

Regular Board of Education Meeting

Monday, August 10, 2026 6:00 PM

Board Meeting Room, Educational Support Center, 1205 Fleming Street, Garden City, KS 67846

A. **PLEDGE**

B. **SILENT REFLECTION**

C. **MEETINGS OF NOTE – Four or more board members may be in attendance at the following.**

- **Back to School Convocation, Tuesday, August 11, 2026, GCHS Gymnasium at 8:00 a.m.**

D. **APPROVAL OF AGENDA with the following amendments:**

1. Additional certified and classified personnel actions for consideration, Item F.3.

E. **DELEGATIONS, Q & A, PUBLIC COMMENTS, RECOGNITIONS, COMMITTEE REPORTS**

1. Recognition of outgoing Board President and Vice President

F. **CONSENT AGENDA**

1. Minutes

- a. Minutes of the July 30, 2026, Regular Board of Education Meeting
2. Accounts Payable totaling \$225,798.46, noting that all major accounts contain adequate balances to meet current obligations.

3. Personnel

- a. Certified
- b. Classified
4. Other

- a. The Board of Education is asked to consider and approve a quote for the Kenneth Henderson Middle School FACP replacement – Johnson Controls, in the amount of \$36,525.32.

- b. The Board of Education is asked to consider and approve the Memorandum of Agreement between USD 457, Garden City Public Schools and the Kansas Department of Aging and Disability Services (KDADS) for the 2026-27 school year.

- c. The Board of Education is asked to consider and approve the Professional Services Agreement by and between RSP & Associates LLC., and Garden City School District No. 457, Finney County, State of Kansas.

- d. The Board of Education is asked to consider and approve the following 2026-27 handbooks:

- i. Professional Development Council Handbook

G. **BOARD REPORTS**

1. Staffing Update
2. FY2026-27 Budget Presentation and Building Needs Assessment

H. **NEW BUSINESS**

1. Transportation Vehicle Bids

- a. The Board of Education is asked to consider and approve the bid for an 8-Passenger Van – Burtis Motor Company – in the amount of \$57,432.00. (First Read, action requested)
- b. The Board of Education is asked to consider and approve the bid for a pick-up – Burtis Motor Company – in the amount of \$61,629.00. (First Read, action requested)
2. The Board of Education is asked to consider and approve a bid for generator replacement at Florence Wilson Elementary School – Cummins Sales and Services in the amount of \$34,650.00. (First Read)

3. The Board of Education is asked to consider and approve a quote to strip, seal and re-coat two tennis courts at Garden City High School – Greenbush quote – Mammoth Sports Construction in the amount of \$49,750.00. (First Read)

4. The Board of Education is asked to consider and approve the following revised Board of Education policies. (First Read)

a. JBCB Foster Care Students

i. JBCB Foster Care Student Regulations

b. JGFGAA Stock Supply of Emergency Medication

c. JBD Absences and Excuses

5. Election of delegate and alternate delegate for the Kansas Association of School Boards' Delegate Assembly on Saturday, November 7, 2026, as part of the KASB Annual Convention.

I. BOARD OPEN DISCUSSION

- Rebecca Swender
- Robin Bergkamp
- Katie Cole
- Nathan Haeck
- Mark Hinde
- Jacob Jenkins
- Randy Ralston
- Josh Guymon

J. NEXT BOARD MEETING

K. ADJOURNMENT

DRAFT* MINUTES *DRAFT

Regular Board of Education Meeting Thursday, July 30, 2026 - 5:00 PM Board Meeting
Room, Educational Support Center, 1205 Fleming Street, Garden City, KS 67846

The Board of Education of Garden City USD 457 met for a Regular meeting on Thursday, July 30, 2026, at 5:00 PM in the Board Meeting Room, Educational Support Center, 1205 Fleming Street, Garden City, KS 67846.

Board members present were Jacob Jenkins; Katherine Cole; Mark Hinde; Nathan Haeck via Webex conference call; Randy Ralston; Rebecca Swender; Robin Bergkamp. Joining board members at the conference table was Superintendent, Josh Guymon. Also in attendance were Drew Thon, Deputy Superintendent; Steve Nordby, Assistant Superintendent; and Jessica Nothorn, Chief Financial Officer.

President Mark Hinde called the meeting to order at 5:00 PM.

A. **PLEDGE** - Everyone stood for the Pledge of Allegiance.

B. **SILENT REFLECTION** - Thirty seconds of silent reflection was observed.

C. **MEETINGS OF NOTE — Four or more board members may be in attendance at the following.**

- Back to School Convocation, August 11, 2026, at 8:00 AM in the GCHS Gym.

D. **APPROVAL OF AGENDA with the following amendments:**

Action(s):

I move to approve the meeting agenda as amended. This motion, made by Randy Ralston and seconded by Rebecca Swender, Carried.

Bergkamp: Yea

Cole: Yea

Haeck: Yea

Hinde: Yea

Jenkins: Yea

Ralston: Yea

Swender: Yea

Voting Summary: Yea: 7, Nay: 0

D.1. Additional certified and classified personnel actions for consideration, Item E.3.

D.2. Add Board Open Discussion after Unfinished Business, Item G.

E. **CONSENT AGENDA** – approved as amended.

Action(s):

I move to approve all consent agenda items as amended. This motion, made by Randy Ralston and seconded by Jacob Jenkins, Carried.

Bergkamp: Yea

Cole: Yea

Haeck: Yea

Hinde: Yea

Jenkins: Yea

Ralston: Yea

Swender: Yea

Voting Summary: Yea: 7, Nay: 0

E.1. Minutes

E.1.a. **Minutes** of the July 13, 2026, Regular Board of Education Meeting – approved as presented.

E.2. **Accounts Payable** totaling \$6,585,502.70, noting that all major accounts contain adequate balances to meet current obligations – approved as presented.

E.3. **Personnel** – All certified and classified personnel actions were approved as presented.

E.3.a. Certified

Appointments: Teresa Arvizu, Loribet Morales-Resendiz

Tuition Reimbursement Agreement: Jannel Varela-Marquez - Master's Degree

Student Teacher Agreement: Tiffany Jennings-Skinner - Newman University

E.3.b. Classified

Retirements: Diane Dickson

Resignations: Alma Carrillo, Lauren Curtis, Elijah English, Kelsey Estrada, Jose Gonzalez-Mendoza, Phon Huber, John Mathews, Daniela Ramos Solis, Blanca Sotelo-Lara, Cherlyn Suderman

Assignments: Fathia Abdi, Rileigh Carr, Marlene Hernandez, Nalley Nieto, Charlene Pineda-Prichardo, Giselle Ponce, Andrea Reyes, Michael Wise

Transfers:

- Karen Lopez from Paraprofessional III at Garden City High School to Paraprofessional III at Charles Stones Intermediate Center
- Salley Villegas from Office Assistant II at Transportation to Administrative Specialist I at Transportation

Other:

- Jill Reagle, Director of Nutrition Services, requested the following for the 2026-27 school year:
 - o Close one Nutrition 1 Position at Edith Scheurman Elementary
 - o Close one Nutrition I position at Abe Hubert Elementary
 - o Move one Nutrition I position from Victor Ornelas Elementary to Horace Good Middle School

E.4. Other

E.4.a. Approved the following 2026–27 Handbooks.

E.4.a.i. SAT Handbook 2026-27

E.4.b. Approved the implementation of 6th grade intramurals at Bernadine Sitts and Charles Stones Intermediate Centers in Partnership with Blue Cross Blue Shield and the Pathways to a Healthy Kansas Initiative Grant and adopted A RESOLUTION AUTHORIZING THE

SUPERINTENDENT TO TAKE ACTIONS NECESSARY TO COMPLETE MINIMUM REQUIREMENTS MAKING THE UNIFIED SCHOOL DISTRICT 457 GARDEN CITY PUBLIC SCHOOLS ELIGIBLE TO RECEIVE A NONCOMPETITIVE IMPLEMENTATION GRANT FOR THE PATHWAYS TO A HEALTHY KANSAS YOUTH PHYSICAL ACTIVITY PACKAGE.

E.4.c. Approved a bid to re-roof areas G & J at Horace Good Middle School — DV Douglass in the amount of \$258,300.00.

E.4.d. Approved the following revised Board of Education policies:

- E.4.d.i. CCA Organizational Chart
- E.4.d.ii. DFE Investment of Funds
- E.4.d.iii. EBBE Emergency Drills
- E.4.d.iv. EE Food Services
- E.4.d.v. GAAC Sex-Based Discrimination (revised-name change)
- E.4.d.vi. JB Attendance Records
- E.4.d.vii. JBC Enrollment
- E.4.d.viii. JBCC Enrollment of Nonresident Students
- E.4.d.ix. JBD Absences and Excuses
- E.4.d.x. JGEC Sex-Based Discrimination (revised- name change)
- E.4.d.xi. JGFGA Administration of Emergency Opioid Antagonists
- E.4.d.xii. JGFGBA Student Self-Administration of Medication
- E.4.d.xiii. JQKA Foreign Exchange Student
- E.4.d.xiv. JRB Release of Student Records

E.4.e. Approved Social Media and Communication Platforms that staff may use for school-related communication with students and families as follows.

District Approved Social Media Platforms

- Facebook
- Instagram
- X (formerly Twitter)

These platforms are approved for public, one-way communication, including but not limited to:

- Announcements
- Program updates
- Event information
- Celebrations and recognition
- Scores and results

District Approved Communication Platforms

- Thrillshare
- ClassDojo
- Bound (Athletics and Activities Management and Communication Platform)

These platforms are approved for district, school, classroom, athletic, and activity-related communication in accordance with district expectations and applicable state law. Use of approved communication platforms shall remain subject to all requirements of Policy IIBGC and state law, including restrictions on private communications with students.

E.4.f. Approved the Clinical Contractual Agreement between Garden City Community College and Unified School District 457 for the 2026-2027 school year.

F. UNFINISHED BUSINESS

F.1. The Board of Education is asked to consider and approve a Scope of Work (SOW) proposal for the Core Facilities Conditions Assessment (FCA) for Garden City Public School District #457 Campuses - FMX in the amount of \$129,332.77.

Superintendent Josh Guymon stated that the Board had been sent some additional information that had been compiled into a one-page document following the last meeting. Brandon Anderson, Director of Plant Facilities, was present to answer questions from the Board.

Discussion took place and Board members' questions were answered. The following action took place.

Action(s):

I move to approve the Scope of Work (SOW) proposal for the Core Facilities Conditions Assessment (FCA) for Garden City Public School District #457 Campuses - FMX in the amount of \$129,332.77. This motion, made by Nathan Haeck and seconded by Katie Cole, Carried.

Bergkamp: Yea

Cole: Yea

Haeck: Yea

Hinde: Yea

Jenkins: Nay

Ralston: Nay

Swender: Nay

Voting Summary: Yea: 4, Nay: 3

G. Board Open Discussion - During the previous meeting, public commenters requested that the district develop a clear plan or policy addressing how schools would respond if Immigration and Customs Enforcement (ICE) were to come on campus. Board members acknowledged that, given the community's demographics and concerns, having a proactive plan could help provide reassurance—even if such a situation is unlikely.

In response, district leadership shared that existing board policy already outlines procedures for all law enforcement, including federal agencies like ICE and that staff are trained on these procedures, which require a warrant or imminent threat for access to students, with limited exceptions (e.g., child abuse concerns).

Discussion included whether a new policy is needed or if existing policy simply needs to be communicated more clearly.

Key points included:

- Some members felt the current policy is sufficient and does not need revision.
- Others emphasized the importance of transparency and accessibility, suggesting that relevant information be compiled into a single, document (such as a letter or FAQ) for the community.
- There was agreement that resharing or repackaging existing guidance—rather than creating new policy—could address public concerns effectively.

1. **NEXT BOARD MEETING** - The next regular meeting of the Board of Education will take place on Monday, August 10, 20226, at 6:00 PM in the Board Meeting Room at the Educational Support Center, 1205 Fleming St., Garden City, Kansas.
2. **ADJOURNMENT** – There being no further business to come before the board, the following action was taken.

Action(s):

That the Board of Education meeting be adjourned at 5:45 PM. This motion, made by Randy Ralston and seconded by Katie Cole, Carried.

Bergkamp: Yea

Cole: Yea

Haeck: Yea

Hinde: Yea

Jenkins: Yea

Ralston: Yea

Swender: Yea

Voting Summary: Yea: 7, Nay: 0

Respectfully submitted,

Approved:

Jennifer Ramos, Clerk

Mark Hinde, President

BOARD OF EDUCATION

Certified Personnel Actions

August 10, 2026

RESIGNATIONS:

Michelle Wells, career center facilitator at Garden City High School, is submitting her letter of resignation effective May 22, 2026.

APPOINTMENTS:

Matthew Legg, Dodge City, Kansas, is recommended for an adaptive/interrelated position at Georgia Matthews Elementary School/Kenneth Henderson Middle School. He has twenty two years' experience.

STUDENT TEACHER AGREEMENT:

Kathy Schild – Kansas State University

BOARD OF EDUCATION

Addendum to Certified Personnel Actions

August 10, 2026

POSITION REQUESTS:

Gina Galpin, special education director, is requesting the following position changes effective for the 2026-27 school year:

- Close .50 adaptive/interrelated position at Jennie Barker Elementary School
- Close .50 adaptive/interrelated position at Victor Ornelas Elementary School
- Open 1.0 adaptive/interrelated position at Charles Stones Intermediate Center
- Close 1.0 adaptive/interrelated position at Georgia Matthews Elementary School
- Open .50 adaptive/interrelated position at Georgia Matthews Elementary School
- Open .50 adaptive/interrelated position at Kenneth Henderson Middle School

BOARD OF EDUCATION
Classified Personnel Actions

August 10, 2026

RESIGNATIONS	POSITION	BUILDING	DATE
Adi Armenta	Paraprofessional I	Florence Wilson Elementary School	5/21/2026
Jesus Diaz	Paraprofessional I	Buffalo Jones Elementary School	5/21/2026
Ava Galvan	Paraprofessional I 0.5	Victor Ornelas Elementary School	5/21/2026
Kristine Griffin	Paraprofessional III	Victor Ornelas Elementary School	5/21/2026
Declan Gough	Paraprofessional III	Therapeutic Education Center	5/21/2026
Laitasha Jackson	Paraprofessional I	Buffalo Jones Elementary School	5/21/2026
Jacqueline Linares	Paraprofessional I	Alta Brown Elementary School	5/21/2026
Elizabeth Nunez	Bus Driver	Transportation	5/24/2026

ASSIGNMENTS	POSITION	BUILDING	DATE
Gelen Neher	Bus Driver	Transportation	8/6/2026
Jiovanni Brown	Small Fleet	Transportation	8/6/2026
Brayden Bicket	Small Fleet	Transportation	8/6/2026
Diana Martinez Martinez	Small Fleet	Transportation	8/6/2026
Veronica Quintanar	Small Fleet	Transportation	8/6/2026
Iveth Benitez	Paraprofessional I Kindergarten	Alta Brown Elementary School	8/7/2026
Gabrielle Delgado	Paraprofessional I	Abe Hubert Elementary School	8/7/2026
Gail DeSpain	Paraprofessional I Kindergarten	Edith Scheuerman Elementary School	8/7/2026
Nivea Diaz	Paraprofessional I 0.5	Abe Hubert Elementary School	8/7/2026
Peggy Dinkel	Paraprofessional II	Florence Wilson Elementary School	8/7/2026
Ana Escalante	Paraprofessional I Kindergarten	Abe Hubert Elementary School	8/7/2026
Nora Hernandez	Paraprofessional I	Alta Brown Elementary School	8/7/2026
Cynthia Jimenez	Paraprofessional I	Florence Wilson	8/7/2026

Jossy Leal	Paraprofessional I Kindergarten	Elementary School Abe Hubert Elementary School	8/7/2026
Monica Mashaney	Paraprofessional II	Alta Brown Elementary School	8/7/2026
Catherine Melgosa	Paraprofessional I Kindergarten	Edith Scheuerman Elementary School	8/7/2026
Andrea Molina	Paraprofessional III	Charles Stones Intermediate Center	8/7/2026
Briella Moo	Paraprofessional I	Victor Ornelas Elementary School	8/7/2026
Rachel O'Connor	Paraprofessional III	Garden City High School	8/7/2026
Jessica Orosco	Paraprofessional I Kindergarten	Florence Wilson Elementary School	8/7/2026
Ruby Ruiz-Contreras	Paraprofessional I Kindergarten	Gertrude Walker Elementary School	8/7/2026
Amy Sosa	Paraprofessional I	Florence Wilson Elementary School	8/7/2026
Lauren Wells	Paraprofessional II	Florence Wilson Elementary School	8/7/2026

TRANSFERS	FROM	TO	DATE
Elsa Ortiz	Custodian I Plant Facilities	Custodian I Garden City Achieve	7/28/2026
Gabriela Lemus Melendez	Paraprofessional I Victor Ornelas Elementary School	Paraprofessional III Victor Ornelas Elementary School	8/7/2026
Frida Leon-Lopez	Paraprofessional III 0.5 Therapeutic Education Program	Preprofessional III 1.0 Therapeutic Education Program	8/7/2026
Claudia Perez	Paraprofessional II Garfield Early Childhood Center	Paraprofessional I Garfield Early Childhood Center	8/7/2026
Maria Perez	Paraprofessional I Garfield Early Childhood Center	Paraprofessional II Garfield Early Childhood Center	8/7/2026
Yvonne Sanchez	Paraprofessional II 0.5 Garfield Early Childhood Center	Paraprofessional I Garfield Early Childhood Center	8/7/2026
Jamile Unruh	Paraprofessional I Victor Ornelas Elementary School	Parent Educator Garfield Early Childhood Center	8/7/2026
Luz Guzman	Custodian I Edith Scheuerman Elementary School	Custodian I Georgia Matthews Elementary/Plant Facilities/Transportation	8/10/2026

NOTES:

Gina Galpin, Director of Special Education request the following:

- Close: Two (2) 1.0 FTE Paraprofessional II positions at Horace Good Middle School
- Close: One (1) 1.0 FTE Paraprofessional I at Saint Dominic Catholic School
- Close One (1) 1.0 FTE Paraprofessional III at Victor Ornelas Elementary School
- Open One (1) 1.0 FTE Paraprofessional III (Project SEARCH) at Educational Support Center
- Open One (1) 1.0 FTE Paraprofessional III position at Victor Ornelas Elementary School
- Open One (1) 1.0 FTE Paraprofessional II position at Garfield Early Childhood Center
- Open One (1) 1.0 FTE Paraprofessional II position at Garden City High School

BOARD OF EDUCATION
Classified Personnel Actions Addendum

August 10, 2026

RESIGNATIONS	POSITION	BUILDING	DATE
Olga Barrios	Truancy Officer	Garden City High School	7/31/2026
Mary Martinez	Office Assistant II	Kenneth Henderson Middle School	8/31/2026
ASSIGNMENTS	POSITION	BUILDING	DATE
Fathia Abdi	Translator	Educational Support Center	6/25/2026
Guadalupe Adame	Paraprofessional I 0.5	Garfield Early Childhood Center	8/7/2026
Maria Arredondo Mota	Nutrition I	Garden City High School	8/7/2026
Evelyn Arroyo-Granados	Paraprofessional I	Buffalo Jones Elementary School	8/7/2026
Laura Baier	Paraprofessional I 0.5	Garfield Early Childhood Center	8/7/2026
Ashley Blanco	Paraprofessional I	Buffalo Jones Elementary School	8/7/2026
Kayli Bonilla	Paraprofessional I Kindergarten	Florence Wilson Elementary School	8/7/2026
Serena Cisneros	Paraprofessional I	Garfield Early Childhood Center	8/7/2026
Nancy Colocho	Paraprofessional I Kindergarten	Buffalo Jones Elementary School	8/7/2026
Maria Encarnacion Hernandez	Nutrition I	Garden City High School	8/7/2026
Maria Falcon Morales	Nutrition I	Kenneth Henderson Middle School	8/7/2026
Laura Gallegos	Nutrition I	Educational Support Center	8/7/2026
Miley Garcia	Paraprofessional I Kindergarten	Jennie Wilson Elementary School	8/7/2026
Luz Olivia Hernandez	Nutrition I	Garden City High School	8/7/2026
Manuela Hernandez	Nutrition I	Horace Good Middle School	8/7/2026
Melanie Hernandez-Sanchez	Paraprofessional I	Buffalo Jones Elementary School	8/7/2026
Chloe Hight	Paraprofessional I	Garfield Early Childhood Center	8/7/2026

Haven Kiesel	Paraprofessional I	Alta Brown Elementary School	8/7/2026
Vanessa Lopez	Paraprofessional I Kindergarten	Jennie Wilson Elementary School	8/7/2026
Jackie Loya	Nutrition I	Garden City High School	8/7/2026
Pierre Madlangbayan	Paraprofessional I	Bernadine Sitts Intermediate Center	8/7/2026
Diana Martinez Martinez	Small Fleet	Transportation	8/6/2026
Elizabeth Martinez- Ortiz	Paraprofessional II 0.5	Garfield Early Childhood Center	8/7/2026
Camden Munoz	Paraprofessional I	Buffalo Jones Elementary School	8/7/2026
Matthew Paxson	Paraprofessional II	Florence Wilson Elementary School	8/7/2026
Abigail Powell	Office Assistant I	Horace Good Middle School	8/6/2026
Veronica Quintanar	Small Fleet	Transportation	8/6/20126
Esmeralda Ramirez Gonzalez	Paraprofessional II 0.5	Garfield Early Childhood Center	8/7/2026
Isabel Rito	Paraprofessional I	Garfield Early Childhood Center	8/7/2026
Lainey Smith	Paraprofessional I	Bernadine Sitts Intermediate Center	8/10/2026
Jacque Sower	Professional I Kindergarten	Plymell Elementary School	8/7/2026
Emilee Stegman	Administrative Specialist I	Educational Support Center	8/12/2026
Viricile Toribio	Paraprofessional I	Garfield Early Child hood Center	8/7/2026
Aileen Torres	Paraprofessional I	Garfield Early Childhood Center	8/7/2026
Mariana Varela	Paraprofessional I	Buffalo Jones Elementary School	8/7/2026

TRANSFERS	FROM	TO	DATE
Timothy Powell	Paraprofessional II Bernadine Sitts Intermediate School	Paraprofessional I Horace Good Middle School	8/7/2026

NOTES:

Correction as to Resignation Date: Kristine Griffin Resignation as of 7/24/2026

Jill Reagle, Director of Nutrition and Wellness, Request the following:

- Move one Nutrition 1 position from Victor Ornelas Elementary School to Horace Good Middle School



Quote Proposal
Quote # : US26101703
Account : Garden City USD 457

This quote is valid for 30 days

Presented By:

Blaine Heble
Johnson Controls Fire ProtectionLP
404 S Holland Ste One Wichita
KS USA 67209-2059
Phone: (785) 249-3939
Email: blaine.heble@jci.com

Presented To:

Garden City USD 457
4665 Us Highway 50 Plz
Garden City KS 67846

Worksite Location:

Garden City USD 457
2406 Fleming St, Kenneth Henderson Middle School
Garden City KS 67846-3323

The Power behind **your mission**



SCOPE OF WORK

Please read the notes below and call if you have any questions.

Contact Information:

Blaine Heble

Electronic Solutions Sales Representative

785-249-3939

blaine.heble@jci.com

**Johnson Controls Fire Protection Scope of Work:
USD 457 Kenneth Henderson , Panel Replacement**

Quotation is valid for a period of 90 days ONLY unless modified in writing by Johnson Controls Fire Protection.

This quote includes replacement of the existing Simplex 4010 Fire Alarm Control Panel. Simplex fire alarm system labor & material is included as shown & described.

Simplex Fire Alarm

- *Simplex 4100 ES Fire Alarm Control Panel with voice capability for future use, to replace existing legacy Simplex 4010 FACP*
- *Simplex 4100ES BackBox with Batteries included*
- *Connected Services Gateway (CSG) with IP Communicator, for Central Station Monitoring (Ethernet Connection Required by Owner)*
- *City Relay Card with Alarm, Trouble, & Supervisory Contact to be monitored by others for Central Station Monitoring. (As is currently)*
- *CSG is included for SafeLINC services for end users (LAN connection required)*
- *Two Simplex Fire Alarm Annunciators are included to replace existing annunciators connected to Simplex 4010 all existing wiring remains in place*
- *Existing Simplex 4010 IDNET IDC circuit to reconnect to new Simplex 4100ES*
- *Existing 4009 TAC Panels will connect as programmed currently*
- *Subcontract labor is included for installation of new back box & tagging & extending new wiring into new Simplex 4100ES FACP*
- *Existing Simplex 4208 (red panel) in the office will be removed & new 4100ES back box mounted in that location*
- *This is intended to be a temporary location until panel is relocated to nearby electrical room during upcoming renovation project*
- *PE Stamped submittal letter will be included for submittal to AHJ*
- *Technical support labor & programming with panel startup & completion documentation*
- *Johnson Controls will assist electrical contractor at time of panel change out to tag wires & brings 4100ES online. Electrical contractor to coordinate with Johnson Controls to minimize fire alarm system downtime*
- *Technical support labor & programming with panel startup & completion documentation*
- *Johnson Controls is not responsible for damage to the existing Simplex fire alarm system. Tests completed 07/14/2026 suggest that existing IDNET circuit should be operational & functional when connected to the new Simplex 4100ES panel. Any additional repairs required due to damaged wiring or field devices will require addition pricing & repairs.*

SCOPE OF WORK

Electronic pdf Fire Alarm data & drawing submittals are included as part of this proposal. Hard copies can be requested & provided for additional cost. Supervision of Installation is included along with final programming & start up of the system. Final record of Completion will be provided upon completion of the project.

Exceptions and/or Clarifications:

THIS PROPOSAL IS BASED UPON ONLY THOSE ITEMS DENOTED BY [X]":

- ☐ Specification section:
- ☐ Information from plans Drawing Numbers and Dates:
- ☐ Up to and including addendum: **None**
- ☐ Customer provided bill of material
- ☒ Verbal request
- ☐ Value engineering
- ☐ Design Build
- ☐ Troubleshooting or repairs to existing Simplex 4010 FACP or fire alarm peripheral devices

THIS QUOTATION INCLUDES ONLY THOSE ITEMS DENOTED BY "[X]":

- ☒ Equipment as listed
- ☐ Demolition of existing fire alarm devices
- ☐ KS State Sales Tax
- ☒ Freight (F.O.B. shipping point)
- ☐ Electronic Shop Drawings
- ☒ PE Sealed Letter
- ☒ Panel terminations
- ☒ Technical installation support including programming
- ☐ Permit
- ☐ Davis Bacon Wage Rates
- ☐ Inspection Fees
- ☐ Payment/Performance Bonds
- ☒ System Programming
- ☒ Supervision of Installation
- ☒ 1 functional system certification test
- ☐ 1 AHJ test Acceptance Testing
- ☐ 1 10% Re-Test
- ☒ 2 Hours of operation and maintenance training
- ☒ Close out documentation
- ☐ Interface to non-Johnson Controls provided equipment i.e.: HVAC and elevator
- ☒ One year standard warranty
- ☐ Central Station Monitoring
- ☐ AHCA Inspection

SCOPE OF WORK

□ UL Certification

THIS QUOTATION DOES NOT INCLUDE THE FOLLOWING:

Fire Watch

Phone lines

Remote station monitoring contract (available upon request)

Knox box

Trouble shooting or repairs to any existing Simplex systems or any wiring is not included. Any short circuit, open circuit & ground circuit conditions must be repaired by the installation contractor.

It is Johnson Controls Fire Protection understanding that these drawings and specifications represent the work to be accomplished in its entirety, and no additional work or materials is expected or required. This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.

ADDITIONAL NOTES:

- If the project is funded by public money then the project's bond information including bond number & bonding company name & address shall be provided. If Bond is not required for public project, then a written statement must be supplied indicating such.
- Tax is not included on this quotation. If the project is tax exempt, a signed & completed tax exemption certificate must be included at order time. If the project is not tax exempt, tax will be included on the invoices automatically.

• Your P.O. or contract will need to reference this proposal # and amount. This proposal and its terms and conditions shall take precedence. Your Purchase Order or contract is subject to review and must be mutually agreeable.

Quotation is valid for 90 days unless modified in writing by Johnson Controls Fire Protection.

All work is to be performed during normal Johnson Controls working hours of 8am to 5pm Monday through Friday with the exception of company sponsored holidays unless specifically noted otherwise.

We reserve the right to correct this quote for errors and omissions.

As stated above, Johnson Controls Fire Protection will perform the work pursuant to the attached Terms and Conditions. Should the parties fail to execute a mutually agreeable definitive agreement, all work performed by Johnson Controls Fire Protection on or related to the above captioned project (with the exception of any monitoring services anticipated, which will only be performed pursuant to the unaltered terms and conditions of Johnson Controls standard Monitoring Agreement) will be performed pursuant to the attached Terms and Conditions.

Please indicate your approval of this quotation by signing the last page and returning to my attention as noted below.

Blaine Heble

Electronic Systems Sales

Quote No.: US26101703

Quote Description: Garden City USD 457 Kenneth Henderson FACP Replacement - US26101703

Expiration Date: 08-14-2026

Account: Garden City USD 457



SCOPE OF WORK

Cell: (785)249-3939

email: blaine.heble@jci.com



QUOTATION

QUOTATION FOR

Garden City USD 457
316-276-6510

BILL TO

GARDEN CITY USD #457
4665 Us Highway 50 Plz
Garden City KS 67846

WORKSITE

Garden City USD 457
2406 Fleming St,Kenneth Henderson Middle School
Garden City KS 67846-3323

PRICING AGREEMENT:

Items cited on this quote are products and services on the Johnson Controls Fire Protection LP Sourcewell
Contract # 121024-JHN.

QUOTE TOTALS

PRE-TAX TOTAL	\$36,525.31
SALES TAX	\$0.00
TOTAL PRICE	\$36,525.31

This quote includes estimated sales tax only, and any additional sales tax will be charged where applicable. Any additional taxes, duties, tariffs or similar items imposed prior to shipment will be charged.

SYSTEM SUMMARY

Qty	Item #	Description	Subgroup
Standard Warranty			
1	901000038	FA - Standard Warranty (12 months)	
KH Simplex 4100ES			
1	4100-9706	ES-PS MSTRCNTLR TSD	
1	41002153	3BAY GLASS DR PKG FACTORY ONLY	
1	41007905	BI - FACTORY BUILT MAIN CONFG	
1	4100-2300	EXPANSION BAY (PHASE 10 ONLY)	
1	4100-2504	CS GATEWAY W/IP COM 4100 SIDE	
1	4100-6033	ALARM RELAY	
4	4100-0632	UTILITY BLOC, 16 TERMINALS	
1	4100-3117	MSTR CTLR IDNET2, FACTORY ONLY	
2	4100-5450	NAC CARD	
3	4100-0644	120V ES-PS PDM HARNESS	
1	4100-0634	POWER DISTRIBUTION MODULE 120V	
1	4100-1412	ES NET BASIC AUDIO W/MIC	
1	4100-1461	8SW 8LED MODULE	
1	4100-1465	SLIDE-IN LABEL 4100-1461 AUDIO	
1	4100-1329	DIG. 100W AMP,6NAC,120VAC,70V	
1	4100-1248	100W NAC EXPANSION, 6 CLASS B	
1	4100-3209	8 PT 3A AUX RELAY CARD	
1	4100-1450	64/64 CTL BD W/4100 COMM	
2	4100-0011	FACTORY USE ONLY-AUDIO SHIPKIT	
13	4100-1279	2" BLANK DISPLAY MODULE	
1	4100-5401	ES-PS POWER SUPPLY	
1	4100-5402	ES-XPS POWER SUPPLY	
1	4100-5451	IDNAC CARD	
2	4100-5131	ES-PS FAN MODULE	
1	FREIGHT	FREIGHT	
Back Box & Annunciators			
		4100ES Back Box	

SYSTEM SUMMARY

1	2975-9446	3 BAY BB/GDOOR/DRESS PNL PLAT	Materials
2	2081-9296	BATTERY 50AH LEAD ACID	Materials
1	4100-5128	BATTERY DIST TERM MODULE	Materials
2	4603-9101	LCD ANNUNCIATOR	Simplex 4603 Annunciator
1	FREIGHT	FREIGHT	
		PM\Tech\Sub Labor	
	950000018	Project Labor - PM	
	950000017	Project Labor - TECH	
	950000013	Project Labor - COMM	
	950000034	Install Labor & Material	
	950000031	PE Stamp Letter	
	950000012	Project Labor - CAD	
	950000014	Project Labor - DESIGN	

SIGNATURE

Customer and Johnson Controls acknowledge having read and being bound by the terms and conditions of this Quotation: US26101703

IMPORTANT NOTICE TO CUSTOMER

This Agreement is contingent on credit approval, which may be checked at JCI's discretion and requires final approval of a JCI authorized manager before any equipment/ services may be provided. Should credit and/or approval be declined, this Agreement will be terminated and JCI's only obligation to customer will be to notify Customer of such termination and refund any amounts paid in advance.

For Customers located in Canada, this Fire Domain Sale and Installation Agreement has been drawn up and executed in English at the request of and with the full concurrence of Customer. Ce contrat a été rédigé en anglais à la demande et avec l'assentiment du client.

CUSTOMER ACCEPTANCE:

In accepting this Agreement, Customer agrees to the terms and conditions contained herein including those on the following page(s) of this Proposal and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes requested by Customer after the execution of this Agreement shall be paid for by the Customer and such changes shall be authorized by the parties in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.**

Customer agrees to pay Johnson Controls pursuant to the progress-based billing schedule of values set forth below. If the schedule of values includes an upfront deposit, it will be paid within 30 days of contract signing and Johnson Controls will not commence work until the upfront deposit is received. Customer agrees to pay for materials, goods, and equipment (ordered, delivered, or stored) pursuant to the schedule of values, prior to installation commencement. The remaining portion of the total price will be progress billed through completion of the work. Johnson Controls progress based billing can also include any services performed on-site or off-site. All invoices will be delivered via Mail, paid via Electronic Funds Transfer and are due Net 30 from the date of invoice. Electronic Funds Transfer details will be provided upon contract execution. The proposed total price is contingent upon Customer agreeing to these payment and invoicing terms.

Planned Monthly Progress Billing Schedule of Values		
Item #	Description	%
1	Deposit	50.0%
2	Mobilization	10%
3	Engineering	TBD
4	Material	TBD
5	Installation	TBD
6	Commissioning	TBD
*To be mutually agreed upon in writing at a later date		

This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing:

☐

NO: This signed contract satisfies requirement

☐

YES: Please reference this PO Number: _____

Offered By:
Johnson Controls Fire Protection LP
404 S Holland Ste One Wichita
KS USA 67209-2059
Telephone: (785) 249-3939
Representative: Blaine Heble
Email: blaine.heble@jci.com

Accepted By: (Customer)

Company: GARDEN CITY USD #457

Address: 4665 Us Highway 50 Plz

Signature: _____

Title: _____

Date: _____

TERMS AND CONDITIONS

1. Deposit, Invoicing and Payments. Customer agrees to pay Johnson Controls pursuant to the progress-based billing schedule of values set forth in Johnson Controls' proposal. If the schedule of values includes an upfront deposit, it will be paid within 30 days of contract signing and Johnson Controls will not commence work until the upfront deposit is received. Customer agrees to pay for materials, goods, and equipment (ordered, delivered, or stored) pursuant to the schedule of values, prior to installation commencement. The remaining portion of the total price will be progress billed through completion of the work. Johnson Controls progress-based billing can also include any services performed on-site or offsite. Invoicing disputes must be identified in writing within 21 days of the invoice date. Payments of any disputed amounts are due and payable upon resolution. All invoices will be delivered via Mail, paid via Electronic Funds Transfer and are due Net 30 days from the date of invoice. Electronic Funds Transfer details will be provided upon contract execution. The proposed total price is contingent on Customer agreeing to these payment and invoicing terms. In exchange for close-out documents to be provided by Company, Customer agrees to pay Company the remaining project balance when on-site labor is completed and prior to any final inspections. Customers without established satisfactory credit and Customers who fail to pay amounts when due may be required to make payments of cash in advance, upon delivery or as otherwise specified by Company. Company reserves the right to revoke or modify Customer's credit in its sole discretion. Customer acknowledges and agrees that timely payments of the full amounts listed on invoices is an essential term of this Agreement and that Customer's failure to make payment when due is a material breach of this Agreement. Customer further acknowledges that if there is any amount outstanding on an invoice, it is material to Company and will give Company, without prejudice to any other right or remedy, the right to, without notice: (i) suspend, discontinue or terminate performing any services and/or withhold further deliveries of equipment and other materials, terminate or suspend any unpaid software licenses, and/or suspend Company's obligations under or terminate this Agreement; and (ii) charge Customer interest on the amounts unpaid at a rate equal to the lesser of one and one half (1.5) percent per month or the maximum rate permitted under applicable law, until payment is made in full. Company's election to continue providing future services does not, in any way diminish Company's right to terminate or suspend services or exercise any or all rights or remedies under this Agreement. Company shall not be liable for any damages, claims, expenses, or liabilities arising from or relating to suspension of services for non-payment. In the event that there are exigent circumstances requiring services or the Company otherwise performs services at the premises following suspension, those services shall be governed by the terms of this Agreement unless a separate contract is executed. If Customer disputes any late payment notice or Company's efforts to collect payment, Customer shall immediately notify Company in writing and explain the basis of the dispute. Customer agrees to pay all of

Company's reasonable collection costs, including legal fees and expenses.

2. Pricing. The pricing set forth in this Agreement is based on the number of devices to be installed and services to be performed as set forth in the Scope of Work ("Equipment" and "Services"). If the actual number of devices installed or services to be performed is greater than that set forth in the Scope of Work, the price will be increased accordingly. If this Agreement extends beyond one year, Company may increase prices upon notice to the Customer.

All stated prices are exclusive of and Customer agrees to pay any taxes, fees, duties, tariffs, false alarm assessments, installation or alarm permits, and levies or other similar charges imposed and/or enacted by a government, however designated or imposed, including but not limited to value-added and withholding taxes that are levied or based upon the amounts paid under this Agreement. This Agreement is entered into with the understanding that the services to be provided by Company are not subject to any local, state, or federal prevailing wage statute. If it is later determined that local, state, or federal prevailing wage rates apply to the services to be provided by Company, Company reserves the right to issue a modification or change order to adjust the wage rates to the required prevailing wage rate. Customer agrees to pay for the applicable prevailing wage rates.

Prices in any quotation or proposal from Company are subject to change upon notice sent to Customer at any time before the quotation or proposal has been accepted. Prices for products covered by this Agreement may be adjusted by Company, upon notice to Customer at any time prior to shipment and regardless of Customer's acceptance of the Company's proposal or quotation, to reflect any increase in Company's cost of raw materials (e.g., steel, aluminum) inability to secure Products, changes or increases in law, labor, taxes, duties, tariffs or quotas, acts of government, any similar charges, or to cover any extra, unforeseen and unusual cost elements.

3. Alarm Monitoring Services. Any reference to alarm monitoring services in this Agreement is included for pricing purposes only. Alarm monitoring services are performed pursuant to the terms and conditions of Company's standard alarm monitoring services agreement.

4. Code Compliance. Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in the Scope of Work. Customer acknowledges that the Authority Having Jurisdiction (e.g., Fire Marshal) may establish additional requirements for compliance with federal, state/provincial, and local codes. Any additional services or equipment required will be provided at an additional cost to Customer.

5. Limitation of Liability; Limitations of Remedy. It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage shall be obtained by the Customer and that amounts payable to company hereunder are based upon the value of the services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located

TERMS AND CONDITIONS

on the premises. Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no guaranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences therefrom that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customer's time and material payments to Company to be calculated with reference to payments made at the time the loss is sustained. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Such sum shall be complete and exclusive. In no event shall Company be liable for any damage, loss, injury, or any other claim arising from any servicing, alterations, modifications, changes, or movements of the Covered System(s) or any of its component parts by Customer or any third party. To the maximum extent permitted by law, in no event shall Company and its affiliates and their respective personnel, suppliers and vendors be liable to Customer or any third party under any cause of action or theory of liability, even if advised of the possibility of such damages, for any (a) special, incidental, consequential, punitive or indirect damages of any kind; (b) loss of profits, revenues, data, customer opportunities, business, anticipated savings or goodwill; (c) business interruption; or (d) data loss or other losses arising from viruses, ransomware, cyber-attacks or failures or interruptions to network systems. The limitations of liability set forth in this Agreement shall inure to the benefit of all parents, subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.

6. Reciprocal Waiver of Claims (SAFETY Act). Certain of Company's systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, Company and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of

Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

7. General Provisions. Customer has selected the service level desired after considering and balancing various levels of protection afforded, and their related costs. All work to be performed by Company will be performed during normal working hours of normal working days (8:00 a.m. – 5:00 p.m., Monday through Friday, excluding Company holidays), as defined by Company, unless additional times are specifically described in this Agreement. Company will perform the services described in the Scope of Work section ("Services") for one or more system(s) or equipment as described in the Scope of Work section or the listed attachments ("Covered System(s)"). The Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes the Covered System(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Unless otherwise specified in this Agreement, any inspection (and, if specified, testing) provided under this Agreement does not include any maintenance, repairs, alterations, replacement of parts, or any field adjustments whatsoever, nor does it include the correction of any deficiencies identified by Company to Customer. Company shall not be responsible for equipment failure occurring while Company is in the process of following its inspection techniques, where the failure also results from the age or obsolescence of the item or due to normal wear and tear. This Agreement does not cover systems, equipment, components or PARTS THAT are below grade, behind walls or other obstructions or exterior to the building, electrical wiring, and piping.

8. Customer Responsibilities. Customer shall furnish all necessary facilities for performance of its work by Company, adequate space for storage and handling of materials, light, water, heat, heat tracing, electrical service, local telephone, watchman, and crane and elevator service and necessary permits. Where wet pipe system is installed, Customer shall supply and maintain sufficient heat to prevent freezing of the system. Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes any existing system(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Customer shall further:

- supply required schematics and drawings unless they are to be supplied by Company in accordance with this Agreement;
- Provide a safe work environment, in the event of an emergency or Covered System(s) failure, take reasonable safety precautions to protect against

TERMS AND CONDITIONS

personal injury, death, and property damage, continue such measures until the Covered System(s) are operational, and notify Company as soon as possible under the circumstances.

- Provide Company access to any system(s) to be serviced,
- Comply with all laws, codes, and regulations pertaining to the equipment and/or services provided under this Agreement.

Customer is solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply Company secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized access. Customer is responsible to take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.

9. Excavation. In the event the Work includes excavation, Customer shall pay, as an extra to the contract price, the cost of any additional work performed by Company due to water, quicksand, rock or other unforeseen condition or obstruction encountered or shoring required.

10. Structure and Site Conditions. While employees of Company will exercise reasonable care in this respect, Company shall be under not responsibility for loss or damage due to the character, condition or use of foundations, walls, or other structures not erected by Company or resulting from the excavation in proximity thereto, or for damage resulting from concealed piping, wiring, fixtures, or other equipment or condition of water pressure. All shoring or protection of foundation, walls or other structures subject to being disturbed by any excavation required hereunder shall be the responsibility of Customer. Customer shall have all things in readiness for installation including, without limitation, structure to support the sprinkler system and related equipment (including tanks), other materials, floor or suitable working base, connections and facilities for erection at the time the materials are delivered. In the event Customer fails to have all things in readiness at the time scheduled for receipt of materials, Customer shall reimburse Company for all expenses caused by such failure. Failure to make areas available to Company during performance in accordance with schedules that are the basis for Company's proposal shall be considered a failure to have things in readiness in accordance with the terms of this Agreement.

11. Confined Space. If access to confined space by Company is required for the performance of Services, Services shall be scheduled and performed in accordance with Company's then-current hourly rate.

12. Hazardous Materials. Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this Agreement, to the best of Customer's knowledge there is no:

- Space in which work must be performed that, because of its construction, location, contents or work activity therein, accumulation of a hazardous

gas, vapor, dust or fume or the creation of an oxygen deficient atmosphere may occur,

- "permit confined space," as defined by OSHA for work performed by Company in the United States, risk of infectious disease,
- need for air monitoring, respiratory protection, or other medical risk,
- asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement.

All of the above are hereinafter referred to as "Hazardous Conditions". Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such materials shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and remobilization expenses as determined by Company. This Agreement does not provide for the cost of testing involving a discharge or release, capture, containment, transport, removal, or disposal (collectively, the "Discharge Services") of any hazardous waste materials, hazardous materials, or firefighting materials including without limitation firefighting foam encountered in and/or discharged from any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Customer shall be responsible for any Discharge Services associated with such materials, including all discharged firefighting foam in accordance with all applicable law. Company shall not be responsible for the testing, removal or disposal of such hazardous materials. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the use of or any Discharge Services associated with any hazardous waste, hazardous materials, or firefighting materials including without limitation firefighting foam encountered or discharged from any of the Covered System(s) and/or during performance of the Services.

13. Occupational Health and Safety/OSHA Compliance. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the enforcement of applicable laws regarding occupational health and safety for work performed in Canada or the Occupational Safety Health Act for work performed by Company in the United States. (and any amendments or changes thereto) unless said claims, demands or damages are a direct result of causes within the exclusive control of Company.

14. Interferences. Customer shall be responsible to coordinate the work of other trades (including but not limited to ducting, piping, and electrical) and for and additional costs incurred by Company arising out of

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interferences to Company's work caused by other trades.

15. Modifications and Substitutions. Company reserves the right to modify materials, including substituting materials of later design, providing that such modifications or substitutions will not materially affect the performance of the Covered System(s).

16.Changes, Alterations, Additions. Changes, alterations and additions to the Scope of Work, plans, specifications or construction schedule shall be invalid unless approved in writing by Company. Should changes be approved by Company, that increase or decrease the cost of the work to Company, the parties shall agree, in writing, to the change in price prior to performance of any work. However, if no agreement is reached prior to the time for performance of said work, and Company elects to perform said work so as to avoid delays, then Company's estimate as to the value of said work shall be deemed accepted by Customer. In addition, Customer shall pay for all extra work requested by Customer or made necessary because of incompleteness or inaccuracy of plans or other information submitted by Customer with respect to the location, type of occupancy, or other details of the work to be performed. In the event the layout of Customer's facilities has been altered, or is altered by Customer prior to the completion of the Work, Customer shall advise Company, and prices, delivery and completion dates shall be changed by Company as may be required.

17. Commodities Availability. Company shall not be responsible for failure to provide services, deliver products, or otherwise perform work required by this Agreement due to lack of available steel products or products made from plastics or other commodities. In the event Company is unable, after reasonable commercial efforts, to acquire and provide steel products, or products made from plastics or other commodities, if required to perform work required by this Agreement, Customer hereby agrees that Company may terminate the Agreement, or the relevant portion of the Agreement, at no additional cost and without penalty. Customer agrees to pay Company in full for all work performed up to the time of any such termination.

18. Project Claims. Any claim of failure to perform against Company arising hereunder shall be deemed waived unless received by Company, in writing specifically setting forth the basis for such claim, within ten (10) days after such claims arises.

19.Back charges. No charges shall be levied against Company unless seventy-two (72) hours prior written notice is given to Company to correct any alleged deficiencies which are alleged to necessitate such charges and unless such alleged deficiencies are solely and directly caused by Company.

20. System Equipment. The purchase of equipment or peripheral devices (including but not limited to smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers and hoses) from Company shall be subject to the terms and conditions of this Agreement. If, in Company's sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether provided by Company or a third party, interferes

with the proper operation of the Covered System(s), Customer shall remove or replace such device or equipment promptly upon notice from Company. Failure of Customer to remove or replace the device shall constitute a material breach of this Agreement. If Customer adds any third party device or equipment to the Covered System(s), Company shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

21. Reports. Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and, where applicable, Company may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with Customer.

22. Limited Warranty. Subject to the limitations below, Company warrants any equipment (as distinguished from the Software) installed pursuant to this Agreement to be free from defects in material and workmanship under normal use for a period of one (1) year from the date of first beneficial use or all or any part of the Covered System(s) or 18 months after Equipment shipments, whichever is earlier, provided however, that Company's sole liability, and Customer's sole remedy, under this limited warranty shall be limited to the repair or replacement of the Equipment or any part thereof, which Company determines is defective, at Company's sole option and subject to the availability of service personnel and parts, as determined by Company. Company warrants expendable items, including, but not limited to, video and print heads, television camera tubes, video monitor displays tubes, batteries and certain other products in accordance with the applicable manufacturer's warranty. Company does not warrant devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers. Company warrants that any Company software described in this Agreement, as well as software contained in or sold as part of any Equipment described in this Agreement, will reasonably conform to its published specifications in effect at the time of delivery and for ninety (90) days after delivery. However, Customer agrees and acknowledges that the software may have inherent defects because of its complexity. Company's sole obligation with respect to software, and Customer's sole remedy, shall be to make available published modifications, designed to correct inherent defects, which become available during the warranty period. If Repair Services are included in this Agreement, Company warrants that its workmanship and material for repairs made pursuant to this

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Agreement will be free from defects for a period of ninety (90) days from the date of furnishing.

EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER.

Warranty service will be performed during Company's normal working hours. If Customer requests warranty service at other than normal working hours, service will be performed at Company's then current rates for after hours services. All repairs or adjustments that are or may become necessary shall be performed by and authorized representative of Company. Any repairs, adjustments or interconnections performed by Customer or any third party shall void all warranties. Company makes no and specifically disclaims all representations or warranties that the services, products, software or third party product or software will be secure from cyber threats, hacking or other similar malicious activity, or will detect the presence of, or eliminate, treat, or mitigate the spread transmission, or outbreak of any pathogen, disease, virus or other contagion, including but not limited to COVID-19. Unless agreed to in writing by the parties, any technical support, assistance, or advice ("Technical Support") provided by Company, such as suggestions as to design use and suitability of the products for the customer's application, is provided in good faith, but Customer acknowledges and agrees that Company is not the designer, engineer, or installer of record. Any Technical Support is provided for informational purposes only and shall not be construed as a representation or warranty, express or implied, concerning the proper selection, use, and/or application of products. Customer assumes exclusive responsibility for determining if the equipment and products supplied by Company are suitable for its intended application and all risk and liability, whether based in contract, tort or otherwise, in connection with its application and use of the products.

23. Indemnity. Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, including specifically any damages resulting from the exposure of workers to Hazardous Conditions whether or not Customer pre-notifies Company of the existence of said hazardous conditions, arising in any way from any act or omission of Customer or Company relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Company reserves the right to select counsel to represent it in any such action.

24. Insurance. Customer shall name Company, its officers, employees, agents, subcontractors, suppliers,

and representatives as additional insureds on Customer's general liability and auto liability policies.

25. Termination. Any termination under the terms of this Agreement shall be made in writing. In the event Customer terminates this Agreement prior to completion for any reason not arising solely from Company's performance or failure to perform, Customer understands and agrees that Company will incur costs of administration and preparation that are difficult to estimate or determine. Accordingly, should Customer terminate this Agreement as described above, Customer agrees to pay all charges incurred for products and equipment installed and services performed, and in addition pay an amount equal to twenty (20%) percent of the price of products and equipment not yet delivered and Services not yet performed, return all products and equipment delivered and pay a restocking fee of twenty (20%) percent the price of products or equipment returned. Company may terminate this Agreement immediately at its sole discretion upon the occurrence of any Event of Default as hereinafter defined.

If Company's performance of its obligations becomes impracticable due to obsolescence or unavailability of systems, equipment, or products (including component parts and/or materials) or because the Company or its supplier(s) has discontinued the manufacture or the sale of the equipment and/or products or is no longer in the business of providing the Services, Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to Customer. Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to the Customer if Company's performance of its obligations are prohibited because of changes in applicable laws, regulations or codes.

26. Default. An Event of Default shall be (a) failure of Customer to pay any amount when due and payable, (b) abuse of the System or the Equipment, (c) dissolution, termination, discontinuance, insolvency or business failure of Customer. Upon the occurrence of an Event of Default, Company may pursue one or more of the following remedies: (i) discontinue furnishing Services and delivering Equipment, (ii) by written notice to Customer declare the balance of unpaid amounts due and to become due under this Agreement to be immediately due and payable; (iii) receive immediate possession of any Equipment for which Customer has not paid; (iv) proceed at law or equity to enforce performance by Customer or recover damages for breach of this Agreement, and (v) recover all costs and expenses, including without limitation reasonable attorneys' fees, in connection with enforcing or attempting to enforce this Agreement.

27. Exclusions. Unless expressly included in the Scope of Work, this Agreement expressly excludes, without limitation, testing inspection and repair of duct detectors, beam detectors, and UV/IR equipment; provision of fire watches; clearing of ice blockage; draining of improperly pitched piping; replacement of batteries; recharging of chemical suppression systems; reloading of, upgrading, and maintaining computer software; system upgrades and the replacement of obsolete systems, equipment, components or parts; making repairs or replacements necessitated by reason of negligence or misuse of

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components or equipment or changes to Customer's premises, vandalism, corrosion (including but not limited to micro-bacterially induced corrosion ("MIC")), power failure, current fluctuation, failure due to non-Company installation, lightning, electrical storm, or other severe weather, water, accident, fire, acts of God or any other cause external to the Covered System(s). Repair Services provided pursuant to this Agreement do not cover and specifically excludes system upgrades and the replacement of obsolete systems, equipment, components or parts. All such services may be provided by Company at Company's sole discretion at an additional charge. If Emergency Services are expressly included in the scope of work section, the Agreement price does not include travel expenses.

28. No Option to Solicit. Customer shall not, directly or indirectly, on its own behalf or on behalf of any other person, business, corporation or entity, solicit or employ any Company employee, or induce any Company employee to leave his or her employment, for a period of two years after termination of this Agreement.

29. Force Majeure; Delays. Company shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by Company to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of Company, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of Company. If Company's performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, Company shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if Company is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, Company will be entitled to extend the relevant completion date by the amount of time that Company was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly

increases Company's cost to perform the services, Customer is obligated to reimburse Company for such increased costs, including, without limitation, costs incurred by Company for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees, compliance with vaccination requirements, or other costs and expenses incurred by Company in connection with the Force Majeure Event.

30. One-Year Claims Limitation; Forum; Choice of Law. Company shall have the sole and exclusive right to determine whether any dispute, controversy or claim arising out of or relating to the Agreement, or the breach thereof, shall be submitted to a court of law or arbitrated. For Customers located in the United States, the laws of Delaware shall govern the validity, enforceability, and interpretation of this Agreement, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Milwaukee, Wisconsin. For customers located in Canada, this agreement shall be governed by and be construed in accordance with the laws of Ontario, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Ontario, Canada. The parties waive any objection to the exclusive jurisdiction of the specified forums, including any objection based on forum non conveniens. In the event the matter is submitted to a court, Company and Customer hereby agree to waive their right to trial by jury. In the event the matter is submitted to arbitration by Company, the costs of arbitration shall be borne equally by the parties, and the arbitrator's award may be confirmed and reduced to judgment in any court of competent jurisdiction. Except as provided below, no claim or cause of action, whether known or unknown, shall be brought by either party against the other more than one year after the claim first arose. Claims not subject to the one-year limitation include claims for unpaid: (1) contract amounts, (2) change order amounts (approved or requested) and (3) delays and/or work Customer will pay all of Company's reasonable collection costs (including legal fees and expenses). **31. Assignment.** This Agreement is not assignable by the Customer except upon written consent of Company first being obtained. Company shall have the right to assign this Agreement, in whole or in part, or to subcontract any of its obligations under this Agreement without notice to Customer.

32. Entire Agreement. The parties intend this Agreement, together with any attachments or Riders (collectively the "Agreement") to be the final, complete and exclusive expression of their Agreement and the terms and conditions thereof. This Agreement supersedes all prior representations, understandings or agreements between the parties, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. No waiver, change, or modification of any terms or conditions of this Agreement shall be binding on Company unless made in writing and signed by an Authorized Representative of Company.

33. Severability. If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or in part, this

TERMS AND CONDITIONS

Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

34. Legal Fees. Company shall be entitled to recover from the customer all reasonable legal fees incurred in connection with Company enforcing the terms and conditions of this Agreement.

35. Software and Digital Services. **Digital Enabled Services.** Data. If Company provides Digital Enabled Services under this Agreement, these Digital Enabled Services require the collection, transfer and ingestion of building, equipment, system time series, and other data to Company's cloud-hosted software applications. Customer consents to and grants Company the right to collect, transfer, ingest and use such data to enable Company and its affiliates and agents to provide, maintain, protect, develop and improve the Digital Enabled Services and Company products and services. Customer acknowledges that, while Digital Enabled Services generally improve equipment performance and services, Digital Enabled Services do not prevent all potential malfunction, insure against all loss, or guarantee a certain level of performance. Customer shall be solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network"), shall appropriately protect hardware and products connected to the Network and will supply Company secure Network access for providing its Digital Enabled Services. As used herein, "Digital Enabled Services" mean services provided hereunder that employ Company software and related equipment installed at Customer facilities and Company cloudhosted software offerings and tools to improve, develop, and enable such services. Digital Enabled Service may include, but are not limited to, (a) remote servicing and inspection, (b) advanced equipment fault detection and diagnostics, and (c) data dashboarding and health reporting. If Customer accesses and uses Software that is used to provide the Digital Enabled Services, the Software Terms (defined below) will govern such access and use.

Digital Solutions. Use, implementation, and deployment of the software and hosted software products ("Software") offered under these terms shall be subject to, and governed by, Company's standard terms for such Software and Software related professional services in effect from time to time at www.johnsoncontrols.com/techterms (collectively, the "Software Terms"). Specifically, the Company General EULA set forth at www.johnsoncontrols.com/buildings/legal/digital/generaleula governs access to and use of software installed on Customer's premises or systems and the Company Terms of Service set forth at www.johnsoncontrols.com/buildings/legal/digital/generalatos govern access to and use of hosted software products. The applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, Company and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take

precedence and govern with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto. Notwithstanding any other provisions of this Agreement and unless otherwise agreed to by the parties in writing, the following terms apply to Software that is provided to Customer on a subscription basis (i.e., a time limited license or use right), (each a "Software Subscription"): Each Software Subscription provided hereunder will commence on the date the initial credentials for the Software are made available (the "Subscription Start Date") and will continue in effect until the expiration of the subscription term noted herein. At the expiration of the Software Subscription, such Software Subscription will automatically renew for consecutive one (1) year terms (each a "Renewal Subscription Term"), unless either party provides the other party with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term. To the extent permitted by applicable law, Software Subscriptions purchases are non-cancelable and the sums paid nonrefundable. Fees for Software Subscriptions shall be paid annually in advance, invoiced on the Subscription Start Date and each subsequent anniversary thereof. Unless otherwise agreed by the parties in writing, the subscription fee for each Renewal Subscription Term will be priced at Company's thenapplicable list price for that Software offering. Any use of Software that exceeds the scope, metrics or volume set forth in this Agreement will be subject to additional fees based on the date such excess use began.

36. Electronic Media. Either party may scan, fax, email, image, or otherwise convert this Agreement into an electronic format of any type or form, now known or developed in the future. Any unaltered or unadulterated copy of this Agreement produced from such an electronic format will be legally binding upon the parties and equivalent to the original for all purposes, including litigation. Company may rely upon Customer's assent to the terms and conditions of this Agreement, if Customer has signed this Agreement or demonstrated its intent to be bound whether by electronic signature or otherwise.

37. Lien Legislation. Notwithstanding anything to the contrary contained herein, the terms of this Agreement shall be subject to the lien legislation applicable to the location where the work will be performed, and, in the event of conflict, the applicable lien legislation shall prevail.

38. Company as : Where Company factually acts as Processor of Personal Data on behalf of Customer (as such terms are defined in the DPA) the terms at www.johnsoncontrols.com/dpa ("DPA") shall apply. **Company as :** Company will collect, process and transfer certain personal data of Customer and its personnel related to the business relationship between it and Customer (for example names, email addresses, telephone numbers) as controller and in accordance with Company's Privacy Notice at <https://www.johnsoncontrols.com/privacy>.

Customer acknowledges Company's Privacy Notice and strictly to the extent consent is mandatorily required under applicable law, Customer consents to such collection, processing and transfer. To the extent consent to such

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collection, processing and transfer by Company is mandatorily required from Customer's personnel under applicable law, Customer warrants and represents that it has obtained such consent.

39. FAR. Company supplies "commercial items" within the meaning of the Federal Acquisition Regulations (FAR), 48 CFR Parts 1-53. As to any customer order for a U.S. Government contract, Company will comply only with those mandatory flow-downs for commercial item and commercial services subcontracts listed either at FAR 52.244-6, or 52.212-5(e)(1), as applicable.

40. LICENSE INFORMATION (US SECURITY SYSTEMCUSTOMERS): AL Alabama Electronic Security Board of Licensure 7956 Vaughn Road, Pmb 392, Montgomery, Alabama 36116 (334) 264-9388: AR Regulated by: Arkansas Board of Private Investigators And Private Security Agencies, #1 State Police Plaza Drive, Little Rock 72209 (501) 618-8600: CA Alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA, 95814. Upon completion of the installation of the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure by the licensee, without legal excuse, to substantially commence work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Alarm Company Act: NY Licensed by N.Y.S. Department of the State: TX Texas Commission on Private Security, 5805 N. Lamar Blvd., Austin, 78752-4422, 512-424-7710. License numbers available at www.johnsoncontrols.com or contact your local Johnson Controls office.

IMPORTANT NOTICE TO CUSTOMER

This Agreement is contingent on credit approval, which may be checked at JCI's discretion and requires final approval of a JCI authorized manager before any equipment/services may be provided. Should credit and/or approval be declined, this Agreement will be terminated and JCI's only obligation to customer will be to notify Customer of such termination and refund any amounts paid in advance. In accepting this Proposal, Customer agrees to the terms and conditions contained herein and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that the Customer may issue. Any changes in the system requested by the Customer after the execution of this Agreement shall be paid for by Customer and such changes shall be authorized in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS ON THE PRECEDING PAGES.** This proposal shall be void if not accepted in writing within 30 days from the date of the Proposal.

For Customers located in Canada, this Fire Domain Sale and Installation Agreement has been drawn up and executed in English at the request of and with the full concurrence of Customer. Ce contrat a été rédigé en anglais à la demande et avec l'assentiment du client.

Mental Health Intervention Team Program

Memorandum of Agreement

THIS AGREEMENT effective this 1st of July, 2026, by and between Unified School District (USD) # **457** (hereinafter referred to as "USD # **457**") and the Kansas Department of Aging and Disability Services ("KDADS").

WHEREAS, pursuant to K.S.A. 72-1131, USD # **457** is a Kansas unified school district possessing the usual powers of a corporation for public purposes which provides educational services to its students; and

WHEREAS, pursuant to Section 1 of Chapter 57 of the 2018 Session Laws of Kansas and K.S.A. 72-9943 creates the Mental Health Intervention Team Program ("MHIT"); and

WHEREAS KDADS is charged with the oversight and implementation of the MHIT in accordance with the requirements of Kansas, House Bill No. 2513; and

Intent: That the purposes of the mental health intervention team program are to: Provide greater access to behavioral health services for students enrolled in kindergarten or any of the grades one through 12 and establish a coherent structure between school districts and mental health intervention team providers to optimize scarce behavioral health resources and workforce; identify students, communicate with families and link students and their families to the statewide behavioral health systems and resources within the network of mental health intervention team providers; alleviate the shortage of staff with specialized degrees or training such as school counselors, psychologists and social workers and reduce the competition for such staff between school districts and other private and governmental service providers to provide broader-based and collaborative services to students, especially in rural districts that do not have enough students to justify a full-time staff position; provide and coordinate mental health services to students throughout the calendar year, not only during school hours over nine months of the school year; and reduce barriers that families experience to access mental health services and maintain consistency for a child to attend recurring sessions and coordination between the child's classroom schedule and the provision of such services. Funds shall be expended to provide treatment and services for students under the MHIT program who are uninsured or underinsured. Further, any fees assessed to families with private insurance must be provided to the family through transparency prior to the start of service and based on an agreed upon payment policy that reduces costs to families whenever possible. No child shall be denied mental health services due to inability to pay.

Scope of Work:

- 1) The secretary for the Kansas Department for Aging and Disability Services (KDADS) shall appoint a mental health intervention team program manager and, within the limits of appropriations therefore, such additional staff as necessary to support such manager.
- 2) That the above agency shall oversee and implement the mental health intervention team program in accordance with the requirements of this proviso and the policies and procedures established by the above agency pursuant to this proviso.

- 3) That during fiscal year 2026, the board of education of a school district may apply to the above agency to establish or maintain a mental health intervention team program within such school district. Applications for review by KDADS shall be submitted by the assigned due date each year.
- 4) That the application shall be in such form and manner as the above agency requires and submitted at a time determined and specified by such agency.
- 5) That each application submitted by a school district shall specify the mental health intervention team provider that the school intends to coordinate with to provide school-based services to students who need assistance during the applicable school year.
- 6) That the school district shall provide notice to the mental health intervention team provider as soon as they are able of their intent to partner for the following school year.
- 7) That the above agency shall establish an application review committee that shall include representatives from mental health intervention team providers and the department of education.
- 8) That if a school district and mental health intervention team provider are approved to establish or maintain a mental health intervention team program, the school district shall enter a memorandum of understanding with a partnering mental health intervention team provider:
- 9) That if the school district chooses to partner with more than one mental health intervention team provider, the school district shall enter a separate memorandum of understanding with each such mental health intervention team provider.
- 10) That the above agency may establish requirements for a memorandum of understanding, including contractual provisions that are required to be included in each memorandum of understanding and that are optional and subject to agreement between the school district and the mental health intervention team provider.
- 11) That each memorandum of understanding shall be submitted to the above agency for final approval.
- 12) That the above agency may authorize another category of provider other than a mental health intervention team provider to serve as a partnering provider under the mental health intervention team program pursuant to this proviso.
- 13) That such category of provider shall provide the required services and otherwise meet the requirements of a partnering mental health intervention team provider under this proviso.
- 14) That if the above agency authorizes another category of provider other than a mental health intervention team provider, such agency shall provide notification of this decision to the mental health intervention team provider that provides services in that county.
- 15) That subject to appropriations therefore, a school district and mental health intervention team provider that have been approved by the above agency to establish or maintain a mental health intervention team program shall be eligible to receive a mental health intervention team program grant and a mental health intervention team provider pass-through grant.
- 16) That the amount of a school district's mental health intervention team program grant shall be determined in each school year by calculating the total amount of the salary and fringe benefits paid by the school district to each school liaison.
- 17) That the amount of a school district's mental health intervention team provider pass-through grant shall be an amount equal to 35% of the amount of the school district's mental health intervention team grant.
- 18) That moneys provided to a school district for the mental health intervention team provider pass-through grant shall be paid to any mental health intervention team provider that partners with the school district.

- 19) That if the amount of appropriations are insufficient to pay in full the amount of all grants school districts are entitled to receive for the school year, the above agency shall prorate the amount appropriated among all school districts.
- 20) That the above agency shall be responsible for the allocation and distribution of grants in accordance with appropriation acts.
- 21) That the above agency may make grant payments by way of reimbursement and may make any necessary adjustments for any overpayment to a school district.
- 22) That the above agency shall not award any grant to a school district unless such district has entered a memorandum of understanding with a partnering mental health intervention team provider.
- 23) That any remaining appropriations that were not allocated to the mental health intervention team program shall provide funding in the form of grants from the above agency to the association of mental health intervention team providers of Kansas to fund training for school districts participating in the mental health intervention team program pursuant to this Agreement.
- 24) That the above agency shall seek advice from mental health intervention team providers prior to awarding any grant under this subsection.
- 25) That the above agency may waive the requirement that a school district employ a school liaison and may instead authorize a mental health intervention team provider that partners with the school district to employ a school liaison.
- 26) That such waiver shall only be granted by the above agency in limited circumstances.
- 27) That a school district that is granted a waiver pursuant to this proviso shall continue to be eligible to receive the mental health intervention team program grant and the mental health intervention team provider pass-through grant authorized pursuant to this proviso.
- 28) That the amount of the mental health intervention team program grant shall be determined in the same manner as provided under this proviso as though the school liaison was employed by such school district.
- 29) That upon receipt of any moneys awarded pursuant to the mental health intervention team program grant to any such school district, the school district shall direct payment of such amount to the mental health intervention team provider that employs the school liaison.
- 30) That on or before January 11, 2027, the above agency shall prepare and submit a report on the mental health intervention team program for the preceding school year to the house of representatives standing committees on appropriations, social services budget and health and human services, or their successor committees, and the senate standing committees on ways and means, ways and means subcommittee on human services and public health and welfare, or their successor committees.
- 31) That such report shall provide a summary of the program, including, but not limited to;
 - a. The school districts that applied to participate or continued participating under the program,
 - b. The mental health intervention team providers,
 - c. The grant amount each such school district receives, and the payments made by school districts from the mental health intervention team program fund of each school district.
- 32) That the staff required for the establishment and maintenance of a mental health intervention team program shall include a combination of one or more behavioral health liaisons employed by the school district and one or more case managers and therapists licensed by the behavioral sciences regulatory board who are employed by the partnering mental health intervention team provider.

- 33) That all staff working together under a school district's program shall be known as the mental health intervention team of the school district.
- 34) That the school district and the mental health intervention team provider shall cooperate and work together to identify needs specific to the students in the school district, and the families of such students and shall develop an action plan to implement a school-based program that is tailored to such needs.
- 35) That a school district that participates in the program shall employ one or more school liaisons who will help students in need and coordinate services between the school district, the student, the student's family and the mental health intervention team provider.
- 36) That a school liaison shall have a bachelor's degree in any field of study.
- 37) That a school liaison's roles and responsibilities include, but are not limited to:
 - a. Identifying appropriate student referrals for the team to engage with; act as a liaison between the school district and the mental health intervention team provider and be the primary point of contact for communications between the school district and the mental health intervention team provider;
 - b. Assist with mental health intervention team provider staff understanding of the school district's system and procedures including the school calendar, professional development, drills and crisis plan protocols;
 - c. Triage prospective student referrals and help decide how to prioritize interventions;
 - d. Help the mental health intervention team provider and other school personnel understand the roles and responsibilities of the mental health intervention team; facilitate communications and connections between families of identified students and the mental health intervention team provider's staff;
 - e. Coordinate a student's treatment schedule with building administrators and classroom teachers, to optimize clinical therapist's productivity;
 - f. Troubleshoot problems that arise and work with the mental health intervention team provider to resolve such problems; track and compile outcomes to monitor the effectiveness of the program;
 - g. Maintain and update the department of education mental health intervention team database as directed by the above agency and required by this section;
 - h. Follow up with child welfare contacts if a student has moved schools to get the child's educational history;
 - i. Be an active part of the school intervention team and relay information back to mental health intervention team provider staff, including student observations, intervention feedback from teachers, communications with family and other relevant information;
 - j. Work with school administration to identify and provide confidential space for a mental health intervention team provider therapist;
 - k. Assist in planning continuity of care through summer services; and submit an annual report to the above agency on how the liaison complied with the required roles and responsibilities.
 - l. Funds shall be expended to provide treatment and services for students under the MHIT program who are uninsured or underinsured. Further, any fees assessed to families with private insurance must be provided to the family through transparency prior to the start of service and based on an agreed upon payment policy that reduces costs to families whenever possible. No child shall be denied mental health services due to inability to pay.

- 38) That within the scope of employment by a school district, an individual employed as a school liaison shall primarily perform roles and responsibilities that are related to the school liaison position as described in this section.
- 39) That once the initial referral has been completed for a student, all relevant information shall be entered into the database within 14 calendar days.
- 40) That a mental health intervention team provider that partners with a school district shall employ one or more therapists licensed by the behavioral sciences regulatory board who will collaborate with the school district to assist students in need and provide services to such students under the program.
- 41) That a therapist's roles and responsibilities under the program include, but are not limited to:
- a. Assist the school liaison with the identification of appropriate student referrals to the program; triage student referrals with the school liaison to prioritize treatment interventions for identified students;
 - b. Work with the school liaison to connect with families or child welfare contacts to obtain consent to commence treatment;
 - c. Conduct a clinical assessment of the identified student and make appropriate treatment recommendations; engage with the student, family or child welfare contacts in clinical interventions as identified on the treatment plan and provide individual and family therapy;
 - d. Administer scales or tests to detect areas of concern with depression, anxiety, self-harm or other areas as identified;
 - e. Make referrals to other treatment modalities as appropriate; communicate educationally appropriate information to the school liaison, such as interventions and strategies for use by classroom and school staff;
 - f. Gather outcome data to monitor the effectiveness of the program;
 - g. Coordinate with the case manager to identify ways to support the student and family; provide therapy services as determined by the students' treatment plan;
 - h. Maintain the treatment plan and necessary treatment protocols required by the mental health intervention team provider.
- 42) That a mental health intervention team provider that partners with a school district shall employ one or more case managers who will collaborate with the school district to assist students in need and to coordinate services under the program.
- 43) That a case manager's roles and responsibilities under the program include, but are not limited to:
- a. Work with the school liaison and clinical therapist to identify students and triage priorities for treatment;
 - b. Provide outreach to students, families and child welfare contacts to help engage in treatment; participate in the treatment planning process;
 - c. Communicate with the school liaison and other school district personnel about student needs, interventions and progress;
 - d. Help maintain communication between all entities, including the family, student, school, clinical therapist, child welfare contacts and the community;
 - e. Maintain the treatment plan and necessary treatment protocols required by the mental health intervention team provider;

- f. Make referrals to appropriate community resources; help reconnect students and families when they are not following through with the treatment process; help families negotiate barriers to treatment;
 - g. Engage with the student in the classroom, the home or the community to help build skills wherever needed.
- 44) That each school district that receives monies for the mental health intervention team program grant or the mental health intervention team provider pass-through grant awarded pursuant to this proviso shall credit the moneys to a mental health intervention team program fund created by such school district.
- 45) That monies in such fund shall be used by a school district to: Pay for the expenditures that are attributable to the salary and fringe benefits of any school liaison employed by the school district pursuant to the mental health intervention team program; and provide payment to each partnering mental health intervention team provider in an amount equal to the mental health intervention team provider pass-through grant received by the school district.
- 46) The school district shall keep separate accounting records for the school liaison expenditures and the pass-through grants to mental health intervention team providers.
- 47) That the above agency shall publish on its website an aggregated report of outcomes achieved, numbers served and associated information by the mental health intervention team program.
- 48) That the above agency shall establish a crisis hotline, available 24 hours a day, seven days a week, that individuals receiving services from the mental health intervention team program may access outside of the hours that such individuals are receiving services.
- 49) That such hotline shall be established for the purposes of providing information sharing and communications regarding crisis coordination and emergency response services;
- 50) That such **qualified school** district program shall be established and implemented by the board as established in this paragraph.
- 51) That the board shall be appointed by the secretary as follows:
- a. A school psychologist employed by a qualified school;
 - b. A school administrator employed by a qualified school;
 - c. A mental health professional employed by a community mental health center;
 - d. A mental health professional employed by a federally qualified health center;
 - e. A representative of the state board of education;
 - f. A representative of the above agency; and
 - g. A parent or guardian of a qualified school student.
- 52) That the board shall establish a plan, including specified criteria, for the allocation of money to qualified schools for the establishment and maintenance of mental health intervention teams.
- 53) That such teams will provide timely support and resources to students facing mental health issues to promote a healthier learning environment.
- 54) That the board shall review the criteria for school district funding as provided in paragraph (1) and determine which such criteria will work best for the qualified schools.
- 55) That such criteria may include student population size, demonstrated need for mental health support and the availability of qualified staff: And provided further.

- 56) That any qualified school seeking funding for mental health intervention teams shall submit a proposal for funding to the board.
- 57) That the board shall evaluate each proposal based on the criteria established by the board.
- 58) That board shall make recommendations to the secretary on the allocation of funding and the secretary shall allocate funding for qualified schools based on such recommendations.
- 59) That the board shall oversee the implementation of the qualified school's mental health intervention teams.
- 60) That the board shall review the criteria for school district reporting, monitoring and evaluating as provided in paragraph (1) and determine which such criteria will work best for the qualified schools.
- 61) That the board shall establish such reporting, monitoring and evaluating to ensure that the mental health intervention teams effectively meet the needs of students and adhere to best practices in mental health care, program service delivery.
- 62) That on or before January 11, 2027, the above agency shall prepare and submit a report summarizing the mental health intervention team program for qualified schools to the house of representatives standing committees on appropriations, social services budget and health and human services, or their successor committees, and the senate standing committees on ways and means, ways and means subcommittee on human services and public health and welfare, or their successor committees.
- 63) That the board shall provide resources, training and support to qualified schools and such school's mental health intervention teams, including access to professional development opportunities, educational materials and networking opportunities with other qualified schools and mental health organizations; and
- 64) That as used in this proviso:
 - a. (A) "Mental health intervention team provider" means a center organized pursuant to article 40 of chapter 19 of the Kansas Statutes Annotated, and amendments thereto, a mental health clinic organized pursuant to article 2 of chapter 65 of the Kansas Statutes Annotated, and amendments thereto, or a federally qualified health center as defined by section 1905(l)(2)(B) of the federal social security act: That "mental health intervention team provider" includes other provider categories as authorized by the above agency to serve as a partnering provider under the mental health intervention team program pursuant to this proviso: And provided further, That a provider under this proviso shall provide services, including: Support for students available 24 hours a day, seven days a week; person-centered treatment planning; and outpatient mental health services;
 - b. (B) "school district" means a school district as defined in K.S.A. 72-5132, and amendments thereto; and
 - c. (C) "**qualified school**" means any nonpublic school that provides education to elementary or secondary students and is accredited by the state board or a national or regional accrediting agency that is recognized by the state board for the purpose of satisfying the teaching performance assessment for professional licensure or is working in good faith toward such accreditation.

Term: The term of this agreement shall be from **07/01/2026 – 06/30/2027**

1. **Compensation and Invoicing:** Total compensation under this agreement shall not exceed
Total value of award \$76,230.00

- a. Unless otherwise provided, KDADS shall pay amounts due and payable within thirty (30) days after receipt of a valid and on a KDADS-provided invoice template. All other invoice formats must be approved by KDADS prior to submission. Invoices must be received twenty (20) days after the month expenses were incurred. Any HIPAA or other Personal Identifiable Information submitted at the same time as the invoice must be in a separate document from the invoice.

KDADS will only reimburse for expenses actually incurred both for USD expenses and contractual mental health provider expenses for services provided pursuant to this agreement

- b. The following language shall be on the Final Invoice: “USD# 457 understands and agrees that final payment is being made in the amount above, and it releases USD# 457 and KDADS from any further claims under this Agreement, subject to KDADS close-out procedures.” After payment of the Final Invoice (Final Payment), no further amount shall be due or payable by KDADS under this Agreement.
- c. In no event shall any outstanding or the final invoice be received later than forty-five (45) days from the date of completion of this Agreement. After forty-five days from the end of this agreement, no additional payments will be made under this agreement.
- d. All entities receiving funding may be subject to internal monitoring of the grant activity and scope of work.
- e. USD will be responsible for ensuring all expenses incurred under this agreement are allowable and provide the appropriate services as identified by this agreement, including mental health provider expenses.
- f. KDADS Audit Division has the authority, under the provisions of this grant, and Federal and State law, as cited above, to conduct audits in addition to those conducted by an entity’s contracted audit firm.
- g. The cost for a limited scope engagement may only be charged against the state award. The limited scope engagement may be conducted by either an independent auditing firm or by the KDADS Auditors.
- h. Internal monitoring conducted by KDADS may include reviewing reports submitted by the recipient, performing site visits to review financial and programmatic records and observe operations, reviewing the recipient's single audit or program-specific audit results, and evaluating audit findings and the recipient's corrective action plan. Internal monitoring can be done by KDADS program staff or could also include audits/monitoring by KDADS Auditors. The Grantee shall cooperate with KDADS staff at the initiation of and through the conclusion of an internal monitoring process should the monitoring process be undertaken.
- i. The 35% pass through funds dedicated to the Mental Health Provider will not be invoiced nor paid in the absence of a therapist or case manager. Furthermore, all services provided must be submitted to KDADS for review as to adequacy of the services provided. These services will be monitored through data reporting by the USD to KDADS through a monthly invoicing submission provided on KDADS template. This data reporting must include the following information as provided to the USD by the MHP. The USD will use a KDADS required template to report the following:
 - i. Number of referrals
 - ii. Number of Students served through MHIT who receive Medicaid
 - iii. Number of underinsured students participating in MHIT
 - iv. Number of uninsured students participating in MHIT
 - v. Number of privately insured students participating in MHIT
 - vi. Number of units provided, units should be reported in hour increments
 - vii. Number of units billed, units should be reported in hour increments
 - viii. An accounting of how the 35% pass through funds were applied to the program
 - ix. Number of families paying for “out of pocket costs for services”

If, in the review of KDADS, a breach, noncompliance, or a lack of services was provided, the 35% pass through funds will be reviewed for possible denial of eligibility of future MHIT funding, termination of current funds, and recoupment of funds provided. Any other breach or non-compliance with the terms and conditions of this

Agreement by provider, may result in denial of eligibility of future MHIT funding, termination of current funds, and recoupment of funds provided. The review of the compliance, breach, or non-compliance with the terms of this Agreement shall be performed solely by KDADS at its discretion.

j. See **APPENDIX B** for line-item description and budget.

Termination Either party may terminate this agreement with 30 (thirty) days' notice.

Modifications: This Agreement may only be modified by the mutual written agreement of the parties.

Form DA-146a: The provisions found in Contractual Provisions Attachment (form DA-146a), which is attached hereto, are hereby incorporated in this Agreement and made a part thereof.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their duly authorized official or officers.

**KANSAS DEPARTMENT FOR AGING
AND DISABILITY SERVICES**

Unified School District No. 457 of Finney County

By: _____
Laura Howard, Secretary

By: _____
Josh Guymon, Superintendent

Date: _____

Date: _____

APPENDIX A
CONTRACTUAL PROVISIONS ATTACHMENTS

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 07-19), which is attached hereto, are hereby incorporated in this contract and made a part thereof.

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the **1st day of July 2026**

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due to Lack of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least thirty (30) days prior to the end of its current fiscal year and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to ninety (90) days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101, *et seq.*).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001, *et seq.*) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111, *et seq.*) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101, *et seq.*) (ADA), and Kansas Executive Order No. 19-02, and to not discriminate against any person because of race, color, gender, sexual orientation, gender identity or expression, religion, national origin, ancestry, age, military or veteran status, disability status, marital or family status, genetic information, or political affiliation that is unrelated to the person's ability to reasonably perform the duties of a particular job or position; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be

cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) Contractor agrees to comply with all applicable state and federal anti-discrimination laws and regulations; (g) Contractor agrees all hiring must be on the basis of individual merit and qualifications, and discrimination or harassment of persons for the reasons stated above is prohibited; and (h) if it is determined that the contractor has violated the provisions of any portion of this paragraph, such violation shall constitute a breach of contract and the contract may be canceled, terminated, or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

6. **Acceptance of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority to Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility for Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101, *et seq.*), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101, *et seq.*
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

APPENDIX B

LINE-ITEM DESCRIPTION AND BUDGET

USD NUMBER: 457		
USD NAME: Unified School District No. 457 of Finney County		
BUDGET		
JULY 1 ST , 2026 – JUNE 30 TH , 2027		
	<u>Line-item Description</u>	<u>Budget</u>
1	USD/QUALIFIED SCHOOL – Salary Expenses Billed to MHIT Grant	\$ 39,865.00
2	USD/QUALIFIED SCHOOL – Fringe Benefits Expenses Billed to MHIT Grant	\$ 9,415.00
3	Contractual (Mental Health Provider(s))	\$ 26,950.00
4	TOTALS	\$76,230.00

Items 1 and 2 are not to exceed 64% of the school-based Liaison(s) Salary and Benefits

Item 3 is not to exceed 35% of the school-based Liaison(s) Salary and Benefits

Item 4 is not to exceed 99% of the school-based Liaison(s) Salary and Benefits

PROFESSIONAL SERVICES AGREEMENT

Between
RSP & Associates, LLC
and
Garden City School District, Finney County, State of Kansas

THIS AGREEMENT is made and entered into as of this _____ day of _____, 2026 (the "Effective Date"), by and between RSP & Associates, LLC, a Kansas limited liability company ("Consultant"), and Garden City School District, Finney County, State of Kansas ("Client").

Recitals

A. Client desires Consultant to provide certain professional services as described in such written Statement of Work (as defined below) as may be agreed upon by the parties in accordance with the terms of this Agreement (the "Professional Services"), and Consultant desires to provide such Professional Services. Such Professional Services are fully defined and set forth in the attached Statement of Work.

B. The terms and conditions of this Agreement shall apply to and govern all Professional Services and Deliverables provided by Consultant to Client.

Agreement

In consideration of the foregoing Recitals (which are incorporated herein) and the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1.0 Definitions. The following terms, when used in this Agreement, shall have the following meanings:

1.1 **Agreement.** "Agreement" shall mean this document, all Exhibits referenced herein and attached hereto, and all Statements of Work made pursuant to Section 3 herein.

1.2 **Client Content.** "Client Content" shall mean anything provided by Client or its agents for incorporation into the Deliverable(s), including, but not limited to, any data, images, programming, photographs, illustrations, graphics, audio clips, video clips, or text, including all Intellectual Property rights therein.

1.3 **Confidential Information.** "Confidential Information" shall mean, with respect to a party hereto, (i) all information listed as a "confidential record" pursuant to the terms of Kansas Code; and (ii) any information which is marked "Confidential," "Restricted," or "Proprietary Information" or other similar marking by the party who owns the Confidential Information. Confidential Information includes, but is not limited to, the Client Content and Consultant Content.

1.4 **Consultant Content.** "Consultant Content" shall mean anything provided by Consultant or its agents, including, but not limited to, any data, images, programming,

computer code, photographs, illustrations, graphics, audio clips, text, scripts, applets, procedures, solutions, designs, techniques, methods, methodologies, tools, processes, templates, improvements and other know-how and materials (collectively, “Solution Assets”), that are made, conceived, or developed by or for Consultant prior to or independent of any Professional Services, any enhancements and modifications to and new Solution Assets created or acquired in the performance of Services that have generic application in the urban planning profession or are not unique to Client, and the Intellectual Property rights in any of the foregoing.

1.5 Work Product. “Work Product” means anything made, conceived, or developed by Consultant after the Effective Date in connection with the performance of Professional Services hereunder, including, but not limited to any data, images, programming, computer code, photographs, illustrations, graphics, audio clips, text, scripts, applets, procedures, improvements, and other materials, including the Intellectual Property rights therein. Work Product does not include Consultant Content, Client Content or any third-party content.

1.6 Deliverable. “Deliverable” shall mean any item, software, work product, documentation, service, or material provided by Consultant to Client pursuant to this Agreement or any Statement of Work. Deliverables may be a combination, as appropriate, of Client Content, Consultant Content, Third Party Content, and Work Product.

1.7 Intellectual Property. “Intellectual Property” shall mean all inventions (whether or not protectable under patent laws), works of authorship, information fixed in any tangible medium of expression (whether or not protectable under copyright laws), moral rights, mask works, trademarks, trade names, trade dress, trade secrets, know-how (whether or not protectable under trade secret laws), techniques and all other subject matter protectable under patent, copyright, moral right, mask work, trademark, trade secret, or other laws, including without limitation all new or useful art, combinations, discoveries, formulae, manufacturing techniques, business methods, technical developments, artwork, software, programming, applets, scripts, and designs.

2.0 Services.

2.1 Professional Services. Client hereby retains Consultant to provide, and Consultant hereby agrees to provide, pursuant to this Agreement, the Professional Services specifically described in such Statement of Work as signed by both parties and attached to and incorporated into this Agreement.

2.2 Performance of Services. Consultant represents and warrants that: (i) it shall complete all tasks identified in a Statement of Work unless this Agreement is terminated as permitted by this Agreement; (ii) all services provided by Consultant to Client (including without limitation any support or explanation) will be performed in a timely, competent, professional, and workmanlike manner, using qualified Personnel in conformity with standards generally accepted in the planning profession; and (iii) Consultant is the lawful owner or licensee of any software programs used by Consultant in the performance of the

services called for in this Agreement and has all rights necessary to convey to Client the license granted herein.

3.0 Statement of Work. "Statement of Work" shall include the following: The Statement(s) of Work shall include, as appropriate, description, background, scope, management approach, technical approach, quality approach, roles and responsibilities of each party, Deliverables, equipment and items (if any) to be delivered pertaining to the Deliverables, the equipment on which the Deliverables are to operate, any interfaces to be created, operating systems to be used, acceptance testing methodology, methods of delivery, a schedule of performance dates and milestones (including delivery dates for each Deliverable), and such pricing and payment terms as may be agreed to by the parties. The Statement(s) of Work may include such additional terms and conditions as the parties may wish to include; provided, however, that such terms do not conflict with the terms of this document. Any changes to the terms of this document must be made pursuant to Section 19.0 (Amendment) herein. In the event of a conflict between the terms of this Agreement and a Statement of Work, the terms of this Agreement shall govern, unless this Agreement specifically states that such provision may be varied or modified in the Statement of Work, in which case the Statement of Work shall govern. All Statements of Work shall be effective only when executed by both parties. All fully executed Statements of Work shall be deemed to be attached to and incorporated into this Agreement and governed by the terms of this Agreement.

4.0 Deliverables.

4.1 Development/Delivery of Deliverables. Development of the Deliverables, if any, shall proceed according to the Statement of Work, provided that Client delivers or provides access to all necessary information, equipment, materials and other items identified in a Statement of Work as being provided by Client in a timely fashion, and if not, then Consultant's obligations which are dependent on such shall be extended to reflect such delay. Consultant shall deliver the Deliverables to Client for approval as provided in Section 4.2 on the dates as specified therein.

5.0 Change Orders. A Statement of Work may be amended by the parties in a writing executed by both parties. During the term of a Statement of Work, Consultant will work with Client to make any changes to the scope of services required in a particular Statement of Work which are requested by Client. If Consultant reasonably believes that any change request, individually or collectively, is not feasible or would materially affect Consultant's ability to timely complete, or complete within budget, an agreed upon component of the services to be performed by Consultant, then the change shall be subject to approval by Consultant, which approval shall not be unreasonably withheld, and relevant changes to any timelines or milestones and compensation specified in the Statement of Work shall be negotiated to equitably adjust for the changes in scope as well.

6.0 Term of Agreement. This Agreement shall be effective from the Effective Date until terminated as provided for in Section 7, Termination, below.

7.0 Termination.

7.1 This Agreement may be terminated by either party immediately if the other party breaches any material obligation provided hereunder and the breaching party fails to cure such breach (if such breach is curable) within thirty (30) days of receipt of the notice specifying the nature of the default.

7.2 This Agreement may be terminated by either party for any reason by providing the other party with sixty (60) days prior written notice.

8.0 Effect of Termination.

8.1 Payment of Fees. In the event of a termination by either party, but subject to any rights and remedies available to Client in the event of an uncured breach by Consultant or non-conforming work, Client shall pay Consultant according to the applicable Statement of Work for all undisputed amounts due for services rendered and work performed (including work-in-progress) up to the date of termination.

8.2 Return of Confidential Information. Except to the extent retention is required by applicable law, within ten (10) days after the termination or expiration of this Agreement, each party shall return to the other all Confidential Information of the other party related thereto (and any copies thereof) in the party's possession or, with the prior written approval of the other party, destroy all such Confidential Information.

8.3 Effect on Intellectual Property Rights. Except for a breach of Sections 9.0 (Intellectual Property Rights and License) or Section 12.0 (Confidentiality), the rights and licenses granted under Section 9.0 (Intellectual Property Rights and License), if any, shall continue in full force and effect in accordance with their terms notwithstanding any termination of this Agreement.

9.0 Intellectual Property Rights and License.

9.1 Copyright. Client acknowledges that all or part of the Work Product may be copyrighted, trademarked, or patented solely by Consultant. All Work Product shall be marked as follows: "© (year) by RSP & Associates, LLC, All rights reserved."

9.2 License of Consultant Content and Work Product. All Intellectual Property rights in and to the Consultant Content and Work Product are and shall remain the sole and exclusive property of Consultant. Notwithstanding the foregoing, Consultant agrees that during the term of this Agreement, and thereafter upon receipt of payment in full of the fees required under this Agreement, Consultant grants to Client a royalty free, non-exclusive, irrevocable, worldwide, perpetual license to use any Consultant Content and Work Product incorporated into the Deliverables for the purposes specified in the

Statement of Work. Client shall not use any reverse engineering methods, make derivative works or distribute the Consultant Content or Work Product in violation of this Agreement. Any and all copies of the Deliverables shall include Consultant's copyright notice. The Work Product is not a work for hire under the Copyright Act.

9.3 Client Content. Client shall not be required to provide any Client Content unless specifically required in the applicable Statement of Work. In such a case, Client shall deliver the Client Content to Consultant in a standard electronic file format specified in the applicable Statement(s) of Work, at such times as may be specified in the Statement(s) of Work or as may be reasonably necessary. Except as may otherwise be provided in a Statement of Work or necessary to prepare a Deliverable, Consultant shall only use the Client Content in the form provided by Client and solely to provide the Professional Services to Client. Consultant shall not use the Client Content for any other purpose. All Intellectual Property rights in the Client Content are and shall remain the sole and exclusive property of Client or its third-party licensors.

10.0 Fees and Payments.

10.1 Fees. All Professional Services will be performed for the Service Fee set forth in the Statement of Work.

10.2 Payment. Terms of payment for all work performed under this Agreement shall be net 30 days from date of invoice.

11.0 Compliance with Laws. Consultant represents and warrants its performance under this Agreement will comply with all applicable federal and state laws, rules, regulations and standards and Client policies provided to RSP in advance, in writing.

12.0 Confidentiality. Each party hereby agrees that during the term of this Agreement and at all times thereafter it shall not commercialize or disclose the other party's Confidential Information to any person or entity, except to its own and the other party's personnel, having a need to know. Each party agrees that it will not use or permit its personnel to use any Confidential Information for purposes other than in connection with performance of its duties under this Agreement. Each party shall use at least the same degree of care in safeguarding the other party's Confidential Information as it uses in safeguarding its own Confidential Information, but in no event shall a party use less than reasonable diligence and care. Notwithstanding the foregoing, each party may disclose Confidential Information pursuant to a requirement or request of a governmental agency or pursuant to a court or administrative subpoena, order or other such legal process or requirement of law, or in defense of any claims or causes of action asserted against it; provided, however, that it shall use commercially reasonable efforts to: (i) first notify the other of such request or requirement, or use in defense, unless such notice is prohibited by statute, rule or court order; (ii) attempt to obtain the other party's consent to such disclosure; and (iii) in the event consent is not given, agree to allow the disclosing party to file a motion to quash, or take a similar procedural step to frustrate the production or publication of information. Nothing herein shall require either party to fail to honor a subpoena, court or administrative order or requirement on a timely basis.

Each party shall cooperate with the other in an effort to limit the nature and scope of any required disclosure of Confidential Information.

13.0 Limitation of Liability.

13.1 Limitation of Liability. Except to the extent such limitations are prohibited by applicable law and except in the case of gross negligence or willful misconduct, neither Client nor Consultant shall be liable under this Agreement for any indirect, incidental, special, punitive or consequential damages. Except in the case of Consultant's gross negligence or willful misconduct, in no event will the total aggregate liability of Consultant for any claims, losses or damages arising out of this agreement exceed an amount equal to 3 times the total amount of fees and other consideration actually received by Consultant under this Agreement. The foregoing limitation of liability and exclusion of certain damages shall apply regardless of the success or effectiveness of any other remedies.

13.2 Limitation of Warranties. Consultant warrants that the services performed hereunder shall be performed in a competent and workmanlike manner with qualified personnel. Consultant further warrants, for a period of 30 days after completion and subject to the accuracy of any data provided by Client, that any calculations made by Consultant shall be true and accurate in all material respects. In the event of a breach of this Section 13.2, Consultant shall, at no additional cost or expense to Client, but as Client's sole remedy, reperform the related services. **EXCEPT AS PROVIDED ABOVE, THE CLIENT ACCEPTS THE WORK PRODUCT AND DELIVERABLES ON AN AS-IS, WHERE IS BASIS. CONSULTANT MAKES, AND CUSTOMER RECEIVES, NO WARRANTIES, EXPRESS, IMPLIED, STATUTORY, OR IN ANY OTHER PROVISION OF THIS AGREEMENT OR ANY OTHER COMMUNICATION; AND CONSULTANT SPECIFICALLY DISCLAIMS ANY WARRANTY OF ACCURACY, NON-INTERFERENCE, NON-INFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**

14.0 Entire Agreement. This Agreement sets forth the entire agreement between the parties with regard to the subject matter hereof. No other agreements, representations, or warranties have been made by either party to the other with respect to the subject matter of this Agreement, except as referenced herein.

15.0 Assignment. This Agreement shall be binding upon the parties and their respective successors, representatives and permitted assigns. Except as set forth herein, neither party may assign this Agreement, or the obligations contained herein, nor may either party delegate its duties except upon receipt of the other party's written approval. Client may, however, without such prior written consent, assign and delegate this Agreement to an affiliate and in conjunction with the sale of all or substantially all of its assets, or a reorganization (including in bankruptcy) or merger with another entity.

16.0 Severability. If any of the provisions of this Agreement are found or deemed by a court to be invalid or unenforceable, they shall be severable from the remainder of this Agreement and shall not cause the invalidity or unenforceability of the remainder of this Agreement.

17.0 Waiver. Neither party shall by mere lapse of time without giving notice or taking other action hereunder be deemed to have waived any breach by the other party of any of the provisions of this Agreement. Further, the waiver by either party of a particular breach of this Agreement by the other party shall not be construed as, or constitute, a continuing waiver of such breach, or of other breaches of the same or other provisions of this Agreement.

18.0 Survival Past Termination or Expiration. The following provisions shall survive termination or expiration of this Agreement: Sections 10.0 (Fees and Payment), 11.0 (Compliance With Laws), 12.0 (Confidentiality), 13.0 (Limitation of Liability), and 18.0(Survival).

19.0 Amendment. This Agreement and the Statement(s) of Work which it governs may be amended only by a subsequent written agreement signed by both parties which specifically identifies itself as a written amendment to this Professional Services Agreement.

20.0 Counterparts. This Agreement may be executed in two (2) or more counterparts and all counterparts so executed shall for all purposes constitute one agreement, binding on all parties.

[Remainder of page left blank intentionally. Signature pages follow.]

The parties represent, by the signatures below, that this Agreement has been executed by their duly authorized representatives as of the Effective Date.

CONSULTANT

RSP & ASSOCIATES, LLC

By: _____

Title: _____

Date: _____

CLIENT

Garden City School District, Finney County, State of Kansas

By: _____

Title: _____

Date: _____

STATEMENT OF WORK NO. RSP 00546

Pursuant to that certain Professional Services Agreement, dated as of this _____ day of _____, 2026 ("Agreement"), by and between RSP & Associates, LLC. ("Consultant"), and Garden City School District, Unified School District No. 457, Finney County, State of Kansas ("Client").

CONSULTANT hereby submits this Statement of Work as a request for Professional Services under Section 2.0 of the Professional Services Agreement. The terms and conditions set forth in the Agreement are incorporated by reference and shall supersede any conflicting terms herein. This Statement of Work shall have effect only when signed by CLIENT and accepted by CONSULTANT.

The subject matter of this Statement of Work and the terms and conditions specifically applicable thereto are as follows:

1.0 Description of Professional Services. Professional services provided by Consultant to Client may include, but are not limited to, Consultant's designing, preparing, writing or analyzing one or more of the following: Boundary Analysis, Enrollment Analysis, Facilitation, Presentations, or other analysis/reports as may be necessary to perform and carry out all of Consultant's obligations set forth in this Statement of Work. Professional services under this SOW are limited to boundary analysis and boundary redraw options and related maps and tables necessary to implement attendance area changes.

2.0 Purpose of Professional Services. The purpose of professional services is to assist and provide the client with the following products, services, or analysis which are further defined in the Statement of Work section 7.0 and 10.0. Services are limited to boundary analysis/redraw. Consultant will not provide or be compensated for recommendations about operations, staffing facilities, construction timing or additions, site acquisition, financing or other policy matters unless separately authorized by a mutually executed change order,

- 2.1 Enrollment Analysis
- 2.2 Boundary Analysis
- 2.3 Facilitated Boundary Process
- 2.4 Facilitation/Presentations

3.0 Project Management.

3.1 Work Plan. All products will be a work in progress that will meet the deadlines stated in the Deliverable section (7) of the contract unless both the client and consultant agree upon another schedule. Consultant may provide bi-weekly written status reports (work completed, issues/risks, upcoming milestones). This can be informal but should cover anything that could delay report completion or that Consultant needs from Client.

3.2 Work Plan Management. At the request of the client, the consultant will provide a description of the status of a particular project within 72 hours.

3.3 Communications. All communications regarding any of the projects should be made to the consultant, Robert S. Schwarz, or those individuals in 4.2

3.4 Subcontractors. Consultant shall not subcontract any portion of the services without Client's prior written consent. Consultant remains responsible for subcontractor performance. Consultant shall require each approved subcontractor to execute written agreements imposing confidentiality, FERPA, data security, and insurance obligations at least as protective as those applicable to Consultant.

4.0 Change Control.

4.1 Procedure. Changes to this Statement of Work may be made only in compliance with the terms of Section 19.0 of the Professional Services Agreement. No change to scope, Deliverables, schedule, meeting counts, or pricing is effective absent a written change order signed by authorized representatives identified in Sections 4.2 and 4.3.

4.2 Client Changes. Only the following individuals may authorize changes for the Client:

Josh Guymon, Superintendent,
USD 457 Board of Education, or designee

4.3 Consultant Changes. Only the following individuals may accept on behalf of Consultant any changes requested by the Client:

Robert Schwarz, Owner

Authority Limitation. Only the designated representatives may authorize scope changes, additional meetings, or data acquisition costs. Email approvals from such representatives are acceptable for day-to-day approvals; Change Orders require signatures.

5.0 Technical Specifications. Each final work product will be provided in hard copy and electronic copies as reasonably feasible, unless otherwise notified by the Consultant shall deliver PDF maps and presentations containing final boundary options suitable for Board and public presentation. Consultant may deliver editable GIS layers and project files for all boundary options upon request.

6.0 Quality Standards. Client shall have 15 business days after delivery to review each Deliverable for conformity to this Statement of Work. Upon notice of deficiencies, Consultant shall correct nonconformities at no additional charge within 10 business day (or as agreed). Deliverables are final upon written acceptance or lapse of the review period without rejection.

7.0 Deliverables.

7.1 Consultant Deliverables Defined. The following are products, services or analysis to be created by the Consultant.

- a. The Enrollment Analysis assists the District in understanding how the projected enrollment impacts capacity at each of its facilities. The final product has analysis that projects the enrollment at each facility for the next five years with current boundaries. It includes tables, graphs, charts, and maps. Meetings with County and City planners, and developers are utilized to discuss land use, development policies, building permit trends, and future development plans to accurately factor for those variables in the Enrollment Projection Model.
- b. The Boundary Analysis provides redistricting options that are based on the SFM enrollment projections generated in the Enrollment Analysis. The analysis will document the public process, benchmark each option with respect to the boundary criteria the Board approves, and deliver maps and tables necessary for boundary redraw implementation. The Facilitated Boundary Process has Consultant leading the facilitation process. The process will allow detailed exploration of options to better utilize facilities through development of boundary options. The consultant will create a process that integrates the following elements: Board of Education, Administration, Community, and Consultants. The process will include maps, charts, and discussions to provide a comprehensive recommendation to the Board of Education. Costs for each meeting included trained RSP facilitators, meeting preparation and follow-up data analysis, and map development.
- c. Presentations are provided when requested and within the parameters stated in the Work Product section.

7.2 Client Deliverables Defined. The following are data or services to be provided by the client.

- a. Data download of Official Count Student download in a dbf format – After Sept 20 Count to include the following data fields:
 - Student ID Number
 - Address
 - City
 - State
 - Zip
 - Grade
 - School Attending
 - Building Name
 - Catchment
 - Date of Birth
 - Date Assigned to the District
- b. Database showing the distribution of transfer students by grade and facility.
- c. The following Finney County data with the extensions of dbf, prj, sbn, sbx, shp, and shx:
 - Address Point
 - Street File

- County Boundaries
 - County Arc Boundary
 - County Plats
 - County Subdivisions
 - Property Lines
 - Property Polygons
 - Property Point
 - School Districts
 - School District Attendance Area (ES, MS, HS)
 - Public School Point Data
 - Private School Point Data
 - Zip Codes
 - Buildings
 - Centerline
- d. The city of Garden City data with the extensions of dbf, prj, sbn, sbx, shp, and shx as requested:
- Infrastructure (Water, Sewer, Electricity, and Gas)
 - Zoning Attributes
 - Long Range Planning attributes
- e. Other GIS or data files as needed to complete the reports, studies, or analysis
- f. Digital files produced by District that will assist in completing the scope of services.

7.3 Deliverables Date. Below is the tentative deliverable review date for the products RSP & Associates will provide the District:

- a. Enrollment Analysis – February 2027
- b. Boundary Analysis – June 2027
- c. Facilitated Boundary Process – June 2027
- d. Facilitation/Presentations – TBD

8.0 Pricing Terms.

8.1 Payment. The Statement of Work will be performed for the 2026/27 school year to be paid in the following manner:

- a. 2026/27 School Year
 - Upon completion of the Enrollment Analysis, the consultant is paid Twenty-Three Thousand Four Hundred Dollars and no/100 (\$23,400.00).
 - Upon completion of the Boundary Analysis, the consultant is paid Seventeen Thousand Four Hundred Sixty and no/100 (\$17,460.00).

- Upon completion of the Facilitated Boundary Process, the consultant is paid Twenty Thousand Seven Hundred Fifty and no/100 (\$20,750.00). Client approves three (3) virtual meetings and two (2) in-person meetings for the Facilitated Boundary Process. Total fees for such meetings shall not exceed \$21,250.00. Any additional meetings require a written change order and billed at the rates in Section 8.2(d)-(e). The “travel included” notation for in-person meetings covers all consultant travel, lodging, meals, incidentals, and related costs – no additional travel surcharges will be billed.

- Costs for Virtual Meeting is \$2,750.00 per meeting
- Costs for In-Person meetings is \$6,250.00 per meeting

g. **Data Acquisition.** If the District is unable to provide certain data identified in Section 7.2, Consultant may assist in obtaining such data only upon (i) prior written request from the District, (ii) submission of a written estimate with source, scope, and pricing, and (iii) District’s written pre-approval. Total pass-through and Consultant service fees for obtaining such data shall not exceed \$5,000 in the aggregate without a mutually executed Change Order. Consultant shall provide itemized invoices and source documentation for all such costs.

h. Printing expenses will be charged to the District not to exceed Five Hundred Dollars and no/100 (\$500.00) per analysis listed in 7.1. Large Format printing is at the rate of \$48.00 per print (36 inches x 42 inches).

8.2 Additional Services. Any additional services or optional work related to this Statement of Work shall be authorized in a writing signed by Client prior to initiation and referencing this Statement of Work and compensated at the following rates per hour unless otherwise negotiated by both parties:

- a. Principal - \$175.00
- b. GIS Analyst - \$125.00
- c. Project Manager - \$100.00
- d. Virtual meeting - \$2,750.00
- e. In-person meeting - \$6,250.00 (travel included)

8.3 Insurance.

a. **Required Coverages.** For the term of this SOW, Consultant shall maintain:

- Commercial General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate.
- Professional Liability (Errors & Omissions): \$2,000,000 per claim / aggregate.

b. **Evidence of Coverage.** Within 10 days after SOW execution and upon renewal, Consultant shall provide Certificates of Insurance and, upon request, policy endorsements evidencing required coverages.

c. **Notice of Cancellation.** Policies shall provide 30 days’ prior written notice to Client of cancellation, non-renewal, or material reduction in coverage.

d. Additional Insured/Loss Payee. Client shall be named as additional insured on Consultant's Commercial General Liability policy and as certificate holder on all required policies. Cyber policies shall not exclude unencrypted data or contractor-caused incidents.

e. Subcontractors. Consultant shall ensure approved subcontractors maintain insurance commensurate with services performed, including cyber/privacy liability if handling Client data.

9.0 Consultant Content. Consultant Content shall consist of at least the following:

- 9.1 Enrollment Projection Model
- 9.2 Population Projection Model
- 9.3 Analysis Work Products

10.0 Work Product.

10.1 Enrollment Analysis

- a. Will examine the District past and current enrollment.
- b. Will utilize the Student Forecast Model (SFM) methodology
- c. Will factor in all types of residential products
- d. Will examine information about the residential development activity expected in the District.
- e. Will provide a 5-Year Enrollment Forecast.
- f. The final work product will have table with a likely enrollment projection for each facility in the District. There also will be a table with the same information as percentages and annual enrollment change.

10.2 Boundary Analysis

- a. Provides redistricting options that are based on the SFM enrollment projections generated in the Enrollment Report.
- b. Benchmark each option with respect to the boundary criteria the Board approves.
- c. Utilize Best Planning Practice (BPP) to create scenarios Generate maps with appropriate tables depicting future enrollment for new attendance areas adequate for District review and Board decision on boundary redraw only

10.3 Facilitated Boundary Process

- a. Utilize the data and maps generated in 10.3 to facilitate a public process. Limited exclusively to boundary redraw education, option review, and feedback.

- b. Recommend meetings with Board of Education (one at the beginning and one at the end of the process)
- c. Recommend meetings with a boundary committee
- d. Recommend public input opportunities to educate and receive community feedback
- e. Includes time for meeting preparation and follow-up after meetings
- f. Meetings can be virtual or in-person. Meeting agendas and materials may be provided 3 business days in advance for Client approval. Any additional workshops, stakeholder sessions, or public open houses require a change order.

10.4 Facilitation/Presentations

- a. Board Member Meetings – maximum 2 included in Facilitated Boundary process
- b. Administration/Staff Meetings – Virtual meetings as needed
- c. Aforementioned meetings use to be determined by the client; the consultant may request additional meetings beyond the maximum number allotted if the client agrees to an additional expense. Any meetings beyond boundary redraw topics require prior written approval and may be subject to additional fees under a change order.

10.5 Reliance on Data; Duty to Flag Conflicts. Consultants may rely on data provided by Client and public agencies without independent verification but shall promptly notify Client upon discovery of material inconsistencies, gaps, or anomalies reasonably likely to affect boundary options or projection.

11.0 Client Content. Client Content may consist of the following elements:

- 11.1 Digital student data for each student with at minimum the fields of address, grade, gender, and ethnicity.
- 11.2 Digital shape-file of parcels in the District.
- 11.3 Digital street centerlines file for all streets in the District that has the appropriate fields for accurate geocoding.
- 11.4 Digital shape-file of all school sites in the District.
- 11.5 Digital shape-file of the current school boundaries for each attendance area.
- 11.6 City and County Future Planning Maps of the area within the District.
- 11.7 Any other data, images, programming, photographs, illustrations, graphics, audio clips, video clips, or text necessary for the completion of the project.
- 11.8 Return/Destruction of Data. Within 30 days after SOW completion or termination, Consultant shall, at Client's option, return or securely destroy all Client data and Confidential Information (including student data) in its possession and certify destruction, except for one archival copy retained solely for legal compliance.

12. Confidentiality and Student Data Security.

Consultant shall:

- (a) treat all Client Content and student data as confidential;
- (b) use such data solely to perform the services;
- (c) implement and maintain administrative, physical, and technical safeguards appropriate to the sensitivity of student and GIS data;
- (d) comply with FERPA with respect to personally identifiable student information;
- (e) not disclose student-level data to third parties except approved subcontractors bound in writing to equal or greater protections; and
- (f) promptly notify Client within 48 hours of any suspected or actual security incident involving Client data and cooperate in remediation at no additional cost.

13. Dispute Resolution; Governing Law; Venue.

This SOW is governed by the laws of the State of Kansas, without regard to conflicts principles. The parties shall attempt to resolve disputes through good-faith executive-level discussions for 15 days before litigation. Exclusive venue lies in state courts located in the State of Kansas.

14. Public Records / FOIA.

Clients are subject to Kansas public records laws. Client will use reasonable efforts to notify Consultant of any public records request implicating Consultant's Confidential Information, and Consultant shall promptly identify and support any applicable exemptions. Nothing herein requires Client to withhold records contrary to applicable law.

[Remainder of page left blank intentionally. Signature pages follow.]

The parties have executed this Statement of Work by their duly authorized representatives
as of _____, 20__.

CONSULTANT

RSP & ASSOCIATES, LLC

By: _____

Title: _____

Date: _____

CLIENT

GARDEN CITY PUBLIC SCHOOLS, USD 457

By: _____

Title: _____

Date: _____



GARDEN CITY PUBLIC SCHOOLS

USD 457

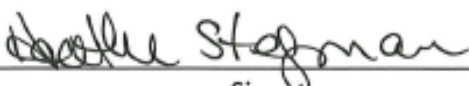
Professional Development Handbook

Date Plan Approved by State Board of Education: 3/10/2026

Date of Plan Expiration: 7/31/2030

5-year Professional Development Plan Approval

The USD 457 Garden City Professional Development Council approved the following plan, at its meeting held on Dec 2, 2025, according to KAR 91-1-216 (c) for submission for approval of the Kansas State Board of Education.

PDC Chair: 
Signature

Feb 4, 2026
Date

The USD 457 Garden City Board of Education approved the following plan, at its meeting held on February 9, 2026 according to KAR 91-1-216 (c) for submission for approval of the Kansas State Board of Education.

Board of Education President: 
Signature

2/9/2026
Date

Plan Updates

[illegible]

Add pages as needed

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Section One

Professional Development Council (PDC)

Introduction

Garden City Public Schools Professional Development Council provides exceptional professional development through rigorous coursework, personalized learning, and enriching opportunities. We foster leadership in every staff member, empowering them to inspire, take initiative, and drive positive change. At Garden City Public Schools, everyone leads.

Membership

KAR 91-1-217. In-service education professional development council.

- a) Each professional development council shall meet the following criteria:
- (1) Be representative of the educational agency's licensed personnel; and
 - (2) include at least as many teachers as administrators, with both selected solely by the group they represent.

Members of the USD 457 Garden City Public Schools PDC are staff who are licensed teachers and/or leaders. Each is selected by the licensed teachers and leaders in the groups they represent. The PDC will have as many or more teachers on it as licensed leaders with a minimum of two members. The membership of the PDC is dictated solely by the KSDE-licensed groups that the PDC represents. KSDE considers any language in a negotiated agreement or other contract that dictates the structure or operation of the PDC, including membership, contrary to regulations and to be invalid.

The PDC Coordinator is responsible for ensuring that the ratio of teachers to leaders is correct and will act to fill vacancies as soon as possible using the process described below.

If a PDC member needs or intends to resign, retire or otherwise leave the PDC, he/she should send notice of that to the PDC Coordinator before the next scheduled PDC meeting. Vacancies on the PDC will be filled using the process outlined in sections 1.22 and 1.24.

Licensed Teacher Groups Represented:

Groups Represented	Number
Secondary Level Representatives	2
Intermediate/Middle Level Representatives	2
Elementary Level Representatives	2
Total Licensed Teacher Representatives	6

Licensed Teacher Group Selection Process:

Members are elected by their representative groups. Members may resign at any time. Resignations must be in writing and submitted to the chairperson at least one regular meeting prior to the effective date of the resignation. Any council member will automatically be asked to resign under the following conditions:

1. Council member who misses three unexcused meetings during a school year or who fails to carry out responsibilities and duties.
2. Council member who moves to a new education position outside of their representative group.

Should there be extenuating circumstances, an appeal for condition #1 can be made to the Council with the person making the appeal abstaining from the vote.

Rotation of Membership

All council members will serve a three-year staggered rotation term. Terms are staggered so no group represented will intentionally have both representatives elected in the same election cycle. The rotation cycle is documented below. Any member may choose to serve multiple terms. If the member wants to serve again, the selection process will continue as listed in the election process.

Voting Role	Elected Member	Term Ending
Elementary level representative	Megan Ford	2029
Elementary level representative	Katie Unger	2028
Intermediate / Middle level representative	Laura Walsh	2029
Intermediate / Middle level representative	Dustin Algrim	2027
Secondary level representative	Wendi Terpstra	2027
Secondary level representative	Mark Shera Cruz	2028

Election Process:

1. All elections should occur before the end of the school year, except in the case of a resignation, which shall be completed within one month of the accepted resignation.
2. The Professional Development Coordinator emails all licensed personnel to seek candidates. Candidates are required to answer the following interview questions as part of their nomination process.
 - List your teaching experience

- What is your philosophy regarding professional development?
- What should Garden City School's professional development experiences look like?
- Why do you want to serve on the Professional Development Council?
- [PDC Nominations Template](#)

3. If only one candidate runs, a regular vote is still held according to steps 5-8 in order to ensure that the appropriate licensing group selects representation.

4. If no candidates volunteer, the Professional Development Coordinator contacts building administrators for candidate recommendations. The Professional Development Coordinator then contacts each recommended candidate to determine willingness to run. Upon identification of a candidate, a regular vote is held according to steps 5-8 in order to ensure that the appropriate licensing group selects representation.

5. The Professional Development Coordinator creates an electronic ballot including names of all eligible candidates who are representative of the district's licensed personnel. The ballot will include links to the nominee's answers to the interview questions.

- [PDC Ballot Template](#)

6. The Professional Development Coordinator emails the electronic ballot to all licensed personnel for voting in their grade band assignments based on their licensing status.

7. At the conclusion of the voting window, the Professional Development Coordinator notifies all licensed personnel of election results via email.

Licensed Leader Groups Represented:

Groups Represented	Number
K-4 Building Administrator	1
5-12 Building Administrator	1
District Administrator	1
Total Licensed Leader Representatives	3

Licensed Leader Group Selection Process:

Members are elected by their representative groups. Members may resign at any time. Resignations must be in writing and submitted to the chairperson at least one regular meeting prior to the effective date of the resignation. Any council member will automatically be asked to resign under the following conditions:

- Council member who misses three unexcused meetings during a school year or who fails to carry out responsibilities and duties.
- Council member who moves to a new education position outside of their representative group.

Should there be extenuating circumstances an appeal can be made to the Council with the person making the appeal abstaining from the vote.

Rotation of Membership

All council members will serve a three-year staggered rotation term. Terms are staggered so both leader representatives are not elected in the same election cycle. The rotation cycle is documented below. Any member may choose to serve multiple terms. If the member wants to serve again, the selection process will continue as listed in the election process.

Voting Role	Elected Member	Term Ending
K-4 Building Principal	Brandy Ochs	2028
9-12 Building Principal	Amy Cosper	2028
District Office	Heather Stegman	2028

Election Process:

1. All elections should occur before the end of the school year, except in the case of a resignation, which shall be completed within one month of the accepted resignation.
2. The Professional Development Coordinator emails all licensed personnel to seek candidates. Candidates are required to answer the following interview questions as part of their nomination process.
 - List your leadership experience
 - What is your philosophy regarding professional development?
 - What should Garden City School's professional development experiences look like?
 - Why do you want to serve on the Professional Development Council?
 - [PDC Nominations Template](#)
3. If only one candidate runs, a regular vote is still held according to steps 5-8 in order to ensure that the appropriate licensing group selects representation.
4. If no candidates volunteer, the Professional Development Coordinator contacts district administrators for candidate recommendations. The Professional Development Coordinator then contacts each recommended candidate to determine willingness to run. Upon identification of a candidate, a regular vote is held according to steps 5-8 in order to ensure that the appropriate licensing group selects representation.
5. The Professional Development Coordinator creates an electronic ballot including names of all eligible candidates who are representative of the district's licensed personnel. The ballot will include links to the nominee's answers to the interview questions.
 - [PDC Ballot Template](#)
6. The Professional Development Coordinator emails the electronic ballot to all licensed personnel for voting in their grade band assignments based on their licensing status.
7. At the conclusion of the voting window, the Professional Development Coordinator notifies all licensed personnel of election results via email.

Approved process for PDC member selection when no candidates:

If the election processes in Sections 1.22 and 1.24 are not successful, the PDC will take the list from each group that was not able to select its own member/s and will choose the new PDC member/s from that list. The PDC Chair will email KSDE at professionallearning@ksde.org to inform it of this action.

Responsibilities

KAR 91-1-217. In-service education professional development council.

(b) Each council shall have the following responsibilities:

- (1) To participate in annual training related to roles and responsibilities of council members, including responsibilities under these regulations, K.A.R. KAR 91-1-215 through K.A.R. KAR 91-1-219;
- (2) to develop operational procedures; and
- (3) to develop a five-year plan that may be approved by the governing body of the educational agency and is based upon criteria established by the state board.

The Professional Development Council will:

1. Participate in annual training related to roles and responsibilities of council members, including responsibilities under these regulations, K.A.R. KAR 91-1-215 through KAR 91-1-219.
2. Design, coordinate, recommend, approve, and evaluate professional development activities for professional development credit.
3. Establish and evaluate policies, procedures, and criteria for professional development plans at the district, building, and individual levels.
4. Communicate procedures and serve as a resource for questions or concerns related to professional development.
5. Makes systematic recommendations about professional development based on learner needs and intended outcomes.
6. Participate in the development of a five-year plan that may be approved by the governing body of the educational agency and is based upon criteria established by the state board.

Annual PDC Training

KAR 91-1-217. In-service education professional development council.

(b) Each council shall have the following responsibilities:

- (1) To participate in annual training related to roles and responsibilities of council members, including responsibilities under these regulations, KAR 91-1-215 through K.A.R. KAR 91-1-219.

USD 457 Garden City Public Schools will train new PDC members on their roles and responsibilities as council members under regulations, K.A.R. 91-1-215 through K.A.R. 91-1-219 before they start their duties but no later than the end of September of their first academic year in office. Members who receive annual training as a refresher should complete it by the end of the first semester of the new academic year.

In order to facilitate team collaboration, all USD 457 PDC members will attend PDC training at SWPRSC or a comparable live training event. If there are extenuating circumstances that prevent a member from attending, they may appeal to the remaining PDC members and present an alternative training.

The PDC Chair is responsible for ensuring training is timely, completed by each member of the PDC for each academic year, and documented for verification. The documentation will be stored on the [PDC Attendance Spreadsheet](#). PDC members are eligible to earn one PD point for each clock hour they serve on the council during their license period. Points will be transferred into PowerLearn at the end of the school year based on hours attended from the PDC Attendance Spreadsheet.

Operational Procedures

KAR 91-1-217. In-service education professional development council.

- (b) Each council shall have the following responsibilities:
(2) to develop operational procedures.

As the advisory council to our Board of Education, the PDC members maintain its operational procedures for the smooth and efficient running of its activities.

Officers

Officers

Officers include a Chairperson, a Vice-Chairperson, and a Secretary. All officers are elected in May for a term of one year by the members and begin their terms June 1st. In the event an officer resigns during their one-year term, elections will be held during the next regularly scheduled meeting following the acceptance of resignation. Duties of the officers include:

Chairperson:

- Calls and conducts all meetings.
- Calls special meetings as needed.
- Carries out other duties as determined by the PDC.
- Reports to the Board of Education as needed.

Vice Chairperson:

- Acts in the absence of the Chairperson.
- Carries out other duties as determined by the PDC.

Secretary:

- Keeps records and minutes of meetings.
- Maintains a file of all minutes in the district office.
- Carries out other duties as determined by the PDC

Meetings

Meetings will be held on the second Tuesday of the month during the school year beginning at 4:30. Meeting dates are updated in the PDC handbook each year and posted on the district website in the Professional Development Council section of the Curriculum and Instruction page. Additional meetings can be scheduled as deemed necessary by the Chair of the Council. Notification of all extra meetings shall be given to all PDC members at least five (5) days prior to the meeting.

All agenda items must be submitted in writing at least ten working days prior to the meeting. Meetings will be attended by the following members. Additional staff may attend when needed and invited by the PDC Chairperson.

Attendees	Number
Secondary Level Representatives	2
Intermediate/Middle Level Representatives	2
Elementary Level Representatives	2
K-4 Building Administrator	1

5-12 Building Administrator	1
District Administrator	1
Technology Representative *	1
Professional Development Coordinator *	1
Office of Learning Services Representative *	1
Assistant Superintendent of Student Services *	1

****Indicates a non-voting staff position whose input at these meetings is integral to the district's professional development process and success.***

It is understood that the district will provide all facilities, clerical support, and record keeping services needed by the Council. (See Appendix)

PD Council Meeting Dates for 2025–2026 4:30pm – 5:15pm

August 4, 2026

September 8, 2026

October 13, 2026

November 10, 2026

December 8, 2026

January 12, 2027

February 9, 2027

March 9, 2027

April 13, 2027

May 11, 2027

Decision-making

To call for, conduct and document PDC voting for PD Points, IPDPS, and the 5-year PD Plan renewal and other official business, the PDC requires the following:

- All decisions of the Council will be indicated by an affirmative vote of a simple majority of the authorized membership of the Council. A quorum is a simple majority of the current voting PDC membership.
- To conduct official business at least 5 members, with 50% or fewer of those being leaders, constitutes a quorum.
- If there is a tie, the PDC Chair or designee may delay the vote, call another meeting, or vote later electronically or by phone.
- If there is a tie, the PDC Chair or designee may delay the vote and call another meeting. The non-voting PDC leaders may also be used.

Documentation

Staff professional goals are documented in the Talent Ed platform. Goals can be developed around content standards, Kansas Professional Education Standards, or Service to the Profession.

- Personal Improvement Goal
- Professional Improvement Goal
- School Achievement Goal

The [attached document](#) contains directions regarding how to use Talent Ed to document goals.

PowerLearn is the program that USD 457 uses for documentation of Professional Development points. The [attached document](#) contains directions for how to use PowerLearn to access the Professional Development system, find courses, and request external credit/points. Training is also provided at the beginning of each school year for new professional staff.

Before attending a meeting or conference, a Professional Leave Form signed by your building principal or direct supervisor must be submitted. An agenda with the conference location, scheduled time and date, and meal provision must be attached. Attendance may be denied without prior submission. Additional guidance regarding out of district professional development is provided in the [Professional Leave Guidelines](#).

When traveling out of district for professional development, staff must follow the suggested leave times documented in the [Travel Distance Departure Guidelines](#).

TYPE AND LOCATION OF PDC DOCUMENTATION

	Mark (X) if used	Location of Documentation/Informa tion	Responsible Person for Documentation	Accessible to more than one person? (Y/N)
Communications	X	Email and Shared PDC Drive	PD Chairperson	yes
IPDP's	X	Talent Ed	HR (Tamara)	yes
Meeting Minutes	X	Shared PDC Drive	PDC Secretary	yes
Member Selection	X	PDC Google Drive	PD Coordinator	no
Officer Selection	X	PDC Drive	PD Coordinator	no
PD Plan Process	X	Google Drive	PD Coordinator	yes
PD Points	X	PowerLearn	PD Coordinator	yes
Staff PD Needs Assessments	X	Shared PDC Google Drive Results posted on PDC webpage gckschools.com	PD Coordinator	yes

Records

- PDC meeting records and materials are kept on file by the Professional Development Coordinator.
- The Professional Development Council Secretary records the minutes of PDC meetings.
- Information about individual in-service points will be shown on each individual's plan in PowerLearn. It is the responsibility of the professional educator to maintain and record the total

instructional development points in order to meet terms and agreements of the negotiated contract.

- The Professional Development Council meets once per month to review in-service activities.
- In the event that more information is required for the committee to approve a particular activity, the Professional Development Council Secretary will contact the professional educator for the information. The professional educator will then have the span of the next 2 meetings to present the requested information to the committee or the activity in question will be denied.
- Individual records of approved professional development activities are housed in the PowerLearn management system.
- Transcripts for salary advancement and/or recertification may be obtained through completion of the proper form available in each building.
- USD 457 uses the PowerLearn platform for identification and recommendation of professional development activities. The [attached document](#) contains directions for how to use PowerLearn to propose a course starting on page 2.
- The Professional Development Coordinator keeps completed recommendation forms on file in the Office of Learning Services. Forms must be submitted at least 2 weeks prior to the proposed start date. Professional Development requests should begin with the building leader and [propose a course within the PowerLearn program](#).

Communications

As often as possible, the PDC Chair represents the Profession Development Council to the governing body regarding the business of the PDC. Information about PDC meetings and their results and other PDC activities are communicated through the meeting minutes.

The Secretary of the Professional Development Council shall keep minutes of all meetings. Minutes will be forwarded to the PDC Chair for distribution to authorized personnel. Minutes and other documents are stored in the district PDC Committee Meetings shared drive folder.

Approvals

All approval authority for the following activities lies within the PDC alone, except for the local board of education, which may also approve the Professional Development Plan and its amendments. The PDC may exercise its approval in three ways: direct, recommended or delegated for Individual Professional Development Plans and the Professional Development Points

5-year Professional Development Plan Review

The PD Plan revision is approved using the KSDE process: plan review and revision, final draft approval, local district approval and approval by the State Board of Education.

The USD 457 PDC will first approve the five-year district Professional Development Plan with subsequent approval by the USD 457 Board of Education (BOE). The PD Plan is subject to an annual review. If changes or corrections are deemed necessary, the Professional Development Council (PDC) will make amendments following the procedure stated below.

If the annual evaluation in the spring (March – May) shows the need to change the plan to close determined gaps and meet the plan goals and objectives, the PDC will amend it. Any amendments may be approved using the voting procedures under the Decision Making in Section 1.52. Once an amendment is approved, the PDC Secretary will add it to the Plan Updates form at the beginning of the plan, including the description of the change and the date the PDC approved it.

Amendments approved by the PDC will be submitted to the Board of Education for its approval, which will be recorded in the Plans Update form by the PDC Secretary.

Individual Professional Development Plans

Sequence of Approvers before final PDC approval	Position/Title of Approver
1st-	Building Principal/Supervisor (Designated Supervisors)
2nd-	HR (Tamara)/Talent Ed (Logistics only)

Delegated Approval-The PDC delegates its authority to allow the final position in the Sequence of Approvers (above) to approve IPDP’s. If the designated position does not approve an IPDP, he/she will inform the PDC Chair immediately and the Chair will schedule the PDC Review of the IPDP at the next scheduled meeting. After informal discussions, if the PDC and staff cannot agree on a final plan and the PDC disapproves it, licensed staff may pursue an appeal as described below. The final approver will keep the PDC informed of the progress and status of the completion of all IPDPs. All IPDPs should be completed and approved no later than October 1.

Appealing the non-approval of an IPDP by the PDC

KAR 91-1-206. Professional development plans for license renewal.

(d) If a person is unable to attain approval of an individual development plan through a local professional development council, the person may appeal to the licensure review committee for a review of the proposed individual development plan.

If the above appeals process to the PDC for their not approving an individual development plan results in another disapproval, licensed staff may appeal to the state licensure review board (KAR 91-1-206(d)). The individual staff member may call KSDE Licensure at 785-296-2288 and ask for the Licensure Review Board Coordinator to begin the process.

Professional Development Points

Sequence of Approvers before final PDC	Position/Title of Approver
---	----------------------------

approval	
1st-	Building Principal/Supervisor/Presenter
2nd-	OOLS Secretary PowerLearn (Logistics)

Recommended Approval- The PDC allows the positions in the Sequence of Approvers (below) to recommend the number and type of PD activity points and has them add the list of staff names with that information for a vote at a PDC meeting. Any plan that causes concern or disagreements may be pulled from the consent agenda and discussed separately at the PDC meeting.

Appealing the non-approval of the number or type of PD points by the PDC

In the event that more information is required for the committee to approve a particular activity, the PDC Secretary will contact the professional educator for the information. The professional educator will then have the span of the next 2 meetings to present the requested information to the committee or the activity in question will be denied.

If the request is denied at either of the next two meetings, all decisions about the type and amount of PD points that the PDC awards are final.

IPDPs for Licensed Professionals who live or work in the district but not employed by the district

KAR 91-1-206. Professional development plans for license renewal.

(b) Each person who is employed by or who works or resides within any Kansas unified school district shall be eligible to file a professional development plan with that district's local professional development council for licensure renewal purposes.

Any licensed person who is not employed by but who works or resides within USD 457, Garden City Public Schools is eligible to create and file a professional development plan with the district's local professional development council for licensure renewal purposes.

The PDC Coordinator is the liaison between non-employee licensed teachers and leaders and the PDC. Non-employees may be eligible to participate in district in-service activities. To begin this process, non-employees may contact the PDC Coordinator, Heather Stegman, at hstegman@gckschools.com or 620-805-7186.

The steps the individual will take to complete the plan are:

1. Identify personal professional development needs. These should include the need for points for licensure renewal. Points must be obtained in one or more of the following 3 areas: content endorsement standards, professional education standards, and service to the profession.
2. Determine professional development goals that are based upon identified needs.
3. Complete an Individual Professional Development Plan and submit it to a supervisor designated by the district.

4. After the liaison has had the opportunity to review and sign the plan, submit the plan to the district Professional Development Council for approval.

See Sections 3 and 4 for more information about what should be included in the IDPD and how professional development points may be awarded.

Section Two

The District/System Professional Development Plan

KAR 91-1-216. Procedures for promulgation of in-service education plans; approval by state board; area professional development centers' in-service programs.

(a) An in-service education plan to be offered by one or more educational agencies may be designed and implemented by the board of education or other governing body of an educational agency, or the governing bodies of any two or more educational agencies, with the advice of representatives of the licensed personnel who will be affected.

(b) Procedures for development of an in-service plan shall include the following:

- (1) Establishment of a professional development council;
- (2) an assessment of in-service needs;
- (3) identification of goals and objectives;
- (4) identification of activities; and
- (5) evaluative criteria.

(c) Based upon information developed under subsection (b), the educational agency shall prepare a proposed in-service plan. The proposed plan shall be submitted to the state board by August 1 of the school year in which the plan is to become effective.

(d) The plan shall be approved, approved with modifications, or disapproved by the state board. The educational agency shall be notified of the decision by the state board within a semester of submission of the plan.

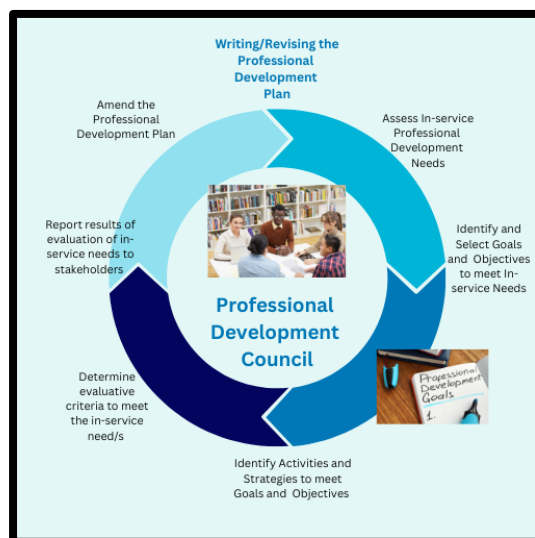
(e) An approved plan may be amended at any time by following the procedures specified in this regulation.

(f) Each area professional development center providing in-service education for licensure renewal shall provide the in-service education through a local school district, an accredited nonpublic school, an institution of postsecondary education, or an educational agency that has a state-approved in-service education plan.

KAR 91-1-217. In-service education professional development council.

(b) Each council shall have the following responsibilities:

(3) to develop a five-year plan that may be approved by the governing body of the educational agency and is based upon criteria established by the state board.



Introduction

The school improvement plan(s) will provide information about gaps between students' actual performance and the desired goals or outcomes. This section needs to concentrate on what school improvement area the district wants to improve during this plan cycle and the process that is used to decide on that area.

KESA 2.0 Kansas School Improvement Model as the main process for determining action for professional development and should concentrate on:

- determining if each district student is receiving instruction to meet academic standards,
- assessing how instruction aligns with state and district curriculum content and standards,
- Describing current activities that are helping to ensure that district students reach the curriculum standards, and describing what is not being done and who the students or student groups are that need particular attention.
- determining what adult behaviors and skills are needed to promote instructional processes.

Professional development should center around the following KESA Outcomes:

- ELA & Math State Assessments
- HS Graduation and Postsecondary Effectiveness

A system's accreditation status is impacted by the system's performance against the standards set in three areas: Compliance, School Improvement, and Outcomes. For the School Improvement area, the measure considered is the system's demonstrated implementation of the action plan. The intention of the action

plan review process is to better equip systems to report on the implementation of the plan by developing plans that are agreed by KSDE and systems to be clear, aligned to the School Improvement Model, and data informed.

Kansas Education Systems Accreditation (KESA) Resources

Data Review Guide

ELA Standards Alignment Toolkit

HGSS Standards Alignment Toolkit

KESA Student Outcome Data

KESA Compliance '24-'25

Mathematics Standards Alignment Toolkit

[Resources for Quality Instruction](#)

Science Standards Alignment Toolkit

USD 457

The PDC Chair will designate the PD Coordinator as the PDC Liaison to the District Leadership Team in order that the PDC remains informed of USD 457 Garden City's action planning.

USD 457 Garden City DLT will consist of the following members:

- Superintendent
- Deputy Superintendent of Curriculum and Instruction
- Director of Elementary Curriculum and Instruction
- Directory of Secondary Curriculum and Instruction
- Coordinator of Curriculum and Assessment
- Secondary Admin Representative (9 – 12)
- Intermediate Center or Junior High Admin Representative (5 – 8)
- Elementary Admin Representative (PreK – 4)
- Elementary Teacher Representative (PreK – 4)
- Secondary Teacher Representative (5 – 12)

Assessment and prioritization of school improvement needs

Fundamentals

(The foundation for school improvement in Kansas Schools)

Structured Literacy

We provide literacy instruction in pre-K-12 aligned to the science of reading and assure teachers and admin are well-trained and knowledgeable in the elements and implementation of structured literacy.

Standards Alignment

We align lessons, instruction, and materials to Kansas standards and clearly identify what students must know and be able to do. This includes interpersonal, intrapersonal, and cognitive skills in pre-K-12.

Balanced Assessment

We assess students for risk and standards in pre-K-12 and use data to adjust instruction. We have a deep understanding of the purpose of each assessment and how to use the data to raise achievement.

Quality Instruction

We have a culture of high expectations in our classrooms and provide each student access to grade level standards and content through high-quality instructional materials in pre-K-12.

Before writing/revising a plan, the Professional Development Council (PDC) must determine the staff development needs of the district or educational agency based on school improvement needs. This PD Plan accounts for standards alignment, high quality instructional materials, and structured literacy as part of the foundations for school improvement in Kansas.

The school improvement needs must be prioritized systematically for the district to allow the district to concentrate on goals and actions it must achieve in a designated timeframe to improve outcomes. The district will use the KESA 2.0 Kansas School Improvement Model as the main process for determining action for professional development.

The fundamentals are interconnected and associated with actions that each school system must implement so students can meet Kansas' rigorous learning standards. The district will continue the prioritization process at its School Improvement Day.

The Fundamentals Ensure School Systems will do the following:

- Effectively teach students to read.
- Clearly identify what students must know and be able to do.
- Access and utilize balanced assessment data effectively.
- Maintain high expectations in each classroom so each student can access grade level content and standards.

The KESA School Improvement Day each year will focus on the prioritization of needs for that year. To allow each system to prioritize the most critical high-leverage actions through collaborative conversations around the responses to guided reflective questions.

Based on KESA Outcome data, each system will share strengths and weaknesses with the whole group.

Each District Leadership Team (DLT) will

- review KESA Student Outcome Data,
- discuss Guided Reflective Questions to identify needs,
- reach consensus on the current state of each of the 6 structures,
- develop a rough draft of an action plan with an initial, not definitive, direction for their Action Plan, which would include the Fundamental(s) - Structure(s) Lead Indicator(s) the DLT is leaning towards selecting as priorities, based on the system's current state of data.
- Identify measures of progress.
- walk away with a potential, preliminary plan that will be defined after engaging the school community in the development of their Action Plan.

USD 457

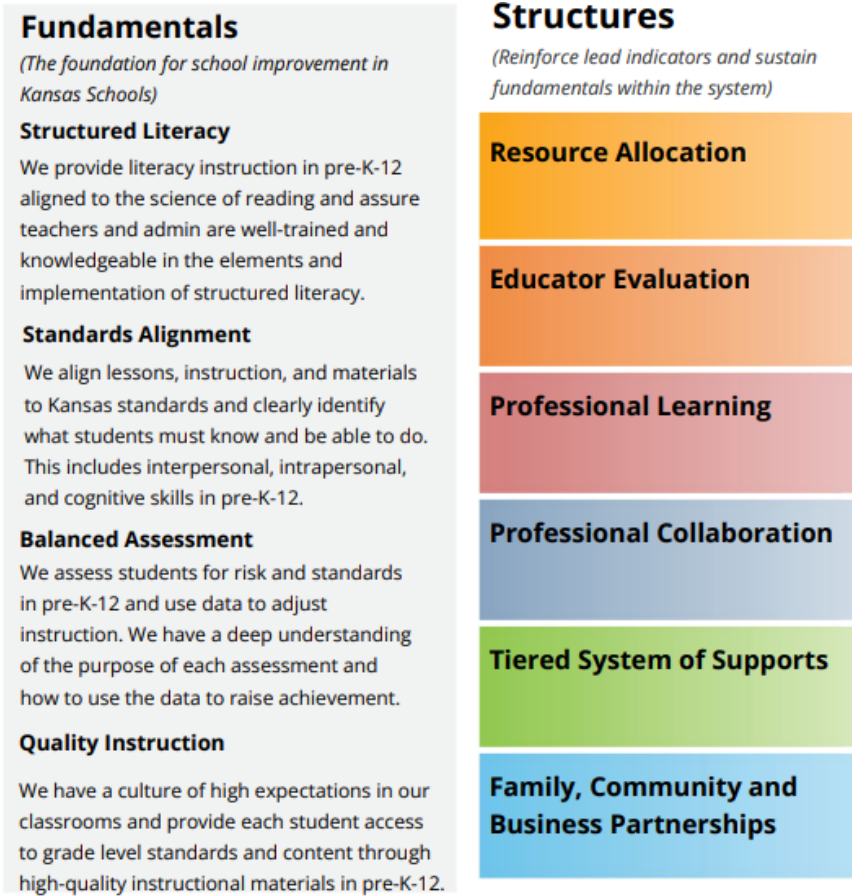
Upon review of USD 457 data and discussion of the Guided Reflective Questions, the District Leadership Team came to the following conclusions:

- 21.45% is our district average of 3s and 4s on KAP ELA, which is below the state average
- 35% of our students were above target on spring reading FastBridge screening in 2024
- Students’ scores on state ELA assessments and FastBridge screening assessments are consistently low
- Teachers express concerns that our current ELA instructional materials are not fully aligned to state standards or the Science of Reading
- Our teachers need high-quality, engaging resources that address all the components of English Language Arts (reading, writing, speaking, and listening) for all readers

Based on this information, the DLT identified Quality Instruction, in particular the use of high-quality instructional materials (HQIM), as the Fundamental for our 2025 and 2026 KESA Actions Plans.

Identification of goals and objectives to achieve professional development needs

In KESA 2.0, structures shape the professional behaviors of the educators within the school system.



A staff development needs assessment identifies gaps in student learning and the related gaps in staff knowledge and skills to meet school improvement goals. Staff development goals and objectives are focused upon helping teachers and other staff members close those gaps.

Goals and objectives are the desired results for improved student learning that can be correlated to the planned staff development. They are the foundation for the District Professional Development Plan. Goals should be based upon strengths as well as identified needs. To be effective, goals must be few. They should be unambiguous, realistic, measurable, and achievable within a specified period.

As part of this process, the PDC should be planning the criteria it will use to decide if the goals and objectives are met.

Goals should also focus upon teachers' knowledge and skills related to specific curriculum areas – including state curriculum standards or school improvement goals. They should clearly align with student performance goals at the school, district (or educational agency) and state levels.

Much of the work in this section happens after the School Improvement Day. Based on the initial plan to engage the broader school community, the DLT engages with Building Leadership Teams (BLT), staff, the local school board, and site councils to collaborate, using guided reflective questions as the basis. Through these engagements and based on feedback from stakeholders, the DLT will meet to solidify, finalize and submit its KESA Action Plan through the KESA Authenticated Application no more than 60 days (about 2 months) after the School Improvement Day.

USD 457

The District KESA Plan will determine the needs of the district, and the District Leadership Team will write a district action plan to address the identified needs. The District Leadership Team and Building Leadership Teams will provide leadership and communication related to such plans.

District Professional Development Plans specify the results desired to achieve changes and improvements across the entire district. Individuals with district-wide responsibilities initiate these plans.

The results specified in the District Professional Development Plans are driven by a variety of external and internal factors. These might include:

- 1. External:**

- Federal Mandates
- State Mandates and Priorities
- Reports and Research

- 2. Internal:**

- USD 457 Strategic Plan
- Documented student performance needs (needs assessment)
- Kansas Education Systems Accreditation (KESA)
- Building Goals
- Career and Technical Education
- Board of Education/Superintendent issued Curriculum Revision Cycle
- Walk Through Data
- Student Data Sources (e.g. FastBridge, Common Assessments, KAP)
- PD Survey
- Staff input, especially from Professional Development Council
- [District Professional Development Needs Survey](#)

USD 457 KESA Action Plans

Based on the information gathered during the KESA 2024-2025 data review, the DLT identified Quality Instruction, in particular the use of high-quality instructional materials, as the Fundamental for our 2025 and 2026 KESA Actions Plans. Specifically, the following Structures will be addressed:

- In 2025, Resource Allocation will be by the following actions:

The Curriculum Review Committee will be formed and trained in 2025. The committee will consist of a variety of stakeholders. The committee will analyze and select rigorous ELA High Quality Instructional Materials (HQIM). We will select a new ELA HQIM that aligns with the science of reading and present our proposal to the Board of Education in February 2026. We will purchase the materials in spring 2026.

- In 2026, Professional Development will be by the following actions:

Once materials are selected and board approved, our focus will shift to implementation of ELA HQIM with fidelity across the district. Looking forward, our 2026 KESA Action Plan will focus on professional development around the implementation of the selected curriculum materials.

In order to achieve these actions, the following topics will need ongoing professional development to achieve our goal of improving the quality of instruction at USD 457 through the successful implementation of high-quality instructional materials:

- LETRS and the Science of Reading
- Kansas State Standards and Standards Alignment
- Effective engagement and instructional practices
- Implementation of district approved high quality instructional materials

Identification of activities and actions to achieve the goals and objectives

In KESA 2.0, lead indicators are high leverage professional actions, grounded in evidence, associated with each structure designed to ensure implementation of the fundamentals. They are verified with Measures of Progress (MOP).

The MOP's for Professional Learning include the following:

- Teachers trained in structured literacy
- Mentors or coaches trained to support structured literacy
- Early learning training
- Teachers trained in standards alignment
- Educator perception data on professional development impact
- User Defined MOP

Not every combination of Foundation-Structure-Lead Indicator-Measure of Progress will lead to knowledge PD points for each licensing type: teacher/specialist or leader. See Section 4.0 for details.

Structures

(Reinforce lead indicators and sustain fundamentals within the system)

Lead Indicators

(Actions that support implementation of the Fundamentals)

Resource Allocation

Budget emphasis on implementing high-quality instructional materials (HQIM) and professional development aligned to state standards and structured literacy.

Educator Evaluation

Educator evaluation processes and conversations account for standards in pre-K-12 and optimizing conditions for learning in classrooms.

Professional Learning

District professional development and mentoring plans account for the alignment of classroom practice with state standards and HQIM to optimize conditions for learning in classrooms.

Professional Collaboration

Collaboration system includes grade level and content area teachers aligning instruction with state standards and HQIM to optimize conditions for learning in classrooms.

Tiered System of Supports

Data analysis and utilization includes screening for risk and performance against standards. Appropriate time is provided for core activities and interventions to meet student needs.

Family, Community and Business Partnerships

Educators, families, and community partners collaborate to ensure students are progressing on state standards, competencies, and postsecondary readiness indicators.

USD 457

In order to achieve the 2025 and 2026 action plans around improving the quality of instruction through selection and implementation of high-quality instructional materials, the following topics will need ongoing professional development to achieve our goal of improving the quality of instruction at USD 457 through the successful implementation of high-quality instructional materials:

- LETRS and the Science of Reading
- Kansas State Standards and Standards Alignment
- Effective engagement and instructional practices
- Implementation of district approved high quality instructional materials

Internal Professional Learning:

- A full day of professional learning is 6 hours and 40 minutes long. A half day of professional learning is 3 hours and 20 minutes long. Times do not include lunch time.
- District administrator, building administrator, or department leader will submit [requests for professional learning within the Powerlearn platform.](#)
- The appropriate grade level Director will review the request for professional learning and approve, revise or deny the request.
- Attendance rosters will be documented within PowerLearn.

- Approved courses will be reviewed by the PDC council for approval, once approval has been granted, rosters will be converted to each staff member's personal educational transcript.
- If principal chooses to offer an in-district activity for college credit, prior arrangements must be made through the Staff Development Office. Instruction Office and Staff Development personnel will arrange with a university for offering the credit. Activities could be a book study, or other activity deemed appropriate to the educational classroom instruction.
- Book Study Guidelines – Book study guidelines will need prior approval by building principal and Staff Development Office regarding when times are to be spent reading book (within Negotiated Agreement), when can the book study discussion take place, and number of points for all participants. PD Points are based off book study discussion time; however points are not awarded for time spent reading.
- Independent Book Study - Points awarded based on minutes read according to audible or other comparable application; Applicants are required to answer the following questions:
 - a. How does this apply to your classroom and the subject/classes that you teach?
 - b. How do you plan to implement/apply the learning from this text?
 - c. Are there other educators you would recommend this text to? (new teachers, specific subject areas, teachers with a targeted need in their classroom)
- Internet registration (PowerLearning) replaces a professional leave form for in-district professional development only.
- District Personnel, certified or classified, who present in-district professional development activities during district in-service days will be compensated at either a daily rate or an hourly rate. Preparation time may be compensated; however, prior approval from the appropriate Director of Curriculum and Instruction is required. **If prior approval is not received, compensation will not be given.** Additional information is provided in the [Consultant's Fee Schedule](#). The [District Trainer Agreement](#) is included in the Appendix.

External Professional Learning:

- Requests for professional learning must align with the USD 457 Professional Development Goals.
- Upon approval from the supervisor, certified staff will submit a USD 457 Leave Request Form. Leave forms must be submitted before attending any upcoming meeting or conference. Attendance may be denied without prior submission. Leave requests require a supervisor signature.
- Agenda or an email showing the conference location, schedule times, dates, and meal provision should be attached to the USD 457 Leave Request Form.
- All requests for External Professional Development points shall be submitted on the appropriate form in PowerLearn by following the [External Credit Request Instructions](#).

Evaluative criteria to determine levels of success in meeting the in-service need/s

In KESA 2.0, KSDE review of the action plan and the evaluation of Measures of Progress provide the metrics that reflect a school system's implementation of a lead indicator. An evaluation of the level of success in meeting the stated PD goals and activities in the action plan will help evaluate total improvement in the school improvement area on which the PD activities were chosen.

Structures

(Reinforce lead indicators and sustain fundamentals within the system)

Lead Indicators

(Actions that support implementation of the Fundamentals)

Measures of Progress

(How we know the action is being implemented effectively)

Resource Allocation	Budget emphasis on implementing high-quality instructional materials (HQIM) and professional development aligned to state standards and structured literacy.	● Measure ● 6 Month Target ● 1 Year Target
Educator Evaluation	Educator evaluation processes and conversations account for standards in pre-K-12 and optimizing conditions for learning in classrooms.	● Measure ● 6 Month Target ● 1 Year Target
Professional Learning	District professional development and mentoring plans account for the alignment of classroom practice with state standards and HQIM to optimize conditions for learning in classrooms.	● Measure ● 6 Month Target ● 1 Year Target
Professional Collaboration	Collaboration system includes grade level and content area teachers aligning instruction with state standards and HQIM to optimize conditions for learning in classrooms.	● Measure ● 6 Month Target ● 1 Year Target
Tiered System of Supports	Data analysis and utilization includes screening for risk and performance against standards. Appropriate time is provided for core activities and interventions to meet student needs.	● Measure ● 6 Month Target ● 1 Year Target
Family, Community and Business Partnerships	Educators, families, and community partners collaborate to ensure students are progressing on state standards, competencies, and postsecondary readiness indicators.	● Measure ● 6 Month Target ● 1 Year Target

USD 457

USD 457s annual measure of progress for the 2025-2026 KESA cycle will be measured by completion of the following steps in the designated time frame:

- Form review committee by 3/28/2025
- Train review committee members by 04/21/2025
- Vendor presentations by 09/26/2025
- Make recommendation to district leadership by 12/02/2025
- Board approval by 03/09/2026

Evaluation of Professional Development:

Complete a Feedback Form or evaluation form in Power Learning within Thirty (30) calendar days.

- The content, materials, and activities were relevant to my role and built on or engaged my prior knowledge (1 to 5)
- There were opportunities for interactive and hands-on activities (Provided time for collaboration and discussion, analyzing and discussing student work, practicing a skill, modeling strategies, etc) (1 to 5)
- The ideas and strategies I learned are effective for improving instruction. (1 to 5)
- What goals do you have for yourself after this session and what action steps will you take to meet these goals?
- What supports or follow-up training do you need to be able to apply and expand upon your learning?

The Professional Development Council will review the results specified in the evaluation.

Reporting results of evaluation of in-service needs

The [Garden City Professional Needs Assessment](#) will help the staff determine gaps in skills attained and skills needed to meet district, building and individual professional development needs. The needs assessment will be emailed to all district certified staff members at least every three years. Results will be posted on the [Professional Development Council Page](#) of the [Garden City Public Schools Webpage](#).

Section Three

Individual Professional Development Plans (IPDP)

KAR 91-1-206. Professional development plans for license renewal.

(a) Any person filing a professional development plan with a local professional development council for licensure renewal purposes under S.B.R. KAR 91-1-205 (b) shall develop a plan that includes activities in one or more of the following areas:

- (1) Content endorsement standards as adopted by the state board;
- (2) professional education standards as adopted by the state board; or
- (3) service to the profession.

(b) Each person who is employed by or who works or resides within any Kansas unified school district shall be eligible to file a professional development plan with that district's local professional development council for licensure renewal purposes.

(c) Each individual submitting a professional development plan shall ensure that the plan meets the following conditions:

- (1) The plan results from cooperative planning with a designated supervisor.
- (2) The plan is signed by the individual submitting the plan and by the individual's supervisor if the supervisor agrees with the plan.
- (3) The plan is reviewed and approved by the local professional development council.
- (d) If a person is unable to attain approval of an individual development plan through a local professional development council, the person may appeal to the licensure review committee for a review of the proposed individual development plan.

Introduction

The Professional Development Plan from Section 2 is critical for developing the quality of education in any school community. However, there is nothing that has a more immediate impact on an educator than his or her individual professional development plan (IPDP).

The final approval for IPDP's is with the PDC unless licensed staff appeals to the Licensing Review Board. No one should impede the IPDP, once the staff signs it, from getting to the PDC for an approval decision.

The purposes of the IPDP is to engage in staff development that improves the learning of all students by:

1. Preparing educators to understand and appreciate all students, create safe, orderly and supportive learning environments, and hold high expectations for their academic achievement. (Equity)
2. Deepening educators' content knowledge, providing them with research-based instructional strategies to assist students in meeting rigorous academic standards, and preparing educators to use various types of classroom assessments appropriately. (Quality Teaching)
3. Providing educators with knowledge and skills to involve families and other stakeholders

appropriately. (Family Involvement)

** From National Staff Development Council*



Developing an individual professional development plan requires the same basic steps used in the Professional Development Plan. The PDC uses the following steps to collaborate with licensed staff in the creation and approval of their Individual Professional Development Plans (IPDP):

Collaborate with a designated supervisor

The individual professional development plan will be tailored to meet staff's personal and professional development needs. These include acquiring professional development points for licensure renewal.

Requirements for acquiring professional development points include that the IPDP be:

- Developed in collaboration with a designated supervisor.
- Signed by the individual and her or his supervisor - if the supervisor agrees with the plan.
- The PDC delegates its authority to allow the final position in the Sequence of Approvers (Section 1.55) to approve IPDP's. If the designated position does not approve an IPDP, he/she will inform the PDC Chair immediately and the Chair will schedule the PDC Review of the IPDP at the next scheduled meeting. After informal discussions, if the PDC and staff cannot agree on a final plan and the PDC disapproves it, licensed staff may pursue an appeal as described below. The final approver will keep the PDC informed of the progress and status of the completion of all IPDPs.

Assess Individual Needs

Staff should determine gaps in skills attained and skills needed to meet district, building and individual professional development needs.

Determine individual professional development goals

These should be based upon identified needs, including the need for professional development points for licensure renewal. Goals can be developed around content standards, Kansas Professional Education Standards, or Service to the Profession.

- Personal Improvement Goal
- Professional Improvement Goal
- School Achievement Goal

The [attached document](#) contains directions regarding how to use Talent Ed to document goals.

Determine individual professional development strategies

Select strategies that will best provide the skills and knowledge necessary to meet your personal professional development goals. Include staff development planned by the school and/or district according to the school's results-based staff development plan and/or the district's Professional Development Plan.

Professional development may be done independently and include such things as book studies, impact cycle coaching, out of district professional development opportunities, service to the profession, and/or USD #457 On-Demand. Professional portfolios and participation in a college or university course or program of study are also possible individual professional development strategies.

Write the Individual Professional Development Plan

The Individual Professional Development Plan should include goals or clear statements of what you wish to know and be able to do because of the professional development. For example: I will routinely use semantic mapping and QAR strategies to increase student reading comprehension in all content areas.

Ideally, the plan should also include indicators for each of the three levels (Knowledge, Application, Impact). Indicators are used to determine if the planned professional development has led to the desired results. Progress toward indicators should take place at regular intervals throughout each school year as well as annually.

Analyze the plan

Throughout the time the learning is being applied, check to see if personal perceptions and observations correlate with student performance on formative and summative assessments. Consider keeping a journal that documents what is learned. Focus the analysis of both formative and summative assessment data on the identification of students' needs that have not been previously addressed. It is also important to note those things that data indicate are effectively meeting previously identified needs.

Evaluating supervisors will work with educators at the beginning of each academic year to create IPDPs using the Individual Professional Development Plan form located in Talent Ed. Teachers and principals monitor progress toward IPDP goals throughout the year during individual meetings between teachers and building principals. Possibilities for progress-monitoring tools include:

- Student performance on screeners
- Student performance on formative and summative assessments
- Documentation of strategies, and reflection on success, in a professional journal
- Instructional coaching logs

Revise the plan as necessary

Based upon what is learned from the analysis of progress (described above), revise the plan to address newly identified needs and/or those needs previously identified but that are not showing improvement.

Section Four

Awarding Professional Development Points for Relicensure

KAR 91-1-218. Awarding of professional development points.

(a) In awarding professional development points, each educational agency shall designate that one professional development point is equal to one clock-hour of in-service education.

(b) If a person documents completion of an in-service activity, the person shall be awarded professional development points equal to the number of clock-hours completed.

(c) If a person who has earned points for completion of an in-service activity later verifies that the person has applied the skills or knowledge gained, the person shall be awarded two times the number of professional development points that were earned for completion of the in-service activity. Evidence of application of the knowledge gained through the in-service activity shall be presented to the professional development council and may include any of the following:

- (1) Independent observation;
- (2) written documentation; or
- (3) other evidence that is acceptable to the PDC.

(d) If a person who has earned points for application of knowledge or skills learned through in-service activities verifies that the application of the knowledge or skills has had a positive impact on student performance or the educational program of the school or school district, the person shall be awarded three times the number of professional development points that were earned for completion of the in-service activity.

Evidence of impact upon student performance or school improvement shall be presented to the professional development council and may include any of the following:

- (1) Independent observation;
- (2) written documentation;
- (3) evidence of improved student performance; or
- (4) other evidence that is acceptable to the PDC.

(e) A person shall be awarded professional development points for activities related to service to the profession upon the basis of the number of clock-hours served. The person shall be awarded one point for each clock-hour of service. The person shall submit verification of service to the professional development council.

(f) For purposes of renewing a license, a professional development council shall not impose a limit on the number of professional development points that may be earned. However, a council may impose limits on the number of professional development points that may be earned for purposes related to employment or other local matters.

Introduction

This section describes the process for the PDC's awarding of PD points for the re-licensure of licensed staff.

One PD point is earned for every one clock-hour of in-service activity and there are *no limits* on the

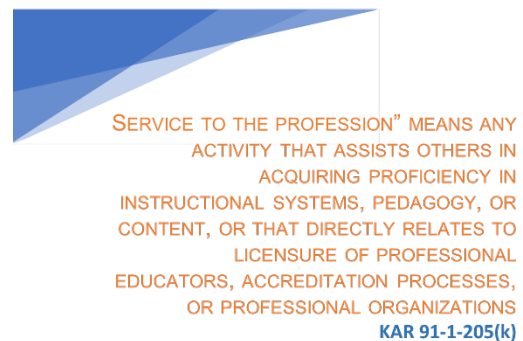
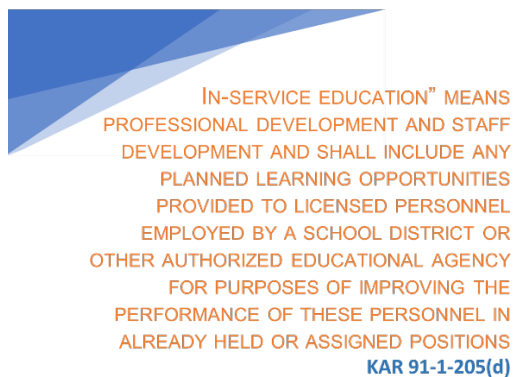
number of points that may be earned for the purpose of licensure renewal. Limiting points would include making staff choose between earning PD points or being paid for attending an in-service, not receiving points because the training was completed during contract hours, etc. KSDE considers any language in a negotiated agreement or other contract that limits the number of PD points earned for licensure renewal contrary to regulation and to be invalid.

The PDC awards points as a council. No individual member may approve points.

If the PDC has questions about how knowledge level (baseline) points are determined, it will request additional clarification from an individual during a PDC meeting or in written correspondence. Also, the PD Crosswalk for KESA 2.0 (being developed), can help PDC's decide on type of points for all combinations of Foundation-Structure-Lead Indicator-Measure of Progress. This will distinguish, based on license type: teacher/specialist and leaders, the trainings that provide knowledge to provide a service to the profession from content or professional education knowledge that can be used for application and/or impact,

Definitions

If an activity does not meet the definition of either “in-service education” or “service to the profession” the PDC will not consider it for points.



Professional Development Points and Semester Credit Hours for Licensure Renewal

Teachers are responsible for maintaining their Kansas License.

If an individual holds a bachelor's degree, s/he must submit 160 professional development points earned under an approved individual development plan to renew a professional license. Half of the professional development points (80 points) must be awarded for completing appropriate college or university credit. One semester credit hour is equal to 20 professional development points. The Professional Development Council will determine the appropriateness of college credit before awarding points.

If an individual holds an advanced degree, s/he must submit 120 professional development points earned under an approved individual development plan to renew a professional license. The PDC will determine the appropriateness of college credit prior to awarding points. An individual with a graduate degree is not required to earn any points from completing semester credit hours. Professional development points earned through any combination of semester credits and other professional development activities may be submitted.

Individuals may apply semester credit hours directly to licensure renewal without being awarded professional development points for the credits ONLY if the credit hours are earned as part of an approved teacher preparation program for an added endorsement area, or for a school specialist or leadership license.

The professional development points used for renewal of a license must be earned in at least one of three areas:

- **Content Endorsement Standards** are those standards adopted by the state board that defines the skills and knowledge required to maintain or acquire endorsements.
- **Professional Education Standards** are the knowledge to perform in a particular education role or position (cooperative learning, classroom management, etc.).
- **Service to the Profession** is any activity that assists others in acquiring proficiency in instructional systems, pedagogy or content, or that directly relates to licensure of professional educators, accreditation process or professional organizations

College credit hours and professional development points are two ways of meeting Relicensure requirements. Several steps need to be taken to receive credit for college courses.

1. **College Credit Form** ([External Credit Request](#)) must be submitted on **Power Learning**.
2. An official college transcript must verify completion of course with a passing grade and be submitted to Office of Learning Staff Development
 - a. (Note that a copy of the official college transcript will also be submitted to the Kansas Department of Education when requesting license renewal.)
3. College credit and professional development points cannot be earned for the same professional development activity.
4. All college courses need to pertain to your endorsement, and be graduate course level credit; however if you are obtaining a new or different degree, then undergraduate course level credit is acceptable.
5. If you are not sure whether a college course meets the licensure guidelines, then pre-approval by PD Council should be obtained prior to taking the college course.

Substitute teachers may participate by obtaining **100** points from the renewal date on the license to the expiration date on the license. Fully certified substitutes with a bachelor degree must earn **160** points in a five-year period for Relicensure. An employee holding a master's degree needs 120 points every five years to recertify.

Renewing a teaching license in Kansas Licensure Application System

The process for renewing your teaching license is a multistep process and teachers should start early in order to ensure it is complete on time. Attached are [step by step directions](#) to renew a Kansas Educator License Online.

1. [Applicant applies for license in KLAS](#). If you do not already have an account you need to set up a new account. Returning staff only need to log in using their previously created credentials. Enter all the information requested in the form.
2. KSDE will contact the district's personnel office for an official PDC transcript.
3. District personnel office will upload an official transcript on KSDE.org authenticated applications.
4. KSDE will contact the applicant for their fee.
5. Applicant logs into KSDE. org to pay the fee.

****New employees have 60 working days from the beginning of their contract to transfer professional development points from another district into USD #457.**

Awarding Points in Three Levels

MATRIX FOR AWARDING PD POINTS FOR RE-LICENSURE			
KAR 91-1-206 "Professional development plans for license renewal"	Content Endorsement Standards	Professional Education	Service to the Profession
Knowledge What do you know now that you did not know before?	1 PD point = 1 clock- hour of in-service education	1 PD point = 1 clock- hour of in-service education	1 PD point = 1 clock- hour of service to the profession
Application What knowledge are you applying in the classroom or to policies that you expect will improve student outcomes or behavior?	2 X Original Knowledge Level points	2 X Original Knowledge Level points	Not applicable
Impact How has student performance improved? What has positively changed about the program?	3 X Original Knowledge Level points	3 X Original Knowledge Level points	Not applicable

Activities such as college or university coursework and athletic coaching clinics are unique to each individual. Because of this, criteria applicable to *all* professional activities are critical to making fair decisions about awarding professional development points. These criteria should also support quality professional development.

The criteria for awarding points at three levels can also serve as one evaluation of the professional

development relative to its value to students and/or the educational agency.

The following are samples of criteria a District/System may use in determining whether professional development points will be awarded. The PDC will review these criteria as part of the annual internal plan review and change them as appropriate. Any amendments to the plan will proceed as described in Section 1.55.

Awarding Points in Three Levels

Professional development points are awarded at three levels with *no limits* on the number of points that may be earned for licensure renewal. The three levels are described below:

Level I – Knowledge

Points awarded at one PD point per clock-hour of in-service education or service to the profession and acceptable verification given to and accepted by the PDC.

Knowledge level points provide the baseline for the points that will eventually be earned at the Application and Impact levels:

- Knowledge level (baseline) points can come from multiple activities at the knowledge level.
 - It is the individual's responsibility to clearly indicate the exact activities that will be used to gain points at the knowledge level.
 - Knowledge level can be partial points from several knowledge level activities.
-

An individual does not need to earn knowledge level during the same licensure period that application or impact level points are earned.

Licensed personnel are responsible for knowing the procedures required for gaining professional development points for licensure.

Level II – Application

Points awarded based on the demonstrated application of the information gained at the knowledge level and for which 2 X's the original knowledge level points are awarded. The PDC will determine the requirements for application, including, but not limited to, the length of time the application will take.

USD 457

Certified staff has the opportunity to receive professional development points for the implementation of activities into their job. This could include follow-up activities from a professional development that is incorporated into the classroom using the [Request for Application Points Form](#).

EXAMPLE: Teacher A attends a cooperative learning workshop and receives professional development points for attendance. Teacher A discusses with the principal how these items can be implemented into the classroom. Teacher A then returns to the school and reads several articles on cooperative learning, visits other teacher's classrooms, forms a support group to discuss strands, makes material for the classroom, shares information in a staff meeting, and practices what was learned in the classroom.

Procedure:

A. Discuss goals and plans with the supervisor.

- B. Record activities on the appropriate form. (See appendix) The form may be written for a period of up to twelve months.
- C. Each individual should keep a copy of the form and add to or update as the year progresses. The form functions as a log.
- D. All forms should include signature and approval/disapproval of immediate supervisor.
- E. Requests must be submitted to the Professional Development Council with appropriate supporting documentation.
- F. The Professional Development Council will review the form and decide on awarding of points.

Level III – Impact

Points awarded based on demonstrated impact of the knowledge and skills acquired and for which 3 X's the original knowledge level points are awarded. The PDC will determine the requirements for impact, including, but not limited to, how the results of the application will be evaluated.

USD 457

Certified staff have the opportunity to receive professional development points for the impact the implementation of activities has on their job. This could include follow-up activities from a professional development that is incorporated into the classroom using the [Request for Impact Points Form](#).

EXAMPLE: Teacher A attends a cooperative learning workshop and receives professional development points for attendance. Teacher A discusses with the principal how these items can be implemented into the classroom. They create a data collection form that allows them to track student engagement in the classroom. Teacher A then returns to the school and reads several articles on cooperative learning, visits other teacher's classrooms, forms a support group to discuss strands, makes materials for the classroom, shares information in a staff meeting, and practices what was learned in the classroom. At the end of the school year, the principal and teacher review the data collected on student engagement, identifying a marked improvement in student engagement as well as positive change in student behavior.

Procedure:

- A. Discuss goals and plans with your supervisor.
- B. Record activities on the appropriate form. (See appendix) The form may be written for a period of up to twelve months.
- C. Each individual should keep a copy of the form and add to or update as the year progresses. The form functions as a log.
- D. All forms should include signature and approval/disapproval of immediate supervisor.
- E. Requests must be submitted to the Professional Development Council with appropriate supporting documentation.
- F. The Professional Development Council will review the form and decide on awarding of points.

Indicators for the Three Levels

Level I Knowledge Indicators:

What do you know now that you did not know before?

In-service Education = 1 PD point per clock-hour

Verification required may include one of the following:

- Descriptions of the critical attributes of the staff development.
- Oral or written personal reflections.
- Pre and post assessments of the individual staff person's learning.

Service to the Profession = 1 point per clock-hour

Verification required may include one of the following:

- Minutes noting contributions to meetings and time spent at meetings.
- An explanation of time spent on a school committee, council, or team such as:
 - o Membership in the school or district PDC.
 - o Serving as a member of the school's steering team.
 - o Serving on a curriculum development committee.
 - o Providing staff development.
 - o Samples of published articles or newsletters and an explanation of the time spent in writing.
 - o An explanation of time spent, and significant contributions made while holding an office or serving on a committee for an educational organization.
- Serving on an onsite team for another school or district and an explanation of the time spent.

Level II Application Indicators:

What knowledge are you applying in the classroom or to policies that you expect will improve student outcomes or behavior?

Use of New Knowledge and Skills = 2 X Level I points

Verification required may include one of the following: Independent observation such as:

- Direct observation using trained observers or video/audio tapes.
- Structured interviews with participants and their supervisors.

Evidence such as:

- Lesson plans.
- Pre and post samples of students' work.

Examination of participants' journals, portfolios or other artifacts.

Level III Impact Indicators:

How has student performance improved? What has positively changed about the program?

Organizational Change = 3 X Level I points

Verification required may include one of the following:

- Evidence of related district or school policy change.
- Evidence of Level II application activities by others.
- Revision of district, grade level, or content area curriculum.

Student Learning = 3 Xs Level I points

Verification required may include one of the following:

- Evidence of improved student academic performance.

- Samples of positive changes in students' behaviors, such as:
 - o Study habits.
 - o Improved school attendance.
 - o Improved homework completion rates.
 - o Independent observation of positive students' classroom behaviors.
 - o Increased enrollment in advanced classes.
 - o Increased participation in school-related activities.
 - o Decreased dropout rates.

Awarding Professional Development Points for purposes related to employment or other local matters

KAR 91-1-218. Awarding of professional development points.

(a) In awarding professional development points, each educational agency shall designate that one professional development point is equal to one clock-hour of in-service education.

(b) If a person documents completion of an in-service activity, the person shall be awarded professional development points equal to the number of clock-hours completed.

(f) For purposes of renewing a license, a professional development council shall not impose a limit on the number of professional development points that may be earned. However, a council may impose limits on the number of professional development points that may be earned for purposes related to employment or other local matters.

Salary Advancement

In order for Professional Development points to be considered for salary advancement, teachers must complete the feedback form or an evaluation form in PowerLearn within 30 calendar days from the close of the professional development. When professional development points are approved for Salary Advancement Purposes the Office of Learning Services will forward the information to the Personnel Department. Movement will be horizontal on the salary schedule only when the **300 points** are completed by July 31 or January 31. All certified staff under contract with the district are required to participate in the plan according to the staff guidelines. Certified staff includes anyone requiring licensing in order to be hired in the district, such as teachers, administrators, social workers, counselors, and nurses.

Questions about awarding PD points relative to renewal licensing

(Teacher Licensure updated as of 9/12/24, new language highlighted in yellow)

1. Do I have to have professional development points to renew my five-year professional license?

Yes, except for the following situations, under regulations effective July 1, 2003, all renewals of a professional license will be based on professional development points awarded by a local professional development council.

Exceptions:

- You may apply directly to Teacher Licensure at KSDE if you are completing a program for an additional endorsement or license (new teaching field or school specialist or leadership) and can provide an official transcript verifying at least 8 credit hours completed during the validity of the license that were part of the approved program. **Regulation 91-1-205(b)(3)(D)**
- You may apply directly to Teacher Licensure at KSDE if you hold a graduate degree **AND** have at least three years of accredited experience during the validity of the professional license being renewed. **Regulation 91-1-205(b)(3)(E)**
- You may apply directly to Teacher Education and Licensure at KSDE if you have completed the National Board Certification assessment process through the National Board for Professional Teaching Standards during the term of the professional license being renewed. **Regulation 91- 1-205(b)(3)(A) or (B)**

2. How old can professional development points be? What about credit hours?

The individual must verify professional development points earned during the term of the license that is being renewed. Therefore, any points awarded for activities OR for semester credit hours must have been earned during the five-year current professional license period. However, knowledge points that are used as the baseline to award application or impact points may have been earned during a previous licensure period. The application or impact points must have been earned during the licensure period being renewed. **Regulation 91-1-205(b)(3)**

3. If an educator has retired, but wants to maintain her/his professional license, does s/he have to continue to meet the same professional development requirements for renewal?

No. If an educator is taking part in an educational retirement system in any state, s/he can renew by completing half of the professional development points specified in the regulations. For someone holding a bachelor's degree, 80 points must be earned, 40 of which must be college credit (2 semester credit hours). A retired educator holding a graduate degree must earn 60 points.

Regulation 91-1-205(b)(3)(F)

4. If an educator wants to renew a five-year substitute license, must professional development points be earned?

Yes. This license may be renewed with 50 professional development points.

5. What information must be reported on an official professional development transcript?

A listing of all the activities for which professional development points were awarded, including the date of the activity and the total number of points awarded for each separate activity. It should identify which points were awarded for semester credit hours and the college/university where the credit hours were earned. The form must also include a designation of which points were awarded for service to the profession, content, and professional education (pedagogy). A date range should be listed for activities where more than 10 points are awarded. It is suggested that districts do not include additional information related to local issues or concerns only.

6. Do official transcripts from the colleges or universities need to be included with the professional development transcript?

No. The professional development council will be awarding professional development points for courses and recording those on the professional development transcript, including the institution's name. KSDE staff will continue to verify that the institution is appropriately accredited and that the credit is semester credit hours. Please be advised that many colleges/universities, particularly on the west coast and pacific northwest operate on the quarter credit hour system. Quarter credits are equivalent to 0.67 semester credit hours. Please warn your staff that if they take quarter credit hours, they will need to take additional quarter credit hours to meet the (4) semester credit hour renewal requirement. These institutions often advertise as 'fast, cheap, and easy' and part of the reason is they are not awarding full semester credit hours.

7. Does the official professional development transcript need to indicate whether the points awarded were at the knowledge, application, or impact level?

Yes. The professional development council will need to determine the level when they award the points.

8. Are there guidelines that a PDC should apply in determining whether college credit is appropriate for renewal of an individual license?

The PDC should keep in mind that an individual must complete college credit in content or professional education (pedagogy). Generally, if an individual completes coursework related to content, the content should be related to the endorsements/licenses the individual holds. However, some content coursework is considered applicable to any educator, such as computer science or world language coursework. Professional education (pedagogy) may be related to content endorsements OR something that would be applicable to any educator, no matter what their endorsement/licensure area. Example: A course on discipline in the classroom could be applicable to any educator. The PDC has flexibility in deciding "appropriate credit" when considering individual situations and requests. For example, a course in Spanish language may be appropriate for educators employed by a district where many of the students have Spanish as their first language, even though the educators do not hold an endorsement for teaching a world language. **Regulations 91-1-215(f) and 91-1-206(a)**

9. Can points be earned for attending a coaching clinic or course?

The two areas for licensure renewal listed in the question above are addressed here:

Content Standards: Coaching clinics or courses are content appropriate only for teachers with physical education endorsements. Therefore, only a PE-endorsed teacher may use a coaching course or clinic offered for semester credit hours to meet the credit hour requirement for renewal. Note: coursework that is part of a sports management or sports administration degree program is generally not acceptable as we

do not issue this type of endorsement.

Professional Education Standards/Service to the Profession: A PDC could award points for coaching clinics or courses for non-PE-endorsed teachers if ALL of the following are met:

- the points are not counted as semester credit hours; AND
- the coaching clinic or course relates to an individual development plan goal on the teacher's PDC-approved plan; AND
- the PDC must be able to verify the clinic/course fits within professional education standards or service to the profession. To be considered one of these areas, the coaching clinic or course must be a general clinic, not one for a specific sport (i.e. Glazier Football Clinic, or Coaching Volleyball). For example, a clinic dealing with issues such as motivation of children or developing leadership skills would be appropriate. PDC's should keep in mind that the entire clinic may not be eligible for points. If only 4-6 hours of a 16- hour clinic delivered information applicable to the renewal area (professional education standard or service to the profession), it is appropriate to award points for the portion that was applicable.

If there are any questions about coursework and its applicability for renewal, contact the Teacher Licensure Team before approving an individual's plan.

Kansas Professional Development Resources

The documentation linked below provides guidance and policy from KSDE for the operation of system PDC's and this 5-year Professional Development Plan. Any changes to or within this list become part of that policy as they are added and must guide the PDC as it fulfills its duties.

Kansas Professional Development Regulations

[91-1-205 Licensure Renewal Requirements](#)

[91-1-206 Professional Development Plans](#)

[91-1-211 Licensure Review Committee](#)

[91-1-215 Inservice Education Definitions](#)

[91-1-216 Inservice Plans](#)

[91-1-217 Professional Development Council](#)

[91-1-218 Professional Development Points](#)

[91-1-219 Inservice Education](#)

Kansas Professional Development Statutes

[72-2544 to 2553 Professional Development Statutes](#)

Professional Development Points

[Content Endorsement Standards](#)

[Kansas Professional Education Standards](#)

[Fact-Sheet-PD-Does this Count as In-service Education?](#)

[PDC Membership Selection \(2/14/23\)](#)

[Verifying College Credit](#)

Section Five

Additional USD 457 Policies

Professional Leave Guidelines

- Even though all Professional Leave Requests are final approved by the Curriculum Director, the building principal has the ultimate responsibility to determine if the professional development request is appropriate for their building school improvement goals.
- Principals should also be conscious of district goals.
- Building principals or their secretaries need to keep a running total of how many staff members are going to be gone on any given day.
- Building principals need to be informed first if people are going to be asked to attend professional development to see if it is an option for them to be out of their building. Curriculum, Technology, District Professional Development, Special Education, Supplemental Services, Athletic Department, and other departments need to go through the building principal. No registration, purchase orders, or plane tickets should be purchased until this has been cleared with the building principal.
- Research says that if a teacher is out of the class for more than five to seven days a year, their classroom will suffer. Principals should keep this in mind when signing leave forms.
- Internet registration (Power Learning) replaces a professional leave form for **in-district professional development only**.
- **PAPER PROFESSIONAL LEAVE REQUESTS SHOULD BE SUBMITTED TEN DAYS IN ADVANCE and Skyward and Sub-Finder utilized for Out-of-district.**
- Power Learning instructors should approve attendance.
- A substitute should be called when attendee's supervisor approves leave.
- Professional development points must be **requested on Power Learning within *thirty (30) calendar days*** when the person returns as a means of evaluating the professional development.
- When leaving for a professional development activity, determine the length of the trip before deciding on a departure time. Examples of appropriate leave times are included in the graph on page 46.
- If your reservations have been made, and you decide not to attend, you will be expected to pay for all costs that cannot be reimbursed or refunded to the

district. Medical conditions will be excluded from this policy. If you would like to

appeal this decision you may do so in writing to the Professional Development Council.

- If you are flying to a conference check on prices from several airports including Garden City. Sometimes with the mileage, hotel, parking fees, it is as economical to fly from Garden City.
- During the school year follow the sub voucher protocol for the number of people to be away from the building without prior approval. This includes employees who will not require a substitute.
- Attendees will attend the whole conference if out of state unless there is prior approval not to attend part of the conference.
- If you are at the site the day of the pre-conference you are required to attend the pre-conference. If it is a non-duty day, and you chose not to attend the pre-conference you will pay for the day yourself (meals, hotel, airfare if additional costs to district are incurred) unless prior approval through the appropriate channels.
- National conference attendees will provide a follow-up presentation(s) (if requested) without payment during the following school year.
- If you are taking a district vehicle, it should not be parked at taverns, casinos, “sex” shops, or any other inappropriate locations. If the conference is over and the attendees want to go shopping they may as long as it is not during their regular duty day.
- If the event ends or the flight (in an airport that is not Garden City) arrives at a time that would require driving past 10:30 pm to return to Garden City, spending the night and returning to work by noon the next day may be advisable.
- Keep in mind that on Mondays and Fridays it is sometimes difficult to find subs to cover classes.
- On the following page is an example graph that you are highly encouraged to follow when making travel plans.

Travel Distance Departure Guidelines

	Travel Time	Conference Start	Leave Time	Conference End	Return to Work
Wichita	4 hours	8 am 1 pm 4 pm	After school Start of school Noon	Noon 3-4 pm	Next day Next day
Topeka	5.5 hours	8 am 1 pm 4 pm	After school Start of day 10:30	1 pm 3-4 pm	Next day Next day
Kansas City	7 hours	8 am 1 pm 4 pm	Noon day before After school Before school day	1 pm 3-4 pm	Next day Next day
Denver	6 hours	8 am 1 pm 4 pm	Noon day before After school or 7 am 10 am	1 pm 3-4 pm	Next day Next day
Manhattan	4.5 hours	8 am 1 pm 4 pm	After school 7 am 11:30 am	1 pm 3-4 pm	Next day Next day
Salina	4 hours	8 am 1 pm 4 pm	After school Start of school Noon	Noon 3-4 pm	Next day Next day
Colorado Springs	4.5 hours	8 am 1 pm 4 pm	After school 7 am 11:30 am	1 pm 3-4 pm	Next day Next day
Amarillo	4 hours	8 am 1 pm 4 pm	After school Start of school Noon	Noon 3-4 pm	Next day Next day
Emporia	5 hours	8 am 1 pm 4 pm	After school 7:00 am 11 am	Noon 3-4 pm	Next day Next day
Hays	2 hours 15 min.	8 am 1 pm 4 pm	5:45 am 9:45 am 1:45 pm	Noon 3-4 pm	Next day Next day

Helpful Hints

CONTACT PERSON - designate one person in your group to be the contact person. This person can make all the reservations, do a dummy purchase order and give to whoever is funding the trip for final processing.

PROFESSIONAL LEAVE REQUESTS - Everyone will need to complete this! Be sure to list all expenses and how many meals you will need. Remember, if they provide a meal as part of the conference fee, you do not get reimbursed for it. (If another department other than your building is sending you, please ensure that the request is routed to the paying party.) Leave requests must be submitted 10 days prior to conference/professional development. The participant's signature, principal/supervisor's signature and account numbers must be included. Send leave forms with back up attached to each leave request, to the designated leader and then the contact person can send all leave forms to the Staff Development / Instruction Office.

RESERVATIONS AT THE HOTEL - Please try to be economical when making your hotel or motel reservation and shop for the best value. If the conference is at the hotel, you can stay. If it is over \$100 a night you will want to get an OK from the supervisor funding your trip.

You will need to make your own reservations. Make sure you ask if they will take purchase orders or direct bill USD 457 or if they can send a credit card authorization. As a school district we are Kansas tax exempt, so some places will need a copy of the district tax-exempt form. Please see your building secretary to get a district credit card to secure your room.

Another form of payment for reservations would be your district issued credit card if you have one. This method requires prior approval from Financial Officer in Business Office. The purchase log must accompany the leave form.

REGISTRATION AT THE CONFERENCE - The contact person needs to make sure you fill out the registration form and have the purchase order information. Send both copies of the registration and purchase order information with your leave form. The business office will finalize purchase order and return it to you. **YOU ARE RESPONSIBLE TO SEND IN REGISTRATION AND MAKE ACCOMODATION ARRANGEMENTS.** Be sure to get your registration in on time so you do not have to pay extra for late registration.

AIRLINE RESERVATION - If you are purchasing tickets, you need to be aware that because of security concerns, airline tickets are non-transferable. If you are unable to go the district will lose the amount of the ticket. The Airline Acceptance Agreement (found in the Appendix) must be completed and accompany the leave forms. We understand that there may be extreme emergencies, but for practical purposes if you back out, we will ask you to purchase the ticket from us so that you can personally use it sometime in the future. Appeals to this procedure will need to be made in writing to the Professional Development Council within 10 working days of the decision not to use the ticket. Call at least two travel agencies and get quotes. (There is often quite a bit of difference.) List the quotes on your leave request. Book your trip and attach your district credit card log to your leave form. Please book flights from the most inexpensive departure location. You may need to drive to Wichita, Denver, or Amarillo but keep in mind the Travel Distance Departure Guideline (page 31). It is helpful if the contact person makes all the reservations for everyone in the group.

PURCHASING AIRLINE TICKET – You may purchase airline tickets with your district issued credit card only with prior approval from the Chief Financial Officer in the Business Office. The Purchase Log must have CFO's initials and accompany the leave form. You may also purchase airline tickets with your personal credit card and request reimbursement once you have proof of payment to attach to the request. The Acceptance Agreement must be signed by you and your supervisor and **MUST BE SENT IN WITH LEAVE FORM.** See Appendix.

VEHICLE RESERVATIONS - You are expected to take a school vehicle if one is available. Request must be made through **Advanced Trips** upon completion of Professional Leave request. If a vehicle is not available, you can request \$.655 per mile when you drive your vehicle. (Transportation does keep a list of who has requested a vehicle and

been denied.) If you have to pay for parking, be sure to keep your receipt and request reimbursement. Do not forget to pick up the keys from the transportation office. (If you are leaving before 8:00 a.m., please pick up the key the night before.)

REIMBURSEMENT – All reimbursements must be submitted through the Concur Application. Directions for setting up the application and submitting receipts are detailed [here](#). All requests for reimbursement will be reimbursed through the normal payable process. Attach receipts for all incidental expenses (i.e. parking permits, taxi, shuttle or bus fare when taken to conference). Reimbursement will not be given for tax, alcoholic beverages, movie rentals, fees for in-room safes, or telephone charges, etc. Tips to restaurants are reimbursable at a reasonable rate.

PROFESSIONAL DEVELOPMENT POINTS - You are expected to do an Out-of-District Evaluation via Power Learning. You have thirty (30) calendar days from the end of conference to complete the External Credit Request online after returning from conference.

OTHER SUGGESTIONS - Always keep copies of all leave requests and purchase orders. Schedule your trips well in advance, whenever possible, to allow ample time for the processing to be completed and for registrations and reservation to be run through payables. Payables are run before the BOE twice a month with the exception of November.

In District Professional Development by District Personnel Consultants Fee Schedule

District personnel, certified or classified, who present in-district professional development activities during district in-service days will be compensated at either a daily rate or an hourly rate.

When the activity is presented during contract hours, the daily rate will be \$50.00 for a half-day and \$100.00 for a full day or by the hour at \$18.00.

When the professional development activity is held at a time not covered by the contract period, the hourly rate will be \$35 per professional development hour. Preparation time may be compensated; however, prior approval from the Director of Curriculum and Instruction is required. If prior approval is not received, compensation will not be given.

When requesting payment for a professional development presentation that is being presented by a district employee it is strongly recommended that a consultant contract be utilized. This allows the district professional development presenter and the person requesting the professional development to have a valid agreement concerning payment.

This must be done BEFORE the professional development is presented. The In-service Agreement for Consultant Form is available in the Office of Learning Services Office.

District Trainer Guidelines

If the Educational Support Center requests that a staff member become a district trainer in a specific area or on a specific strategy, the following guidelines will be utilized:

1. The individual's supervisor will be contacted to make them aware of the request and to gain approval.
2. All expenses for training will be paid by ESC.
3. The trained individual(s) will be required to provide district / building staff development for one year with no payment being received.
4. Service to the Profession Staff development points will be awarded if requested by the individual. These days shall not exceed 10 training sessions.
5. After the initial year trained individual(s) will be eligible for payment for providing district/building staff development based on current payment guidelines.
6. Form included in Appendix.

Appendix

District Trainer Acceptance Agreement

I _____, AS A DISTRICT TRAINER IN THE
AREA OF _____, AGREE TO PROVIDE TRAINING SESSIONS TO
DISTRICT STAFF WITHIN THE FIRST YEAR OF BECOMING A DISTRICT TRAINER.

PAYMENT WILL NOT BE GIVEN FOR THE FIRST YEAR TRAINING SESSIONS. AFTER THE FIRST
YEAR, TRAINERS WILL BE PAID ACCORDING TO CURRENT USD 457 PAYMENT GUIDELINES.

IF YOU HAVE QUESTIONS, PLEASE CALL 620.805.7186.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE

DATE

Airline Ticket Acceptance Agreement

I _____, agree to utilize the purchased airline ticket to attend the _____ conference in _____ on _____, 20____.

IF I DO NOT ATTEND THIS CONFERENCE THEN I UNDERSTAND IT WILL BE MY RESPONSIBILITY TO PURCHASE THE TICKET BACK FROM USD 457 FOR THE PURCHASE PRICE.

Appeals to this decision may be made to the Professional Development Council in writing 10 days after the decision is made not to utilize the airline ticket.

If you have questions, please contact Heather Stegman at 620.805.7186.

EMPLOYEE'S SIGNATURE Date

SUPERVISOR'S SIGNATURE Date



2026 - 2027 School Calendar

Unified School District 457 • Garden City, Kansas 67846

July 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

3-8 New Teacher Inservice (NS)
 7 Teacher Inservice (NS)
 10 Teacher Workday (NS)
 11 Teacher Inservice (NS)
 12 School AM (Grades K-4, 5, 7, 9-10 & new students)
 Teacher Workday PM

7 Labor Day (NS)
 28 Teacher Inservice (NS)

9 End of Grading Period
 12 Teacher Inservice AM (NS)
 Teacher Workday PM
 22-23 Parent/Teacher Conference (NS)

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

23-27 Fall Vacation (NS)

December 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17 End of Grading Period
 18 Teacher Release Inservice (NS)
 21-31 Winter Vacation (NS)

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 Winter Vacation (NS)
 4 Teacher Workday (NS)
 6 Teacher Inservice (NS)
 8 School Resumes
 28 New Teacher Inservice (NS)

February 2027						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

16 Teacher Inservice AM (NS)
 Teacher Workday PM
 26-28 Parent/Teacher Conference (NS)

March 2027						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10 End of Grading Period
 16-18 Spring Break (NS)
 28-29 Spring Vacation (NS)

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

18 Teacher Inservice (NS)

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

28 Last Day of School
 21 Teacher Workday AM (NS)

June 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

= New Teacher Orientation (NS) = Holiday/Vacation (NS) = District Work/Inservice (NS) = Parent/Teacher Conference (NS) = Half Day of School NS = No School	Inservices (7) = 8/7, 8/11, 9/28, 10/12*, 12/18, 1/5, 2/15*, 4/16 Workdays (4) = 8/10, 8/12*, 10/12*, 1/4, 2/15*, 5/21* Snow Days (Aug 13-14, 17-19) Graduation Weekend (May 15-18) * = 1/2 Day	1159 Hour Calendar (6 hours, 40 minutes) <table> <tr> <td>1st Grading Period</td><td>40.5</td><td rowspan="2">} 83.5</td></tr> <tr> <td>2nd Grading Period</td><td>43.0</td></tr> <tr> <td>3rd Grading Period</td><td>44.0</td><td rowspan="2">} 87.0</td></tr> <tr> <td>4th Grading Period</td><td>43.0</td></tr> <tr> <td></td><td></td><td>170.5</td></tr> <tr> <td colspan="2"></td><td>Teacher Contract Days 181.5</td></tr> </table>	1 st Grading Period	40.5	} 83.5	2 nd Grading Period	43.0	3 rd Grading Period	44.0	} 87.0	4 th Grading Period	43.0			170.5			Teacher Contract Days 181.5
1 st Grading Period	40.5	} 83.5																
2 nd Grading Period	43.0																	
3 rd Grading Period	44.0	} 87.0																
4 th Grading Period	43.0																	
		170.5																
		Teacher Contract Days 181.5																

BOE Approved 3.9.26

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Jessica Nothern, Chief Financial Officer
DATE: August 6, 2026
RE: FY27 Building Needs Assessment & Budget Presentations

ISSUE:

The Board of Education will be presented information regarding the FY27 Building Needs Assessment and Budget.

BACKGROUND:

Formal action on the FY27 Budget will be August 27th. I will be presenting the recommended budget at the August 10th meeting. The Code 99 will be sent to the Garden City Telegram the following day, on the 11th and will be published in the paper on Saturday, the 15th. This allows for the required 10-day lapse between publication and Board approval at the Hearing. It is extremely important all questions are answered prior to Tuesday morning before I send the budget to the paper for publication. Feel free to reach out with any questions or concerns.

ALTERNATIVES:

None

RECOMMENDATION:

1. Give any feedback you feel is needed.

FISCAL NOTE:

None until the budget is adopted.

ATTACHMENTS:

None

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Shane Burns, Director of Transportation
DATE: 08/06/2026
RE: Purchase of 8 Passenger Vehicle and Pick-Up

ISSUE:

The Board of Education is asked to approve the bids for the purchase of an 8 Passenger SUV and a Pickup from Burtis Motor Co. Inc.

BACKGROUND:

We sent out a Requests for Bids for the each of the Vehicles to 3 local businesses. We received 2 bids for consideration. Both bids for each vehicle meet the required specifications.

ALTERNATIVES:

No other alternatives applicable.

RECOMMENDATION:

1. Approve the bid from Burtis Motor Co. Inc.
2. Deny the bid
3. Rebid the purchase

FISCAL NOTE:

This purchase has been budgeted for this fiscal year.

8-Passenger Van Bid - \$57,432.00

Pick-up Bid – 61,629.00

(Total - \$119,061 for both vehicles)

ATTACHMENTS:

Board Packet
Burtis Motor Bid
Lewis Motor Bid

Bid Tabulations
(1) New Full Size, 3/4 Ton 4x4 Pick-up: Transportation

BID NO: 2027-01

Bid Opening: August 4, 2026

Vendor	Bid
Brogden Motors	No Bid
Burtis Motors	\$61,629.00
Lewis Motors	\$69,604.63

RECOMMENDATION: To accept the bid from Burtis Motors , in the amount of
\$61,629.00

Payment to be made from budgeted funds in account: 16 E 2650 730 0000 021 055 01

GARDEN CITY PUBLIC SCHOOLS

Jessica Nothorn, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothorn@gckschools.com
(620) 805-7007

BID FORM

By signing this bid form, the vendor certifies the equipment being offered meets or exceeds all requirements and conditions of the bid, special provisions and specifications. In compliance with the above and subject to all the conditions hereof, the undersigned offers and agrees to furnish all items upon which prices are quoted, at the price set opposite each item.

The undersigned certifies that no Federal, State, County or Municipal tax is included in the quoted prices and that none will be added. Public schools are EXEMPT. Exemption certificates will be provided upon request.

Pricing (Unit Cost Including All Options and Less any Applicable Incentives)

Vendor Name: BURTIS MOTOR CO. INC.

¾ Ton Pick-up \$61,629

How long to receive these (calendar days): 12-16 WEEKS FROM ORDER DATE ON AVERAGE

WE HEREBY AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED ABOVE IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

Signature:  **Date:** 7-22-26

Printed Name: RYAN KIRCHHOFF **Title:** V.P.

Email: rkirchoff@burtismotor.com

Addenda to Bid (Y/N) N



GARDEN CITY PUBLIC SCHOOLS

Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

The undersigned bidder does, by their signature below, agree that they received the addenda; that they understand the content of the addenda and shall comply with all of the conditions of the addenda specified.

Bidders Signature: _____

Addenda #: _____

Date: _____



GARDEN CITY PUBLIC SCHOOLS

Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

BID FORM

☐ BIDDER IS AN INDIVIDUAL-

Name of Individual: _____

Name of Business: _____

Mailing Address: _____

Business Phone No.: _____

Business Fax No.: _____

☐ BIDDER IS A PARTNERSHIP-

Name of Partnership: _____

Names of Principal Partners: _____

Mailing Address: _____

Business Phone No.: _____

Business Fax No.: _____

The full names of all partners: _____

☒ BIDDER IS A CORPORATION-

Full Corporation Name: BURTIS MOTOR CO. INC.

State of Incorporation: KANSAS

Mailing Address: P.O. BOX 797 GARDEN CITY

Business Phone No.: (620) 275-6171

Business Fax No.: (620) 275-1340

Name & Address of Resident Agent: _____

GARDEN CITY PUBLIC SCHOOLS



WWW.GCKSCHOOLS.COM



1205 N FLEMING STREET



620-805-7000

07/03/26

2027 SUPER DUTY® PICKUP (F-250 / F-350 / F-450)

PROPRIETARY

MAJOR PRODUCT SUMMARY

The 2027 Super Duty® reinforces the tough image of the F-Series and continues to meet the needs of both commercial and personal use customers.

The following equipment is standard as indicated. Each series includes the standard equipment of the previous series, except where otherwise noted:

XL	XL [†]	Lariat
MECHANICAL - Brakes – Four-Wheel Disc Anti-Lock Brake System (ABS) - Electronic Shift-On-the-Fly (ESOF) (4x4 only) - Engine - F-250/F-350 – 7.3L 2V DEVT NA PFI V8 Gas - F-450 – 6.7L High Output Power Stroke® V8 Turbo Diesel B20 - Transmission - TorqShift®-G ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-250 and F-350 DRW) - TorqShift® ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 SRW and 6.7L High Output Power Stroke® Diesel) EXTERIOR - Bumpers – front & rear, black painted - Daytime Running Lamps - Fender vents – front - Front Box Step and Rear Bumper Step - Glass – solar-etched - Grille – black painted - Handles – door & tailgate, black - Jack 3-Ton mechanical (250/350 SRW) 4-Ton hydraulic (350 DRW/450) - Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals - Operator Commanded Regeneration (OCR) (6.7L High Output Power Stroke® Diesel engine only) - Splash Guards/Mud Flaps – Front (F-450 only) - Tailgate – Removable w/way lock “Three-Blink” lane change signal - Tow hooks – front, two (2) 2.5” Built Ford Tough® Trailer Hitch Receiver - Trailer Sway Control - Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector - Wheels - F-250/F-350 SRW – 17” Argent Painted Steel w/painted hub covers/center ornaments - F-350 DRW – 17” Argent Painted Steel (hub covers/center ornaments not included) - F-450 – 19.5” Forged Polished Aluminum w/brush hub covers/center ornaments - Manual Locking Hub (4x4) - Spare tire, wheel & carrier - Windshield wipers – intermittent INTERIOR/COMFORT 4.2” Cluster Display: Includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications - Air conditioning – manual, single zone - Cabin Air Particulate Filter - Door-lim – armrest/grab handle & reflector - Floor covering – Black, full length vinyl - Instrumentation – Multi-function switch message center - Mirror – rearview 11.5” day/night - Outside Temperature Display - Overhead console w/ storage bins and map lights - Power Equipment Group – 1” row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows; power door-locks w/lock/unlock switches & accessory delay; power tailgate lock - Powerpoint – auxiliary two (2) in instrument panel - Scuff plates – front, color-coordinated - Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver’s side), front center-seat w/integrated restraint - Steering wheel – black urethane with tilt and telescoping steering wheel/column; Includes three (3) button message control - Sun visors – color-coordinated cloth; driver w/pocket, passenger w/uncovered mirror - Window – Rear, fixed SAFETY/SECURITY - AdvanceTrac® with RSC® (Roll Stability Control™) - Belt-Minder® (front safety belt reminder) - chime & flashing warning light on VPI if belts not buckled - Center High-mounted Stop Lamp (CHMSL) - Driver and passenger frontal airbags; passenger side deactivation Switch - Engine Only Traction Control (DRW only) - Headlamps – Quad beam jewel effect halogen - Individual Tire Pressure Monitoring System (TPMS) - Mirrors – Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals - Remote keyless entry - Safety belts – w/weight adjustment D-ring - Safety Canopy® System (incl. side-curtain airbags) - SecuriLock® Passive Anti-Theft System - SOS Post-Crash Alert System™ - Stationary Elevated Idle Control - Ford Security Package (1-year included)¹ - Ford Security Package includes (features may vary due to software updates over time): - Theft Alerts - Start Inhibit - Stolen Vehicle Services FORD CO-PILOT360® TECHNOLOGY - Rear View Camera FUNCTIONAL - Autolamp (Auto On/Off Headlamps) - Autolock, Auto unlock - Audio – AM/FM stereo/MP3 Player speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab - Cruise Control 5G Modem² - Ford Connectivity Package (1-year included)³ - Ford Connectivity Package includes (features may vary by make and model): - Unlimited Wi-Fi Hotspot - Ford app - Remotely start, lock and unlock vehicle - Schedule specific times to remotely start vehicle⁴ - Locate parked vehicle⁵ - Check vehicle health status⁶ - Activate available Connected Services - Hill Start Assist - Rear axle - Non-Limited-Slip (F-250 and F-350) 4.30 Limited-Slip (F-450) - SYNC® 4 8” Center Display - Wireless Apple CarPlay® and Android Auto™ Compatibility - Embedded Apps Digital Owner’s Manual 911 Assist®	MECHANICAL - Transmission - TorqShift® ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 DRW) EXTERIOR - Four pickup box tie-down plates - Bumper – front & rear, chrome - Grille – bright chrome - Fog Lamps – Halogen - Wheels – F-250/F-350 SRW – 18” Sparkle Silver Painted Cast Aluminum w/brush hub covers/center ornaments INTERIOR/COMFORT - Pro Power Onboard™ – 400 W, one (1) dash mounted outlet and one (1) in rear console - Air conditioning vents – black w/chrome ring - Door-lim – soft armrest, grab handle, power window/lock switches, molded upper applique and reflector (applique and armrest are accent-color); front map pockets on Regular Cab and SuperCab; front and rear map pockets on Crew Cab - Floor covering – color-coordinated, full carpet - Floor mats – color-coordinated carpet - Seats, Front - Front, high-series cloth 40/20/40 split bench – 20% center under-seat storage, w/center armrest, cupholder and storage, 8-way power driver - Two-way adjustable driver/passenger headrests - Sun visors – Color-coordinated, Cloth, both driver and passenger w/covered mirrors - Windows – rear, fixed privacy glass SAFETY/SECURITY - Mirrors – manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals FORD CO-PILOT360® TECHNOLOGY - Automatic High Beam - Pre-Collision Assist® with Automatic Emergency Braking (AEB) - Forward Collision Warning FUNCTIONAL - Trailer Brake Controller (incl. Smart Trailer Tow Connector)	MECHANICAL - Transmission - TorqShift® ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 DRW) EXTERIOR 6” Angular Bright Anodized step bar (F-350 DRW/F-450) - Grille – bright chrome (includes chrome inserts) - Handles – body-color, door, tailgate - Headlamps – LED Reflector - Halogen with LED Reverse Tailamps - LED Foglamps - LED Box Lighting (incl. LED Center High-Mounted Stop Lamp (CHMSL)) - Mirrors – Power-folding with Autolock, PowerScope® Telescoping, Power Glass Trailer Tow Mirrors with Heat, Turn Signal, Memory, High-Intensity LED Security Approach Lamps, Utility Lighting System (LED Side-mirror Spotlights and Black skull cap) - Rain-Sensing Windshield Wipers - Remote Tailgate Release - Wheels - F-250/F-350 SRW – 18” Bright Machined and Carbonized Gray Painted Aluminum - F-350 DRW – 17” Forged Polished Aluminum w/brush hub covers/center ornaments INTERIOR/COMFORT 12” Cluster Display: Includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications - Ambient Lighting – Fixed Color - Air conditioning – Dual-Zone Electronic Automatic Temperature Control (DEATC) - Air conditioning vents – silver metallic with chrome ring - Door-lim – soft armrest grab handle, power window/lock switches and reflector; front and rear map pockets on Crew Cab - Easy Entry Driver’s Seat w/ Memory - Mirror – rearview, electrochromic self-dimming - Seats, Front - ActiveX® Trimmed 40/Console/40 - Front Heated/Ventilated Seating 8-way power driver & passenger seats (six-way power-adjustable-track, two-way power recline and two-way power lumbar) with Memory - Seats, Rear - Armrest with cupholders (Crew Cab) - Heated (40/console/40 seat on Crew Cab) - Steering Wheel – wrapped Heat, and audio controls - Sun visors – color-coordinated cloth; both driver and passenger w/covered illuminated visor vanity mirrors - Window – rear, fixed with privacy glass and defrost FORD CO-PILOT360® TECHNOLOGY 360-Degree Camera - BLIS® with Cross-Traffic Alert and Trailer Coverage - Intersection Assist - Reverse Brake Assist - Rear Parking Sensors FUNCTIONAL - Audio - Premium AM/FM MP3 player - B&O Sound System by Bang & Olufsen® with HD Radio™ (8 speakers including subwoofer) - F-250 Greater than 10K GVWR Package - Intelligent Access with Push-button Start (PEPS) - Remote Start System - Universal Garage Door Opener (UGDO) - SiriusXM® with 360L - Note: Trial Length: A 3-month trial subscription is included for all new SiriusXM-equipped Ford vehicles SiriusXM with 360L Trial Subscription: Service will automatically stop at the end of your trial subscription period unless you decide to continue service. Trial is non-transferable. If you do not wish to enjoy your trial, you can cancel by calling the number below. All SiriusXM services require a subscription, each sold separately by SiriusXM after the trial period. Service subject to the SiriusXM Customer Agreement and Privacy Policy, visit siriusxm.com for complete terms and how to cancel which includes online methods or calling 1-866-635-2349. Some services and features are subject to device capabilities and location availability. Satellite service not available in AK & HI. Certain features and/or content may not be available in vehicles with SiriusXM with 360L unless an active data connection is enabled in the vehicle. Content varies by SiriusXM subscription plan. All fees, content and features are subject to change. SiriusXM and related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries. - Ford Connectivity Package (1-year included)³ - Ford Connectivity Package includes (features may vary by make and model): - Unlimited Wi-Fi Hotspot - Connected Navigation - Audio and Video Streaming - Voice Assistant - Entertainment - SYNC® 4 12” Center Display - Wireless Apple CarPlay® and Android Auto™ Compatibility - Information On Demand Panel - Alexa Built-In - Embedded Modem - Digital Owner’s Manual 911 Assist® - AppleLink® w/ App Catalog - Wireless Charging Pad (40/Console/40 only)

Please see Standard Equipment pages for more details.

INCLUDED STANDARD EQUIPMENT

¹ Ford Security Package included for one-year from new warranty start date. Modem activation is required; customer may cancel at any time.

² Modem activation is required to enable Ford app remote features and most Connected Services. Ford Telematics™ and Data Services Prep included for Fleet ONLY; 5G Wi-Fi Modem provides data to support telematics and data services including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables telematics services through Ford or authorized providers. Activate at www.fleet.ford.com or call 833-FCS-Ford (833-327-3573)

³ Ford Connectivity Package included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer’s data plan.

Features, options and package content subject to change. Please check www.forddealer.com for the most current information.

★ = New for this model year

STANDARD EQUIPMENT

The following features are standard on every 2027 MY SUPER DUTY® F-SERIES vehicle:

MECHANICAL

- Brakes – Power four-wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Engine
 - F-250/F-350: 7.3L 2V DEVCT NA PFI V8 Gas
 - F-450: 6.7L High Output Power Stroke® V8 Turbo Diesel B20
- Transmission
 - TorqShift®-G Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-250 and F-350 DRW)
 - TorqShift® Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 SRW and 6.7L High Output Power Stroke® Diesel)

EXTERIOR

- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Glass
 - Solar-Tinted, complete (Std. XL)
 - Privacy (Std. XLT, Lariat, King Ranch®, and Platinum; NA front-seat windows)
- Jack
 - Three ton mechanical (F-250/F-350 SRW)
 - Four ton hydraulic (F-350 DRW/F-450)
- Lamps – pickup box and cargo area
- Manual Locking Front Hub (4x4)
- Moldings – tailgate and box-rail
- Spare tire, wheel, & frame mounted carrier
- Tailgate – removable w/ power lock, black handle
- "Three-Blink" lane change signal
- Tie-down hooks – pickup box, four (4)
- Tow hooks – front, two (2)
- Trailer Tow Package – 7 wire harness w/relays and 7/4 pin connector

INTERIOR/COMFORT

- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - Powerpoint, auxiliary
 - Power Equipment Group – 1st row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows; power door-locks w/backlit switches & accessory delay; power tailgate lock
- Door-Trim – color-coordinated, molded w/armrest/grab handle & reflector
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric

INTERIOR/COMFORT (continued)

- Instrument panel – color-coordinated w/ glove box, 4 air registers w/positive shut off, powerpoint
- Scuff plates – front, color-coordinated;
- Steering – power
- Steering damper
- Windshield wipers – intermittent

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
- Center High-mounted Stop Lamp (CHMSL)
- Child tethers (Regular Cab, front-passenger and all rear-seating positions)
- Individual Tire Pressure Monitoring System (TPMS)
- Safety Belts
 - Belt-Minder® front safety belt reminder – chime and flashing warning light on instrument cluster if belts not buckled
 - Color-coordinated w/height adjustment (front-outboard seating positions only)
- SecuriLock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)
- Ford Security Package (1-year included)³
Ford Security Package includes (features may vary due to software updates over time):
 - Theft Alerts
 - Start Inhibits
 - Stolen Vehicle Services

FUNCTIONAL

- Alternator
 - 160 (Std. XL)
 - 190 Amp (Std. XLT and Lariat)
 - 410 Amp Dual Alternators (250 Amp +160 Amp) (Std. King Ranch®, and Platinum)
- Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2 (F-250 and F-350)
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4 (F-250 and F-350)
 - Mono-beam front axle w/coil spring suspension (wide front track) (F-450)
 - Rear – Non-Limited-Slip (F-250/F-350)
 - Rear – 4.30 Limited-Slip (F-450)
- Battery
 - Gas engine – Grp65 68AH 750-CCA, AGM
 - Diesel engine – 750-CCA, 68-AH, dual AGM (6.7L High Output Power Stroke® Diesel engine)
- Oil minder system
- Shock absorbers – heavy-duty gas
- Stabilizer bar – front

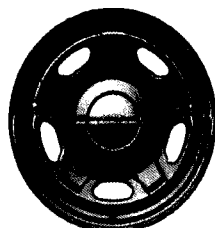
The following features are standard on select 2027MY SUPER DUTY® vehicles:

MECHANICAL	XL	XLT	Lariat	King Ranch®	Platinum
Four-Wheel Disc Anti-Lock Brake System (ABS) – Roll Stability Control™ (RSC®)/Traction Control/Trailer Sway Control	•	•	•	•	•
2.5" Built Ford Tough® Trailer Hitch Receiver	•	•	•	•	•
3" Built Ford Tough® Trailer Hitch Receiver					
F-350 DRW Crew Cab (6.7L High Output Power Stroke® Diesel w/ 4.10 Axle) and F-450 Crew Cab	•	•	•	•	•
Note: To find the maximum trailer weight allowed for your vehicle, consult your authorized dealer (or the RV and Trailer Towing Guide provided by your authorized dealer)					
4x4 Only					
Electronic-Shift-On-the-Fly (ESOF)	•	•	•	•	•
Drivetrain					
4x2	•	•	•	•	•
4x4					

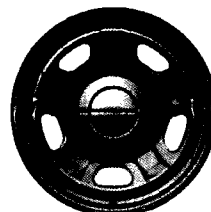
1 = Regular Cab only, 2 = SuperCab only, 3 = Crew Cab only

★ = New for this model year

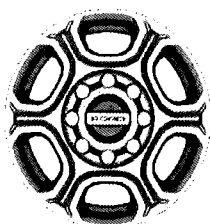
• = Available

FUNCTIONAL EQUIPMENT**WHEEL AVAILABILITY – SRW ONLY**

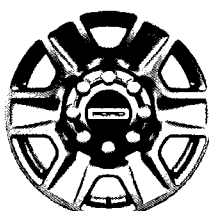
17" Argent Painted Steel
w/Painted Hub
Cover/Center Ornament
(Std. on XL) – 64A



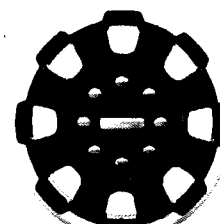
18" Argent Painted Steel
w/Painted Hub
Cover/Center Ornament
(Std. on F-350 SRW Reg.
Cab; Opt. on F-350 XL) –
64F

WHEEL AVAILABILITY – SRW ONLY (Continued)

18" Sparkle Silver Painted
Cast Aluminum
Std. on XLT; Incl XL Off-
Road 35" Pkg (96S) – 648



18" Bright Machined and
Carbonized Gray Painted
Aluminum
(Std. on Lariat) – 64C



18" Ebony Black Machined
and Painted Aluminum (incl.
Tremor Off-Road Pkg
(17Y)) – 64E

WHEEL

PACKAGED OPTIONS/EMISSIONS

LARIAT PREMIUM PACKAGE (96W)

Availability:

- Optional on Lariat (Crew Cab, 4x4)

Includes:

- Ford Co-Pilot360® Assist 2.0
 - Adaptive Cruise Control (ACC)
 - o Lane Centering
 - o Predictive Speed Assist
 - o Stop & Go
 - Auto High Beam
 - BLIS® with Cross-Traffic Alert with Trailer Coverage
 - Front Parking Sensors
 - Lane-Keeping System
 - o Lane-Keeping Alert
 - o Lane-Keeping Aid
 - o Driver Alert
 - Intersection Assist
 - Pre-Collision Assist® with Automatic Emergency Braking (AEB)
 - o Pedestrian Detection
 - o Forward Collision Warning
 - o Dynamic Brake Support
 - Post-Collision Braking
 - Rear View Camera
 - Rear Parking Sensors
 - Reverse Brake Assist
- Lane Departure Warning
- Memory Power-Adjustable Pedals
- Platform Running Boards (18B)
- Power-Sliding Glass with Defrost and Privacy Glass
- Pro Trailer Backup Assist™
- Pro Trailer Hitch Assist™
- Trailer Reverse Guidance

INCLUDED
IN
BIO

LARIAT ULTIMATE PACKAGE (96U)

Availability:

- Lariat

Requires:

- 40/console/40 seat
- Lariat Premium Package (96W)

Includes:

- 4-Way Adjustable Headrests
- B&O® Unleashed Sound System by Bang & Olufsen® with HD Radio™ (14 Speakers including subwoofer)
- Head-Up Display
- Power Running Board
- Tailgate Step

PLATINUM PLUS PACKAGE (17W)

Availability:

- Optional on Platinum

Requires:

- 6.7L High Output Power Stroke® Diesel Engine (99M)

Includes:

- Grille – Unique Satin Finish w/ Bright Chrome Inserts
- Door Handles –Satin Chrome
- Tailgate Applique – Satin Chrome
- 20" Bright Machined and Carbonized Gray High-Gloss Painted Aluminum Wheel
- Unique Smoked Truffle Interior Environment: Premium Venetian Leather Seats with French Stitching and Upgraded Perforated Seats
- Premium Suede Wrapped Pillars
- Premium Venetian Leather with applied French Stitching Door Panel
- Premium Leather Interior Grab Handles
- Upgraded Floor Mat Accents Matching Premium Interior Theme
- Unique Split Center Console Armrest with Premium Wood Insert along with Venetian Leather Wrapped Armrest Lid and Accent French Seam
- IP Topper – Premium Leather with Upgraded Microwelt application
- Steering Wheel – Unique Smoked Truffle Premium Luxury Leather-Wrapped
- Illuminated Scuff Plates
- Max Recline 10-way power adjustable Driver and 8-way power adjustable Passenger seat
- Pro Power Onboard™ – 2 KW
- Upfitter Switches; six (6)
- Moonroof, Power (Twin Panel) (63V)

Platinum Plus Experience (Retail Sales Only):

- Premium Maintenance Plan – Coverage up to 2 years or 25,000 miles (whichever comes first). Covers routine inspections, preventive care, and replacement of normal "wear and tear" items that require periodic attention
- Elite Welcome Call
- Welcome Package and Tribute Item
- Accessories Discount (90 day window)
- Ford Rewards Upgrade Tier
- 1:1 Texting with Ford Truck Expert

FX4 OFF-ROAD PACKAGE (17X)

Availability:

- Optional on all 4x4 Pickups

Requires:

- 4x4
- All-Terrain Tires (F-250 and F-350)
- 225/70R19.5G BSW Traction Tires (F-450)
- Electronic-locking differential on SRW
- Limited-slip rear-axle DRW

Includes:

- Hill Descent Control™
- Off-Road Specifically tuned front/rear shock absorbers
- Rock Crawl Mode
- Skid Plates – Transfer Case and Fuel Tank
- Unique "FX4 Off-Road" box decal

TREMOR OFF-ROAD PACKAGE (17Y)

Availability:

- Optional on XL, XLT, Lariat, King Ranch® and Platinum

Not available with:

- Dual Rear Wheel (DRW)
- Rear Stabilizer Bar
- Spare Wheel and Tire Delete (51X)
- TorqShift®-G Automatic Transmission (44F)

Requires:

- 4x4
- Crew Cab
- TorqShift® Automatic Transmission (44G)
- 40/Console/40 when 8' Box is selected
- 360-Degree Camera Package (874) when 8' Box is selected
- STX Pkg (17S), XL Driver Assist Pkg (96D) and 160" WB on XL

Includes:

- 4.30 Electronic Locking Final Drive Ratio (X4M) (7.3L Gas Engine only (99N))
- 3.55 Electronic Locking final Drive Ratio (X3J) (6.7L High Output Diesel Engine (99M))
- 35" Off-Road Tire – LT285/75R18 (TFW)
- 18" Ebony Black Machined and Painted Aluminum Wheel (64E)
- F-250 Greater than 10K GVWR Package (68U)
- Unique Front Springs – Ride Height Increase
- Rear Electronic Locking Differential
- Front Limited Slip Differential
- Performance Front & Rear Shock Absorb
- Off-Road Running Boards – Textured Matte Finish
- Skid Plates – Transfer Case and Fuel Tank
- Unique Front Air Dams – Approach Angle Improvement
- Water Fording Vent Tubes – Transfer Case & Axle
- Rock Crawl Mode
- Trail Control Mode
- Trail Turn Assist
- Tremor Off-Road Decal
- Spare – Conventional Road Wheel
- LT285/75R 18E BSW Spare Tire

Options Available:

- Power-Deployable Running Boards (18E) – NA w/ Interior trims 6J or 6B

Note: Tremor content replaces existing base vehicle and package content

F-250 GREATER THAN 10K GVWR PACKAGE (68U)

Availability:

- Optional on XL and XLT
- Standard on Lariat, King Ranch® and Platinum

Includes:

- Increase GVWR

F-250 HIGH CAPACITY AXLE UPGRADE PACKAGE (53S)

Availability:

- Optional on XL, XLT, Lariat, King Ranch and Platinum

Not available with:

- Pickup Box Delete (66D)

Requires:

- 6.7L High Output Power Stroke® Diesel engine (99M)

Includes:

- 11.6" Axle upgrade

NOTE: Salesperson's Portfolio or Trailer Towing Guide should be consulted for specific trailer towing or camper limits and corresponding required equipment, axle ratios and model availability. See Supplemental Reference for vehicle height consideration.

360-DEGREE CAMERA PACKAGE (874)

Availability:

- Optional on XL and XLT
- Standard on Lariat, King Ranch, and Platinum

Requires:

- Driver Assist Package on XL

Includes:

- 360-Degree Camera (Incl. Picture in Picture capability)
 - Center High-Mounted Stop Lamp (CHMSL) Camera
 - Wired Aux Trailer Camera Compatibility
- Included on XL and XLT; std on Lariat, King Ranch and Platinum:**
- BLIS® with Cross-Traffic Alert with Trailer Coverage
 - LED Center High-Mounted Stop Lamp (CHMSL)
 - Rear Parking Sensors
 - Reverse Brake Assist



Preview Order 4567 - W2B 4x4 Crew Cab SRW: Order Summary Time of Preview: 07/22/2026 13:57:05 Receipt: NA

Dealership Name: Burtis Motor Company, Inc.

Sales Code : F53592

Dealer Rep.	Ryan Kirchoff	Type	Fleet	Vehicle Line	Superduty	Order Code	4567
Customer Name	USD 457	Priority Code	J4	Model Year	2027	Price Level	715

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 CREW CAB PICKUP/160	\$65775	10500# GVWR PACKAGE	\$0
160 INCH WHEELBASE	\$0	50 STATE EMISSIONS	\$0
TOTAL BASE VEHICLE	\$65775	SIRIUSXM W/360L (3 MOS TRIAL)	\$0
OXFORD WHITE	\$0	5TH WHEEL HITCH PREP PACKAGE	\$750
ACTIVEX TRMD 40/CONSLE/40 SEAT	\$0	JACK	\$0
BLACK ONYX	\$0	PRICE CONCESSION INDICATOR	\$0
PREFERRED EQUIPMENT PKG.608A	\$0	REMARKS TRAILER	\$0
.LARIAT TRIM	\$0	CONN PKG:1 YR INCL W/FORD APP	\$0
.B&O SOUND SYSTEM	\$0	SECURITY PACKAGE: 1 YR INCL	\$0
.MACHINED CAST ALUM WHLS-18"	\$0	LARIAT PREMIUM PACKAGE	\$2450
.REAR PARKING SENSORS	\$0	.PLATFORM RUNNING BOARDS	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	.POWER SLIDING REAR WINDOW	\$0
.10-SPEED AUTO TORQSHIFT-G	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
LT275/70R18E BSW ALL TERRAIN	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
3.73 RATIO NON LTD SLIP AXLE	\$0	FUEL CHARGE	\$0
JOB #1 ORDER	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	PRICED DORA	\$0
GOOSENECK HITCH KIT	\$250	ADVERTISING ASSESSMENT	\$0
FRONT LICENSE PLATE BRACKET	\$0	DESTINATION & DELIVERY	\$2795
ALL WEATHER MATS W/O CARPT MAT	\$180		
TOTAL BASE AND OPTIONS			MSRP
DISCOUNTS			\$72200
TOTAL			NA
			\$72200

ORDERING FIN: QB875 END USER FIN: QB875

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

* HITCH KIT INCLUDES DROP IN BALL : 2 CAST IRON TIE DOWN HOOKS

FULLY COMPATIBLE W/ 5TH WHEEL PREP PACKAGE

CAN BE REMOVED IF DESIRED

BID FORM

By signing this bid form, the vendor certifies the equipment being offered meets or exceeds all requirements and conditions of the bid, special provisions and specifications. In compliance with the above and subject to all the conditions hereof, the undersigned offers and agrees to furnish all items upon which prices are quoted, at the price set opposite each item.

The undersigned certifies that no Federal, State, County or Municipal tax is included in the quoted prices and that none will be added. Public schools are EXEMPT. Exemption certificates will be provided upon request.

Pricing (Unit Cost Including All Options and Less any Applicable Incentives)

Vendor Name: Lewis Chevrolet of Garden City

$\frac{3}{4}$ Ton Pick-up Silverado 2500

How long to receive these (calendar days): 0

WE HEARBY AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED ABOVE IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

Signature:  Date: 7/22/26

Printed Name: Tanner Lucas Title: Sales Manager

Email: Tanner_Lucas@buylewis.com

Addenda to Bid (Y/N) Y

BID FORM

☐ BIDDER IS AN INDIVIDUAL-

Name of Individual:

Name of Business:

Mailing Address:

Business Phone No.:

Business Fax No.:

☐ BIDDER IS A PARTNERSHIP-

Name of Partnership:

Names of Principal Partners:

Mailing Address:

Business Phone No.:

Business Fax No.:

The full names of all partners:

☐ BIDDER IS A CORPORATION-

Full Corporation Name:

State of Incorporation:

Mailing Address:

Business Phone No.:

Business Fax No.:

Name & Address of Resident Agent:

Lewis Automotive Group
Kansas
1903 E HWY 50
Garden City, KS 67846
620-275-7171
Tanner Lucas



Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

The undersigned bidder does, by their signature below, agree that they received the addenda; that they understand the content of the addenda and shall comply with all of the conditions of the addenda specified.

Bidders Signature: 

Addenda #: _____

Date: _____





Jessica Nothern, Chief Financial Officer
1205 Fleming St.
Garden City, KS 67846

Jessica,

Please accept the following as Lewis Chevrolet of Garden City's response to USD 457's Request for Proposals for a new three-quarter ton truck issued on July 21, 2026.

2026 CHEVROLET SILVERADO LT 2500

Exterior Color: Summit White

Interior Color: Jet Black

MPG: 17 MPG Highway, 14 MPG City and Mixed Driving

36 Months or 36,000 Miles of Bumper-to-Bumper Warranty

60 Months or 60,000 Miles of Powertrain Warranty

MSRP:	\$71,325.00
SALES PRICE:	\$68,665.63
FEES:	\$ 399.00
TOTAL PRICE:	\$69,604.63

Please feel free to contact our office directly if you have any questions or concerns regarding this bid.
Thank you for the opportunity and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Tanner Lucas", is written over a horizontal line.

Tanner Lucas
Sales Manager
Lewis Chevrolet of Garden City
O: 620-275-7171
C: 620-277-5994
Tanner_Lucas@buylewis.com

Lewis Chevrolet - Cadillac - Nissan of Garden City

1903 East Hwy 50 • Garden City, KS 67846 • Telephone 620-275-7171 • Fax 620-275-2664 • www.buyLEWIS.com



USD 457
1205 Fleming Street
Garden City, KS 67846

Specifications and equipment for: One (1) New full size, ¾ Ton Pick-Up Truck 4 X 4

- 4 x 4
- Chevrolet – GMC – Ford—Ram

Notes: Any deviations from stated specifications **MUST** be noted for bid to be valid.

Minimum: is the least acceptable requirement for that item

Required: No deviation is acceptable

Required Specifications:

- Engine V-8 Gasoline Engine
- Transmission 10 Speed Automatic
- Tow Package 2" Receiver, 7-wire electrical Harness and 7 pin connectors
Max Trailering 15,000+ lbs.
Gooseneck Hitch Package
- AC/Heating Front and rear
- Cruise control Adaptive Cruise Control
- Tilt steering Required
- Seating Cloth/Leather
Front – bucket seats, power control driver seat
Rear – 60/40 split bench (3-person capacity)
- Floor mats All Weather
- Exterior mirrors Power Heated Trailer
- Windows Deep tinted, power
- Fuel tank 16 – 20 gallon or largest capacity available
- Radio AM/FM/XM
- Exterior color Neutral
- MPG Best Available
- Spare tire Full size, mounted under frame with lockable carrier
- Safety Features:
 - Seatbelt Reminder for all seats
 - Lane Departure Warning
 - Driver Attention Monitor
 - Cross Traffic Monitor
 - Forward Collision System
 - Multi-View Camera System
 - Blind Spot Information System
 - Low Speed Braking System
- 3 Year 36,000 Bumper to Bumper Warranty
- 5 Year 60,000 Powertrain Warranty

GARDEN CITY PUBLIC SCHOOLS

Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

BID FORM

By signing this bid form, the vendor certifies the equipment being offered meets or exceeds all requirements and conditions of the bid, special provisions and specifications. In compliance with the above and subject to all the conditions hereof, the undersigned offers and agrees to furnish all items upon which prices are quoted, at the price set opposite each item.

The undersigned certifies that no Federal, State, County or Municipal tax is included in the quoted prices and that none will be added. Public schools are EXEMPT. Exemption certificates will be provided upon request.

Pricing (Unit Cost Including All Options and Less any Applicable Incentives)

Vendor Name: BURTIS MOTOR CO. INC.

8-10 Passenger SUV \$57,432.-

How long to receive these (calendar days): 12-16 WEEKS FROM ORDER DATE ON AVERAGE

WE HEREBY AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED ABOVE IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

Signature: [Signature] Date: 7-22-26

Printed Name: RYAN KIRCHOFF Title: V.P.

Email: rkirchoff@burtismotor.com

Addenda to Bid (Y/N) N

GARDEN CITY PUBLIC SCHOOLS



WWW.GCKSCHOOLS.COM



1205 N FLEMING STREET



620-805-7000

GARDEN CITY PUBLIC SCHOOLS

Jessica Nothorn, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothorn@gckschools.com
(620) 805-7007

The undersigned bidder does, by their signature below, agree that they received the addenda; that they understand the content of the addenda and shall comply with all of the conditions of the addenda specified.

Bidders Signature: _____

Addenda #: _____

Date: _____



GARDEN CITY PUBLIC SCHOOLS

Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

BID FORM

☐ BIDDER IS AN INDIVIDUAL-

Name of Individual: _____

Name of Business: _____

Mailing Address: _____

Business Phone No.: _____

Business Fax No.: _____

☐ BIDDER IS A PARTNERSHIP-

Name of Partnership: _____

Names of Principal Partners: _____

Mailing Address: _____

Business Phone No.: _____

Business Fax No.: _____

The full names of all partners: _____

☐ BIDDER IS A CORPORATION-

Full Corporation Name: BURTIS MOTOR CO INC.

State of Incorporation: KANSAS

Mailing Address: P.O. BOX 797 GARDEN CITY

Business Phone No.: 620-275-6171

Business Fax No.: 620-275-1340

Name & Address of Resident Agent: _____

GARDEN CITY PUBLIC SCHOOLS



WWW.GCKSCHOOLS.COM



1205 N FLEMING STREET



620-805-7000

This is not an invoice.

2027 EXPEDITION "XL" SERIES

EQUIPMENT GROUP 102A (SSV) 4X4 – FLEET ONLY

STANDARD EQUIPMENT

The following equipment is standard on XL Expeditions

MECHANICAL

- 3.73 Axle Ratio
- 9.75 Axle
- Electronic Locking Differential
- Engine – 3.5L EcoBoost® V6 Engine
- Power Four-Wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Transmission – 10-Speed Automatic w/ SelectShift® Capability
- 4-Wheel Independent Suspension
- Electric Power-Assisted Steering
- Trailer Sway Control
- Engine Block Heater
- Heavy-Duty Trailer Tow
 - 26MM Engine Radiator
 - Integrated Trailer Brake Controller
 - Two-Speed Automatic 4WD with Neutral Towing Capability (included in 102A (SSV))

EXTERIOR

- Beltline Molding – Polished Stainless Steel
- Bumpers – Front Body Color Painted Upper / Rear Lower Molded-in-Color
- Configurable Daytime Running Lamps (DRL)
- Door Handles – Body Color
- Easy Fuel® Capless Fuel Filler
- Exhaust – Single
- Grille – Carbon Black Molded-in-Color Surround w/ Ebony Painted Bars
- Liftgate Flood Light
- Fixed Air Dam – Front
- Ford Split Gate
 - Power Upper Liftgate
 - Power Lower Tailgate
 - Dark Car (Interior Lights Deactivation) and PAITRO (Police Accessory Independent Timed-Release Output) are standard and available on 102A SSV only
- Laminated Windshield
- Privacy Glass – Second Row, Third Row and Liftgate
- Rear Side Windows – Tempered Glass
- Rear Spoiler
- Roof Rails – Black
- Running Boards, Fixed – Black
- Skid Plates
- Spare Wheel – 18" Steel (includes 265/70/18 A/T BSW tire)
- Taillamps – LED with Metalized Bezel
- Tailgate Applique – Black
- Tires
 - P265/70R18E All-Terrain (A/T) BSW
- Wheels – 18" X 8.5" Dark Alloy Painted Aluminum
- Windshield Wipers – Intermittent Front and Rear w/ Washer

INTERIOR/COMFORT

- Cargo Bin
- Cargo Area Management System
- Console – Black Molded-in-Color w/ Cupholder
- Climate Control
 - Cabin Particulate Air Filter
 - Tri-Zone Automatic Temperature Control (Dual Auto Front w/ Auto Rear)
 - Rear Auxiliary Manual Controls – Third Row
- Coat Hooks (4) – Second Row (2), Third Row (2)
- Beverage Holders (15) – Front Row, six (6), Second Row, six (6), Third Row, three (3)
- Dark Car (Interior Lights Deactivation)¹

¹ Dark Car (Interior Lights Deactivation) and PAITRO (Police Accessory Independent Timed-Release Output) are standard and available on 102A SSV only.

INTERIOR/COMFORT (continued)

- Door Trim – Insert/Armrest
 - Ultra Dark Space Gray on XL and Active Select (200A)
 - Space Gray on Active Touring (202A)
- Fixed Foot Pedals
- Floor Covering – Vinyl
- Grab Handles – Front Row, Second Row Pillar and Headliner Mounted
- Lighting
 - Front Overhead Console Mounted Map Lights
 - Illuminated Entry System with Theater-Dimming Feature
 - Illuminated Interior Liftgate
 - Rear Cargo Area Light
 - Second and Third Row Dome Lights
- Overhead Console
- Powerpoints (12V) – four (4)
 - Front row; one (1) in center stack, one (1) in front center console main bin
 - Second row; one (1) in rear section of center console
 - Rear Cargo Area; one (1)
- Prismatic Rearview Mirror
- Scuff Plates – (Front and Rear)
- Seats (Refer to the Color & Trim Availability section for additional information)
 - Five (5) – Passenger
 - Front Row – Cloth Captain's Chairs
 - Front Row – 8-way Power Driver Seat and 4-way Manual Passenger
 - Second Row – Cloth 40/20/40 CenterSlide® (Folds Flat) with Manual Recline
- Windshield Humidity Sensor on Glass (Under Beauty Cover)
- Shifter
 - Rotary Gear Shift Dial on Center Console
- Sliding Sun Visors with Illuminated Vanity Mirrors (Driver and Passenger)
- Steering Column
 - Manual Adjusted Tilt/Telescoping Steering Column
 - Steering Wheel – Wrapped
 - Audio and Cruise Controls
- Storage
 - Bins, Third Row
 - Glove Box
- USB Ports:
 - Smart Charging Multimedia USB Ports
 - o First Row – Two (2) "C + C" in instrument panel
 - Charging USB Ports, First Row – Two (2) "C + C" in instrument panel
- Windows, Power – Front One-Touch Up/Down Feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags
 - First Row: Driver and Passenger Dual Stage and Front-Seat Mounted Side-Impact
 - All Rows: Safety Canopy® Side-Curtain with Rollover Sensor
- Automatic Emergency Braking (AEB)
- Center High-Mounted Stop Lamp (CHMSL)
- Door Locks
 - Power
 - Autolock/Autounlock
 - Child-Safety Rear
- Electronic Stability Control

2027 EXPEDITION "XL" SERIES
EQUIPMENT GROUP 102A (SSV) 4X4 – FLEET ONLY
STANDARD EQUIPMENT

SAFETY/SECURITY (continued)

- Ford Security Package (1-year included with activation*)

Ford Security Package includes (features may vary due to software updates over time):

- Theft Alerts
- Start Inhibit
- Stolen Vehicle Services

Note: *Ford Security Package included for one-year from new warranty start date. Modem activation is required; customer may cancel at any time.

Note: The Ford Security Package is available on all trims.

Note: Not available with Military Personnel Sales (WAFAC)

- Front Row Head Restraints – 2-way Manually Adjustable
- Headlamps
 - LED Reflector with Black Bezel and Ebony Trim Applique
 - Signature Lighting
- **Fleet Only Note:** Not compatible with radio equipment that operates in the 39-46 MHz frequency range (VHF Low Band – Channels 1-9)
- Individual Tire Pressure Monitoring System (ITPMS)
- LATCH (Lower Anchors and Tether Anchors for Children) on all Second Row and Third Row Outboard Side Seating Positions
- Mirrors, Sideview – Manual-Folding, Power and Heated Glass, Ground Illuminator and High Gloss Black Caps
- Perimeter Alarm (includes Securilock Passive Anti Theft System (PATS))
- Personal Safety System™²
- Post Impact Braking (PIB)
- Rear Window Defroster and Washer
- Safety Belts
 - Front Row – Belt-Minder® (Front Safety Belt Reminder)
 - Front Row – Adjustable Height
 - Second and Third Rows – Outboard and Center Seat Shoulder
- Rear Seat Occupant Alert (RSOA)
- SOS Post-Crash Alert System™

² Personal Safety System™ for driver and front passenger includes dual-stage front airbags, safety belt pretensioners, safety belt energy-management retractors, safety belt usage sensors, driver's seat position sensor, crash severity sensor, restraint control module and Front-Passenger Sensing System

★ = New for this model year

2027 EXPEDITION "XL" SERIES

EQUIPMENT GROUPS 102A (SSV) 4X4 – FLEET ONLY

STANDARD EQUIPMENT

ADVANCED DRIVER ASSISTANCE SYSTEMS

- Ford Co-Pilot360® Assist 2.0
 - 360-Degree Camera
 - Lane Change Preview
 - Off-Road Overlays
 - Rock Crawl View
 - Adaptive Cruise Control (ACC)
 - Lane Centering
 - Predictive Speed Assist
 - Stop & Go
 - Auto High-Beam Headlamps
 - Blind Spot Assist
 - BLIS® with Cross-Traffic Alert / BLIS® with Trailer Coverage
 - Clear Exit Warning
 - Front and Rear Parking Sensors
 - Lane-Keeping System
 - Lane-Keeping Alert
 - Lane-Keeping Assist
 - Driver Alert
 - Road Edge Detection
 - Pre-Collision Assist with Automatic Emergency Braking (AEB)
 - Pedestrian Detection
 - Forward Collision Warning
 - Dynamic Brake Support
 - Automatic Emergency Braking (AEB) Oncoming
 - Pro-Trailer Hitch Assist
 - Pro-Trailer Backup Assist
 - Post-Collision Braking
 - Rear View Camera
 - Rear Camera Wash
 - Reverse Brake Assist
- Headlamps
 - Autolamp (Automatic On/Off)
- Turn Signal View

FUNCTIONAL

- Audio¹
 - SiriusXM with 360L²
 - Super Categories / Live Sports Categories
 - "For You" Recommendations
 - SiriusXM Listener Profiles
- Note:** With AM/FM Stereo, Six (6) Speakers and Speed Compensated Volume
 - Note:** Includes a three (3)-month prepaid subscription. Service is not available in Alaska and Hawaii. Trial length and service availability may vary by model, model year or trim.
- MP3 Capable
- Six (6) Speakers
- Speed-Compensated Volume
- Axle – Refer to the Axle Availability Table
- Electric Power-Assisted Steering (EPAS)

FUNCTIONAL (continued)

- Ford app
 - Remotely start, lock and unlock vehicle
 - Schedule specific times to remotely start vehicle
 - Locate parked vehicle
 - Check vehicle status
- Note:** The Ford app is required for remote features (see Ford app Terms for details). Connected Services and features depend on compatible AT&T network availability. Evolving technology/cellular networks/vehicle capability may limit functionality and operation.
 - Note:** Not available with Military Personnel Sales (WAFAC)
- Ford Connectivity Package (1-year Included)*
 - 5G Connectivity for Ford Digital Experience
 - Unlimited Wi-Fi® Hotspot
 - Audio and Video Streaming
 - Productivity (Video Conferencing Web Browser)
 - Voice Assistant
 - Entertainment
- Note:** Ford Connectivity Package included for one-year from warranty start date. Requires activation via Ford app with credit card authorization for auto renewal; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.
- Front and Rear Independent Suspension
- Hill Descent Control™ (4x4 only)
- Hill Start Assist
- Instrument Panel Cluster
 - 24" Panoramic Display with Steering Wheel Controls
 - 13.2" Center Display
 - Message Center
 - Outside Temperature Display
 - Trip Computer
- Keyless Entry
 - Fob with Push-Button Start – Two (2)
- PAITRO (Police Accessory Independent Timed-Release Output) tied to Ford Split Gate release switch. Button located in overhead console³
- Remote Start

4WD EXPEDITION INCLUDES

- Intelligent 4WD
- Two-Speed Transfer Case w/Torque on Demand (TOD)
- Terrain Management System™ (includes Selectable Drive Modes: Normal, Sport, Tow / Haul, Eco, Slippery, Off-Road)

¹ These features are standard on Equipment Group 102A (SSV).

² **Details:** SiriusXM audio and data services each require a subscription sold separately, or as a package, by Sirius XM Inc. Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM Customer Agreement for complete terms at www.siriusxm.com. All fees and programming subject to change. Not all vehicles or devices are capable of receiving all services offered by SiriusXM. Current information and features may not be available in all locations, or on all receivers. Satellite and streaming lineups vary slightly.

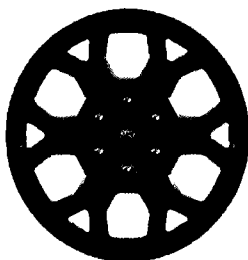
³ Dark Car (Interior Lights Deactivation and PAITRO (Police Accessory Independent Timed-Release Output) are standard and available on 102A SSV only.

2027 EXPEDITION FUNCTIONAL EQUIPMENT

AXLE AVAILABILITY

		3.31 Non-Limited Slip Rear Axle Ratio	3.73 Non-Limited Slip Rear Axle Ratio		3.73 Electronic Locking Differential
		3.31 Traller Tow Prep Package	3.73 Traller Tow Prep Package Includes One Speed Transfer Case w/ Torque on Demand (TOD)	3.73 Heavy-Duty Traller Tow (HDTT) Includes Two-Speed Automatic 4WD with Neutral Towing Capability	3.73 Heavy-Duty Traller Tow (HDTT) Includes Two-Speed Automatic 4WD with Neutral Towing Capability
		X15	X3L	62L	62E
Drivetrain		4x2	4x4	4x4	4x4
Engine	Equipment Group/Package				
3.5L EcoBoost® V6/3.5L EcoBoost® V6 High Output Engine	XL 102A (SSV)				S
	Active Select	S	S		
	Active Touring	S	S	S	
	Tremor®				S
	Platinum/Stealth Appearance/ 30 th Anniversary Appearance Package	S	S	S	
	Stealth Performance/Platinum Ultimate			S	
	King Ranch®	S		S	

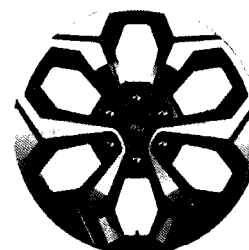
WHEEL AVAILABILITY



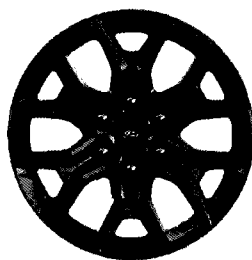
18" x 8.5" Dark Alloy Painted Aluminum Wheel (64X)
Standard on XL 102A (SSV) and Active 200A/202A

Wheel Image Coming Soon

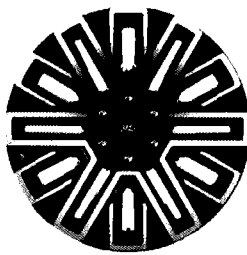
18" x 8.5" Police Black Steel Wheel (64G)
Optional on XL 102A (SSV)



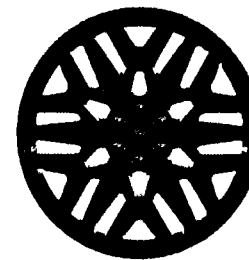
20" x 8.5" Carbonized Gray Bright Machined Aluminum Wheel (64C)
Optional on Active 200A/202A



18" x 8.5" Dark Carbonized Gray Painted Aluminum Wheel w/ Electric Splice Pocket (64L)
Standard on Tremor® 501A



20" x 8.5" Ebony Bright Machined Aluminum Wheel (64R)
Standard on Platinum 600A
(When unavailable, 64R will be replaced with 22" x 9.0" Magnetite Painted Aluminum Wheel with P275/50R22 A/S BSW Tire (64B))



24" x 9.5" Ebony Painted Aluminum Wheel (64M)
Included with Stealth Performance Package 600A

**2027 EXPEDITION
POWERTRAIN**
FUEL ECONOMY

		50-STATE			
		F.E. LABEL ADJUSTED		COMBINED CITY/ HIGHWAY	ESTIMATED ANNUAL FUEL COST
ENGINE DISPL.	TRANSMISSION	CITY	HIGHWAY		
4x2 Expedition					
3.5L EcoBoost® V6 with Auto Start-Stop Technology	10-Speed Automatic with SelectShift® Capability	16	23	18	\$2,600
4x4 Expedition					
3.5L EcoBoost® V6 with Auto Start-Stop Technology	10-Speed Automatic with SelectShift® Capability	15	22	18	\$2,600

ENGINE HORSEPOWER AND TORQUE RATINGS

		NOMINAL COMPRESSION RATIO	50-STATE	
			HORSEPOWER	TORQUE
ENGINE DISPL.	TRANSMISSION		H.P. @ RPM	FT. LBS. @ RPM
Expedition 4x2 and 4x4				
3.5L EcoBoost® V6 with Auto Start-Stop Technology (XL, Active, Platinum Elite, King Ranch)	10-Speed Automatic with SelectShift® Capability	10.5	400 @ 5,200	480 @ 3,300
3.5L EcoBoost® V6 High-Output with Auto Start-Stop Technology (Tremor, Platinum Ultimate, Stealth Performance)	10-Speed Automatic with SelectShift® Capability	10.5	440 @ 5,400	510 @ 3,300

GARDEN CITY PUBLIC SCHOOLS

Jessica Nothorn, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothorn@gckschools.com
(620) 805-7007

BID FORM

By signing this bid form, the vendor certifies the equipment being offered meets or exceeds all requirements and conditions of the bid, special provisions and specifications. In compliance with the above and subject to all the conditions hereof, the undersigned offers and agrees to furnish all items upon which prices are quoted, at the price set opposite each item.

The undersigned certifies that no Federal, State, County or Municipal tax is included in the quoted prices and that none will be added. Public schools are EXEMPT. Exemption certificates will be provided upon request.

Pricing (Unit Cost Including All Options and Less any Applicable Incentives)

Vendor Name: BURTIS MOTOR CO. INC.

¾ Ton Pick-up \$61,629

How long to receive these (calendar days): 12-16 WEEKS FROM ORDER DATE ON AVERAGE

WE HEREBY AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED ABOVE IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

Signature: [Signature] **Date:** 7-22-26

Printed Name: RYAN KIRCHOFF **Title:** V.P.

Email: rkirchoff@burtismotor.com

Addenda to Bid (Y/N) N



GARDEN CITY PUBLIC SCHOOLS

Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

The undersigned bidder does, by their signature below, agree that they received the addenda; that they understand the content of the addenda and shall comply with all of the conditions of the addenda specified.

Bidders Signature: _____

Addenda #: _____

Date: _____



GARDEN CITY PUBLIC SCHOOLS

Jessica Nothern, Chief Financial Officer
1205 Fleming St
Garden City, KS 67846
jnothern@gckschools.com
(620) 805-7007

BID FORM

☐ BIDDER IS AN INDIVIDUAL-

Name of Individual: _____

Name of Business: _____

Mailing Address: _____

Business Phone No.: _____

Business Fax No.: _____

☐ BIDDER IS A PARTNERSHIP-

Name of Partnership: _____

Names of Principal Partners: _____

Mailing Address: _____

Business Phone No.: _____

Business Fax No.: _____

The full names of all partners: _____

☒ BIDDER IS A CORPORATION-

Full Corporation Name: BURTIS MOTOR CO. INC.

State of Incorporation: KANSAS

Mailing Address: P.O. BOX 797 GARDEN CITY

Business Phone No.: (620) 275-6171

Business Fax No.: (620) 275-1340

Name & Address of Resident Agent: _____

GARDEN CITY PUBLIC SCHOOLS



WWW.GCKSCHOOLS.COM



1205 N FLEMING STREET



620-805-7000

07/03/26

2027 SUPER DUTY® PICKUP (F-250 / F-350 / F-450)

PROPRIETARY

MAJOR PRODUCT SUMMARY

The 2027 Super Duty® reinforces the tough image of the F-Series and continues to meet the needs of both commercial and personal use customers.

The following equipment is standard as indicated. Each series includes the standard equipment of the previous series, except where otherwise noted:

XL	XL [†]	Lariat
MECHANICAL - Brakes – Four-Wheel Disc Anti-Lock Brake System (ABS) - Electronic Shift-On-the-Fly (ESOF) (4x4 only) - Engine - F-250/F-350 – 7.3L 2V DEVT NA PFI V8 Gas - F-450 – 6.7L High Output Power Stroke® V8 Turbo Diesel B20 - Transmission - TorqShift®-G ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-250 and F-350 DRW) - TorqShift® ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 SRW and 6.7L High Output Power Stroke® Diesel) EXTERIOR - Bumpers – front & rear, black painted - Daytime Running Lamps - Fender vents – front - Front Box Step and Rear Bumper Step - Glass – solar-etched - Grille – black painted - Handles – door & tailgate, black - Jack 3-Ton mechanical (250/350 SRW) 4-Ton hydraulic (350 DRW/450) - Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals - Operator Commanded Regeneration (OCR) (6.7L High Output Power Stroke® Diesel engine only) - Splash Guards/Mud Flaps – Front (F-450 only) - Tailgate – Removable w/way lock “Three-Blink” lane change signal - Tow hooks – front, two (2) 2.5” Built Ford Tough® Trailer Hitch Receiver - Trailer Sway Control - Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector - Wheels - F-250/F-350 SRW – 17” Argent Painted Steel w/painted hub covers/center ornaments - F-350 DRW – 17” Argent Painted Steel (hub covers/center ornaments not included) - F-450 – 19.5” Forged Polished Aluminum w/bright hub covers/center ornaments - Manual Locking Hub (4x4) - Spare tire, wheel & carrier - Windshield wipers – intermittent INTERIOR/COMFORT 4.2” Cluster Display: Includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications - Air conditioning – manual, single zone - Cabin Air Particulate Filter - Door-lim – armrest/grab handle & reflector - Floor covering – Black, full length vinyl - Instrumentation – Multi-function switch message center - Mirror – rearview 11.5” day/night - Outside Temperature Display - Overhead console w/ storage bins and map lights - Power Equipment Group – 1” row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows; power door-locks w/lock/unlock switches & accessory delay; power tailgate lock - Powerpoint – auxiliary two (2) in instrument panel - Scuff plates – front, color-coordinated - Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver’s side), front center-seat w/integrated restraint - Steering wheel – black urethane with tilt and telescoping steering wheel/column; Includes three (3) button message control - Sun visors – color-coordinated cloth; driver w/pocket, passenger w/uncovered mirror - Window – Rear, fixed SAFETY/SECURITY - AdvanceTrac® with RSC® (Roll Stability Control™) - Belt-Minder® (front safety belt reminder) - chime & flashing warning light on VPI if belts not buckled - Center High-mounted Stop Lamp (CHMSL) - Driver and passenger frontal airbags; passenger side deactivation Switch - Engine Only Traction Control (DRW only) - Headlamps – Quad beam jewel effect halogen - Individual Tire Pressure Monitoring System (TPMS) - Mirrors – Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals - Remote keyless entry - Safety belts – w/weight adjustment D-ring - Safety Canopy® System (incl. side-curtain airbags) - SecuriLock® Passive Anti-Theft System - SOS Post-Crash Alert System™ - Stationary Elevated Idle Control - Ford Security Package (1-year included)¹ - Ford Security Package includes (features may vary due to software updates over time): - Theft Alerts - Start Inhibit - Stolen Vehicle Services FORD CO-PILOT360® TECHNOLOGY - Rear View Camera FUNCTIONAL - Autolamp (Auto On/Off Headlamps) - Autolock, Auto unlock - Audio – AM/FM stereo/MP3 Player speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab - Cruise Control 5G Modem² - Ford Connectivity Package (1-year included)³ - Ford Connectivity Package includes (features may vary by make and model): - Unlimited Wi-Fi Hotspot - Ford app - Remotely start, lock and unlock vehicle - Schedule specific times to remotely start vehicle⁴ - Locate parked vehicle⁵ - Check vehicle health status⁶ - Activate available Connected Services - Hill Start Assist - Rear axle - Non-Limited-Slip (F-250 and F-350) 4.30 Limited-Slip (F-450) - SYNC® 4 8” Center Display - Wireless Apple CarPlay® and Android Auto™ Compatibility - Embedded Apps Digital Owner’s Manual 911 Assist®	MECHANICAL - Transmission - TorqShift® ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 DRW) EXTERIOR - Four pickup box tie-down plates - Bumper – front & rear, chrome - Grille – bright chrome - Fog Lamps – Halogen - Wheels – F-250/F-350 SRW – 18” Sparkle Silver Painted Cast Aluminum w/bright hub covers/center ornaments INTERIOR/COMFORT - Pro Power Onboard™ – 400 W, one (1) dash mounted outlet and one (1) in rear console - Air conditioning vents – black w/chrome ring - Door-lim – soft armrest, grab handle, power window/lock switches, molded upper applique and reflector (applique and armrest are accent-color); front map pockets on Regular Cab and SuperCab; front and rear map pockets on Crew Cab - Floor covering – color-coordinated, full carpet - Floor mats – color-coordinated carpet - Seats, Front - Front, high-series cloth 40/20/40 split bench – 20% center under-seat storage, w/center armrest, cupholder and storage, 8-way power driver - Two-way adjustable driver/passenger headrests - Sun visors – Color-coordinated, Cloth, both driver and passenger w/covered mirrors - Windows – rear, fixed privacy glass SAFETY/SECURITY - Mirrors – manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals FORD CO-PILOT360® TECHNOLOGY - Automatic High Beam - Pre-Collision Assist® with Automatic Emergency Braking (AEB) - Forward Collision Warning FUNCTIONAL - Trailer Brake Controller (incl. Smart Trailer Tow Connector)	MECHANICAL - Transmission - TorqShift® ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 DRW) EXTERIOR 6” Angular Bright Anodized step bar (F-350 DRW/F-450) - Grille – bright chrome (includes chrome inserts) - Handles – body-color, door, tailgate - Headlamps – LED Reflector - Halogen with LED Reverse Tailamps - LED Foglamps - LED Box Lighting (incl. LED Center High-Mounted Stop Lamp (CHMSL)) - Mirrors – Power-folding with Autolock, PowerScope® Telescoping, Power Glass Trailer Tow Mirrors with Heat, Turn Signal, Memory, High-Intensity LED Security Approach Lamps, Utility Lighting System (LED Side-mirror Spotlights and Black skull cap) - Rain-Sensing Windshield Wipers - Remote Tailgate Release - Wheels - F-250/F-350 SRW – 18” Bright Machined and Carbonized Gray Painted Aluminum - F-350 DRW – 17” Forged Polished Aluminum w/bright hub covers/center ornaments INTERIOR/COMFORT 12” Cluster Display: Includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications - Ambient Lighting – Fixed Color - Air conditioning – Dual-Zone Electronic Automatic Temperature Control (DEATC) - Air conditioning vents – silver metallic with chrome ring - Door-lim – soft armrest grab handle, power window/lock switches and reflector; front and rear map pockets on Crew Cab - Easy Entry Driver’s Seat w/ Memory - Mirror – rearview, electrochromic self-dimming - Seats, Front - ActiveX® Trimmed 40/Console/40 - Front Heated/Ventilated Seating 8-way power driver & passenger seats (six-way power-adjustable-track, two-way power recline and two-way power lumbar) with Memory - Seats, Rear - Armrest with cupholders (Crew Cab) - Heated (40/console/40 seat on Crew Cab) - Steering Wheel – wrapped Heat, and audio controls - Sun visors – color-coordinated cloth; both driver and passenger w/covered illuminated visor vanity mirrors - Window – rear, fixed with privacy glass and defrost FORD CO-PILOT360® TECHNOLOGY 360-Degree Camera - BLIS® with Cross-Traffic Alert and Trailer Coverage - Intersection Assist - Reverse Brake Assist - Rear Parking Sensors FUNCTIONAL - Audio - Premium AM/FM MP3 player - BAX® Sound System by Bang & Olufsen® with HD Radio™ (8 speakers including subwoofer) - F-250 Greater than 10K GVWR Package - Intelligent Access with Push-button Start (PEPS) - Remote Start System - Universal Garage Door Opener (UGDO) - SiriusXM® with 360L - Note: Trial Length: A 3-month trial subscription is included for all new SiriusXM-equipped Ford vehicles SiriusXM with 360L Trial Subscription: Service will automatically stop at the end of your trial subscription period unless you decide to continue service. Trial is non-transferable. If you do not wish to enjoy your trial, you can cancel by calling the number below. All SiriusXM services require a subscription, each sold separately by SiriusXM after the trial period. Service subject to the SiriusXM Customer Agreement and Privacy Policy, visit siriusxm.com for complete terms and how to cancel which includes online methods or calling 1-866-635-2349. Some services and features are subject to device capabilities and location availability. Satellite service not available in AK & HI. Certain features and/or content may not be available in vehicles with SiriusXM with 360L unless an active data connection is enabled in the vehicle. Content varies by SiriusXM subscription plan. All fees, content and features are subject to change. SiriusXM and related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries. - Ford Connectivity Package (1-year included)³ - Ford Connectivity Package includes (features may vary by make and model): - Unlimited Wi-Fi Hotspot - Connected Navigation - Audio and Video Streaming - Voice Assistant - Entertainment - SYNC® 4 12” Center Display - Wireless Apple CarPlay® and Android Auto™ Compatibility - Information On Demand Panel - Alexa Built-In - Embedded Modem - Digital Owner’s Manual 911 Assist® - AppleLink® w/ App Catalog - Wireless Charging Pad (40/Console/40 only)

Please see Standard Equipment pages for more details.

INCLUDED STANDARD EQUIPMENT

¹ Ford Security Package included for one-year from new warranty start date. Modem activation is required; customer may cancel at any time.

² Modem activation is required to enable Ford app remote features and most Connected Services. Ford Telematics™ and Data Services Prep included for Fleet ONLY; 5G Wi-Fi Modem provides data to support telematics and data services including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables telematics services through Ford or authorized providers. Activate at www.fleet.ford.com or call 833-FCS-Ford (833-327-3573)

³ Ford Connectivity Package included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer’s data plan.

Features, options and package content subject to change. Please check www.forddealer.com for the most current information.

★ = New for this model year

STANDARD EQUIPMENT

The following features are standard on every 2027 MY SUPER DUTY® F-SERIES vehicle:

MECHANICAL

- Brakes – Power four-wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Engine
 - F-250/F-350: 7.3L 2V DEVCT NA PFI V8 Gas
 - F-450: 6.7L High Output Power Stroke® V8 Turbo Diesel B20
- Transmission
 - TorqShift®-G Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-250 and F-350 DRW)
 - TorqShift® Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (7.3L Gas F-350 SRW and 6.7L High Output Power Stroke® Diesel)

EXTERIOR

- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Glass
 - Solar-Tinted, complete (Std. XL)
 - Privacy (Std. XLT, Lariat, King Ranch®, and Platinum; NA front-seat windows)
- Jack
 - Three ton mechanical (F-250/F-350 SRW)
 - Four ton hydraulic (F-350 DRW/F-450)
- Lamps – pickup box and cargo area
- Manual Locking Front Hub (4x4)
- Moldings – tailgate and box-rail
- Spare tire, wheel, & frame mounted carrier
- Tailgate – removable w/ power lock, black handle
- "Three-Blink" lane change signal
- Tie-down hooks – pickup box, four (4)
- Tow hooks – front, two (2)
- Trailer Tow Package – 7 wire harness w/relays and 7/4 pin connector

INTERIOR/COMFORT

- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - Powerpoint, auxiliary
 - Power Equipment Group – 1st row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows; power door-locks w/backlit switches & accessory delay; power tailgate lock
- Door-Trim – color-coordinated, molded w/armrest/grab handle & reflector
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric

INTERIOR/COMFORT (continued)

- Instrument panel – color-coordinated w/ glove box, 4 air registers w/positive shut off, powerpoint
- Scuff plates – front, color-coordinated;
- Steering – power
- Steering damper
- Windshield wipers – intermittent

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
- Center High-mounted Stop Lamp (CHMSL)
- Child tethers (Regular Cab, front-passenger and all rear-seating positions)
- Individual Tire Pressure Monitoring System (TPMS)
- Safety Belts
 - Belt-Minder® front safety belt reminder – chime and flashing warning light on instrument cluster if belts not buckled
 - Color-coordinated w/height adjustment (front-outboard seating positions only)
- SecuriLock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)
- Ford Security Package (1-year included)³
Ford Security Package includes (features may vary due to software updates over time):
 - Theft Alerts
 - Start Inhibits
 - Stolen Vehicle Services

FUNCTIONAL

- Alternator
 - 160 (Std. XL)
 - 190 Amp (Std. XLT and Lariat)
 - 410 Amp Dual Alternators (250 Amp +160 Amp) (Std. King Ranch®, and Platinum)
- Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2 (F-250 and F-350)
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4 (F-250 and F-350)
 - Mono-beam front axle w/coil spring suspension (wide front track) (F-450)
 - Rear – Non-Limited-Slip (F-250/F-350)
 - Rear – 4.30 Limited-Slip (F-450)
- Battery
 - Gas engine – Grp65 68AH 750-CCA, AGM
 - Diesel engine – 750-CCA, 68-AH, dual AGM (6.7L High Output Power Stroke® Diesel engine)
- Oil minder system
- Shock absorbers – heavy-duty gas
- Stabilizer bar – front

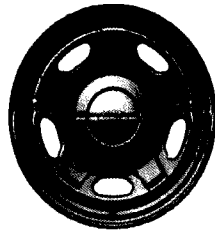
The following features are standard on select 2027MY SUPER DUTY® vehicles:

MECHANICAL	XL	XLT	Lariat	King Ranch®	Platinum
Four-Wheel Disc Anti-Lock Brake System (ABS) – Roll Stability Control™ (RSC®)/Traction Control/Trailer Sway Control	•	•	•	•	•
2.5" Built Ford Tough® Trailer Hitch Receiver	•	•	•	•	•
3" Built Ford Tough® Trailer Hitch Receiver					
F-350 DRW Crew Cab (6.7L High Output Power Stroke® Diesel w/ 4.10 Axle) and F-450 Crew Cab	•	•	•	•	•
Note: To find the maximum trailer weight allowed for your vehicle, consult your authorized dealer (or the RV and Trailer Towing Guide provided by your authorized dealer)					
4x4 Only					
Electronic-Shift-On-the-Fly (ESOF)	•	•	•	•	•
Drivetrain					
4x2	•	•	•	•	•
4x4					

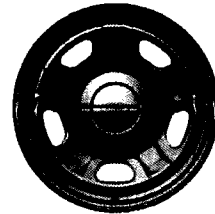
1 = Regular Cab only, 2 = SuperCab only, 3 = Crew Cab only

★ = New for this model year

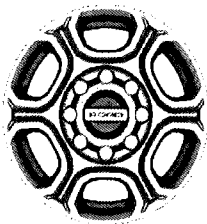
• = Available

FUNCTIONAL EQUIPMENT**WHEEL AVAILABILITY – SRW ONLY**

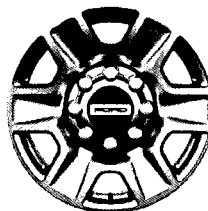
17" Argent Painted Steel
w/Painted Hub
Cover/Center Ornament
(Std. on XL) – 64A



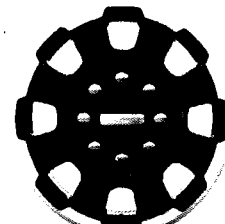
18" Argent Painted Steel
w/Painted Hub
Cover/Center Ornament
(Std. on F-350 SRW Reg.
Cab; Opt. on F-350 XL) –
64F

WHEEL AVAILABILITY – SRW ONLY (Continued)

18" Sparkle Silver Painted
Cast Aluminum
Std. on XLT; Incl XL Off-
Road 35" Pkg (96S) – 648



18" Bright Machined and
Carbonized Gray Painted
Aluminum
(Std. on Lariat) – 64C



18" Ebony Black Machined
and Painted Aluminum (incl.
Tremor Off-Road Pkg
(17Y)) – 64E

WHEEL

PACKAGED OPTIONS/EMISSIONS

LARIAT PREMIUM PACKAGE (96W)**Availability:**

- Optional on Lariat (Crew Cab, 4x4)

Includes:

- Ford Co-Pilot360® Assist 2.0
 - Adaptive Cruise Control (ACC)
 - o Lane Centering
 - o Predictive Speed Assist
 - o Stop & Go
 - Auto High Beam
 - BLIS® with Cross-Traffic Alert with Trailer Coverage
 - Front Parking Sensors
 - Lane-Keeping System
 - o Lane-Keeping Alert
 - o Lane-Keeping Aid
 - o Driver Alert
 - Intersection Assist
 - Pre-Collision Assist® with Automatic Emergency Braking (AEB)
 - o Pedestrian Detection
 - o Forward Collision Warning
 - o Dynamic Brake Support
 - Post-Collision Braking
 - Rear View Camera
 - Rear Parking Sensors
 - Reverse Brake Assist
- Lane Departure Warning
- Memory Power-Adjustable Pedals
- Platform Running Boards (18B)
- Power-Sliding Glass with Defrost and Privacy Glass
- Pro Trailer Backup Assist™
- Pro Trailer Hitch Assist™
- Trailer Reverse Guidance

INCLUDED
IN
BIO**LARIAT ULTIMATE PACKAGE (96U)****Availability:**

- Lariat

Requires:

- 40/console/40 seat
- Lariat Premium Package (96W)

Includes:

- 4-Way Adjustable Headrests
- B&O® Unleashed Sound System by Bang & Olufsen® with HD Radio™ (14 Speakers including subwoofer)
- Head-Up Display
- Power Running Board
- Tailgate Step

PLATINUM PLUS PACKAGE (17W)**Availability:**

- Optional on Platinum

Requires:

- 6.7L High Output Power Stroke® Diesel Engine (99M)

Includes:

- Grille – Unique Satin Finish w/ Bright Chrome Inserts
- Door Handles –Satin Chrome
- Tailgate Applique – Satin Chrome
- 20" Bright Machined and Carbonized Gray High-Gloss Painted Aluminum Wheel
- Unique Smoked Truffle Interior Environment: Premium Venetian Leather Seats with French Stitching and Upgraded Perforated Seats
- Premium Suede Wrapped Pillars
- Premium Venetian Leather with applied French Stitching Door Panel
- Premium Leather Interior Grab Handles
- Upgraded Floor Mat Accents Matching Premium Interior Theme
- Unique Split Center Console Armrest with Premium Wood Insert along with Venetian Leather Wrapped Armrest Lid and Accent French Seam
- IP Topper – Premium Leather with Upgraded Microwelt application
- Steering Wheel – Unique Smoked Truffle Premium Luxury Leather-Wrapped
- Illuminated Scuff Plates
- Max Recline 10-way power adjustable Driver and 8-way power adjustable Passenger seat
- Pro Power Onboard™ – 2 KW
- Upfitter Switches; six (6)
- Moonroof, Power (Twin Panel) (63V)

Platinum Plus Experience (Retail Sales Only):

- Premium Maintenance Plan – Coverage up to 2 years or 25,000 miles (whichever comes first). Covers routine inspections, preventive care, and replacement of normal "wear and tear" items that require periodic attention
- Elite Welcome Call
- Welcome Package and Tribute Item
- Accessories Discount (90 day window)
- Ford Rewards Upgrade Tier
- 1:1 Texting with Ford Truck Expert

FX4 OFF-ROAD PACKAGE (17X)**Availability:**

- Optional on all 4x4 Pickups

Requires:

- 4x4
- All-Terrain Tires (F-250 and F-350)
- 225/70R19.5G BSW Traction Tires (F-450)
- Electronic-locking differential on SRW
- Limited-slip rear-axle DRW

Includes:

- Hill Descent Control™
- Off-Road Specifically tuned front/rear shock absorbers
- Rock Crawl Mode
- Skid Plates – Transfer Case and Fuel Tank
- Unique "FX4 Off-Road" box decal

TREMOR OFF-ROAD PACKAGE (17Y)**Availability:**

- Optional on XL, XLT, Lariat, King Ranch® and Platinum

Not available with:

- Dual Rear Wheel (DRW)
- Rear Stabilizer Bar
- Spare Wheel and Tire Delete (51X)
- TorqShift®-G Automatic Transmission (44F)

Requires:

- 4x4
- Crew Cab
- TorqShift® Automatic Transmission (44G)
- 40/Console/40 when 8' Box is selected
- 360-Degree Camera Package (874) when 8' Box is selected
- STX Pkg (17S), XL Driver Assist Pkg (96D) and 160" WB on XL

Includes:

- 4.30 Electronic Locking Final Drive Ratio (X4M) (7.3L Gas Engine only (99N))
- 3.55 Electronic Locking final Drive Ratio (X3J) (6.7L High Output Diesel Engine (99M))
- 35" Off-Road Tire – LT285/75R18 (TFW)
- 18" Ebony Black Machined and Painted Aluminum Wheel (64E)
- F-250 Greater than 10K GVWR Package (68U)
- Unique Front Springs – Ride Height Increase
- Rear Electronic Locking Differential
- Front Limited Slip Differential
- Performance Front & Rear Shock Absorb
- Off-Road Running Boards – Textured Matte Finish
- Skid Plates – Transfer Case and Fuel Tank
- Unique Front Air Dams – Approach Angle Improvement
- Water Fording Vent Tubes – Transfer Case & Axle
- Rock Crawl Mode
- Trail Control Mode
- Trail Turn Assist
- Tremor Off-Road Decal
- Spare – Conventional Road Wheel
- LT285/75R 18E BSW Spare Tire

Options Available:

- Power-Deployable Running Boards (18E) – NA w/ Interior trims 6J or 6B

*Note: Tremor content replaces existing base vehicle and package content***F-250 GREATER THAN 10K GVWR PACKAGE (68U)****Availability:**

- Optional on XL and XLT
- Standard on Lariat, King Ranch® and Platinum

Includes:

- Increase GVWR

F-250 HIGH CAPACITY AXLE UPGRADE PACKAGE (53S)**Availability:**

- Optional on XL, XLT, Lariat, King Ranch and Platinum

Not available with:

- Pickup Box Delete (66D)

Requires:

- 6.7L High Output Power Stroke® Diesel engine (99M)

Includes:

- 11.6" Axle upgrade

*NOTE: Salesperson's Portfolio or Trailer Towing Guide should be consulted for specific trailer towing or camper limits and corresponding required equipment, axle ratios and model availability. See Supplemental Reference for vehicle height consideration.***360-DEGREE CAMERA PACKAGE (874)****Availability:**

- Optional on XL and XLT
- Standard on Lariat, King Ranch, and Platinum

Requires:

- Driver Assist Package on XL

Includes:

- 360-Degree Camera (Incl. Picture in Picture capability)
 - Center High-Mounted Stop Lamp (CHMSL) Camera
 - Wired Aux Trailer Camera Compatibility
- Included on XL and XLT; std on Lariat, King Ranch and Platinum:**
- BLIS® with Cross-Traffic Alert with Trailer Coverage
 - LED Center High-Mounted Stop Lamp (CHMSL)
 - Rear Parking Sensors
 - Reverse Brake Assist



Preview Order 4567 - W2B 4x4 Crew Cab SRW: Order Summary Time of Preview: 07/22/2026 13:57:05 Receipt: NA

Dealership Name: Burtis Motor Company, Inc.

Sales Code : F53592

Dealer Rep.	Ryan Kirchoff	Type	Fleet	Vehicle Line	Superduty	Order Code	4567
Customer Name	USD 457	Priority Code	J4	Model Year	2027	Price Level	715

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 CREW CAB PICKUP/160	\$65775	10500# GVWR PACKAGE	\$0
160 INCH WHEELBASE	\$0	50 STATE EMISSIONS	\$0
TOTAL BASE VEHICLE	\$65775	SIRIUSXM W/360L (3 MOS TRIAL)	\$0
OXFORD WHITE	\$0	5TH WHEEL HITCH PREP PACKAGE	\$750
ACTIVEX TRMD 40/CONSLE/40 SEAT	\$0	JACK	\$0
BLACK ONYX	\$0	PRICE CONCESSION INDICATOR	\$0
PREFERRED EQUIPMENT PKG.608A	\$0	REMARKS TRAILER	\$0
.LARIAT TRIM	\$0	CONN PKG:1 YR INCL W/FORD APP	\$0
.B&O SOUND SYSTEM	\$0	SECURITY PACKAGE: 1 YR INCL	\$0
.MACHINED CAST ALUM WHLS-18"	\$0	LARIAT PREMIUM PACKAGE	\$2450
.REAR PARKING SENSORS	\$0	.PLATFORM RUNNING BOARDS	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	.POWER SLIDING REAR WINDOW	\$0
.10-SPEED AUTO TORQSHIFT-G	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
LT275/70R18E BSW ALL TERRAIN	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
3.73 RATIO NON LTD SLIP AXLE	\$0	FUEL CHARGE	\$0
JOB #1 ORDER	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	PRICED DORA	\$0
GOOSENECK HITCH KIT	\$250	ADVERTISING ASSESSMENT	\$0
FRONT LICENSE PLATE BRACKET	\$0	DESTINATION & DELIVERY	\$2795
ALL WEATHER MATS W/O CARPT MAT	\$180		
			MSRP
TOTAL BASE AND OPTIONS			\$72200
DISCOUNTS			NA
TOTAL			\$72200

ORDERING FIN: QB875 END USER FIN: QB875

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

* HITCH KIT INCLUDES DROP IN BALL : 2 CAST IRON TIE DOWN HOOKS

FULLY COMPATIBLE W/ 5TH WHEEL PREP PACKAGE

CAN BE REMOVED IF DESIRED

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Brandon Anderson, Director of Plant Facilities
DATE: 07/30/2026
RE: **Consider and Act on Bid received for Florence Wilson Generator Replacement and authorize Plant Facilities Director to sign the contract for the job.**

ISSUE & BACKGROUND:

Included in our Long-Range Planning we have identified one of the generators at Florence Wilson is to be replaced due to age of equipment. Lead time for Generator is 20 weeks. Project will be a complete turn key installation.

Director of Plant Facilities, Brandon Anderson will be present and stand for questions.

ALTERNATIVES:

1. Take No Action
2. Accept Sourcewell priced proposal from Cummins Sales and Services

RECOMMENDATION:

Staff's recommendation would be to approve the Sourcewell priced proposal from Cummins Sales and Services with a total proposal price of \$34,650 and authorize the Director of Plant Facilities to sign the contract.

FISCAL NOTE:

The original budget figure in the LRP for the Florence Wilson Generator Replacement was \$60,000.

ATTACHMENTS:

Cummins Sales and Services
Proposal with Sourcewell
Information



July 7, 2026

Prepared by

Corey Milam
Senior Sales Executive - PG
(417) 988-0781
corey.milam@cummins.com

We are pleased to provide you this quotation based on your inquiry.

Item	Description	Qty
1	C20N6, 20kW, 60Hz, Standby, Natural Gas/Propane Genset, 1800rpm engine C20N6, 20kW, 60Hz, Standby, Natural Gas/Propane Genset, 1800rpm engine U.S. EPA, Stationary Emergency Application Duty Rating - Standby Power (ESP) Emissions Certification - SI, EPA, Emergency, Stationary, 40CFR60 Listing - UL 2200 NFPA 110 Type 10 Level 1 Capable Exciter/Reg - Torque Match Voltage - 277/480, 3 Phase, Wye, 4 Wire Alternator - 60Hz, 12L, 480/277V, 105C, 40C Ambient, Increased Motor Starting (IMS) Alternator Heater, 120 Volt AC Aluminum Sound Attenuated Level 1 Enclosure, with Exhaust System Enclosure Color - Green, Aluminum Enclosure - Wind Load 180 MPH, ASCE7-10 Larger Battery Rack Skidbase - Housing Ready Control Mounting - Right Facing PowerCommand 1.1 Controller Gauge - Oil Pressure Stop Switch - Emergency Control Display Language - English Load Connection - Single Circuit Breaker, Location A, 30A, 3P, 600 Volts AC, 80%, UL Circuit Breaker or Entrance Box or Terminal Box, Right - None Engine Governor - Electronic, Isochronous Single Gas Fuel - NG or LP Vapor Engine Starter - 12 Volt DC Motor Engine Air Cleaner - Normal Duty Battery Charging Alternator Battery Charger - 6 Amp, Regulated Engine Cooling - Radiator, High Ambient Air Temperature, Ship Fitted Shutdown - Low Coolant Level Extension - Coolant Drain Engine Coolant - 50% Antifreeze, 50% Water Mixture Coolant Heater, Extreme Cold Ambient	1



	Standby 5 Year 2500 Hour Parts+Labor+Travel Literature - English Packing - Skid, Poly Bag Base Barrier - Elevated Genset Extension - Oil Drain Engine Oil	
2	Remote Emergency Stop Switch	1
3	Annunciator-panel mount with enclosure (RS485)	1
4	Installation - 3G Electric -Install supplied 20kw generator -Furnish and install ground mounted stand for generator to facilitate connections from underneath -Install supplied remote generator annunciator -Furnish and install necessary conduit, cables, and wires for communication between annunciator and generator -Terminations of power and monitoring wire -Demo and removal of old generator -Sub-contract and coordinate with plumber's scope of work -Permit Fee	1
5	Cummins Service - Start up & Testing	1
6	Cummins Service - Owners Training	1

TOTAL: \$34,650.00

Quote value does not include any tax.

START-UP AND CHECK-OUT SERVICE

Start up services upon the installation of the above equipment by the electrical and mechanical contractors. Start-up services include the use of a trained generator service technician for testing of the equipment supplied and general operating instructions to the owner/personnel. These services will be performed during normal business hours, Monday through Friday 7:30 am to 5:00 pm. Recommend five-day notice to schedule start-up. Contractor needs to ensure that all engine and electrical systems are installed and connected to enable the system to be tested during the initial start-up and to prevent charges to the contractor for additional trips.

NOTES:

Proposal for a 20kW generator in a weather protective enclosure. Pricing includes installation by 3G Electric and Cummins service commissioning.

ATS is not included in pricing. Installation for new generator only, will reuse existing transfer switch.

LEAD TIME:

Generator - 20 weeks

Installation - 1-2 weeks approx.



**Project: Garden City PS - Florence
Wilson Elementary Replacement**

Please feel free to contact me if you require any additional information; or if you have any further questions or concerns that I may be of assistance with.

Thank you for choosing Cummins.

Submitted by:

Corey Milam

Corey Milam
Senior Sales Executive - PG
(417) 988-0781
corey.milam@cummins.com

SUBMITTALS. An order for the equipment covered by this quotation will be accepted on a hold for release basis. Your order will not be released and scheduled for production until written approval to proceed is received in our office. Such submittal approval shall constitute acceptance of the terms and conditions of this quotation unless the parties otherwise agree in writing.

THERE ARE ADDITIONAL CONTRACT TERMS AND CONDITIONS ATTACHED TO THIS QUOTATION, INCLUDING LIMITATIONS OF WARRANTIES AND LIABILITIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN. BY ACCEPTING THIS QUOTATION, CUSTOMER ACKNOWLEDGES THAT THE CONTRACT TERMS AND CONDITIONS HAVE BEEN READ, FULLY UNDERSTOOD AND ACCEPTED.

Authorized Signature

Date

Company Name

Printed Name & Title

Purchase Order No

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TERMS AND CONDITIONS FOR SALE OF POWER GENERATION EQUIPMENT

These Terms and Conditions for Sale of Power Generation Equipment, together with the quote ("Quote"), sales order ("Sales Order"), and/or credit application ("Credit Application") on the front side or attached hereto, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. ("Cummins") and supersede any previous representation, statements, agreements or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions and it shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of equipment to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of, or serves to explain or interpret, the Terms and Conditions set forth in this Agreement. Electronic transactions between Customer and Cummins will be solely governed by the Terms and Conditions of this Agreement, and any terms and conditions on Customer's website or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, specifications, agreement (whether upstream or otherwise), or any other terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins, and (ii) this Agreement shall remain the governing terms of the transaction.

1. SCOPE. Cummins shall supply power generation equipment and any related parts, materials and/or services expressly identified in this Agreement (collectively, "Equipment"). No additional services, parts or materials are included in this Agreement unless mutually agreed upon by the parties in writing. A Sales Order for Equipment is accepted on a hold for release basis. The Sales Order will not be released and scheduled for production until written approval to proceed is received from Customer. A Quote is limited to the plans and specifications section specifically referenced in the Quote. No other sections shall apply. Additional requirements for administrative items may require additional costs. The Quote does not include off unit wiring, off unit plumbing, offloading, rigging, installation, exhaust insulation or fuel, unless otherwise stated and mutually agreed to in writing by the parties. Unless otherwise agreed by Cummins in writing, this Quote is valid for a maximum period of thirty (30) days from the date appearing on the first page of this Quote ("Quote Validation Period"). At the end of the Quote Validation Period, this Quote will automatically expire unless accepted by Customer prior to the end of the Quote Validation Period. The foregoing notwithstanding, in no event shall this Quote Validation Period be deemed or otherwise considered to be a firm offer period nor to establish an option contract, and Cummins hereby reserves its right to revoke or amend this Quote at any time prior to Customer's acceptance.

2. SHIPPING; DELIVERY; DELAYS. Unless otherwise agreed in writing by the parties, Equipment shall be delivered FOB origin, freight prepaid to first destination. For consumer and mobile products, freight will be charged to Customer. Unless otherwise agreed to in writing by the parties, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. Cummins may deliver in installments. The purchase of Equipment is a "take or pay" obligation on the part of the Customer, such that Customer is absolutely and irrevocably required to accept and pay for the Equipment if delivery or pick-up of Equipment is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date. In the event Customer fails to take any or all shipments of Equipment ordered hereunder within thirty (30) days of the agreed upon delivery date, Cummins shall have the right to invoice the Customer and, upon Cummins' sole discretion, Cummins may either: (i) deliver the Equipment to the location indicated on Customer's purchase order (regardless of whether Customer elected to pick up the Goods at Cummins' facility or otherwise indicated an alternate delivery method), and Customer shall assume all associated delivery costs incurred by Cummins, or (ii) charge storage fees for the additional inventory holding period, the additional inventory holding period not to exceed one hundred twenty (120) days from the agreed upon delivery date, unless otherwise agreed by Cummins in writing. A storage fee of two thousand five hundred dollars (\$2,500.00) or two percent (2%) of the total quoted amount, whichever is greater, shall be assessed for any Equipment whose delivery or pick-up is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date. Unless otherwise agreed by Cummins in writing, in the event delivery or pick-up of Equipment is delayed, deferred, or refused by Customer beyond one hundred twenty (120) days from the agreed upon delivery or pick-up date, or date of completion of Services, then Cummins has the right, in its sole discretion, to: (i) tow, remove, or otherwise dispose of the unclaimed Equipment in accordance with applicable abandonment laws, and/or (ii) make the Equipment available for auction or sale to other customers or to the public, or (iii) otherwise use, destroy, or recycle the Equipment at Customer's sole cost and expense. The foregoing remedies shall be without prejudice to Cummins' right to pursue other remedies available under the law, including without limitation, recovery of costs and/or losses incurred due to the storage, auction, sale, destruction, recycling, or otherwise of the Equipment. Offloading, handling, and placement of Equipment and crane services are the responsibility of Customer and not included unless otherwise stated. All shipments are made within normal business hours, Monday through Friday. Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order and will be in effect after engineering drawings have been approved for production. Cummins shall use commercially reasonable efforts to meet estimated dates, but shall not be liable to customer or any third party for any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of Customer or any unforeseen event, circumstance, or condition beyond Cummins' reasonable control including, but not limited to, acts of God, actions by any government authority, civil strife, fires, floods, windstorms, explosions, riots, natural disasters, embargos, wars, strikes or other labor disturbances, civil commotion, terrorism, sabotage, late delivery by Cummins' suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies,



equipment or manufacturing facilities. *AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE COMMERCIALY REASONABLE EFFORTS TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE EQUIPMENT OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.*

3. PAYMENT TERMS; CREDIT; RETAINAGE. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Equipment. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay Cummins' costs and expenses (including reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Retainage is not acceptable nor binding, unless required by statute or accepted and confirmed in writing by Cummins prior to shipment. All sales are subject to Customer's ongoing credit approval. While Cummins may initially extend Net 30 payment terms upon Cummins' approval of Customer's credit application, Cummins reserves the right to reassess Customer's creditworthiness at any time prior to shipment. If, in Cummins' sole discretion, Customer's financial condition weakens or otherwise declines, Customer has past due invoices with Cummins, or Cummins otherwise determines that extending credit terms is no longer commercially reasonable, Cummins may, upon notice to Customer, (i) require full or partial payment in advance, (ii) require an alternative form of security satisfactory to Cummins, including but not limited to a letter of credit or payment bond, or (iii) withhold shipment until such payment or security is provided. Cummins shall not be liable for any delays or damages resulting from the enforcement of this provision. If Customer fails to make any payments to Cummins when due and payable, and such failure continues for more than sixty (60) days from the date of the invoice, or less if required by applicable law, then Cummins may, at Cummins' sole discretion and without prejudice to any other rights or remedies, either (i) terminate this Agreement; or (ii) postpone delivery of any undelivered Equipment in Cummins' possession and/or suspend its services until payment for unpaid invoices is received.

4. TAXES; EXEMPTIONS. Unless otherwise stated, the Quote excludes all applicable local, state and federal sales and/or use taxes, permits and licensing. Customer must provide a valid resale or exemption certificate prior to shipment of Equipment or applicable taxes will be added to the invoice.

5. TITLE; RISK OF LOSS. Unless otherwise agreed in writing by the parties, title and risk of loss for the Equipment shall pass to Customer upon delivery of the Equipment by Cummins to freight carrier or to Customer at pickup at Cummins' facility.

6. INSPECTION AND ACCEPTANCE. Customer shall inspect the Equipment upon delivery, before offloading, for damage, defects, and shortage. Any and all claims which could have been discovered by such inspection shall be deemed absolutely and unconditionally waived unless noted by Customer on the bill of lading. Where Equipment is alleged to be non-conforming or defective, written notice of defect must be given to Cummins within three (3) days from date of delivery after which time Equipment shall be deemed accepted. Cummins shall have a commercially reasonable period of time in which to correct such non-conformity or defect. If non-conformity or defect is not eliminated to Customer's reasonable satisfaction, Customer may reject the Equipment (but shall protect the Equipment until returned to Cummins) or allow Cummins another opportunity to undertake corrective action. In the event startup of the Equipment is included in the services, acceptance shall be deemed to have occurred upon successful startup.

7. LIEN; SECURITY AGREEMENT. Customer agrees that Cummins retains all statutory lien rights. To secure payment, Customer grants Cummins a Purchase Money Security Interest in the Equipment. If any portion of the balance is due to be paid following delivery, Customer agrees to execute and deliver such security agreement, financing statements, deed of trust and such other documents as Cummins may request from time to time in order to permit Cummins to obtain and maintain a perfected security interest in the Equipment; or in the alternative, Customer grants Cummins a power of attorney to execute and file all financing statements and other documents needed to perfect this security interest. Cummins may record this Agreement, bearing Customer's signature, or copy of this Agreement in lieu of a UCC-1, provided that it shall not constitute an admission by Cummins of the applicability or non-applicability of the UCC nor shall the failure to file this form or a UCC-1 in any way affect, alter, or invalidate any term, provision, obligation or liability under this Agreement. The security interest shall be superseded if Customer and Cummins enter into a separate security agreement for the Equipment. Prior to full payment of the balance due, Equipment will be kept at Customer's location noted in this Agreement, will not be moved without prior notice to Cummins, and is subject to inspection by Cummins at all reasonable times.

8. CANCELLATION; CHARGES. Orders placed with and accepted by Cummins may not be cancelled except with Cummins' prior written consent. If Customer seeks to cancel all or a portion of an order placed pursuant to this Agreement, and Cummins accepts such cancellation in whole or in part, Customer shall be assessed cancellation charges as follows: (i) 10% of total order price if cancellation is received in Cummins' office after Cummins has provided submittals and prior to releasing equipment to be manufactured; (ii) 25% of total order price if cancellation is received in Cummins' office after receipt of submittal release to order, after receipt of a purchase order for a generator already on order with the factory, or after Cummins is asked to make any hardware changes to the equipment already on order with the factory; (iii) 50% of total order price if cancellation is received in Cummins' office sixty (60) or fewer days before the



scheduled shipping date on the order; or (iv) 100% of total order price if cancellation is received in Cummins' office after the equipment has shipped from the manufacturing plant.

9. TERMINATION. Cummins may, at any time, terminate this Agreement for convenience upon sixty (60) days' written notice to Customer. If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any Equipment or services supplied under this Agreement, in accordance with the payment terms detailed in Section 3. If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience.

10. MANUALS. Unless otherwise stated, electronic submittals and electronic operation and maintenance manuals will be provided, and print copies may be available upon Customer's request at an additional cost.

11. TRAINING; START UP SERVICES; INSTALLATION. Startup services, load bank testing, and owner training are not provided unless otherwise stated. Site startup will be subject to the account being current and will be performed during regular Cummins business hours, Monday to Friday. Additional charges may be added for work requested to be done outside standard business hours, on weekends, or holidays. One visit is allowed unless specified otherwise in the Quote. A minimum of two-week prior notice is required to schedule site startups and will be subject to prior commitments and equipment and travel availability. A signed site check sheet confirming readiness will be required, and Cummins personnel may perform an installation audit prior to the startup being completed. Any issues identified by the installation audit shall be corrected at the Customer's expense prior to the start-up. Portable load banks for site test (if offered in the Quote) are equipped with only 100 feet of cable. Additional lengths may be arranged at an extra cost. Cummins is not responsible for any labor or materials charged by others associated with start-up and installation of Equipment, unless previously agreed upon in writing. Supply of fuel for start-up and/or testing, fill-up of tank after start up, or change of oil is not included unless specified in the Quote. All installation/execution work at the site including, but not limited to: civil, mechanical, electrical, supply of wall thimbles, exhaust extension pipe, elbows, hangers, expansion joints, insulation and cladding materials, fuel/oil/cooling system piping, air ducts, and louvers/dampers is not included unless specified in the Quote. When an enclosure or sub-base fuel tank (or both) are supplied, the openings provided for power cable and fuel piping entries, commonly referred to as "stub-ups", must be sealed at the site by others before commissioning. All applications, inspections and/or approvals by authorities are to be arranged by Customer.

12. MANUFACTURER'S WARRANTY. Equipment purchased hereunder is accompanied by an express written manufacturer's warranty ("Warranty") and, except as expressly provided in this Agreement, is the only warranty offered on the Equipment. A copy of the Warranty is available upon request. While this Agreement and the Warranty are intended to be read and applied in conjunction, where this Agreement and the Warranty conflict, the terms of the Warranty shall prevail.

13. WARRANTY PROCEDURE. Prior to the expiration of the Warranty, Customer must give notice of a warrantable failure to Cummins and deliver the defective Equipment to a Cummins location or other location authorized and designated by Cummins to make the repairs during regular business hours. Cummins shall not be liable for towing charges, maintenance items such as oil filters, belts, hoses, etc., communication expenses, meals, lodging, and incidental expenses incurred by Customer or employees of Customer, "downtime" expenses, overtime expenses, cargo damages and any business costs and losses of revenue resulting from a warrantable failure.

14. LIMITATIONS ON WARRANTIES.

THE REMEDIES PROVIDED IN THE WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY. The limited warranty does not cover Equipment failures resulting from: (a) inappropriate use relative to designated power rating; (b) inappropriate use relative to application guidelines; (c) inappropriate use of an EPA-SE application generator set relative to EPA's standards; (d) normal wear and tear; (e) improper and/or unauthorized installation; (f) negligence, accidents, or misuse; (g) lack of maintenance or unauthorized or improper repair; (h) noncompliance with any Cummins published guideline or policy; (i) use of improper or contaminated fuels, coolants, or lubricants; (j) improper storage before and after commissioning; (k) owner's delay in making Equipment available after notification of potential Equipment problem; (l) replacement parts and accessories not authorized by Cummins; (m) use of battle short mode; (n) owner or operator abuse or neglect such as: operation without adequate coolant, fuel, or lubricants; over fueling; over speeding; lack of maintenance to lubricating, fueling, cooling, or air intake systems; late servicing and maintenance; improper storage, starting, warm-up, running, or shutdown practices, or for progressive damage resulting from a defective shutdown or warning device; or (o) damage to parts, fixtures, housings, attachments and accessory items that are not part of the generating set.

15. INDEMNITY. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Equipment supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed to by, in whole or in part, the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.



16. LIMITATION OF LIABILITY

NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY, WHETHER IN CONTRACT OR IN TORT OR UNDER ANY OTHER LEGAL THEORY (INCLUDING, WITHOUT LIMITATION, STRICT LIABILITY OR NEGLIGENCE), FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF EQUIPMENT UNDER THIS AGREEMENT OR THE USE OR PERFORMANCE OF EQUIPMENT SUPPLIED UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF EQUIPMENT SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

17. DEFAULT; REMEDIES. Customer shall be in breach and default if: (a) any of the payments or amounts due under this Agreement are not paid; (b) Customer fails to comply, perform, or makes any misrepresentation relating to any of the Customer's obligations or covenants under this Agreement; or (c) prior to full payment of the balance due, Customer ceases to do business, becomes insolvent, makes an assignment for the benefit of its creditors, appoints a receiver, commences an action for dissolution or liquidation, or becomes subject to bankruptcy proceedings, or the Equipment is attached, levied upon, seized under legal process, is subjected to a lien or encumbrance, or transferred by operation of law or otherwise to anyone other than Cummins. Upon the occurrence of any event of Customer's default, Cummins, at its sole option and without notice, shall have the right to exercise concurrently or separately any one or all of the following remedies, which shall be cumulative and not alternative: (a) to declare all sums due, and to become due, under this Agreement immediately due and payable; (b) to commence legal proceedings, including collection actions and specific performance proceedings, to enforce performance by Customer of any and all provisions of this Agreement, and to be awarded damages or injunctive relief for the Customer's breach; (c) to require the Customer to deliver the Equipment to Cummins' branch specified on the face of this Agreement; (d) to exercise one or more of the rights and remedies available to a secured party under applicable law; and (e) to enter, without notice or liability or legal process, onto any premises where the Equipment may be located, using force permitted by law, and there to disconnect, remove and repossess the Equipment, the Customer having waived further right to possession after default. A waiver of any event of default by Cummins shall not be a waiver as to any other or subsequent default.

18. CUSTOMER REPRESENTATIONS; RELIANCE. Customer is responsible for obtaining, at its cost, permits, import licenses, and other consents in relation to the Equipment, and if requested by Cummins, Customer shall make these permits, licenses, and consents available to Cummins prior to shipment. Customer represents that it is familiar with the Equipment and understands operating instructions and agrees to perform routine maintenance services. Until the balance is paid in full, Customer shall care for the Equipment properly, maintain it in good operating condition, repair and appearance; and Customer shall use it safely and within its rated capacity and only for purpose it was designed. Even if Customer's purchase of Equipment from Cummins under this Agreement is based, in whole or in part, on specifications, technical information, drawings, or written or verbal advice of any type from third parties, Customer has sole responsibility for the accuracy, correctness and completeness of such specifications, technical information, drawings, or advice. Cummins make no warranties or representations respecting the accuracy, correctness and completeness of any specifications, technical information, drawings, advice or other information provided by Cummins. Cummins makes no warranties or representations respecting the suitability, fitness for intended use, compatibility, integration or installation of any Equipment supplied under this Agreement. Customer has sole responsibility for intended use, for installation and design and performance where it is part of a power, propulsion, or other system. Limitation of warranties and remedies and all disclaimers apply to all such technical information, drawings, or advice. Customer acknowledges and agrees by accepting delivery of the Equipment that the Equipment purchased is of the size, design, capacity and manufacture selected by the Customer, and that Customer has relied solely on its own judgment in selecting the Equipment.

19. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

20. GOVERNING LAW, VENUE, AND JURISDICTION. This Agreement and all matters arising hereunder shall be governed by, interpreted, and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the federal and state courts of the State of Indiana shall have exclusive jurisdiction over, regarding, or relating to any dispute or claim arising in connection with this Agreement or any related matter, and hereby waive any right to claim such forum would be inappropriate, including concepts of forum non conveniens.

21. INSURANCE. Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins' relevant insurance coverage.



22. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

23. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

24. PRICING. To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date of shipment due to economic and market conditions at the time of shipment. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input and labor cost changes and/or other unforeseen circumstances beyond Cummins' control.

25. TARIFF AND DUTY SURCHARGES. In addition to any adjustments otherwise provided for in this Agreement, in the event of any increase in the cost of purchased materials due to the impact of any tariffs, duties, levies, or similar government charges ("Tariffs") in effect during the term of this Agreement, the parties agree that such increases shall be passed through directly to the Customer effective immediately upon Cummins' notice to the Customer of such increases. The Customer shall pay Tariff-related increases within thirty (30) days of receipt of invoice.

26. MISCELLANEOUS. Cummins shall be an independent contractor under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in this Agreement. No amendment of this Agreement shall be valid unless it is in writing and signed by an authorized representative of the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. These terms are exclusive and constitute the entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for, and Customer has agreed to purchase of the Equipment pursuant to these Terms and Conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such Terms and Conditions. Neither party has relied on any statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement. In the event Cummins incurs additional charges hereunder due to the acts or omissions of Customer, the additional charges will be passed on to the Customer, as applicable. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof. The Parties' rights, remedies, and obligations under this Agreement which by their nature are intended to continue beyond the termination or cancellation of this Agreement, including but not limited to the Section 16. Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement.

27. COMPLIANCE. Customer shall comply with all laws applicable to its activities under this Agreement, including, without limitation, any and all applicable federal, state, and local anti-bribery, environmental, health, and safety laws and regulations then in effect. Customer acknowledges that the Equipment, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Equipment or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable all laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall act as the importer of record with respect to the Equipment and shall not resell, export, re-export, distribute, transfer, or dispose of the Equipment or related technology, directly or indirectly, without first obtaining all necessary written permits, consents, and authorizations and completing such formalities as may be required under such laws, rules, and regulations. In addition, Cummins has in place policies not to distribute its products for use in certain countries based on applicable laws and regulations including but not limited to UN, U.S., UK, and European Union regulations. Customer undertakes to perform its obligations under this Agreement with due regard to these policies. Strict compliance with this provision and all laws of the territory pertaining to the importation, distribution, sales, promotion and marketing of the Equipment is a material consideration for Cummins entering into this Agreement with Customer and continuing this Agreement for its term. Customer represents and warrants that it has not and shall not, directly or through any intermediary, pay, give, promise to give or offer to give anything of value to a government official or representative, a political party official, a candidate for political office, an officer or employee of a public international organization or any other person, individual or entity at the suggestion, request or direction or for the benefit of any of the above-described persons and entities for the purposes of inducing such person to use his influence to assist Cummins in obtaining or retaining business or to benefit Cummins or any other person in any way, and will not otherwise breach any applicable laws relating to anti-bribery. Any failure by Customer to comply with these provisions will constitute a default giving Cummins the right to immediate termination of this Agreement and/or the right to elect not to recognize the warranties associated with the Equipment. Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.



28. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Brandon Anderson, Director of Plant Facilities
DATE: 07/30/2026
RE: **Consider and Act on Greenbush quote received from Mammoth Sports Construction to strip, seal and re-coat 2 tennis courts at the Garden City High School.**

ISSUE:

We have 2 tennis courts at the tennis complex at the high school that were patched about 2 years ago and the patches did not hold. This is the recommendation of Mammoth Sports Construction to fix the courts for the long term.

Director of Plant Facilities, Brandon Anderson will be available to answer questions.

BACKGROUND:

The 2 courts in question, were patched a couple of years ago and the patches did not hold. We brought Mammoth in to get their assessment and opinion on the courts. They believe the patches are not holding due to the lack of a vapor barrier from the original installation and that until we address that issue, we will continue to deal with this moisture issue. This is their long-term recommendation instead of a short-term fix.

ALTERNATIVES:

Options for the Board.

1. Accept the Quote for \$49,750 from Mammoth Sports Construction to strip, seal and re-coat the 2 tennis courts needing attention.
2. Take no action.

RECOMMENDATION:

This is needed to get max capability out of our court system. It is the center court and currently cannot be used for competitions. Staff supports this expenditure.

FISCAL NOTE:

This is an unbudgeted project that is being offered as an arising need. There are funds available the long-range funds. We can approve as it is quoted through Greenbush Purchasing Cooperative.

ATTACHMENTS:

Quote from Mammoth Sports Construction
Map of proposed courts



Garden City High
School Tennis Courts

Buffalo Wy Blvd

Buffalo Wy Blvd

Buffalo Wy Blvd



Garden City Tennis Courts

INVESTMENT SUMMARY

Garden City Tennis Courts
2720 Buffalo Wy Blvd, Garden City, KS 67846
July 8th 2026

BASE PRICE:\$49,750

Scope: Resurfacing of existing Tennis Courts

- a.** +/- 12,061 sf
- b.** Shotblast existing tennis court surfacing is included.
- c.** Provide and install Mapei TNS Priming layer is included.
- d.** Provide and install Mapecoat TNS Finish 3 Red and Green colors are included.
- e.** Provide and install Mapecoat TNS White line Tex is included.
- f.** Provide and install Mapecoat Line Sealant is included.

Contract price is based on acceptance of proposal within 15 days from date of this document. This is budgetary pricing only and will need to be re-priced prior to a contract being executed.

This is a Greenbush Cooperative Project. Therefore, the following documents are incorporated into this Quote; Southeast Kansas Education Center (Greenbush) Binder Document 23.1_ESC-SPORTSCONSTRUCTIONSERV2023; Southeast Kansas Education Service Center (Greenbush) Specifications Document 23.1_ESC-SPORTSCONSTRUCTIONSERV2023.

Potential Costs:

*All values shown are Estimates of Probable Cost and will be verified prior to contraction execution. Contract prices are based upon acceptance of the Proposal, including alternates, within 60 calendar days from date of this Proposal.

*Potential and additional costs that may be incurred after or during site investigation and/or design include but are not limited to:

- Survey (mass excavation & grading, retaining walls and access issues);
- Geotechnical Report (stabilization, rock excavation, and dewatering)
- Site Investigation (Utilities relocation, upgrades or modifications);
- Governing Jurisdiction or Agency Review, Comments or Requirements (SWPP- storm water protection plan, erosion control, environmental testing or remediation, permitting or other necessary approvals);
- Owner directed changes requested after contract execution



Clarifications & Assumptions

The Scope of Work for this project is established as follows:

General Inclusions and Exclusions

1. Sales tax is excluded.
2. Builder's Risk and General Liability insurance is included.
3. Supervision and mobilization are included.
4. Construction permitting is included.
5. Payment, Performance and/or Statutory bonds, and associated fees are included.
6. Erosion control and maintenance thereof is included.
 - a. Any water/drainage studies, SWPPP plan, or additional drainage requirements over and above the listed and typical artificial turf field drainage system are excluded.
7. All necessary tools, equipment and personal protective equipment are included.
8. Final punch-out and clean-up of the completed project are included.
9. Standard 1 year workmanship warranty is included.
10. The contractor reserves the right to include, pay overtime and acceleration costs within this contract as required to manage the schedule.
11. Unforeseen subsurface conditions and removal of underground structures are excluded.
12. Site Security is excluded.
13. Development fees are excluded.
14. Utility consumption costs for construction activities are excluded.
 - a. Utilities are to remain under the owner's name and paid by owner.
15. Construction testing and special inspection expenses not listed above are excluded.
16. Owner shall provide structurally capable ingress/egress for ALL personnel, equipment, and materials and staging within 50' of field: typical construction traffic shall be expected for the duration of this contract. Contractor NOT responsible for damage due to typical construction traffic ingress/egress to the construction site.
17. Mammoth Sports Construction requires a suitable staging area per field. A 25' x 25' hard or paved clean surface area located within 100' feet of the playing surface shall be provided for purposes of proper mixing of infill material. Staging area must have a minimum access of

15 feet wide by 15 feet high. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. Mammoth Sports Construction shall not be liable for any damages to the staging area or existing surfaces unless such damages are caused by Mammoth Sports Construction's intentional misconduct or negligence.

18. Any item or scope of work not specifically listed above or below is excluded.

General Sitework & Preparation

1. Construction of (1) construction entrance is included.
2. Site demolition is excluded unless otherwise noted or shown.
3. Stripping of topsoil and excavation to subgrade are included.
4. Haul-off of excess material is Included to a site designated by the owner within 1 mile of project site. If the site designated by the Owner for the material to be hauled is more than one (1) mile from the project, an additional fee of Three Dollars (\$3.00) per cubic yard/per mile up to ten (10) miles, shall be charged to the Owner for haul-off of excess material and added to the contract sum via change orderIf owner provided utility plans are not available, Mammoth will utilize "Dig Safe" or 811 and private locate utilities. Mammoth will coordinate with owner.
5. Utility infrastructure work or repair is excluded.
 - a. The supply of or adjustment to manholes, clean-outs, and grates and supply of the manhole covers is excluded.
6. Retaining walls are excluded.
7. New fencing and fence repair not specifically listed in the following scopes of work are excluded.
8. Any site improvements not specifically addressed or reflected in plans are excluded.
9. Rock Excavation is excluded.
10. Dewatering associated with excavation is excluded.

Tennis Court Surfacing

1. Surfacing: Supply and installation of the **Mapei Mapecoat TNS System** is included.
 - a. +/- 12,061 sf – 2 Tennis Courts
 - b. Mapecoat TNS Primer EPW
 - c. Mapecoat TNS Base Coat Tex
 - d. Mapecoat TNS Finish 3 – Dark Green
 - e. Mapecoat TNS Finish 3 – Red
 - f. Mapecoat TNS Line Tex - White

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Steve Nordby, Assistant Superintendent
DATE: 7/17/2026
RE: **Board Policy JBCB**

ISSUE & BACKGROUND:

The Every Student Succeeds Act ("ESSA") addresses additional protections for students in foster care and establishes a system of joint responsibility for school districts, the Kansas State Department of Education ("KSDE"), and the Kansas Department for Children and Families ("DCF") to ensure the educational stability of students in foster care.

The attached policy revision and Transportation Procedures have been recommended by KASB and approved by our area DCF Coordinator.

ALTERNATIVES:

No alternatives applicable

RECOMMENDATION & FISCAL NOTE:

District administration has reviewed the recommended revisions and believes they align with current district practices and legal obligations. Adoption of these revisions will ensure the district's policy manual remains current and compliant with state and federal requirements.

Administration recommends that the Board of Education adopt Policy JCBC following a second reading.

ATTACHMENTS:

Policy JCBC0 Foster Care Student Regulations

JBCB - Foster Care Students

(See EDAA, JBC, JBCA, and JRB)

The district, in accordance with state and federal law and the Kansas state plan, will ensure students placed in foster care within the school district have access to a public education in a stable educational environment. For the purposes of this policy and its applicable regulations, “foster care” means 24-hour substitute care for children placed away from their parents and for whom a child welfare agency has placement and care duties.

Point of Contact

The board shall designate an employee to serve as a point of contact for child welfare agencies on behalf of the district.

Mobile Crisis Helpline

Crisis support for Kansas families and children to resolve an emotional, psychiatric, or behavioral health crisis is available through the Department of Children and Families Mobile Crisis Helpline, 1-833-441-2240, including:

- Problem solving to resolve behavioral health crisis;
- Referral to community resources or recommendation to engage in stabilization services;
- In-person support via mobile crisis response; and
- Contacting mobile crisis response unit to assist in emergency situations.

Services are available to all Kansans 20 years or younger including anyone in foster care or formerly in foster care.

Enrollment and Attendance in School

Foster students will be enrolled in and attend school as outlined in policy JBC.

Transfer of Records

The expedited transfer of student records for students experiencing a change in placement within the foster care system is covered in policy JRB.

Adopted: 9/28/17

Revised: 7/22/24; 8/27/26

Note: The reader is encouraged to review regulations and forms for related information.

JBCB – FOSTER CARE STUDENT REGULATIONS

The Every Student Succeeds Act (“ESSA”) addresses additional protections for students in foster care and establishes a system of joint responsibility for school districts, the Kansas State Department of Education (“KSDE”), and the Kansas Department for Children and Families (“DCF”) to ensure the educational stability of students in foster care.

For the purposes of these regulations, “foster care” means 24-hour substitute care for children placed away from their parents and for whom a child welfare agency has placement and care duties. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child-care institutions, and pre-adoptive homes.

Transportation of Students in Foster Care (See sample transportation procedure below)

ESSA requires each Kansas school district to collaborate with child welfare agencies, such as DCF and tribal child welfare agencies, to develop and implement clear, written procedures for how transportation to maintain a student in foster care in his or her school of origin (when in the student’s best interest) will be provided, arranged, and funded. The procedures must ensure that the transportation will be provided promptly, in a cost-effective manner, and in accordance with federal law. Also, they must address how additional costs will be absorbed. Therefore, if there are any additional costs incurred to maintain a foster care student in his or her school of origin, the district will provide the transportation if:

1. DCF agrees to reimburse the district for the additional costs;
2. The district agrees to pay the additional costs; or
3. DCF and the district split the additional costs.

Upon request, the district will provide an assurance to KSDE that the district has transportation procedures meeting the above requirements.

Additional Costs

“Additional costs” reflect the difference between what the district would spend to transport a student to the assigned school and the cost of transporting a student in foster care to his or her school of origin. Title I, Part A funds may be used to pay for additional transportation costs in Title I districts.

School of Origin

The “school of origin” is the school in which a student is enrolled at the time of placement in foster care or of a change in placement. A student in foster care is entitled to remain enrolled in his or her school of origin unless it is determined not to be in the student’s best interest to stay at that school.

Best-Interest Determination

DCF will make the final decision regarding whether it is in a student’s best interest to remain in the school of origin. District staff may be asked to provide information on the “educational best interest” of the student to support educational decision-making based on what is best for the student academically. For students receiving special education and related services under the Individual with Disabilities Education Act or for students on Section 504 accommodation plans, it is recommended that relevant team members should be consulted in the best interest determination process, as the district will still be required to ensure compliance with Least Restrictive Environment requirements.

The United States Department of Education has provided a list of factors that may be considered in determining the student’s educational best interest, which include appropriateness of the current setting, proximity of placement to school attendance centers, the child’s preference, the parents’ preference, the

child's attachment to the school of origin, where siblings will be placed, and the availability of needed services. The "best-interest determination" may not be made based on transportation costs or funding.

District Foster Care Liaison

The "district foster care liaison" is a district employee who facilitates the enrollment in or transfer to a public school of a student in the district who is a ward of the state. The district's foster care liaison is considered the designated point of contact for collaboration with DCF on transportation procedures.

The District has designated the following staff person as the District foster care liaison:

Name: Steve Nordby
Position: Assistant Superintendent
E-mail: snordby@gckschools.com
Address: 1205 Fleming St, Garden City, KS 67846
Telephone: 620-805-7171

Child Welfare Agency

In Kansas, DCF is the regular child welfare agency for collaboration on transportation procedures. The Child Protective Services ("CPS") division of DCF will typically be the division that works with the district on issues related to students in foster care, however, tribal child welfare agencies may also be involved with this process. Therefore, whenever DCF is used in these regulations, it may be deemed to apply to any child welfare agency based on the circumstances.

Child Welfare Contact

The district, if receiving Title I, Part A funds, must collaborate on transportation procedures with the DCF-designated contact if DCF notifies the district in writing that DCF has designated an employee to serve as a point of contact for the district.

Approved: 8/27/26

General Transportation Procedures

To ensure that transportation is provided promptly when it is determined to be in the best interest of a student in foster care to remain in the school of origin, the district has developed the following transportation procedures. These procedures will guide the development of an individual transportation plan for a student needing transportation to his or her school of origin.

If the secretary of DCF changes the placement of a child from one school district to another school district or across a school boundary within the same district, and determines that it is in the best interests of the child to remain enrolled in and attending the school of origin, the affected school district and the secretary shall coordinate to develop a transportation plan to get the child to and from such school of origin.

Such plan shall address the availability and cost of such transportation, including how such costs shall be reimbursed by the secretary, paid by the school district, or shared between both parties. When developing such transportation plan, consideration shall be given to the:

- (A) Age, maturity and behavioral capacity of the child;
- (B) type of transportation available;
- (C) flexibility in the school schedule;
- (D) the effect of extracurricular activities on transportation options;
- (E) traffic routes and patterns; and
- (F) individualized needs of the child.

Funding Strategies

The district and DCF have identified the following funding options that may be implemented if additional costs to transport a student in foster care to the school of origin are determined:

1. Cost sharing between the district and DCF through use of a specific transportation strategy in which each party is responsible for a segment of the transportation;
2. Offset of costs by DCF, such as using Title IV-E funds paid to a foster parent or caregiver for transportation;
3. Cost sharing between the school district of attendance and the school district where the student is living;
4. Use of the district's Title I funds;
5. Use of Medicaid reimbursements if the IEP for a student receiving special education services will include transportation as a related service; and
6. Use of any available grant funds;

Transportation Strategies

The following transportation strategies may be considered in achieving transportation to a student's school of origin:

1. Arranging transportation by the foster parent or caregiver to the school of origin or to a bus stop on a route to the school of origin, such as when the foster parent lives within a certain distance from the school of origin;
2. Arranging transportation by a relative or another adult approved by DCF with whom the student has a relationship and whose existing commute aligns with the student's transportation need to the school of origin or a bus stop on a route to the school of origin;
3. Maximizing the existing district transportation system by exploring ways the student can be transported to an existing bus stop that serves the school of origin (options to transport the student to an existing bus stop could occur through use of public transportation with a bus pass or

- transportation voucher, or transportation by the foster parent or caregiver, a relative, or another adult with whom the student has a relationship);
4. Using existing intradistrict transportation options that allow students to be transported within the district, such as routes for students who are homeless, students attending magnet programs, or students receiving special education services (this option may require the addition of a bus stop on an existing route or that an existing route be rerouted to accommodate the transportation needs);
 5. Coordinating with the district in which the student is living to provide transportation to the district boundaries or an existing bus stop within the district;
 6. Evaluating whether an IEP for a student receiving special education services will include transportation to the student's special education program at the school of origin as a related service;
 7. Contracting with a private transportation company, such as a taxi service, for the student's transportation needs;
 8. Using public transportation with a bus pass or transportation voucher;
 9. Adding a district transportation route;

Individual Transportation Plan

When DCF determines that the best interest of a student in foster care is to remain in the school of origin, the district foster care liaison will take steps to promptly collaborate with relevant DCF staff on how transportation to the school of origin will be provided, arranged, and funded.

When possible, and to allow for adequate consideration of the student's needs, individual transportation planning will begin in advance of placement changes and will occur in coordination with the consultation on the student's educational best interest.

The district foster care liaison will convene a meeting to establish an individualized transportation plan for the student. The liaison will attempt to include the student's DCF education decision-maker and others who may be involved in education decision-making for the student, such as the student's caseworker, foster parent or caregiver, and the court-appointed special advocate (CASA) liaison. The District foster care liaison may also involve other district staff, as appropriate. The liaison will involve the district transportation director if the individual transportation plan will involve adjustments to existing bus routes.

If necessary, the district foster care liaison will identify a short-term transportation strategy that may be used until the final transportation plan is completed so that the student can remain at the school of origin without interruption.

In evaluating transportation options to the school of origin, participants will prioritize student safety, cost effectiveness, reliability, and time and distance of the commute.

Determining Additional Costs

To identify whether additional costs will be incurred in an individual transportation plan to transport the student to the school of origin, the foster care liaison will consult with the district transportation director to calculate the cost of transporting the student to the school that the student would otherwise attend, which will be used as a comparison. In accordance with the federal Non-Regulatory Guidance, if the district is able to provide transportation through an established bus route, there are no additional costs. If the district will reroute buses or provide transportation through a private vehicle or transportation company, the district may consider as additional costs the cost of rerouting buses or the difference between the special transportation costs and the usual transportation costs.

Administrative costs, such as additional staff time to coordinate transportation, will also be considered in determining whether there are additional costs to transport the student in foster care to the school of origin.

Plan Elements

The individual transportation plan may include:

1. A daily transportation strategy;
2. One or more backup transportation strategies;
3. Transportation strategies to allow participation in after-school and extracurricular activities;
4. A description of the funding strategy that will be used if additional costs to transport the student to the school of origin are identified;
5. Identification of who is responsible for each aspect of the transportation strategy;
6. Designation of an adult to accompany younger students, if necessary, such as when public transportation is used;
7. For transportation strategies with multiple segments, sign off procedures to ensure that the student safely and successfully completes each segment;
8. A communication protocol between the District and DCF when transportation for a student is no longer needed; and
9. A regular review process for adjusting transportation strategies when circumstances change.

The final individual transportation plan will require a signature by the foster care liaison and a district official who has authority to approve any additional expenditure. The DCF education decision-maker and the foster parent or caregiver, if different from the education decision-maker, will also be asked to sign the plan.

Approved: 8/27/26

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Steve Nordby, Assistant Superintendent
DATE: 8/04/2026
RE: **Board Policy JGFGAA**

ISSUE & BACKGROUND:

Any school may maintain a stock supply of emergency medication, such as epinephrine and/or albuterol, upon obtaining a prescription from a physician, certified nurse-midwife, a licensed advanced practice registered nurse, or a licensed physician assistant. Districts are now required to make information related to emergency medication policies and procedures to be published and accessible to stakeholders.

The attached replacement policy has been recommended by KASB and approved by our Health Service Coordinator.

ALTERNATIVES:

No alternatives applicable

RECOMMENDATION & FISCAL NOTE:

District administration has reviewed the recommended revisions and believes they align with current district practices and legal obligations. Adoption of these revisions will ensure the district's policy manual remains current and compliant with state and federal requirements.

Administration recommends that the Board of Education adopt Policy JGFGAA following a second reading.

ATTACHMENTS:

Policy JGFGAA Stock Supply of Emergency Medication

JGFGAA - Stock Supply of Emergency Medication

Any school may maintain a stock supply of emergency medication, such as epinephrine and/or albuterol, upon obtaining a prescription from a physician, certified nurse-midwife, a licensed advanced practice registered nurse, or a licensed physician assistant.

A stock supply of epinephrine may consist of one or more standard-dose or pediatric-dose epinephrine delivery systems. A school nurse or designated school personnel may administer epinephrine in an emergency situation to any individual who displays the signs and symptoms of anaphylaxis at school, on school property or at a school-sponsored event if the staff member reasonably believes that an individual is exhibiting the signs and symptoms of an anaphylactic reaction.

A stock supply of albuterol may consist of one or more albuterol metered-dose inhalers, one or more doses of albuterol solution and one or more spacers or nebulizers. A school nurse or designated school personnel may administer albuterol in an emergency situation to any individual who displays the signs and symptoms of respiratory distress at school, on school property or at a school-sponsored event if the staff member reasonably believes that an individual is exhibiting the signs and symptoms of respiratory distress.

A school that maintains a stock supply of emergency medication shall adhere to the following requirements and establish procedures in accordance therewith:

- The emergency medication will be stored in a safe location that is readily accessible to the school nurse or designated school personnel in accordance with manufacturer temperature recommendations;
- The school nurse or designated school personnel shall periodically monitor the inventory and expiration dates of the emergency medication;
- Emergency medication shall only be administered by designated school personnel; and
- Training requirements for designated school personnel shall be conducted as outlined in this policy.

Information related to the school's emergency medication policies and procedures shall be published gckschools.com page under health services.

A school may accept monetary gifts, grants, and donations to carry out the provisions of this section or may accept epinephrine delivery system, albuterol metered-dose inhalers, albuterol solution, spacers, or nebulizers from a manufacturer or wholesaler.

Training

Training shall be conducted by a school nurse, physician, or mid-level practitioner at least annually for designated school personnel. Such training shall include, but may not be limited to, the following:

- Recognition of the symptoms of anaphylaxis and respiratory distress;
- Administration of emergency medication;
- Calling for emergency medical system responders;
- Monitoring the condition of an individual after emergency medication has been administered;
- Notification of the parent, guardian, or next of kin; and
- Safe disposal and sanitation of used equipment.

The school shall maintain records of the training provided to designated school personnel.

Use of Stock Medication

If epinephrine or albuterol is administered in an emergency situation, the school nurse, designee, or other individual shall follow the protocols outlined in the training or product instructions.

Follow-up

After administration of the emergency medication, the school nurse or other designated staff member will report appropriate information to emergency services, parents or guardians, central office personnel, and, if determined necessary, the patient will be transported to a hospital.

The school nurse or other designated staff member will complete an incident report and file the report with the school nurse or district office, whichever is applicable.

Protection from Liability

The practice of the healing arts shall not be construed to include any person administering epinephrine or albuterol in emergency situations to an individual if:

- The person administering the epinephrine reasonably believes that the individual is exhibiting the signs and symptoms of an anaphylactic reaction; or
- The person administering the albuterol reasonably believes that the individual is exhibiting the signs and symptoms of respiratory distress;
- A physician or mid-level practitioner, after reviewing the school's policies and procedures, has authorized, in writing, the school to maintain a stock supply of emergency medication; and

- The emergency medication is administered at school, on school property or at a school-sponsored event.

Any person who in good faith renders emergency care or treatment, without compensation, through the administration of emergency medication to an individual at school, on school property, or at a school-sponsored event, and any school that employs or contracts such person shall not be held liable for any civil damages as a result of such care or administration or as a result of any act or failure to act in providing or arranging further medical treatment when the person acts as an ordinary reasonably prudent person would have acted under the same or similar circumstances.

Approved: 2/17/25; 8/27/26

MEMORANDUM

TO: Board of Education
THRU: Josh Guymon, Superintendent
FROM: Steve Nordby, Assistant Superintendent
DATE: 8/5/2026
RE: **Board Policy JBD**

ISSUE & BACKGROUND:

The recently adopted policy JBD contained language that was in conflict with a few of our handbooks and existing procedures regarding make-up work for excused / unexcused absences. The recommended changes and additions further define student responsibilities for completion of make-up work for unexcused absences while also protecting students with accommodations or modifications covered by IEP's or Section 504 plans as well as students involved with McKinney-Vento or foster care services.

ALTERNATIVES:

No alternatives applicable

RECOMMENDATION & FISCAL NOTE:

District administration and legal counsel have reviewed the recommended revisions and believe they align with current district practices and legal obligations. Adoption of these revisions will ensure the district's policy manual remains current and compliant with state and federal requirements.

Administration recommends that the Board of Education adopt the revised Policy JBD following a second reading.

ATTACHMENTS:

Revised Policy JBD Absences and Excuses

JBD - Absences and Excuses

(See AEB, IHEA, JB, JBE, JBH, and JDD)

When a student is absent from school, an attempt shall be made to contact the parent or guardian to determine the reason for the absence. The principal has been designated to determine the acceptability and validity of excuses presented by the parent(s) or the student.

Procedures for notifying parents on the day of a student's absence shall be published in the student handbook.

Excused/Unexcused Absences

The definition of "excused absence" includes the following:

- Personal illness;
- Health-related treatment, examination, or recuperation;
- Serious illness or death of a member of the family;
- Obligatory religious observances;
- Participation in a district-approved or school sponsored activity or course;
- Absences prearranged by parents and approved by the principal; and
- Students of active-duty military personnel may have additional excused absences at the discretion of the principal for visitations relative to leave or deployment.

All absences which do not fit into one of the above categories would be considered an unexcused absence and would subject a student to appropriate disciplinary action. A student serving a period of suspension or expulsion from the district shall not be considered inexcusably absent.

Significant Part of a School Day

An absence of two or more hours in any school day shall be considered an absence for a significant part of the school day.

Make-Up Work

It is the student's responsibility to obtain make-up assignments from teachers following an excused ~~or unexcused~~ absence. Make-up work shall be completed within the time period established in the student handbook of the building the student attends.

Make-up work will not be accepted for academic credit following an unexcused absence, except as required by law or as otherwise provided in this policy. A student remains responsible for the academic content covered during an unexcused absence and may be required to complete the missed work for purposes of demonstrating mastery.

Nothing in this policy shall be construed to limit or deny any accommodation, modification, related service, or specially designed instruction required by a student's individualized education program or Section 504 plan; a student's opportunity to receive and complete coursework during a period of suspension or expulsion as provided by law and policy JDD; or any make-up opportunity required for a student who is homeless within the meaning of the McKinney-Vento Homeless Assistance Act, a student in foster care, or a student whose absence is otherwise protected under state or federal law.

If an absence initially recorded as unexcused is later reclassified as excused, the student shall be afforded the make-up opportunity applicable to an excused absence.

Approved:

KASB Recommendation – 7/96; 9/97; 4/07; 12/14; 6/15; 6/26

USD 457 Revision – [date of board adoption]

MEMORANDUM

TO: Board of Education
FROM: Josh Guymon, Interim Superintendent
DATE: 8/10/2026
RE: Election of Delegate and Alternate Delegate for KASB Annual Conference

ISSUE:

The Board of Education is asked to elect a delegate and alternate delegate for Kansas Association of School Boards Annual Conference

BACKGROUND:

The board is asked to elect a delegate and alternate delegate for the Kansas Association of School Boards Delegate Assembly on November 7, 2026 during their annual conference, this policy was originally adopted by the Board of education on 6-15-92.

ALTERNATIVES:

1. Elect a delegate and alternate delegate for the Kansas Association of School Boards Delegate Assembly
2. Do not elect a delegate and alternate delegate for the Kansas Association of School Boards Delegate Assembly

RECOMMENDATION:

No recommendation

FISCAL NOTE:

Not applicable

ATTACHMENTS:

None