Transportation Director	4.00%

**Chairman of the Sit Team**

\$40 per Referral

## Curricular Contract Extensions

Vocal & Instrumental Music	11.9%
FFA	13.0%
Yearbook Sponsor & Photo	11%

### Unified School District No. 212 Almena, Kansas

#### *Salary Schedule for Coaches*

Class I	Class II	Class III	Class IV	Class V
4.50	6.25	8.00	9.75	11.50

#### Class Definitions:

Class I – J.H. Scholars Bowl Coach

Class II – Middle School Assistants, Middle School Cheer, HS Dance Team, KAY Sponsor & HS Scholars Bowl

Class III – High School Assistant Coaches-Volleyball, Football, Basketball, Track  
Middle School Head Coaches, HS Cheer

Class IV – High School Head Coaches Cross Country, Golf, & Forensics Coach

Class V – High School Head Coaches Basketball, Football, Volleyball, Track

USD #212 2021 - 22 Teacher Hiring Schedule

2020-21

<u>Base</u>	<u>33500</u>
<u>Vertical</u>	<u>425</u>
<u>Horizontal</u>	<u>600</u>
<u>Masters</u>	<u>1500</u>

New Certified Staff will receive credit for all education and years of prior teaching experience.

<u>Step</u>	<u>BA</u>	<u>BA+10</u>	<u>BA+20</u>	<u>BA+30</u>	<u>MA</u>	<u>MA+15</u>
<u>1</u>	<u>33500</u>	<u>34100</u>	<u>34700</u>	<u>35300</u>	<u>36800</u>	<u>37400</u>
<u>2</u>	<u>33925</u>	<u>34525</u>	<u>35125</u>	<u>35725</u>	<u>37225</u>	<u>37825</u>
<u>3</u>	<u>34350</u>	<u>34950</u>	<u>35550</u>	<u>36150</u>	<u>37650</u>	<u>38250</u>
<u>4</u>	<u>34775</u>	<u>35375</u>	<u>35975</u>	<u>36575</u>	<u>38075</u>	<u>38675</u>
<u>5</u>	<u>35200</u>	<u>35800</u>	<u>36400</u>	<u>37000</u>	<u>38500</u>	<u>39100</u>
<u>6</u>	<u>35625</u>	<u>36225</u>	<u>36825</u>	<u>37425</u>	<u>38925</u>	<u>39525</u>
<u>7</u>	<u>36050</u>	<u>36650</u>	<u>37250</u>	<u>37850</u>	<u>39350</u>	<u>39950</u>
<u>8</u>	<u>36475</u>	<u>37075</u>	<u>37675</u>	<u>38275</u>	<u>39775</u>	<u>40375</u>
<u>9</u>		<u>37500</u>	<u>38100</u>	<u>38700</u>	<u>40200</u>	<u>40800</u>
<u>10</u>		<u>37925</u>	<u>38525</u>	<u>39125</u>	<u>40625</u>	<u>41225</u>
<u>11</u>		<u>38350</u>	<u>38950</u>	<u>39550</u>	<u>41050</u>	<u>41650</u>
<u>12</u>		<u>38775</u>	<u>39375</u>	<u>39975</u>	<u>41475</u>	<u>42075</u>
<u>13</u>		<u>39200</u>	<u>39800</u>	<u>40400</u>	<u>41900</u>	<u>42500</u>
<u>14</u>			<u>40225</u>	<u>40825</u>	<u>42325</u>	<u>42925</u>
<u>15</u>			<u>40650</u>	<u>41250</u>	<u>42750</u>	<u>43350</u>
<u>16</u>			<u>41075</u>	<u>41675</u>	<u>43175</u>	<u>43775</u>
<u>17</u>			<u>41500</u>	<u>42100</u>	<u>43600</u>	<u>44200</u>
<u>18</u>			<u>41925</u>	<u>42525</u>	<u>44025</u>	<u>44625</u>
<u>19</u>			<u>42350</u>	<u>42950</u>	<u>44450</u>	<u>45050</u>
<u>20</u>			<u>42775</u>	<u>43375</u>	<u>44875</u>	<u>45475</u>
<u>21</u>				<u>43800</u>	<u>45300</u>	<u>45900</u>
<u>22</u>				<u>44225</u>	<u>45725</u>	<u>46325</u>
<u>23</u>				<u>44650</u>	<u>46150</u>	<u>46750</u>
<u>24</u>				<u>45075</u>	<u>46575</u>	<u>47175</u>
<u>25</u>				<u>45500</u>	<u>47000</u>	<u>47600</u>
<u>26</u>				<u>45925</u>	<u>47425</u>	<u>48025</u>
<u>27</u>				<u>46350</u>	<u>47850</u>	<u>48450</u>
<u>28</u>				<u>46775</u>	<u>48275</u>	<u>48875</u>
<u>29</u>				<u>47200</u>	<u>48700</u>	<u>49300</u>
<u>30</u>				<u>47625</u>	<u>49125</u>	<u>49725</u>
<u>31</u>				<u>48050</u>	<u>49550</u>	<u>50150</u>
<u>32</u>				<u>48475</u>	<u>49975</u>	<u>50575</u>
<u>33</u>				<u>48900</u>	<u>50400</u>	<u>51000</u>
<u>34</u>				<u>49325</u>	<u>50825</u>	<u>51425</u>
<u>35</u>				<u>49750</u>	<u>51250</u>	<u>51850</u>
<u>36</u>				<u>50175</u>	<u>51675</u>	<u>52275</u>
<u>37</u>				<u>50600</u>	<u>52100</u>	<u>52700</u>
<u>38</u>				<u>51025</u>	<u>52525</u>	<u>53125</u>
<u>39</u>				<u>51450</u>	<u>52950</u>	<u>53550</u>
<u>40</u>				<u>51875</u>	<u>53375</u>	<u>53975</u>

**2019-2020 Hiring Schedule**

USD #212 Teacher Hiring Schedule  
2019-20

Base	33000
Vertical	425
Horizontal	600
Masters	1500

*New Certified Staff will receive credit for all education and years of prior teaching experience.*

Step	BA	BA+10	BA+20	BA+30	MA	MA+15
1	33000	33600	34200	34800	36300	36900
2	33425	34025	34625	35225	36725	37325
3	33850	34450	35050	35650	37150	37750
4	34275	34875	35475	36075	37575	38175
5	34700	35300	35900	36500	38000	38600
6	35125	35725	36325	36925	38425	39025
7	35550	36150	36750	37350	38850	39450
8	35975	36575	37175	37775	39275	39875
9		37000	37600	38200	39700	40300
10		37425	38025	38625	40125	40725
11		37850	38450	39050	40550	41150
12		38275	38875	39475	40975	41575
13		38700	39300	39900	41400	42000
14			39725	40325	41825	42425
15			40150	40750	42250	42850
16			40575	41175	42675	43275
17			41000	41600	43100	43700
18			41425	42025	43525	44125
19			41850	42450	43950	44550
20			42275	42875	44375	44975
21				43300	44800	45400
22				43725	45225	45825
23				44150	45650	46250
24				44575	46075	46675
25				45000	46500	47100
26				45425	46925	47525
27				45850	47350	47950
28				46275	47775	48375
29				46700	48200	48800
30				47125	48625	49225
31				47550	49050	49650
32				47975	49475	50075
33				48400	49900	50500
34				48825	50325	50925
35				49250	50750	51350
36				49675	51175	51775
37				50100	51600	52200
38				50525	52025	52625
39				50950	52450	53050



## 2021 - 2022 Hiring Schedule

USD #212 Teacher Hiring Schedule  
2021-22

Base	33500
Vertical	425
Horizontal	600
Masters	1500

New Certified Staff will receive credit for all education and years of prior teaching experience.

Step	BA	BA+10	BA+20	BA+30	MA	MA+15
1	33500	34100	34700	35300	36800	37400
2		33925	34525	35125	35725	37225
3		34350	34950	35550	36150	37650
4		34775	35375	35975	36575	38075
5		35200	35800	36400	37000	38500
6		35625	36225	36825	37425	38925
7		36050	36650	37250	37850	39350
8		36475	37075	37675	38275	39775
9			37500	38100	38700	40200
10			37925	38525	39125	40625
11			38350	38950	39550	41050
12			38775	39375	39975	41475
13			39200	39800	40400	41900
14				40225	40825	42325
15				40650	41250	42750
16				41075	41675	43175
17				41500	42100	43600
18				41925	42525	44025
19				42350	42950	44450
20				42775	43375	44875
21					43800	45300
22					44225	45725
23					44650	46150
24					45075	46575
25					45500	47000
26					45925	47425
27					46350	47850
28					46775	48275
29					47200	48700
30					47625	49125
31					48050	49550
32					48475	49975
33					48900	50400
34					49325	50825
35					49750	51250
36					50175	51675
37					50600	52100
38					51025	52525
39					51450	52950
40					51875	53375



# Northern Valley Schools



March 10<sup>th</sup>

## Northern Valley High

512 Bryant St  
Almena KS 67622  
(785) 669-2445  
Fax (785) 669-2263

## Northern Valley Junior High

627 Washington St  
Long Island KS 67647  
(785) 854-7681  
Fax (785) 854-7684

## Northern Valley Elementary

504 Bryant St  
Almena KS 67622  
(785) 664-2446  
Fax (785) 664-4060

USD #212 Staff In-Service

8<sup>th</sup>

Infinitec ✓

Friday, February 25, 2022

Sallie - intro -

8:00am – 8:20am – Kim Kasson: NCKSEC Gifted Program (HS Auditorium)

Dr. Watson

8:25am – 8:45am – Linette Wallace: Globe Life Liberty National (HS Auditorium)

News - in time 2 (S)

8:50am – 9:50am – NVEA meeting (HS Auditorium)

9:55am – 11:20am – KESA Committees

- Kindergarten Readiness – M. Gebhard, Dole, Knuth & DuBois (Kindergarten Room)
- Social/Emotional – J. Gebhard, T. Vincent, Grote, Mordecai & Baird (Music Room)
- IPS – Lowry, Chandler, McKinney & Thalheim (Math Room)
- Post/Secondary – Krafft, Logemann, Cole, Hoover & Rudd (Health Room)
- Graduation – Pugh, Reeves & Tharman (Science Room)

11:25am – 12:25pm – Lunch: Taco Bar (Lunchroom)

12:30pm – 12:50pm – Jennifer Collins: Family Heritage (HS Auditorium)

12:55pm – 1:55pm – Student Led Conferences Collaboration

- PreK-6th: Dole / Knuth / T. Vincent / Grote / J. Gebhard / Chandler / Baird / Logemann / Hueneke / DuBois (Conference Room)
- 7<sup>th</sup>-12<sup>th</sup>: Cole / Krafft / Lowry / McKinney / Hoover / Pugh / Reeves / Rudd / Thalheim / Mordecai (Math Room)

2:00pm – 4:00pm – Infinitec Training on Dyslexia

*Marvin J. Gebhard*  
*PreK-8<sup>th</sup> Principal*

Dear Kansas State Board Education,

As we celebrate Public Education Week, as superintendents, we express our appreciation and continued gratitude for the Commissioner, Dr. Randy Watson. As leaders in education, we are not people of perfection, we are people who listen, learn, and grow. We appreciate the ongoing leadership of Dr. Watson in advocating for all students and staff across Kansas.

We recognize words matter and as educators we strive daily to improve our skills in service to our students and community. This is an opportunity for all to learn, grow, and treat each other with dignity and respect. We appreciate the ongoing leadership of Dr. Watson in advocating for all students and staff across Kansas. Dr. Watson's willingness as an educator to move forward in a way that teaches us all how we learn from challenges and remain open to gaining new perspectives is at the heart of what education is all about.

Dr. Watson's advocacy for all students is clear and his willingness to embrace challenges and lead through uncertainty is extraordinary. His leadership shows us that Together Kansans Can remain unified in support of public education and public educators.