



# NORTHERN VALLEY SCHOOLS USD 212

MONTHLY MEETING

MONDAY, FEBRUARY 14, 2022, AT 6:30 PM

LONG ISLAND MIDDLE SCHOOL

627 WASHINGTON

LONG ISLAND, KS 67647

PHONE (785) 669-2445



LONG ISLAND

ALMENA

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

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# NORTHERN VALLEY SCHOOLS USD 212

DISTRICT OFFICE  
512 WEST BRYANT PO BOX 217  
ALMENA KS 67622



ALMENA

PHONE (785) 669-2445

LONG ISLAND

A Monthly Meeting of the Board of Trustees of Northern Valley Schools was held Monday, January 10, 2022, beginning at 6:30 PM in the Almena High School , 512 W Bryant Street, Almena, KS 67622.

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

## I. Call to Order

## II. Elections

### A. School Board Leadership Elections

Move the President (Hilary VanPatten) and Vice-President (Shanna Hammond) stay as they currently are.

This motion, made by Christopher Rogers and seconded by Steven Whitney, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Absent

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

## III. Adoption of Agenda

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

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita Smith: Absent

Hilary Van  
Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

## IV. Approval of Minutes

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

Shanna  
Hammond: Yea



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

Yea: 5, Nay: 0, Absent: 1

## V. Approval of Bills

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

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

Yea: 5, Nay: 0, Absent: 1

## VI. Hearing of Visitors

### A. Jessie Thalheim

Mrs. Thalheim shared pictures of several STEM (Science, Technology, Engineering, and Math) projects her middle school students have worked on this year. (ie. Spaghetti supporting marshmallows, parachute egg drop, paper supported text books, etc.)

Mrs. Gebhard was present as well and thanked the board for the Christmas gift.

## VII. Old Business

### A. BOE / Administration Evaluation

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interest of the individual to be discussed and to return to open session at 6:44 pm. This motion, made by Steven Whitney and seconded by Christopher Rogers, Carried.

Shanna Hammond: Yea

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

Yea: 5, Nay: 0, Absent: 1



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At 6:41 pm, Mr. Tharman was called into the meeting. At 6:44 pm the meeting returned to open session.

### B. Transportation Update

Mr. Tharman went over some of the older vehicle conditions as well as the latest repairs. Possibility of updating a suburban and/or a bus in the future. This fiscal year is probably not the time to do it, though.

### C. Snow Removal / Lawn Care

I recommend the board approve the quote for snow removal from Revival Lawn Care as presented. This motion, made by Steven Whitney and seconded by Shanna Hammond, Carried.

Shanna

Hammond: Yea

Christopher Yea

Rogers:

Laquita Absent

Smith:

Hilary Van Yea

Patten:

Rich Yea

Wenzl:

Steven Yea

Whitney:

Yea: 5, Nay: 0, Absent: 1

### D. Negotiations Training

Negotiation training is a requirement for any member of the negotiation team. There are two days when the training is within our area. The board members on the team decided on February 9th in Hoxie. Mr. Tharman will get those team members registered for the training.

## VIII. Personnel

### A. School Board Recognition Month

Mr. Tharman shared the Governor's Proclamation and handed out certificates in appreciation of all the board does for our district. Mrs. Brown had provided a delicious meal for the board as well.

### B. Supplemental Position

I reluctantly recommend the board accept the resignation, with sincere gratitude for stepping up in critical time, for the HS Head VB Coach position. This motion, made by Shanna Hammond and seconded by Rich Wenzl, Carried.

Shanna

Hammond: Yea

Christopher Yea

Rogers:

Laquita Absent

Smith:

Hilary Van Yea

Patten:

Rich Yea

Wenzl:

Steven Yea

Whitney:

Yea: 5, Nay: 0, Absent: 1

### C. Classified Position



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I recommend the board approve the resignation of the part-time custodian and Paraprofessional position as presented. This motion, made by Steven Whitney and seconded by Shanna Hammond, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Absent

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

#### D. Certified Staffing

I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session at 7:21 pm. This motion, made by Christopher Rogers and seconded by Shanna Hammond, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Absent

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

Returned to open session at 7:21 pm. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session at 7:27 pm. This motion, made by Christopher Rogers and seconded by Shanna Hammond, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Absent

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea



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Steven Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

Returned to open session at 7:27 pm. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session at 7:33 pm. This motion, made by Christopher Rogers and seconded by Shanna Hammond, Carried.

Shanna Hammond: Yea

Christopher Rogers: Yea

Laquita Smith: Absent

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

Returned to open session at 7:33 pm. I recommend the board go into executive session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; retaining Mr. Tharman and returning to open session at 7:38 pm. This motion, made by Christopher Rogers and seconded by Shanna Hammond, Carried.

Shanna Hammond: Yea

Christopher Rogers: Yea

Laquita Smith: Absent

Hilary Van Patten: Yea

Rich Wenzl: Yea

Steven Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

Returned to open session at 7:38 pm. No action taken.

## IX. New Business

### A. Insurance Claim

There was some damage to the pole vault mats during the wind storm. The deductible is \$25,000 and the cost of a new set is around \$22,000. Mr. Tharman has contacted Colby Canvas to see if there is a possibility of repairing them, rather than replacing them. He is to call back at the beginning of February.

### B. Board Walk Through

The board discussed the walk-through. They will use the same information sheet as last year. Mr. Tharman was asked to make an additional comment on the form pertaining to the tight budget this year. Once that has been completed, it will be sent to teachers.



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### C. WKLL Scholarship Testing

There were several students that volunteered to take part in the annual academic competition. The results were shared with the board. The overall results are able to be made public.

### D. Fire Alarm Monitoring

When the new fire alarm system was installed three years ago, there was a comment made about upgrading to a 24 / 7 monitoring capability. They have now presented those numbers. After discussion, it was decided that it is good to know the expense, but it will be set aside for discussion on another day.

### E. Federal Mileage Rate

Just updating the information that the federal mileage reimbursement rate went up, but the state rate has stayed the same. It was decided to leave ours (matches the state) as it is for now.

### F. March Board Meeting

After discussion about the monthly board meeting being on the first Monday of spring break; I move the March board meeting to be moved to Wednesday March 9th at 6:30 PM in Almena. This motion, made by Shanna Hammond and seconded by Christopher Rogers, Carried.

Shanna

Hammond: Yea

Christopher  
Rogers: Yea

Laquita  
Smith: Absent

Hilary Van  
Patten: Yea

Rich  
Wenzl: Yea

Steven  
Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

### X. Administrative Reports

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

Mr. Tharman shared about the KCTC survey on Wednesday, Jan. 12th / KSDE audit began today - Kinze, Amber, Sommer, and Sheri have done a great job collecting and scanning the requested documentation / Wood River (replaced Symmetry) are now paid through Midwest Energy rather than a second billing / Website has new sports calendar under the "Documents" tab. Mrs. Thalheim does a great job keeping it updated / The requested addition to the work release request was made and the board approved.

#### B. K-8 Principal Report

No report available.

### XI. Reports of Board Members

No report.

### XII. Adjournment

I move to adjourn. This motion, made by Shanna Hammond and seconded by Steven Whitney, Carried.

Shanna  
Hammond: Yea

Christopher  
Rogers: Yea

Laquita Smith: Absent

Hilary Van  
Patten: Yea



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Rich Wenzl: Yea  
Steven Whitney: Yea

Yea: 5, Nay: 0, Absent: 1

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 01/01/2022 to 01/31/2022.

Site ID	Site Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Group ID	Group Name					
Activity ID	Activity Name					
NVHS	Northern Valley High School					
A	ATHLETICS					
1010	HIGH SCHOOL ATHLETICS	2,528.24	3,089.00	3,584.88	-243.00	1,789.36
A Totals:		2,528.24	3,089.00	3,584.88	-243.00	1,789.36
B	CLUBS & ORGANIZATIONS					
2010	STUDENT COUNCIL	7,928.19	0.00	161.60	0.00	7,766.59
2020	KAY	1,748.89	0.00	74.90	0.00	1,673.99
2050	HUSKY MUSIC CLUB	1,924.33	0.00	0.00	0.00	1,924.33
2060	FFA	20,411.94	0.00	423.58	0.00	19,988.36
2070	SCHOLARS BOWL	88.77	0.00	0.00	0.00	88.77
2080	DANCE AND CHEER	4,553.78	0.00	0.00	0.00	4,553.78
2090	FORENSICS	990.36	0.00	0.00	0.00	990.36
3000	TECHNOLOGY CLUB	828.76	0.00	0.00	0.00	828.76
3010	FCCLA	66.10	0.00	0.00	0.00	66.10
3020	VOLLEYBALL CLUB	1,679.66	0.00	0.00	0.00	1,679.66
3030	FACS	619.92	0.00	0.00	0.00	619.92
3050	Interactive Media	1,101.51	6.00	1.94	0.00	1,105.57
FA	FACS	0.00	0.00	0.00	0.00	0.00
B Totals:		41,942.21	6.00	662.02	0.00	41,286.19
C	GRADUATING CLASSES					
3114	CLASS OF 2014	2,838.60	0.00	0.00	0.00	2,838.60
3115	CLASS OF 2015	1,341.17	0.00	0.00	0.00	1,341.17
3116	CLASS OF 2016	27.50	0.00	0.00	0.00	27.50
3117	CLASS OF 2017	0.00	0.00	0.00	0.00	0.00
3118	CLASS OF 2018	0.00	0.00	0.00	0.00	0.00
3119	CLASS OF 2019	2,003.91	0.00	0.00	0.00	2,003.91
3120	CLASS OF 2020	-349.90	0.00	0.00	349.90	0.00
3121	CLASS OF 2021	1,744.59	0.00	0.00	23.00	1,767.59
3122	CLASS OF 2022-SENIORS	70.74	15.00	0.00	220.00	305.74
3123	CLASS OF 2023-JUNIORS	6,207.83	3,850.40	2,176.27	-349.90	7,532.06
3124	CLASS OF 2024-SOPHOMORES	3,526.02	443.25	150.00	0.00	3,819.27
3125	CLASS OF 2025-FRESHMEN	1,614.39	0.00	0.00	0.00	1,614.39
C Totals:		19,024.85	4,308.65	2,326.27	243.00	21,250.23
D	DISTRICT MONIES					
4020	HIGH SCHOOL PETTY CASH	1,125.00	0.00	0.00	0.00	1,125.00
D Totals:		1,125.00	0.00	0.00	0.00	1,125.00
E	YEARBOOK					
7000	YEARBOOK	17,230.88	0.00	0.00	0.00	17,230.88
E Totals:		17,230.88	0.00	0.00	0.00	17,230.88

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 01/01/2022 to 01/31/2022.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
F	MISC							
	7030		GREENHOUSE	41.47	0.00	0.00	0.00	41.47
	7060		BOX TOPS FOR EDUCATION	2,004.53	0.00	0.00	0.00	2,004.53
	7102		Unknown revenue from 2016-2017	0.00	0.00	0.00	0.00	0.00
	8011		Interest Paid To Account	469.48	13.65	0.00	0.00	483.13
			F Totals:	2,515.48	13.65	0.00	0.00	2,529.13
G	SALES TAX							
	8010		SALES TAX	-85.70	0.00	0.00	0.00	-85.70
			G Totals:	-85.70	0.00	0.00	0.00	-85.70
			NVHS Activity Totals:	84,280.96	7,417.30	6,573.17	0.00	85,125.09

	Begin Balance	Transfers	Receipts	Disbursements	Adjustments	End Balance
NVHS Checking:			7,417.30	6,573.17		
NVHS Investment:						
NVHS Bank Balances:	84,280.96		7,417.30	6,573.17	0.00	85,125.09

Report Activity Totals:      84,280.96      7,417.30      6,573.17      0.00      85,125.09

\$ 61,345.73

# USD 212

## Cash Summary Report

Accounting Cycle: FY21-22; Beginning Period: Period 01 (07/01/2021 - 07/31/2021) ; Ending Period: Period 07 (01/01/2022 - 01/31/2022) ; Show Prior Year Expense/Encumbrance: No; Prior Year Ending Balance for Beginning Balance: Yes; Include Transactions after the Last Period: None; Exclude Closing Entries: No; Include Unposted Transactions: Yes; Created On: 2/8/2022 6:26:58 PM

Fund	Description	Beginning Balance	Revenue	Expenditure	Other	Ending Balance	Encumbrances	Liabilities	Available
06	GENERAL FUND	\$258.58	\$1,333,019.91	(\$1,263,634.43)	\$37,572.31	\$107,216.37	(\$885.38)	(\$167.31)	\$106,163.68
07	FEDERAL FUNDS	(\$2,893.20)	\$47,042.29	(\$40,882.23)	\$0.00	\$3,266.86	\$0.00	\$0.00	\$3,266.86
08	SUPPLEMENTAL GENERAL FUND	\$59,763.00	\$351,722.25	(\$142,244.32)	\$0.00	\$269,240.93	(\$27.90)	\$0.00	\$269,213.03
11	FOUR YEAR OLD AT RISK FUND	\$10,300.86	\$0.00	(\$24,306.74)	\$0.00	(\$14,005.88)	\$0.00	\$0.00	(\$14,005.88)
13	K-12 AT RISK FUND	\$9,150.75	\$0.00	(\$62,096.01)	\$0.00	(\$52,945.26)	\$0.00	\$0.00	(\$52,945.26)
16	CAPITAL OUTLAY	\$150,266.83	\$122,093.49	(\$59,124.40)	\$0.00	\$213,235.92	\$0.00	\$0.00	\$213,235.92
18	DRIVER TRAINING	\$2,418.70	\$0.00	(\$303.10)	\$0.00	\$2,115.60	\$0.00	\$0.00	\$2,115.60
24	FOOD SERVICE	\$29,812.44	\$51,907.13	(\$85,174.19)	\$0.00	(\$3,454.62)	(\$3,189.87)	\$0.00	(\$6,644.49)
26	PROFESSIONAL DEVELOPMENT FUND	\$9,974.95	\$0.00	(\$1,887.65)	\$0.00	\$8,087.30	\$0.00	\$0.00	\$8,087.30
30	SPECIAL EDUCATION	\$13,876.24	\$77,219.52	(\$132,072.88)	(\$37,405.00)	(\$78,382.12)	\$0.00	\$0.00	(\$78,382.12)
34	VOCATIONAL EDUCATION	\$11,483.24	\$865.03	(\$32,498.99)	\$0.00	(\$20,150.72)	\$0.00	\$0.00	(\$20,150.72)
35	GIFTS/GRANTS	\$39,797.05	\$0.00	(\$21,217.39)	\$0.00	\$18,579.66	\$0.00	\$0.00	\$18,579.66
51	KPERS RETIREMENT CONTRIBUTIONS	(\$158.93)	(\$47,071.91)	(\$47,024.73)	\$0.00	(\$94,255.57)	\$0.00	\$0.00	(\$94,255.57)
53	CONTINGENCY FUND	\$225,000.00	\$0.00	\$0.00	\$0.00	\$225,000.00	\$0.00	\$0.00	\$225,000.00
55	TEXTBOOK RENTAL	\$19,022.10	\$7,986.32	(\$1,209.86)	\$0.00	\$25,798.56	\$0.00	\$0.00	\$25,798.56
81	LIBRARY GRANT	\$911.02	\$0.00	\$0.00	\$0.00	\$911.02	\$0.00	\$0.00	\$911.02
85	KS COORDINATED SCHOOL HEALTH	\$1,958.14	\$0.00	\$0.00	\$0.00	\$1,958.14	\$0.00	\$0.00	\$1,958.14
<b>Sub Total</b>		<b>\$580,941.77</b>	<b>\$1,944,784.03</b>	<b>(\$1,913,676.92)</b>	<b>\$167.31</b>	<b>\$612,216.19</b>	<b>(\$4,103.15)</b>	<b>(\$167.31)</b>	<b>\$607,945.73</b>

# USD 212

## Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 02/11/2022; Bank: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 2/11/2022 12:19:57

Voucher Number	Bank Name	Account Number	Check Number
Necessary Bills 01/17/22	First National Bank & Trust	003174	63025
Vendor	PO Number	Invoice #	Account Code
First National Bank & Trust	22-1432	011722	16-4700-450-03-00
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Necessary Bills 01/17/22	First National Bank & Trust	003174	63026
Vendor	PO Number	Invoice #	Account Code
Jostens (JOSTES)	22-1437	27490435	06-2300-890-00-04
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Necessary Bills 01/17/22	First National Bank & Trust	003174	63027
Vendor	PO Number	Invoice #	Account Code
Junior Class	22-1433	011722	08-1000-890-01-01
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Necessary Bills 01/17/22	First National Bank & Trust	003174	63028
Vendor	PO Number	Invoice #	Account Code
Midwest Energy	22-1435	011722	06-2600-621-01-00
Midwest Energy	22-1435	011722	06-2600-621-02-00
Midwest Energy	22-1435	011722	06-2600-621-03-00
Midwest Energy	22-1435	011722	34-2600-621-00-00
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Necessary Bills 01/17/22	First National Bank & Trust	003174	63029
Vendor	PO Number	Invoice #	Account Code
Prairie Land Electric Cooperative, Inc.	22-1434	011722	06-2600-622-01-00
Prairie Land Electric Cooperative, Inc.	22-1434	011722	06-2600-622-03-00
Prairie Land Electric Cooperative, Inc.	22-1434	011722	34-2600-622-00-00
<b>Sub Total</b>			
Voucher Number	Bank Name	Account Number	Check Number
Necessary Bills 01/17/22	First National Bank & Trust	003174	63030

Vendor	PO Number	Invoice #	Account Code
Tharen Cox	22-1436	011722	35-1000-610-01-10
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
EMC Insurance Payment	First National Bank & Trust	003174	63058
Vendor	PO Number	Invoice #	Account Code
EMC INSURANCE COMPANY	22-1438	L-25110036	06-2300-500-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Reissue check for Ideal Linen 2/	First National Bank & Trust	003174	63059
Vendor	PO Number	Invoice #	Account Code
Ideal Linen & Uniform	22-1443	020222	08-2600-610-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63060
Vendor	PO Number	Invoice #	Account Code
4B Farm, LLC	22-1481	4696	24-3100-630-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63061
Vendor	PO Number	Invoice #	Account Code
AFPLANSERV	22-1454	21123163020	06-2300-300-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63062
Vendor	PO Number	Invoice #	Account Code
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-04
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-06
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-12
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-13
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-15
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-18
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-19
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-20
Almena Lumber & Supply	22-1473	21122	06-2720-626-00-22
Almena Lumber & Supply	22-1473	21122	06-2720-629-00-10
Almena Lumber & Supply	22-1473	21122	06-2720-629-00-13
Almena Lumber & Supply	22-1473	21122	06-2720-730-00-12
Almena Lumber & Supply	22-1473	21122	06-2720-730-00-13

Almena Lumber & Supply	22-1473	21122	06-2720-890-00-12
Almena Lumber & Supply	22-1473	21122	06-2720-890-00-13
Almena Lumber & Supply	22-1473	21122	06-2720-890-00-19
Almena Lumber & Supply	22-1473	21122	06-2720-890-00-22
Almena Lumber & Supply	22-1473	21122	06-2720-891-00-19
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63063
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Almena Market Inc.	22-1490	21122	06-1000-610-01-09
Almena Market Inc.	22-1490	21122	06-1000-610-01-10
Almena Market Inc.	22-1490	21122	06-1000-890-01-01
Almena Market Inc.	22-1490	21122	06-2400-890-00-00
Almena Market Inc.	22-1490	21122	24-3100-630-01-00
Almena Market Inc.	22-1490	21122	24-3100-630-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63064
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Blossoms and Butterflies by Brenda	22-1494	34223	06-2300-890-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63065
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Cash-Wa Distributing Co Inc	22-1484	21122	24-3100-630-01-00
Cash-Wa Distributing Co Inc	22-1484	21122	24-3100-630-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63066
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Cheney Running Attn: Rich Simmons	22-1485	21122	08-1000-890-01-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63067
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Cindy Mordecai	22-1459	21122	06-2720-626-00-06
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63068
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
City Of Almena	22-1446	21122	08-2600-411-01-00
City Of Almena	22-1446	21122	08-2600-411-02-00
City Of Almena	22-1446	21122	08-2600-412-01-00
City Of Almena	22-1446	21122	08-2600-412-02-00
City Of Almena	22-1446	21122	08-2600-421-01-00
City Of Almena	22-1446	21122	34-2600-411-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63069
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
City Of Long Island	22-1456	21122	08-2600-411-03-00
City Of Long Island	22-1456	21122	08-2600-412-03-00
City Of Long Island	22-1456	21122	08-2600-421-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63070
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
ComplianceOne	22-1470	288154	06-2720-890-00-17
ComplianceOne	22-1492	289199	06-2720-890-00-17
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63071
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Dealers First Financial L.L.C.	22-1452	164469 164470	16-1000-700-01-00
Dealers First Financial L.L.C.	22-1452	164469 164470	16-1000-700-02-00
Dealers First Financial L.L.C.	22-1469	164068	16-1000-700-01-00
Dealers First Financial L.L.C.	22-1504	164933	16-1000-700-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63072
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Downtown Car Wash	22-1505	1410	06-2720-890-00-19
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63073
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>

F & A Sales Inc	22-1483	21122	24-3100-630-01-00
F & A Sales Inc	22-1483	21122	24-3100-630-03-00
F & A Sales Inc	22-1483	21122	24-3100-680-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63074
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Harris School Solutions	22-1448	HAPXT0000468 HAPXT0000433	06-2300-890-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63075
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Heartland Auto-Chlor Systems, LLC	22-1493	21122	24-3100-590-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63076
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hinklel Termite and Pest Control	22-1474	21122	08-2600-425-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63077
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hogeland Market	22-1482	21122	24-3100-630-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63078
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hop-A-Long IT Services	22-1441	956	08-1000-300-00-00
Hop-A-Long IT Services	22-1457	933	08-1000-300-00-00
Hop-A-Long IT Services	22-1458	941	08-1000-300-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63079
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Hummert International	22-1495	144904	34-1000-610-00-02
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63080
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Ideal Linen & Uniform	22-1472	22061248	08-2600-610-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63081
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Integrated Security Solutions	22-1463	20213451	08-1000-300-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63082
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Jacque Horacek	22-1496	21122	24-3100-630-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63083
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Jostens (JOSTES)	22-1465	27499592	06-2300-890-00-04
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63084
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Junior Class	22-1447	21122	08-1000-890-01-01
Junior Class	22-1491	021122	08-3400-890-01-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63085
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Kansas Assn Of School Boards	22-1466	19358 19359	06-2300-810-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63086
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
KCs Home Improvement	22-1475	164	08-2600-430-00-01
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63087
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Ken Tharman	22-1506	21122	06-2300-890-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63088
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Kowpoke Supply	22-1439	391784	08-2600-430-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63089
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Kully Pipe & Steel Supply Inc	22-1477	765518	34-1000-610-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63090
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Logan Laser and Printing	22-1478	21122	08-1000-610-03-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63091
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Long Island Feed and Grain, LLC	22-1500	21122	06-2720-626-00-06
Long Island Feed and Grain, LLC	22-1500	21122	06-2720-626-00-10
Long Island Feed and Grain, LLC	22-1500	21122	06-2720-626-00-13
Long Island Feed and Grain, LLC	22-1500	21122	06-2720-626-00-14
Long Island Feed and Grain, LLC	22-1500	21122	06-2720-626-00-18
Long Island Feed and Grain, LLC	22-1500	21122	06-2720-626-00-20
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63092
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Marvin Gebhard	22-1460	21122	06-2720-890-00-08
Marvin Gebhard	22-1461	021122	06-2720-730-00-22
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>

Bills for February Board Meeting	First National Bank & Trust	003174	63093
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Matheson Tri-Gas Inc.	22-1468	51899163	34-1000-610-00-01
Matheson Tri-Gas Inc.	22-1497	51912294	34-1000-610-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63094
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Midwest Energy	22-1498	21122	06-2600-621-01-00
Midwest Energy	22-1498	21122	06-2600-621-02-00
Midwest Energy	22-1498	21122	06-2600-621-03-00
Midwest Energy	22-1498	21122	34-2600-621-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63095
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Monica Bach	22-1462	21122	24-3100-630-03-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63096
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
NCKSEC	22-1445	21122	30-1000-564-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63097
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Nex-Tech (Nex-Tech)	22-1451	21122	06-2300-532-00-00
Nex-Tech (Nex-Tech)	22-1451	21122	06-2300-532-00-01
Nex-Tech (Nex-Tech)	22-1451	21122	06-2400-532-00-00
Nex-Tech (Nex-Tech)	22-1451	21122	06-2400-532-00-01
Nex-Tech (Nex-Tech)	22-1451	21122	06-2400-532-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63098
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Nex-Tech Wireless, LLC	22-1453	8819114	06-2600-890-00-00
Nex-Tech Wireless, LLC	22-1453	8819114	06-2720-890-00-17
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63099
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Northwest Diesel	22-1480	21122	06-2720-730-00-11
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63100
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Northwest Fire Extinguisher	22-1489	79262	24-3100-590-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63101
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Northwestern Office Supplies	22-1444	500141	08-1000-610-01-11
Northwestern Office Supplies	22-1444	500141	08-1000-610-02-09
Northwestern Office Supplies	22-1444	500141	08-1000-610-03-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63102
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Norton Community High School (NCHS)	22-1440	21122	06-1000-890-01-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63103
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Ostmeyer Inc dba Culligan Soft Water Service	22-1476	21122	08-2600-411-01-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63104
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Phillipsburg Homestore	22-1455	21122	16-4200-710-00-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63105
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Pitney Bowes Global Financial Services LLC	22-1488	21122	06-2300-590-00-01
<b>Sub Total</b>			

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63106
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Purchase Power	22-1449	8000900001213648	06-2300-590-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63107
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Randy Husted	22-1450	274644	08-2600-300-00-01
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63108
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
SAVVAS Learning Company LLC	22-1499	21122	06-1000-610-02-04
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63109
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Tom's Music House	22-1467	21122	06-1000-610-00-02
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63110
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
Trego Community High School	22-1487	21122	06-1000-890-01-09
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63111
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
US Foods	22-1501	21122	24-3100-630-01-00
US Foods	22-1501	21122	24-3100-630-03-00
US Foods	22-1501	21122	24-3100-680-01-00
<b>Sub Total</b>			
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>
Bills for February Board Meeting	First National Bank & Trust	003174	63112
<b>Vendor</b>	<b>PO Number</b>	<b>Invoice #</b>	<b>Account Code</b>
VISA (VISA1)	22-1471	021122	06-1000-610-02-09
VISA (VISA1)	22-1471	021122	06-1000-890-01-09

VISA (VISA1)	22-1471	021122	06-2300-300-00-00
VISA (VISA1)	22-1471	021122	06-2300-590-00-01
VISA (VISA1)	22-1471	021122	06-2300-890-00-00
VISA (VISA1)	22-1471	021122	06-2300-890-00-30
VISA (VISA1)	22-1471	021122	16-2400-700-00-00
VISA (VISA1)	22-1471	021122	35-1000-610-01-12
<b>Sub Total</b>			
<b>Grand Total</b>			

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Payee	Amount	Type
First National Bank & Trust	\$1,748.18	Accounts Payable
Description	Issue Date	Amount
Bank interest payment on lease purchase.	01/17/2022	\$1,748.18
		<b>\$1,748.18</b>
Payee	Amount	Type
Jostens (JOSTES)	\$125.25	Accounts Payable
Description	Issue Date	Amount
Invoice number 27490435.	01/17/2022	\$125.25
		<b>\$125.25</b>
Payee	Amount	Type
Junior Class	\$40.00	Accounts Payable
Description	Issue Date	Amount
1/12/22 junior class concession reimbursement.	01/17/2022	\$40.00
		<b>\$40.00</b>
Payee	Amount	Type
Midwest Energy	\$3,827.93	Accounts Payable
Description	Issue Date	Amount
Bill date 1/4/22.	01/17/2022	\$858.04
Bill date 1/4/22.	01/17/2022	\$1,205.77
Bill date 1/4/22.	01/17/2022	\$1,196.84
Bill date 1/4/22.	01/17/2022	\$567.28
		<b>\$3,827.93</b>
Payee	Amount	Type
Prairie Land Electric Cooperative, Inc.	\$3,451.29	Accounts Payable
Description	Issue Date	Amount
Statement date 1/6/22.	01/17/2022	\$2,611.85
Statement date 1/6/22.	01/17/2022	\$687.61
Statement date 1/6/22.	01/17/2022	\$151.83
		<b>\$3,451.29</b>
Payee	Amount	Type
Tharen Cox	\$500.00	Accounts Payable

Description	Issue Date	Amount
Sebelius Scholarship Payment	01/17/2022	\$500.00
		<b>\$500.00</b>
Payee	Amount	Type
EMC INSURANCE COMPANY	\$27,697.06	Accounts Payable
Description	Issue Date	Amount
Invoice number L-25110036.	02/02/2022	\$27,697.06
		<b>\$27,697.06</b>
Payee	Amount	Type
Ideal Linen & Uniform	\$253.54	Accounts Payable
Description	Issue Date	Amount
Statement date 1/5/2022.	02/02/2022	\$253.54
		<b>\$253.54</b>
Payee	Amount	Type
4B Farm, LLC	\$276.48	Accounts Payable
Description	Issue Date	Amount
Invoice number 4696.	02/11/2022	\$276.48
		<b>\$276.48</b>
Payee	Amount	Type
AFPLANSERV	\$16.00	Accounts Payable
Description	Issue Date	Amount
Invoice number 21123163020.	02/11/2022	\$16.00
		<b>\$16.00</b>
Payee	Amount	Type
Almena Lumber & Supply	\$2,390.00	Accounts Payable
Description	Issue Date	Amount
Charges for January.	02/11/2022	\$50.26
Charges for January.	02/11/2022	\$44.09
Charges for January.	02/11/2022	\$88.27
Charges for January.	02/11/2022	\$110.23
Charges for January.	02/11/2022	\$66.73
Charges for January.	02/11/2022	\$562.29
Charges for January.	02/11/2022	\$368.46
Charges for January.	02/11/2022	\$228.46
Charges for January.	02/11/2022	\$468.02
Charges for January.	02/11/2022	\$30.76
Charges for January.	02/11/2022	\$99.95
Charges for January.	02/11/2022	\$50.00
Charges for January.	02/11/2022	\$4.50

Charges for January.	02/11/2022	\$137.95
Charges for January.	02/11/2022	\$14.38
Charges for January.	02/11/2022	\$24.66
Charges for January.	02/11/2022	\$25.99
Charges for January.	02/11/2022	\$15.00
		<b>\$2,390.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Almena Market Inc.	\$873.18	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for January.	02/11/2022	\$71.46
Charges for January.	02/11/2022	\$79.17
Charges for January.	02/11/2022	\$28.75
Charges for January.	02/11/2022	\$9.15
Charges for January.	02/11/2022	\$657.74
Charges for January.	02/11/2022	\$26.91
		<b>\$873.18</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Blossoms and Butterflies by Brenda	\$40.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 34223.	02/11/2022	\$40.00
		<b>\$40.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Cash-Wa Distributing Co Inc	\$3,359.12	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for January.	02/11/2022	\$3,143.21
Charges for January.	02/11/2022	\$215.91
		<b>\$3,359.12</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Cheney Running Attn: Rich Simmons	\$65.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Track and field clinic registration for Emily Lowry.	02/11/2022	\$65.00
		<b>\$65.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Cindy Mordecai	\$46.61	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for gas for van #6 on the day of 6th grade honor choir	02/11/2022	\$46.61
		<b>\$46.61</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
City Of Almena	\$786.87	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/28/2022.	02/11/2022	\$180.00
Statement date 1/28/2022.	02/11/2022	\$89.60
Statement date 1/28/2022.	02/11/2022	\$70.96
Statement date 1/28/2022.	02/11/2022	\$140.27
Statement date 1/28/2022.	02/11/2022	\$200.00
Statement date 1/28/2022.	02/11/2022	\$106.04
		<b>\$786.87</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
City Of Long Island	\$125.35	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Read date 1/3/2022.	02/11/2022	\$64.35
Read date 1/3/2022.	02/11/2022	\$40.00
Read date 1/3/2022.	02/11/2022	\$21.00
		<b>\$125.35</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
ComplianceOne	\$48.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 288154.	02/11/2022	\$24.00
Invoice number 289199.	02/11/2022	\$24.00
		<b>\$48.00</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Dealers First Financial L.L.C.	\$1,375.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice numbers 164469 and 164470.	02/11/2022	\$325.00
Invoice numbers 164469 and 164470.	02/11/2022	\$130.00
Invoice number 164068.	02/11/2022	\$460.00
Invoice number 164933.	02/11/2022	\$460.00
		<b>\$1,375.00</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Downtown Car Wash	\$13.44	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 1410.	02/11/2022	\$13.44
		<b>\$13.44</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
F & A Sales Inc	\$2,120.88	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>

Charges for January.	02/11/2022	\$1,513.45
Charges for January.	02/11/2022	\$510.86
Charges for January.	02/11/2022	\$96.57
		<b>\$2,120.88</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Harris School Solutions	\$205.85	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice numbers HAPXT0000468 and HAPXT0000433	02/11/2022	\$205.85
		<b>\$205.85</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Heartland Auto-Chlor Systems, LLC	\$10.10	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/22/22.	02/11/2022	\$10.10
		<b>\$10.10</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hinklel Termite and Pest Control	\$324.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
\$194 for mouse removal contract. \$130 for spraying on 1/14/2022	02/11/2022	\$324.00
		<b>\$324.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hogeland Market	\$27.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for January.	02/11/2022	\$27.00
		<b>\$27.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hop-A-Long IT Services	\$615.43	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 956.	02/11/2022	\$188.97
Invoice number 933.	02/11/2022	\$239.98
Invoice number 941.	02/11/2022	\$186.48
		<b>\$615.43</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Hummert International	\$55.75	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 144904.	02/11/2022	\$55.75
		<b>\$55.75</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Ideal Linen & Uniform	\$70.62	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 22061248. Statement date 2/3/2022.	02/11/2022	\$70.62
		<b>\$70.62</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Integrated Security Solutions	\$100.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 20213451.	02/11/2022	\$100.00
		<b>\$100.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Jacque Horacek	\$3.74	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for Rotini at Jamboree.	02/11/2022	\$3.74
		<b>\$3.74</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Jostens (JOSTES)	\$113.91	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 27499592.	02/11/2022	\$113.91
		<b>\$113.91</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Junior Class	\$115.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Concession reimbursement.	02/11/2022	\$65.00
Concession reimbursement.	02/11/2022	\$50.00
		<b>\$115.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Kansas Assn Of School Boards	\$200.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice numbers 19358 and 19359.	02/11/2022	\$200.00
		<b>\$200.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
KCs Home Improvement	\$800.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 164. Replace exterior doors on shop building	02/11/2022	\$800.00
		<b>\$800.00</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Ken Tharman	\$107.52	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Mileage reimbursement for traveling to negotiation training in Oaklev on 2/9/22	02/11/2022	\$107.52
		<b>\$107.52</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Kowpoke Supply	\$13.02	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 391784.	02/11/2022	\$13.02
		<b>\$13.02</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Kully Pipe & Steel Supply Inc	\$496.90	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 765518.	02/11/2022	\$496.90
		<b>\$496.90</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Logan Laser and Printing	\$40.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Scholars Bowl Plaques	02/11/2022	\$40.00
		<b>\$40.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Long Island Feed and Grain, LLC	\$753.71	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for January.	02/11/2022	\$24.18
Charges for January.	02/11/2022	\$273.39
Charges for January.	02/11/2022	\$73.64
Charges for January.	02/11/2022	\$252.60
Charges for January.	02/11/2022	\$55.17
Charges for January.	02/11/2022	\$74.73
		<b>\$753.71</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Marvin Gebhard	\$193.01	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimburse title fee for Suburban #8.	02/11/2022	\$10.25
Reimbursement for Bus #19 repair.	02/11/2022	\$182.76
		<b>\$193.01</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>

Matheson Tri-Gas Inc.	\$344.72	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 51899163.	02/11/2022	\$172.36
Invoice number 51912294.	02/11/2022	\$172.36
		<b>\$344.72</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Midwest Energy	\$5,781.53	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 2/2/2022.	02/11/2022	\$1,141.81
Statement date 2/2/2022.	02/11/2022	\$1,857.64
Statement date 2/2/2022.	02/11/2022	\$1,810.04
Statement date 2/2/2022.	02/11/2022	\$972.04
		<b>\$5,781.53</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Monica Bach	\$9.31	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Reimbursement for food service purchase at Walmart	02/11/2022	\$9.31
		<b>\$9.31</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
NCKSEC	\$49,465.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
February 15th Payment	02/11/2022	\$49,465.00
		<b>\$49,465.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Nex-Tech (Nex-Tech)	\$1,261.68	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 2/1/2022.	02/11/2022	\$474.52
Statement date 2/1/2022.	02/11/2022	\$59.99
Statement date 2/1/2022.	02/11/2022	\$216.05
Statement date 2/1/2022.	02/11/2022	\$36.59
Statement date 2/1/2022.	02/11/2022	\$474.53
		<b>\$1,261.68</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Nex-Tech Wireless, LLC	\$146.95	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 8819114.	02/11/2022	\$59.58
Invoice number 8819114.	02/11/2022	\$87.37
		<b>\$146.95</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Northwest Diesel	\$225.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/31/2022.	02/11/2022	\$225.00
		<b>\$225.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Northwest Fire Extinguisher	\$96.50	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 79262.	02/11/2022	\$96.50
		<b>\$96.50</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Northwestern Office Supplies	\$1,062.87	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 500141.	02/11/2022	\$394.83
Invoice number 500141.	02/11/2022	\$332.94
Invoice number 500141.	02/11/2022	\$335.10
		<b>\$1,062.87</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Norton Community High School (NCHS)	\$60.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Fees for Forensic meet.	02/11/2022	\$60.00
		<b>\$60.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Ostmeyer Inc dba Culligan Soft Water Service	\$12.97	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/31/22.	02/11/2022	\$12.97
		<b>\$12.97</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Phillipsburg Homestore	\$2,146.27	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/20/22.	02/11/2022	\$2,146.27
		<b>\$2,146.27</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Pitney Bowes Global Financial Services LLC	\$169.98	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 1019691296.	02/11/2022	\$169.98
		<b>\$169.98</b>

<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Purchase Power	\$155.01	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement number 8000900001213648.	02/11/2022	\$155.01
		<b>\$155.01</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Randy Husted	\$292.50	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Invoice number 274644. Snow removal.	02/11/2022	\$292.50
		<b>\$292.50</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
SAVVAS Learning Company LLC	\$176.19	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/31/2022.	02/11/2022	\$176.19
		<b>\$176.19</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Tom's Music House	\$374.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/6/2022.	02/11/2022	\$374.00
		<b>\$374.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
Trego Community High School	\$45.00	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Fees for forensics tournament in Wakeeney.	02/11/2022	\$45.00
		<b>\$45.00</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
US Foods	\$2,829.49	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Charges for January.	02/11/2022	\$1,337.73
Charges for January.	02/11/2022	\$1,452.24
Charges for January.	02/11/2022	\$39.52
		<b>\$2,829.49</b>
<b>Payee</b>	<b>Amount</b>	<b>Type</b>
VISA (VISA1)	\$2,254.41	Accounts Payable
<b>Description</b>	<b>Issue Date</b>	<b>Amount</b>
Statement date 1/23/2022.	02/11/2022	\$161.95
Statement date 1/23/2022.	02/11/2022	\$79.98

Statement date 1/23/2022.	02/11/2022	\$15.18
Statement date 1/23/2022.	02/11/2022	\$16.32
Statement date 1/23/2022.	02/11/2022	\$58.22
Statement date 1/23/2022.	02/11/2022	\$39.06
Statement date 1/23/2022.	02/11/2022	\$1,853.70
Statement date 1/23/2022.	02/11/2022	\$30.00
		<b>\$2,254.41</b>
		<b>\$120,334.12</b>

# USD 212

## Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 02/11/2022; Bank: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 2/11/2022 12:19:57 PM

Check Date	Check Number	Payee	Type	Amount
01/17/2022	63025	First National Bank & Trust	Accounts Payable	\$1,748.18
01/17/2022	63026	Jostens (JOSTES)	Accounts Payable	\$125.25
01/17/2022	63027	Junior Class	Accounts Payable	\$40.00
01/17/2022	63028	Midwest Energy	Accounts Payable	\$3,827.93
01/17/2022	63029	Prairie Land Electric Cooperative, Inc.	Accounts Payable	\$3,451.29
01/17/2022	63030	Tharen Cox	Accounts Payable	\$500.00
02/02/2022	63058	EMC INSURANCE COMPANY	Accounts Payable	\$27,697.06
02/02/2022	63059	Ideal Linen & Uniform	Accounts Payable	\$253.54
02/11/2022	63060	4B Farm, LLC	Accounts Payable	\$276.48
02/11/2022	63061	AFPLANSERV	Accounts Payable	\$16.00
02/11/2022	63062	Almena Lumber & Supply	Accounts Payable	\$2,390.00
02/11/2022	63063	Almena Market Inc.	Accounts Payable	\$873.18
02/11/2022	63064	Blossoms and Butterflies by Brenda	Accounts Payable	\$40.00
02/11/2022	63065	Cash-Wa Distributing Co Inc	Accounts Payable	\$3,359.12
02/11/2022	63066	Cheney Running Attn: Rich Simmons	Accounts Payable	\$65.00
02/11/2022	63067	Cindy Mordecai	Accounts Payable	\$46.61
02/11/2022	63068	City Of Almena	Accounts Payable	\$786.87
02/11/2022	63069	City Of Long Island	Accounts Payable	\$125.35
02/11/2022	63070	ComplianceOne	Accounts Payable	\$48.00
02/11/2022	63071	Dealers First Financial L.L.C.	Accounts Payable	\$1,375.00
02/11/2022	63072	Downtown Car Wash	Accounts Payable	\$13.44
02/11/2022	63073	F & A Sales Inc	Accounts Payable	\$2,120.88
02/11/2022	63074	Harris School Solutions	Accounts Payable	\$205.85
02/11/2022	63075	Heartland Auto-Chlor Systems, LLC	Accounts Payable	\$10.10
02/11/2022	63076	Hinklel Termite and Pest Control	Accounts Payable	\$324.00
02/11/2022	63077	Hogeland Market	Accounts Payable	\$27.00
02/11/2022	63078	Hop-A-Long IT Services	Accounts Payable	\$615.43
02/11/2022	63079	Hummert International	Accounts Payable	\$55.75
02/11/2022	63080	Ideal Linen & Uniform	Accounts Payable	\$70.62
02/11/2022	63081	Integrated Security Solutions	Accounts Payable	\$100.00
02/11/2022	63082	Jacque Horacek	Accounts Payable	\$3.74
02/11/2022	63083	Jostens (JOSTES)	Accounts Payable	\$113.91
02/11/2022	63084	Junior Class	Accounts Payable	\$115.00
02/11/2022	63085	Kansas Assn Of School Boards	Accounts Payable	\$200.00
02/11/2022	63086	KCs Home Improvement	Accounts Payable	\$800.00
02/11/2022	63087	Ken Tharman	Accounts Payable	\$107.52
02/11/2022	63088	Kowpoke Supply	Accounts Payable	\$13.02

02/11/2022	63089	Kully Pipe & Steel Supply Inc	Accounts Payable	\$496.90
02/11/2022	63090	Logan Laser and Printing	Accounts Payable	\$40.00
02/11/2022	63091	Long Island Feed and Grain, LLC	Accounts Payable	\$753.71
02/11/2022	63092	Marvin Gebhard	Accounts Payable	\$193.01
02/11/2022	63093	Matheson Tri-Gas Inc.	Accounts Payable	\$344.72
02/11/2022	63094	Midwest Energy	Accounts Payable	\$5,781.53
02/11/2022	63095	Monica Bach	Accounts Payable	\$9.31
02/11/2022	63096	NCKSEC	Accounts Payable	\$49,465.00
02/11/2022	63097	Nex-Tech (Nex-Tech)	Accounts Payable	\$1,261.68
02/11/2022	63098	Nex-Tech Wireless, LLC	Accounts Payable	\$146.95
02/11/2022	63099	Northwest Diesel	Accounts Payable	\$225.00
02/11/2022	63100	Northwest Fire Extinguisher	Accounts Payable	\$96.50
02/11/2022	63101	Northwestern Office Supplies	Accounts Payable	\$1,062.87
02/11/2022	63102	Norton Community High School (NCHS)	Accounts Payable	\$60.00
02/11/2022	63103	Ostmeyer Inc dba Culligan Soft Water Service	Accounts Payable	\$12.97
02/11/2022	63104	Phillipsburg Homestore	Accounts Payable	\$2,146.27
02/11/2022	63105	Pitney Bowes Global Financial Services LLC	Accounts Payable	\$169.98
02/11/2022	63106	Purchase Power	Accounts Payable	\$155.01
02/11/2022	63107	Randy Husted	Accounts Payable	\$292.50
02/11/2022	63108	SAVVAS Learning Company LLC	Accounts Payable	\$176.19
02/11/2022	63109	Tom's Music House	Accounts Payable	\$374.00
02/11/2022	63110	Trego Community High School	Accounts Payable	\$45.00
02/11/2022	63111	US Foods	Accounts Payable	\$2,829.49
02/11/2022	63112	VISA (VISA1)	Accounts Payable	\$2,254.41
<b>Sub Total</b>				<b>\$120,334.12</b>

# USD 212

## Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 02/11/2022; Bank: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 2/11/2022 12:19:58 PM

Check Date	Check Number	Payee	Description	Type
02/11/2022	63060	4B Farm, LLC	Inv: 4696	Accounts Payable
02/11/2022	63061	AFPLANSERV	Inv: 21123163020	Accounts Payable
02/11/2022	63062	Almena Lumber & Supply	Inv: 21122	Accounts Payable
02/11/2022	63063	Almena Market Inc.	Inv: 21122	Accounts Payable
02/11/2022	63064	Blossoms and Butterflies by Brenda	Inv: 34223	Accounts Payable
02/11/2022	63065	Cash-Wa Distributing Co Inc	Inv: 21122	Accounts Payable
02/11/2022	63066	Cheney Running Attn: Rich Simmons	Inv: 21122	Accounts Payable
02/11/2022	63067	Cindy Mordecai	Inv: 21122	Accounts Payable
02/11/2022	63068	City Of Almena	Inv: 21122	Accounts Payable
02/11/2022	63069	City Of Long Island	Inv: 21122	Accounts Payable
02/11/2022	63070	ComplianceOne	Inv: 288154	Accounts Payable
02/11/2022	63070	ComplianceOne	Inv: 289199	Accounts Payable
02/11/2022	63071	Dealers First Financial L.L.C.	Inv: 164068	Accounts Payable
02/11/2022	63071	Dealers First Financial L.L.C.	Inv: 164469 164470	Accounts Payable
02/11/2022	63071	Dealers First Financial L.L.C.	Inv: 164933	Accounts Payable
02/11/2022	63072	Downtown Car Wash	Inv: 1410	Accounts Payable
02/02/2022	63058	EMC INSURANCE COMPANY	Inv: L-25110036	Accounts Payable
02/11/2022	63073	F & A Sales Inc	Inv: 21122	Accounts Payable
01/17/2022	63025	First National Bank & Trust	Inv: 011722	Accounts Payable
02/11/2022	63074	Harris School Solutions	Inv: HAPXT0000468 HAPXT0000433	Accounts Payable
02/11/2022	63075	Heartland Auto-Chlor Systems, LLC	Inv: 21122	Accounts Payable
02/11/2022	63076	Hinklel Termite and Pest Control	Inv: 21122	Accounts Payable
02/11/2022	63077	Hogeland Market	Inv: 21122	Accounts Payable
02/11/2022	63078	Hop-A-Long IT Services	Inv: 933	Accounts Payable
02/11/2022	63078	Hop-A-Long IT Services	Inv: 941	Accounts Payable
02/11/2022	63078	Hop-A-Long IT Services	Inv: 956	Accounts Payable
02/11/2022	63079	Hummert International	Inv: 144904	Accounts Payable
02/02/2022	63059	Ideal Linen & Uniform	Inv: 020222	Accounts Payable
02/11/2022	63080	Ideal Linen & Uniform	Inv: 22061248	Accounts Payable
02/11/2022	63081	Integrated Security Solutions	Inv: 20213451	Accounts Payable
02/11/2022	63082	Jacque Horacek	Inv: 21122	Accounts Payable
01/17/2022	63026	Jostens (JOSTES)	Inv: 27490435	Accounts Payable
02/11/2022	63083	Jostens (JOSTES)	Inv: 27499592	Accounts Payable
01/17/2022	63027	Junior Class	Inv: 011722	Accounts Payable
02/11/2022	63084	Junior Class	Inv: 021122	Accounts Payable
02/11/2022	63084	Junior Class	Inv: 21122	Accounts Payable
02/11/2022	63085	Kansas Assn Of School Boards	Inv: 19358 19359	Accounts Payable

02/11/2022	63086	KCs Home Improvement	Inv: 164	Accounts Payable
02/11/2022	63087	Ken Tharman	Inv: 21122	Accounts Payable
02/11/2022	63088	Kowpoke Supply	Inv: 391784	Accounts Payable
02/11/2022	63089	Kully Pipe & Steel Supply Inc	Inv: 765518	Accounts Payable
02/11/2022	63090	Logan Laser and Printing	Inv: 21122	Accounts Payable
02/11/2022	63091	Long Island Feed and Grain, LLC	Inv: 21122	Accounts Payable
02/11/2022	63092	Marvin Gebhard	Inv: 021122	Accounts Payable
02/11/2022	63092	Marvin Gebhard	Inv: 21122	Accounts Payable
02/11/2022	63093	Matheson Tri-Gas Inc.	Inv: 51899163	Accounts Payable
02/11/2022	63093	Matheson Tri-Gas Inc.	Inv: 51912294	Accounts Payable
01/17/2022	63028	Midwest Energy	Inv: 011722	Accounts Payable
02/11/2022	63094	Midwest Energy	Inv: 21122	Accounts Payable
02/11/2022	63095	Monica Bach	Inv: 21122	Accounts Payable
02/11/2022	63096	NCKSEC	Inv: 21122	Accounts Payable
02/11/2022	63097	Nex-Tech (Nex-Tech)	Inv: 21122	Accounts Payable
02/11/2022	63098	Nex-Tech Wireless, LLC	Inv: 8819114	Accounts Payable
02/11/2022	63099	Northwest Diesel	Inv: 21122	Accounts Payable
02/11/2022	63100	Northwest Fire Extinguisher	Inv: 79262	Accounts Payable
02/11/2022	63101	Northwestern Office Supplies	Inv: 500141	Accounts Payable
02/11/2022	63102	Norton Community High School (NCHS)	Inv: 21122	Accounts Payable
02/11/2022	63103	Ostmeyer Inc dba Culligan Soft Water Service	Inv: 21122	Accounts Payable
02/11/2022	63104	Phillipsburg Homestore	Inv: 21122	Accounts Payable
02/11/2022	63105	Pitney Bowes Global Financial Services LLC	Inv: 21122	Accounts Payable
01/17/2022	63029	Prairie Land Electric Cooperative, Inc.	Inv: 011722	Accounts Payable
02/11/2022	63106	Purchase Power	Inv: 8000900001213648	Accounts Payable
02/11/2022	63107	Randy Husted	Inv: 274644	Accounts Payable
02/11/2022	63108	SAVVAS Learning Company LLC	Inv: 21122	Accounts Payable
01/17/2022	63030	Tharen Cox	Inv: 011722	Accounts Payable
02/11/2022	63109	Tom's Music House	Inv: 21122	Accounts Payable
02/11/2022	63110	Trego Community High School	Inv: 21122	Accounts Payable
02/11/2022	63111	US Foods	Inv: 21122	Accounts Payable
02/11/2022	63112	VISA (VISA1)	Inv: 021122	Accounts Payable
<b>Sub Total</b>				

Amount
\$276.48
\$16.00
\$2,390.00
\$873.18
\$40.00
\$3,359.12
\$65.00
\$46.61
\$786.87
\$125.35
\$24.00
\$24.00
\$460.00
\$455.00
\$460.00
\$13.44
\$27,697.06
\$2,120.88
\$1,748.18
\$205.85
\$10.10
\$324.00
\$27.00
\$239.98
\$186.48
\$188.97
\$55.75
\$253.54
\$70.62
\$100.00
\$3.74
\$125.25
\$113.91
\$40.00
\$50.00
\$65.00
\$200.00

\$800.00
\$107.52
\$13.02
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\$5,781.53
\$9.31
\$49,465.00
\$1,261.68
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\$225.00
\$96.50
\$1,062.87
\$60.00
\$12.97
\$2,146.27
\$169.98
\$3,451.29
\$155.01
\$292.50
\$176.19
\$500.00
\$374.00
\$45.00
\$2,829.49
\$2,254.41
<b>\$120,334.12</b>



**MIDWEST**  
bus sales | Division of The Kincaid Group

**Prepared For:**

USD 212 Almena  
512 W. Bryant  
Almena, KS 67622

**Prepared By:**

Midwest Bus Sales, Inc.  
23889 West 40<sup>th</sup> Street  
Shawnee, KS 66226

**2016 Thomas Saf-T-Liner MT, 20 Passenger, Unit S1451**

Chassis Specifications

Body Specifications

Ford 6.8L Gas Engine		Thomas DRW MT
Cruise Control		20 Passenger 158" Wheelbase
Hydraulic Brakes		Plywood Floor 5/8
Front Axle 5000#		39" Vinyl Bench Seats
Rear Axle 9600#		Incandescent Lights
Automatic Transmission		Manually Operated Entrance Door
Running Board Driver Step		Vandal Lock Emergence Door
112dB Back-up Alarm		Auxiliary Fan
Tow Hooks		Tinted Windows
Mud Flaps		Aluminum Aisle Strips
Constant Torque Clamps		Roof Hatch
145 Amp Alternator		Strobe Light
33 Gallon Fuel Tank		Assist Rail - Both Sides of Entry
Battery Box Left Side		Heated Mirrors
		Headroom 73"
68,000 BTU AC System Skirt Mounted		Noise Suppression Switch
Passenger Heater 50,000 BTU		AM/FM Radio with 4 Speakers
		Child Check
Includes:		
Complete Service		
New Wiper Blades		Will need minimum of 2 weeks to complete service
KSSBI		
Wash Inside & Out		
All Required Lettering & Numbers Per Request		
All Required Safety Equipment Per State Spec		
Subject to Prior Sales & Availability		Approximately 40,000 miles

**PURCHASE PRICE F.O.B. Almena, KS \$34,598.00 EACH  
(DELIVERY ASAP. PRICE VALID FOR 30 DAYS)**

This is a used bus and no warranties are implied by Midwest Bus Sales, Inc. The remainder of Manufacture warranty will remain if so applicable. Bus will be in good condition with normal wear and tear. No major body damage, tears in seats or broken glass. Tires and brakes will have a minimum of 40% material remaining.

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**MIDWEST**

bus sales | Division of The Kincaid Group

**Prepared For:**

USD 212 Northern Valley  
512 W Bryant  
Almena, KS 67622

**Prepared By:**

Midwest Bus Sales, Inc.  
23889 West 40<sup>th</sup> Street  
Shawnee, KS 66226

**2017 Thomas Saf-T-Liner MT, 20 Passenger, Unit C5435**

Chassis Specifications

Body Specifications

Chevy 6.0L Gas Engine		Thomas DRW MT
14,200 GVWR		20 Passenger 159" Wheelbase
Hydraulic Brakes		Plywood Floor 5/8
Automatic Transmission		39" Vinyl Bench Seats with ICS
Running Board Driver Step		Incandescent Lights
112dB Back-up Alarm		Manually Operated Entrance Door
Tow Hooks		Vandal Lock Emergence Door
Mud Flaps		Auxiliary Fan
		Tinted Windows
		Aluminum Aisle Strips
		Roof Hatch
		Strobe Light
		Heated Mirrors
		Headroom 73"
		Assist Rail Both Sides
68,000 BTU AC System Skirt Mounted		AM/FM Radio with 4 Speakers
Passenger Heater 50,000 BTU		Child Check
		<p><i>- Leasing Program</i> <i>- KS or MO</i>  <i>- No Deposit / official PO</i>  <i>- July Delivery / Pay on Delivery</i></p>
Subject to Prior Sales & Availability		Approximately 35,000 miles

**PURCHASE PRICE F.O.B. Almena, KS \$28,000.00 EACH  
(DELIVERY July 2022. PRICE VALID FOR 30 DAYS)**

**This is a used bus and no warranties are implied by Midwest Bus Sales, Inc. The remainder of Manufacture warranty will remain if so applicable. Bus will be in good condition with normal wear and tear. No major body damage, tears in seats or broken glass. Tires and brakes will have a minimum of 40% material remaining.**

**Customer Signature:** \_\_\_\_\_

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



# System Yearly Update Report: Year Five

Organization: D0212

Rating in spring: 2022

## Tell Your Story

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

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

1) Create a more positive and open internal & external environment through character education development and communications.

2) Continue to provide purposeful lessons that guide students from career awareness to career preparation to career advancement.

Goal one:

To improve the communications between the school, parents, students, and special interest groups, new Facebook pages were made for each building. The focus was classroom and academic driven, not extra-curricular activities. These Facebook pages have merged to streamline as one district page. Increased use of textcaster messages and video updates were also used to improve communications. These efforts were gauged using surveys that were sent to each of the groups listed: teachers, staff, community members, parents, and students. This survey was sent each year to determine if the goal was being achieved, using a scale of 1 – 5 for each question. The data shows that responses in all groups went up year two, down in year three, back up in year four, and back down in year five; however, the total points of fluctuation was never more than 0.06 difference. These surveys measured the internal and external environment in communications. Additionally, student-led conferences / family nights was introduced to aid in the relationship component as well as implementation of a locally developed character education plan. The teachers document each semester lesson plans that address the word of the month and themes are built around each word throughout the building.

The level of success of this program is in the data of office referrals. At the middle school level, the average points (assigned for behaviors) per student were: .9 (2017-18) / .6 (2018-19) / .2 (2019-20) and .1 (2020-21). At the high school level, total office referrals and number of students involved were: 48 incidents (11 students) 2017-18 / 19 incidents (5 students) 2018-19 / 17 incidents (7 students) 2019-20 / 2 incidents (2 students) 2020-21.

Goal two:

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

Implementation of Individualized Plans of Study has been successful in helping students isolate

areas of interest in conjunction with their skills. Northern Valley has built in seminar time (30 minutes each day in grades 6 – 12) that is devoted to IPS, Character Ed, College prep, and ACT prep. The teachers provide opportunities for students to be successful during school hours and after graduation. Fifty-seven percent (57%) of eligible juniors took the ACT in 2016. This has increased to one hundred percent (100%) in 2022.

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

The ability to take college classes during high school, was limited in part by chance. There was one class period a day in which students were able to take advantage of this opportunity, providing there was not a required class at the same time. The HS staff made adjustments and work together each year to ensure there is more than one opportunity for students to access college classes each semester. This year, there are three different class periods for juniors and seniors to choose from. The number of college credits students have taken advantage of has increased from an average of 6.3 credits per student (that chose to pursue college credit) in FY 2018 to .... 8.1 credits per student (that chose to pursue college credit) in FY 2021.

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

## Foundational Structures

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

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

## Needs Assessment Process and Goals

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

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

Our first goal was to create a more positive environment through a character education program and communications. This has been done through the addition of the district used word of the month program and the utilization of social media more at each building. The second goal of providing purposeful lessons that guide students through career awareness to career preparation has been done through the creation of a Seminar period that focuses on these topics starting at the 5th grade.

### **The impact on the system.**

All progression has shown an impact on the district. There might not be data to support the progression at the district level at this time, but the goal is to see post secondary success numbers increase as the progress continues.

### **The impact on the buildings.**

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

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

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

## **Sustainability of the Improvement Process**

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

## State Board Outcomes

### **SOCIAL EMOTIONAL FACTORS**

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

At the beginning of the 5 year cycle our DLT created a SEL committee to help improve growth in this area. Over the past five years our district has implemented a character education program that focuses on a word of the month. The students are aware of the words and teachers are able to make them relatable to all ages in their daily lessons. We feel that this has helped to build relationships among our students and even help with the office referrals as we have seen a drop in the number of referrals from our first data showing 48 office referrals with 11 students in 2017-18 and drastically reduced to 2 office referrals with 2 students among the high school in 2020-21. The middle school has a student behavior point system and our data proves that the point system numbers have decreased from 42 points to 5 points over the same time period. We administered a climate survey to all stakeholders with the goal of maintaining a 4.0 target in selected goal relevant questions. Those results from those questions averaged a 4.005. Most recently we have implemented family groups in the elementary school and breakfast club in the middle school.

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

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

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

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

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

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

## **KINDERGARTEN READINESS**

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

All students enrolled in 4 year old preschool and Kindergarten take the ASQ. At this time the data does not show consistency. The goal as we continue on with our Kindergarten Readiness Committee and work with parents, the data will show that students are more prepared for kindergarten.

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

We will continue on with the Kindergarten Readiness Committee where current practices will continue to be evaluated. Our preschool program along with our transition to Kindergarten will continue to be implemented.

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

That work still needs to be done. That we must work with parents and provide services in order to meet the needs of all students as they prepare for kindergarten. These needs seem to mainly be in the area of personal/social.

## **INDIVIDUAL PLAN OF STUDY**

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

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

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

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

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

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

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

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

## **HIGH-SCHOOL GRADUATION**

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

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

Our graduation rates have been improving steadily. Part of the success is due to the reduction in office referrals and the growth of our IPS program. Our character education curriculum, along with our focus on the students socio-emotional needs, has opened dialogue with students that allows a focus on the bigger picture after graduation.

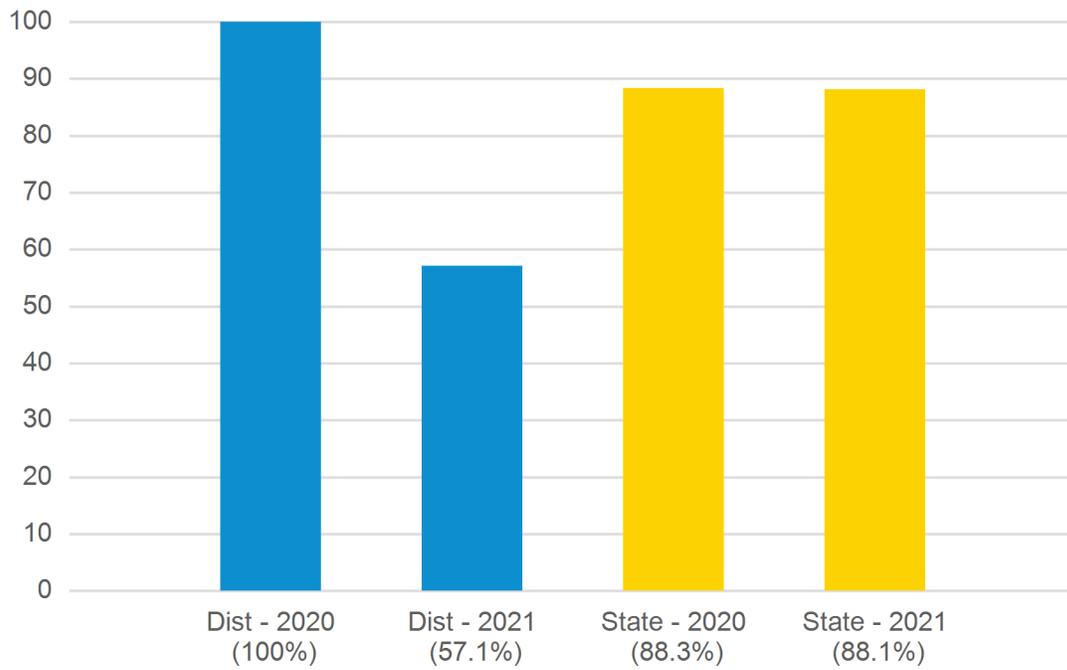
**How do you see this data impacting your goals and process for the next KESA cycle?**

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

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

**Graduation Rate Data:**

4 Year Adjusted Cohort (Data Analysis)



	D0212-2020	D0212-2021
White	100	60
Hispanic	100	0
African-American	100	0
Asian	0	0
Multi-Racial	0	0
Native Hawaiian Pacific Islander	0	0
Native American	0	0
Free and Reduced Lunch	100	75
Students with Disabilities	0	50
ELL	0	0
Migrant	100	66.7

**POSTSECONDARY SUCCESS**

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

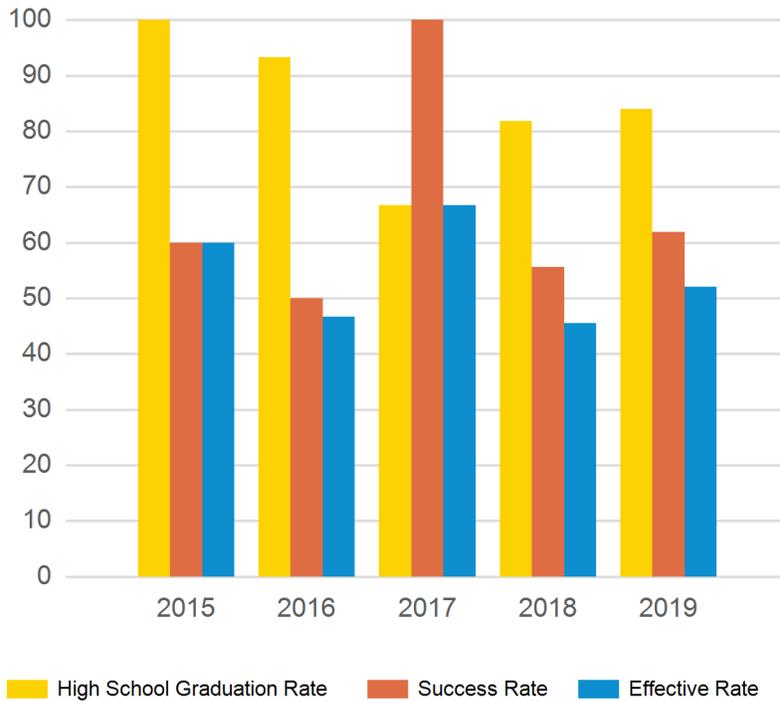
Our district's data for the postsecondary board outcome indicates that our school is continuing to offer dual credit college courses for high school students to enroll in through Colby Community College. The data shows an average of 122 credits being earned by our students over the past three years.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

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

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

## Postsecondary Effectiveness Rates

Postsecondary Progress (Data Analysis)



\*Reflects District Level Aggregate Data

\*Five year averages are calculated based on available data

### Postsecondary Progress

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

Kansans Can Lead the World!

Graduation: 95%  
Effective Rate: 70-75%

Five Year Graduation Average:  
88%

Five Year Success Average:  
60%

Five Year Effectiveness Average:  
53%

95% Confidence Interval for  
the Predicted Effectiveness  
Rate

43.0 - 46.7

## Definition of a Successful High School Graduate

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

### Academic Preparation

We continue to offer our students all the necessary courses for graduation. In addition, we provide opportunities for students to take college courses to assist with their academic preparation.

### **Cognitive Preparations**

We have a district wide "Word of the Month" character education program. These words are used to help students build social-emotional skills and mental toughness.

### **Technical Skills**

9th - 12th grade students are offered CTE courses that align to their areas of interest and skills. Students are able to become completers and receive certification in some skill areas.

### **Employability Skills**

We purposely provide lessons that promote career awareness at all grade and content levels.

### **Civic Engagement**

At the elementary school level teachers provide opportunities for their students to learn about civic engagement through coursework. At the middle and high school levels there are many organizations that work toward civic engagement through a variety of activities.

## **Stakeholder Involvement and Engagement**

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

Getting feedback and evaluating the needs of stakeholders is crucial. Due to the uncertainty of how the process worked in the beginning made this difficult, as we were unable to relay proper information to those stakeholders in order to get accurate feedback. For the upcoming cycle, we feel we are much more prepared to involve stakeholders and the proper methods of doing so. This process will hopefully return more buy-in from all stakeholders making the goals more attainable.

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

We feel we did a great job in involving all the stakeholders in the progress and results part of the process. Where we lacked was involving stakeholders mainly parents, community and students in initiating the goals. We feel that since the students are the focal point, they need to be more involved in the entire process. How this will be done is still being discussed.

## **KESA Fidelity of Implementation**

---

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

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

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

Continued involvement with the community and area businesses is a need. Providing collaboration time with staff was identified as a need. Regular weekly staff meetings will be scheduled.

Curriculum needs were addressed to ensure more consistency across the district. It was decided that the student-led conferences were also a strong area that will continue in the years to come. This helps students communicate with parents/guardians about their interests helps build a plan for post secondary success.

## Explain Your Next Steps

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

In our first cycle of KESA, the DLT used data to write our district goals and later informed the rest of the staff. For the next cycle, we plan on gathering input from all stakeholders about what our students need to be successful by surveying students, along with their parents. In addition, we will host in-services to allow staff to discuss and collaborate on practices that need to be implemented to reach district goals. These steps hopefully will contribute to more district-wide ownership of goals and practices.

## Assurances

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

Yes

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

Yes

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

Yes

## Sales Order Quote

LOU'S SPORTING GOODS  
P.O. BOX 509  
523 NORTH MAIN STREET  
Fremont, NE 68026-0509  
Phone: 402-721-6040 Fax: 402-721-4647

LOU'S SPORTING GOODS  
P.O. Box 509  
FREMONT, NE 68026-0509

Invoice Number	APC744383-	Order Date	2/11/2022	P.O. Number	
Date	2/11/2022	Request Date	3/13/2022	Employee	JR
Customer Number	V7674	Cancel Date	3/13/2022	Sales Person	JR

To: NORTHERN VALLEY HIGH SCHOOL  
PO BOX 217  
512 W BRYANT ST  
ALMENA, KS 67622

NORTHERN VALLEY HIGH SCHOOL  
ATTN: MARVIN GEBHARD  
512 W BRYANT ST  
ALMENA, KS 67622  
Phone: 785-669-2445

Terms: Due 30 Days from Invoice Date

FOOTBALL UNIS

D	Qty	Un	Keyin Code	Vendor	Mfg Number	Description	Color	Size	Price	Total
	20		07518050405		DET	**** NOTE ****			\$100.00	\$2,000.00
			PROLOOK FBGJ TWILL JERSEY AS PER DESIGN # KELLY							
	20		07518050405		DET	**** NOTE ****			\$100.00	\$2,000.00
			PROLOOK FBGJ TWILL JERSEY AS PER DESIGN # WHITE							
	20		07518050405		DET	**** NOTE ****			\$70.00	\$1,400.00
			PROLOOK FBGP GAME PANT AS PER DESIGN # KELLY							
	20		07518050405		DET	**** NOTE ****			\$0.00	\$0.00
			PROLOOK FBGP GAME PANT AS PER DESIGN # WHITE							
									Subtotal	\$5,400.00
									Tax	\$0.00
									Total	\$5,400.00





Alissa Krafft  
918 W Quail Rd  
Prairie View, KS 67664

February 8, 2022

U.S.D. 212  
Northern Valley Board of Education  
512 W Bryant  
Almena, KS 67622

Mr. Tharman and Board of Education,

Please accept this letter as my formal resignation from my position as High School Agriculture Teacher, FFA Advisor and Co-Head Teacher effective at the end of the 2021-2022 school year.

I have appreciated the opportunity to work at Northern Valley for the past eleven years. During my time here, I have been very thankful to work with such wonderful students. Although I will miss teaching them, it is time for me to move on to the next chapter in my life. If anyone would like to visit with me about reasons for my departure, please let me know.

If I can be of any assistance answering questions for the new hire, I am happy to help. I wish all the best for the students and the agriculture program going forward.

Sincerely,

A handwritten signature in cursive script that reads "Alissa Krafft".

Alissa Krafft

To Whom It May Concern,

I would like to request approval for a vacation day Tuesday, March 15th due to it coinciding with a staff Holiday on March 14th. I am planning on visiting my grandparents in Oklahoma over the weekend and would like an extra day due to the drive.

Thank you,

*Kinze Cox  
Secretary  
Northern Valley High School  
785-669-2445*



Marvin Gebhard <mgebhard@nvhuskies.org>

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## Leave before spring break

---

Angela Knuth <aknuth@nvhuskies.org>

Mon, Feb 7, 2022 at 7:39 AM

To: Marvin Gebhard <mgebhard@nvhuskies.org>

Hi Marvin,

They can fix my arm March 10 but it's right before Spring Break. Is there something I need to fill out to get board approval for that?

Thanks

Angie



Marvin Gebhard &lt;mgebhard@nvhuskies.org&gt;

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**Time off question**

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**Katherine Grote** <kgrote@nvhuskies.org>

Fri, Feb 4, 2022 at 2:18 PM

To: Marvin Gebhard &lt;mgebhard@nvhuskies.org&gt;

I scheduled Carter's surgery for March 11th. That is the Friday before spring break. It's early morning so I'd leave Thursday, March 10th at noon to get to Kansas City. Do I need board approval for this since it is right before break? I'm thinking I do.

Thanks!!!

--

Katie Grote  
Second Grade Teacher, Northern Valley Elementary  
Forensics Coach

## WKLL Merger/Scheduling Alliance Survey

### WKLL Merger/Scheduling Alliance Survey

With certain teams getting smaller and different sized schools in the League the WKLL has been throwing around the idea of a Scheduling Alliance/Merger with the Northwest Kansas League. The schools in this league are listed below. This survey is just to collect information to discuss at Board meetings about the direction we would go in if the Leagues decide to merge.

If we create a Scheduling Merger then we would just try to get more of their teams on our schedules. We already play a good amount of the teams in their league.

If the WKLL and the NWKL were to merge it would help out with the familiar absence of a team in a League Tournament where we have to find someone to fill in. It would also help to fill events in the League Track meet and help to give people a bigger break between races. For Volleyball and Basketball it would mean a larger league tournament but it would increase the competition of the games we would see. In Volleyball it could mean that after pool play there are 2 separate brackets to ensure teams get the scheduled games they should have and raise the level of competition in the upper bracket. In Basketball it would mean more teams in the tournament where we would hopefully get better competition with losers on the first night finishing out in a loser's bracket with competition of their level. Raising competition more often than not brings about better performances.

Right now the Merger talks are not dealing with Academic Competitions/Activities such as Forensics. We would invite non-qualifiers of their Forensics team to our League meet. As for Scholar's Bowl we felt that there was plenty of competition already there and it is already a pretty long day without having the extra teams from their League.

Again this is not a set in stone decision from our League. We are just gathering data to help us decide what direction to go. The League will vote on this in the coming couple of meetings. Reach out to Jessie Thalheim if you have any other questions. At the last League meeting it was a consensus that a Total League merger was not in the best interest right now. The biggest thing under consideration is merging the Volleyball and Track for the league meets for next year.

\_ If you could have this filled out by this evening that would be great!! Sorry for the late nature of getting this out just thought some data would help us look at and consider options. --Jessie Thalheim

 [ktharman@nvhuskies.org](mailto:ktharman@nvhuskies.org) (not shared) [Switch account](#)



## WKLL Merging with NWKL

- ALL for it!!
- Have some worries but mostly FOR!
- Pretty against this idea just not 100% Against
- 100% Against it

## Positives Driving your Opinion (Things that would better our students)

- Better competition
- Larger pool of teams so it's not us playing the same schools all the time.
- Other

## Negatives Driving your Opinion ( Concerns you have)

- Wouldn't want more teams to compete against
- Don't like change
- Other

Please describe any other thoughts or concerns you have and would want to be considered going into a possible merger.

Your answer

Submit

Clear form

Never submit passwords through Google Forms.

This form was created inside of Northern Valley Schools USD 212. [Report Abuse](#)



## **Junior High Sports Practice during the School Day**

The junior high coaches are requesting to have sports practice during the last hour of the school day. Reasons to do this are:

- Consistency in the schedule. Always be done with practice at 4:00.
- More students able to participate. Some kids unable to participate due to transportation issues. Parents won't have to pick up their child after practice. Students would be able to ride their bus at 4:00 everyday.
- Lower number of students on our teams, practice doesn't need to be as long as in the past.
- Students more excited for practice, more energy when we practice during school day.
- Our class periods are longer than in the past, students are getting their work done during class time. Not as much need for study hall.
- Would like to start this spring for track practice.

Jim Cole

Jessie Thalheim

Emily Lowry

For at-risk preschool students to qualify for funding (new this year) they must be attending a minimum of 456 hours per school year.

### **Currently :**

**4 year old preschool** – 8 AM – 11:45 AM = 3.75 hours per day

3.75 hours X 152 days (school calendar) = 570 hours per school year

**3 year old preschool** – 1:00 PM – 4 PM = 3 hours per day.

Students attend 3 days per week (75% of the school calendar) = 114 days

3 hours X 114 = 342 hours per school year.

Each student is \$4,706 this school year. With weighting from CTE, bussing, and Free and Reduced meals .... Each student counts as 2.5 students ..... meaning .... State funding is approximately ..... \$11, 765.

There were six students this year that did not qualify for this extra funding due to the hours in school.

That is \$70,590 of state funding we missed out on.

With the approximate same number of 3 year old preschoolers qualifying next year ... and the hopes that state funding stays in line with the Gannon Decision .... The state aid per pupil goes to \$4846 (increase \$140).

Possible state funding of \$72,690 for next year.

In order to accomplish this ..... 3 year old preschool would need to increase length of day and number of days attending.

**If .....**

1 PM – 4 PM daily .... = 3 hours

3 hours per day X 152 (school calendar) = 456 hours ..... qualifies ... but no room for missed days.

**If ....**

12:45 PM – 4 PM daily ... = 3.25 hours

3.25 hours per day X 152 = 494 hours per school year.

**General Fund, GSA, Supplemental and Capital Improvement Aid**

February 10, 2022

School Year: **2022**

Org\_no: **D0212**

County Name: Norton

USD Name: Northern Valley

**General Fund and GSA**

Repfield	Amount
General Fund Budget	1,610,864
Budget Reductions	0
Adjusted GenFund Budget	1,610,864
Total Local Effort	168,514
General State Aid	1,442,350
Gen Aid State Paid	1,147,031
Balance of Entitlement	295,319
Excess Local Effort	0
GSA/Budget Ratio	0.90
GSA OverPayment	0
GSA Refunded	

**FTE\_Totals**

Repfield	Amount
FTE Enrollment (CUR YR)	139.0
FTE Adjusted Enrollment	135.4
Total Weighted_exclSPED	306.5
Total Weighted Enrollment	342.3

**FTE Details**

Repfield	Qty	Wt_Qty
4YR Old At Risk	0	0.0
Low/High Enrollment	135.4	124.6
Bilingual Education	0.0	0.2
Vocational Education	76.1	6.3
At Risk	49	23.7
High At Risk	0	2.0
Non Proficient At Risk	0	0.0
New Facilities	0.0	0.0
Transportation	45.0	14.3
Ancillary	0	0.0
Special Education	168,514	35.8
Decline Enrollment	0	0.0
Virtual	0.0	
FTE Virtual Students (Full time)		0.0
FTE Virtual Students (Part time)		0.0
Virtual Credits Earned		0.00
Virtual State Aid		0
KAMS	0	0.0
Cost of Living	0	0.0

**Local Effort**

Repfield	LocalEffort
Tax Levy	0
Tax_In_Process	0
Delinquent_Taxes	0
ARRA Stabalization Funds	0
Federal Education Jobs Fund	0
Mineral Production Tax	0
In Lieu of Tax Payment IRBS	0
Fed Impact Aid (PL-874) 70%	0
Student Tuition	0
Unencumbered Cash Balance	0
Miscellaneous	0
Special Education Aid	168,514
Authorized Transfers	0
Interest on Idle Funds	0
Extraordinary Need	0
Total Local Effort	168,514
Excess Local Effort	0
Excess Local Effort Refunded	0

February 10, 2022

School Year: **2022**

County Name: Norton

**GSA Payments**

_Month	StatePaid	TotalPaid
July	246,295	246,295
August	157,665	157,665
September	155,752	155,752
October	145,862	145,862
November	123,867	123,867
December	122,401	122,401
January	120,202	120,202
February	74,987	74,987
March		
April		
May		
June		
Supplemental		

**Supplemental Aid**

Repfield	Amount
Suppl GenFund Budget	523,742
LOB State Aid Rate	0.0000
LOB State Aid	0
Adjustment	0
ARRA Stabilization Fund	0
State_Payments	0
Total_Payments	0
Balance of Entitlement	0
Overpayment	0
Refund	0
LOB Authorized Percent	0.3100
LOB Pro_Ration	1.000

**LOB Payments**

_Month	Payment
October	0
February	0
June	

**Capital OutLay**

Repfield	Amount
Capital OutLay Tax	0
Capital Outlay Aid Rate	0.0000
Capital Outlay Aid	0
Adjustments	0.000

**Capital Outlay Payments**

_Month	Payment
February	0
Balance	
Refund	

**Bond & Interest Summary**

Repfield	Prior_0715	After_0715	After_0717
Bond & Interest	0	0	0
State Aid Ratio	0.00	0.00	0.00
State Aid	0	0	0
Prior Year Overpayment	0	0	0
Adjustment Audit	0	0	0
Adjustment Total	0	0	0
Payments To Date	0	0	0
OverPayment	0	0	0
Refund	0	0	0
Proration			

**Bond and Interest Payments**

_Month	Prior_0715	After_0715	After_0717
July	0	0	0
August	0	0	0
September	0	0	0
October	0	0	0
November	0	0	0
December	0	0	0
January	0	0	0
February	0	0	0
March	0	0	0
April	0	0	0
May	0	0	0
June	0	0	0

Org\_no: **D0212**

USD Name: Northern Valley

**General Fund, GSA, Supplemental and Capital Improvement Aid**

**Certified Employees**

Repfield	Amount
Certified	19.0
Special Education	0.0
Total	19.0
Pupil/Cert Emp Rate*	7.32

\* Excludes Special Education Employees

**Property Value Assessments**

Assessed_Year	Repfield	Valuation	Per_Pupil
2021	Total	0	0
2021	General Fund	0	0
2021	LOB_BI	0	0
2021	Capital_Outlay	0	0
2020	Total	20,407,509	166,320
2020	General Fund	18,864,130	153,742
2020	LOB_BI	20,010,017	163,081
2020	Capital_Outlay	20,010,017	163,081
2020	Median		87,000
2020	81.2 Percent		137,799

**Enrollment(Includes Virtual)**

Grade_Level	Curr_Yr	PrevYr_1	PrevYr_2
01	10.0	12.0	10.0
02	11.0	6.0	11.0
03	10.0	7.0	7.0
04	10.0	5.0	9.0
05	7.0	10.0	9.0
06	13.0	8.0	12.0
07	9.0	11.0	8.0
08	12.0	9.0	14.0
09	10.0	13.0	12.0
10	14.0	11.8	10.0
11	10.5	11.0	11.0
12	10.0	12.8	6.0
KG	11.5	4.1	15.4
NG	0.0	0.0	0.0
Pre-School (IEP)	1.0	2.0	1.0
4YR Old At Risk	0.0	0.0	0.0
Military_4YR Old At Risk	0.0	0.0	0.0
Military_Provision	0.0	0.0	10.0
Total	139.0	122.7	135.4
Weighted FTE	342.3	362.6	386.5

**Budget and State Aid Per Pupil**

		10376.62	4213.7
State Aid	General	0.00	0.00
State Aid	Supplemental	11,588.95	4,706.00
Budget	General	3,767.93	1,530.07
Budget	Supplemental		4,706.00
Base State Aid Per Pupil			

**Tax Rates**

Repfield	Curr_Yr	PrevYr_1	PrevYr_2
General	20.000	20.000	20.000
Supp. General	23.818	23.710	21.952
Capital Outlay	8.000	8.000	7.996
Bond & Interest	0.000	0.000	0.000
Rec. Commission	0.000	0.000	0.000
Other	0.000	0.000	0.000
Total	51.818	51.710	49.948

**Transportation Cost**

Years	Repfield	Amount
2020-21	Cost of transportation	80,360
2020-21	Public pupils transporl.....	44.0
2020-21	Non resident pupils .....	9.0
2020-21	Pupils trans under 2.5 .....	13.0
2020-21	Pupils trans over 2.5 n.....	22.0
2020-21	Trans. cost per pupil .....	1,826.36
2020-21	Cost attr. under 2.5 m .....	11,871
2020-21	Total adj.transp costs .....	68,489
2020-21	Adj. actual cost per pu.....	3,113.14
2021-22	Non resident pupils .....	14.0
2021-22	Pupils trans under 2.5 .....	1.0
2021-22	Pupils trans over 2.5 n.....	45.0
2021-22	Public pupils transporl.....	60.0
2021-22	Area in square miles .....	263.0
2021-22	Density .....	0.171
2021-22	Density cost per pupil .....	0.20

**Tax Appeals**

TaxAppeal	Amount	Refund
Ancillary	0	0
Cost Of Living	0	0
Declining Enrollment	0	0

**Miscellaneous**

Repfield	Amount
Low Enrollment Factor .....	0.920236
Transportation Wtg Facto .....	0.3178
Percent Free Meals .....	34.75%
Impact Aid 100%(less Sped,Indian,const,LRH)	0
Cost of Living percent .....	0.0000

**OTHERS**

Repfield	Amount
LOB Base General Fund .....	1,689,489
Estimated KPERS .....	0

**KPERS Payments**

Month	Payment
July .....	
October .....	
January .....	
April .....	
Total Payments .....	0.00

**2020-2021 Negotiated Agreement**



**Between**

**Northern Valley USD # 212**

*(Approved by the Board of Education, July 12<sup>th</sup>, 2021)*

**And**

**The Northern Valley Education Association**

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

# USD 212 – Northern Valley – 2021 - 22

## ARTICLE 1-DEFINITIONS AND GENERAL AGREEMENTS

### Section 1

#### **Duty Day**

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

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

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

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

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

### Section 2

#### **Duty Year**

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

### Section 3

#### **Payroll Dates**

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

### Section 4

#### **Preparation Time**

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

### Section 5

#### **Grant Writing**

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

### Section 6

#### **School Calendar**

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

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

## **School Calendar (Cont.)**

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

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

## **Section 7**

### **Early Termination of Contract**

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

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

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

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

## **Section 8**

### **Reproduction of Agreement**

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

## **Section 9**

### **Savings Clause**

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

## **Section 10**

### **Duration of Agreement**

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

## **Section 11**

### **Supervision of Student Teachers**

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

## **Section 12**

### **Administering Medication to Students**

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

## **Section 13**

### **Access to Teacher Files**

A teacher shall have the right to review their individual files during normal business hours. If staff is busy with other duties, a time will then be established to review the file. The teacher shall have the right to have any documents except confidential college placement files reproduced. Confidential College placement files shall not be

available for review or reproduction by the teacher. The teacher may respond in writing to any material contained in the teacher's personnel file. Any written material that is placed in a teacher's personnel file will also be provided to the teacher.

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

### **Section 1**

#### **Salary Schedule Placement**

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

### **Section 2**

#### **Supplemental Salary**

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

### **Section 3**

#### **Contract Extension**

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

### **Section 4**

#### **Activity Pass**

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

### **Section 5**

#### **Fringe Benefits**

- A. **Defined Benefit**  
The Board will pay in addition to salary, a fringe benefit for full-time certified teachers in the amount of \$350.00 per month to be applied to the cost of the district's group health insurance plan. Upon termination or non-renewal of the teacher's contract of employment for any reason all board payments of fringe benefits shall terminate on the date employment with the district ceases.
- B. **Retiree Insurance**  
Retired employees and their dependents shall be entitled to continue coverage under the district-sponsored group health insurance program, provided the retired employee makes written application with the clerk of the board of education for such continued coverage within thirty (30) days following the retirement of the employee. Retired

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

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

### **C. Insurance Refunds**

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

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

## **Section 6**

### **Salary Deduction**

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

## **Section 7**

### **Voluntary Tax Sheltered Annuities**

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

## **Section 8**

### **Dues Deduction**

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

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

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

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

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

0-2 hours = .25 day

2-4 hours = .50 day

4-5 hours = .75 day

6-8 hours = 1 day

## **Leave (Cont.)**

### **Section 1**

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

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

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

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

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

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

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

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

### **Section 2**

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

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

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

### **Section 3**

#### **Annual Leave Accounting**

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

### **Section 4**

#### **Jury Duty**

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

### **Section 5**

#### **Professional Leave**

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

## **Leave (Cont.)**

### **Section 6**

#### **Military Leave**

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

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

### **Section 7**

#### **Unpaid Leave**

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

### **Section 8**

#### **Covering Classes**

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

### **Section 9**

#### **Salary Reduction Plan**

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

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

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

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

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

## ***ARTICLE 4-EVALUATION***

### **Section 1**

#### **Evaluation Procedure**

1. Every teacher in the first two years of employment shall be evaluated at least once each semester by the sixtieth (60<sup>th</sup>) school day of the semester. Every teacher in the third and fourth year of employment shall be evaluated at least once each school year by February 15. Every teacher employed five (5) or more years shall be evaluated at least once every three (3) years and by February 15 of the year evaluated.

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

## **Section 2**

### **Evaluation Instrument**

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

## **Section 3**

### **Plan of Assistance**

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

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

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

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

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

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

### **Section 1**

#### **Teacher Grievance Procedure**

##### **A. Purpose**

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

##### **B. Procedure**

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

The aggrieved person should request an informal conference with his principal or other immediate superior within a reasonable time after he becomes aware of the grievance. At this conference the aggrieved person,

either directly, or through the Association's grievance representative and the supervisor, will seek to resolve the matter informally.

2. Level Two

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

3. Level Three

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

4. Level Four

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

**C. Rights of Teachers to Representations**

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

**D. Miscellaneous**

1. All documents, communications, and records dealing with the processing of a grievance will be filed in a separate grievance file and will not be kept in the personnel file of any of the participants.
2. Forms for filing grievance, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared jointly by the Superintendent and the Association, and given appropriate distribution by the Association so as to facilitate operation of the grievance procedure. The cost of preparing such forms shall be borne by the Board.

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

**Section 1**

**Reduction of Teaching Staff**

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

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

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

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

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

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

#### *ARTICLE 7-TEACHER DISCIPLINE*

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

### **I. PURPOSE**

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

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

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

### **III. DISCIPLINE**

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

disciplinary action of the same or a different nature. District policies and laws to which this provision applies include:

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

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

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

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

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

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

1. oral warning;
2. written warning or reprimand;

3. probation;
4. disciplinary suspension, demotion or leave of absence with pay;
5. disciplinary suspension, demotion or leave of absence without pay; *and*
6. dismissal/termination or non-renewal from employment.

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

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

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

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

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

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

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

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

**UNIFIED SCHOOL DISTRICT NO. 212**

**GRIEVANCE REPORT FORM**

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

(Check one to indicate level of grievance)

Name of Grievant

Building

Assignment

\_\_\_\_\_

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

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

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

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

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

\_\_\_\_\_

\_\_\_\_\_

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

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

**Unified School District No. 212**  
**“B” Supplemental Salary Schedule for Teachers**  
**2021 - 2022**

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

**Athletics (A)**

**A. Basketball**

High School Level

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

Middle School Level

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

**B. Cheerleading**

High School Level

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

Middle School Level

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

**C. Cross Country**

High School Level

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

**D. Dance Team**

High School Level

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

**E. Football**

High School Level

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

Middle School Level

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

**F. Golf**

High School Level

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

## G. Track

### High School Level

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

### Middle School Level

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

## H. Volleyball

### High School Level

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

### Middle School Level

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

## I. Other

### High School Level

Summer Weightlifting	4.00%
----------------------	-------

(A) – See attached schedule for determination of percentages

## Class and Activity Sponsorships

### High School Level

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

### Middle School Level

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

## Administrative and Special Assignments

### General Fund (Administration):

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

## Chairman of the Sit Team

\$40 per Referral

## Curricular Contract Extensions

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

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

#### *Salary Schedule for Coaches*

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

#### **Class Definitions:**

Class I – J.H. Scholars Bowl Coach

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

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

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

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

# USD #212 2021 - 22 Teacher Hiring Schedule

2020-21

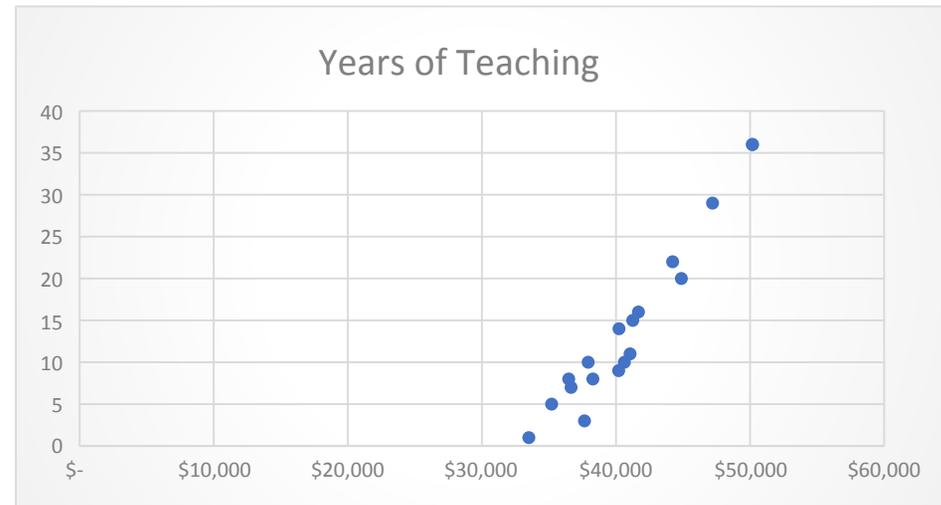
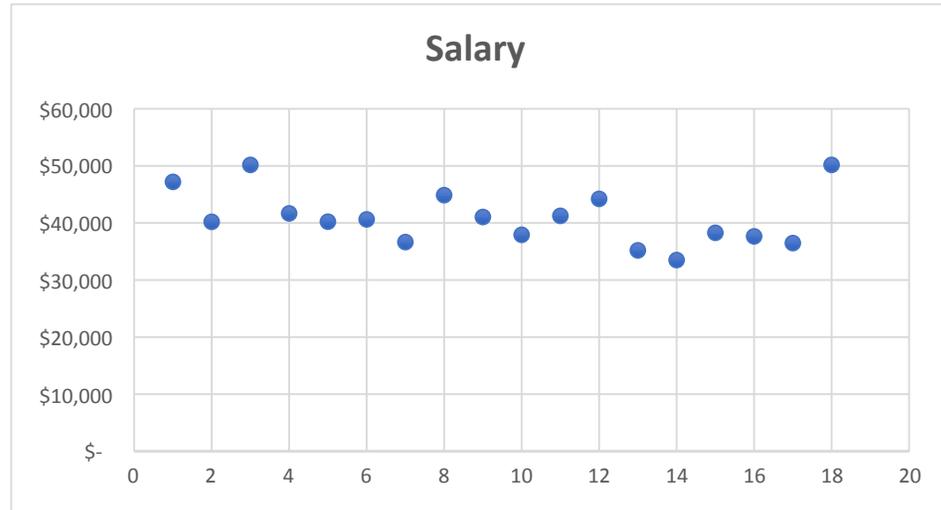
Base	33500
Vertical	425
Horizontal	600
Masters	1500

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

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



Teacher	Salary	Years
1	\$ 47,200	29
2	\$ 40,200	9
3	\$ 50,175	36
4	\$ 41,675	16
5	\$ 40,225	14
6	\$ 40,625	10
7	\$ 36,650	7
8	\$ 44,875	20
9	\$ 41,050	11
10	\$ 37,925	10
11	\$ 41,250	15
12	\$ 44,225	22
13	\$ 35,200	5
14	\$ 33,500	1
15	\$ 38,275	8
16	\$ 37,650	3
17	\$ 36,475	8
18	\$ 50,175	36



# USD #212 2020 - 21 Teacher Hiring Schedule

2020-21

Base	33500
Vertical	425
Horizontal	600
Masters	1500

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

Step	BA	BA+10	BA+20	BA+30	MA	MA+15
1	33500	34100	34700	35300	36800	37400
2	33925	34525	35125	35725	37225	37825
3	34350	34950	35550	36150	37650	38250
4	34775	35375	35975	36575	38075	38675
5	35200	35800	36400	37000	38500	39100
6	35625	36225	36825	37425	38925	39525
7	36050	36650	37250	37850	39350	39950
8	36475	37075	37675	38275	39775	40375
9		37500	38100	38700	40200	40800
10		37925	38525	39125	40625	41225
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25				45500	47000	47600
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27				46350	47850	48450
28				46775	48275	48875
29				47200	48700	49300
30				47625	49125	49725
31				48050	49550	50150
32				48475	49975	50575
33				48900	50400	51000
34				49325	50825	51425
35				49750	51250	51850
36				50175	51675	52275
37				50600	52100	52700
38				51025	52525	53125
39				51450	52950	53550
40				51875	53375	53975



ALMENA

# NORTHERN VALLEY SCHOOLS USD 212

DISTRICT OFFICE  
512 WEST BRYANT PO BOX 217  
ALMENA KS 67622

PHONE (785) 669-2445



LONG ISLAND

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March 9<sup>th</sup>, 2021

To: The Northern Valley USD 212 Education Association (NVEA)

From: The Northern Valley USD 212 Board of Education (BOE)

Re: Intent to Negotiate Items of the Negotiated Agreement between the BOE and NVEA

The BOE intends to negotiate in good faith the items presented by the NVEA.

Submitted Respectfully,

\_\_\_\_\_  
Kenneth A. Tharman, Superintendent

\_\_\_\_\_  
Hilary Van Patten, BOE President



**FOR IMMEDIATE RELEASE**

Jan. 11, 2022

## **Board discusses emergency declaration to assist in substitute teacher shortage**

TOPEKA — To help solve the substitute teacher shortage caused by the COVID-19 pandemic, the Kansas State Board of Education on Tuesday, Jan. 11, began discussing an emergency declaration that would allow individuals meeting certain qualifications to apply for a Temporary Emergency Authorized License (TEAL).

The State Board is scheduled to vote on the emergency declaration on Wednesday, Jan. 12.

Any TEAL obtained through the emergency declaration would expire June 1, 2022.

“Although this is far from an ideal or perfect solution, we have to offer relief to Kansas teachers and schools,” said Kansas Commissioner of Education Dr. Randy Watson.

“The COVID-19 pandemic has stretched our teacher ranks thin, and there simply aren’t enough licensed individuals to fill substitute roles when our educators are sick or otherwise have to be out of the classroom. This is nothing more than a temporary solution to address an emergency need.”

The Kansas Association of School Boards (KASB), United School Administrators of

Kansas (USA-Kansas) and the Kansas National Education Association (KNEA) agree that while the solution isn’t ideal, it is needed to help alleviate the shortages caused by the pandemic.

*Kansas leads the world in the success of each student.*

“As we continue to look to medical experts for guidance, keeping students in classrooms with highly qualified educators is our priority,” said Kevin Riemann, executive director for KNEA. “We support this temporary, but necessary, step because it gives school staff time to recover from illness without putting additional and unsustainable pressure on an already thin workforce.”

Dr. Brian Jordan, executive director of KASB, said: “Our school board members are supportive of ways to alleviate the critical staff shortages they face, and this appears to be one step to address that. We appreciate the State Board of Education focusing on this issue.”

After the June 1, 2022, date, individuals would have to meet the more rigorous requirements for a substitute teacher license.

Usually there is a minimum requirement of 60 semester credit hours from a regionally accredited college or university in order to obtain an emergency substitute license. The emergency declaration would remove this minimum requirement for the TEAL.

However, candidates must:

- Meet the minimum age requirement of 18.
- Have a high school diploma. Individuals with a general educational development (GED) diploma/certificate aren't eligible.
- Have a verified employment commitment from a district or system.
- Be fingerprinted and pass a background check.
- Submit a completed application to KSDE.

“With a shrinking pool of substitutes and the growing number of teachers out with COVID and other seasonal illnesses, this is an option we can support if it keeps our schools open,” said G.A. Buie, executive director of USA-Kansas.

The State Board is scheduled to vote on the emergency declaration at 10:20 a.m. Wednesday.

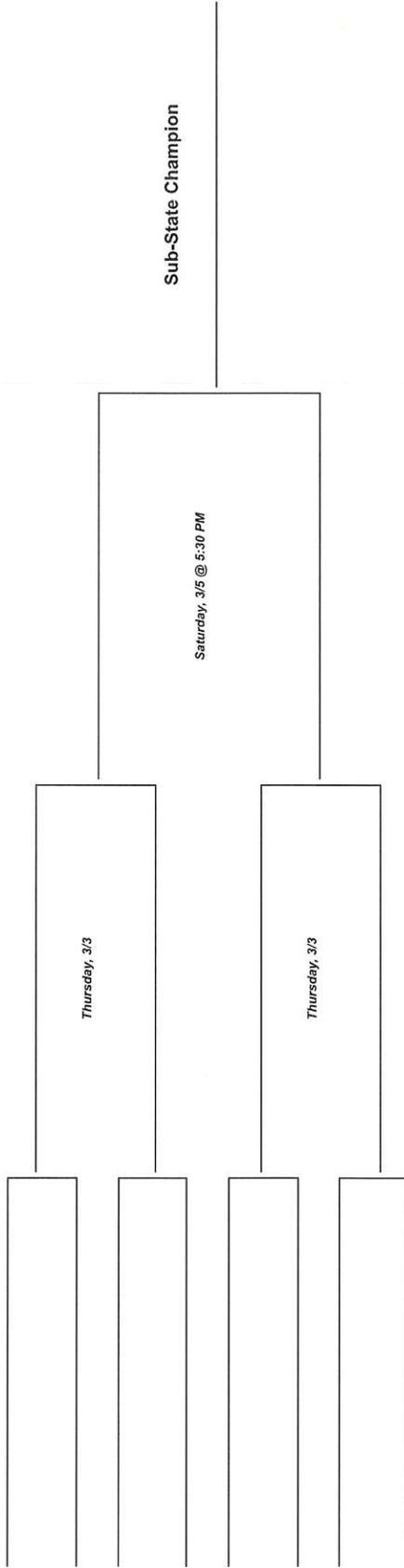
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Kansas State High School Activities Association  
**Class 1A Div II - Sub-State Boys Basketball Bracket**  
**February 24 - March 5, 2022**

Site: Beloit HS

Manager: Joe Holdren



2022 State Basketball Time Schedule

**Wednesday, March 9, 2022**

Boys – Quarterfinals (Class 1A DII, 1A DI, 3A, 5A)	Girls – Quarterfinals (Class 2A, 4A, 6A)
2:00 p.m.	
4:00 p.m.	
6:00 p.m.	
8:00 p.m.	

**Thursday, March 10, 2022**

Boys – Quarterfinals (Class 2A, 4A, 6A)	Girls – Quarterfinals (Class 1A DII, 1A DI, 3A, 5A)
2:00 p.m.	
4:00 p.m.	
6:00 p.m.	
8:00 p.m.	

**Friday, March 11, 2022**

Semifinals

Boys Class 1A DII, 1A DI, 3A, 5A  
Girls Class 2A, 4A, 6A  
2:00p.m.  
6:00 p.m.

Boys Class 2A, 4A, 6A  
Girls Class 1A DII, 1A DI, 3A, 5A  
4:00 p.m.  
8:00 p.m.

**Saturday, March 12, 2022**

Boys Class 1A DII, 1A DI, 3A, 5A  
Girls Class 2A, 4A, 6A  
12:00 p.m. 3<sup>rd</sup> place games  
4:00 p.m. Championship games

Boys Class 2A, 4A, 6A  
Girls Class 1A DII, 1A DI, 3A, 5A  
2:00 p.m. 3<sup>rd</sup> place games  
6:15 p.m. Championship games



**1999 Chevrolet Suburban C1500 SUV**

USD 212 Northern Valley

Almena, KS



**CLOSED** 02/08/22

**Contract Price** \$3,630

**High Bidder** 266266



**Office supplies**

USD 212 Northern Valley

Almena, KS

**CLOSED** 02/08/22

**Contract Price** \$82.50

**High Bidder** 92570



**Restaurant equipment**

USD 212 Northern Valley

Almena, KS

**CLOSED** 02/08/22

**Contract Price** \$55

**High Bidder** 256366



**(2) AC units**

USD 212 Northern Valley

Almena, KS

**CLOSED** 02/08/22

**Contract Price** \$27.50

**High Bidder** 19031



**(2) televisions**

USD 212 Northern Valley

Almena, KS

**CLOSED** 02/08/22

**Contract Price** \$11

**High Bidder** 92570



**Life Fitness TR95S treadmill**

USD 212 Northern Valley

Almena, KS

**CLOSED** 02/08/22

**Contract Price** \$11

**High Bidder** 19031



**(3) wood desks**

USD 212 Northern Valley

Almena, KS

**CLOSED** 02/08/22

**Contract Price** \$11

**High Bidder** 162590