

July 10, 2020

This is your packet for the July 16th HPEC Board meeting. We will begin at **7:00 P.M.** There will be no meal served

For your information the packet contains:

Agenda

Director's commentary for agenda

Minutes of the regular June BOD meeting

Financial Information

- July payment journal
- July cash summary
- Budget summary of funds
- General fund expense report
- General fund revenue report
- Building account report

Consent Agenda

Student Count

Please call Mary at 356-5577 to let us know if you **will or will not** be attending the meeting. We hope to see you on the 16th !



High Plains Educational Cooperative

"High Plains Educational Cooperative will assist and support the member districts in providing educational services which will maximize opportunities for all children to live, learn, and work in society." *HPEC Mission Statement*

621 E Oklahoma
Ulysses KS 67880
620-356-5577
www.hpec611.net

BOARD OF DIRECTORS

AGENDA

July 16, 2020

7:00 PM

There will be no meal served.

1. Call to Order
- II 2. Introduction of HPEC Representatives
- AI 3. Approve Agenda
- AI 4. Approve Minutes of Regular June Meeting
- AI 5. Approve Accounts Payable
- II 6. Comments from the Public
7. Committee Reports
- II a. RSC Report – RSC Representative
- AI 8. Election of Officers
- AI 9. Consent Agenda for Reorganization
 - a. Appointment of Clerk
 - b. Appointment of Treasurer
 - c. Appointment of Attorney
 - d. Designation of Depository
 - e. Designation of Official Publication
 - f. Designation of KPERS Representative
 - g. Designation of Freedom of Information Officer
 - h. Establish Fee for Compiling and Copying Records
 - i. Privacy Officer for Health Care Plan
 - j. Designation of Board Member Hearing Officer
 - k. Credit Card Limits and Uses
 - l. Resolution for the Annual Waiver of Requirements of Generally Accepted Accounting Principles
 - m. Designated Meeting Time and Place
 - n. Mileage Rate
 - o. Designation of HIPPA Security Officer
- AI 10. Transfer of Funds
- AI 11. Staff

- AI 12. Approval of Handbooks
- II 13. Negotiations
- AI 14. Staff Development
 - a. August Inservice
 - b. New Teacher Academy
 - c. Mandt Training
 - d. KSDE Summer Institute
- II 15. Letters to the Legislators
- II 16. Administrative Team Report
 - a. Service Coverage for Intinerant Staff
 - b. Part I of VI-B Application
 - c. Leadership Conference
- II 17. Other
- II 18. Adjourn



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BOARD OF DIRECTORS

AGENDA

with Commentary

July 16, 2020

7:00 PM

There will be no meal served.

- 1. Call to Order with the Pledge of Allegiance
- II 2. Introduction of HPEC Representatives
- AI 3. Approve Agenda
- AI 4. Approve Minutes of Regular June Meeting
- AI 5. Approve Accounts Payable
- II 6. Comments from the Public
- 7. Committee Reports
- II a. RSC Report – RSC Representative

AI 8. Election of Officers

Commentary. The board will act on the nominating committee recommendation for vice-president for 2020-2021 and re-elect Ron Smith as President for 2020-21

AI 9. Consent Agenda for Reorganization

- a. Appointment of Clerk
- b. Appointment of Treasurer
- c. Appointment of Attorney
- d. Designation of Depository
- e. Designation of Official Publication
- f. Designation of KPERs Representative
- g. Designation of Freedom of Information Officer
- h. Establish Fee for Compiling and Copying Records
- i. Privacy Officer for Health Care Plan
- j. Designation of Board Member Hearing Officer
- k. Credit Card Limits and Uses
- l. Resolution for the Annual Waiver of Requirements of Generally Accepted Accounting Principles
- m. Designated Meeting Time and Place
- n. Mileage rate to the state rate of .575 per mile
- o. Designation of HIPPA Security Officer

Commentary. Information for these items is included in the packet. If there are any items you want to discuss, please ask for them to be moved to the regular agenda. Otherwise, the recommendation will be approved in one motion.

AI 10. Staff

Commentary. This item will be included on the agenda to deal with resignations and contract offers.

AI 11. Approval of Handbooks

Commentary. We are asking that the board approve the Certified Handbook, Para Handbook, PDC Handbook, and Evaluation Handbook with changes as presented to the board.

II 12. Negotiations

Commentary. We have a tentative meeting planned for later in July.

II 13. Staff Development

a. August Inservice

Commentary. Kim Cruz will share with the board the plans for August 6 All Staff Inservice. Due to the Covid 19 pandemic and at the recommendation of the County Health Department we will be holding the inservice virtually.

b. New Teacher Academy

Commentary. Marcy Fierstein will share the topics for our New Teacher Academies Aug. 4th, 5th and 7th.

II 14. Administrative Team Report

a. Update on Significant Disproportionality

Commentary. The Administrative team will update where we are with compliance for significant disproportionality.

b. Plans for Reopening School

Commentary. Please keep us updated on your plans for reopening school so that we are able to communicate expectations to our staff also.

AI 15. Adjourn

High Plains Educational Cooperative
Board of Director's Meeting
June 18, 2020
7:00 PM

611	Chrissie Mangels	Treasurer	611	Kim Cruz	Asst. Director
507	Jeff Rollins	BOD	507	Mike Ward	Supt.
214	Dave Younger	Supt.	611	Shelly Harris	Asst. Director
215	Kenny Waechter	BOD	214	Ron Smith	BOD
611	Mary A James	Clerk	611	Marcy Fierstein	Director
371	Bobie Davis	BOD			
	Via Zoom				
217	Phoebe Brummett	BOD	452	Trent Horn	Supt.
216	Christie Webb	BOD	452	Sheila Walker	BOD
RSC	Kim Mauk		209	Tammy Sutherland-Abbott	BOD
466	Andy Trout	BOD			
	By Phone				
467	Ann Wiles	BOD			

1. Call to Order

Ron Smith, Board President, called the meeting to order at 7:03 PM.

2. Approve Agenda

Kenny Waechter moved to approve the agenda as presented. Bobie Davis seconded the motion. Motion carries 10 yes, 0 no.

3. Approve Minutes of Regular May Meeting

Bobie Davis moved to approve the minutes from the May meeting as presented. Jeff Rollins seconded the motion. Motion carries 10 yes, 0 no.

4. Approve Accounts Payable

Kenny Waechter moved to approve the accounts payable as presented. Bobie Davis seconded the motion. Motion carries 10 yes, 0 no.

5. Comments From the Public

There were none in writing.

6. Committee Reports

a. SWPRSC

Kim Mauk gave the report.

7. Contract Considerations

Jeff Rollins moved to accept with regrets resignations from Charity Nevin, IR teacher at Wichita County Elementary. Kenny Waechter seconded the motion. Motion carries 10 yes, 0 no.

Bobie Davis moved to approve contracts for Judy Galdean, SLP, Sara Loya, Long-term Sub at Ulysses High School, Shelly Gaddis, IR teacher at Kepley Middle School and Marlene Dodge, Supervisor/Coordinator for HPEC. Kenny Waechter seconded the motion. Motion carries 10 yes, 0 no.

8. Staff

a. Open Positions

Marcy shared there is still one open position at Scott City Elementary.

b. Professional Development Council

Kim shared that the PDC committee has approved certified PDC plans for the 2019-20 school year.

c. School Psychologist Year End Data

Shelly shared year end data for student evaluations completed this school year.

d. Mentors

Kim shared the list of mentors for 2020-21 school year.

9. FY 21 Budget

Kenny Waechter moved to approve the budget for FY 21 as presented. Jeff Rollins seconded the motion. Motion carries 10 yes, 0 no.

10. FY 21 Benefits

Bobie Davis moved to approve the 8% increase for benefits for the FY 21. Kenny Waechter seconded the motion. Motion carries 10 yes, 0 no.

11. Administrative Team Report

a. Negotiations Committee Report

By mutual agreement, the negotiations team and teachers have agreed to meet soon.

b. August Inservice Dates

All staff inservice will be held Aug. 6th at the Grant County Civic Center for Certified staff only. All board members are invited to attend.

c. ESSERS

Marcy thanked the superintendents for filling out the ESSERS application for the special education funds.

d. Disproportionality

Marcy gave an update on where HPEC is at with disproportionality.

12. Other

Marcy thanked the leaving superintendents and board members for their support.

13. Adjourn

Jeff Rollins moved to adjourn the meeting at 8:10 P.M. Bobie Davis seconded the motion. Motion carries 10 yes, 0 no.

ALL Data

Cash Summary Report

Arranged by:
Fund ID

Date Range: 07/01/2019 thru 06/30/2020

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
06	GENERAL FUND							
	1,358,859.87	10,072,089.14	-10,703,242.52	0.00	727,706.49	0.00	0.00	727,706.49
07	STAFF DEVELOPMENT							
	41,842.37	1,300.00	-19,888.51	0.00	23,253.86	0.00	0.00	23,253.86
10	DONATION FUND							
	1,834.86	0.00	0.00	0.00	1,834.86	0.00	0.00	1,834.86
14	ALTERNATIVE ASSESSMENT							
	145,327.41	0.00	-1,222.67	0.00	144,104.74	0.00	0.00	144,104.74
16	EARLY INTERVENTION							
	220,258.22	0.00	-289.90	0.00	219,968.32	0.00	0.00	219,968.32
17	TARGETED IMPROVEMENT PLAN							
	0.00	76,130.00	-76,130.00	0.00	0.00	0.00	0.00	0.00
47	COMMUNITY BASED CURRICULU							
	275,518.10	0.00	-754.38	0.00	274,763.72	0.00	0.00	274,763.72
50	VI-B Federal Flow FY 2020							
	0.00	1,732,768.00	-1,732,768.00	0.00	0.00	0.00	0.00	0.00
55	VI-B FEDERAL FLOW THRU FY2015							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
56	VI-B FEDERAL FLOW THRU FY2016							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57	VI-B FEDERAL FLOW THRU FY2017							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
58	VI-B Federal Flow FY2018							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
59	VI-B Federal Flow FY2019							
	0.00	14,247.00	-14,247.00	0.00	0.00	0.00	0.00	0.00
80	BUILDING / EQUIPMENT							
	565,445.27	0.00	0.00	0.00	565,445.27	0.00	0.00	565,445.27
85	BOARD MEAL CATERING FUND							
	9,658.61	4,080.00	-3,080.00	0.00	10,658.61	0.00	0.00	10,658.61
95	COMPUTER FUND							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Totals:	2,618,744.71	11,900,614.14	-12,551,622.98	0.00	1,967,735.87	0.00	0.00	1,967,735.87

ALL Data

Budget Summary of Funds

Arranged by:
Fund ID

Date Range: YTD thru 06/30/2020

Fund	Description	Total Budget	YTD Expenses	YTD Payable/ Encumber	Budget Balance	Unencumbered Budget Balance	Percent Remaining
06	GENERAL FUND	12,186,869.00	10,703,242.52	0.00	1,483,626.48	1,483,626.48	12.17
06	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
07	STAFF DEVELOPMENT	41,842.37	19,888.51	0.00	21,953.86	21,953.86	52.46
07	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
10	DONATION FUND	1,834.86	0.00	0.00	1,834.86	1,834.86	100.00
10	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
14	ALTERNATIVE	145,327.41	1,222.67	0.00	144,104.74	144,104.74	99.15
14	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
16	EARLY INTERVENTION	220,258.22	289.90	0.00	219,968.32	219,968.32	99.86
16	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
17	TARGETED	76,130.00	76,130.00	0.00	0.00	0.00	0.00
17	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
47	COMMUNITY BASED	275,518.10	754.38	0.00	274,763.72	274,763.72	99.72
47	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
50	VI-B Federal Flow FY 2020	1,889,084.00	1,732,768.00	0.00	156,316.00	156,316.00	8.27
50	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
55	VI-B FEDERAL FLOW	0.00	0.00	0.00	0.00	0.00	0.00
55	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
56	VI-B FEDERAL FLOW	0.00	0.00	0.00	0.00	0.00	0.00
56	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
57	VI-B FEDERAL FLOW	0.00	0.00	0.00	0.00	0.00	0.00
57	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
58	VI-B Federal Flow FY2018	0.00	0.00	0.00	0.00	0.00	0.00
58	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
59	VI-B Federal Flow FY2019	14,247.00	14,247.00	0.00	0.00	0.00	0.00
59	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
80	BUILDING / EQUIPMENT	565,445.27	0.00	0.00	565,445.27	565,445.27	100.00
80	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
85	BOARD MEAL CATERING	13,738.61	3,080.00	0.00	10,658.61	10,658.61	77.58
85	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
95	COMPUTER FUND	0.00	0.00	0.00	0.00	0.00	0.00
95	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
Fund Totals:		15,430,294.84	12,551,622.98	0.00	2,878,671.86	2,878,671.86	18.65
Prior Year Account Totals:		0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2020

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
06	GENERAL FUND				
06-1320-00	Assessments:	0.00	0.00	0.00	0.00
06-1320-01-B	Usd 476 Copeland	41,200.00	41,200.00	0.00	0.00
06-1320-02-B	Usd 216 Deerfield	71,743.00	71,743.00	0.00	0.00
06-1320-03-B	Usd 218 Elkhart	150,565.00	150,565.00	0.00	0.00
06-1320-04-B	Usd 363 Holcomb	327,256.00	327,256.00	0.00	0.00
06-1320-05-B	Usd 210 Hugoton	333,167.00	333,167.00	0.00	0.00
06-1320-06-B	Usd 452 Johnson	149,251.00	149,251.00	0.00	0.00
06-1320-07-B	Usd 215 Lakin	222,161.00	222,161.00	0.00	0.00
06-1320-08-B	Usd 467 Leoti	139,727.00	139,727.00	0.00	0.00
06-1320-09-B	Usd 371 Montezuma	74,371.00	74,371.00	0.00	0.00
06-1320-10-B	Usd 209 Moscow	68,788.00	68,788.00	0.00	0.00
06-1320-11-B	Usd 217 Rolla	47,769.00	47,769.00	0.00	0.00
06-1320-12-B	Usd 507 Satanta	101,301.00	101,301.00	0.00	0.00
06-1320-13-B	Usd 466 Scott City	328,898.00	328,898.00	0.00	0.00
06-1320-14-B	Usd 374 Sublette	153,520.00	153,520.00	0.00	0.00
06-1320-15-B	Usd 494 Syracuse	193,259.00	193,259.00	0.00	0.00
06-1320-16-B	Usd 200 Tribune	94,404.00	94,404.00	0.00	0.00
06-1320-17-B	Usd 214 Ulysses	541,387.00	541,387.00	0.00	0.00
06-1510	Interest	15,000.00	18,138.43	-3,138.43	-20.92
06-1990-01	Miscellaneous Income	0.00	30,494.25	-30,494.25	0.00
06-1990-02	Hpec Short-term Disability	0.00	913.53	-913.53	0.00
06-1990-03	Inservice/audiology	0.00	0.00	0.00	0.00
06-3205	Categorical Aid	0.00	0.00	0.00	0.00
06-3205-00	Sp Ed Transportation	0.00	0.00	0.00	0.00
06-3205-01	Usd 476 Copeland	79,037.00	70,098.00	8,939.00	11.30
06-3205-02	Usd 216 Deerfield	137,631.00	120,754.00	16,877.00	12.26
06-3205-03	Usd 218 Elkhart	288,840.00	253,276.00	35,564.00	12.31
06-3205-04	Usd 363 Holcomb	627,801.00	551,070.00	76,731.00	12.22
06-3205-05	Usd 210 Hugoton	639,142.00	560,790.00	78,352.00	12.25
06-3205-06	Usd 452 Johnson	286,320.00	251,231.00	35,089.00	12.25
06-3205-07	Usd 215 Lakin	426,189.00	374,032.00	52,157.00	12.23
06-3205-08	Usd 467 Leoti	268,049.00	235,367.00	32,682.00	12.19
06-3205-09	Usd 371 Montezuma	142,671.00	125,359.00	17,312.00	12.13
06-3205-10	Usd 209 Moscow	131,961.00	115,638.00	16,323.00	12.36
06-3205-11	Usd 217 Rolla	91,638.00	80,332.00	11,306.00	12.33
06-3205-12	Usd 507 Satanta	194,334.00	170,386.00	23,948.00	12.32
06-3205-13	Usd 466 Scott City	630,951.00	553,627.00	77,324.00	12.25
06-3205-14	Usd 374.sublette	294,511.00	258,394.00	36,117.00	12.26
06-3205-15	Usd 494 Syracuse	370,745.00	325,422.00	45,323.00	12.22
06-3205-16	Usd 200 Tribune	181,104.00	159,130.00	21,974.00	12.13
06-3205-17	Usd 214 Ulysses	1,038,586.00	911,796.00	126,790.00	12.20
06-3205-18	Catastrophic Aid	0.00	0.00	0.00	0.00
06-4570-01	Medicaid Fee for Service	153,000.00	131,779.80	21,220.20	13.86
06-4570-01-0	Medicaid Cost adjustment	90,000.00	0.00	90,000.00	100.00

SELECTED Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2020

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
06-4570-01-1	Cost adjustment - Copeland	0.00	777.21	-777.21	0.00
06-4570-02	Cost adjustment - Deerfield	0.00	9,221.54	-9,221.54	0.00
06-4570-03	Cost adjustment - Elkhart	0.00	4,763.19	-4,763.19	0.00
06-4570-04	Cost Adjustment - Holcomb	0.00	17,182.24	-17,182.24	0.00
06-4570-05	Cost Adjustment - Hugoton	0.00	4,526.40	-4,526.40	0.00
06-4570-06	Cost Adjustment - Johnson	0.00	616.37	-616.37	0.00
06-4570-07	Cost adjustment - Lakin	0.00	11,945.62	-11,945.62	0.00
06-4570-08	Cost Adjustment - Leoti	0.00	4,556.25	-4,556.25	0.00
06-4570-09	Cost Adjustment - Montezuma	0.00	0.00	0.00	0.00
06-4570-10	Cost Adjustment - Moscow	0.00	1,482.21	-1,482.21	0.00
06-4570-11	Cost Adjustment - Rolla	0.00	1,743.82	-1,743.82	0.00
06-4570-12	Cost Adjustment - Satanta	0.00	5,203.75	-5,203.75	0.00
06-4570-13	Cost Adjustment - Scott City	0.00	10,131.99	-10,131.99	0.00
06-4570-14	Cost Adjustment - Sublette	0.00	7,273.22	-7,273.22	0.00
06-4570-15	Cost Adjustment - Syracuse	0.00	3,455.62	-3,455.62	0.00
06-4570-16	Cost Adjustment - Tribune	0.00	0.00	0.00	0.00
06-4570-17	Cost Adjustment - Ulysses	0.00	38,155.95	-38,155.95	0.00
06-5200	Transfer In, Miscellaneous	0.00	3,600.00	-3,600.00	0.00
06-5200-55	Vi-b Fund Transfer In	1,760,594.00	1,610,658.75	149,935.25	8.51
06-5200-60	Covid - 19	0.00	0.00	0.00	0.00
06	FUND Totals:	10,886,871.00	10,072,089.14	814,781.86	7.48
	Report Totals:	10,886,871.00	10,072,089.14	814,781.86	7.48

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2020

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
06	GENERAL FUND					
06-1000-110-01	Adaptive Pe Salary	54,561.00	52,761.00	0.00	1,800.00	3.29
06-1000-110-02	Early Childhood Teacher Salar	465,747.00	446,916.13	0.00	18,830.87	4.04
06-1000-110-03	Gifted Facilitator Salary	248,214.00	247,578.00	0.00	636.00	0.25
06-1000-110-05	Interrelated Teacher Salary	2,971,680.00	2,877,089.34	0.00	94,590.66	3.18
06-1000-110-07	Interpreter Salary	80,425.00	60,553.66	0.00	19,871.34	24.70
06-1000-113-17	Extended School Year Salary	25,000.00	29,094.74	0.00	-4,094.74	-16.37
06-1000-114-20	Unused Sick Leave	6,000.00	3,492.00	0.00	2,508.00	41.80
06-1000-115-21	Substitute Teachers	40,000.00	28,731.55	0.00	11,268.45	28.17
06-1000-121-01	Paraeducator Salary	2,740,000.00	2,412,334.72	0.00	327,665.28	11.95
06-1000-121-02	Para Interpreters	0.00	0.00	0.00	0.00	0.00
06-1000-121-03	Payroll Clearing Account	1,000.00	98.47	0.00	901.53	90.15
06-1000-210-01	Employee Group Insurance	903,338.00	697,799.15	0.00	205,538.85	22.75
06-1000-210-02	Paraeducator insurance	334,570.00	173,062.50	0.00	161,507.50	48.27
06-1000-220	Social Security	522,650.00	449,493.89	0.00	73,156.11	13.99
06-1000-240-01	Tuition payment	120,000.00	112,110.06	0.00	7,889.94	6.57
06-1000-250-01	Unemployment	15,000.00	5,439.31	0.00	9,560.69	63.73
06-1000-260-01	Workers Compensation	65,000.00	28,631.66	0.00	36,368.34	55.95
06-1000-290-01	Employer KPERS Retired	40,000.00	29,591.56	0.00	10,408.44	26.02
06-1000-290-02	Teladoc Service	9,000.00	7,180.80	0.00	1,819.20	20.21
06-1000-330-01	Teachpoint	3,300.00	7,144.31	0.00	-3,844.31	-116.49
06-1000-560-01	Contracted Services Instructi	45,000.00	12,738.52	0.00	32,261.48	71.69
06-1000-581-91	Instructional Student Travel	48,000.00	33,807.03	0.00	14,192.97	29.56
06-1000-581-92	Instructional Travel	3,000.00	187.92	0.00	2,812.08	93.73
06-1000-610-13	Classroom Materials	38,000.00	21,684.34	0.00	16,315.66	42.93
06-1000-730-01	Equipment	20,000.00	0.00	0.00	20,000.00	100.00
06-2100-210-02	Employee Group Insurance	247,024.00	174,440.80	0.00	72,583.20	29.38
06-2100-220	Social Security	104,676.00	97,192.42	0.00	7,483.58	7.14
06-2100-250-02	Unemployment	5,000.00	844.31	0.00	4,155.69	83.11
06-2100-260-02	Workers Compensation	7,750.00	5,392.67	0.00	2,357.33	30.41
06-2100-581-91	Related Service Student Trave	80,000.00	69,880.14	0.00	10,119.86	12.64
06-2100-581-92	Related Service Travel	5,000.00	219.82	0.00	4,780.18	95.60
06-2140-110-08	School Psychologist Salary	444,100.00	435,521.06	0.00	8,578.94	1.93
06-2140-110-09	Social Worker/Assessment	180,275.00	178,101.00	0.00	2,174.00	1.20
06-2140-110-10	Behavior Interventionist	181,590.00	180,999.40	0.00	590.60	0.32
06-2140-670-25	Testing Materials	4,000.00	1,344.78	0.00	2,655.22	66.38
06-2152-110-09	Speech Pathologist	592,972.00	544,006.38	0.00	48,965.62	8.25
06-2152-113-01	Speech pathology services	35,400.00	87,135.00	0.00	-51,735.00	-146.14
06-2153-111-10	Audiology Salary	15,000.00	9,660.00	0.00	5,340.00	35.60
06-2153-670-26	Audiology Materials	2,000.00	0.00	0.00	2,000.00	100.00
06-2190-110-11	Ot Salary	128,000.00	129,500.00	0.00	-1,500.00	-1.17
06-2190-110-12	Pt Salary	69,000.00	69,064.46	0.00	-64.46	-0.09

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2020

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
06-2190-110-13	Visually Impaired Services	23,000.00	12,628.00	0.00	10,372.00	45.09
06-2190-110-14	Hearing Impaired Services	19,000.00	11,883.12	0.00	7,116.88	37.45
06-2200-220	Social Security	800.00	0.00	0.00	800.00	100.00
06-2200-581-91	Instructional Student Travel	12,000.00	10,879.73	0.00	1,120.27	9.33
06-2200-640-19	Library & Seimc Supplies	2,000.00	258.83	0.00	1,741.17	87.05
06-2210-320-01	Contracted Consultant	12,000.00	4,239.82	0.00	7,760.18	64.66
06-2210-320-91	Student Travel	10,000.00	1,092.72	0.00	8,907.28	89.07
06-2210-610-01	Intructional materials	8,000.00	7,248.98	0.00	751.02	9.38
06-2213-330-01	Mentor Consultant	35,400.00	14,041.50	0.00	21,358.50	60.33
06-2213-580-18	Pdc Travel	1,000.00	192.28	0.00	807.72	80.77
06-2220-580-19	Seimc Travel	1,000.00	0.00	0.00	1,000.00	100.00
06-2290-330-01	Mentors	10,000.00	0.00	0.00	10,000.00	100.00
06-2300-111-13	Director Salary	118,109.00	117,425.00	0.00	684.00	0.57
06-2300-220	Social Security	39,339.00	41,113.23	0.00	-1,774.23	-4.51
06-2300-580-91	Admin Student Travel	16,000.00	9,795.04	0.00	6,204.96	38.78
06-2300-580-92	Admin Travel	15,000.00	3,118.77	0.00	11,881.23	79.20
06-2300-600-01	Office Supplies	15,000.00	6,840.17	0.00	8,159.83	54.39
06-2300-730-02	Equipment, Office	8,000.00	456.56	0.00	7,543.44	94.29
06-2310-311-01	Bod Training	1,500.00	0.00	0.00	1,500.00	100.00
06-2310-522-02	Bod Liability Insurance	35,000.00	29,250.78	0.00	5,749.22	16.42
06-2310-522-03	Negotiations	1,000.00	0.00	0.00	1,000.00	100.00
06-2317-335-01	Legal Services	16,000.00	2,375.00	0.00	13,625.00	85.15
06-2318-331-01	Audit Services	17,000.00	15,600.00	0.00	1,400.00	8.23
06-2319-350-01	Hearing Officer	3,000.00	0.00	0.00	3,000.00	100.00
06-2321-111-14	Assistant Director Salary	106,543.00	105,926.40	0.00	616.60	0.57
06-2321-111-15	Assistant Director Salary	91,146.00	90,618.81	0.00	527.19	0.57
06-2321-111-16	Supervisor/Coordinator	75,000.00	0.00	0.00	75,000.00	100.00
06-2321-120-02	Secretaries/Office Staff	163,900.00	160,154.53	0.00	3,745.47	2.28
06-2321-121-03	Secretary To Director/clerk	43,100.00	43,096.32	0.00	3.68	0.00
06-2321-126-08	Secretary Overtime	10,000.00	4,635.35	0.00	5,364.65	53.64
06-2321-126-09	TIP salary transfers	0.00	0.00	0.00	0.00	0.00
06-2321-210-03	Employee Group Insurance	120,718.00	111,823.52	0.00	8,894.48	7.36
06-2321-250-03	Unemployment	500.00	510.23	0.00	-10.23	-2.04
06-2321-260-03	Workers Compensation	2,700.00	2,015.13	0.00	684.87	25.36
06-2321-400-01	Office Contracted Services	18,000.00	10,701.04	0.00	7,298.96	40.54
06-2321-430-01	Equipment Repairs	2,500.00	0.00	0.00	2,500.00	100.00
06-2321-531-01	Postage	10,000.00	152.84	0.00	9,847.16	98.47
06-2321-532-02	Telephone	20,000.00	17,399.86	0.00	2,600.14	13.00
06-2321-580-20	Office Staff Travel	2,100.00	182.19	0.00	1,917.81	91.32
06-2500-121-05	Accountant/treasurer/payroll	61,695.00	61,575.12	0.00	119.88	0.19
06-2500-210-04	Employee Group Insurance	11,153.00	10,383.12	0.00	769.88	6.90
06-2500-220	Social Security	4,719.00	3,831.02	0.00	887.98	18.81

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2020

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
06-2500-250-04	Unemployment	150.00	45.86	0.00	104.14	69.42
06-2500-260-04	Workers Compensation	575.00	249.84	0.00	325.16	56.54
06-2500-436-04	Contracted Services	7,000.00	7,570.75	0.00	-570.75	-8.15
06-2520-730-03	Equipment	7,000.00	0.00	0.00	7,000.00	100.00
06-2620-411-01	Water Expense	1,800.00	1,811.75	0.00	-11.75	-0.65
06-2620-420-01	Custodial Services	6,900.00	5,700.00	0.00	1,200.00	17.39
06-2620-430-02	Building Repairs	10,000.00	203.67	0.00	9,796.33	97.96
06-2620-523-04	Property Insurance	25,000.00	10,924.00	0.00	14,076.00	56.30
06-2620-618-15	Custodial Supplies	500.00	0.00	0.00	500.00	100.00
06-2620-621-17	Heating Expense	3,500.00	2,190.17	0.00	1,309.83	37.42
06-2620-622-18	Electricity	10,000.00	4,967.58	0.00	5,032.42	50.32
06-2650-439-05	Automobile Maintenance	2,000.00	1,107.12	0.00	892.88	44.64
06-2650-521-01	Vehicle Insurance	4,000.00	3,560.00	0.00	440.00	11.00
06-2800-220	Social security	750.00	688.50	0.00	61.50	8.20
06-2823-335-02	Public Information Service	2,000.00	596.94	0.00	1,403.06	70.15
06-2832-580-21	Recruiting/retention	20,000.00	25,737.30	0.00	-5,737.30	-28.68
06-2835-336-01	Contracted Health Services	4,000.00	0.00	0.00	4,000.00	100.00
06-2900-739-01	Catastrophic Aid To District	0.00	0.00	0.00	0.00	0.00
06-4000-450-01	Facilities	10,000.00	0.00	0.00	10,000.00	100.00
06-4500-450-01	Medicaid Expenses	7,500.00	5,621.13	0.00	1,878.87	25.05
06-5200-930-01	Transfer Out	0.00	0.00	0.00	0.00	0.00
06-5555-555-55	Inservice Transfer	0.00	0.00	0.00	0.00	0.00
06	Current Year Account Totals:	12,186,869.00	10,703,242.52	0.00	1,483,626.48	12.17
06-X800-000-00	Prior Year Encumbrance	0.00	0.00	0.00	0.00	0.00
06	Prior Year Account Totals:	0.00	0.00	0.00	0.00	12.17
06	FUND Totals:	12,186,869.00	10,703,242.52	0.00	1,483,626.48	12.17
	Report Totals:	12,186,869.00	10,703,242.52	0.00	1,483,626.48	12.17

Check Register

Direct

Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

Bank Account :A - Grant Co Bk

00042424	06/29/2020	ALERALAR		Alert Alarm Company	
15860		20201198	06/29/2020	06-quarterly statement 07/01/2	125.01
				Check Total	125.01
00042425	06/29/2020	APPLCOMP1		Apple Inc.	
06292020		20201145	06/05/2020	06-MacBook (E Underhill)	1,049.00
				Check Total	1,049.00
00042426	06/29/2020	CITYULYS		City Of Ulysses	
06292020		20201199	06/29/2020	06-monthly charges	152.43
				Check Total	152.43
00042427	06/29/2020	FAMIPRAC		Family Practice Associates	
030		20201200	06/29/2020	06-medicaid sig 05/15/20	325.00
				Check Total	325.00
00042428	06/29/2020	GENEPEST		General Pest Control	
06292020		20201201	06/29/2020	06-monthly charges (PSB)	49.59
				Check Total	49.59
00042429	06/29/2020	MAASTERR		Terry Maas	
20009		20201202	06/29/2020	06-mow & trim 06/16/20	75.00
				Check Total	75.00
00042430	06/29/2020	NCKSEC		North Central KS Sp Ed Coop #636	
06292020		20201203	06/29/2020	06-2019-2020 O& M Services	3,278.00
				Check Total	3,278.00
00042431	06/29/2020	QUILCORP		Quill Corporation	
7712311		20201204	06/29/2020	06-addl to PO #20201142	9.38
				Check Total	9.38
00042432	06/29/2020	UNDEELLE		Ellen Underhill	
06292020		20201205	06/29/2020	06-miles&mat 01/24-06/16/20	113.01
				Check Total	113.01
00042433	06/29/2020	USD494		USD 494	
06292020		20201207	06/29/2020	06-sub reimb	4,917.81
				Check Total	4,917.81
00042434	06/29/2020	WILSLIND		Lindsee Wilson	
06292020		20201206	06/29/2020	06-postage 04/07-22/20	15.75
				Check Total	15.75

Total of Checks Printed: 10,109.98

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

Bank Account :A - Grant Co Bk

00042435	06/29/2020	JORDKARI		Karin Jordan	
06292020		20200279	09/17/2019	06-2019-20 OT Services	687.00

Check Total 687.00

Total of Checks Printed: 687.00

Report Total: 687.00

Checks	1
Printed Direct Deposits	0
Emailed Direct Deposits	0
Total Payments	<u>1</u>

Check Register

Direct

Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

Bank Account :A - Grant Co Bk

00042436	07/16/2020	AFPLAN		AF Plan Serv	
20053150335		20210010	07/07/2020	06-monthly charges	87.00
				Check Total	87.00
00042437	07/16/2020	BANULY0219		Bank of Ulysses (Chrissie)	
07162020		20210011	07/07/2020	06,07-monthly charges	181.74
				Check Total	181.74
00042438	07/16/2020	BANULY0227		Bank of Ulysses (Marcy)	
07162020		20210012	07/07/2020	06-monthly charges	29.00
				Check Total	29.00
00042439	07/16/2020	BANULY0235		Bank of Ulysses (Shelly)	
07162020		20210013	07/07/2020	06-monthly charges	29.00
				Check Total	29.00
00042440	07/16/2020	BIGR		Ulysses Standard Supply	
07162020		20210014	07/07/2020	06-monthly charges	51.52
				Check Total	51.52
00042441	07/16/2020	CDWG		CDW-G	
ZHM6342		20210009	06/29/2020	06-microsoft office license (E	1,896.60
				Check Total	1,896.60
00042442	07/16/2020	FORTHAYS1		Fort Hays State University	
U20HPEC		20210015	07/07/2020	06-Summer 2020 tuition (PHolli	1,726.50
U20HPEC-02		20210016	07/07/2020	06-Summer 2020 tuition (S Loya	1,312.02
U20HPEC-03		20210017	07/07/2020	06-Summer 2020 tuition (D Redi	1,726.50
U20HPEC-05		20210019	07/07/2020	06-Summer 2020 tuition (L Wag	1,726.50
U20HPEC-06		20210020	07/07/2020	06-Summer 2020 tuition (K Weav	1,968.03
U20HPEC04		20210018	07/07/2020	06-Summer 2020 tuition (L Schu	1,726.50
				Check Total	10,186.05
00042443	07/16/2020	GREALAKE		Great Lakes Borrower Service	
14576855100000		20210021	07/07/2020	06-tuition (J Chamberlain)	2,000.00
3-02					
				Check Total	2,000.00
00042444	07/16/2020	MELEMANU		Manuela Melendez	
07162020		20210022	07/07/2020	06-2020-2021 Custodial Serv	475.00
				Check Total	475.00
00042445	07/16/2020	PIONCOMM		Pioneer Communications	
07162020		20210023	07/07/2020	06-monthly charges	665.13
				Check Total	665.13
00042446	07/16/2020	QUICLUBE		Quick Lube	
050358		20210024	07/07/2020	06-oil change for van	52.54

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name PO Date	Description	Amount
					Check Total	52.54
00042447		07/16/2020	QUILCORP		Quill Corporation	
	8048038		20210006	06/23/2020	06,07-office&Aug Ins supplies	150.86
	8053708		20210006	06/23/2020	06,07-office&Aug Ins supplies	61.96
	8125624		20210007	06/26/2020	06-offie supplies (F Galindo)	260.53
					Check Total	473.35
00042448		07/16/2020	STATOFKS		State of Kansas-Medicaid	
	07162020		20210025	07/07/2020	06-amount owed to medicaid	1,563.23
					Check Total	1,563.23
Total of Checks Printed:						17,690.16
Report Total:						17,690.16

Checks	13
Printed Direct Deposits	0
Emailed Direct Deposits	0
Total Payments	13

Check Register

Direct

Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
Checks Printed					
Bank Account :A - Grant Co Bk					
00042449	07/16/2020	4IMPRINT		4imprint Inc.	
8359303		20210003	06/23/2020	07-Totes (K Cruz)	3,702.81
				Check Total	3,702.81
00042450	07/16/2020	AMAZON		Amazon.com Credit	
07162020		20210001	06/23/2020	07-Baskets (K Cruz)	153.03
07162020-02		20210002	06/23/2020	06,07-screen saver&cert holder	95.34
07162020-03		20210008	06/26/2020	06-office supplies (F Galindo)	30.94
				Check Total	279.31
00042451	07/16/2020	ATMOENER		Atmos Energy	
07162020		20210028	07/14/2020	06-monthly charges (PSB)	45.47
				Check Total	45.47
00042452	07/16/2020	BANULY0243		Bank of Ulysses (Kim)	
07162020		20210029	07/14/2020	06,07,51-monthly charges	896.77
				Check Total	896.77
00042453	07/16/2020	FOORSCOT		Scott E. Foor	
07162020		20210030	07/14/2020	06-addl to contract 19-20	1,056.00
				Check Total	1,056.00
00042454	07/16/2020	GALIFLOR		Flor Galindo	
07162020		20210031	07/14/2020	06-office supplies	5.96
				Check Total	5.96
00042455	07/16/2020	MINDWARE		Mindware/Oriental Trading	
704095175-01		20210005	06/23/2020	07-Aug Ins table supplies (K C)	240.46
				Check Total	240.46
00042456	07/16/2020	PIONELEC		Pioneer Electric	
07162020		20210032	07/14/2020	06-monthly charges	591.16
				Check Total	591.16
00042457	07/16/2020	SMOKYHILL1		Smoky Hill Education	
20-01212		20210033	07/14/2020	51-Conf Reg-J Light	95.00
				Check Total	95.00
00042458	07/16/2020	SOUTHSAL		Southwest Kansas Sales	
324970		20210034	07/14/2020	06-phone for M Dodge	284.98
				Check Total	284.98
00042459	07/16/2020	UNITTREA		United States Treasury	
07162020		20210035	07/14/2020	06-2020 patient centered outco	399.35
				Check Total	399.35
00042460	07/16/2020	VERIWIRE		Verizon Wireless	
9858177064		20210037	07/14/2020	06-monthly charges (CO)	451.48
9858177065		20210036	07/14/2020	06-monthly charges (Psych)	480.65

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Check Total 932.13

Total of Checks Printed: 8,529.40

Report Total: 8,529.40

Checks	12
Printed Direct Deposits	0
Emailed Direct Deposits	0
Total Payments	12

MONTHLY BANK BALANCE REPORT

July 16, 2020

BANK ACCOUNTS:

Operating Account	26,219.56
Profit Planner	2,501,501.98
Cash Balance	2,527,721.54
Less encumbrances	<u>5,574.10</u>
Unencumbered Cash Balance	2,522,147.44

RECEIPTS

June 18, 2020 -July 15, 2020 378,725.68

PAYROLL:

273 checks

103 certified, 164 para, 0 workstudy, 6 office

Lumpsum payment	548,984.17
June 26, 2020	341,491.44
Employer FICA	63,946.09
Employer KPERS penalty	4,566.93
Employer benefits -18 para/part-time	13,125.00
Employer benefits - 89 dental/disability	8,562.88
Employer benefits - 84 medical full time	<u>131,250.00</u>

PAYROLL TOTAL 1,111,926.51

EXPENDITURES:

Additional FY20 payables	10,796.98
Expense Reports-no July paydates	
Accounts Payable	<u>28,467.10</u>

TOTAL EXPENDITURES 39,264.08

Consent Agenda
Recommended Action by the Board of Directors

<u>Appointment/Designation</u>	<u>Action</u>	<u>Continue</u>
a. Clerk	Mary A. James	continue
b. Treasurer	Christine Mangels	continue
c. Attorney	Wayne Tate	continue
d. Depository	Grant Co. Bank Ulysses, KS	continue
e. Official Publication	Ulysses News	continue
f. District KPERS Rep.	Christine Mangels	continue
g. Freedom of Info Officer	Marcy Fierstein	continue
h. Fee to compile and copy	\$20 an hour to compile 10 cents per page to copy	continue continue
i. Privacy Officer for Health Plan	Christine Mangels	continue
j. Designation of Board Member Hearing Officer		continue
Recommend Ron Smith, Board President, be designated the HPEC Board Member Hearing Officer.		
k. Credit card limits and uses		
<u>Recommended</u> limits and uses as identified		continue
<ul style="list-style-type: none"> • HPEC has 5 Visa cards: four administrators' cards and one business manager's card • Credit limits: credit limit is \$2,500 per card. The business manager's credit limit is \$5,000 • Administrator's credit card use: gas for HPEC vehicle, expenses (meals) while traveling, recruitment, workshop expenses, materials (books, etc.), car emergency (ex. New tire) • Office credit card: registrations, motel reservations and materials if necessary 		

- l. Resolution for the Annual Waiver of requirements of General Accepted Accounting Principles continue
Recommend passing the resolution.

**Resolution for the Annual Waiver of requirements of
Generally Accepted Accounting Principles**

WHEREAS, the Board of Directors of High Plains Educational Cooperative, I.L. #611, Grant County, Kansas, has determined the financial statements and reports for the 2020-21 school year to be prepared in conformity with the requirements of the cash basis and budget laws of this state and are of no significant value to the Board, the High Plains Educational Cooperative of members of the general public; and

WHEREAS, there are no revenue bond ordinances of resolutions of said district which required financial statements and financial reports to be prepared in conformity with said act for the school year 2020-21;

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of High Plains Educational Cooperative, I.L., Grant County, Kansas, in regular meeting duly assembles this 16th day of July, 2020, that said Board request the Director of Accounts and reports to waive the requirements of said law as they apply to the High Plains Educational Cooperative for the school year 2020-21; and

BE IT FURTHER RESOLVED, the said Board shall cause it's financial statement and financial reports of the said district to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this state.

- m. Designated Meeting Time and Place continue
Recommend approval of the enclosed resolution.

Be it resolved that pursuant to K.S.A. 72-8205, the Board of Directors of the High Plains Educational Cooperative, I.L. #611, Grant County, Kansas, at its regular meeting held July 16, 2020, established the following meeting schedule for regular board of director meeting to be held during the 2020-21 school year;

Hour of commencing the meeting: 6:30 P.M. meal
Meeting immediately follows

Days of the week meeting will be held: Thursday

Week of the month the meeting will be held:

Third Thursday of the month, except March, which will be held the Fourth Thursday of the month.

Meeting Place: High Plains Educational Cooperative Central Office,
Conference Room. Zoom options will be available for those members not wishing to travel to the Central Office in Ulysses.

The Board of Directors reserves the right to adjourn any regular meeting to another time and place.

n. Mileage Rate Change

Recommend the mileage rate remains the same at .575 cents per mile to match the State's mileage rate.

o. Designation of

HIPPA Security Officer

Director

continue

Student Count

July 2020

DISTRICT	DD	GI	SE	SL	TOTAL
TRIBUNE USD #200	5	1	18	3	27
MOSCOW USD #209	1	1	11	4	17
HUGOTON USD #210	23	14	89	20	146
ULYSSES USD #214	42	13	176	28	259
LAKIN USD #215	23	9	46	18	96
DEERFIELD USD #216	8	0	12	2	22
ROLLA USD #217	1	4	15	2	22
ELKHART USD #218	16	11	71	14	112
HOLCOMB USD #363	26	5	69	13	113
MONTEZUMA USD #371	8	4	11	7	30
SUBLETTE USD #374	6	4	35	4	49
JOHNSON USD #452	13	7	15	0	35
SCOTT CITY USD #466	31	11	64	12	118
LEOTI USD #467	15	9	41	13	78
COPELAND USD #476	1	2	6	2	11
SYRACUSE USD #494	17	10	46	10	83
SATANTA USD #507	5	0	23	6	34
HPEC Interlocal #611	241	105	748	158	1252

DD=Developmentally Delayed

GI=Gifted

SE=Special Education

SL=Speech/Language