



BOARD OF TRUSTEES AGENDA

Regular
Regular Meeting
Tuesday, January 14, 2025
6:00 PM
Ambler Board Room
1801 N. Cottonwood
Iola, KS 66749

Current Board Members:

Gena Clouch; Vicki Curry; Rebecca Nilges; Corey Schinstock; Jenny Spillman; Jessica Thompson

1. **Call to order and establish quorum.**

1.a. Election of board officers and appointments

Chair:

Vice Chair:

Secretary:

Treasurer:

KACC Representative:

Iola Industries Representative:

Endowment Board Representative:

Clerk of the Board:

Board Attorney:

2. **Approval of Agenda**

3. **Executive Session**

3.a. Executive session for the purpose of discussing personnel matters for non-elected personnel

4. **New Business**

4.a. City of Humboldt Neighborhood Revitalization Interlocal Agreement 3

Cole Herder

Neighborhood Revitalization Plan - Humboldt 2025[99] 3

City of Humboldt Neighborhood Revitalization Map 02-01-2025 12

Humboldt NRP - Interlocal Agreement 2025 13

4.b. City of LaHarpe Neighborhood Revitalization Interlocal Agreement

5. **Patron's Concerns**

"Persons who wish to address the Board of Trustees regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the Board of Trustees regarding items not on the agenda and that are under the jurisdiction of the Board of Trustees may do so at this time when called upon by the Chair. Comments on personnel matters and matters pending in

court are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. No action will be taken."

6. Consent Agenda	15
Bill Rat Dec 2024	15
Rev Exp summary report Dec 2425	38
summary of funds Dec 24	58
Treas Rpt 12-31-2024	59
7. Reports and/or Board Discussion	60
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Councils Committees Task Forces Work Groups Updated 24-25	68
Organizational Chart	74
7.a. Admissions and Marketing presentation	80
Nikki Peters and Cynthia Jacobson	
Presentation for Board meeting Jan 14, 25	80
8. Board Reports	99
KACC - Jessica Thompson	
Iola Industries - Corey Schinstock	
ACC Endowment - Vicki Curry	
CTE and Maintenance Buildings—Corey Schinstock/Becky Nilges	
Board Finance Committee - Gena Clouch/Vicki Curry	
Other Board members	
ACC Facilities + Maintenance GMP	99
9. Old Business (Action, Report, or Discussion)	
10. New Business (Action, Report, or Discussion)	
10.a. 2025 Regular Meeting Dates and Times of the Board of Trustees	
The board needs to approve the regular meeting dates and times for the 2025 year.	
11. Executive Session	
11.a. Executive session for the purpose of discussing personnel matters for non-elected personnel	
11.a.1. Open Session	
12. Upcoming Meetings	
Regular meeting: Tuesday, February 11, 2025 at 6:00 PM	
13. Pending Agenda Items	
14. Adjournment	

CITY OF HUMBOLDT
NEIGHBORHOOD
REVITALIZATION PLAN

FEBRUARY 1, 2025

RESIDENTIAL
COMMERCIAL AND INDUSTRIAL

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The Neighborhood Revitalization Plan will be reviewed by the City Council every three years at which time modifications to the program may be considered.

CITY OF HUMBOLDT NEIGHBORHOOD REVITALIZATION TAX REBATE PROGRAM

This plan is intended to promote the revitalization and development of the City of Humboldt by stimulating new construction and rehabilitation, conservation or redevelopment of residential, commercial and industrial properties. This revitalization will promote the prosperity of our City by protecting the health, safety and welfare of the citizens by offering tax rebates as incentives for investments in rehabilitating our community. More specifically, certain incentives will be used for the acquisition and/or removal of abandoned structures and a tax rebate incentive will be available for certain improvements.

In accordance with the provisions of K.S.A. 12-17,114 et seq., the City Council held a public hearing and considered the existing conditions and alternatives with respect to the desired area, the criteria and standards for a tax rebate and the necessity for inter-local cooperation among the taxing units. Accordingly, the Council has carefully reviewed, evaluated and determined the area meets one or more of the conditions to be designated as a “neighborhood revitalization area or dilapidated structure.”

DISCLAIMER

In the event the county experiences a natural disaster, as determined by the governing body, This plan shall utilize the value of the property on January 1 prior to said disaster for the appraised value prior to revitalization efforts.

SECTION I

GENERAL PROGRAM CRITERIA AND ELIGIBILITY REQUIREMENTS

- A. It is important to note that not all improvements are eligible for consideration under this plan. “Structure” means any building, wall or other structure, including the building and improvements to existing structures and fixtures permanently assimilated to the real estate. Improvements that are not eligible for this plan include but are not limited to:

Non-real estate items, sprinkling systems, fences, landscaping, gazebos, garden type structures, patios, hot tubs, swimming pools, irrigation wells and equipment both agriculture and residential.

- B. There will be a three (3) year application period beginning February 1, 2025 ending January 31, 2028. At the end of the three (3) years, the taxing entities will review the plan and determine its continuation. Those approved during the three (3) year period will continue to receive the tax rebate up to the maximum number of years they qualified for as listed in

section VIII of this plan. The City governing body reserves the right to make adjustments to the program at any time.

- C. Construction of an improvement must have commenced on or after February 1, 2025 as documented by the City of Humboldt building permit. Applications will not be processed until approval has been received on the inter-local agreement from the Attorney General's office.

Exception and Special Consideration: Applications otherwise properly completed and submitted during the period of six (6) months prior to plan date will be deemed eligible.

- D. An application for a rebate must be filed within sixty (60) calendar days of the issuance of the building permit, except the City Council may extend this period for up to one year if deemed appropriate.
- E. There must be a minimum increase in appraised value of \$3,000 for residential and \$5,000 for commercial and industrial properties as determined by the Allen County Assessor and documented accordingly on the respective building permit.
- F. New as well as existing improvements on property must conform to all local, state and federal codes, rules and regulations in effect at the time the improvements are made and shall remain in conformance for the duration of the rebate period or rebate shall be terminated.
- G. Any property owner that is currently delinquent in any tax payment or special assessment to Allen County or the City of Humboldt shall not be eligible for a rebate until such time as all taxes, bills and assessments have been paid. If at any time in future years, the property owner becomes delinquent the property tax rebate will not be given for the year or years in which the taxes are delinquent.
- H. Qualified improvements on new construction eligible for tax rebates under Neighborhood Revitalization Plan may submit only one application per project.
- I. Tax rebates are subject to the approval of each taxing unit. Contact the Allen County Clerk for taxing units who have adopted the Tax Rebate Program of the Neighborhood Revitalization Plan. A tax rebate will be based on the increase in assessed value following the first full year of completion.
- J. Tax rebates transfer with ownership of the qualifying property. The tax rebate period does not change, and the termination of the rebate is still calculated based on the original application date and not on the date of the new transfer of ownership. If a property is sold the rebate is paid to the person who paid the initial tax.
- K. Tax rebate will be made as provided in Section X (7).
- L. In any given year (1 through 10), the rebate paid will be based upon the lesser of the increase in assessed value from the first year, or the value as assessed in the currently year.

- M. Construction must be completed within one year of the application date for the tax rebate. A one-year extension may be allowed by the City Council under certain circumstances.
- N. No application will be considered for an improvement for which an unresolved tax protest has been file.
- O. If future year values are protested, the property owner shall take the lesser of the two values for the purpose of this program, i.e. the rebate from this program or the abated value as granted by the Board of Tax Appeals.
- P. Property eligible for tax incentives under any program adopted pursuant to statutory or constitutional authority shall be eligible to submit an application.
- Q. Any rebate granted for a property class will be nullified if the property owner changes the property classification, i.e. from the residential to the commercial classification.

SECTION II

THE NEIGHBORHOOD REVITALIZATION AREA

The Revitalization District shall include the entire area within the City of Humboldt, in Allen County, Kansas.

SECTION III

ASSESSED VALUATION OF LAND AND BUILDINGS WITHIN AREA

The year 2024 existing appraised valuation on parcels of real estate in the proposed Neighborhood Revitalization area is \$13,018,489.

SECTION IV

LISTING OF OWNERS OF RECORD IN AREA

The names and addresses of owners of record of real estate within the area are on file in the Allen County Appraiser's office.

SECTION V

EXISTING ZONING AND LAND USE

A zoning map, a list of zoning districts for the area and existing land use map are on file in the City Clerk's office at City Hall, 725 Bridge Street.

SECTION VI

CAPITAL IMPROVEMENT PLANNED FOR THE AREA

Capital improvements to the designated areas may include reclamation and chip seal, mill and overlay, curb and gutter, sidewalk replacement and or installation and possible updating of utility infrastructure.

SECTION VII

PROPERTIES ELIGIBLE FOR TAX REBATE

A. Residential Property

1. Rehabilitation, alterations and additions to any existing residential structure, including the alteration of a single-family home into a multifamily dwelling shall be eligible. Rental property is eligible. Mobile homes are not eligible.
2. Construction of new residential structures, including the conversion of all or part of a non-residential structure into a residential structure shall be eligible.
3. Improvements to existing or construction of new residential accessory structures such as garages, storage buildings and workshops are eligible while swimming pools, hot tubs, etc. shall not be eligible.
4. Eligible residential property may be located anywhere in the neighborhood revitalization area.

B. Commercial/Industrial Property

1. Rehabilitation, alterations and additions to any existing commercial structure used for retail, office, manufacturing, warehousing, institutional or other commercial or industrial purposes shall be eligible.
2. Construction of new commercial structures, including the conversion of all or part of a non-commercial structure into a commercial structure, used for retail, office, manufacturing, warehousing, institutional or other commercial or industrial purposes shall be eligible. Improvements to existing or construction of new structures used for public utility or railroad purposes shall not be eligible.
3. Commercial or industrial property may be located anywhere in the neighborhood revitalization area and must be properly zoned to be eligible.

SECTION VIII

TAX REBATE PROGRAM SCHEDULE

RESIDENTIAL, COMMERCIAL AND INDUSTRIAL PROPERTIES LOCATED IN TARGET AREAS

1 st Year	100% rebate on increase in appraised valuation
2 nd Year	100% rebate on increase in appraised valuation
3 rd Year	100% rebate on increase in appraised valuation
4 th Year	100% rebate on increase in appraised valuation
5 th Year	100% rebate on increase in appraised valuation
6 th Year	100% rebate on increase in appraised valuation
7 th Year	80% rebate on increase in appraised valuation
8 th Year	60% rebate on increase in appraised valuation
9 th Year	40% rebate on increase in appraised valuation
10 th Year	20% rebate on increase in appraised valuation

*A \$25.00 application fee will be charged to cover the appraiser's office time and administration of initial application.

*5% of each rebate will be retained by Allen County to cover the annual administration costs of administering the program.

*Shall include the rehabilitation of existing structures and/or additions to existing structures and new construction.

SECTION IX

CONTENTS OF APPLICATION FOR TAX REBATE

An application for a rebate of property tax increments shall contain the following information.

1. Owner's Name
2. Owner's mailing address.
3. Owner's daytime telephone number.
4. Address of property.
5. Legal description of property.
6. Parcel identification number.
7. Existing use of property.
8. Proposed improvements.
9. Age of principal building(s).
10. Occupancy status during last five years.
11. Building proposed to be or actually demolished.
12. Proposed improvements.
13. Estimated cost of improvements.
14. Date construction started.
15. Estimated date of completion of construction.
16. County Appraiser's statement of existing assessed valuation of improvements.

SECTION X

PROCEDURES TO SUBMIT APPLICATION

1. The applicant shall obtain an "Application for Tax Rebate" form from the City Clerk's office at City Hall, 725 Bridge Street, when obtaining a building permit.
2. The applicant shall complete and sign Part I of the application and file the original with the City Clerk's office within sixty (60) calendar days following the issuance of the building permit.
3. The City Clerk's office shall forward the application along with a complete set of plans to the Allen County Appraiser's office for determination of the existing assessed valuation of the improvements.
4. Upon completion by the County Appraiser's office the Appraiser's office will return the application to the applicant. The applicant shall certify the status of the improvement project as of January 1 following the commencement of the construction by completing and signing Part II of the application. The applicant shall file the application with the Appraiser's office on or before May 31 preceding the commencement of the tax rebate period. A rebate period begins after January 1 of the year the applicant has completed 100% of the improvements. Example: for a project completed October 2025, the rebate

period would begin on January 1, 2026, with the rebate provided for the tax payment due by December 20, 2026.

5. The County Appraiser shall conduct an on-site inspection of the construction project and determine the new valuation of the real estate as of January 1 and shall complete his/her portion of the application and report the new valuation to the County Clerk by June 1. The tax records on the project shall be revised by the County Clerk's office.
6. Upon determination by the County Appraiser's office that the improvements meet the percentage test for rebate, determination by the County Treasurer's office that the taxes and assessments on the property are not delinquent and determination by the City Clerk's office that the project meets the requirements for a tax rebate, the County Appraiser's office shall notify the applicant and the County Treasurer's office of the rebate percentage due each year of the rebate period.
7. Upon full payment of the real estate tax for the subject property for the initial and each succeeding tax year extending through the specified rebate period, a tax rebate shall be made to the applicant. The tax rebate shall be made within thirty (30) days from the distribution dates of January 20th and June 5th. The tax rebate shall be made from the Neighborhood Revitalization Fund established by Allen County in conjunction with the other taxing units participating in the Interlocal Agreement. The County Treasurer's office shall make periodic reports on the tax rebate program to the governing bodies of the participating taxing units.

City of Humboldt Neighborhood Revitalization Map – February 1, 2025



NEIGHBORHOOD REVITALIZATION INTERLOCAL AGREEMENT

Interlocal Agreement

THIS INTERLOCAL AGREEMENT (hereafter referred to as Agreement) entered into this 1st day of February 2025 by and between the City of Humboldt and a duly organized municipal corporation hereinafter referred to as "City" and the County of Allen, hereinafter referred to as "County" and the Board of Education of USD 258 of Humboldt, hereinafter referred to as "the District" and Allen Community College, Allen County, Kansas hereinafter referred to as "the College."

WHEREAS, K.S.A. 12-2904 allows public agencies to enter into interlocal agreements to jointly perform certain functions including economic development; and

WHEREAS, K.S.A. 12-17, 114 et seq. provides for a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

WHEREAS, it is the desire and intent if the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. 12-17, 119 by acting jointly.

NOW, THEREFORE IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. The parties agree to adopt a neighborhood revitalization plan as contained in Exhibit A, and the parties further agree that the neighborhood revitalization plan as adopted will not be amended without approval of the parties except as may be necessary to comply with applicable state law or regulation.
2. The parties further agree that the County shall administer the neighborhood revitalization plan as adopted by each party on behalf of the signatory parties. The County shall create a neighborhood revitalization fund pursuant to K.S.A. 12-17, 118 for the purpose of financing the redevelopment and to provide rebates. Any increment in property taxes received financing the City, County, the District and the College resulting from quality improvements to property pursuant to the neighborhood revitalization plan shall be credited to the County's neighborhood revitalization fund.
3. This Agreement shall expire January 31st, 2028. The parties agree to undertake a review of the neighborhood revitalization plan concluding on or after February 1, 2028, to determine any needed modifications to the neighborhood revitalization plan and participation in a new interlocal agreement. The parties agree that any party may terminate this agreement prior to February 1, 2028, by providing thirty (30) day advance notice provided however any applications for tax rebates submitted prior to termination shall, if approved, be considered eligible for the duration of the rebate period.

IN WITNESS WHEREOF, the parties have hereto executed this agreement as of the day and first above written.

City of Humboldt, Kansas

Mayor

ATTEST:

City Clerk

County of Allen, Kansas

Chairman

ATTEST:

County Clerk

Board of Education Unified School District #258

President

ATTEST:

Secretary

Allen Community College

President

ATTEST:

Clerk

Approved this _____ day of _____, _____, by the Attorney General of the State of Kansas.

Kansas Attorney General

By: _____
Assistant Attorney General

Allen County Community College
 Direct Payment Bills Presented for Ratification
 From 12/01/2024 thru 12/31/2024

<u>Date Paid</u>	<u>Vendor Name</u>	<u>Fund</u>	<u>Center</u>	<u>Account</u>	<u>Amount</u>
12/6/24	KPERS	11	No Center	Retirement/KPERS Life Payable	2,770.07
12/6/24	KPERS	11	No Center	Retirement/KPERS Life Payable	158.55
12/6/24	Internal Revenue Service	11	No Center	FIT/FICA Taxes Payable	10,759.98
12/6/24	Kansas Dept of Revenue	11	No Center	Kansas State Tax	1,854.55
12/13/24	KPERS	11	No Center	Retirement/KPERS Life Payable	1,882.60
12/13/24	KPERS	11	No Center	Retirement/KPERS Life Payable	7,457.24
12/13/24	Internal Revenue Service	11	No Center	FIT/FICA Taxes Payable	47,172.60
12/15/24	Kansas Dept of Revenue	11	No Center	Kansas State Tax	7,190.22
12/16/24	Bay Bridge Administrators	11	No Center	DISR,LIFR,ACCR,XDEP,XMED,Vision	3,601.94
12/16/24	Bay Bridge Administrators	11	No Center	403B-AFA/Security Benefit plus match	11,560.00
12/17/24	KPERS	11	No Center	Retirement/KPERS Life Payable	610.31
12/17/24	UMB	11	No Center	Health Savings Account	1,307.38
12/18/24	Kansas Dept of Revenue	11	No Center	Consumers Use Tax	86.96
12/20/24	Kansas Payment Center	11	No Center	Child Support Payment	600.00
12/20/24	KPERS	11	No Center	Retirement/KPERS Life Payable	4,951.95
12/20/24	Kansas Dept of Revenue	11	No Center	Kansas State Tax	14,157.57
12/20/24	KPERS	11	No Center	Retirement/KPERS Life Payable	2,764.30
12/20/24	Internal Revenue Service	11	No Center	FIT/FICA Taxes Payable	78,026.80
12/20/24	KPERS	11	No Center	Retirement/KPERS Life Payable	146.98
12/20/24	KPERS	11	No Center	Retirement/KPERS Life Payable	14,926.67
					\$211,986.67

Signed and approved this _____ day of _____, 2025

ATTEST: _____
 Chairman, Board of Trustees

 Clerk, Board of Trustees

Allen County Community College
Bills Presented for Ratification
From: 12/03/2024 To 12/03/2024

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224563	Cardmember Service	11	Communication	Professional Memberships	310.00
224563	Cardmember Service	11	Art	Conferences & Workshops	249.00
224563	Cardmember Service	11	Art	Instructional Supplies	160.46
224563	Cardmember Service	11	Education	Business Travel	6.00
224563	Cardmember Service	11	Biology	Business Travel	45.64
224563	Cardmember Service	11	Biology	Business Travel	28.38
224563	Cardmember Service	11	Biology	Business Travel	2,152.08
224563	Cardmember Service	11	Biology	Business Travel	50.00
224563	Cardmember Service	11	Biology	Business Travel	92.49
224563	Cardmember Service	11	Biology	Business Travel	47.41
224563	Cardmember Service	11	Biology	Business Travel	49.93
224563	Cardmember Service	11	Biology	Business Travel	30.36
224563	Cardmember Service	11	Biology	Business Travel	147.52
224563	Cardmember Service	11	Biology	Business Travel	70.19
224563	Cardmember Service	11	Biology	Business Travel	81.59
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	9.48
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	15.07
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	16.32
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	57.76
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	1,058.00
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	6.36
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	37.67
224563	Cardmember Service	11	Soc & Behav Sciences	Business Travel	6.91
224563	Cardmember Service	11	Fitness Center	Subscriptions	130.49
224563	Cardmember Service	11	Fitness Center	Athletic Supplies	18.00
224563	Cardmember Service	11	Concurrent Dual Credit	Business Travel	9.11
224563	Cardmember Service	11	Concurrent Dual Credit	Office Supplies	20.72
224563	Cardmember Service	11	Director of Athletics	Business Travel	99.00
224563	Cardmember Service	11	Men's Basketball	Business Travel	22.24
224563	Cardmember Service	11	Men's Basketball	Athletic Team Travel	137.88
224563	Cardmember Service	11	Men's Basketball	Athletic Team Travel	118.03
224563	Cardmember Service	11	Men's Basketball	Athletic Team Travel	160.47
224563	Cardmember Service	11	Women's Basketball	Athletic Team Travel	362.88
224563	Cardmember Service	11	Women's Basketball	Athletic Team Travel	126.59
224563	Cardmember Service	11	Women's Basketball	Athletic Team Travel	108.90
224563	Cardmember Service	11	Softball	Athletic Team Travel	6.50
224563	Cardmember Service	11	Softball	Athletic Team Travel	17.59
224563	Cardmember Service	11	Softball	Athletic Team Travel	20.97
224563	Cardmember Service	11	Baseball	Athletic Team Travel	38.56
224563	Cardmember Service	11	Baseball	Athletic Team Travel	57.54
224563	Cardmember Service	11	Baseball	Athletic Team Travel	3,744.00
224563	Cardmember Service	11	Baseball	Athletic Team Travel	8.22
224563	Cardmember Service	11	Baseball	Athletic Team Travel	22.58
224563	Cardmember Service	11	Baseball	Athletic Apparel	44.45

PAGE TOTALS

10,003.34

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224563	Cardmember Service	11	Volleyball	Athletic Team Travel	95.48
224563	Cardmember Service	11	Volleyball	Athletic Team Travel	242.85
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	81.60
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	29.41
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	88.33
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	5.84
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	29.92
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	1.76
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	7.91
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	150.65
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	4.76
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	116.38
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	120.40
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	11.81
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	49.53
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	50.00
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	130.00
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	69.12
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	74.46
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	58.34
224563	Cardmember Service	11	Cross Country	Athletic Team Travel	74.55
224563	Cardmember Service	11	Cross Country	Repairs & Maintenance	201.05
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	62.12
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	327.72
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	60.78
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	212.44
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	28.38
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	44.80
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	67.24
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	185.14
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	5.00
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	35.00
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	12.00
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	80.35
224563	Cardmember Service	11	Livestock Judging	Athletic Team Travel	7.00
224563	Cardmember Service	11	Livestock Judging	Athletic Apparel	975.00
224563	Cardmember Service	11	Women's Soccer	Business Travel	9.61
224563	Cardmember Service	11	Women's Soccer	Business Travel	7.79
224563	Cardmember Service	11	Women's Soccer	Business Travel	7.05
224563	Cardmember Service	11	Women's Soccer	Athletic Team Travel	9.28
224563	Cardmember Service	11	Women's Soccer	Athletic Team Travel	18.78
224563	Cardmember Service	11	Women's Soccer	Athletic Team Travel	56.57
224563	Cardmember Service	11	Women's Soccer	Athletic Team Travel	11.92
224563	Cardmember Service	11	Women's Soccer	Athletic Team Travel	33.62

PAGE TOTALS

3,951.74

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224563	Cardmember Service	11	Women's Soccer	Athletic Team Travel	9.14
224563	Cardmember Service	11	Post Season Competition	Post-season athl travel	1,277.16
224563	Cardmember Service	11	Post Season Competition	Post-season athl travel	1,167.23
224563	Cardmember Service	11	Music	Conferences & Workshops	120.00
224563	Cardmember Service	11	Music	Postage	29.88
224563	Cardmember Service	11	Music	Advertising	193.28
224563	Cardmember Service	11	Music	Office Supplies	16.89
224563	Cardmember Service	11	Music	Office Supplies	54.99
224563	Cardmember Service	11	Theater	Drama Supplies	153.64
224563	Cardmember Service	11	HOSA	Professional Memberships	20.80
224563	Cardmember Service	12	Graphic Design	Conferences & Workshops	249.00
224563	Cardmember Service	12	Graphic Design	Meetings & Hospitality	71.59
224563	Cardmember Service	12	Agriculture	Athletic Team Travel	14.48
224563	Cardmember Service	12	Allied Health	Testing Fees	143.50
224563	Cardmember Service	16	Bookstore	C of GS/Ebook/AccessCode	1,126.50
224563	Cardmember Service	16	Student Housing/Program	Student Activities	86.99
224563	Cardmember Service	16	Student Housing/Program	Student Activities	122.90
224563	Cardmember Service	70	No Center	Athletics 70	770.00
224563	Cardmember Service	70	No Center	Food Pantry 70	682.81
PAGE TOTALS					6,310.78
AP GRAND TOTAL					20,265.86

Signed and approved this ____ day of _____, 2024

ATTEST:

Chairman, Board of Trustees

Clerk, Board of Trustees

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224564	Ace Refrigeration	11	Maintenance of Buildings	Maintenance Supplies	10.00
224565	Aherne, Finnlay Matthew	11	No Center	Accts Recv/Students	178.59
224566	All in One Pest	11	Maintenance of Buildings	Mtc & Service Agreements	440.00
224567	Allen, Karl D	11	Director of Athletics	Repairs & Maintenance	5.11
224568	Blue Cross Blue Shield of Kansas	11	No Center	Hospitalization Payable	85,495.31
224569	CI Sport Inc	16	Bookstore	C of GS/Soft Goods	1,298.80
224570	CPI Financial	11	Campus Services	Mtc & Service Agreements	2,104.50
224571	Capital One	11	Fitness Center	Athletic Supplies	799.00
224571	Capital One	11	Fitness Center	Athletic Supplies	139.88
224571	Capital One	11	President	Other Expense	163.22
224573	Cardmember Service	11	Professional Development	Recognition Supplies	821.93
224573	Cardmember Service	11	VP for Student Affairs	Meetings & Hospitality	51.60
224573	Cardmember Service	11	VP for Student Affairs	Meetings & Hospitality	12.46
224573	Cardmember Service	11	Admissions	Promotional Products	688.33
224573	Cardmember Service	11	Marketing	Advertising	615.32
224573	Cardmember Service	11	President	Other Expense	145.83
224573	Cardmember Service	11	VP Finance & Operations	Miscellaneous Supplies	-899.00
224573	Cardmember Service	11	Information Tech (IT)	Telephone/	14.00
224573	Cardmember Service	11	Information Tech (IT)	Data Processing Supplies	80.79
224573	Cardmember Service	11	Information Tech (IT)	Data Processing Supplies	350.76
224573	Cardmember Service	11	Maintenance of Buildings	Maintenance Supplies	588.86
224573	Cardmember Service	16	Bookstore	Office Supplies	-126.00
224574	Cengage Learning Inc/Gale	11	Library	Subscriptions	318.27
224575	Cintas	11	General Inst Expenses	Mtc & Service Agreements	861.00
224576	City of Iola	11	General Inst Expenses	Natural Gas/	911.00
224576	City of Iola	11	General Inst Expenses	Electricity/	11,695.72
224576	City of Iola	11	General Inst Expenses	Water/	3,904.48
224576	City of Iola	11	General Inst Expenses	Sewer/	1,865.98
224576	City of Iola	11	Gen Inst Exp Tech Bldg	Natural Gas/	109.29
224576	City of Iola	11	Gen Inst Exp Tech Bldg	Electricity/	2,199.64
224576	City of Iola	11	Gen Inst Exp Tech Bldg	Water/	108.55
224576	City of Iola	11	Gen Inst Exp Tech Bldg	Sewer/	45.54
224576	City of Iola	16	Parkford Apartments	Electricity/	1,190.00
224576	City of Iola	16	Herynk Hall	Natural Gas/	61.13
224576	City of Iola	16	Herynk Hall	Electricity/	396.98
224576	City of Iola	16	Herynk Hall	Water/	210.29
224576	City of Iola	16	Herynk Hall	Sewer/	95.30
224576	City of Iola	16	Horton Hall	Natural Gas/	302.88
224576	City of Iola	16	Horton Hall	Electricity/	1,264.00
224576	City of Iola	16	Horton Hall	Water/	1,368.93
224576	City of Iola	16	Horton Hall	Sewer/	662.05
224576	City of Iola	16	Winter Hall	Electricity/	2,187.44
224576	City of Iola	16	Winter Hall	Water/	583.31
224576	City of Iola	16	Winter Hall	Sewer/	277.77

PAGE TOTALS

123,598.84

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224576	City of Iola	16	Red Devil Duplexes	Natural Gas/	394.48
224576	City of Iola	16	Red Devil Duplexes	Electricity/	1,253.10
224576	City of Iola	16	Red Devil Duplexes	Water/	572.01
224576	City of Iola	16	Red Devil Duplexes	Sewer/	272.24
224576	City of Iola	16	Masterson Hall	Natural Gas/	151.44
224576	City of Iola	16	Masterson Hall	Electricity/	1,543.45
224576	City of Iola	16	Masterson Hall	Water/	673.74
224576	City of Iola	16	Masterson Hall	Sewer/	322.00
224577	City of Iola	16	Ballard House	Natural Gas/	25.00
224577	City of Iola	16	Ballard House	Electricity/	56.72
224577	City of Iola	16	Ballard House	Water/	46.37
224577	City of Iola	16	Ballard House	Sewer/	15.12
224578	D'Albini, Josiah	16	Student Housing/Program	Business Travel	104.52
224579	Dale's Sheet Metal Inc	11	Maintenance of Buildings	Maintenance Supplies	38.52
224579	Dale's Sheet Metal Inc	16	Horton Hall	Maintenance Supplies	58.35
224580	Denny, Diana N	11	Business	Business Travel	132.66
224581	Design Mechanical Inc	11	Major Projects	Improvements/not Bldngs	83,982.00
224582	EDVOTEK	11	Biology	Instruc. Supp.-Biology	309.69
224583	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	47.95
224584	Fastenal Company	11	Maintenance of Grounds	Maintenance Supplies	220.34
224585	FedEx	16	Bookstore	Postage	93.92
224585	FedEx	16	Bookstore	Postage	29.68
224586	Fuelman	11	Director of Athletics	Gasoline	446.86
224586	Fuelman	11	Director of Athletics	Gasoline	1,517.27
224586	Fuelman	11	General Inst Expenses	Gasoline	454.94
224586	Fuelman	11	General Inst Expenses	Gasoline	463.63
224587	General Repair & Supply	11	Maintenance of Equipment	Maintenance Supplies	54.95
224588	Great Western Dining	11	No Center	Fringe Benefit	547.69
224588	Great Western Dining	11	No Center	Fringe Benefit	137.88
224588	Great Western Dining	16	Food Service	Cost of Food Service Con	3,206.36
224588	Great Western Dining	16	Food Service	Cost of Food Service Con	22,444.52
224588	Great Western Dining	16	Food Service	Cost of Food Service Con	5,349.16
224589	Green Environmental Svcs	11	Maintenance of Buildings	Mtc & Service Agreements	1,303.80
224589	Green Environmental Svcs	16	Herynk Hall	Mtc & Service Agreements	150.00
224589	Green Environmental Svcs	16	Horton Hall	Mtc & Service Agreements	150.00
224589	Green Environmental Svcs	16	Winter Hall	Mtc & Service Agreements	150.00
224589	Green Environmental Svcs	16	Red Devil Duplexes	Mtc & Service Agreements	150.00
224589	Green Environmental Svcs	16	Masterson Hall	Mtc & Service Agreements	150.00
224590	Kodes Company	11	Maintenance of Buildings	Maintenance Supplies	36.31
224591	Inceptia	11	Financial Aid Office	Mtc & Service Agreements	38.15
224592	Ingram Library Services	16	Bookstore	Mtc & Service Agreements	51.50
224593	Iola Auto Parts LLC	11	Maintenance of Grounds	Small Tools	29.99
224594	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	3,480.00
224594	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	18,630.00

PAGE TOTALS

149,286.31

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224594	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	632.50
224595	KWIKOM	16	Ballard House	Mtc & Service Agreements	75.00
224596	Lawless, Sharon A	12	Computer Science	Business Travel	195.64
224597	Leak, Victoria Michelle	11	No Center	Accts Recv/Students	274.50
224598	Lewis & Ellis Inc	11	Business Office	Mtc & Service Agreements	5,750.00
224599	Locke Supply Co	11	Maintenance of Buildings	Maintenance Supplies	46.00
224599	Locke Supply Co	11	Maintenance of Buildings	Maintenance Supplies	0.28
224599	Locke Supply Co	16	Horton Hall	Maintenance Supplies	148.02
224599	Locke Supply Co	16	Winter Hall	Maintenance Supplies	160.28
224600	MV Sport-MV Corp Inc	11	Professional Development	Employee Recognition Pgm	758.50
224600	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	206.00
224600	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	206.00
224600	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	410.00
224601	New Klein Lumber Co., The	11	Maintenance of Grounds	Maintenance Supplies	72.11
224601	New Klein Lumber Co., The	11	Maintenance of Grounds	Maintenance Supplies	23.99
224602	New Wave Broadband	11	Director of Athletics	Repairs & Maintenance	80.00
224603	Normans Printing	11	Alumni/Development Offic	Office Supplies	269.00
224604	OTA PlatePay	11	Director of Athletics	Business Travel	8.55
224605	Ottawa University	11	Men's Basketball	Game Guarantees	300.00
224606	Peak Uptime	11	Information Tech (IT)	Major Equipment	1,337.59
224607	Sherwin-Williams Co.	11	Softball	Repairs & Maintenance	652.11
224607	Sherwin-Williams Co.	11	Men's Soccer	Repairs & Maintenance	326.06
224607	Sherwin-Williams Co.	11	Women's Soccer	Repairs & Maintenance	326.05
224608	Shields Motor Company Inc	11	Maintenance of Equipment	Repairs & Maintenance	181.50
224609	Simple Syllabus	11	Online Learning	Mtc & Service Agreements	7,500.00
224610	Sports Locker	11	Men's Basketball	Athletic Supplies	507.46
224610	Sports Locker	11	Cheerleader/Dance	Athletic Apparel	2,329.99
224611	UPS	16	Bookstore	Postage	119.91
224611	UPS	16	Bookstore	Postage	23.42
224612	Wilson, Brynna Renee	11	No Center	Accts Recv/Students	500.00
224613	Ziegler, Christa Grace	11	Communication	Business Travel	304.37
PAGE TOTALS					23,724.83
AP GRAND TOTAL					296,609.98

Fri Dec 6 2024
12:20

Allen County Community College
Bills Presented for Ratification
From: 12/04/2024 To 12/06/2024

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billrat

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
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Signed and approved this ____ day of _____, 2024

ATTEST:

Chairman, Board of Trustees

Clerk, Board of Trustees

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224614	ATIXA	11	VP for Student Affairs	Institutional Dues	5,500.00
224615	Blaufuss, Avery_Michael Shawn	11	No Center	Accts Recv/Students	2,866.00
224616	Brand, Samuel Todd	11	President	Other Expense	990.27
224617	Butler Comm College	11	Livestock Judging	Professional Memberships	30.00
224618	CE Water Management Inc	11	Maintenance of Buildings	Mtc & Service Agreements	242.95
224626	Cardmember Service	11	Communication	Business Travel	6.58
224626	Cardmember Service	11	Communication	Business Travel	9.77
224626	Cardmember Service	11	Communication	Business Travel	22.42
224626	Cardmember Service	11	Communication	Business Travel	47.76
224626	Cardmember Service	11	Communication	Business Travel	26.70
224626	Cardmember Service	11	Communication	Business Travel	50.00
224626	Cardmember Service	11	Communication	Business Travel	95.00
224626	Cardmember Service	11	Communication	Business Travel	28.12
224626	Cardmember Service	11	Communication	Business Travel	74.00
224626	Cardmember Service	11	Communication	Business Travel	22.52
224626	Cardmember Service	11	Communication	Business Travel	9.48
224626	Cardmember Service	11	Communication	Business Travel	18.99
224626	Cardmember Service	11	Communication	Business Travel	19.03
224626	Cardmember Service	11	Communication	Business Travel	11.14
224626	Cardmember Service	11	Communication	Business Travel	821.25
224626	Cardmember Service	11	Communication	Business Travel	46.66
224626	Cardmember Service	11	Communication	Business Travel	21.31
224626	Cardmember Service	11	Communication	Conferences & Workshops	405.00
224626	Cardmember Service	11	Art	Business Travel	28.00
224626	Cardmember Service	11	Art	Meetings & Hospitality	29.82
224626	Cardmember Service	11	Art	Promotional Products	30.98
224626	Cardmember Service	11	Art	Office Supplies	12.98
224626	Cardmember Service	11	Fitness Center	Office Supplies	65.24
224626	Cardmember Service	11	Fitness Center	Office Supplies	165.29
224626	Cardmember Service	11	Fitness Center	Office Supplies	19.53
224626	Cardmember Service	11	Fitness Center	Major Equipment	2,854.97
224626	Cardmember Service	11	Concurrent Dual Credit	Business Travel	16.13
224626	Cardmember Service	11	Director of Athletics	Recognition Supplies	244.69
224626	Cardmember Service	11	Men's Basketball	Athletic Team Travel	114.75
224626	Cardmember Service	11	Women's Basketball	Business Travel	553.54
224626	Cardmember Service	11	Women's Basketball	Business Travel	42.51
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	189.64
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	194.04
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	176.53
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	198.23
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	1,703.66
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	178.97
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	98.48
224626	Cardmember Service	11	Women's Basketball	Athletic Team Travel	886.00

PAGE TOTALS

19,168.93

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224626	Cardmember Service	11	Track	Athletic Team Travel	201.81
224626	Cardmember Service	11	Track	Athletic Team Travel	277.78
224626	Cardmember Service	11	Track	Subscriptions	163.13
224626	Cardmember Service	11	Track	Subscriptions	149.00
224626	Cardmember Service	11	Softball	Conferences & Workshops	450.00
224626	Cardmember Service	11	Baseball	Business Travel	30.00
224626	Cardmember Service	11	Baseball	Business Travel	47.79
224626	Cardmember Service	11	Baseball	Business Travel	60.01
224626	Cardmember Service	11	Baseball	Business Travel	61.96
224626	Cardmember Service	11	Baseball	Business Travel	62.70
224626	Cardmember Service	11	Baseball	Athletic Team Travel	7.39
224626	Cardmember Service	11	Baseball	Athletic Team Travel	56.28
224626	Cardmember Service	11	Baseball	Athletic Team Travel	7.84
224626	Cardmember Service	11	Baseball	Athletic Team Travel	2.84
224626	Cardmember Service	11	Baseball	Athletic Team Travel	15.82
224626	Cardmember Service	11	Baseball	Athletic Team Travel	7.43
224626	Cardmember Service	11	Baseball	Athletic Team Travel	7.83
224626	Cardmember Service	11	Baseball	Athletic Team Travel	30.01
224626	Cardmember Service	11	Cross Country	Business Travel	143.48
224626	Cardmember Service	11	Livestock Judging	Athletic Team Travel	32.93
224626	Cardmember Service	11	Livestock Judging	Athletic Team Travel	36.06
224626	Cardmember Service	11	Livestock Judging	Athletic Team Travel	320.04
224626	Cardmember Service	11	Livestock Judging	Athletic Team Travel	8.00
224626	Cardmember Service	11	Women's Soccer	Business Travel	2.81
224626	Cardmember Service	11	Women's Soccer	Business Travel	2.78
224626	Cardmember Service	11	Women's Soccer	Business Travel	23.26
224626	Cardmember Service	11	Women's Soccer	Business Travel	7.41
224626	Cardmember Service	11	Women's Soccer	Business Travel	26.18
224626	Cardmember Service	11	Women's Soccer	Business Travel	2.72
224626	Cardmember Service	11	Women's Soccer	Business Travel	27.99
224626	Cardmember Service	11	Women's Soccer	Miscellaneous Supplies	59.94
224626	Cardmember Service	11	Music	Athletic Apparel	72.63
224626	Cardmember Service	11	College Quiz Bowl	Entry Fees	412.00
224626	Cardmember Service	12	Computer Science	Postage	19.30
224626	Cardmember Service	12	Business & Industry	Business Travel	178.97
224626	Cardmember Service	12	Business & Industry	Business Travel	143.32
224626	Cardmember Service	12	Agriculture	Business Travel	78.14
224626	Cardmember Service	12	Allied Health	Testing Fees	205.00
224626	Cardmember Service	70	No Center	Food Pantry	70 744.64
224626	Cardmember Service	70	No Center	Food Pantry	70 495.00
224627	Cigna	11	No Center	Intl Health Ins Payable	92,913.80
224628	Cox Business	16	Parkford Apartments	Mtc & Service Agreements	147.65
224628	Cox Business	16	Herynk Hall	Mtc & Service Agreements	117.00
224628	Cox Business	16	Red Devil Duplexes	Mtc & Service Agreements	193.60

PAGE TOTALS

98,054.27

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224629	Curtis-Chavez, Mark	11	President	Other Expense	1,324.21
224630	Design Mechanical Inc	11	Maintenance of Buildings	Repairs & Maintenance	222.00
224631	Fastenal Company	11	Baseball	Repairs & Maintenance	262.08
224632	Frontenac High School	12	Allied Health	Testing Fees	40.00
224632	Frontenac High School	12	Allied Health	Testing Fees	400.00
224633	Gilpin, Amos James	11	No Center	Accts Recv/Students	400.00
224634	Grainger	11	Maintenance of Buildings	Maintenance Supplies	373.48
224635	Great Western Dining	11	No Center	Fringe Benefit	356.19
224635	Great Western Dining	16	Food Service	Cost of Food Service Con	12,825.44
224635	Great Western Dining	16	Food Service	Cost of Food Service Con	1,685.14
224636	Gregg, Kori	11	President	Other Expense	158.12
224637	Homeville Vending	70	No Center	Concessions 70	203.90
224638	Ingram Library Services	11	Library	Library Books & Media	756.35
224638	Ingram Library Services	11	Library	Library Books & Media	118.03
224639	Iola Auto Parts LLC	11	Maintenance of Equipment	Maintenance Supplies	144.00
224639	Iola Auto Parts LLC	11	Maintenance of Grounds	Maintenance Supplies	76.46
224640	J - D's Automotive Inc	11	Maintenance of Equipment	Repairs & Maintenance	168.33
224640	J - D's Automotive Inc	11	Maintenance of Equipment	Repairs & Maintenance	80.00
224641	Jarred,, Gilmore & Phillips PA	11	Business Office	Audit Services	510.00
224642	John Deere Financial	11	Maintenance of Buildings	Maintenance Supplies	57.56
224642	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	56.54
224642	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	7.49
224642	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	58.97
224642	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	74.95
224643	Kelley, Greg Alan	11	No Center	Accts Recv/Students	2,319.00
224644	Kraft Inc., Henry	11	Maintenance of Buildings	Janitorial Supplies	-41.66
224644	Kraft Inc., Henry	11	Maintenance of Buildings	Janitorial Supplies	508.32
224644	Kraft Inc., Henry	11	Maintenance of Buildings	Janitorial Supplies	877.94
224645	Latta, Patricia L	11	Business Office	Office Supplies	59.79
224646	Leffler, Lyvier	11	President	Other Expense	1,124.20
224647	Lexinet Corp	11	Director of Athletics	Printing	171.44
224648	Nelson, Lynnea Marie	11	No Center	Accts Recv/Students	783.00
224649	O'Reilly Auto Stores Inc	11	Maintenance of Equipment	Maintenance Supplies	67.91
224649	O'Reilly Auto Stores Inc	11	Maintenance of Equipment	Maintenance Supplies	13.48
224650	Overhead Door Company	11	Maintenance of Buildings	Mtc & Service Agreements	1,518.00
224651	Peak Uptime	11	Information Tech (IT)	Major Equipment	8,400.00
224652	Peters, Lauren Nicole	11	Softball	Business Travel	54.84
224653	Sandifer Engineering & Controls	11	Maintenance of Buildings	Mtc & Service Agreements	250.00
224653	Sandifer Engineering & Controls	16	Herynk Hall	Mtc & Service Agreements	200.00
224653	Sandifer Engineering & Controls	16	Horton Hall	Mtc & Service Agreements	200.00
224653	Sandifer Engineering & Controls	16	Winter Hall	Mtc & Service Agreements	200.00
224653	Sandifer Engineering & Controls	16	Red Devil Duplexes	Mtc & Service Agreements	200.00
224653	Sandifer Engineering & Controls	16	Masterson Hall	Mtc & Service Agreements	200.00
224654	Sellman, Melissa	11	Professional Development	Employee Recognition Pgm	10.94

PAGE TOTALS

37,476.44

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224654	Sellman, Melissa	11	Professional Development	Employee Recognition Pgm	6.27
224654	Sellman, Melissa	11	Professional Development	Employee Recognition Pgm	40.52
224655	Shaffer, Virginia D	11	Library	Meetings & Hospitality	25.00
224656	Sparks, Terry R	11	President	Other Expense	234.40
224656	Sparks, Terry R	11	President	Other Expense	234.40
224656	Sparks, Terry R	11	President	Other Expense	234.40
224656	Sparks, Terry R	11	President	Other Expense	234.40
224657	Sterling 6 Theatres	16	Student Housing/Program	Student Activities	553.84
224658	Taylor, Rhett	11	Livestock Judging	Athletic Team Travel	500.00
224659	Thompson Brothers Supply Inc	11	Maintenance of Buildings	Mtc & Service Agreements	45.00
224660	Trane U.S. Inc	11	Maintenance of Buildings	Maintenance Supplies	1,431.65
224661	Turf Solutions Inc	11	Softball	Mtc & Service Agreements	1,039.00
224661	Turf Solutions Inc	11	Maintenance of Grounds	Maintenance Supplies	847.55
				PAGE TOTALS	5,426.43
				AP GRAND TOTAL	160,126.07

Signed and approved this ____ day of _____, 2024

ATTEST:

Chairman, Board of Trustees

Clerk, Board of Trustees

Allen County Community College
Bills Presented for Ratification
From: 12/13/2024 To 12/20/2024

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224662	ACCC Petty Cash	17	No Center	Petty Cash/Cashier	5.44
224663	ALA	11	Library	Conferences & Workshops	279.00
224663	ALA	11	Library	Conferences & Workshops	279.00
224664	ASCAP	11	Music	Licenses	459.00
224665	Allen, Karl D	11	Director of Athletics	Athletic Team Travel	13.52
224666	Architect One	61	Miscellaneous Oth Fnd Ex	Buildings	1,400.00
224666	Architect One	61	Miscellaneous Oth Fnd Ex	Buildings	17,708.75
224667	Arlan Company Inc	11	Baseball	Athletic Supplies	1,044.00
224668	Blackshine LLC	16	Parkford Apartments	Building/Room Rentals	1,965.00
224669	Blackshine LLC	16	Parkford Apartments	Building/Room Rentals	1,965.00
224670	Blackshine LLC	16	Parkford Apartments	Building/Room Rentals	1,310.00
224671	Bowlus Fine Arts Center	11	Music	Building/Room Rentals	260.00
224672	Brooks Sports Inc	11	Track	Athletic Apparel	85.00
224673	CPI Technologies	11	Information Tech (IT)	Data Processing Supplies	125.00
224688	Cardmember Service	11	Communication	Office Supplies	34.95
224688	Cardmember Service	11	Art	Business Travel	277.75
224688	Cardmember Service	11	Art	Conferences & Workshops	326.99
224688	Cardmember Service	11	Fitness Center	Office Supplies	51.98
224688	Cardmember Service	11	Fitness Center	Athletic Supplies	425.00
224688	Cardmember Service	11	Fitness Center	Major Equipment	1,045.00
224688	Cardmember Service	11	Online Learning	Instructional Supplies	620.00
224688	Cardmember Service	11	Library	Meetings & Hospitality	117.30
224688	Cardmember Service	11	VP for Academic Affairs	Business Travel	8.51
224688	Cardmember Service	11	VP for Academic Affairs	Business Travel	45.00
224688	Cardmember Service	11	VP for Academic Affairs	Business Travel	21.55
224688	Cardmember Service	11	VP for Academic Affairs	Business Travel	16.18
224688	Cardmember Service	11	VP for Academic Affairs	Business Travel	17.38
224688	Cardmember Service	11	VP for Academic Affairs	Business Travel	1,478.94
224688	Cardmember Service	11	VP for Academic Affairs	Meetings & Hospitality	105.48
224688	Cardmember Service	11	Professional Development	Conferences & Workshops	159.00
224688	Cardmember Service	11	Professional Development	Recognition Supplies	375.00
224688	Cardmember Service	11	Professional Development	Miscellaneous Supplies	105.99
224688	Cardmember Service	11	VP for Student Affairs	Miscellaneous Supplies	30.13
224688	Cardmember Service	11	Registrar's Office	Conferences & Workshops	845.00
224688	Cardmember Service	11	Admissions	Promotional Products	283.10
224688	Cardmember Service	11	Admissions	Promotional Products	336.46
224688	Cardmember Service	11	Marketing	Advertising	500.00
224688	Cardmember Service	11	Marketing	Promotional Products	659.10
224688	Cardmember Service	11	Men's Basketball	Athletic Team Travel	17.57
224688	Cardmember Service	11	Men's Basketball	Athletic Team Travel	204.64
224688	Cardmember Service	11	Men's Basketball	Athletic Team Travel	26.35
224688	Cardmember Service	11	Men's Basketball	Athletic Team Travel	28.89
224688	Cardmember Service	11	Women's Basketball	Athletic Team Travel	142.52
224688	Cardmember Service	11	Women's Basketball	Athletic Team Travel	98.00

PAGE TOTALS

35,302.47

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224688	Cardmember Service	11	Track	Athletic Team Travel	31.06
224688	Cardmember Service	11	Track	Repairs & Maintenance	448.56
224688	Cardmember Service	11	Softball	Business Travel	20.00
224688	Cardmember Service	11	Softball	Business Travel	28.22
224688	Cardmember Service	11	Softball	Business Travel	15.09
224688	Cardmember Service	11	Softball	Business Travel	25.99
224688	Cardmember Service	11	Softball	Business Travel	19.49
224688	Cardmember Service	11	Softball	Business Travel	11.22
224688	Cardmember Service	11	Softball	Business Travel	5.41
224688	Cardmember Service	11	Softball	Business Travel	35.00
224688	Cardmember Service	11	Baseball	Business Travel	30.00
224688	Cardmember Service	11	Baseball	Business Travel	20.00
224688	Cardmember Service	11	Baseball	Business Travel	18.82
224688	Cardmember Service	11	Baseball	Business Travel	39.65
224688	Cardmember Service	11	Baseball	Business Travel	3.28
224688	Cardmember Service	11	Baseball	Business Travel	10.12
224688	Cardmember Service	11	Baseball	Business Travel	23.41
224688	Cardmember Service	11	Baseball	Business Travel	19.54
224688	Cardmember Service	11	Baseball	Business Travel	12.51
224688	Cardmember Service	11	Baseball	Business Travel	96.81
224688	Cardmember Service	11	Baseball	Business Travel	17.80
224688	Cardmember Service	11	Baseball	Business Travel	5.35
224688	Cardmember Service	11	Baseball	Business Travel	7.55
224688	Cardmember Service	11	Baseball	Business Travel	4.50
224688	Cardmember Service	11	Baseball	Business Travel	28.50
224688	Cardmember Service	11	Baseball	Business Travel	168.95
224688	Cardmember Service	11	Baseball	Business Travel	60.83
224688	Cardmember Service	11	Baseball	Athletic Team Travel	74.02
224688	Cardmember Service	11	Baseball	Athletic Team Travel	10.00
224688	Cardmember Service	11	Baseball	Athletic Team Travel	79.99
224688	Cardmember Service	11	Baseball	Athletic Supplies	10.88
224688	Cardmember Service	11	Baseball	Athletic Supplies	2.72
224688	Cardmember Service	11	Baseball	Athletic Supplies	78.30
224688	Cardmember Service	11	Baseball	Athletic Supplies	22.20
224688	Cardmember Service	11	Baseball	Athletic Supplies	42.87
224688	Cardmember Service	11	Baseball	Athletic Supplies	13.36
224688	Cardmember Service	11	Baseball	Athletic Supplies	78.55
224688	Cardmember Service	11	Baseball	Athletic Apparel	137.32
224688	Cardmember Service	11	Baseball	Athletic Apparel	30.44
224688	Cardmember Service	11	Volleyball	Business Travel	913.50
224688	Cardmember Service	11	Volleyball	Professional Memberships	379.00
224688	Cardmember Service	11	Cross Country	Athletic Team Travel	30.63
224688	Cardmember Service	11	Livestock Judging	Athletic Team Travel	167.73
224688	Cardmember Service	11	Livestock Judging	Athletic Team Travel	43.62

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3,322.79

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224688	Cardmember Service	11	Livestock Judging	Athletic Team Travel	13.90
224688	Cardmember Service	11	Livestock Judging	Athletic Team Travel	40.88
224688	Cardmember Service	11	Livestock Judging	Athletic Team Travel	132.30
224688	Cardmember Service	11	Men's Soccer	Athletic Team Travel	26.50
224688	Cardmember Service	11	Men's Soccer	Athletic Team Travel	6.07
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	6.95
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	11.30
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	6.28
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	22.84
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	12.50
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	123.97
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	12.25
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	5.65
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	2.68
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	9.05
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	11.23
224688	Cardmember Service	11	Women's Soccer	Athletic Team Travel	9.08
224688	Cardmember Service	11	Music	Business Travel	125.29
224688	Cardmember Service	11	Theater	Conferences & Workshops	1,155.00
224688	Cardmember Service	11	Theater	Meetings & Hospitality	44.42
224688	Cardmember Service	11	Theater	Miscellaneous Supplies	1,564.86
224688	Cardmember Service	11	College Quiz Bowl	Athletic Team Travel	30.48
224688	Cardmember Service	11	College Quiz Bowl	Athletic Team Travel	407.24
224688	Cardmember Service	11	College Quiz Bowl	Athletic Team Travel	87.91
224688	Cardmember Service	11	College Quiz Bowl	Athletic Team Travel	174.05
224688	Cardmember Service	11	Phi Theta Kappa	Meetings & Hospitality	89.66
224688	Cardmember Service	11	President	Business Travel	40.18
224688	Cardmember Service	11	President	Other Expense	101.13
224688	Cardmember Service	11	President	Other Expense	124.15
224688	Cardmember Service	11	President	Other Expense	102.86
224688	Cardmember Service	11	President	Other Expense	9.84
224688	Cardmember Service	11	President	Other Expense	109.97
224688	Cardmember Service	11	Board of Trustees	Business Travel	257.04
224688	Cardmember Service	11	Business Office	Data Processing Supplies	311.50
224688	Cardmember Service	11	Human Resources	Recognition Supplies	23.92
224688	Cardmember Service	11	Information Tech (IT)	Telephone/	28.00
224688	Cardmember Service	11	Information Tech (IT)	Repairs & Maintenance	24.54
224688	Cardmember Service	11	Information Tech (IT)	Subscriptions	89.95
224688	Cardmember Service	11	Information Tech (IT)	Data Processing Supplies	683.76
224688	Cardmember Service	11	Information Tech (IT)	Data Processing Supplies	162.99
224688	Cardmember Service	11	Information Tech (IT)	Data Processing Supplies	461.06
224688	Cardmember Service	11	Maintenance of Buildings	Maintenance Supplies	23.98
224688	Cardmember Service	11	Maintenance of Buildings	Maintenance Supplies	668.80
224688	Cardmember Service	11	Maintenance of Buildings	Maintenance Supplies	114.34

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7,470.35

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224688	Cardmember Service	11	Maintenance of Buildings	Maintenance Supplies	41.56
224688	Cardmember Service	12	Graphic Design	Business Travel	277.75
224688	Cardmember Service	12	Business & Industry	Business Travel	600.96
224688	Cardmember Service	12	Business & Industry	Conferences & Workshops	900.00
224688	Cardmember Service	12	Business & Industry	Instructional Supplies	74.95
224688	Cardmember Service	12	Business & Industry	Instructional Supplies	290.65
224688	Cardmember Service	12	Agriculture	Athletic Team Travel	17.06
224688	Cardmember Service	12	Agriculture	Athletic Team Travel	10.68
224688	Cardmember Service	12	Allied Health	Instructional Supplies	498.56
224688	Cardmember Service	12	Allied Health	Instructional Supplies	352.50
224688	Cardmember Service	12	Allied Health	Testing Fees	82.00
224688	Cardmember Service	12	Allied Health	Testing Fees	20.50
224688	Cardmember Service	12	Early Childhood Educ	Instructional Supplies	25.30
224688	Cardmember Service	12	Dean-CTE & Industry Ptnr	Business Travel	289.96
224688	Cardmember Service	16	Student Housing/Program	Miscellaneous Supplies	156.32
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	42.43
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	69.44
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	25.67
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	17.50
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	660.00
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	4.92
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	57.88
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	28.00
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	20.50
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	50.00
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	20.63
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	9.48
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	90.00
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	445.96
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	10.33
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	156.03
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	1,464.08
224688	Cardmember Service	27	Perkins Program Improv.	Business Travel	151.15
224688	Cardmember Service	70	No Center	Art Club	70 101.90
224688	Cardmember Service	70	No Center	Athletics	70 27.76
224688	Cardmember Service	70	No Center	Baseball	70 1,623.75
224688	Cardmember Service	70	No Center	Baseball	70 300.00
224688	Cardmember Service	70	No Center	Cheer & Dance	70 300.00
224688	Cardmember Service	70	No Center	Early Childhood Educ	100.25
224688	Cardmember Service	70	No Center	Men's Basketball	300.00
224688	Cardmember Service	70	No Center	Soccer	70 600.00
224688	Cardmember Service	70	No Center	Softball	70 135.29
224688	Cardmember Service	70	No Center	Softball	70 74.70
224688	Cardmember Service	70	No Center	Softball	70 225.30

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10,751.70

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224688	Cardmember Service	70	No Center	Softball 70	53.52
224688	Cardmember Service	70	No Center	Track & Field 70	300.00
224688	Cardmember Service	70	No Center	Volleyball 70	300.00
224688	Cardmember Service	70	No Center	Womens Basketball 70	300.00
224689	CareerAmerica LLC	11	Marketing	Mtc & Service Agreements	14,960.00
224690	Carnegie Dartlet LLC	11	Marketing	Mtc & Service Agreements	206.28
224690	Carnegie Dartlet LLC	11	Marketing	Mtc & Service Agreements	1,014.79
224691	Cintas	11	Maintenance of Buildings	Mtc & Service Agreements	226.26
224691	Cintas	11	Maintenance of Buildings	Mtc & Service Agreements	147.96
224692	Cox Business	16	Student Union	Mtc & Service Agreements	228.69
224693	Dale's Sheet Metal Inc	16	Herynk Hall	Maintenance Supplies	93.64
224693	Dale's Sheet Metal Inc	16	Masterson Hall	Maintenance Supplies	82.40
224694	Datasource Inc	11	Human Resources	Mtc & Service Agreements	58.60
224695	Dell Financial Serv LLC	11	Information Tech (IT)	Major Equipment	1,500.18
224696	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	47.95
224696	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	47.95
224696	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	54.70
224696	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	47.95
224697	First Class Color/Fax Cards	11	Baseball	Office Supplies	40.80
224697	First Class Color/Fax Cards	11	Athletic Trainer	Office Supplies	40.80
224698	Four State Maintenance Supply	11	Maintenance of Buildings	Janitorial Supplies	503.37
224699	Gerken Rent-All-Paola	11	Men's Soccer	Mtc & Service Agreements	55.00
224699	Gerken Rent-All-Paola	11	Women's Soccer	Mtc & Service Agreements	55.00
224700	Inceptia	11	Financial Aid Office	Mtc & Service Agreements	27.25
224701	Ingram Library Services	16	Bookstore	Mtc & Service Agreements	51.50
224702	Iola Area Chamber	11	Board of Trustees	Institutional Dues	599.00
224703	Iola Auto Parts LLC	11	Maintenance of Equipment	Maintenance Supplies	3.95
224703	Iola Auto Parts LLC	11	Maintenance of Equipment	Maintenance Supplies	18.01
224703	Iola Auto Parts LLC	11	Maintenance of Equipment	Maintenance Supplies	18.01
224703	Iola Auto Parts LLC	11	Maintenance of Equipment	Maintenance Supplies	18.01
224703	Iola Auto Parts LLC	11	Maintenance of Grounds	Maintenance Supplies	39.95
224704	Iola Police Department	11	Director of Athletics	Misc Contractual Service	2,019.42
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	95.50
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	187.19
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	21.99
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	11.94
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	11.90
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	27.80
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	19.95
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	11.90
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	17.90
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	14.99
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	82.99
224706	J W Pepper & Son Inc	11	Music	Instructional Supplies	17.98
224707	John Deere Financial	11	Director of Athletics	Repairs & Maintenance	67.96

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23,732.92

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224707	John Deere Financial	11	Track	Repairs & Maintenance	47.95
224707	John Deere Financial	11	Maintenance of Grounds	Small Tools	-200.00
224707	John Deere Financial	11	Maintenance of Grounds	Small Tools	231.37
224708	Lemer, Amy M	11	Mathematics	Business Travel	559.46
224709	Mike's Carpet World	16	Ballard House	Maintenance Supplies	1,082.38
224710	New Klein Lumber Co., The	11	Track	Repairs & Maintenance	11.38
224710	New Klein Lumber Co., The	11	Track	Repairs & Maintenance	99.96
224710	New Klein Lumber Co., The	11	Maintenance of Grounds	Maintenance Supplies	377.38
224710	New Klein Lumber Co., The	16	Ballard House	Maintenance Supplies	49.97
224710	New Klein Lumber Co., The	16	Ballard House	Maintenance Supplies	36.00
224710	New Klein Lumber Co., The	16	Red Devil Duplexes	Maintenance Supplies	39.99
224711	New Wave Broadband	11	Director of Athletics	Mtc & Service Agreements	80.00
224712	Ogleby, Amy Michelle	11	Admissions	Business Travel	14.07
224712	Ogleby, Amy Michelle	11	Admissions	Business Travel	26.80
224712	Ogleby, Amy Michelle	11	Admissions	Business Travel	12.06
224713	Olson Photography, Paige	11	Theater	Misc Contractual Service	100.00
224714	PTSolutions	12	Business & Industry	Major Equipment	62.21
224715	Peak Uptime	11	Information Tech (IT)	Mtc & Service Agreements	7,595.74
224716	Phillips 66 Co/SYNCB	11	Director of Athletics	Gasoline	707.52
224716	Phillips 66 Co/SYNCB	11	General Inst Expenses	Gasoline	135.11
224716	Phillips 66 Co/SYNCB	11	Maintenance of Grounds	Gasoline	127.43
224717	Pizza Hut	11	Women's Soccer	Meetings & Hospitality	129.38
224718	Pretty Good Productions	11	Theater	Misc Contractual Service	300.00
224719	Pur-O-Zone	11	Maintenance of Equipment	Maintenance Supplies	79.16
224720	Ravin Printing	11	Baseball	Office Supplies	19.00
224720	Ravin Printing	11	Theater	Office Supplies	19.00
224720	Ravin Printing	12	Allied Health	Office Supplies	19.00
224721	SESAC	11	Music	Licenses	343.00
224722	Sam and Louie's	11	Theater	Meetings & Hospitality	100.00
224723	Seven K Company	11	Human Resources	Recognition Supplies	205.33
224724	Sirius XM Radio LLC	11	Fitness Center	Subscriptions	287.20
224725	Sparks, Terry R	11	President	Other Expense	80.00
224726	Sports Locker	11	Men's Basketball	Athletic Apparel	596.25
224726	Sports Locker	11	Baseball	Athletic Apparel	375.25
224726	Sports Locker	11	Baseball	Athletic Apparel	2,988.00
224727	Stanion Wholesale	11	Maintenance of Buildings	Maintenance Supplies	45.95
224728	Stogsdill, Tricia J	11	Theater	Business Travel	18.64
224729	Super 8 Iola	11	Volleyball	Business Travel	80.54
224729	Super 8 Iola	11	Women's Soccer	Business Travel	80.54
224730	Texas Life Insurance Company	11	No Center	Texas Life Insurance	210.80
224731	Tri-Valley	11	General Inst Expenses	Mtc & Service Agreements	196.20
224732	Turf Solutions Inc	11	Baseball	Repairs & Maintenance	2,101.00
224733	UPS	16	Bookstore	Postage	56.57
224733	UPS	16	Bookstore	Postage	54.98

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19,582.57

Fri Dec 20 2024
16:53

Allen County Community College
Bills Presented for Ratification
From: 12/13/2024 To 12/20/2024

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billrat

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224734	WEX BANK	11	Director of Athletics	Gasoline	147.02
224735	Ziegler, Christa Grace	11	Communication	Business Travel	831.90
				PAGE TOTALS	978.92
				AP GRAND TOTAL	101,141.72

Signed and approved this ____ day of _____, 2024

ATTEST:

Chairman, Board of Trustees

Clerk, Board of Trustees

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224736	Cardmember Service	70	No Center	Food Pantry 70	0.10
224737	ACCC Petty Cash	17	No Center	Petty Cash/Cashier	9.00
224738	AP Technology LLC	11	Business Office	Misc Contractual Service	215.00
224739	All Clean LLC	16	Food Service	Mtc & Service Agreements	1,892.30
224740	All in One Pest	11	Maintenance of Buildings	Mtc & Service Agreements	440.00
224741	American Fidelity	11	No Center	Accident Ins/AFA	59.90
224741	American Fidelity	11	No Center	Life Insurance/Am Fideli	127.00
224741	American Fidelity	11	No Center	Critical Illness/Amer Fi	35.98
224741	American Fidelity	11	No Center	Disability/Amer Fidelity	131.70
224741	American Fidelity	11	No Center	Cancer/American Fidelity	83.00
224742	Blue Cross Blue Shield of Kansas	11	No Center	Hospitalization Payable	84,491.40
224743	CPI Financial	11	Campus Services	Repairs & Maintenance	1,283.41
224745	Cardmember Service	11	Fitness Center	Office Supplies	99.69
224745	Cardmember Service	11	Campus Services	Office Supplies	127.89
224745	Cardmember Service	11	Director of Athletics	Recognition Supplies	150.00
224745	Cardmember Service	11	Men's Basketball	Business Travel	215.28
224745	Cardmember Service	11	Men's Basketball	Athletic Team Travel	9.56
224745	Cardmember Service	11	Men's Basketball	Athletic Team Travel	1,287.50
224745	Cardmember Service	11	Baseball	Business Travel	116.99
224745	Cardmember Service	11	Baseball	Business Travel	2.65
224745	Cardmember Service	11	Baseball	Business Travel	11.76
224745	Cardmember Service	11	Baseball	Business Travel	3.72
224745	Cardmember Service	11	Baseball	Business Travel	25.00
224745	Cardmember Service	11	Baseball	Business Travel	3.51
224745	Cardmember Service	11	Baseball	Athletic Team Travel	64.88
224745	Cardmember Service	11	Baseball	Athletic Team Travel	22.22
224745	Cardmember Service	11	Men's Soccer	Athletic Team Travel	343.00
224745	Cardmember Service	11	Women's Soccer	Business Travel	12.58
224745	Cardmember Service	11	Theater	Miscellaneous Supplies	775.00
224745	Cardmember Service	11	Theater	Miscellaneous Supplies	-775.00
224745	Cardmember Service	11	Theater	Miscellaneous Supplies	-1,564.86
224745	Cardmember Service	11	General Inst Expenses	Office Supplies	16.24
224745	Cardmember Service	12	Business & Industry	Advertising	1,159.14
224745	Cardmember Service	12	Early Childhood Educ	Instructional Supplies	179.99
224745	Cardmember Service	16	Bookstore	C of GS/Supplies	176.21
224745	Cardmember Service	27	Perkins Program Improv.	Instructional Supplies	503.95
224745	Cardmember Service	70	No Center	Softball 70	39.59
224746	Cintas	11	General Inst Expenses	Mtc & Service Agreements	861.00
224747	City of Iola	16	Ballard House	Natural Gas/	88.24
224747	City of Iola	16	Ballard House	Electricity/	51.03
224747	City of Iola	16	Ballard House	Water/	68.99
224747	City of Iola	16	Ballard House	Sewer/	26.18
224748	City of Iola	11	General Inst Expenses	Natural Gas/	4,378.64
224748	City of Iola	11	General Inst Expenses	Electricity/	7,559.44

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104,808.80

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224748	City of Iola	11	General Inst Expenses	Water/	705.48
224748	City of Iola	11	General Inst Expenses	Sewer/	301.19
224748	City of Iola	11	Gen Inst Exp Tech Bldg	Natural Gas/	362.30
224748	City of Iola	11	Gen Inst Exp Tech Bldg	Electricity/	1,271.25
224748	City of Iola	11	Gen Inst Exp Tech Bldg	Water/	57.68
224748	City of Iola	11	Gen Inst Exp Tech Bldg	Sewer/	20.65
224748	City of Iola	16	Parkford Apartments	Electricity/	1,011.15
224748	City of Iola	16	Herynk Hall	Natural Gas/	74.19
224748	City of Iola	16	Herynk Hall	Electricity/	184.59
224748	City of Iola	16	Herynk Hall	Water/	187.67
224748	City of Iola	16	Herynk Hall	Sewer/	84.24
224748	City of Iola	16	Horton Hall	Natural Gas/	302.97
224748	City of Iola	16	Horton Hall	Electricity/	763.31
224748	City of Iola	16	Horton Hall	Water/	877.21
224748	City of Iola	16	Horton Hall	Sewer/	421.53
224748	City of Iola	16	Winter Hall	Electricity/	1,541.39
224748	City of Iola	16	Winter Hall	Water/	566.35
224748	City of Iola	16	Winter Hall	Sewer/	269.47
224748	City of Iola	16	Red Devil Duplexes	Natural Gas/	587.30
224748	City of Iola	16	Red Devil Duplexes	Electricity/	711.93
224748	City of Iola	16	Red Devil Duplexes	Water/	328.97
224748	City of Iola	16	Red Devil Duplexes	Sewer/	153.36
224748	City of Iola	16	Masterson Hall	Natural Gas/	123.38
224748	City of Iola	16	Masterson Hall	Electricity/	1,025.86
224748	City of Iola	16	Masterson Hall	Water/	430.71
224748	City of Iola	16	Masterson Hall	Sewer/	203.12
224749	Community Foundation of	70	Other Scholarships	Misc Outside Scholar	45.00
224750	Dale's Sheet Metal Inc	16	Red Devil Duplexes	Maintenance Supplies	99.90
224751	Datasource Inc	11	Human Resources	Mtc & Service Agreements	32.65
224752	DeGrado, Vincent Jerome	11	Cross Country	Repairs & Maintenance	86.62
224753	Delich, Jennifer L	12	Allied Health	Testing Fees	20.50
224753	Delich, Jennifer L	12	Allied Health	Testing Fees	41.00
224754	Dell Marketing LP	11	Registrar's Office	Office Supplies	609.35
224754	Dell Marketing LP	11	Information Tech (IT)	Major Equipment	230.98
224755	FedEx	16	Bookstore	Postage	16.99
224756	Feedlot, The	11	Income Cntrl/VP-Finance	Miscellaneous Income	122.50
224757	First Class Color/Fax Cards	11	Human Resources	Office Supplies	47.20
224757	First Class Color/Fax Cards	11	Alumni/Development Offic	Office Supplies	47.20
224758	Fuelman	11	Director of Athletics	Gasoline	282.26
224758	Fuelman	11	General Inst Expenses	Gasoline	290.55
224759	Great Western Dining	16	Food Service	Cost of Food Service Con	688.75
224760	Green Environmental Svcs	11	Maintenance of Buildings	Mtc & Service Agreements	1,303.80
224760	Green Environmental Svcs	16	Herynk Hall	Mtc & Service Agreements	150.00
224760	Green Environmental Svcs	16	Horton Hall	Mtc & Service Agreements	150.00

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16,832.50

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224760	Green Environmental Svcs	16	Winter Hall	Mtc & Service Agreements	150.00
224760	Green Environmental Svcs	16	Red Devil Duplexes	Mtc & Service Agreements	150.00
224760	Green Environmental Svcs	16	Masterson Hall	Mtc & Service Agreements	150.00
224761	Hasty Awards	11	General Inst Expenses	Other Expense	835.65
224762	Hein & Co Inc, William S	11	Library	Subscriptions	1,135.00
224763	Hudl	11	Director of Athletics	Mtc & Service Agreements	10,100.00
224764	Ingram Library Services	11	Library	Library Books & Media	36.55
224764	Ingram Library Services	11	Library	Library Books & Media	26.60
224764	Ingram Library Services	11	Library	Library Books & Media	54.00
224764	Ingram Library Services	16	Bookstore	Mtc & Service Agreements	51.50
224765	Instructure Inc	11	Online Learning	Mtc & Service Agreements	47,405.34
224766	John Deere Financial	11	Cross Country	Repairs & Maintenance	26.06
224766	John Deere Financial	11	Cross Country	Repairs & Maintenance	76.32
224767	Johnson Schowengerdt PA	11	Board of Trustees	Legal Services	90.00
224767	Johnson Schowengerdt PA	11	Board of Trustees	Legal Services	960.00
224767	Johnson Schowengerdt PA	11	Board of Trustees	Legal Services	3,780.00
224767	Johnson Schowengerdt PA	11	Board of Trustees	Legal Services	4,740.00
224768	KWIKOM	16	Ballard House	Mtc & Service Agreements	75.00
224769	KanREN Inc	11	Information Tech (IT)	Mtc & Service Agreements	11,873.58
224770	Kryterion Inc	12	Allied Health	Testing Fees	54.00
224771	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	197.75
224771	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	206.00
224772	Manhattan Running Co	11	Cross Country	Athletic Apparel	1,496.00
224772	Manhattan Running Co	11	Cross Country	Athletic Apparel	4,104.00
224772	Manhattan Running Co	11	Cross Country	Athletic Apparel	896.00
224773	Medco Supply Company	11	Athletic Trainer	Athletic Supplies	321.18
224773	Medco Supply Company	11	Athletic Trainer	Athletic Supplies	29.07
224774	New Klein Lumber Co., The	11	Baseball	Repairs & Maintenance	-49.99
224774	New Klein Lumber Co., The	11	Baseball	Repairs & Maintenance	1,082.25
224774	New Klein Lumber Co., The	11	Baseball	Repairs & Maintenance	-22.00
224774	New Klein Lumber Co., The	11	Cross Country	Repairs & Maintenance	77.13
224774	New Klein Lumber Co., The	11	Cross Country	Repairs & Maintenance	96.66
224775	New Wave Broadband	11	Baseball	Mtc & Service Agreements	155.00
224775	New Wave Broadband	11	Baseball	Mtc & Service Agreements	45.00
224776	OTA PlatePay	11	Director of Athletics	Business Travel	21.45
224776	OTA PlatePay	11	Director of Athletics	Business Travel	11.40
224776	OTA PlatePay	11	Director of Athletics	Business Travel	24.25
224777	Peak Uptime	11	Information Tech (IT)	Major Equipment	1,504.27
224778	Saint Luke's Health System	11	Director of Athletics	Mtc & Service Agreements	246.00
224779	Simon Livestock	12	Agriculture	Misc Contractual Service	150.00
224780	Sports Locker	11	Cross Country	Athletic Apparel	242.55
224781	Tessema, Nathan M	16	No Center	Refundable Deposits	100.00
224782	Turf Solutions Inc	11	Director of Athletics	Mtc & Service Agreements	1,373.00
224783	WEX BANK	11	Director of Athletics	Gasoline	91.66

PAGE TOTALS

94,168.23

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Allen County Community College
Bills Presented for Ratification
From: 12/21/2024 To 01/09/2025

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Check No	Vendor Name	Fund	Center	Line	Invoice Amt
224783	WEX BANK	11	General Inst Expenses	Gasoline	11.78
PAGE TOTALS					11.78
AP GRAND TOTAL					215,821.31

Signed and approved this ____ day of _____, 2025

ATTEST:

Chairman, Board of Trustees

Clerk, Board of Trustees

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
DEC 2425

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Fund: 11 General/Unrestricted

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Fund: 11 General/Unrestricted

REVENUE by obj	Month Actual	Full Year Budget	---- Year to Date ----		Pct	Variance
			Actual	Encumbered		
Revenue						
Student Sources						
4011 Gen Fund On Campus Tuit	450	60,000	293,350	0	489	233,350
4012 Gen Fund Out/State Tuitn	855	623,214	174,800	0	28	(448,414)
4014 Gen Fnd Off-Campus Tuitn	450	217,894	54,919	0	25	(162,975)
4015 Out-Dist Tuition-QNC	0	1,465,496	109,183	0	7	(1,356,314)
4016 Out-Dist Tuition-Outrch	0	412,350	317,518	0	77	(94,833)
4018 Gen Fnd Acad Course Fee	0	3,400	2,120	0	62	(1,280)
4019 Technology Fee	486	547,101	261,699	0	48	(285,402)
4070 International Tuition	315	375,992	184,065	0	49	(191,927)
4090 Graduation Fee	0	150	30	0	20	(120)
Student Sources	2,556	3,705,597	1,397,683	0	38	(2,307,914)
Federal Sources						
4120 Indirect Costs	0	4,000	3,071	0	77	(929)
Federal Sources	0	4,000	3,071	0	77	(929)
State Sources						
4200 State Operating Grnt	0	3,626,540	1,813,270	0	50	(1,813,270)
4280 State Grants & Contracts	0	250,000	250,000	0	100	0
State Sources	0	3,876,540	2,063,270	0	53	(1,813,270)
Local Sources						
4410 Ad Valorem Property Tax	0	2,621,815	151,229	0	6	(2,470,586)
4420 Motor Vehicle Stamp Tax	0	0	0	0	*****	0
4430 Motor Vehicle Prop Tax	0	282,927	101,919	0	36	(181,008)
4440 Delinquent Tax	0	27,764	72,547	0	261	44,783
4450 Payments in lieu of tax	0	2,900	2,728	0	94	(172)
Local Sources	0	2,935,406	328,424	0	11	(2,606,982)
Other Income Sources						
4810 Interest Income	34,798	150,000	247,663	0	165	97,663
4811 Interest of Investments	153,405	250,000	281,453	0	113	31,453
4825 Cash Over	0	0	4	0	*****	4
4835 Previous Year Adjustment	0	0	(90,362)	0	*****	(90,362)
4840 Miscellaneous Income	3,255	500,000	48,327	0	10	(451,673)
4843 Bad Debt Income/On-Camp	179	4,000	339	0	8	(3,661)
4844 Bad Debt Income/Outreach	533	10,000	3,616	0	36	(6,384)
4855 Service Charge Income	45	3,000	650	0	22	(2,350)
4910 Transcripts/ 11	267	6,500	3,201	0	49	(3,299)
Other Income Sources	192,482	923,500	494,891	0	54	(428,609)

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
DEC 2425

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Fund: 11 General/Unrestricted

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Revenue	195,038	11,445,043	4,287,339	0	37	(7,157,704)

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Education and General						
Instruction						
1110 Business	6,213	124,854	24,859	0	20	99,995
1130 Communication	14,040	145,713	49,517	0	34	96,196
1131 Art	6,229	78,214	25,090	0	32	53,124
1132 Tutoring Center	6,527	88,473	43,412	0	49	45,061
1133 English	25,647	313,493	103,744	0	33	209,749
1135 Developmental Education	11	0	11	0	*****	(11)
1136 Education	2	1,100	8	0	1	1,092
1137 ESL	0	608	265	0	44	343
1140 Mathematics	12,920	166,913	58,025	0	35	108,888
1141 Biology	18,715	181,054	81,773	13	45	99,268
1142 Chemistry	5,628	83,789	22,977	0	27	60,812
1143 Physical Science	5,017	72,858	20,560	0	28	52,298
1150 Soc & Behav Sciences	33,906	385,930	148,157	0	38	237,773
1151 Exercise Science	0	1,000	748	0	75	252
1160 Fitness Center	11,368	90,089	45,868	0	51	44,221
1170 Summer School	0	148,510	10,905	0	7	137,605
1174 Online Learning	18,025	272,987	99,764	0	37	173,223
1175 DNU Dist Learning	0	0	0	0	*****	0
1179 On Campus Adjunct/Overlo	22,517	93,600	81,850	0	87	11,750
1180 Concurrent Dual Credit	53,192	652,157	257,336	0	39	394,821
1185 Burlingame Campus	0	37,950	0	0	0	37,950

Instruction	239,956	2,939,292	1,074,868	13	37	1,864,411
Academic Support						
4100 Library	11,812	223,241	143,547	0	64	79,694
4200 VP for Academic Affairs	12,929	189,202	75,128	0	40	114,074
4210 Dean-CTE & Industry Ptrn	2,388	0	4,770	0	*****	(4,770)
4250 Dean-Dist & Gen Ed Iola	8,614	110,047	51,851	0	47	58,196
4300 Professional Development	2,278	26,000	4,542	0	17	21,458
4400 Campus Services	2,077	84,049	29,127	73	35	54,849

Academic Support	40,098	632,539	308,966	73	49	323,500
Student Serv--Administra						
5000 VP for Student Affairs	19,980	176,291	86,246	0	49	90,045
5100 Advising & Testing	12,116	183,884	89,603	0	49	94,281
5150 Student Success	0	42,553	0	0	0	42,553
5200 Financial Aid Office	27,916	487,296	169,640	0	35	317,656
5300 Registrar's Office	13,809	176,009	78,283	609	45	97,116
5350 Admissions	22,851	383,107	157,083	0	41	226,024
5360 Marketing	22,550	313,638	54,996	20,010	24	238,632

Student Serv--Administra	119,223	1,762,778	635,850	20,619	37	1,106,309

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Student Serv--Athletics						
5500 Director of Athletics	21,193	512,141	260,471	13,252	53	238,418
5501 Men's Basketball	6,607	107,002	52,882	0	49	54,120
5502 Women's Basketball	8,682	103,863	48,344	0	47	55,519
5503 Track	4,304	57,176	18,726	0	33	38,450
5506 Softball	5,577	105,466	39,202	0	37	66,264
5507 Baseball	15,804	208,313	76,610	0	37	131,703
5508 Volleyball	4,625	102,204	56,279	0	55	45,925
5510 Cross Country	3,139	80,443	35,513	0	44	44,930
5511 Livestock Judging	6,282	94,687	35,221	0	37	59,466
5512 Cheerleader/Dance	4,167	72,091	10,460	0	15	61,631
5513 Men's Soccer	7,895	156,704	86,410	0	55	70,294
5515 Women's Soccer	4,778	92,287	49,286	(24)	53	43,025
5560 Athletic Fundraising	2,751	0	16,447	0	*****	(16,447)
5570 Athletic Trainer	10,363	157,609	56,564	355	36	100,690
5575 Post Season Competition	0	40,000	2,444	0	6	37,556
Student Serv--Athletics	106,169	1,889,986	844,859	13,583	45	1,031,544
Student Serv--Activities						
5610 Student Activities	2,382	77,483	26,211	0	34	51,272
5611 International Students	0	3,355	100	0	3	3,255
5620 Music	6,929	84,299	34,311	99	41	49,889
5630 Allen Flame Newspaper	0	500	0	0	0	500
5640 Theater	14,063	212,283	70,603	0	33	141,680
5650 College Quiz Bowl	1,547	2,672	3,299	0	123	(627)
5660 Phi Theta Kappa	242	15,650	810	0	5	14,840
5663 HOOSA	0	6,600	977	0	15	5,623
Student Serv--Activities	25,162	402,842	136,310	99	34	266,433
Institutional Support						
6100 President	32,224	470,791	183,549	10	39	287,232
6110 Board of Trustees	888	90,250	14,335	0	16	75,915
6120 Institutional Research	10,083	153,059	62,219	130	41	90,710
6130 Accreditation	0	28,510	9,806	0	34	18,704
6140 Diversity, Equity & Incl	0	7,080	2,500	0	35	4,580
6200 Business Office	31,806	402,924	173,310	0	43	229,614
6210 VP Finance & Operations	10,211	139,199	66,030	0	47	73,169
6230 Accounts Payable/Purchng	0	0	0	0	*****	0
6250 Human Resources	6,019	202,277	38,699	0	19	163,578
6310 Alumni/Development Offic	8,883	132,289	34,731	0	26	97,558
6400 Information Tech (IT)	58,808	1,245,037	804,682	85,791	72	354,565
6500 General Inst Expenses	24,972	1,063,161	458,793	55,175	48	549,193
6510 Gen Inst Exp Tech Bldg	2,463	286,250	23,484	5,090	10	257,676
Institutional Support	186,357	4,220,827	1,872,136	146,195	48	2,202,495

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Physical Plant Operation						
7100 Maintenance of Buildings	44,424	1,122,357	336,462	12,270	31	773,625
7200 Maintenance of Equipment	12,149	558,465	67,219	0	12	491,246
7300 Maintenance of Grounds	9,181	306,229	152,852	1,427	50	151,950
7500 Major Projects	0	1,125,000	83,982	0	7	1,041,018

Physical Plant Operation	65,753	3,112,051	640,514	13,697	21	2,457,840

Education and General	782,719	14,960,315	5,513,504	194,280	38	9,252,531

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Scholarships & Grants						
Scholarships						
8100 Board Scholarships	(390)	218,500	44,620	0	20	173,880
Scholarships	(390)	218,500	44,620	0	20	173,880
Scholarships & Grants	(390)	218,500	44,620	0	20	173,880

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Auxiliary Enterprises						
Miscellaneous Other						
9900 Miscellaneous Oth Fnd Ex	0	0	0	0	*****	0
9999 Contingency Center	0	(3,733,772)	0	0	0	(3,733,772)

Miscellaneous Other	0	(3,733,772)	0	0	0	(3,733,772)

Auxiliary Enterprises	0	(3,733,772)	0	0	0	(3,733,772)

EXPENDITURES	782,329	11,445,043	5,558,124	194,280	50	5,692,639
=====						

Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
DEC 2425

Fund: 11 General/Unrestricted

	Month	Full Year	---- Year to Date ----			Pct	Variance
	Actual	Budget	Actual	Encumbered			
Total Revenues	195,038	11,445,043	4,287,339	0	37	(7,157,704)	
Total Expenditures	782,329	11,445,043	5,558,124	194,280	50	5,692,639	
Excess Revenue/Expenditures	(587,291)	0	(1,270,785)	(194,280)	*****	(1,465,065)	
Fund Balance objs	0	0	18,414,832	0	*****	0	
Fund Balance + Excess Rev/Exp	(587,291)	0	17,144,047	(194,280)	*****	(1,465,065)	

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 12 PTE Fund

REVENUE by obj	Month Actual	Full Year Budget	---- Year to Date ----		Pct	Variance
			Actual	Encumbered		

Revenue						
Student Sources						
4020 Technical Edu Tuition	0	400,000	0	0	0	(400,000)

Student Sources	0	400,000	0	0	0	(400,000)
State Sources						
4200 State Operating Grnt	0	468,219	613,123	0	131	144,904
4201 Other State Aid	0	379,013	777,124	0	205	398,111
4202 Kansas Promise	0	30,000	19,088	0	64	(10,912)

State Sources	0	877,232	1,409,335	0	161	532,103
Other Income Sources						
4840 Miscellaneous Income	0	0	0	0	*****	0

Other Income Sources	0	0	0	0	*****	0

Revenue	0	1,277,232	1,409,335	0	110	132,103

Fund: 12 PTE Fund

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Education and General						
Instruction						
1210 Management Development	0	0	0		0 *****	0
1225 Computer Science	7,625	141,459	34,822		0 25	106,637
1227 Graphic Design	8,764	109,844	65,025		0 59	44,819
1230 Business & Industry	14,645	359,703	69,587		62 19	290,054
1233 Criminal Justice Studies	7,930	108,427	46,433		0 43	61,994
1240 Agriculture	10,828	123,735	58,027		0 47	65,708
1260 Allied Health	14,653	214,048	63,134		0 29	150,914
1261 Emergency Medical Servic	0	12,483	99		0 1	12,384
1264 Pharmacy Technician	728	11,540	2,911		0 25	8,629
1268 Early Childhood Educ	14,827	203,201	79,034		0 39	124,167
1275 Machining & Manufacturi	0	6,200	208		0 3	5,992

Instruction	80,000	1,290,640	419,280		62 32	871,298
Academic Support						
4210 Dean-CTE & Industry Ptrn	8,599	118,013	60,857		0 52	57,156

Academic Support	8,599	118,013	60,857		0 52	57,156

Education and General	88,599	1,408,653	480,137		62 34	928,454

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 12 PTE Fund

EXPENDITURES by func	Month Actual	Full Year Budget	---- Year to Date ---- Actual	Encumbered	Pct	Variance
Scholarships & Grants						
Scholarships						
8200 Other Scholarships	3,895	425,000	108,856	0	26	316,144
Scholarships	3,895	425,000	108,856	0	26	316,144
Scholarships & Grants	3,895	425,000	108,856	0	26	316,144

Fund: 12 PTE Fund

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Auxiliary Enterprises						
Miscellaneous Other						
9900 Miscellaneous Oth Fnd Ex	0	0	0	0	*****	0
9999 Contingency Center	0	(556,421)	0	0	0	(556,421)

Miscellaneous Other	0	(556,421)	0	0	0	(556,421)

Auxiliary Enterprises	0	(556,421)	0	0	0	(556,421)

EXPENDITURES	92,494	1,277,232	588,993	62	46	688,177
=====						

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 12 PTE Fund

	Month	Full Year	---- Year to Date ----			Variance
	Actual	Budget	Actual	Encumbered	Pct	
Total Revenues	0	1,277,232	1,409,335	0	110	132,103
Total Expenditures	92,494	1,277,232	588,993	62	46	688,177
Excess Revenue/Expenditures	(92,494)	0	820,341	(62)	*****	820,280
Fund Balance objs	0	0	1,005,955	0	*****	0
Fund Balance + Excess Rev/Exp	(92,494)	0	1,826,296	(62)	*****	820,280

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 14 ASE/Unrestricted

	Month	Full Year	---- Year to Date ----			
REVENUE by obj	Actual	Budget	Actual	Encumbered	Pct	Variance

EXPENDITURES	0	0	0	0	*****	0
=====						

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 14 ASE/Unrestricted

	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Total Revenues	0	0	0	0	0 *****	0
Total Expenditures	0	0	0	0	0 *****	0
Excess Revenue/Expenditures	0	0	0	0	0 *****	0
Fund Balance objs	0	0	6,501	0	0 *****	0
Fund Balance + Excess Rev/Exp	0	0	6,501	0	0 *****	0

Fund: 16 Auxiliary Enter/Unrestr

REVENUE by obj	Month Actual	Full Year Budget	[---- Year to Date ----] Actual	Encumbered	Pct	Variance
Revenue						
Student Sources						
4050 Book Rental Charges	495	382,215	193,088	0	51	(189,128)
Student Sources	495	382,215	193,088	0	51	(189,128)
Student Housing						
4700 Red Devil Duplexes	0	203,528	123,858	0	61	(79,671)
4720 Horton Hall Revenues	0	422,832	269,277	0	64	(153,555)
4730 Winter Hall Revenues	0	248,184	141,490	0	57	(106,694)
4731 Masterson Hall Revenues	0	299,936	184,113	0	61	(115,824)
4732 Herynk Hall	0	128,544	77,177	0	60	(51,367)
4733 Parkford Apartments	0	149,968	80,340	0	54	(69,628)
4734 Ballard House	0	15,000	0	0	0	(15,000)
4739 Residence Hall Breakage	0	2,000	215	0	11	(1,785)
Student Housing	0	1,469,992	876,469	0	60	(593,523)
Bookstore Sales						
4740 Sales of Books	(164)	3,000	(820)	0	(27)	(3,820)
4742 Non-Return Books/On-Camp	0	0	0	0	*****	0
4743 Sales of Books/Outreach	0	0	0	0	*****	0
4744 Non-Return Books/Off-Cam	0	0	0	0	*****	0
4748 Shipping/Iola	0	350	0	0	0	(350)
4750 Sales of Supplies	71	800	593	0	74	(207)
4760 Sales of Soft Goods	2,486	18,500	11,882	0	64	(6,618)
4770 Sales of Gifts & Misc	654	2,500	1,972	0	79	(528)
4780 Tax Exempt Sales	1,156	10,700	3,460	0	32	(7,240)
Bookstore Sales	4,203	35,850	17,087	0	48	(18,763)
Other Income Sources						
4840 Miscellaneous Income	1,173	21,000	16,768	0	80	(4,232)
4870 Vending Mach Commission	0	0	0	0	*****	0
4880 Catered Event Commissions	500	2,000	764	0	38	(1,236)
Other Income Sources	1,673	23,000	17,532	0	76	(5,468)
Revenue	6,371	1,911,057	1,104,175	0	58	(806,882)

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 16 Auxiliary Enter/Unrestr

EXPENDITURES by func	Month Actual	Full Year Budget	---- Year to Date ---- Actual	Encumbered	Pct	Variance
Education and General						
Institutional Support						
6500 General Inst Expenses	0	5,000	0	0	0	5,000
Institutional Support	0	5,000	0	0	0	5,000
Physical Plant Operation						
7500 Major Projects	0	315,000	0	0	0	315,000
Physical Plant Operation	0	315,000	0	0	0	315,000
Education and General	0	320,000	0	0	0	320,000

Fund: 16 Auxiliary Enter/Unrestr

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Auxiliary Enterprises						
Auxiliary Enterprises						
9810 Bookstore	7,455	522,048	206,596	31,050	46	284,402
9820 Student Union	229	146,932	3,602	1,508	3	141,823
9830 Student Housing/Program	12,502	213,825	84,119	0	39	129,706
9831 Parkford Apartments	6,606	107,700	43,501	27,027	65	37,171
9832 Ballard House	1,387	28,000	3,224	1,086	15	23,690
9833 Herynk Hall	1,336	169,500	16,238	2,409	11	150,854
9835 Horton Hall	4,154	133,320	21,133	7,603	22	104,584
9836 Winter Hall	3,559	94,000	17,636	2,565	21	73,799
9837 Red Devil Duplexes	3,099	87,500	38,274	3,873	48	45,352
9838 Masterson Hall	3,147	970,000	14,775	2,158	2	953,066
9840 Food Service	23,066	759,100	370,307	(15)	49	388,808

Auxiliary Enterprises	66,538	3,231,925	819,406	79,265	28	2,333,254
Miscellaneous Other						
9999 Contingency Center	0	(1,640,868)	0	0	0	(1,640,868)

Miscellaneous Other	0	(1,640,868)	0	0	0	(1,640,868)

Auxiliary Enterprises	66,538	1,591,057	819,406	79,265	56	692,386

EXPENDITURES	66,538	1,911,057	819,406	79,265	47	1,012,386
=====						

Fund: 16 Auxiliary Enter/Unrestr

	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Total Revenues	6,371	1,911,057	1,104,175	0	58	(806,882)
Total Expenditures	66,538	1,911,057	819,406	79,265	47	1,012,386
Excess Revenue/Expenditures	(60,168)	0	284,770	(79,265)	*****	205,505
Fund Balance objs	0	0	5,036,664	0	*****	0
Fund Balance + Excess Rev/Exp	(60,168)	0	5,321,434	(79,265)	*****	205,505

Thu Jan 9 2025
14:18

Allen County Community College
SUMMARY OF FUNDS
DEC 24/25

Page 1
fundsum

Funds	This Month		This Year				Last Year	
	Actual	Actual	Encumbrance	Budget	%	Unexpended	Budget	YTD
11 General/Unrestricted	782,329.11	5,558,124.24	194,279.91	15,178,815.00	36.6	9,426,410.85	14,975,226.00	5,895,378.9
12 PTE Fund	92,493.64	588,993.23	61.71	1,833,653.00	32.1	1,244,598.06	1,875,282.00	556,525.9
16 Auxiliary Enter/Unrest	66,538.27	819,405.71	79,264.82	3,551,925.00	23.1	2,653,254.47	2,811,712.00	800,215.1
21 College Work Study/Res	1,179.00	7,162.25	0.00	0.00	*****	-7,162.25	0.00	5,984.5
22 Suppl Educ Opp Grnt/Re	0.00	38,889.19	0.00	0.00	*****	-38,889.19	0.00	15,628.2
24 Pell Grant/Restricted	-729.05	829,748.04	0.00	0.00	*****	-829,748.04	0.00	655,053.9
27 State Grants/Restrict	3,815.16	21,512.08	0.00	45,364.00	47.4	23,851.92	79,127.00	33,769.4
40 Loan Funds/Restricted	5,833.00	422,603.00	0.00	0.00	*****	-422,603.00	0.00	377,788.0
61 Capital Outlay/Restric	19,108.75	438,430.00	0.00	1,500,000.00	29.2	1,061,570.00	2,000,000.00	0.0
70 Agency/Restricted	-1,260.00	486,606.00	0.00	0.00	*****	-486,606.00	0.00	645,416.7

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Allen County Community College
Treasurer's Report
December 31, 2024

Fund Description	Balance	Revenue	Expenditures	Balance	- A/R	+ A/P	Prior Year	Balance
	11-30-2024			12-31-2024	12-31-2024	12-31-2024	Adjustments	12-31-2024
11 General	\$16,812,887.66	\$114,425.07	\$782,329.11	\$16,144,983.62	(\$89,637.75)	(\$213,163.60)	\$2,293,639.20	\$18,315,096.97
12 Postsecondary Technical Educa	\$4,060,310.50	\$0.00	\$92,493.64	\$3,967,816.86	\$0.00	\$0.00	(\$2,141,520.82)	\$1,826,296.04
14 Adult Supplementary Education	\$6,500.85	\$0.00	\$0.00	\$6,500.85	\$0.00	\$0.00	\$0.00	\$6,500.85
16 Auxiliary Enterprises	\$3,873,049.67	\$6,095.69	\$66,538.27	\$3,812,607.09	\$0.00	\$900.00	\$36,954.69	\$3,850,461.78
20 EDPMS	(\$33,639.79)	\$0.00	\$0.00	(\$33,639.79)	(\$10,670.68)	(\$6,717.25)	\$0.00	(\$29,686.36)
21 College Work Study	\$0.00	\$1,179.00	\$1,179.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22 SEOG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23 ABE Grant	(\$0.42)	\$0.00	\$0.00	(\$0.42)	\$0.00	\$0.00	\$0.00	(\$0.42)
24 PELL	(\$3,698.00)	\$2,968.95	(\$729.05)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27 State Grants	\$471,247.97	\$0.00	\$3,815.16	\$467,432.81	\$0.00	\$0.00	(\$0.01)	\$467,432.80
28 Federal Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40 Loan Funds/Restricted	\$0.00	\$5,833.00	\$5,833.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
61 Capital Outlay	\$3,012,438.31	\$0.00	\$19,108.75	\$2,993,329.56	\$0.00	\$0.00	\$0.00	\$2,993,329.56
70 Agency	\$2,264,759.04	\$0.00	(\$1,260.00)	\$2,266,019.04	\$0.00	\$1,699.03	\$0.00	\$2,267,718.07
Holding for Distribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$30,463,855.79	\$130,501.71	\$969,307.88	\$29,625,049.62	(\$100,308.43)	(\$217,281.82)	\$189,073.06	\$29,697,149.29

Summary of Cash Transactions

	Balance	Receipts	Disbursements	Balance
	11-30-2024			12-31-2024
Landmark Nat'l Bank #385 (Gen. Func	9,906,189.24	325,868.21	1,201,034.90	9,031,022.55
Landmark Nat'l Bank #377 (Fed Funds	0.15	13,639.63	13,639.63	0.15
Community Nat'l Bank (Checking)	106,866.39	23,345.54	0.00	130,211.93
Petty Cash-Main Campus	300.00	5.44	5.44	300.00
Landmark Nat'l CD's	8,108,838.75	21,575.89	130,414.64	8,000,000.00
Community Nat'l Bank CD's	6,450,000.00	4,880.34	0.00	6,454,880.34
Emprise Bank CD's	6,080,234.32	0.00	0.00	6,080,234.32
Athletic Cash	300.00	0.00	0.00	300.00
Bookstore Cash-Iola Campus	200.00	0.00	0.00	200.00
Cashier's Drawer #1	0.00	188,588.05	188,588.05	0.00
Cashier's Drawer #2	0.00	0.00	0.00	0.00
Cashier's Drawer #3	0.00	0.00	0.00	0.00
Cashier's Drawer #4	0.00	0.00	0.00	0.00
Holding for Distribution	0.00	0.00	0.00	0.00
Total	30,652,928.85	577,903.10	1,533,682.66	29,697,149.29

Pledged Securities

	12-31-2024
Investments - KMIP	\$0.00
Emprise Bank	\$6,367,603.88
Community National Bank & Trust	\$6,335,205.00
Landmark National Bank	\$19,016,060.82
Total	\$31,718,869.70

I hereby certify that the above fund reconciliation is correct to the best of my knowledge.

President

Board Chair



Iola Campus, Online Learning, and CEP (Concurrent Enrollment Partnerships)

Report to the Board of Trustees

Kara Wheeler: Vice President for Academic Affairs
January 2025

Academic Affairs

- We worked to finalize the in-service schedule that is happening January 13-15th.
- Assessment day for faculty will be January 16th. They will be working on finalizing their data from the fall semester, and then working on program reviews.
- Softdocs training has been completed by three departments: Admissions/Advising, Registrar, and Human Resources. All files for students/employees will now be stored digitally in this system. This semester these groups will work on going through all paper documents to get them scanned/added to Softdocs. The next training with Softdocs will be to create forms, and that will take place January 23-24.
- Review of low-enrollment classes will begin this Friday (10th) and continue into next week to make decisions.

KBOR:

- Discussions have continued on the "First 15" for concurrent/dual-credit students. Nothing new since last month. January KBOR meetings will probably address any progress made by the committee.
- The projects we are currently working on:
 - I have finalized our General Education course list with KBOR. It will now go to the Systemwide Gen Ed Council for review/approval.
 - Math must finish the developmental co-req for Contemporary Math and Elementary Stats this spring to be ready for fall enrollment.
 - English faculty must finish the developmental co-req for English Comp I this spring to be ready for fall enrollment.
 - KBOR has us checking all CTE aligned programs across the state to make sure we are following the approved alignments on KBOR's website. This will be due this spring.

Tutoring (Bruce Symes):

- Allen Academic Support served **437 students** through tutoring center and online services in the fall of 2024. There were 275 Writing Lab and face-to-face writing

consultations during the term. In addition, Allen tutors served 45 math students in the Allen Library, and Brainfuse tutors assisted 117 Allen students during the semester.

- Writing consultations through Brainfuse Writing Lab, my email and in-person tutoring were in English courses as well as across the curriculum, such as sociology, biology, Early Childhood Education, history and public speaking. Top subjects for Brainfuse tutors were College Algebra with 57 virtual consultations, statistics with 14 and physics, 13.
- Two student tutors and one part-time professional tutor assisted me in the Academic Support Center. I still have one work-study tutoring position to fill in the spring semester if I can find a qualified applicant.
- We used about 120 hours of online tutoring for our students this fall in the start of the second year with Brainfuse. We have about 115 hours remaining in our Brainfuse plan for the spring 2025 semester, and any unused hours carry over year to year with the Brainfuse service.
- As always, I appreciate the support we receive from faculty, who share information about our service with their students, and from administrators, who continue to recognize and nurture the importance Academic Support plays in Allen's success.

January 14, 2025 Board Report

Lisa Wicoff

Dean for CTE and Industry Partnerships

Dean's Report

I am continuing to work on new program development and new course development to support these courses. To update on CDL, we have had a change in direction, and will be working to offer classes a few times a year to meet our local needs without having to run a full-time program. I hope to update you on this in February. 160 Driving Academy elected to not make the investment at Allen due to low projected student numbers. We have a great connection with a long-term working relationship with a local company, and are excited to get this started. This month I will be traveling to a national conference for BILT, as Allen was selected to receive mentoring training to establish Business and Industry Led Teams for our advisory boards for CTE. I will also be traveling to Manhattan, along with several new CTE instructors, for the Kansas winter CTE conference. This is a great time for professional development, as well as to connect with high school instructors, counselors, and administrators from all over Kansas. We will be offering a session at in-service for faculty, coaches, and admissions and advising with each instructor giving a pitch for their programs. We hope that will help Allen so that faculty and staff are better prepared to discuss the different CTE options that we have at Allen.

Allied health CTE Report-Leslie Weir

Allied health classes show strong enrollment for Spring 2025.

Iola Fire Department is teaching an EMT course on campus in the Theatre building on Monday and Wednesday nights. We were unable to meet state requirements to teach this course through Allen, but they will go through Allen in the future. Instructor Andy Hill will work with Leslie Weir to have an Emergency Medical Responder course available through Allen this summer. Next year, we plan to have one EMT and one AEMT course offered on campus, through Allen. We are very excited about this partnership!

Our Aging Specialist program proposal has hit a speed bump with KBOR, but we are working through it. KBOR suggested an alternate path building on what we already have for Certificates, and utilize this until we have gathered additional data to support the Aging Specialist degree. Students will work towards a Certificate A and Certificate B, and then finish with a General Studies degree. This is a great solution, for now!

Workforce Development and Apprenticeships-Kelly Baker

We are working to enter our Nurse Aide apprentices into our system, this is our second apprenticeship program approved with more in line.

ECE-Beth Toland

We currently have had a partnership with Topeka Community Action (TAC) Early Head Start and Head Start with approximately 20 employees making successful progress towards completing certificates and/or associate degrees from Allen in the last year and a half. It has already been a fruitful partnership.

Beth Toland will be starting a third cohort this spring expanding options for families. Christa Ziegler and Sharon Lawless will be teaching these additional hybrid courses on site. This is an exciting expansion for Allen!

New programs-

Randy Misenhelter and an engineer from one of our corporations are traveling this week to look at equipment for one of our new programs. We expect to bring more information to you at the next meeting about this equipment and the Automated Engineer Technology Program.

Dates:

January 17, 1-4 pm-State Perkins training for staff and faculty.

February 3-5-Kansas CTE Conference Manhattan

Allen Community College

Iola Campus and Online Learning

Melanie Wallace, Dean for Distance and General Education

Report to the Board of Trustees, January 14th, 2025

Faculty and Classes:

- Faculty returned to campus on January 9th to begin preparations for Spring 2025 classes.
- New employee orientation is January 13th, we only have one new employee in academics for this semester. John Leahy, Technical Theatre Instructor. He started in October, but this will be his first full semester with us.
- Inservice days are January 14th and 15th
- Assessment day is January 16th.
- I will begin classroom evaluations of instruction the first part of February and will continue those through March/April.
- Online course evaluations with adjuncts will begin in February.
- Tricia Stogsdill and John Leahy, Theatre Instructors, will be traveling with students January 18th – 24th to Iowa to compete in their regional competition. Allen received several awards from this competition last year and hope to repeat. Good luck to Tricia, John and all the students.

Online Learning:

- Spring Online Orientation has been created and is live for students.
- All course designs from fall are complete and courses are ready to begin for the spring semester.
- I will be working with Austin, bookstore manager, for Vital Source integrations for new ebooks.
- Spring course copies are complete, and we are helping instructors prepare for the start of the Spring semester.
- Once classes are underway we will begin course design projects for start dates of summer 2025 and fall 2025.

Upcoming Events:

- College Closed January 20th, 2025 in observance of Martin Luther King Jr. Day.
- First day of classes, January 21st, 2025.

Institutional Effectiveness and Research

Jacob Reichard, Director of Institutional Effectiveness and Research

Report to the Board of Trustees, January 14, 2025

- I am finalizing the data for the Financial Value Transparency and Gainful Employment (FVT/GE) report due this week. This report is a federal report that is to ensure that the programs that we offer will allow a student to earn enough money to pay for the cost of the program.
- We have continued working on the J1 Implementation. The primary focus for the last month has been on getting our Chart of Accounts with the list of all accounts that we use laid out comparing the old CX number alongside the new J1 number. This will allow us to map the old accounts into the new accounts. This document will allow us to ensure we can track information accurately even as we transition into the new system. It will also help our users to learn the new account numbers as they get into J1.
- I am working with Financial Aid and the Registrar Offices to complete the winter collection for IPEDS. The reports due to this collection include graduation rates and information about the cost for students attending Allen.

Board Report

Athletes of the month for December were from Aaliyah Brown women's basketball and Malachi Schilreff from men's basketball. The next Booster club luncheon will be at noon on Jan. 20th at Rookies. The athletic department will be doing a live fundraiser on Jan. 14th with the teams that are on campus now and another one in February for the rest of the teams. Will have our inaugural Red Devils Hall of Fame induction on Feb. 22nd in between the men's and women's basketball games. We are inducting 11 individuals and 1 team this first year. This should be a great weekend for Allen athletics, we are hoping that we get most of them back and family and friends. Both Basketball teams and Track are back and have been practicing this week. Baseball, Softball, and Cheer/Dance will be back next week to start practicing.

Cross Country/Track:

First indoor track meet in January 11th at Friends University.

Basketball:

Women: Currently 11-0 overall and ranked 11th in the nation. This is the highest the women's basketball team has ever been ranked. Their next home game is Saturday the 11th at 2pm against Fort Scott.

Men: Currently 5-8 overall and their next home game is Saturday the 11th at 4pm against Fort Scott.

Softball:

Returning from break this week to start practicing for season, first home games are Feb. 26th at 1 and 3 against North Central Missouri.

Baseball:

Returning from break this week to start practicing for season, first home games are Feb. 1st against Pratt Community College at 1 and 4.

Cheer and Dance:

The Dance returns next week and will be performing during the home basketball games throughout the semester.

Men's Soccer, Women's Soccer, and Volleyball are busy recruiting for next year and will be doing offseason training and workouts when athletes get back.

Physical Plant Operations Report - as of January 6, 2025

As of today, Plant Operations project list:

- Budget Items – In progress for 2025-26
- Construction Projects
- HVAC Repairs
- Grounds Maintenance
- Vehicle Fleet

Budget Items –

Continuing budget items for 25-26 budget.

Construction Projects –

Beginning stages of construction preparation of new facilities.

HVAC Repairs –

New replacement #2 Boiler is online. We have met with a couple of engineering firms for the 2-pipe chiller/boiler system.

Grounds Maintenance –

Grounds maintenance is working on several projects for spring weather and dealing with ice/snow.

Vehicle Fleet –

Dealing with issues with a few vehicles lately. Had repairs to 15-passenger van that had theft damages from catalytic converter being cut off. The parts were recovered by ACCC staff and Iola PD. Vehicle was taken to shop for repairs and is back online.

Allen Community College

2024-2025 Councils, Committees, Task Forces, and Work Groups

Definitions

- Councils are standing work groups comprised of members assigned based on their position and/or responsibilities within the College.
- Committees are standing work groups charged with addressing and completing on-going and necessary work within the College. Committees are assigned based on position or interest.
- Task Forces are work groups charged with addressing and completing specific tasks within a limited time frame. Task Forces are assigned based on position or interest.
- Work Groups are short term groups assigned a specific staff.

College Councils

President's Council

Primary Charge: To provide for the administration of the College.

Accountability: Council reports to the Board of Trustees

Council Chair: **Lyvier Leffler**

Council Members: Chris Freelove, Karen Gillespie, Cynthia Jacobson, Tonya Johnson, Jacob Reichard, Kara Wheeler, Melanie Wallace, Lisa Wicoff, Vice President for Finance and Operations

Meetings are usually on the 1st and 3rd Tuesday of the month 9:00-11:30 a.m., BCR

Academic Affairs Council

Primary Charge: To provide direction for the Academic Affairs division of the College.

Accountability: Council reports to the President's Council

Council Chair: **Kara Wheeler**

Council Members: Kelly Baker, Chris Freelove, Jerald Johnson, Sharon Lawless, Susie McKinnis, Lauren Moots, Travis Robb, Tera Schultz, Virginia Shaffer, Jean Swillum, Bruce Symes, Beth Toland, Kattia Thompson, Melanie Wallace, Jon Wells, Lisa Wicoff, Huda Zeitoni

Meetings are usually on the 2nd Thursday of the month, 2:30-3:30 p.m., A35 Zoom Room

Student Affairs Council

Primary Charge: To provide direction for the Student Affairs division of the College.

Accountability: Council reports to the President's Council

Council Chair: **Cynthia Jacobson**

Council Members: Kindra Autry, Allison Barnhart, Gavin Brown, Karin Defebaugh, Doug Desmarteau, Bobbie Haviland, Kim Murry, Nicole Peters, Nikki Peters, Carla Smith

Meetings are usually on the 2nd Wednesday of the month, 10:00-11:30 a.m., BCR

Business Affairs Council

Primary Charge: To provide direction for the Business Affairs division of the College.

Accountability: Council reports to the President's Council

Council Chair: **Alicia Sterling**

Council Members: Austin Hendrix, Kelsey Jewell, Patty Latta, Katie Riffel, Business Office Assistant

Meetings are Tuesdays, 10:30-11:30 a.m., LCR

Athletic Council

Primary Charge: To provide direction for the Athletic programs of the College.

Accountability: Council reports to the President's Council

Council Chair: **Doug Desmarteau**

Council Members: James Aikins, Maria Aikins, Richardo Banuelos, Nick Black, Gefte Blanc, Mackenzie Chandler, Frankie Chapman, Darci Collins, Leslie Crane, Kirk Doyle, Vince DeGrado, Greg Franklin, Jeremy McGinnis, Chase McQuagge, Patrick Nee, Jim Papen, Nicole Peters, Tyre Pinder, Jordan Schmitt, Marcos Shimizu, Temesgn Tezera

Meetings are monthly, usually on the 2nd Monday, 12:00-1:00 p.m., Board Room

Staff Council

Primary Charge: To provide representation for non-teaching employees at the college.

Council Chair: Josiah D'Albini

Council Officers: Doug Desmarteau, Leslie Crane

Council Members: Staff

Meetings will be held 3 times each year – Fall, Spring, Summer

Faculty Senate

Primary Charge: To provide representation for teaching employees at the college.

Senate Chair: Terri Fahnestock

Council Members: Faculty and Instructional Staff

Division Meetings

Primary Charge: To provide direction and communication for the academic divisions.

Division Chairs: **Sharon Lawless, Travis Robb, Tera Schultz, and Jon Wells**

Division Members: Faculty and Instructional Staff

Student Life Meetings

Primary Charge: To provide direction and communication for the Student Life Office.

Chair: **Gavin Brown**

Office Members: Ricardo Banuelos, Mackenzie Chandler, Kirk Doyle, Alison Fees, Greg Franklin, Chase McQuagge, Marcos Shimizu, Temesgn Tezera

College Committees

Accreditation Committee

Primary Charge: To assure that Allen Community College meets or exceeds the standards for accreditation and quality improvement set forth by the Higher Learning Commission.

Accountability: Committee reports to President's Council

Committee Chairs: **Kara Wheeler**

Committee Members: Ryan Bilderback, Doug Dunlap, Todd Francis, Mason Ingle, Cynthia Jacobson, Lyvier Leffler, Sherry Miller, Nikki Peters, Jacob Reichard, Travis Robb, Melanie Wallace, Lisa Wicoff, Vice President for Finance and Operations

Meetings are usually on the 4th Thursday of the month, 2:30-3:30 p.m., Board Room

Assessment Committee

Primary Charge: To develop assessment frameworks and processes and to apply, within the frameworks, those processes to institution-wide learning outcomes. To advise on the planning and implementation of Assessment Day for faculty and instructional staff.

Accountability: Committee reports to Academic Affairs Council

Committee Chairs: **Kara Wheeler and Travis Robb**

Committee Members: Stan Grigsby, Terri Fahnestock, Jerald Johnson, Sharon Lawless, Amy Ogleby, Erin O’Keefe, Nikki Peters, Terry Powelson, Jacob Reichard, Tera Schultz, Jean Swillum, Melanie Wallace, Lisa Wicoff, and Jon Wells

Meetings are usually on the 3rd Thursday of the month, 2:30-3:30 p.m., A35

Career and Technical Education Committee

Primary Charge: To support, develop, assess and make recommendations concerning career and technical education at the College.

Accountability: Committee reports to Academic Affairs Council

Committee Chair: **Lisa Wicoff**

Committee Members: Kelly Baker, Jennifer Delich, Nicci Denny, Nancy Ford, Stan Grigsby, Sharon Lawless, Anthony Maness, Randy Misenhelter, Lauren Moots, Leslie Nelson-Weir, Felipe Padilla Soriano, Terry Powelson, Rhett Taylor, Beth Toland

Meetings are usually on the 3rd Wednesday of the month 2:30-3:30 p.m., THTR 105A/Zoom

Curriculum Committee

Primary Charge: To review, discuss, evaluate, and make recommendations concerning academic curriculum at Allen Community College.

Accountability: Committee reports to President’s Council

Committee Chair: **Kara Wheeler**

Council Members: Ryan Bilderback, Jennifer Delich, Steve Dodson, Todd Francis, Chris Freelove, Bobbie Haviland, Cynthia Jacobson, Jerald Johnson, Sharon Lawless, Tracy Lee, Felipe Padilla Soriano, Jacob Reichard, Travis Robb, Tera Schultz, Virginia Shaffer, Alex Simpson, Jean Swillum, Melanie Wallace, Jon Wells, Lisa Wicoff

Meetings on the 1st Thursday of the month, 2:30-3:30 p.m., A35 Zoom Room

Diversity, Equity, and Inclusion Committee

Primary Charge: To research, discuss, educate, and promote diversity, equity, and inclusion of all people at the College, toward creating an even more vibrant culture and welcoming, caring atmosphere.

Accountability: Committee reports to President’s Council

Committee Chairs: **Anne Marie Foley and Melanie Wallace**

Committee Members: Alyssa Adams, Maria Aikins, Josiah D’Albini, Abigail Dean, Terri Fahnestock, Alison Fees, Nancy Ford, Kelsey Jewell, Amy Lemer, Lauren Moots, Amy Ogleby, Felipe Padilla Soriano, Shellie Regehr, Tricia Stogsdill, Rhett Taylor

Meetings are the last Thursday of the month, 1:00-2:00 p.m., THTR 105A/Zoom

Institutional Review Board (IRB)

Primary Charge: To serve as the review board for institutional data requests.

Accountability: IRB reports to President’s Council

IRB Chair: **Jacob Reichard**

IRB Members: Doug Dunlap, Kara Wheeler, Huda Zeitouni

Meetings as needed

Red Devil Pride Committee

Primary Charge: To provide a forum through which individuals may be recognized and rewarded, through peer identification, for acts that are above and beyond the scope of their everyday responsibilities.

Accountability: Subcommittee reports to President's Council

Subcommittee Chair: **Niccole Beagley**

Subcommittee Members: Alyssa Adams, Nick Black, Frankie Chapman, Leslie Crane, Anne Marie Foley, Erik Griffith, Julie Ingle, Kelsey Jewell, Patrick Matarazzo, Jeremy McGinnis, Susie McKinnis, Nate Rodriguez, Jaci Ross, Melissa Sellman

Meetings are the fourth Friday of the month, 2:30-3:30 p.m., LCR/Zoom

Safety and Security Committee

Primary Charge: To develop, review, educate, and promote campus safety and security at Allen Community College.

Accountability: Committee reports to President's Council

Committee Chair: **John Collins**

Committee Members: Gavin Brown, Doug Dunlap, Alison Fees, Karen Gillespie, Julie Ingle, Jim Papen, Shellie Regehr, Ryan Sigg, Carla Smith, Bruce Symes, Anthony Maness (Allen County Sheriff), Jared Warner (Iola Police Chief), Chelsie Angleton (Allen County Emergency Communication and Emergency Management Director), Jason Trego (Allen County Emergency Management Coordinator), Corey Isbell (Allen County Fire Chief)

Meetings are usually the 4th Tuesday of the month, 1:30-2:30 p.m., THTR 105A/Zoom

Student Appeals Committee

Primary Charge: To serve as an appellant body for students in matters of disciplinary action.

Accountability: Committee reports to the President

Committee Chair: **Jon Wells**

Committee Members: Erik Griffith, Bobbie Haviland, Student Senate President

Meetings as needed

Wellness Committee

Primary Charge: To provide a forum through which individuals may participate in health and wellness activities and programs.

Accountability: Subcommittee reports to President's Council

Subcommittee Chair: **Leslie Nelson-Weir**

Subcommittee Members: James Aikins, Gefte Blanc, Darci Collins, Abbigail Dean, Karin Defebaugh, Vince Degrado, Chris Mileham, Jordan Schmitt, Rhett Taylor

Meetings are the second Friday of the month, 2:30-3:30 p.m., LCR/Zoom

College Task Forces

Jenzabar Implementation Task Force

Primary Charge: To implement J1, JFA, and SoftDocs; develop processes; and provide necessary training and information to the Allen community.

Accountability: Task Force reports to President's Council

Task Force Chair: **Jerald Johnson**

Task Force Members: Allison Barnhart, Gavin Brown, Josiah D'Albini, Karin Defebaugh, Doug Dunlap, Karen Gillespie, Bobbie Haviland, Cynthia Jacobson, Patty Latta, Kim Murry, Nikki Peters, Shellie Regehr, Jacob Reichard, Katie Riffel, Kattia Thompson, Alicia Sterling, Kara Wheeler, Vice President for Finance and Operations

Meetings are on Wednesdays, 1:00-2:00 p.m., Board Room

See implementation calendar for additional dates

Facilities Task Force

Primary Charge: To assist with these facilities related projects:

- Micromain software implementation
- Facility/Deferred Maintenance Plan
- Technology Inventory Plan

Accountability: Task Force reports to President's Council

Task Force Chair: **Vice President for Finance and Operations**

Task Force Members: John Collins, Doug Desmarteau, Doug Dunlap, Alison Fees, Mason Ingle, Tyre Pinder, Ryan Sigg, Kattia Thompson, Melanie Wallace, Kara Wheeler

Meetings are the 4th Monday of the month, 2:30-3:30 p.m., Board Room

Professional Development Task Force

Primary Charge: To assist vice presidents in providing professional development opportunities for faculty and staff.

Accountability: Committee reports to President's Council

Committee Chairs: **Melanie Wallace & Lisa Wicoff**

Subcommittee Members: Darcy Collins, Nicci Denny, Steve Dodson, Tracy Lee, Amy Lemer, Patrick Matarazzo, Sherry Miller, Lauren Moots, Patrick Nee, Erin O'Keefe, Alex Simpson, Christa Ziegler,

Meetings are the 3rd Monday of the month, 2:30-3:30 p.m., A35

Allen Care Team

Primary Charge: To provide the Allen community with a resource to refer students who are in psychological distress or experiencing personal crisis. The Care Team will assess, manage, refer, and educate as to the risk of personal harm.

Accountability: Team reports to President's Council

Team Chair: **Cynthia Jacobson**

Team Members: Kindra Autry, Gavin Brown, Doug Desmarteau, Austin Hendrix, Chris Mileham, Nicole Peters, Nate Rodriguez, Melanie Wallace, Lisa Wicoff

Meetings are the 1st Wednesday of the month, 2:30-3:30 p.m., Board Room

College Work Groups

Grants Work Group (assigned by President's Council)

Primary Charge: To assist with grant applications for the college.

Accountability: Task Force reports to President's Council

Task Force Chair: Lisa Wicoff

Task Force Members: Kelly Baker, Josiah D'Albini, Cynthia Jacobson, Jacob Reichard, Kara Wheeler, Vice President for Finance and Operations

Meetings TBD

Calendar Work Group (assigned by President's Council)

Primary Charge: To develop the academic calendar for the next academic year.

Accountability: Work Group reports to President's Council

Work Group Chair: **Kara Wheeler**

Work Group Members: Josiah D'Albini, Doug Demarteau, Bobbie Haviland, Cynthia Jacobson, Sharon Lawless, Kim Murry, Nikki Peters, Travis Robb, Carla Smith, Alicia Sterling, Tricia Stogsdill, Jon Wells, Christa Ziegler

Meetings are at 11:00 am-12:00 pm, LCR

CTE and Maintenance Buildings Project (assigned by President's Council)

Primary Charge: To oversee the CTE and maintenance buildings project.

Accountability: Work Group reports to President's Council

Work Group Chair: **Lyvier Leffler**

Work Group Members: John Collins, Randy Misenhelter, Ryan Sigg, Kara Wheeler, Lisa Wicoff, Vice President for Finance and Operations

All meeting agendas and minutes should be posted on the myAllen portal on the College Materials page in the Committee Minutes box. Doug Dunlap, ddunlap@allenc.edu will assist council, committee, task force, and work group chairs and leaders by posting the materials provided onto the portal. The president will be an ex-officio member of each council, committee, task force, and work group.

As of 1/8/25

ALLEN COMMUNITY COLLEGE
 BOARD OF TRUSTEES
 POLICIES AND PROCEDURES

ORGANIZATIONAL CHART

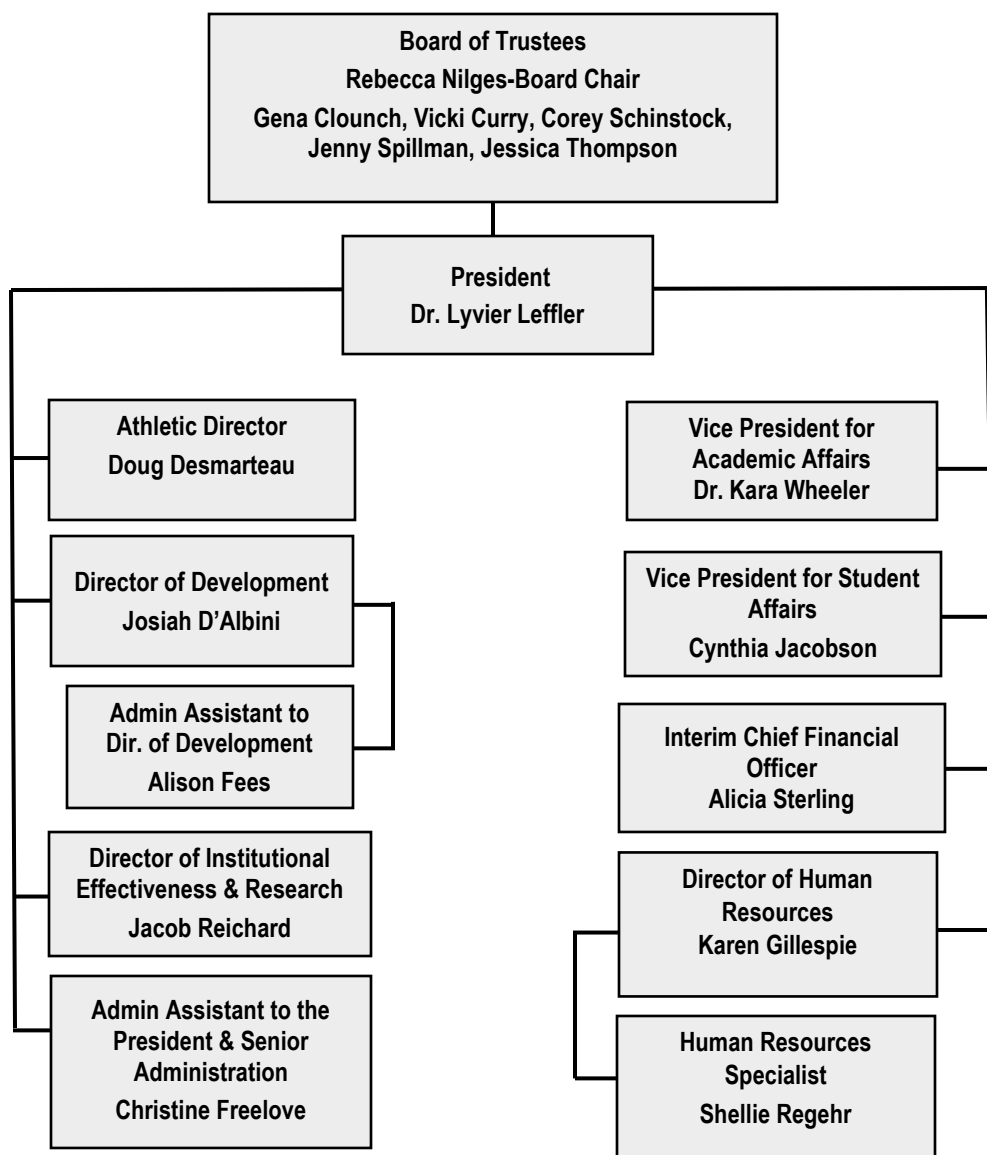
1.00 General Statements

1.01 The Allen Community College Organizational Chart is presented as follows:

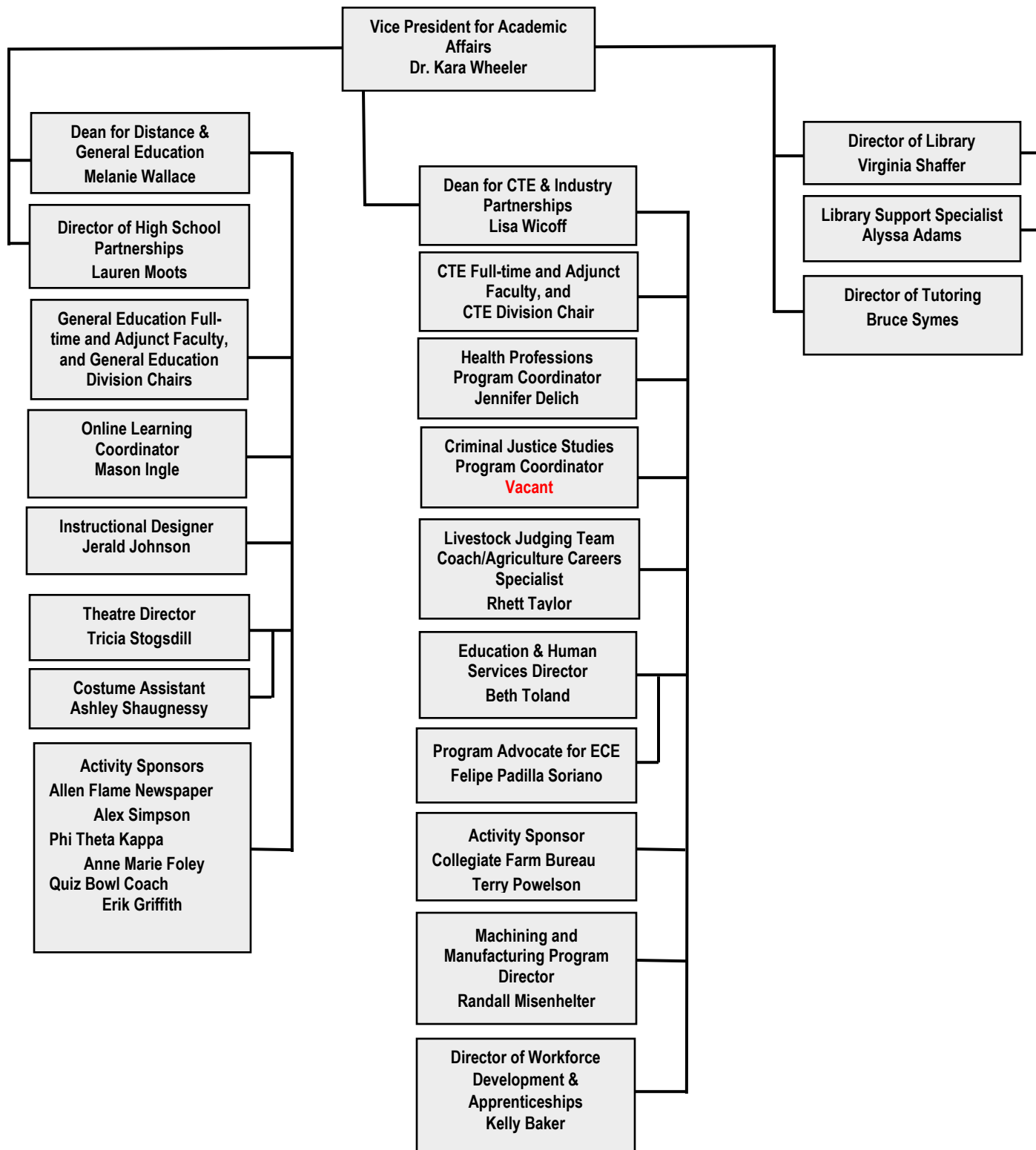
- A. Board of Trustees and Presidential Reporting
- B. Academic Affairs
- C. Student Affairs
- D. Finance and Operations
- E. Athletics
- F. Full-time Faculty and Instructional Staff

2.00 Specific Statements

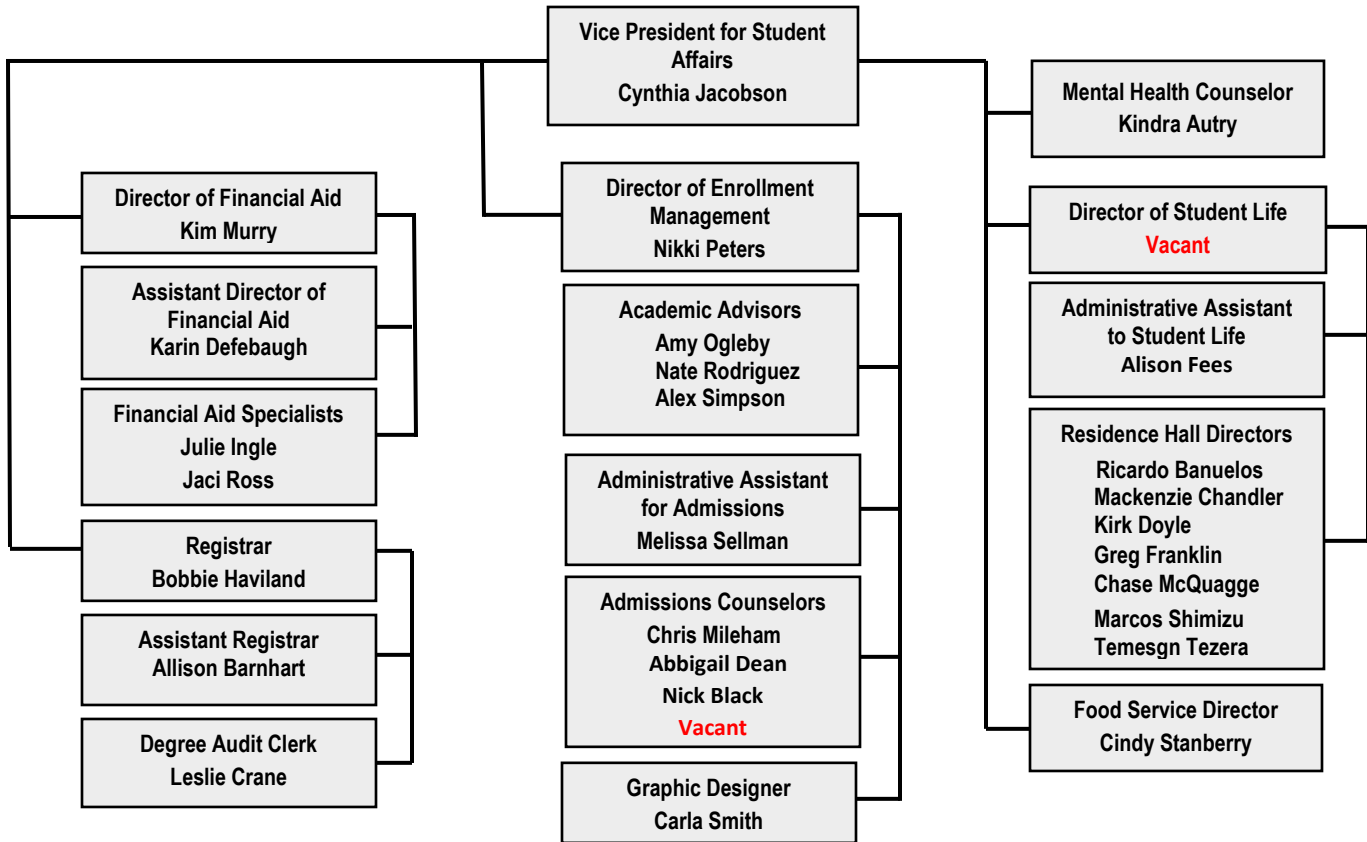
- A. Board of Trustees and Presidential Reporting



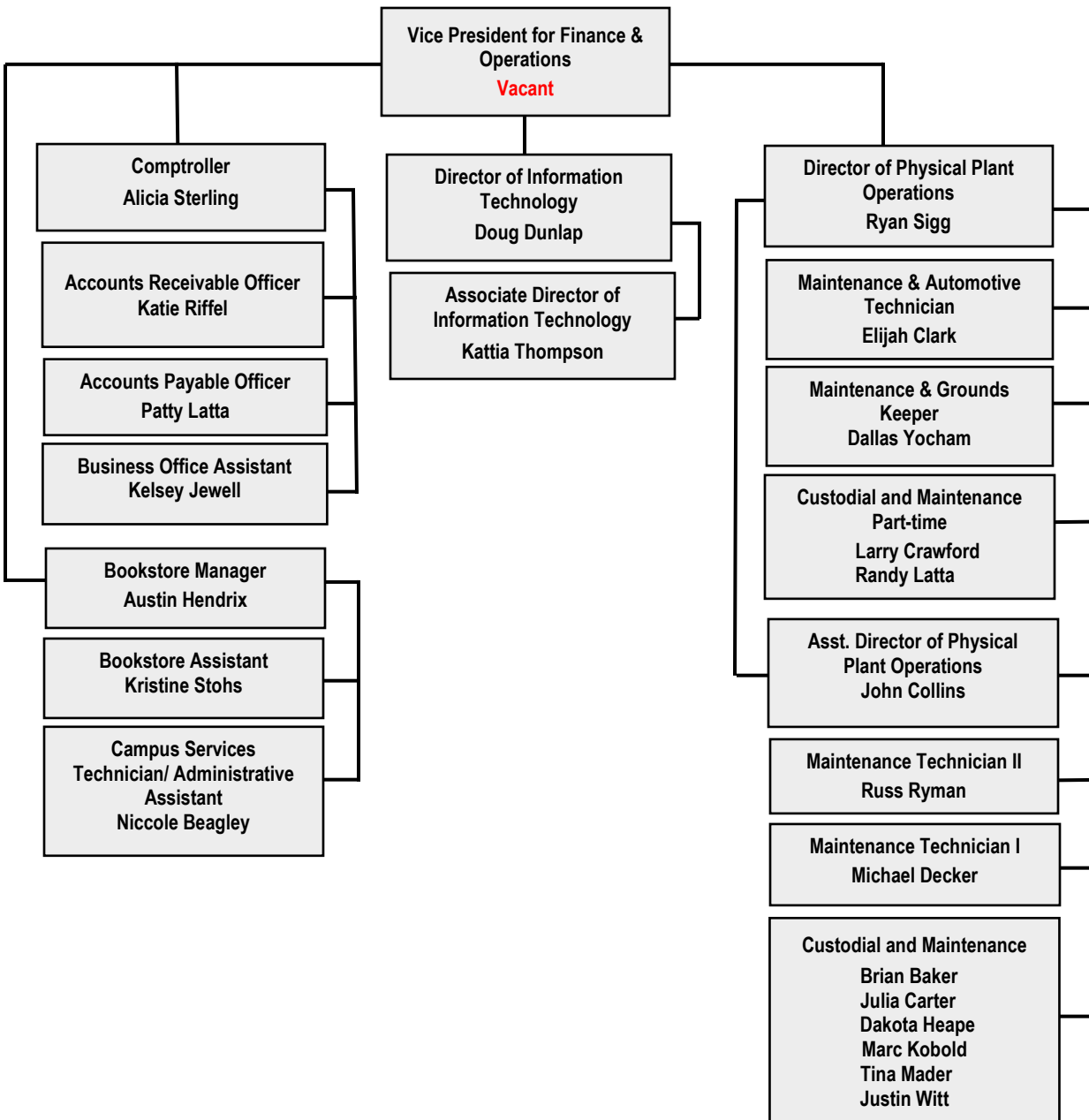
B. Academic Affairs



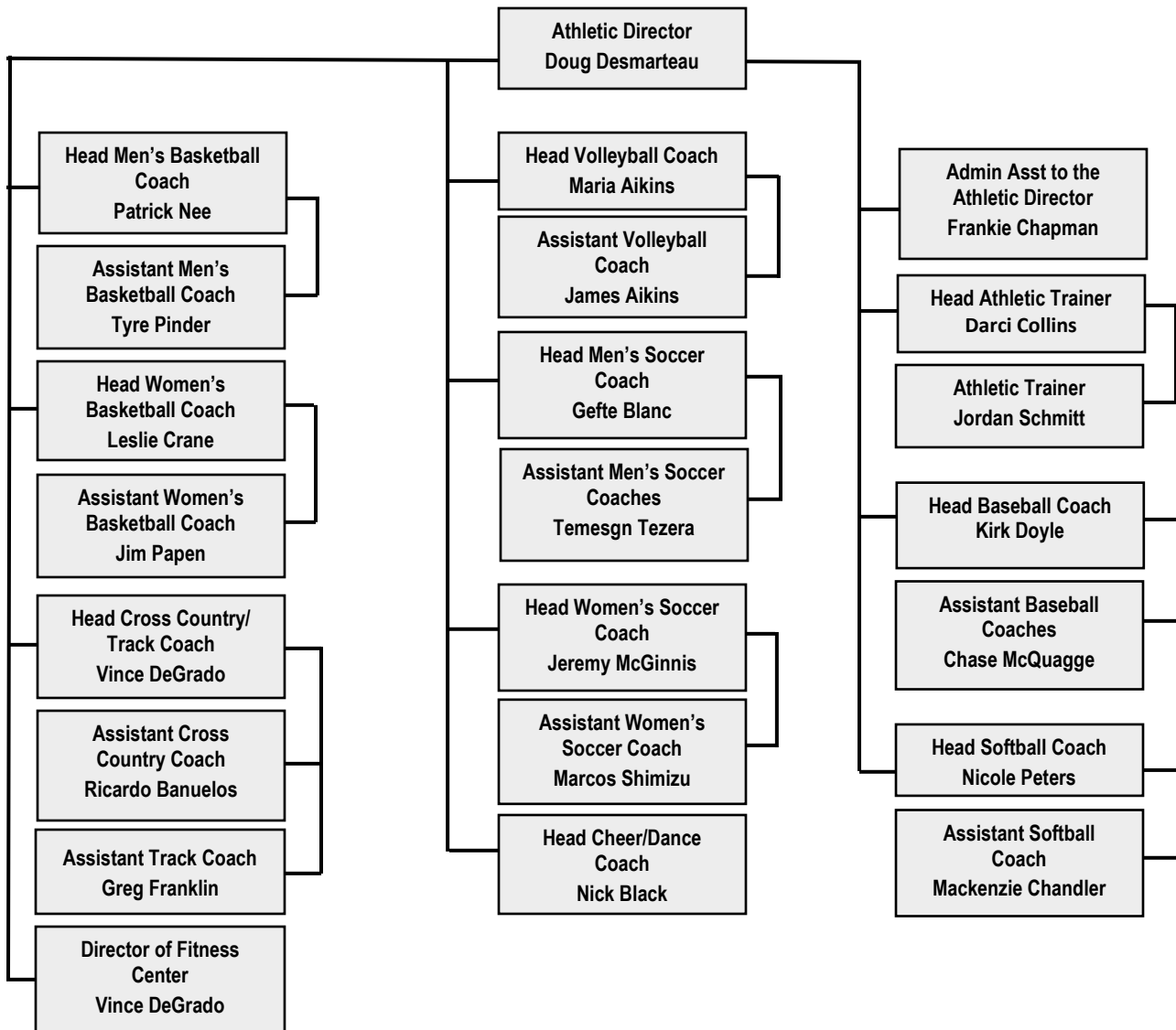
C. Student Affairs



D. Finance and Operations



E. Athletics



F. Full-time Faculty and Instructional Staff

CTE Division

Nancy Ford
*Sharon Lawless
Randall Misenhelter
Terry Powelson
Rhett Taylor
Beth Toland
Leslie Nelson-Weir

Math & Science Division

Todd Francis
Stan Grigsby
Amy Lemer
Dr. Sherry Miller
*Travis Robb
Dr. Jean Swillum

**Communications, Fine Arts, &
English Division**

Terri Fahnestock
Erik Griffith
Tracy Lee
Dr. Susan McKinnis
Patrick Matarazzo
Erin O'Keefe
*Tera Schultz
Tricia Stogsdill
Christa Ziegler

**Social & Behavioral Sciences
& Business Division**

Ryan Bilderback
Nicci Denny
Steve Dodson
Anne Marie Foley
*Dr. Jon Wells
Dr. Huda Zeitouni

* Denotes Division Chair

HORTON HALL

Marketing, Recruitment, and Retention

Marketing

❖ Iola Register – 1 institutional contract

- Enrollment Campaigns
- Promotion of Programs, Events, Activities/Athletics
- Regulatory and HR
- Both print and digital

❖ Ad Astra per Aspera (Iola) radio – 1 institutional contract

- Presently working with Sarah Stewart on creative for new ads
- Coverage of home basketball games

❖ Social Media

- Facebook
- Instagram
- Academic Programs, Event Information, Registration Reminders, Campus Updates

❖ Text Messaging

- Currently transitioning to Modern Campus
 - Implementation should happen by the beginning of February
 - Will allow for two-way texting
 - Includes a dedicated team to help build out both admissions and retention campaigns
 - ❖ This was what enticed us to begin texting with EdSights

Shelby, welcome back to school!
Hope you're as excited about the
spring as I am 🎉

Just a quick reminder that you can
ask me any questions you have
about Allen CC and that I will also
be checking in to see how things
are going and connect you to
helpful resources 🙌

As usual, every month I will
randomly select a student who
engages with me and send them a
\$20 Amazon gift card 🔥

Hey, Shelby 🙌

How are you feeling about the
start of the spring term?

[1] Good/Excited 😎

[2] Neutral 😐

[3] Nervous/Overwhelmed 😳

Please reply with ONE NUMBER
ONLY (e.g. 2)

❖ Full Measure

- Can set up rolling text messages or single use
- Has been used for payment reminders, financial aid, events, and admissions



Allen
COMMUNITY COLLEGE

You've been accepted to Allen!

Dear Nikki: Congratulations! It is my pleasure to inform you of your acceptance to Allen Community College. This opportunity comes in recognition of your academic and personal achievements, and I am positive that you will be a valued member of the Allen community.

Sincerely, Nikki Peters
Director of Admissions

I'M IN 🎉

Share your excitement with a special Allen filter!

What's Next?

Share your excitement with a special Allen filter!

What's Next?

1. Check your email for important information from Admissions.
2. Complete your FAFSA, if you haven't already.
3. Login to your myAllen portal and check under the Academics tab to see who your advisor is. Contact your advisor to get enrolled.

SHARE THE NEWS

Important – Allen Financial Aid Information

Our records indicate that you need to complete one or more of the following steps for financial aid:

Accept/Decline Loans: <https://my.allencc.edu>

Master Promissory Note: <https://studentaid.gov/mpn/>

Loan Entrance Counseling: <https://studentaid.gov/entrance-counseling/>

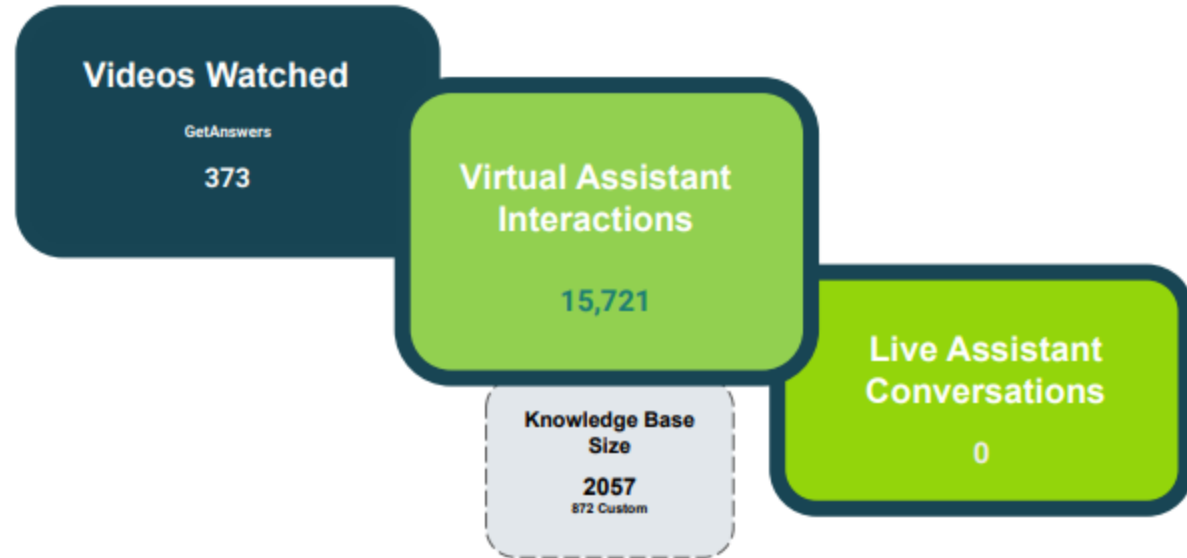
Once completed, please notify the Financial Aid Office at finaid@allencc.edu.

❖ Ocelot Chatbot

Ocelot at Allen Community College

Partnership History:

- Partner with Ocelot since 2023
- Enrollment Management Virtual Assistant
 - Advising Office
 - Admissions Office
 - Business Office
 - Financial Aid Office
 - Registrar Office
- Live Assistant
- GetAnswers Video Portal



52%

Conversations After Hours and Weekends

ocelot®

❖ Google Ads

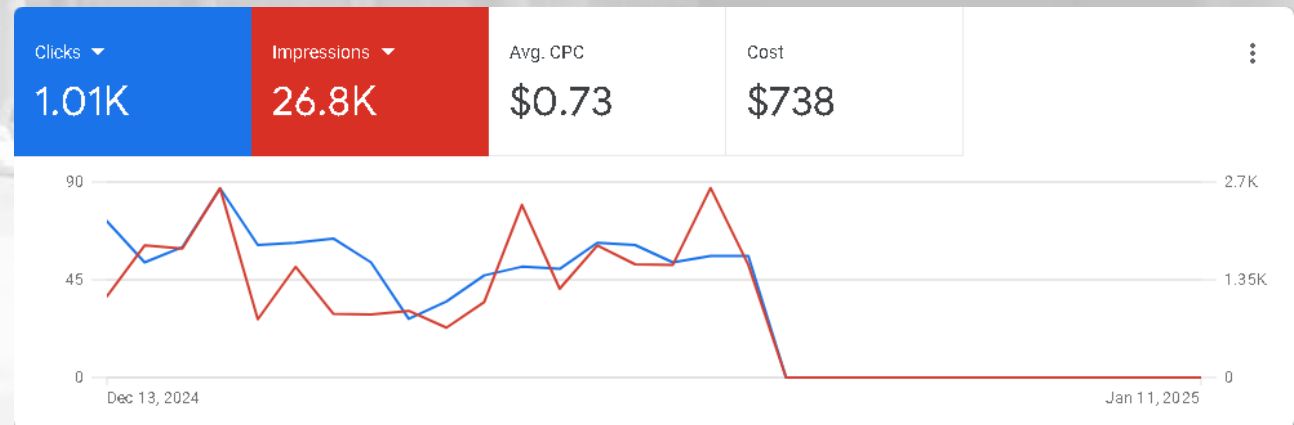
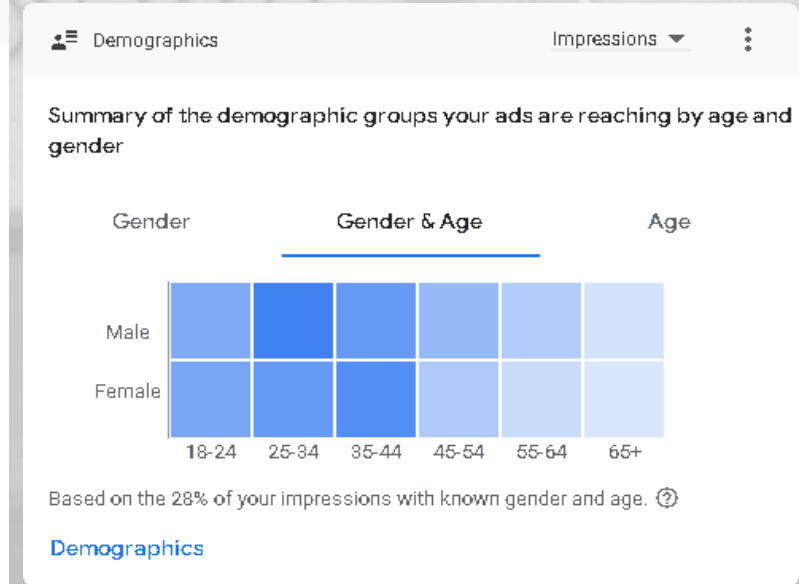
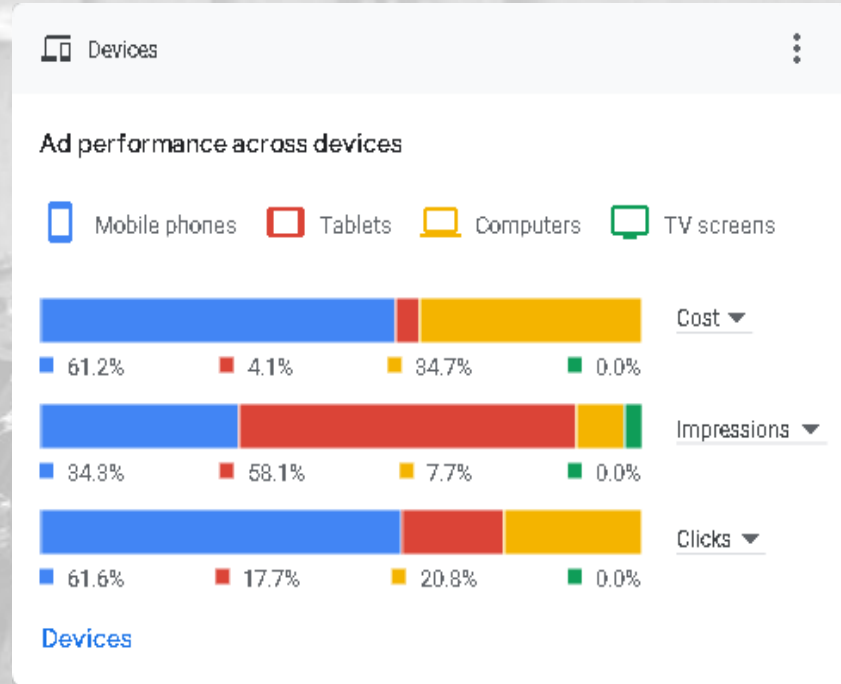
➤ 1,100+ keywords

Campaigns

Summary of how your campaigns are performing

	Cost	Clicks	CTR
● Online - General	\$289.74	436	38.35%
● Online Programs	\$181.23	117	3.03%
● Certificate	\$123.65	86	28.38%
● Branded	\$60.44	125	38.34%
● FS - General Remarketing	\$50.21	163	1.24%


All campaigns < 1 / 2 >





❖ Clarus


- WebID – up to 500 leads/month
- High School, Stopouts, Applicants

KPIs by Device Type

	Impressions	Clicks	CTR
	82,604	115	0.14%
	Total Conversions	Conversion Rate	
	55	47.83%	

	Impressions	Clicks	CTR
	1,394	2	0.14%
	Total Conversions	Conversion Rate	
	0	0.00%	

	Impressions	Clicks	CTR
	12,411	24	0.19%
	Total Conversions	Conversion Rate	
	11	45.83%	

	Impressions	Clicks	CTR
	-	-	-
	Total Conversions	Conversion Rate	
	-	-	

Device data is not available for LinkedIn or YouTube campaigns. A device is categorized as Unknown when the system can't infer the device type being utilized at the time by the targeted



Enrollment Match

Enrollments: 159
ROI: 17,608.24%
ROI calculated by average of 6 CH x tuitions of \$142.00/CH per enrollee

Recruitment

HORTON HALL

❖ College Planning Conferences

- FA24 – Neodesha, Pitt State, Labette County, Allen, Coffeyville, Junction City, Topeka, McPherson, Butler County, Wichita State, Emporia State, Newton, Osawatomie, KCK Legends Field
 - 374 Scans
- FA23 – McPherson, Pitt State, Labette County, Allen, Esdack, Lawrence, Topeka, Butler County, Wichita State, Emporia, Newton, Osawatomie, Chapman, Junction City, Turner, Leavenworth, KCK Legends Field, Valley Falls
 - 499 Scans
- FA22 – Labette County, Esdack, Pitt State, Coffeyville, McPherson, Topeka, Wichita State, Butler County, Lawrence, Osawatomie, Allen, Shawnee Mission, Emporia, Newton, Leavenworth, KCK Legends Field
 - 502 Scans
- FA21 – Columbus, Labette County, Pitt State, Independence, Allen, Emporia, Newton, Topeka, Butler County, Wichita State, Osawatomie, Lawrence, Junction City, Manhattan, KCK Legends Field, Leavenworth, Highland
 - 445 Scans

- Allen
 - 2021 – 24 Scans, 2022 – 8 Scans, 2023 – 37 Scans, 2024 – 11 Scans
- Wichita State
 - 2021 – 91 Scans, 2022 – 63 Scans, 2023 – 51 Scans, 2024 – 63 Scans
- Lawrence
 - 2021 – 2 Scans, 2022 – 4 Scans, 2023 – 1 Scan, 2024 – Didn't Go
- Topeka
 - 2021 – 6 Scans, 2022 – 35 Scans, 2023 – 52 Scans, 2024 – 57 Scans

❖ Jr/Sr Day

➤ 2024 – 30

- Fort Smith, AR, Lee's Summit, Van Buren, AR, Iola, Kansas City, Topeka, Emporia, Princeton, Lone Jack, MO, Lansing, Ochelata, OK, Wichita, Overbrook, McDonough, GA, Ottawa, Edmond, OK, Greenwood, MO, Collinsville, OK, Greeley, Spring Hill, Fayetteville, AR, Tulsa, Owasso, Mulvane
- Baseball, Women's Soccer, Softball, Men's Soccer, Art, Music, Theatre, Ag

➤ 2023 – 33

- Coffeyville, Kincaid, Colony, Lenexa, Berryton, Onaga, Topeka, Iola, Mission, Wichita, Ottawa, Derby, Garnett, Overbrook, Olathe, Kansas City, Paxico, Fort Scott, Shawnee, Lyndon, Junction City, Baldwin City, Emporia, Pomona
- Women's Soccer, Men's Soccer, Dance, Softball, Track & Field, Band, Baseball, Theatre, Volleyball, Choir, Cheer

❖ Sr Day

➤ 2022 – 24

- Iola, Franklin, Garnett, Colony, Topeka, Kincaid, Baldwin City, Parsons, Leavenworth, Lebo, Mulvane, Basehor, Olathe, Humboldt, Kansas City, Herington, Tecumseh, Lexington, NE, Onaga, Arma, Mapleton, Moran, Piqua, Derby, Coffeyville
- Band, Basketball Manager, Cheer/Dance, Ag, Softball, Women's Soccer, Men's Soccer, Baseball, Athletic Training, Track, Quiz Bowl, Theatre, Softball

❖ Jr/Sr Day

➤ 2021 – 38

- Topeka, Moran, Welda, Mound City, Wichita, Fort Scott, Wamego, Pryor, OK, Lawrence, Council Grove, Burlington, LaHarpe, Kansas City, Luray, Blue Mound, Colony, Iola, Grenola, Humboldt, Gardner, Erie, Richmond, Hoyt, Independence, Osage City, Elsmore, Uniontown, Lyndon, Ottawa, Junction City, Kincaid
- Cheer/Dance, Volleyball, Band, Choir, Theatre, Women's Basketball, Softball, Baseball, Men's Soccer, Men's Basketball, Scholar Bowl, Track

➤ 2019 - 68

- Enid, OK, Chetopa, Topeka, Fort Scott, Lawrence, Wamego, Kincaid, Colony, Abilene, Porter, OK, Hugoton, LeRoy, Iola, Lebo, Cambridge, Manhattan, Blue Mound, Burlington, Tonganoxie, Elwood, LaHarpe, Lebanon, Carthage, MO, Salina, Marysville, MO, Lecompton, Kansas City, Bronson, Sheldon, Havensville, Mound Valley, Liberal, Seneca, MO, Toddville, IA, Wichita, Olathe, Kingman, Gas, Independence, MO, Humboldt, Bonner Springs, Broken Arrow, OK, Grain Valley, MO, Diamond, MO, Silver Lake, Bartelsville, OK
- Men's Soccer, Volleyball, Cheer/Dance, Women's Soccer, Track, Band, Choir, Theatre, Livestock Judging, Baseball, FFA, Cross Country, Women's Basketball,

❖ Other Events Allen Attends:

- Annual CTE Conference – CTE Faculty
 - Gold Sponsorship
- High School Visits
 - Fairs, Classroom Visits, College Visits, Financial Aid Visits,
- Homeschool Conferences
 - Wichita and Kansas City
- Fine Arts Events – Fine Arts Faculty
 - Topeka, Pittsburg, Wichita
- Athletic Recruiting
- Job Fairs
- Campus Visits

❖ Creation of a shared calendar

Communications to Students

- ❖ Inquiries and Applications are included in Clarus Campaigns
- ❖ Shared document amongst admissions counselors/admin assistant to follow-up with students
 - Text messaging may be used for campaigns; Modern Campus will permit the direct messaging from Admissions to individual students
 - Phone calls – overall reported as not being effective; most students screen phone calls and either don't have voicemail setup or check it.
- ❖ Event Reminders
 - Text messaging or email
 - Flyers in the school or community
 - Postcards

Student Ambassadors

- ❖ Provide tours to students on campus visits
- ❖ Assist with setup/tear down of campus events; provide tours during events; participate in activities at campus events
- ❖ Assist, as needed, with mailings or putting materials together prior to events
- ❖ Participation in other campus events
- ❖ Photo Shoot

Retention Efforts

- ❖ Academic Advising
- ❖ Dropout Detective
- ❖ Registration/Withdrawal Reminders
 - Texts, Social Posts, Class Announcements
- ❖ Allen Care Team
- ❖ Mental Health Counselor
- ❖ Student Pantry

Tracking the Impact of Changes

- ❖ No direct method currently, but J-1 will help us to track this
- ❖ Clarus Enrollment Matches
- ❖ Finish What You Started Pilot

Admissions/Advising/Marketing Staff Timeline

- ❖ 2018: (8 FT and 5 PT positions; 10.5 total positions)
 - Admissions & Marketing (4FT, 3 PT) – Director, Admin Asst, FT Admissions Counselor (Burlingame), Public Relations, 3 PT Admissions Counselors (Iola)
 - Advising & Enrollment (4FT, 2 PT) – Director, Admin Asst (Burlingame), FT Advisor (Burlingame), FT Advisor (Iola), 2 PT Advisors (Burlingame)
- ❖ 2021: (7 FT and 7 PT positions; 10.5 total positions)
 - Admissions, Marketing, Advising & Enrollment: Director, Adm Asst (Iola), Graphic Designer, FT Advisor (Burlingame), 2 FT Advisors (Iola), 2 PT Advisors (Burlingame), 1 PT Advisor (Iola), 1 FT Admissions Counselor (Burlingame), 4 PT Admissions Counselors (Iola)
- ❖ 2023: (9 FT and 1 PT; 9.5 total positions)
 - Admissions, Marketing, Advising & Enrollment: Director, Adm Asst (Iola), Graphic Designer, FT Advisor (Remote), 2 FT Advisors (Iola), 3 FT Admissions Counselors, 1 PT Admissions Counselor

Additional Support for Recruiting and Marketing

- ❖ Adjustment of currently open 3rd FT Admissions Counselor position to a Digital Media Specialist/Admissions Counselor.
- ❖ Creation of a Community Relations Specialist or Public Relations?
- ❖ Creation of a campus wide Strategic Enrollment Plan

Attachment A
Allen Community College
Facilities + Maintenance
GMP Proposal
January 6, 2024



Please accept the following cost proposal to complete all work associated with the construction of the proposed new Facilities building located on the campus of Allen Community College located at 1801 N. Cottonwood in Iola, Kansas. This cost proposal is based on plans provided by Architect One dated November 25, 2024, including addendum one dated December 11, 2024, addendum 2 dated December 16, 2024, and addendum 3 dated December 17, 2024 with deviations noted.

CONSTRUCTION SUMMARY	AREA	UNIT COST	TOTAL AMOUNT
Construction Cost	9,567	\$367	\$ 3,509,623
Alternate 1: Concrete in lieu of asphalt paving			\$ (45,649)
CM Contingency		3%	\$ 103,919
Total Construction GMP		\$373	\$ 3,567,893

Allowances (included in above GMP)

- Rock Excavation Allowance \$ 15,000
- Door Hardware Allowance (material only) \$ 16,000

Clarifications

- General Liability Insurance is included
- Builder's Risk Insurance included
- Payment and performance bond
- Permit & plan review fees included
- Utility usage fees included
- 3 acres of buffalo seeding is included in the above GMP
- Overhead doors quoted as Clopay model 3722 Doors in lieu of Clopay 3720 doors (20 gauge vs 27 gauge)
- Awnings to be bolt together awnings by Wichita Awning in lieu of Mapes
- A 3" conduit from Horton hall to the facilities building and to the proposed CTE building is included in the above GMP
- GMP includes a 12 strand fiber line from Horton Hall to the Facilities Building. No fiber to the CTE Building is included

Attachment A
Allen Community College
Facilities + Maintenance
GMP Proposal
January 6, 2024



Exclusions

- Sales tax. Upon a notice to proceed, a project exemption certificate will be required.
- Architectural and Engineering fees
- Civil Engineering costs
- Evergy or Kansas gas service fees
- Furniture, fixtures, & equipment
- Security or access controls system
- Any utilities shown to be by other on the utility drawings
- Breakroom appliances (refrigerator, range, dishwasher, and microwave)
- Individual room signage or exterior signage
- IT / server head end equipment
- TVs or Printers