

**May 19, 2025**

Board of Trustees  
Fort Scott Community College  
2108 S. Horton  
Fort Scott, KS 66701

The Board of Trustees of Fort Scott Community College will meet in regular session on **Monday, May 19, 2025**. The meeting will be held in **Cleaver-Boileau-Burriss Hall** at **Fort Scott Community College**.

**5:30 p.m.** Regular monthly Board meeting

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**THE AGENDA**

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**5:30 ROLL CALL, 3**

**PLEDGE OF ALLEGIANCE**

**MISSION STATEMENT**

*Fort Scott Community College is an institution of higher learning with a long history of culture and diversity that provides affordable academic, technical and occupational programs to meet student needs while fostering a mutually supportive relationship between the college and its communities.*

**CALL TO ORDER, 4**

- A. Comments from the Chair, 4
- B. Comments from the Public, 4
- C. Recruiting/Admissions Update, 4

**CONSENT AGENDA, 5**

- A. Approval of Agenda, 5
- B. Approval of Minutes of previous Regular Board Meeting conducted on April 21, 2025 and Special Meeting conducted on May 12, 2025, 6
- C. Approval Treasurer's Report, 10
- D. Approval of Personnel Actions, 5

**DISCUSSION ITEMS, 42**

- A. Gramm Leach-Bliley Act (GLBA) Information Security Program and Policy, 43
- B. Construction Trades and Heavy Equipment Plan, 42

**ACTION ITEMS , 52**

- A. Scheduled Policy Review and Approval, 52
- B. Consideration of Dress Code and Appearance Policy, 56
- C. Consideration of Collection Agency RFPs, 58
- D. Consideration of Elsevier Contract Termination, 61
- E. Consideration of Canvas Learning Management System Contract, 62
- F. Consideration of Sale of Greyhound Lodge, 69
- G. Consideration of One Time Donation to Fort Scott Nazarene Church, 70
- H. Approval of Revised Tuition and Fees for 2025-26 Academic Year, 71
- I. Consideration of Vice President Contracts for the 2025-26 Academic Year, 75
- J. Approval of Agreement between the Joplin Outlaws and Fort Scott Community College, 76
- K. Approval of Respondus Lockdown Browser License Renewal, 80

**CORRESPONDENCE AND ADMINISTRATIVE UPDATES, 81**

**EXECUTIVE SESSION, 96**

**ADJOURNMENT, 97**

**UPCOMING CALENDAR DATES:**

- May 19, 2025
- May 26, 2025
- June 16, 2025

Board Meeting  
Campus Closed -Memorial Day  
Board Meeting

Sincerely,  
Bryan Holt, Chair  
Sara Sutton, Interim President

***FSCC's vision for the future is to support "Students First, Community Always" through a central focus on teaching and learning; advancing strong, innovative programs and departments; maximizing and leveraging opportunities; initiating efficient and effective processes; and developing the region's workforce.***

**ROLL CALL**

\_\_\_ Ronda Bailey

\_\_\_ John Bartelsmeyer

\_\_\_ Jim Fewins

\_\_\_ Bryan Holt

\_\_\_ Chad McKinnis

\_\_\_ Doug Ropp

## **CALL TO ORDER**

**A. COMMENTS FROM THE CHAIR**

**B. COMMENTS FROM THE PUBLIC**

**C. RECRUITING/ADMISSIONS UPDATE**



**FORT SCOTT COMMUNITY COLLEGE**  
**Minutes of the Board of Trustees Meeting**  
**April 21, 2025**

**PRESENT:** Ronda Bailey, Jim Fewins, Bryan Holt, Chad McKinnis, and Doug Ropp

**ALSO PRESENT:** Sara Sutton - Interim President, Juley McDaniel - Board Clerk, faculty, staff, community members.

Chairman Holt called the meeting to order at 5:30 pm in the Cleaver-Burris-Boileau Agriculture Building.

The meeting was opened with the Pledge of Allegiance and Holt reading FSCC's mission statement.

**COMMENTS FROM THE CHAIR:**

Chairman Holt addressed the room about "unity, cohesion, and communication." He acknowledged the current challenges facing FSCC and highlighted the importance of overcommunicating and working together toward a common goal in this time. He encouraged everyone's top consideration to be what is in the best interest of the institution.

**COMMENTS FROM THE PUBLIC:** Patty Ropp addressed the Board of Trustees regarding concerns of FSCC's hiring policy, saying over half of the currently open positions have been filled once over the previous year. She expressed surprise that board members are not actively involved in the selection of new employees. Additionally, she stated it is unfair for candidates to be chosen by an interim president who is not staying in the position, and urged the board to not approve further hires until they have done their own due diligence and are convinced a candidate is the best fit for a position. She also requested the board seek community input in revising the hiring policy.

**HLC CONFERENCE REPORT:** Sara Sutton explained the purpose and activities of the recently-attended Higher Learning Commission Conference. Sonia Gugnani, Missy Scott, and Vanessa Poyner also traveled to the conference in early April as criterion chairs. The conference provided an opportunity for attendees to participate in a variety relevant training sessions as well as network with professionals at other institutions to provide valuable insight into educational leadership and accreditation.

**EXECUTIVE SESSION:** A motion was made by McKinnis, seconded by Ropp, and carried by unanimous vote to adjourn to executive session for twenty minutes beginning at 6:12 pm for the purpose of discussing non-elected personnel as it relates to discussion of identifiable information of non-elected personnel with no action expected to follow.

**OPEN SESSION:** A motion was made by Bartelsmeyer, seconded by Bailey, and carried by unanimous vote to return to open session at 6:32 pm.

**CONSENT AGENDA:** A motion was made by Bartelsmeyer, seconded by Fewins, and carried by a 4-0 vote to approve the consent agenda. Ropp and McKinnis did not place a vote.

**DISCUSSION ITEMS:**

**A. and B. STARS and CTEC**

The opportunity was presented for the board to have open discussion regarding STARS. Board members expressed an interest in continuing the relationship between FSCC and STARS, but an MOU is needed for STARS. Bailey stated that STARS needs an MOU very quickly in order to begin enrollment. Sutton provided the Board members a checklist of items to be included in an MOU. Ropp indicated FSCC needs to be comfortable with the terms of an MOU, but the board wants to keep these programs. Gugnani indicated the biggest challenge in finalizing an MOU has been both parties agreeing to the same set of terms, and that had been the source of delay. Ropp directed administration to have a conversation with STARS to move forward. Gugnani said she will send the previously provided STARS MOU to board members via email tonight. The board is to provide feedback on that email to Sara by noon on Friday. The

board asked audience member Don Epps of STARS if those arrangements were suitable. Epps requested an MOU within a month so is able to enroll students.

Revising the currently intact MOU for CTEC was also briefly discussed, even though it does not expire until June 30, 2025. Audience member Dan Boley of CTEC indicated the CTEC board has meeting on Wednesday. He added it would be suitable for his board to have an MOU by May 7.

**C. HILL STREET FACILITY**

Sonia and Sara met with Athletics today about the possibility of facilitating construction trades program in the north side of the Hill Street facility. This would require moving the weight room back to campus. Whatever happens must be done before the fall semester starts. Coaches have expressed some concerns about moving weight room back to where it previously was. There was discussion about the possibility of Hill Street being donated to FSCC for athletic purposes only. McKinnis stated that Hill Street facility is a great athletic recruiting tool. Ropp shared suggestions of other locations in town that may meet needs, and exploring the use of the maintenance building for the programs was also suggested. Rory will have a contractor on campus soon to evaluate options.

**D. HARLEY DAVIDSON PROGRAM REPORT:**

Sonia shared 2024-25 financials for the Harley Davidson program and projected expenses for 2025-26. Enrollment for fall is currently at 12 students. She also provided projections for high school enrollment in the program. The final lease purchase payment for the building is in July, 2025. There has been discussion with Girard, Frontenac, St. Mary's, Arma for participation in the high school version of the program. There are 3 options:

1. Continue program for 2 more years if we have enough high school students interested (because have to offer long enough for those high schoolers to complete).
2. Continue the program for one more year and work on the action plan including recruiting for the program starting in January.
3. Discontinue program.

The board participated in discussion about the future of the program and possibilities. They agreed they wanted to see the program continue

A motion was made by Ropp, seconded by McKinnis, and carried by unanimous vote to continue the program's operation. Sonia will provide an update at May meeting.

**E. STUDENT HOUSING**

Vanessa and Missy presented proposal for the potential sale of off-campus housing at Greyhound Lodge and Garrison. FSCC currently has the capacity to house all current students on campus. Pros and cons of selling off-campus housing were reviewed, as well as presentation of the following future options:

1. sell both greyhound and garrison
2. sell only greyhound
3. sell only garrison
4. delay sale and reassess in a year

Missy reviewed associated financials for the housing properties.

There is potential for FSCC to house resident physicians for CHC and players for the Mid-American Baseball group in coming years.

RECESS: The Board recessed for 5 minutes at 7:58 pm.

**F. BOARD POLICY BOOKS**

Sara summarized the process of breaking the overall board policy book into organized books for better organization and easier accessibility. The books are currently being reviewed and once done will be accessible on the website for public viewing.

**G. SCHOLARSHIPS**

Vanessa reviewed proposed changes to scholarships for 2025-26.

**H. DRESS CODE POLICY**

The Board reviewed current and proposed dress and appearance policy, which will be presented for approval at the next board meeting.

**ACTION ITEMS:**

- A. SCHEDULED POLICY REVIEW AND APPROVAL:** A motion was made by Fewins, seconded by Bartelsmeyer, and carried by unanimous vote to approve the policies presented in the Scheduled Policy Review as follows:
- Bereavement and Special Leave
  - Contracts and Leases
  - Employee Involvement in Budget Planning
  - Gifts and Bequests
  - Health Insurance for Retired Employees
  - Honorary Associate Degree Policy
  - In-Service Education
  - Jury Duty
  - Laws, Statutes, and Regulations
  - Leave Without Pay
  - Resignations
  - Security
  - Unauthorized Transactions
- B. CONSIDERATION OF ANTI-HAZING POLICY:** A motion was made by Ropp, seconded by Bailey, and carried by unanimous vote to approve the Anti-Hazing Policy as presented.
- C. CONSIDERATION OF 2025-26 TUITION AND FEES:** A motion was made by Fewins, seconded by Bartelsmeyer, and carried by unanimous vote to approve the 2025-26 Tuition and Fees as presented.
- D. CONFIRMATION OF EMERITUS STATUS RETIREES:** A motion was made by Bartelsmeyer, seconded by Ropp, and carried by unanimous vote to confirm Emeritus Status for Deborah Duffey and Santos Manrique.
- E. SELECTION OF HONORARY ASSOCIATE DEGREE RECIPIENT:** A motion was made by Bailey, seconded by Bartelsmeyer, and carried by unanimous vote to select Marcel Normand as an honorary associate degree recipient.

**CORRESPONDENCE AND ADMINISTRATIVE UPDATES:**

- **ADMINISTRATION** - The Board reviewed correspondence and updates from Academic Affairs, Student Services, Finance and Operations, Foundation, and the Interim President.

**ADJOURNMENT:** There being no further business to come before the Trustees, a motion to adjourn was made at 9:10 pm by Bartelsmeyer, seconded by McKinnis, and carried by unanimous vote.

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Chairman

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Clerk

**FORT SCOTT COMMUNITY COLLEGE**  
**Minutes of the Board of Trustees Special Meeting**  
**May 12, 2025**

**PRESENT:** Ronda Bailey (at 5:40 pm), John Bartelsmeyer, Jim Fewins, Bryan Holt, Chad McKinnis, Doug Ropp

**ALSO PRESENT:** Juley McDaniel - Board Clerk, staff, and Greenbush representative Rich Proffitt

Chairman Holt called the meeting to order at 5:31 pm in the Cleaver-Burris-Boileau Agriculture Building.

The meeting was opened with the Pledge of Allegiance and Holt reading FSCC's mission statement.

**CONSENT AGENDA:** A motion was made by Fewins, seconded by Bartelsmeyer, and carried by a 5-0 vote to approve the consent agenda.

Bailey arrived from the track graduation ceremony at 5:40 pm.

**EXECUTIVE SESSION:** A motion was made by Holt, seconded by Bartelsmeyer, and carried by unanimous vote to adjourn to executive session for twenty minutes beginning at 5:40 pm for the purpose of discussing non-elected personnel as it relates to discussion of identifiable information of non-elected personnel with no action expected to follow. The board invited Rich Proffitt join.

**OPEN SESSION:** A motion was made by Holt, seconded by Ropp, and carried by unanimous vote to return to open session at 6:02 pm.

**EXECUTIVE SESSION:** A motion was made by Holt, seconded by Bartelsmeyer, and carried by unanimous vote to adjourn to executive session for twenty minutes beginning at 6:05 pm for the purpose of discussing non-elected personnel as it relates to discussion of identifiable information of non-elected personnel with no action expected to follow. The board invited Sara Sutton, Sonia Gugnani, and Rory Chaplin to join.

**OPEN SESSION:** A motion was made by Holt, seconded by Ropp, and carried by unanimous vote to return to open session at 6:25 pm.

**EXECUTIVE SESSION:** A motion was made by Bartelsmeyer, seconded by Bailey, and carried by unanimous vote to adjourn to executive session for ten minutes beginning at 6:27 pm for the purpose of discussing non-elected personnel as it relates to discussion of identifiable information of non-elected personnel with no action expected to follow. The board invited Sara Sutton, Sonia Gugnani, and Rory Chaplin to join.

**OPEN SESSION:** A motion was made by Ropp, seconded by Bartelsmeyer, and carried by unanimous vote to return to open session at 6:37 pm.

**DISCUSSION/ACTION ITEMS:** FSCC Administration and Don Epps worked on the main points of the Agreement with STARS. The Board reviewed a revised agreement document provided by Zack Reynolds. Bailey suggested having verbiage in the agreement indicating that someone was present consistently at the STARS site to be in charge.

A motion was made by Bailey seconded by Bartelsmeyer and carried by unanimous vote to accept the most recently updated STARS Agreement with USD 344 as provided by Zack Reynolds. Pleasanton school board meets tonight, but the schools provided names of students for pre-enrollment for the fall semester.

**ADJOURNMENT:** There being no further business to come before the Trustees, a motion to adjourn was made at 6:47 pm by Bartelsmeyer, seconded by Fewins, and carried by unanimous vote.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Clerk

**FORT SCOTT COMMUNITY COLLEGE  
TREASURER'S REPORT  
4/30/2025**

Fund	Beg Cash Bal	Expenditures	Revenue	End Cash Bal	OUTSTANDING Pos
11 GENERAL FUND	4,235.00			4,235.00	522,968.15
11 GENERAL FUND	1,844,846.31	(1,125,326.19)	44,257.01	763,777.13	
12 VOCATIONAL	1,625,320.38	(245,124.29)	29,684.55	1,409,880.64	104,136.57
13 ADULT EDUCATION FUND	(17,031.47)	(0.87)		(17,032.34)	
21 WORKSTUDY	(23,706.55)	(8,846.23)		(32,552.78)	
22 SEOG	(16,061.00)	(28,577.00)	12,832.00	(31,806.00)	
24 PELL	(135,263.49)	(151,000.63)	71,450.11	(214,814.01)	
25 HEP GRANTS	217,905.75	(45,762.37)	3,571.17	175,714.55	21,311.70
25 HEP GRANTS	(119,906.96)			(119,906.96)	
25 HEP GRANTS	(124,984.90)			(124,984.90)	
26 CAMP GRANTS	(51,467.42)	(53,047.69)		(104,515.11)	26,520.36
27 TITLE IV	(17,618.81)	(22,331.93)		(39,950.74)	2,655.46
28 PASS	9,268.76			9,268.76	
28 PASS	156,937.24			156,937.24	
28 PASS	(72,830.97)			(72,830.97)	
31 VARIOUS GRANTS	147,656.63	(1,580.47)		146,076.16	15,897.02
31 VARIOUS GRANTS	(162.67)			(162.67)	
31 VARIOUS GRANTS	(20,773.57)			(20,773.57)	
32 IOWA GRANT	(114,067.61)	(46,148.00)		(160,215.61)	1,571.45
35 ONE GAS GRANT	24,583.16	(7,791.97)		16,791.19	1,211.18
37 MIGRANT ED	1,895,905.70	(587.92)		1,895,317.78	347.22
37 MIGRANT ED	(153,777.29)			(153,777.29)	
37 MIGRANT ED	(16,454.51)			(16,454.51)	
37 MIGRANT ED	(25,026.36)			(25,026.36)	
37 MIGRANT ED	(259,441.31)			(259,441.31)	
37 MIGRANT ED	(26,120.09)			(26,120.09)	
37 MIGRANT ED	(263,913.08)			(263,913.08)	
37 MIGRANT ED	(418,801.23)			(418,801.23)	
37 MIGRANT ED	(577,911.05)			(577,911.05)	
37 MIGRANT ED	(58,734.37)			(58,734.37)	
38 STUDENT SUCCESS INITIATIVE	375,151.00	(3,679.00)		371,472.00	14,629.00
39 BUSINESS/INDUS & APPRENTICE	335,581.00			335,581.00	
40 GUARANTEED STUDENT LOANS	(19,821.34)	(113,364.04)	49,567.04	(83,618.34)	
41 CARL PERKINS	(2,443.23)	(18,101.59)		(20,544.82)	13,687.79
61 CAPITAL OUTLAY	478,849.88			478,849.88	4,644.92
67 ELLIS FINE ARTS CENTER	(102,584.65)	(45.00)	5,747.00	(96,882.65)	41,006.39
70 MISCELLANEOUS FUNDS	98,648.22	(165.00)	1,945.00	100,428.22	165.00
71 STUDENT FEES	467,183.13	(41,398.14)	34,364.48	460,149.47	1,632.41
72 VARIOUS RETAIL SALES ACCTS	45,040.73		442.15	45,482.88	
73 NON CREDIT PROGRAMS	1,930.14			1,930.14	
75 CLUBS AND ORGANIZATIONS	37,004.63	(9,301.97)		27,702.66	10,360.00
75 CLUBS AND ORGANIZATIONS	(87.98)			(87.98)	
76 SALES TAX	18.12			18.12	
77 HEDGES FAMILY PROF DEVELOP	12,000.00			12,000.00	
78 FORT SCOTT COSMETOLOGY	23,466.81		2,152.58	25,619.39	
79 CDL TESTING	10,439.84	(26,228.66)	28,523.98	12,735.16	16,382.13
80 CLEARING FUND	103,643.69		348.00	103,991.69	
81 BOOKSTORE	5,245.51	(11,641.80)	900.00	(5,496.29)	1,402.72
82 STUDENT UNION	76,188.86			76,188.86	
82 STUDENT UNION	175,466.10			175,466.10	
83 RESIDENCE HALLS	642,695.73	(46,738.63)	37,727.82	633,684.92	35,442.86
84 DINING HALL	20,009.79	(107,587.74)	41,626.62	(45,951.33)	33,533.71
89 BOOSTER/ENDOWMENT CLEARING FD	(349,086.57)	(36,800.31)	11,712.69	(374,174.19)	
96 ARPA CDL Grant	(1,510.00)	(7,531.23)		(9,041.23)	7,531.23
98 REGISTRAR SPECIAL FUND	129,832.17	(4,590.75)	2,690.55	127,931.97	2,400.00
	<b>5,975,465.80</b>	<b>-2,163,299.42</b>	<b>379,542.75</b>	<b>4,191,709.13</b>	<b>879,437.27</b>
FSCC Funds				3,788,157.08	
FSCC Funds - Restricted				839,343.37	
FSCC Grant Funds				(168,138.68)	
IDEA				95,138.49	
Federal Funds - Pell, Loans, WS, SEOG				(362,791.13)	
Total Cash in Funds				<b>4,191,709.13</b>	
Less: FSCC Encumbrances				879,437.27	
Total Unencumbered Cash				<b>3,312,271.86</b>	

## Alerts

### Stay Alert

Know about changes to your finances and online security. Choose when and what alerts you get by email or text message.

[ENROLL](#)

## Accounts

EDIT ACCOUNTS PRINT

<b>Direct Loans</b> X5602	Available balance <b>\$105.76</b>	RECENT
<b>Operating</b> X5610	Available balance <b>\$1.00</b>	RECENT
<b>ENDOWMENT FUND CHECKING</b> XX2577		RECENT
<b>Deposit Account</b> XXX3185	Available balance <b>\$3,968,370.63</b>	RECENT
<b>BOOKSTORE</b> XXXXXX3288		RECENT
<b>PAYROLL</b> XXXXXX3411	Available balance <b>\$100.00</b>	RECENT
<b>NON-TAXABLE LOANS</b> XXXXX3265	Principal balance <b>\$557,670.98</b>	RECENT
<b>Booster Checking</b> XXXXXX7511	Available balance <b>\$243,883.55</b>	RECENT
<b>Savings 1413</b> XXXXXX1413	Available balance <b>\$348,836.43</b>	RECENT

[SHOW FEWER ACCOUNTS](#)

## Pay Or Transfer

Internal	Show
ACH	Show
ACH Import	Show
Wire	Show
Wire Import	Show

## Quick Launch

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**Fort Scott Community College  
Large Revenue/Expenditures  
Summary  
Fiscal Year 2024/2025**

Unencumbered Cash Balance, beginning 1,179,450.00      1,259,024.61

	July	August	September	October	November	December
<b>TOTAL REVENUE</b>	<b>1,488,850.31</b>	<b>1,744,942.17</b>	<b>991,154.62</b>	<b>1,919,312.00</b>	<b>857,627.09</b>	<b>986,332.00</b>
Debt Service/Leases	27,378.76	125,013.42	208,047.93	37,381.21	42,130.28	125,835.61
Payroll/Benefits	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00
Insurance	348,679.74	89,005.00	0.00	0.00	0.00	0.00
Service/Support Contracts	45,630.50	22,721.00	24,309.00	225.00	35,523.00	11,515.00
Memberships/Subscriptions/Software	130,539.37	32,147.00	22,138.50	195.00	195.00	214.50
Contracts	12,191.60	3,761.75	82,360.74	90,742.18	88,233.70	15,767.27
Utilities/Maintenance	49,371.54	139,537.69	37,660.96	45,753.49	42,902.12	43,246.45
Credit Cards	35,757.65	37,745.17	37,460.68	54,142.78	45,264.12	31,886.68
One Time Purchases	111,727.31	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENSES</b>	<b>1,561,276.47</b>	<b>1,249,931.03</b>	<b>1,211,977.81</b>	<b>1,028,439.66</b>	<b>1,054,248.22</b>	<b>1,028,465.51</b>

Overage/Shortfall (72,426.16)      495,011.14      (220,823.19)      890,872.34      (196,621.13)      (42,133.51)

Unencumbered Cash Balance, ending 982,828.87      1,216,891.10



**Fort Scott Community College**  
**Financial Report**  
**30-Apr-25**  
**75% of Fiscal Year Expired**

	<b>Adopted Budget 2024-2025</b>	<b>Month Activity 4/30/2025</b>	<b>YTD Activity 4/30/2025</b>	83.3% <b>YTD % of Budget</b>
Ad Valorem (Property Taxes)	3,980,200	-	2,886,292	3,316,833
Tuition and Fees	3,782,510	74,627	3,407,682	3,152,092
State Aid	5,452,861	-	5,726,017	4,544,051
Investment Income	-	-	145,373	-
Auxillary Income	1,696,266	80,254	1,404,962	1,413,555
Other Income	180,559	(70,064)	297,925	150,466
Total Revenue	<b>15,092,396</b>	<b>84,817</b>	<b>13,868,251</b>	<b>12,576,997</b>
Salaries and Benefits	7,304,599	635,791	5,511,132	6,087,166
Current Operating	6,111,017	689,049	3,989,082	5,092,514
Capital	445,914	66	82,046	371,595
Debt Service	789,787	148,398	456,348	658,156
Total Expenses	<b>14,651,317</b>	<b>1,473,305</b>	<b>10,038,608</b>	<b>12,209,431</b>
Revenue over Expenses	<b>441,079</b>	<b>(1,388,488)</b>	<b>3,829,643</b>	<b>367,566</b>

3% of Revenue - Cash Reserves 2,544  
Round up to: **3,000**

**FORT SCOTT COMMUNITY COLLEGE  
EXPENDITURE SUMMARY REPORT  
4/30/2025**

Dept/Acct	Department Name	Revised Budget	YTD Act	Outstanding Enc	Balance	Prior YTD Bal
11-0000	UNCLASSIFIED	-370,000.00	-1,204.77	0	-368,795.23	100,524.39
11-1000	INSTRUCTION	1,000,419.00	767,207.74	811.43	232,399.83	843,367.98
11-1109	ART	1,100.00	0	0	1,100.00	601.17
11-1113	BIOLOGY	0	0	0	0	0
11-1129	PAOLA	361,819.00	298,379.73	375.07	63,064.20	305,947.88
11-1130	EXTENSION-OTHER	131,000.00	121,285.46	0	9,714.54	128,359.57
11-1180	CHORUS	8,050.00	0	0	8,050.00	559.38
11-1181	BAND	2,450.00	2,033.37	0	416.63	604.57
11-1189	CHEMISTRY	0	0	0	0	0
11-1190	PHYSICS	0	0	0	0	0
11-1197	SPEECH/DRAMA/THEATRE	2,700.00	675.93	462	1,562.07	1,695.11
11-2900	STUDENT SUCCESS CENTER	42,883.00	24,865.73	323.56	17,693.71	29,206.25
11-3200	COMMUNITY SERVICES	2,523.00	2,176.08	420	-73.08	1,575.45
11-4100	LIBRARY	68,829.20	53,268.32	91.11	15,469.77	49,760.84
11-4200	ACADEMIC ADMINISTRATION	252,925.00	208,451.31	1,956.07	42,517.62	221,678.91
11-4715	SUI LIABILITIES	0	0	0	0	0
11-5000	STUDENT SERVICES	157,988.12	58,674.28	1,411.48	97,902.36	156,820.85
11-5100	ADVISING	128,350.00	170,226.19	721.86	-42,598.05	173,685.26
11-5155	OLD ACCOUNTS	0	0	0	0	0
11-5200	FINANCIAL AID	135,671.00	94,024.71	823.55	40,822.74	90,521.69
11-5300	REGISTRAR	107,347.00	84,816.88	26.69	22,503.43	83,192.26
11-5350	ADMISSIONS	121,450.00	90,056.02	1,631.33	29,762.65	111,718.78
11-5500	GENERAL ATHLETICS	478,832.00	428,179.68	944.02	49,708.30	454,585.37
11-5503	ATHLETIC TRAINING	135,160.00	86,462.20	1,738.08	46,959.72	122,642.02
11-5504	GOLF-WOMEN	0	2,102.47	0	-2,102.47	46,192.58
11-5506	GOLF-MEN	0	2,157.46	0	-2,157.46	48,942.34
11-5510	BASKETBALL-MEN	87,125.00	64,228.48	895.39	22,001.13	105,852.22
11-5515	BASKETBALL-WOMEN	96,973.00	69,756.69	7,611.14	19,605.17	70,025.84
11-5520	VOLLEYBALL	87,112.00	80,137.60	850.06	6,124.34	82,456.65
11-5525	BASEBALL	169,611.00	134,291.26	16,262.22	19,057.52	154,868.39
11-5530	RODEO	192,643.00	153,443.00	3,773.37	35,426.63	164,330.27
11-5535	ESPORTS	0	0	0	0	18,158.20
11-5545	SOFTBALL	113,873.50	88,048.14	4,034.15	21,791.21	113,571.04
11-5550	TRACK/XC-WOMEN	91,305.00	56,000.31	6,605.57	28,699.12	66,670.33
11-5552	TRACK/XC-MEN	96,788.00	60,826.05	7,252.15	28,709.80	68,931.18
11-5555	FLAG FOOTBALL-WOMEN	0	3,658.37	0	-3,658.37	42,219.87
11-5560	ATHLETIC FIELDS	22,007.00	13,883.64	9,940.88	-1,817.52	5,396.71
11-5565	NATIONAL COMPETITION	50,000.00	9,922.59	0	40,077.41	205
11-5608	CHEER/DANCE	0	0	0	0	57,126.59
11-6100	PRESIDENT'S OFFICE	433,204.00	288,308.22	11,683.49	133,212.29	314,013.35
11-6140	HUMAN RESOURCES	77,262.00	56,132.37	601.15	20,528.48	67,204.31
11-6200	BUSINESS OFFICE	456,693.00	399,932.71	5,007.07	51,753.22	427,597.42
11-6300	MARKETING/DIGITAL CONTENT	141,235.00	80,085.86	41,167.93	19,981.21	95,740.03
11-6400	MIS DEPARTMENT	877,870.29	654,750.82	13,892.33	209,227.14	433,139.04
11-6500	LOGISTICS	200,289.00	132,367.71	7,804.22	60,117.07	201,194.46
11-6600	PRINT SHOP	7,350.00	29,701.05	575.56	-22,926.61	7,365.58
11-6800	FOUNDATION	31,771.00	80,121.56	189.8	-48,540.36	30,635.30
11-6830	EFAC/THEATRE LOGISTICS	40,517.00	31,900.60	0	8,616.40	33,912.09
11-6850	GORDON PARKS CENTER	68,299.00	55,203.75	896.55	12,198.70	55,441.67
11-7100	FACILITIES AND OPERATIONS	1,412,031.00	1,106,781.95	82,718.62	222,530.43	1,266,981.41
11-7200	SPECIAL OPERS/MAINT	185,800.00	92,600.00	94,200.00	-1,000.00	114,115.82
11-8300	INSTITUTIONAL WORKSTUDY	0	14.48	0	-14.48	34,682.97
		<b>7,709,255.11</b>	<b>6,235,936.00</b>	<b>327,697.90</b>	<b>1,145,621.21</b>	<b>7,004,018.39</b>
12-0000	UNCLASSIFIED	250,000.00	0	0	250,000.00	0
12-1000	INSTRUCTION	0	0	0	0	0
12-1129	PAOLA	1,792.00	0	0	1,792.00	-0.83
12-1201	PTE ADJUNCT	14,559.00	0	0	14,559.00	8,438.94
12-1202	HARLEY DAVIDSON	194,655.00	176,049.61	9,276.14	9,329.25	201,779.23
12-1203	HVAC PROGRAM	51,308.00	44,642.33	0	6,665.67	40,159.23

**FORT SCOTT COMMUNITY COLLEGE**  
**EXPENDITURE SUMMARY REPORT**  
**4/30/2025**

Dept/Acct	Department Name	Revised Budget	YTD Act	Outstanding Enc	Balance	Prior YTD Bal
12-1205	AG DEPARTMENT	139,904.00	98,261.02	522.09	41,120.89	158,741.34
12-1206	JOHN DEERE PROGRAM	224,232.00	126,278.61	58,570.46	39,382.93	128,028.63
12-1208	BUSINESS & INDUSTRY/GRANTS	48,142.00	39,395.02	0	8,746.98	40,372.15
12-1210	BUSINESS DEPARTMENT	53,764.00	47,403.96	24.84	6,335.20	48,643.72
12-1215	FT. SCOTT COSMETOLOGY	197,648.00	158,930.11	5,127.27	33,590.62	129,636.47
12-1216	PITTSBURG COSMETOLOGY	0	25,647.62	0	-25,647.62	162,841.40
12-1220	COMPUTER SCIENCE	7,704.00	1,665.94	0	6,038.06	3,582.73
12-1222	CTEC	77,483.00	129,432.75	460.35	-52,410.10	22,185.05
12-1223	CTEC-AG DEPT	5,172.00	2,591.04	326.37	2,254.59	2,071.92
12-1224	WORKFORCE DEVELOPMENT	75,618.00	22.18	0	75,595.82	-23.16
12-1225	CRIMINAL JUSTICE	42,700.40	75,383.80	7.45	-32,690.85	60,547.63
12-1230	S.T.A.R.S.	330,876.00	214,061.08	3,336.15	113,478.77	181,573.26
12-1235	NURSING	476,168.00	278,762.99	1,305.38	196,099.63	859,850.47
12-1240	ALLIED HEALTH	172,587.00	140,861.81	264.45	31,460.74	167,700.14
12-1250	ENVIRONMENTAL WATER	32,182.00	18,535.05	260.12	13,386.83	23,307.99
12-1744	CDL	148,850.00	116,072.68	1,330.15	31,447.17	109,050.24
12-2601	CONSTRUCTION TRADES-CTEC	173,972.00	142,690.21	800.79	30,481.00	115,177.56
12-2602	WELDING-CTEC	85,232.00	72,939.43	2,321.60	9,970.97	64,954.28
12-2603	WELDING-FT SCOTT	66,413.34	60,645.85	1,039.64	4,727.85	56,598.39
12-2604	WELDING-PAOLA	74,856.00	31,049.37	1,333.88	42,472.75	57,733.91
12-3551	HEAVY EQUIPMENT OPERATOR	63,999.00	36,700.75	398.76	26,899.49	50,422.03
12-4250	ASSOC DEAN OCCUP/VOCATIONAL	38,463.00	2,479.55	0	35,983.45	29,492.27
12-7425	EMT	8,963.00	9,346.74	0	-383.74	8,254.53
		<b>3,057,242.74</b>	<b>2,049,849.50</b>	<b>86,705.89</b>	<b>920,687.35</b>	<b>2,731,119.52</b>
13-1300	ADULT EDUCATION	17,250.00	17,032.34	0.48	217.18	17,084.45
		<b>17,250.00</b>	<b>17,032.34</b>	<b>0.48</b>	<b>217.18</b>	<b>17,084.45</b>
61-0000	UNCLASSIFIED	305,628.00	0	0	305,628.00	0
61-7100	FACILITIES AND OPERATIONS	95,000.00	67,278.12	7,219.92	20,501.96	0
61-7200	SPECIAL OPERS/MAINT	6,000.00	5,300.00	0	700	0
		<b>406,628.00</b>	<b>72,578.12</b>	<b>7,219.92</b>	<b>326,829.96</b>	<b>0.00</b>
67-7100	FACILITIES AND OPERATIONS	0	174,893.16	41,006.39	-215,899.55	215,752.52
		<b>0.00</b>	<b>174,893.16</b>	<b>41,006.39</b>	<b>-215,899.55</b>	<b>215,752.52</b>
71-0000	UNCLASSIFIED	0	0	0	0	3,320.70
71-1129	PAOLA	0	0	0	0	779.2
71-1142	ATHLETIC SCHOLARSHIPS	700,000.00	295,432.60	0	404,567.40	616,714.41
71-1144	ADM./ACTIVITY SCHOLARSHIP	350,000.00	263,537.03	0	86,462.97	510,567.09
71-7190	STUDENT ACTIVITIES	0	390.77	2.52	-393.29	6,950.47
71-7199	STUDENT FEES	329,833.30	4,007.37	3,317.41	322,508.52	9,804.71
		<b>1,379,833.30</b>	<b>563,367.77</b>	<b>3,319.93</b>	<b>813,145.60</b>	<b>1,148,136.58</b>
81-8100	BOOKSTORE	166,867.00	126,203.71	1,393.56	39,269.73	154,849.23
		<b>166,867.00</b>	<b>126,203.71</b>	<b>1,393.56</b>	<b>39,269.73</b>	<b>154,849.23</b>
83-8383	GREYHOUND/BOILEAU RESID. HALLS	456,787.39	329,807.94	9,693.27	117,286.18	391,084.37
83-8384	GREYHOUND LODGE	102,524.00	52,949.53	32,376.88	17,197.59	96,505.20
83-8385	SYCAMORE GROVE APARTMENTS	1,750.00	1,717.82	0	32.18	143,774.06
83-8386	TEMPORARY HOUSING-MERCY	0	0	0	0	0
83-8387	GARRISON APARTMENTS	35,419.68	27,774.45	4,340.04	3,305.19	30,744.29
		<b>596,481.07</b>	<b>412,249.74</b>	<b>46,410.19</b>	<b>137,821.14</b>	<b>662,107.92</b>
84-0000	UNCLASSIFIED	-125,000.00	0	0	-125,000.00	0
84-8400	FOODSERVICE/DINING HALL	674,471.98	539,219.35	3,497.18	131,755.45	547,982.41
		<b>549,471.98</b>	<b>539,219.35</b>	<b>3,497.18</b>	<b>6,755.45</b>	<b>547,982.41</b>
		<b>13,883,029.20</b>	<b>10,191,329.69</b>	<b>517,251.44</b>	<b>3,174,448.07</b>	<b>12,481,051.02</b>

**FORT SCOTT COMMUNITY COLLEGE  
EXPENDITURE SUMMARY REPORT  
4/30/2025**

Dept/Acct	Department Name	Revised Budget	YTD Act	Outstanding Enc	Balance	Prior YTD Bal
<b>OTHER</b>						
21-0000	UNCLASSIFIED	0	34,013.21	0	-34,013.21	67,546.58
22-0000	UNCLASSIFIED	0	32,158.00	0	-32,158.00	31,214.50
24-0000	UNCLASSIFIED	0	1,748,705.01	0	-1,748,705.01	2,008,964.30
25-2543	HEP YEAR 3	0	-304.58	19.18	285.4	349,912.41
25-2544	HEP 2024-25	513,092.39	337,539.69	19,814.13	155,738.57	0
25-3813	CAMP YEAR 3	0	-246.94	0	246.94	359,760.12
26-3814	CAMP 2024-25	565,107.39	420,907.78	7,856.62	136,342.99	0
27-2718	TITLE IV/SSS-YEAR 3	0	23.73	0	-23.73	42,747.80
27-2719	TITLE IV/SSS-YEAR 4	48,583.21	130,342.65	348.78	-82,108.22	177,824.65
27-2720	TRIO 2024-25	281,166.45	83,697.74	9,111.65	188,357.06	0
28-2812	PASS YR12	0	56,688.55	0	-56,688.55	36,159.91
28-2850	NATIONAL PASS	0	24,484.46	0	-24,484.46	49,670.00
31-1235	NURSING	40,000.00	20,776.49	15,897.02	3,326.49	10,350.00
31-3010	CARL PERKINS GRANT	0	-1,280.49	0	1,280.49	126,551.65
31-3124	Academic Services Grant	0	180.59	0	-180.59	0
31-3505	3D Printer - First Option Bank	0	862.64	0	-862.64	0
31-6855	Pantry FSACF Grant	0	249.84	554.76	-804.6	0
32-3961	IOWA PROJECT-11	0	159,375.97	4,615.33	-163,991.30	0
32-4715	SUI LIABILITIES	0	117.43	0	-117.43	0
35-0000	UNCLASSIFIED	50,000.00	23,825.06	1,211.18	24,963.76	0
37-2220	MEP B YEAR 4	0	319,492.09	0	-319,492.09	519,090.83
37-3500	IDEA - MICHIGAN	0	41,253.29	0	-41,253.29	27,828.32
37-3601	LA PROJECT YEAR 1	0	5,940.71	0	-5,940.71	202,237.73
37-3720	MEP A YEAR 20	0	257,374.43	201.84	-257,576.27	369,687.23
37-3769	ISOSY YR1	0	51,165.55	0	-51,165.55	66,413.90
37-3789	IDRC YR 1	0	107,961.63	0	-107,961.63	150,691.85
37-3961	IOWA PROJECT-11	2,750,000.00	282,620.76	0	2,467,379.24	583,037.04
38-0000	UNCLASSIFIED	410,676.00	39,204.00	11,597.50	359,874.50	0
40-4000	GUARANTEED STUDENT LOANS	0	965,195.35	0	-965,195.35	973,151.96
41-3010	CARL PERKINS GRANT	132,600.00	112,646.25	18,126.33	1,827.42	0
70-3200	COMMUNITY SERVICES	1,458.25	16.5	0	1,441.75	-320
70-3505	3D Printer - First Option Bank	195	0	0	195	0
70-7020	FACULTY/STAFF FUND	0	70	0	-70	-5
70-7040	SPECIAL STUDENT SERVICES	1,032.33	0	0	1,032.33	0
70-8383	GREYHOUND/BOILEAU RESID. HALLS	75,324.02	0	0	75,324.02	4,728.00
72-2711	TITLE IV YEAR 1	63.78	0	0	63.78	0
72-7220	EQUIPMENT SALES FUND	2,363.03	0	0	2,363.03	0
72-7230	GATE RECEIPT FUND	12,226.58	0	0	12,226.58	1,373.54
72-7240	PRINT SHOP FUND	20,545.33	0	0	20,545.33	304.86
72-7260	PHYSICALS/FINES	2,115.00	0	0	2,115.00	920
72-7262	SOFTBALL EQUIP STUDENT FINES	330	0	0	330	0
72-7263	WOMEN BB EQUIP STDNT FINES	183.27	0	0	183.27	0
72-7264	MEN BB EQUIP STDNT FINES	455	0	0	455	0
72-7265	VOLLEYBALL EQUIP STUDENT FINE	128	0	0	128	0
72-7266	TRACK EQUIP STDT FINES	720	0	0	720	0
72-7267	CHEER EQUIP STDT FINES	267.5	0	0	267.5	0
72-7268	DANCE EQUIP-STUDENT FINE	175	0	0	175	0
73-1300	ADULT EDUCATION	1,832.04	0	0	1,832.04	0
73-7303	COMMUNITY WORKSHOPS	54.1	0	0	54.1	0
74-7430	NURSING	46	0	0	46	0
75-1744	CDL	50	0	0	50	0
75-7513	ART CLUB	690.14	0	0	690.14	0
75-7523	FRIENDS OF PHOTOGRAPH	240.86	0	0	240.86	0
75-7525	HVAC-SPECIAL FUND	710.88	0	0	710.88	0
75-7526	HISTORY CLUB	1,698.62	0	0	1,698.62	0
75-7530	LIVESTOCK/MEATS	1.79	0	0	1.79	0
75-7533	COLLEGIATE FARM BUREAU	3,835.22	120	0	3,715.22	0
75-7535	MUSIC/BAND/CHORUS	2,486.63	0	0	2,486.63	0

**FORT SCOTT COMMUNITY COLLEGE  
EXPENDITURE SUMMARY REPORT  
4/30/2025**

<b>Dept/Acct</b>	<b>Department Name</b>	<b>Revised Budget</b>	<b>YTD Act</b>	<b>Outstanding Enc</b>	<b>Balance</b>	<b>Prior YTD Bal</b>
75-7536	PHI THETA KAPPA-PAOLA	1,567.61	420	50	1,097.61	0
75-7537	PAOLA AMBASSADORS	199.59	0	100	99.59	0
75-7538	CHRISTIANS ON CAMPUS	273.48	0	0	273.48	385.32
75-7539	PHI THETA KAPPA-FORT SCOTT	8,390.11	3,187.05	800	4,403.06	1,645.24
75-7540	RODEO	73,070.00	75,448.28	250	-2,628.28	78,250.93
75-7541	FINE ARTS CENTER	7,774.28	0	0	7,774.28	0
75-7550	STUDENT NURSE ORGANIZATION	3,123.78	-312	335	3,100.78	373.04
75-7560	HD SKILLS/T-SHIRTS	681.38	0	0	681.38	0
75-7561	SKILLS-CBJTG	4,126.00	0	0	4,126.00	0
75-7562	PAOLA WELDING	2,677.10	0	0	2,677.10	0
75-7563	RODEO FACILITIES	64,953.81	0	0	64,953.81	0
75-7565	STUDENT SENATE CLUB ACCOUNT	40	0	0	40	0
75-7575	STEM	253.78	0	0	253.78	23.6
75-7579	MISC. INCOME - JD FACTORY TOUR	3,720.00	7,061.97	0	-3,341.97	0
79-1205	AG DEPARTMENT	0	5,716.78	566.7	-6,283.48	0
79-5500	GENERAL ATHLETICS	0	6,790.81	2,845.86	-9,636.67	0
79-5510	BASKETBALL-MEN	0	2,807.22	250	-3,057.22	0
79-5515	BASKETBALL-WOMEN	0	882.59	1,087.50	-1,970.09	0
79-5520	VOLLEYBALL	0	1,150.39	289.47	-1,439.86	0
79-5525	BASEBALL	0	9,290.32	0	-9,290.32	0
79-5530	RODEO	0	31,369.06	0	-31,369.06	0
79-5545	SOFTBALL	0	11,456.17	490.25	-11,946.42	0
79-5550	TRACK/XC-WOMEN	0	1,370.02	0	-1,370.02	0
96-1744	CDL	0	194,425.00	0	-194,425.00	0
98-0000	UNCLASSIFIED	130,137.28	1,652.70	160	128,324.58	9,244.54
		<b>5,221,442.01</b>	<b>5,607,893.75</b>	<b>96,579.10</b>	<b>(483,030.84)</b>	<b>6,249,764.85</b>

# FSCC Operating Budget 2025-26 Procedures

Each department will have an individual budget worksheet with multiple tabs. The first tab(s) contain(s) the budget form and the other tab, **Strategic Plan** is a list for reference. The budget forms are located on Teams. Responsible staff will receive an invite for the **Teams Project/FSCC Operating Budget Process**. The budget files can be found at: **Files/OP BUDGET 2025-2026**.

<https://fortscott.sharepoint.com/:f:/r/sites/FSCCBudgetProcess/Shared%20Documents/General/OP%20BUDGET%202025-2026?csf=1&web=1&e=Jsdqrg>

**Deadline to complete departmental budgets: May 30, 2025**

There are five sections to the budget form:

1. **Historical view** with **Proposed Budget** column. No entries will be made in this section. The detail entered below is linked and will populate the yellow cells.

Account #	Fund#	Dept#	Dept Name	Object	Account Description	2024-25 Budget	MARCH '25 YTD Total	Annualized 2024-25	Proposed Budget 2025-26	Comments/Explanations/Narrative (Optional)
11-4200-6030	11	4200	ACADEMIC ADMINISTRAT	6030	Travel/Dev.	3,000.00	1,311.95	1,749.27	-	
11-4200-6050	11	4200	ACADEMIC ADMINISTRAT	6050	In Service Expense	1,800.00	1,112.73	1,483.64	-	
11-4200-6150	11	4200	ACADEMIC ADMINISTRAT	6150	Printing/Off Supp/Postage	9,000.00	3,720.26	4,960.35	XXXXXXXXXXXXXXXXXX	
11-4200-6260	11	4200	ACADEMIC ADMINISTRAT	6260	Conferences/Development	1,000.00	-	-	-	
11-4200-6810	11	4200	ACADEMIC ADMINISTRAT	6810	Dues	25,650.00	11,265.00	15,020.00	-	
11-4200-7000	11	4200	ACADEMIC ADMINISTRAT	7000	Supplies	1,380.00	(80.00)	(106.67)	-	
11-4200-7010	11	4200	ACADEMIC ADMINISTRAT	7010	Blackboard expense	45,000.00	47,792.10	63,722.80	-	
11-4200-7020	11	4200	ACADEMIC ADMINISTRAT	7020	ASSESSMENT TESTS	4,500.00	1,960.00	2,613.33	-	

Note: if the cell has XXXXXXXXXXXXXXXXXX do not budget, the business office will budget that line item.

2. **Detailed expense section**: This section is where you will enter data for the current year's expenses. Each area has a heading with the specific expense. The data is linked and will flow to the **Proposed Budget** column above. You will enter the **DESCRIPTION** of the expenses, the **AMOUNT**, and using the drop-down in the **GOAL/STRATEGY/TACTIC** you will select the appropriate line. For HLC its important to tie our budget to our strategic plan.

6030 TRAVEL FAC/STAFF			6050 INSERVICE EXPENSES		
DESCRIPTION	AMOUNT	GOAL/STRATEGY/TACTIC	DESCRIPTION	AMOUNT	GOAL/STRATEGY/TACTIC

3. **2025-26 Capital Additions/Improvements** section: You will enter data for large dollar expenditures for the upcoming budget year (2025-26), **DESCRIPTION**, select **STRATEGIC PLAN** (drop-down menu), **ESTIMATED AMOUNT** and **COMMENTS/EXPLANATIONS /NARRATIVE**. This data is not linked above.



Fort Scott Community College  
 Checks Written, Cleared, or Voided between 04/14/2025 to 05/14/2025  
 Written on Bank B

Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0001018B	KATELYN TAYLOR	04/30/2025	100.00			HC	79-5545-7000
0011355B	Global Print Brokers LLC	05/07/2025	1,087.50			HC	79-5515-7000
0011356B	NITRO PROMO	05/07/2025	360.00			HC	79-5545-7000
			1,547.50				
0001017B	JOSEPH POTTS	04/24/2025	5,000.00	04/24/2025	VOID	HC	79-5525-7000
			5,000.00				
Total for Bank B			6,547.50				

Fort Scott Community College  
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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0053952C	Mendenhall Brevin Eu	04/15/2025	52.20			RF	89-0000-2040
0053953C	Mendenhall Brevin Eu	04/15/2025	52.20			RF	89-0000-2040
0053954C	Baker Korben He	04/17/2025	486.00			RF	89-0000-2040
0053955C	Barron Gage Th	04/17/2025	33.33			RF	89-0000-1473
0053956C	Carnes Cole Ma	04/17/2025	61.00			RF	71-1142-7300
0053957C	Fletcher Kandace Ma	04/17/2025	1,207.00			RF	24-0000-7310
0053958C	Goldston Spencer Ch	04/17/2025	141.00			RF	71-1144-7302
0053959C	Hill Levi Mi	04/17/2025	3,698.00			RF	24-0000-7310
0053960C	Marbery Weston Al	04/17/2025	188.00			RF	11-0000-4013
0053961C	Million Haylie Ho	04/17/2025	186.00			RF	71-1144-7302
0053962C	Morris Ryleigh Ra	04/17/2025	1,469.00			RF	24-0000-7310
0053963C	Nichols Garrett Da	04/17/2025	1,664.00			RF	89-0000-2040
0053964C	Shepard Kane Jo	04/17/2025	188.00			RF	11-0000-4013
0053965C	Vann Malachi Du	04/17/2025	188.00			RF	11-0000-4013
0053966C	Wilson Courtney Ra	04/17/2025	99.00			RF	89-0000-2040
0371270C	ROSAMARIA ALVARADO	04/15/2025	175.00			AP	26-3814-7480
0371271C	ALMA MARINA AVALOS	04/15/2025	99.75			AP	26-3814-6643
0371272C	Payton Beare	04/15/2025	175.00			AP	26-3814-7480
0371273C	Quinton Berg	04/15/2025	175.00			AP	26-3814-7480
0371274C	Daniel Biggs	04/15/2025	175.00			AP	26-3814-7480
0371275C	Emily Boeck	04/15/2025	120.00			AP	26-3814-7480
0371276C	Gretchen Brooks	04/15/2025	175.00			AP	26-3814-7480
0371277C	Isamar Castro-Galan	04/15/2025	175.00			AP	26-3814-7480
0371278C	CLARUS CORP	04/15/2025	750.00			AP	11-6300-6140

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0371279C	COSMOPROF	04/15/2025	11.99		AP 12-1215-7000
0371280C	TRACY LEE CURTIS	04/15/2025	136.00		AP 26-3814-6643
0371281C	Lane Darbro	04/15/2025	175.00		AP 26-3814-7480
0371282C	Hugo De La Fuente Jr	04/15/2025	175.00		AP 26-3814-7480
0371283C	William DeBates	04/15/2025	175.00		AP 26-3814-7480
0371284C	DUROSSETTE'S TIRE SERVICE	04/15/2025	30.00		AP 11-6500-6460
0371285C	FABICK CAT	04/15/2025	7,791.97		AP 35-0000-7250
0371286C	FORT SCOTT HIGH SCHOOL	04/15/2025	14,606.25		AP 11-1130-5840
0371287C	Morgan Fuhriman	04/15/2025	130.00		AP 26-3814-7480
0371288C	KAYDENCE GUNLOCK	04/15/2025	219.00		AP 26-3814-7480
0371289C	Alan Gutierrez	04/15/2025	175.00		AP 26-3814-7480
0371290C	Rex Harrison	04/15/2025	175.00		AP 26-3814-7480
0371291C	Raul Salgado Hernandez	04/15/2025	175.00		AP 26-3814-7480
0371292C	Kaw Key Ra Htoo	04/15/2025	175.00		AP 26-3814-7480
0371293C	Mu Ka Pru Htoo	04/15/2025	175.00		AP 26-3814-7480
0371294C	JAYHAWK USD #346	04/15/2025	3,690.00		AP 11-1130-5840
0371295C	KIRKLAND WELDING SUPPLIES	04/15/2025	892.55		AP 12-2603-7020
0371296C	TaEh Kue	04/15/2025	175.00		AP 26-3814-7480
0371297C	TRINITY G LANDERS	04/15/2025	175.00		AP 26-3814-7480
0371298C	Kansas Lange	04/15/2025	120.00		AP 26-3814-7480
0371299C	LOUISBURG USD #416	04/15/2025	20,038.75		AP 11-1130-5840
0371300C	MCKENZIE RIVER ASSOCIATES	04/15/2025	3,750.00		AP 26-3814-6650
0371301C	MID-AMERICA GOLF & LANDSCAPE	04/15/2025	1,800.00		AP 11-5525-7000
0371302C	BuChri Moo	04/15/2025	175.00		AP 26-3814-7480

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0371303C	Hsa Paw Ler Moo	04/15/2025	175.00				AP 26-3814-7480
0371304C	PAOLA USD #368	04/15/2025	12,248.75				AP 11-1130-5840
0371305C	Lweh Kpor Paw	04/15/2025	175.00				AP 26-3814-7480
0371306C	DREW D PEDERSON	04/15/2025	380.00				AP 26-3814-6643
0371307C	Jericho Pino	04/15/2025	110.00				AP 26-3814-7480
0371308C	PLEASANTON USD 344	04/15/2025	1,076.25				AP 11-1130-5840
0371309C	PRAIRIE VIEW USD 362	04/15/2025	6,918.75				AP 11-1130-5840
0371310C	Taylor Ramirez	04/15/2025	175.00				AP 26-3814-7480
0371311C	MICAH SCROGGINS	04/15/2025	1,064.00				AP 26-3814-6643
0371312C	Paw Eh Dah Soe	04/15/2025	175.00				AP 26-3814-7480
0371313C	Charli Spindle	04/15/2025	135.00				AP 26-3814-7480
0371314C	STATE BEAUTY SUPPLY	04/15/2025	37.48				AP 12-1215-7020
0371315C	TOTAL ELECTRONICS CONTRACTING	04/15/2025	104.85				AP 12-1202-6315
0371316C	UNIONTOWN USD 235	04/15/2025	1,691.25				AP 11-1130-5840
0371317C	Jackson Wood	04/15/2025	175.00				AP 26-3814-7480
0371318C	BRAXTON YOUNG	04/15/2025	175.00				AP 26-3814-7480
0371319C	Or Miu Zaw	04/15/2025	175.00				AP 26-3814-7480
0371320C	GREEN, WILBERT	04/17/2025	175.00				AP 11-0000-4840
0371321C	4IMPRINT	04/23/2025	748.48				AP 25-2544-7010
0371322C	REYNA SILVIA AGUILAR-MARTINEZ	04/23/2025	160.00				AP 25-2544-7410
0371323C	KEILIN CHAVARRIA ALMENDAREZ	04/23/2025	250.00				AP 25-2544-7480
0371324C	AZ HOLDCO LLC	04/23/2025	2,868.00				AP 25-2544-7010
0371325C	ADRIAN BELTRAN	04/23/2025	80.00				AP 25-2544-7485
0371326C	CANON FINANCIAL SERVICES, INC.	04/23/2025	769.73				AP 11-6600-6150

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0371327C	CDW GOVERNMENT INC	04/23/2025	114.76			AP	11-6400-7000
0371328C	CLARUS CORP	04/23/2025	4,253.34			AP	11-6300-6140
0371329C	COSMOPROF	04/23/2025	22.92			AP	12-1215-7020
0371330C	WISLY DANGE	04/23/2025	109.50			AP	32-3961-6030
0371331C	MARCOS A DE MATEO	04/23/2025	780.18			AP	32-3961-6030
0371332C	DODGE CITY COMMUNITY COLLEGE	04/23/2025	1,500.00			AP	25-2544-6645
0371333C	ECOLAB FOOD SAFETY	04/23/2025	107.73			AP	84-8400-6510
0371334C	DANIELA ESPINO	04/23/2025	486.00			AP	25-2544-6644
0371335C	FOUR STATE SANITATION	04/23/2025	50.00			AP	12-1202-6690
0371336C	FREEMAN HEALTH SYSTEM	04/23/2025	262.50			AP	11-5500-7000
0371338C	ALEJANDRA GARZA	04/23/2025	702.00			AP	25-2544-6644
0371339C	GENESIS FAMILY HEALTH/DENTAL	04/23/2025	150.00			AP	25-2544-7410
0371340C	GREAT WESTERN DINING SERVICE	04/23/2025	15,821.61			AP	84-8400-6640
0371341C	LETICIA GUERCA	04/23/2025	1,290.00			AP	25-2544-6645
0371342C	HEIDRICKS TRUE VALUE	04/23/2025	17.90			AP	11-7100-7000
0371343C	HENRY KRAFT INC	04/23/2025	2,639.13			AP	11-7100-7000
0371344C	HERFF JONES LLC	04/23/2025	596.05			AP	25-2544-7010
0371345C	BEATRIZ HUAMAN-QUICHCA	04/23/2025	346.25			AP	25-2544-7485
0371346C	ABIGAIL HUMBLE	04/23/2025	131.25			AP	11-5500-7000
0371347C	IDEA	04/23/2025	499.00			AP	37-0000-1470
0371348C	LEESSA STEPHAN	04/23/2025	375.00			AP	25-2544-7010
0371349C	JOSTENS INC	04/23/2025	868.70			AP	98-0000-7020
0371350C	LEASE FINANCE SERVICES	04/23/2025	1,306.07			AP	11-5100-6150
0371351C	LOCKWOOD MOTOR SUPPLY	04/23/2025	4.18			AP	11-7100-6460

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0371352C	INOCENCIA CASTILLO LOPEZ	04/23/2025	250.00			AP	25-2544-7480
0371353C	LINDSEY MABE	04/23/2025	41.40			AP	32-3961-6030
0371354C	MARLO BEAUTY SUPPLY	04/23/2025	525.20			AP	12-1215-7000
0371355C	EMILIA L MARROQUIN	04/23/2025	549.95			AP	32-3961-6030
0371356C	Armida Martinez	04/23/2025	250.00			AP	25-2544-7480
0371357C	SONIA CARDENAS MARTINEZ	04/23/2025	12.50			AP	25-2544-7485
0371358C	MAYCO ACE HARDWARE	04/23/2025	8.26			AP	11-7100-6480
0371359C	MCKENZIE RIVER ASSOCIATES	04/23/2025	4,000.00			AP	25-2544-6650
0371360C	NANCY FABIOLA MELENDEZ-TREJO	04/23/2025	193.25			AP	25-2544-6149
0371361C	OPSU OK PANHANDLE STATE UNIV	04/23/2025	178.60			AP	26-3814-7010
0371362C	MARIA CASA PEREZ	04/23/2025	25.00			AP	25-2544-7480
0371363C	POCKET NURSE ENTERPRISES INC	04/23/2025	5,852.68			AP	41-3010-6673
0371365C	PRODUCERS MFA	04/23/2025	698.44			AP	11-5530-7000
0371366C	LUZ RAMIREZ	04/23/2025	118.68			AP	25-2544-7410
0371367C	WENDY RAZAM	04/23/2025	730.50			AP	32-3961-6030
0371368C	REYNOLDS LAW FIRM PA	04/23/2025	2,194.31			AP	11-6100-6620
0371369C	SAMUEL MCMILLAN ROBERTSON	04/23/2025	459.42			AP	32-3961-6030
0371370C	Eduin Rodriguez	04/23/2025	275.00			AP	25-2544-7480
0371371C	SURI GUZMAN RODRIGUEZ	04/23/2025	35.00			AP	25-2544-7485
0371372C	RUSSELLVILLE ADULT ED CENTER	04/23/2025	1,500.00			AP	25-2544-6645
0371373C	SEWARD CO COMMUNITY COLLEGE	04/23/2025	1,000.00			AP	25-2544-6645
0371374C	STATE BEAUTY SUPPLY	04/23/2025	341.69			AP	12-1215-7000
0371375C	TALON POWERSPORTS SOLUTIONS	04/23/2025	211.75			AP	12-1202-7020
0371376C	GARDEN CITY COMMUNITY COLLEGE	04/24/2025	2,709.08			AP	25-2544-6644

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0371377C	JOSEPH POTTS	04/24/2025	5,000.00			AP	11-5525-6641
0371378C	BLG UNLIMITED	04/30/2025	250.30			AP	11-5530-7000
0371379C	BRIGGS AUTO	04/30/2025	611.74			AP	11-6500-6460
0371380C	CITY OF FRONTENAC	04/30/2025	6,300.00			AP	12-1202-6410
0371381C	BAILEY COUCH	04/30/2025	541.00			AP	11-3200-7305
0371382C	THOMAS CUNNINGHAM	04/30/2025	200.00			AP	12-1202-6510
0371383C	KABRIA DAVIES	04/30/2025	600.00			AP	12-2603-7020
0371384C	ECOLAB FOOD SAFETY	04/30/2025	302.40			AP	84-8400-6510
0371385C	BRANDON M FISHER	04/30/2025	49.32			AP	12-2603-7020
0371386C	FORMS ONE	04/30/2025	60.00			AP	11-5350-7000
0371387C	FORT SCOTT BROADCASTING	04/30/2025	150.00			AP	11-6300-6140
0371388C	FREEMAN HEALTH SYSTEM	04/30/2025	520.00			AP	11-5500-7000
0371389C	FSCC GORDON PARKS CENTER	04/30/2025	500.00			AP	11-6850-7000
0371390C	FSCC PETTY CASH	04/30/2025	2,000.00			AP	81-8100-8581
0371391C	GENERAL MACHINERY	04/30/2025	61.98			AP	12-1206-7000
0371392C	GLOBAL MUSIC RIGHTS LLC	04/30/2025	500.00			AP	11-6300-6820
0371393C	GREAT WESTERN DINING SERVICE	04/30/2025	31,643.22			AP	84-8400-6640
0371394C	HEIDRICKS TRUE VALUE	04/30/2025	11.99			AP	11-7100-7000
0371395C	ABIGAIL HUMBLE	04/30/2025	542.50			AP	11-5500-7000
0371396C	INVICTA PCS LLC	04/30/2025	8,940.00			AP	11-6400-8530
0371397C	JOHNSON CONTROLS SECURITY SOL	04/30/2025	2,447.23			AP	83-8383-6310
0371398C	KANAHEAD	04/30/2025	60.00			AP	11-5100-6030
0371399C	KANSAS STATE BOARD OF NURSING	04/30/2025	200.00			AP	12-1235-6810
0371400C	KRYTERION INC	04/30/2025	360.00			AP	12-1240-7010

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0371401C	LOGISOFT COMPUTER PRODUCTS LLC	04/30/2025	419.88			AP	11-6400-6650
0371402C	MASTERS RENTALS & LEASING	04/30/2025	3,399.00			AP	11-6500-6410
0371403C	MAYCO ACE HARDWARE	04/30/2025	7.59			AP	11-7100-7000
0371404C	Mill Creek Veterinary Clinic	04/30/2025	16.20			AP	11-5530-7000
0371405C	MILLER FEED & OIL	04/30/2025	430.73			AP	11-7100-7000
0371406C	MPH DEVELOPMENT, LLC	04/30/2025	13,770.75			AP	11-1129-6340
0371407C	JUDY NELSON	04/30/2025	1,300.00			AP	41-3010-6526
0371408C	NIRA	04/30/2025	2,490.00			AP	11-5565-6030
0371409C	O'REILLY AUTO PARTS	04/30/2025	143.93			AP	11-5545-7000
0371410C	PAYMETRIC	04/30/2025	3,000.00			AP	81-8100-6460
0371411C	PEST X SOLUTIONS	04/30/2025	925.00			AP	11-7100-6660
0371412C	PHI THETA KAPPA HONOR SOCIETY	04/30/2025	140.00			AP	75-7536-7000
0371413C	SAMANTHA QUAY	04/30/2025	140.00			AP	11-5500-7000
0371414C	SOFTWARE UNLIMITED	04/30/2025	8,740.00			AP	11-6200-6650
0371415C	STAPLES	04/30/2025	716.72			AP	11-6600-6152
0371416C	TH ROGERS HOMECENTER	04/30/2025	86.93			AP	12-2601-7020
0371417C	TRI-VALLEY DEVELOPMENTAL SERV.	04/30/2025	106.80			AP	11-6200-6150
0371418C	VAN BECELAERE GREENHOUSE	04/30/2025	126.59			AP	12-1223-7020
0371419C	CARLOS COS ACEVEDO	05/08/2025	150.00			AP	25-2544-7475
0371420C	Kimberly Alarcon	05/08/2025	150.00			AP	25-2544-7475
0371421C	MARGARITA ALCALA	05/08/2025	150.00			AP	25-2544-7475
0371422C	KEILIN CHAVARRIA ALMENDAREZ	05/08/2025	150.00			AP	25-2544-7475
0371423C	VERONICA ALVARADO	05/08/2025	150.00			AP	25-2544-7475
0371424C	ADRIAN BELTRAN	05/08/2025	150.00			AP	25-2544-7475

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0371425C	Ana Campos	05/08/2025	150.00			AP	25-2544-7475
0371426C	DELIA PONCE CARRETO	05/08/2025	150.00			AP	25-2544-7475
0371427C	SOFIA HIGAREDA CASTILLO	05/08/2025	150.00			AP	25-2544-7475
0371428C	BLANCA NOCHEZ CERNA	05/08/2025	150.00			AP	25-2544-7475
0371429C	JOSE RODRIGUEZ CORONA	05/08/2025	150.00			AP	25-2544-7475
0371430C	GAMALIEL CORZO	05/08/2025	150.00			AP	25-2544-7475
0371431C	MERCEDES DELGADO	05/08/2025	150.00			AP	25-2544-7475
0371432C	Cristina Escobar-Granillo	05/08/2025	150.00			AP	25-2544-7475
0371433C	MARIA ESPINOZA	05/08/2025	150.00			AP	25-2544-7475
0371434C	YOELVIS GONZALEZ FERNANDEZ	05/08/2025	150.00			AP	25-2544-7475
0371435C	MATTHEW FOSTER	05/08/2025	150.00			AP	25-2544-7475
0371436C	ELIZABETH LUGO FUENMAYOR	05/08/2025	150.00			AP	25-2544-7475
0371437C	Isaias Fuentes	05/08/2025	150.00			AP	25-2544-7475
0371438C	JESUS GARCIA-VALENCIA	05/08/2025	150.00			AP	25-2544-7475
0371439C	BRENDA RAMOS GARCIA	05/08/2025	150.00			AP	25-2544-7475
0371440C	YULIANA MONTERROSAS GARCIA	05/08/2025	150.00			AP	25-2544-7475
0371441C	DIANA CORRAL GONZALEZ	05/08/2025	150.00			AP	25-2544-7475
0371442C	Estehfani Rincon Hernandez	05/08/2025	150.00			AP	25-2544-7475
0371443C	NERY HERNANDEZ	05/08/2025	150.00			AP	25-2544-7475
0371444C	BEATRIZ HUAMAN-QUICHCA	05/08/2025	150.00			AP	25-2544-7475
0371445C	Jose Arguello Infante	05/08/2025	150.00			AP	25-2544-7475
0371446C	CARMEN RODRIGEZ LOPEZ	05/08/2025	150.00			AP	25-2544-7475
0371447C	INOCENCIA CASTILLO LOPEZ	05/08/2025	150.00			AP	25-2544-7475
0371448C	ADRIAN GOMEZ LUGO	05/08/2025	150.00			AP	25-2544-7475

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0371449C	CLARIBETH GOMEZ LUGO	05/08/2025	150.00			AP	25-2544-7475
0371450C	Armida Martinez	05/08/2025	150.00			AP	25-2544-7475
0371451C	GILBERTO OCHOA MARTINEZ	05/08/2025	150.00			AP	25-2544-7475
0371452C	SONIA CARDENAS MARTINEZ	05/08/2025	150.00			AP	25-2544-7475
0371453C	CRISTIAN LOPEZ MELGOZA	05/08/2025	150.00			AP	25-2544-7475
0371454C	MARIA GOMEZ NAVARRO	05/08/2025	150.00			AP	25-2544-7475
0371455C	YINETH HOYOS OMEN	05/08/2025	150.00			AP	25-2544-7475
0371456C	MARIA ORTIZ	05/08/2025	150.00			AP	25-2544-7475
0371457C	Jose Montalvan Padilla	05/08/2025	150.00			AP	25-2544-7475
0371458C	MARIA CASA PEREZ	05/08/2025	400.00			AP	25-2544-7480
0371459C	YANET ORTUNO PINEDA	05/08/2025	150.00			AP	25-2544-7475
0371460C	INES L QUIROZ	05/08/2025	150.00			AP	25-2544-7475
0371461C	CLAUDIA RAMIREZ	05/08/2025	150.00			AP	25-2544-7475
0371462C	JUAN RAMIREZ	05/08/2025	150.00			AP	25-2544-7475
0371463C	LUZ RAMIREZ	05/08/2025	150.00			AP	25-2544-7475
0371464C	Juan Romero Rebolledo	05/08/2025	150.00			AP	25-2544-7475
0371465C	DAISHA RICHARD	05/08/2025	400.00			AP	25-2544-7475
0371466C	Karen Parra Rincon	05/08/2025	150.00			AP	25-2544-7475
0371467C	DIEGO RIOS-RANGEL	05/08/2025	150.00			AP	25-2544-7475
0371468C	Eduin Rodriguez	05/08/2025	150.00			AP	25-2544-7475
0371469C	SURI GUZMAN RODRIGUEZ	05/08/2025	150.00			AP	25-2544-7475
0371470C	MARGARITA RAMOS ROJAS	05/08/2025	150.00			AP	25-2544-7475
0371471C	VERONICA MARTINEZ ROMERO	05/08/2025	150.00			AP	25-2544-7475
0371472C	RUSSELLVILLE ADULT ED CENTER	05/08/2025	1,500.00			AP	25-2544-6645

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0371473C	JONATHAN PONCE SALAS	05/08/2025	150.00			AP	25-2544-7475
0371474C	JUANA HERRADA SORIANO	05/08/2025	150.00			AP	25-2544-7475
0371475C	CORNY THIESSEN	05/08/2025	150.00			AP	25-2544-7475
0371476C	DAVID THIESSEN	05/08/2025	150.00			AP	25-2544-7475
0371477C	JACOB THIESSEN	05/08/2025	150.00			AP	25-2544-7475
0371478C	Fernando Zamora	05/08/2025	150.00			AP	25-2544-7475
0371479C	DOMINGO RAMOS ZETINO	05/08/2025	150.00			AP	25-2544-7475
0371480C	ACT FINANCE	05/13/2025	931.50			AP	98-0000-6900
0371481C	LANCE ANDERSON	05/13/2025	450.00			AP	11-5530-7000
0371482C	ASCENDIUM EDUCATION SOLUTIONS	05/13/2025	168.00			AP	11-5200-6520
0371483C	BEACH HOUSE PUBLISHING LLC	05/13/2025	259.00			AP	11-6300-6140
0371484C	BIG SUGAR LUMBER & HOME CENTER	05/13/2025	173.71			AP	11-5530-7000
0371485C	CE WATER MANAGEMENT INC	05/13/2025	162.00			AP	11-7100-6510
0371486C	CITY OF FORT SCOTT	05/13/2025	6,993.39			AP	11-7100-6320
0371487C	CITY OF FRONTENAC	05/13/2025	69.10			AP	12-1202-6320
0371488C	THOMAS CUNNINGHAM	05/13/2025	400.00			AP	12-1202-6510
0371489C	WISLY DANGE	05/13/2025	302.20			AP	32-3961-6030
0371490C	MARCOS A DE MATEO	05/13/2025	1,173.14			AP	32-3961-6030
0371491C	BEN EDWINSON	05/13/2025	262.50			AP	11-5500-7000
0371492C	BERNADETTE FETTEROLF	05/13/2025	3,583.22			AP	31-1235-6640
0371493C	FIVE CORNERS MINI-MART	05/13/2025	518.34			AP	11-7100-7250
0371494C	FORMS ONE	05/13/2025	840.00			AP	27-2720-7000
0371495C	FSCC	05/13/2025	3,299.92			AP	11-6100-5940
0371496C	FSCC PETTY CASH	05/13/2025	1,080.00			AP	11-5565-6030

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0371497C	FSCC PRINT SHOP	05/13/2025	854.01			AP	11-5525-6150
0371498C	GREAT WESTERN DINING SERVICE	05/13/2025	31,698.82			AP	75-7539-7000
0371499C	HEIDRICKS TRUE VALUE	05/13/2025	14.99			AP	11-7100-7000
0371500C	HENRY KRAFT INC	05/13/2025	2,230.31			AP	11-7100-7000
0371501C	IDEA	05/13/2025	19,500.00			AP	37-0000-1470
0371502C	LEESSA STEPHAN	05/13/2025	60.00			AP	75-7550-6190
0371503C	JENZABAR	05/13/2025	70,974.75			AP	11-6400-6651
0371504C	JOSTENS INC	05/13/2025	1,084.88			AP	98-0000-7020
0371505C	KIRKLAND WELDING SUPPLIES	05/13/2025	480.00			AP	12-2603-7020
0371506C	LEARNING TREE INSTITUTE	05/13/2025	24.80			AP	11-6140-6190
0371507C	LOCKE SUPPLY	05/13/2025	1,280.25			AP	12-1222-6500
0371508C	LOCKWOOD MOTOR SUPPLY	05/13/2025	286.04			AP	11-6500-6460
0371509C	LINDSEY MABE	05/13/2025	7.85			AP	32-3961-6030
0371510C	EMILIA L MARROQUIN	05/13/2025	705.59			AP	32-3961-6030
0371511C	MEDICAL EQUIPMENT SRVCS OF KS	05/13/2025	594.53			AP	11-5503-6641
0371512C	MERCHANTS FLEET	05/13/2025	2,671.20			AP	11-6500-6410
0371513C	MILLER FEED & OIL	05/13/2025	19.99			AP	11-5530-7000
0371514C	PARTNERS FINANCIAL LLC	05/13/2025	276.71			AP	11-5500-6641
0371515C	COY POLLMEIER	05/13/2025	350.00			AP	11-5560-8310
0371516C	WENDY RAZAM	05/13/2025	1,220.98			AP	32-3961-6030
0371517C	REDBUD NURSERIES	05/13/2025	288.00			AP	11-7100-7000
0371518C	REYNOLDS LAW FIRM PA	05/13/2025	900.00			AP	11-6100-6620
0371519C	RMAFSA	05/13/2025	900.00			AP	11-5200-6260
0371520C	SAMUEL MCMILLAN ROBERTSON	05/13/2025	274.75			AP	32-3961-6030

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0371521C	ROGERS BODY SHOP	05/13/2025	20.00			AP	11-6500-6460
0371522C	SEK EDUCATION SERVICE CENTER	05/13/2025	1,200.00			AP	27-2720-6520
0371523C	STATE BEAUTY SUPPLY	05/13/2025	117.15			AP	12-1215-7000
0371524C	COLETTE STOTTS	05/13/2025	956.49			AP	32-3961-6030
0371525C	KEVIN THOMURE	05/13/2025	468.89			AP	11-1000-6260
0371526C	UNIONTOWN USD 235	05/13/2025	150.00			AP	11-6300-6140
0371527C	VAN BECELAERE GREENHOUSE	05/13/2025	128.57			AP	12-1223-7020
0371528C	PIPER WHILDIN	05/13/2025	150.00			AP	12-1215-7400
0371529C	Payton Beare	05/13/2025	375.00			AP	26-3814-7410
0371530C	Quinton Berg	05/13/2025	175.00			AP	26-3814-7480
0371531C	Daniel Biggs	05/13/2025	175.00			AP	26-3814-7480
0371532C	Gretchen Brooks	05/13/2025	375.00			AP	26-3814-7410
0371533C	COSMOPROF	05/13/2025	22.92			AP	12-1215-7020
0371534C	Lane Darbro	05/13/2025	175.00			AP	26-3814-7480
0371535C	William DeBates	05/13/2025	175.00			AP	26-3814-7480
0371536C	FSCC	05/13/2025	13,500.00			AP	26-3814-6030
0371537C	KAYDENCE GUNLOCK	05/13/2025	175.00			AP	26-3814-7480
0371538C	Rex Harrison	05/13/2025	175.00			AP	26-3814-7480
0371539C	KTK Electric LLC	05/13/2025	9,090.04			AP	11-7100-6480
0371540C	Taylor Ramirez	05/13/2025	175.00			AP	26-3814-7480
0371541C	Charli Spindle	05/13/2025	175.00			AP	26-3814-7480
0371542C	Jackson Wood	05/13/2025	175.00			AP	26-3814-7480
0371543C	BRAXTON YOUNG	05/13/2025	175.00			AP	26-3814-7480
0371544C	CLARUS CORP	05/14/2025	8,517.50			AP	11-6300-6140

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0371545C	DCCC ADULT LEARNING CENTER	05/14/2025	1,500.00			AP	25-2544-6645
0371546C	FSCC	05/14/2025	13,500.00			AP	25-2544-6643
0371547C	GARDEN CITY COMMUNITY COLLEGE	05/14/2025	2,000.00			AP	25-2544-6645
0371548C	BEATRIZ HUAMAN-QUICHCA	05/14/2025	150.00			AP	25-2544-7410
0371549C	AUNYSSA LEYVA	05/14/2025	150.00			AP	25-2544-7475
0371550C	NANCY FABIOLA MELENDEZ-TREJO	05/14/2025	108.00			AP	25-2544-6645
0371551C	MOUNTAIN MEASUREMENT	05/14/2025	351.00			AP	12-1235-6810
0371552C	MARIA CASA PEREZ	05/14/2025	372.50			AP	25-2544-7480
0371553C	DAISHA RICHARD	05/14/2025	150.00			AP	25-2544-7410
0371554C	NEVAEH RODRIGUEZ-JACKSON	05/14/2025	150.00			AP	25-2544-7475
0371555C	RUSSELLVILLE ADULT ED CENTER	05/14/2025	1,500.00			AP	25-2544-6645
0371556C	SCCC/ATS	05/14/2025	1,000.00			AP	25-2544-6645
			475,440.64				
0370455C	RUSSELLVILLE ADULT ED CENTER	11/19/2024	1,500.00	05/07/2025	VOID	AP	25-2544-6645
0371260C	PHI THETA KAPPA HONOR SOCIETY	04/10/2025	1,750.00	05/08/2025	VOID	AP	75-7539-7000
0371337C	GARDEN CITY COMMUNITY COLLEGE	04/23/2025	3,571.17	04/24/2025	VOID	AP	25-2544-6644
0371364C	JOSEPH POTTS	04/23/2025	5,000.00	04/24/2025	VOID	AP	79-5525-7000
			11,821.17				
Total for Bank C			487,261.81				

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void So	Account #
0011298E	WOODRIVER ENERGY	04/20/2025	5,891.58			HC 11-7100-6330
0011304E	KANSAS GAS SERVICE	04/16/2025	4,029.53			HC 11-7100-6330
0011305E	AT&T	04/18/2025	1,109.71			HC 83-8384-6315
0011331E	UMB CARD SERVICES	04/28/2025	39,952.09			HC 11-5525-6010
0011332E	AMAZON CAPITAL SERVICES	04/24/2025	2,918.42			HC 98-0000-7020
0011333E	KANSAS GAS SERVICE	04/24/2025	1,449.90			HC 11-7100-6330
0011334E	Otis Elevator Co	04/24/2025	560.90			HC 11-7100-6510
0011335E	SHELL FLEET PLUS	04/24/2025	186.69			HC 11-5550-6010
0011337E	HERRING BANK	04/21/2025	3,760.85			HC 11-6200-6150
0011338E	EVERGY	04/24/2025	688.77			HC 12-2603-6340
0011339E	EVERGY	04/25/2025	20,590.41			HC 12-1206-6340
0011340E	KANSAS DEPT OF REVENUE	04/25/2025	663.85			HC 11-0000-4850
0011341E	PHILLIPS 66-COMMERCIAL	04/28/2025	5,243.67			HC 11-1129-6030
0011342E	LANDMARK NATIONAL BANK	04/28/2025	33.00			HC 11-6200-6130
0011343E	SECURITY BANK OF KANSAS CITY	04/30/2025	28,968.75			HC 83-8384-7620
0011344E	EVERGY	04/30/2025	1,214.89			HC 83-8387-6340
0011345E	CAPITAL ONE/WAL MART	05/01/2025	3,421.46			HC 12-2604-6641
0011346E	LAKELAND OFFICE SYSTEMS	05/01/2025	331.60			HC 11-6600-6151
0011347E	FED EX GROUND	05/01/2025	759.88			HC 11-6200-6150
0011348E	PITNEY BOWES INC	05/01/2025	1,000.73			HC 81-8100-6150
0011349E	FOUR STATE SANITATION	05/05/2025	2,596.45			HC 11-7100-6690
0011350E	FOUR STATE SANITATION	05/05/2025	142.50			HC 11-7100-6690
0011351E	FOUR STATE SANITATION	05/05/2025	263.65			HC 83-8387-6690
0011352E	CRAW-KAN	05/10/2025	539.98			HC 11-7100-6680

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0011357E	LANDMARK NATIONAL BANK	04/30/2025	33.00			HC	32-3961-6150
0011358E	HERRING BANK	05/01/2025	303.30			HC	11-6200-6130
0011359E	LANDMARK NATIONAL BANK	05/07/2025	33.00			HC	25-2544-6645
0011360E	MARCI MYERS	05/09/2025	440.20			HC	11-5565-6030
0011361E	ALLEGiant TECHNOLOGY	05/13/2025	3,605.61			HC	11-7100-6310
0011362E	LAKELAND OFFICE SYSTEMS	05/13/2025	1,600.74			HC	26-3814-6150
0011363E	LAKELAND OFFICE SYSTEMS	05/13/2025	201.07			HC	11-6600-6151
0011364E	PHILLIPS 66-COMMERCIAL	05/13/2025	5,799.33			HC	11-1129-6030
0011365E	FED EX GROUND	05/14/2025	159.22			HC	26-3814-6150
			138,494.73				
0011307E	LANDMARK NATIONAL BANK	09/30/2024	9.58	04/16/2025	VOID	HC	79-5500-6130
			9.58				
Total for Bank E			138,504.31				

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Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0733653H	Adair Connor Da	04/16/2025	400.00			RF	89-0000-1473
0733654H	Allen John Gr	04/16/2025	1,290.00			RF	24-0000-7310
0733655H	Basye Kyle Dw	04/16/2025	576.00			RF	24-0000-7310
0733656H	Brown Shavell	04/16/2025	925.00			RF	24-0000-7310
0733657H	Buck Kirstin Ki	04/16/2025	62.00			RF	71-1142-7300
0733658H	Budy Dominick An	04/16/2025	320.00			RF	24-0000-7310
0733659H	Burch Conner Ja	04/16/2025	2,683.00			RF	24-0000-7310
0733660H	Carr Owen Ro	04/16/2025	855.82			RF	24-0000-7310
0733661H	Carter Brayden Ri	04/16/2025	186.00			RF	71-1142-7300
0733662H	Christensen Rowan My	04/16/2025	121.00			RF	71-1142-7300
0733663H	Church Trevor Lo	04/16/2025	675.00			RF	24-0000-7310
0733664H	Clifton Braden Th	04/16/2025	329.33			RF	24-0000-7310
0733665H	Cochran Weston Da	04/16/2025	296.00			RF	24-0000-7310
0733666H	Comstock Jescie As	04/16/2025	92.00			RF	11-0000-4013
0733667H	Cosens Cal Si	04/16/2025	8.91			RF	89-0000-2040
0733668H	Cox Taryn Sa	04/16/2025	512.00			RF	89-0000-2040
0733669H	Crockett Cassidy Ka	04/16/2025	62.00			RF	71-1142-7300
0733670H	Dalton Adia Sk	04/16/2025	629.00			RF	24-0000-7310
0733671H	Davidson Daeson Le	04/16/2025	113.00			RF	24-0000-7310
0733672H	Doyle Hunter Jo	04/16/2025	100.00			RF	40-4000-7321
0733673H	Eads Brightin El	04/16/2025	282.00			RF	11-0000-4013
0733674H	Edmondson Hailie Ly	04/16/2025	358.84			RF	89-0000-2040
0733675H	Edwards Isaac An	04/16/2025	252.00			RF	24-0000-7310
0733676H	Fankhauser Luke E	04/16/2025	358.00			RF	24-0000-7310

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0733677H	Foltz Caitlyn An	04/16/2025	1.00			RF	40-4000-7321
0733678H	Franklin Je'Marion Da	04/16/2025	384.00			RF	71-1142-7300
0733679H	Galusky Ty Er	04/16/2025	452.67			RF	71-1142-7300
0733680H	Geiger Caleb E	04/16/2025	47.00			RF	11-0000-4013
0733681H	Gillette Donald Eu	04/16/2025	1,176.00			RF	89-0000-1473
0733682H	Grabast Trayten De	04/16/2025	1,469.00			RF	24-0000-7310
0733683H	Gregg Kaylyne Ju	04/16/2025	186.00			RF	71-1142-7300
0733684H	Hadnot Justus Ry	04/16/2025	1,799.00			RF	24-0000-7310
0733685H	Hall Addisyn Ri	04/16/2025	141.00			RF	11-0000-4013
0733686H	Hall Kayla N	04/16/2025	343.00			RF	24-0000-7310
0733687H	Haynes Casey	04/16/2025	808.00			RF	24-0000-7310
0733688H	Heathman Ashley Re	04/16/2025	343.00			RF	24-0000-7310
0733689H	Hemphill-witham Cynthia Lo	04/16/2025	1,065.00			RF	24-0000-7310
0733690H	Hixon Angela L	04/16/2025	282.00			RF	11-0000-4013
0733691H	Holt Gabriel Au	04/16/2025	141.00			RF	11-0000-4013
0733692H	Hughes Shianna Ma	04/16/2025	1,215.00			RF	24-0000-7310
0733693H	Hull Lauren Ja	04/16/2025	1,348.00			RF	24-0000-7310
0733694H	Jackson Ashlynn Re	04/16/2025	434.00			RF	71-1142-7300
0733695H	James Augustine Da	04/16/2025	88.00			RF	24-0000-7310
0733696H	Jellison Scout Ry	04/16/2025	519.34			RF	71-1142-7300
0733697H	Kortum Reese Le	04/16/2025	400.00			RF	89-0000-1473
0733698H	Kwasiborski Noah Ry	04/16/2025	434.00			RF	71-1144-7302
0733699H	Lazenby Olivia Gr	04/16/2025	186.00			RF	89-0000-2040
0733700H	Lester Austin Mi	04/16/2025	372.00			RF	89-0000-2040

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0733701H	Lisica William T	04/16/2025	141.00			RF	11-0000-4013
0733702H	Loercher Jaden Gr	04/16/2025	2,178.00			RF	24-0000-7310
0733703H	Lowe Jessie Ly	04/16/2025	482.00			RF	24-0000-7310
0733704H	Lucas Jackson Co	04/16/2025	880.66			RF	89-0000-2040
0733705H	Majak Malek Ch	04/16/2025	15.00			RF	24-0000-7310
0733706H	Malm Allison Ma	04/16/2025	301.00			RF	89-0000-2040
0733707H	McCarville Cael Je	04/16/2025	400.00			RF	89-0000-1473
0733708H	McKernan Harrison La	04/16/2025	372.00			RF	71-1142-7300
0733709H	Mckinney Reagan Ke	04/16/2025	62.00			RF	71-1142-7300
0733710H	Mericle Aden Ja	04/16/2025	659.00			RF	71-1144-7302
0733711H	Monell Ponceano Marcy Ni	04/16/2025	62.00			RF	71-1142-7300
0733712H	Mullins Trevor Wa	04/16/2025	1,240.00			RF	89-0000-2040
0733713H	Newcomer Hannah Ni	04/16/2025	1,221.00			RF	24-0000-7310
0733714H	Nworu Chibuike C	04/16/2025	62.00			RF	71-1142-7300
0733715H	Nygren Andrew Ke	04/16/2025	3,394.00			RF	89-0000-2040
0733716H	Odonkor Ivana Pa	04/16/2025	124.00			RF	24-0000-7310
0733717H	Odonkor Lord Pa	04/16/2025	1,300.00			RF	24-0000-7310
0733718H	Pechtel Josilyn El	04/16/2025	124.00			RF	71-1144-7300
0733719H	Pemberton Saige Br	04/16/2025	634.00			RF	24-0000-7310
0733720H	Pennington Gabrielle Ma	04/16/2025	1,849.00			RF	24-0000-7310
0733721H	Phelan Lena Cy	04/16/2025	1,066.00			RF	24-0000-7310
0733722H	Piper Jayden Am	04/16/2025	186.00			RF	71-1142-7300
0733723H	Pitts Cole Al	04/16/2025	434.00			RF	71-1144-7302
0733724H	Rhoads Coby An	04/16/2025	296.00			RF	24-0000-7310

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 Checks Written, Cleared, or Voided between 04/14/2025 to 05/14/2025  
 Written on Bank H

Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
0733725H	Rogers Hannah Ma	04/16/2025	186.00			RF	71-1142-7300
0733726H	Rush Owen Ba	04/16/2025	1,706.00			RF	24-0000-7310
0733727H	Salter Kayla Re	04/16/2025	62.00			RF	71-1142-7300
0733728H	Sargent Braela El	04/16/2025	62.00			RF	71-1142-7300
0733729H	Schulz Hailee Ma	04/16/2025	925.00			RF	24-0000-7310
0733730H	Schutt Cambre Ra	04/16/2025	1,197.00			RF	24-0000-7310
0733731H	Shadden Randell D	04/16/2025	141.00			RF	11-0000-4013
0733732H	Shafer Charlee Jo	04/16/2025	186.00			RF	71-1144-7300
0733733H	Shore Jayden Le	04/16/2025	188.00			RF	11-0000-4013
0733734H	Smart Shauna Le	04/16/2025	343.00			RF	24-0000-7310
0733735H	Smith Kaliyah Da	04/16/2025	186.00			RF	71-1142-7300
0733736H	Stafford Jennifer K	04/16/2025	1,066.00			RF	24-0000-7310
0733737H	Subbert Isaiah	04/16/2025	62.00			RF	71-1144-7300
0733738H	Suiter Bryce Co	04/16/2025	186.00			RF	71-1142-7300
0733739H	Taylor Josiyah Ma	04/16/2025	62.00			RF	71-1142-7300
0733740H	Thomas Isabella Ro	04/16/2025	141.00			RF	11-0000-4013
0733741H	Thompson Elizabeth Ni	04/16/2025	856.00			RF	24-0000-7310
0733742H	Trahan Kamdyn Ka	04/16/2025	457.00			RF	24-0000-7310
0733743H	Walden Danielle Ka	04/16/2025	296.00			RF	24-0000-7310
0733744H	Warren Atiana Ma	04/16/2025	536.00			RF	24-0000-7310
0733745H	Witt Ava Ma	04/16/2025	141.00			RF	11-0000-4013
0733746H	Mills Lacy Ni	04/28/2025	117.00			RF	22-0000-7310
			51,705.57				

Fort Scott Community College  
Checks Written, Cleared, or Voided between 04/14/2025 to 05/14/2025  
Written on Bank H

Check #	Pay To The Order Of	Chk Date	Check Amount	Cleared	Void	So	Account #
Total for Bank H			51,705.57				

## **DISCUSSION ITEMS**

**A. Gramm Leach-Bliley Act (GLBA) Information Security Program and Policy**

**B. Construction Trades and Heavy Equipment Plan**

# Fort Scott Community College Information Security Policy

Date Approved \_\_\_\_\_

## Statement of Policy

Fort Scott Community College ("FSCC" or "the Institution") is committed to the highest standards of information security. This Information Security Policy ("Policy") is designed to clearly communicate how employees and stakeholders should identify, classify, and handle sensitive information.

This Policy applies to all employees and governing stakeholders of FSCC, including:

- Board of Trustees
- Contractors
- Temporary employees
- Volunteers
- Third-party vendors
- FSCC Foundation employees

This policy is not intended to restrict communications or actions protected by applicable law.

All individuals covered by this Policy are expected to:

- Read, understand, and follow the Policy.
- Seek guidance from their manager, the Information Security Officer, Director of Information Technology, or Vice President of Finance and Operations before taking any action that may create risk or deviate from the Policy.
- Keep this Policy confidential unless authorized by the Information Security Coordinator.

## Definitions

**Publicly Available:** Information that FSCC has intentionally made available to the public and does not fall under other restricted categories. Information received under a Non-Disclosure Agreement (NDA) must not be treated as public.

**Confidential Information:** Sensitive information that could harm FSCC or others if disclosed, including personnel files, internal financial data, and FERPA-protected education records.

**Restricted Information:** Highly sensitive information such as Social Security numbers, credit card data, and health records. Unauthorized disclosure could cause serious harm.

## Scope

This Policy applies to all information, regardless of form (paper, digital, verbal), held, used, or transmitted by or on behalf of FSCC.

Examples include:

- Personal data of staff, faculty, and students
- Institutional business records
- Publicly available, confidential, or restricted information

### **Responsibilities**

The Institution will:

- Classify information according to risk
- Grant access based on legitimate business need
- Require authorization for disclosure or destruction of sensitive data
- Protect confidentiality, integrity, and availability of information

### **Maintenance and Review**

The Information Security Officer, and Director of Information Technology are responsible for maintaining this Policy. It must be reviewed at least annually and approved by the FSCC executive team and Board of Trustees.

### ***Information Classification Levels***

(a) Restricted Information: Examples: Social Security numbers, bank accounts, driver's licenses, credit cards, protected health data (HIPAA). Sharing restricted information externally requires a written agreement including:

- Confidentiality obligations
- Restrictions on further sharing
- Pre-disclosure notice in case of subpoenas
- Compliance with this Policy

(b) Confidential Information: Examples: Personnel records, donor lists, (FERPA) records, investigation files. Disclosure or sharing of confidential information requires:

- Safeguarding obligations
- Limitations on sharing
- Notification prior to court-ordered disclosures
- Compliance with this Policy

(c) Publicly Available Information: Information is classified as publicly available only if intended for both internal and external use and does not violate restrictions under "Confidential" or "Restricted" classifications.

### **Acceptable Use Policy**

FSCC provides systems and network access to support its operations. Incidental personal use is allowed, but not for profit, illegal activity, or anything impairing job duties.

FSCC Employees and Board of Trustees shall not:

- Engage in hacking, spoofing, or illegal access
- Distribute malware or spyware
- Download copyrighted without an approved exemption
- Download inappropriate content
- Use encryption to hide illegal activity
- Install unlicensed software

### **General Internet Use**

- Limit web and streaming use to business purposes only
- Do not use peer-to-peer file sharing unless that usage for legitimate business use

### **Email & Social Media**

- Do not share confidential or restricted data via unsecured channels
- Use professional judgment in communication
- Be wary of phishing and spoofed messages
- Report suspicious messages to the Information Technology Department

### **Communications and Data Transfers**

- Mark sensitive content as “strictly private and confidential”
- Use password protection and encryption whenever possible
- Avoid discussing sensitive topics in public places
- Verify recipient addresses, especially when using auto-complete features

### **Office Access**

- Secure physical keys and access codes
- Do not share them with unauthorized individuals

Reporting Data and Security Breaches Staff must report any suspected breach or risk, including:

- Lost devices, credentials, or physical tokens
- Malware infections or suspicious activity
- Unauthorized access or attempted social engineering
- Exposure of confidential or restricted information

Report all incident/breach notifications to the Information Security Officer. Do not act independently.

### **PCI DSS Compliance Requirements**

FSCC processes payment card data and must comply with Payment Card Industry Data Security Standard (PCI DSS). Therefore, the following practices apply:

- Cardholder data must never be stored unless absolutely required and must be encrypted both at rest and in transit.
- Firewalls and intrusion detection/prevention systems must be used to segment payment systems.
- Default passwords or vendor-supplied settings on payment systems must be changed.
- Access to cardholder data must be restricted by business need-to-know and controlled via unique IDs.
- Access logs must be reviewed regularly; system and audit logs must be retained for PCI DSS compliance.
- Antivirus software must be installed and kept up to date on all systems handling cardholder data.
- Penetration testing and vulnerability assessments must be conducted at least annually.

### **GLBA Compliance Requirements**

As an institution handling financial aid, FSCC must comply with Gramm-Leach-Bliley Act (GLBA) by:

- Implementing a comprehensive written information security program
- Conducting annual risk assessments to identify threats to sensitive information
- Requiring security measures from all vendors handling covered data
- Providing ongoing training for employees on protecting sensitive information
- Regularly monitoring and testing the effectiveness of controls and procedures

### **Institutional Information**

Institutional Name: Fort Scott Community College

Institutional Address: 2108 S. Horton, Fort Scott, KS 66701

Information Security Officer: Jason Simon

Email: jasons@fortscott.edu

Phone: 620-644-6001

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Date Approved \_\_\_\_\_

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Information Security Officer: Jason Simon

Email: jasons@fortscott.edu

Phone: 620-644-6001

## GLBA - Information Security Requirements

	Verified Date	Comments	Designated Responsible Person
<b>Monitoring and Testing</b>			
Annual penetration testing			Third-Party Vendor
Bi-annual vulnerability Assessments			Third-Party Vendor
<b>Employee Training</b>			
Conducted at hiring			
Annual training (KnowBe4)			KnowBe4
<b>Incident Response Plan</b>			
Development of Written Incidence Response Plan			Chris Larsen/Jason Simon/Kye Weekley
Annual Review of Incidence Response Plan			Chris Larsen/Jason Simon/Kye Weekley
<b>Oversight of Service Providers</b>			
Vendor Management - Due Diligence			Missy Scott
<b>Annual Reporting to President and/or Board of Trustees</b>			
The overall status of the Information Security Program			Jason Simon/Chris Larsen
Summary of risk assessments and monitoring activities			Jason Simon/Chris Larsen
Recommendations for program enhancements			Jason Simon/Chris Larsen
<b>Program Review and Updates</b>			
Changes in business operations or data practices			Chris Larsen/Jason Simon/Missy Scott
Emerging Threats and vulnerabilities			Chris Larsen/Jason Simon/Missy Scott
Updates to applicable regulations or best practices			Chris Larsen/Jason Simon/Missy Scott
Results of monitoring and testing activities			Chris Larsen/Jason Simon/Missy Scott



## **COLLEGE LEGAL STATUS**

The legal basis for education at Fort Scott Community College is vested in the will of the people as expressed in the Constitution of the State of Kansas, the statutes pertaining to education, court interpretation of the validity of these laws, and the powers implied in them. The official name of the college shall be: Fort Scott Community College, Bourbon County, Kansas.

## **BOARD POWERS AND DUTIES**

The Board of Trustees, whose members are elected as representatives of the people of the county, shall act as the agent of the state in carrying out the will of the people of the county in matters of public education.

The Board has those powers that are expressly granted to it by the Constitution of the State of Kansas or by the statutes enacted by the Legislature, those powers implied by state statutes, and those duties expressly imposed by the statutes.

## **BOARD MEMBER LEGAL AUTHORITY**

Because all powers of the Board of Trustees lie in its action as a group, individual Board members exercise their authority over college affairs only as they vote to take action at a legal meeting of the Board.

## **BOARD OF TRUSTEES ELECTION**

The Fort Scott Community College Board of Trustees shall consist of six (6) trustees who are elected by the "election at large" method. The Trustees shall be elected for the term of four (4) years. In order to provide for continuity, the terms shall be staggered so three (3) trustees shall be elected at alternate general elections.

The regular biennial election shall be held on the second Tuesday in April of each odd-numbered year and shall be conducted in the same manner and shall be subject to the same rules, regulations, and procedures as provided for general elections according to statute.

## **BOARD MEMBER QUALIFICATIONS**

A person is legally qualified to become a member of the Fort Scott Community College Board of Trustees who is a qualified elector of Bourbon County, meets the qualifications as stated in the statutes, and who is not an employee of the college.

## **BOARD MEMBER OATH OF OFFICE**

Each Board member shall qualify by filling an oath of office with the election officer not later than ten (10) days following the date of election, or not later than five (5) days after issuance of such member's certificate of election, whichever is the later date. Said oath shall state that he or she will faithfully perform the duties of the office as required by law, and will support the Constitution of the United States, the Constitution of the State of Kansas, and the laws enacted pursuant thereto.

## **BOARD MEMBER RESIGNATION**

If at any time a Board member wishes to terminate his or her service, a written statement of resignation must be submitted to the Board of Trustees and must be duly accepted by the Board of Trustees.

## **BOARD MEMBER UNEXPIRED TERM FULFILLMENT**

Whenever a vacancy occurs on the Board, the Board of Trustees shall adopt a resolution declaring a vacancy at its next regular meeting.

The Board shall publish a notice one time in a newspaper having general circulation in the community college district stating that a vacancy has occurred and that it will be filled by appointment by the Board not sooner than fifteen (15) days after such publication.

#### **BOARD MEMBER COMPENSATION AND EXPENSES**

The Fort Scott Community College shall reimburse Board members when they travel outside of the community on college business. When attendance at conventions or other educational meetings or travel for other college purposes is authorized in advance by the Board, expenses shall be reimbursed as follows: (1) transportation—coach air fare, plus charges for ground transportation, if required, for meeting sites beyond reasonable driving distances. If the meeting is within reasonable driving distance, the Board member shall be reimbursed for mileage as per the state rate; (2) fees and registration as required for participation at meetings; (3) hotel or motel at single-room rate; and (4) reasonable expenses for meals; maximum per diem allowances may be set by the Board.

Receipts for hotel/motel accommodations, transportation costs, and meals shall be submitted with expense vouchers upon return and accounted for in writing to the President's office.

#### **BOARD MEMBER CONFLICTS OF INTEREST revised 3/18/24**

In the event a Board member is employed by a corporation or business or has a secondary interest in a corporation or business which furnished goods or services to the college, the Board member shall declare his/her interest prior to voting for/against the approved motion.

It is not the intent of this policy to prevent the college from contracting with corporations or businesses because a Board member is an employee of the firm. The policy is designed to prevent placing a Board member in a position where his/her interest in the college and his/her interest in his/her place of employment (or other indirect interest) might conflict and to avoid appearances of conflict of interest even though such conflict may not exist.

Annually, Board members will be asked to disclose any conflicts of interest.

#### **BOARD LEGAL STATUS**

The Constitution of the State of Kansas charges the state with the responsibility of maintaining a system of education for all students in Kansas. The state Legislature fulfills this responsibility by enacting laws to regulate the colleges, providing a portion of the funds needed for operating the college, and delegating the immediate control to the Board of Trustees elected within the county.

The Board of Trustees, therefore, is an agency of the state with powers delegated to it by the Legislature. The Board of Trustees shall comply with the provisions of mandatory laws and shall consider and accept or reject the provisions of permissive laws. In all cases where the state laws do not provide or prohibit, the Board shall consider itself the agent establishing and appraising educational activities of the service area and responsive to the desires of the citizens of the county.

#### **BOARD MEMBER ETHICS**

Board members are expected to:

- Attend all regularly scheduled Board meetings insofar as possible and become informed concerning the issues to be considered at those meetings
- Make policy decisions only after full discussion at publicly held meetings

- Render all decisions based on the available facts and independent judgment and refuse to surrender that judgment to individuals or special interest groups
- Encourage free expression of opinion by all Board members and seek systematic communications between the Board and students, college staff, and the community
- Work with other Board members to establish effective Board policies to delegate authority for the administration of the college to the President
- Communicate to other Board members and the President expressions of public reaction to Board policies and college programs
- Become informed about current educational issues by individual study and through participation in programs providing needed information
- Support the employment of those persons best qualified to serve as college employees and insist on a regular impartial evaluation of all employees
- Avoid being placed in a position of conflict of interest and refrain from using Board policies and college programs for personal gain
- Take no private action that will compromise the Board or the administration and respect the confidentiality of information that is privileged under applicable law
- Not express any opinion upon or make any promises regarding any question that is coming before the Board at any time other than in a legal meeting of the Board

#### **DUTIES OF BOARD CHAIR**

It shall be the duty of the chair to preside at all meetings of the Board, appoint all committees whose appointment is not otherwise provided for, affix signature to all checks ordered by the Board to be drawn upon for college money, and perform other such duties as may properly pertain to the office.

#### **DUTIES OF VICE-CHAIR**

The vice-chair shall perform the duties of the chair in the absence of the chairman. He/she shall perform other duties as designated by the Board.

#### **DUTIES OF CLERK**

It shall be the duty of the clerk to be present at all meetings, post or have published all legal notices, prepare and sign all legal documents, countersign all warrants drawn upon the treasury by the order of the Board, have custody of the records, books and documents, and perform all such other duties as prescribed.

#### **DUTIES OF TREASURER**

It shall be the duty of the treasurer to attend meetings of the Board when required to do so, oversee preparation and submit in writing a monthly financial report of said Board, and to pay college funds only upon checks signed by the chair of the Board and countersigned by the clerk.

#### **NEW BOARD MEMBER ORIENTATION**

Newly elected members of the Board shall be invited to attend all meetings of the Board and shall receive copies of all agendas, reports, and other communications normally received by current Board members prior to the time they officially take office. They shall be encouraged to attend workshops for new Board members. Current members of the Board and the President shall conduct an appropriate orientation program designed to acquaint new Board members with the service area, Board policy, and the responsibilities and duties of being a Trustee.

**B. CONSIDERATION OF DRESS CODE AND APPEARANCE POLICY**

**BACKGROUND:** The following policy was presented for review at the last regular board meeting. The policy has been shared with all employees for an open comment period. Employee feedback was considered, and the following version is being recommended by the Cabinet and Executive Teams for approval.

**RECOMMENDATION:** It is recommended that the Board approve the Dress Code and Appearance Policy as presented.

BOARD ACTION:      MOTION \_\_\_\_ SECOND \_\_\_\_                      VOTE \_\_\_\_

DISCUSSION:

VOTE:                      \_\_\_\_\_ Bailey                                      \_\_\_\_\_ Bartelsmeyer                                      \_\_\_\_\_ Fewins

                                    \_\_\_\_\_ Holt                                      \_\_\_\_\_ McKinnis                                      \_\_\_\_\_ Ropp

## Current Policy

### DRESS CODE

Employees shall dress in business-casual attire Monday through Thursday. Casual clothing, including denim attire, can be worn on Friday. Employees' dress shall be in a manner that is not offensive in nature and provides a professional example for the students and community FSCC serves.

## New Suggested Policy

### FSCC DRESS AND APPEARANCE POLICY

Fort Scott Community College (FSCC) values a respectful, inclusive, and professional work environment. The College recognizes that employees have individual preferences and personal styles, and supports a relaxed, contemporary approach to workplace attire. At the same time, employees are expected to use good judgment and maintain an appearance that reflects positively on the College's mission, values, and reputation.

All employees are responsible for presenting themselves in a manner that is appropriate to their roles and work environments. Clothing should be clean, neat, and consistent with the expectations of the position, while not violating any local, state, or federal laws. In all cases, attire should ~~convey respect for students, colleagues, and visitors, and~~ support a productive educational setting.

Supervisors are entrusted with the responsibility of setting and communicating clear expectations for dress and appearance within their departments or divisions. Because job functions and work environments vary across campus, supervisors may establish reasonable guidelines tailored to specific duties, safety requirements, or professional interactions. Supervisors are also expected to address concerns regarding attire in a respectful, constructive manner.

~~Examples of attire that may be considered inappropriate include, but are not limited to: clothing that displays offensive language or imagery, excessively revealing clothing, or attire that may compromise health and safety. The College reserves the right to further restrict dress in specific settings when necessary due to safety, hygiene, or environmental concerns.~~

Employees are encouraged to seek clarification from their supervisors if they have questions about appropriate attire for their role.

~~This policy is designed to balance individual expression with professional standards and is grounded in mutual respect and responsibility.~~

**C. CONSIDERATION OF COLLECTION AGENCY RFPs**

**BACKGROUND:** An RFP was published and circulated with a due date of March 28. Five responses were received within the timeline. A matrix of the RFP and responses to the questions is included in the board packet.

**RECOMMENDATION:** It is recommended that the Board approve the RFP provided by S&S Recovery, Memphis TN, based on the following:

- Fee: 20% on collections/30% on litigation, this was fairly consistent across all proposals
- Two Kansas Community Colleges utilize their services
- User friendly mobile app and website available for students to make payment arrangements and view their account history. The mobile app includes an internal chat feature. Today’s students prefer to use mobile apps for everything. This is the only collection agency that offers a mobile app.
- John Welborn, Chief Operating Officer made the effort to follow-up to check on our progress in making a decision; showing interest servicing in our account.
- Impressive proposal.
- The secure client portal is user friendly and has a modern up-to-date look.
- Client reports are more usable format and available in PDF and CSV for easier exporting.
- Their mission “Large enough to Serve, Small enough to CARE”

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bailey	_____ Bartelsmeyer	_____ Fewins
	_____ Holt	_____ McKinnis	_____ Ropp

**FSCC RFP MATRIX FOR COLLECTION AGENCIES**

5/13/2025

	Central States Recovery	S&S Recovery	KEY2RECOVERY	CREDIT WORLD	NATIONAL CREDIT MANAGEMENT
COMPANY NAME	Central States Recovery	S&S Recovery	KEY2RECOVERY	CREDIT WORLD	NATIONAL CREDIT MANAGEMENT
COMPANY ADDRESS	1314 N Main St, Hutchinson, KS 67501	Memphis, TN	HAMILTON, OH	MISSION, KS	10845 OLIVE BLVD, SUITE 210 ST LOUIS MO
COMPANY CONTACT PERSON	Chuck Lyon, Vice President	Craig Harris, VP of Business Development	ED HENDRICKS, VP OF SALES , DOUG PLUMMER, CEO	KELLI LOWE DIRECTOR OF OPERATIONS	KAREN REDDICK, VP OF BUSINESS DEVELOPMENT
CONTACT PHONE #	800-779-0419 (O) 316-651-7185	713-851-4544	513-870-4341	913-362-3950 x2100	800-627-2300 X229
CONTACT EMAIL ADDRESS	<a href="mailto:clyon@CSRecovery.com">clyon@CSRecovery.com</a>	<a href="mailto:harrisc@ssrecoveryinc.com">harrisc@ssrecoveryinc.com</a>	<a href="mailto:DPLUMMER@KEY2RECOVERY.COM">DPLUMMER@KEY2RECOVERY.COM</a>	<a href="mailto:kellilowe@creditworldservices.com">kellilowe@creditworldservices.com</a>	<a href="mailto:kreddick@ncmstl.com">kreddick@ncmstl.com</a>
DATE RECEIVED	3/24/2025	3/26/2025	3/28/2025	3/28/2025	3/28/2025
COLLECTION FEES	Outstanding student account collections at a contingency rate of 25%, with legal accounts being accelerated to 40%. There are No fees accessed to FCCC for student account adjustments, write-offs or KS Setoff payments received.	20% ON COLLECTIONS/30% ON THOSE REQUIRING LITIGATION AUTHORIZED BY FSCC	Our best contingency fee offer of 20% on all monies collected on first referrals and 23% on all second referrals	20% FOR 1ST AND 2ND PLACEMENTS	20% FOR 1ST PLACEMENTS, 23% FOR 2ND PLACEMENT
KACCBO MEMBERS ASSOCIATED	HUTCHINSON CC, GARDEN CITY CC, SEWARD CC	BARTON CO COMMUNITY COLLEGE, NEOSHO COUNTY COMMUNITY COLLEGE		LABETTE COMMUNITY COLLEGE, COFFEYVILLE COMMUNITY COLLEGE, JOHNSON CO COMMUNITY COLLEGE	JOHNSON COUNTY COMMUNITY COLLEGE
REFERENCES	HUTCHINSON CC, GARDEN CITY CC, SEWARD CC	UNIVERSITY OF HOUSTON DOWNTOWN TEXAS TECH, UNIV OF COLORADO BOULDER, MISSISSIPPI STATE	NORTHWEST MISSOURI STATE UNIVERSITY, WALSH UNIVERSITY, NORTHWEST ARK COMMUNITY COLLEGE	WICHITA STATE UNIVERSITY, KANSAS STATE UNIVERSITY, JOHNSON COUNTY COMMUNITY COLLEGE	LANSING COMMUNITY COLLEGE, ARAPAHOE COMMUNITY COLLEGE, MOBERLY ARA COLLEGE
RECOVERY SUCCESS	30%		30% RECOVERY IMPROVEMENT	17% WITH INSTITUTION OUR SIZE	20-23%
TCPA	YES	YES		YES	YES
REPORT TO CREDIT AGENCIES	YES, ALL THREE AFTER 30 DAY WAITING PERIOD	TRANSUNION AND EQUIFAX		YES	YES, 3 - EXPERIAN, EQUIFAX AND TRANSUNION
MOBILE APP/COLLECTION WEBSITE	NO MOBILE APP, QR CODE INCLUDED ON STMT FOR EASY PAY	INTELLIGENT WEB PAY - accept payments, make payment arrangements, resolve disputes, negotiate settlements, and update debtor contact information		SELF SERVICE CONSUMER PORTAL	WEB ACCESS TO VIEW THEIR ACCOUNTS AND PAY VIA CREDIT CARD OR PHONE CHECK, OR SET UP PAYMENT PLAN
COMPLIANCE	PCI COMPLIANT, SECURITY COMPLIANCE, CYBERSECURITY INSURANCE PROVIDED	FDCPA, FERPA, GLBAas well as all state and federal laws	PCI COMPLIANT, SECURITY COMPLIANCE,	RESULTS TECHNOLOGY - IT SERVICES	ADHERANCE TO CFPB, FDCPA, TCPA AND STATE LAWS, SECURE DATA HANDLING TO COMPLY WITH GDPR AND OTHE PRIVACY LAWS. GLBP, PCI, FERPA

COMPANY NAME	Central States Recovery	S&S Recovery	KEY2RECOVERY	CREDIT WORLD	NATIONAL CREDIT MANAGEMENT
STAFF TRAINING		Red Flag Rules, Telephone Consumer Protection Act, Fair Credit Reporting Act, FERPA, Civil Relief Act, HIPPA, Gramm-Leach-Bliley Act, and ACA standards	COLLECTION SPECIALIST HAVE 4 WEEK TRAINING PROGRAM AND CONTINUOUS ON THE JOB TRAINING	TRAINING AND BACKGROUND CHECKS, REQUIRE STAFF TO HAVE PROFESSIONAL COLLECTION SPECIALIST CERTIFICATION	STAFF TRAINING - CYBERSECURITY TRAINING, COMPLIANCE AND ETHICS TRAINING, INCIDENT RESPONSE DRILLS. ALL NCM FINANCIAL COUNSELORS ARE ACA CERTIFIED AND UNDERGO A 90 IN-HOUSE TRAINING PROGRAM
WEBSITE/CLIENT PORTAL	YES, SECURE CLIENT PORTAL	YES	YES SECURE WEB PORTAL	YES SECURE CLIENT PORTAL - QUIKCLIENT	NCM OFFERANCE CLIENT PORTAL . THE PORTAL USES SHA-2 SSL ENCRYPTION
SECURE PORTAL FOR ADMINISTRATION OF ACCOUNTS	YES PORTAL TO UPDATE ACCOUNTS, FILE TRANSFERS, CHANGE OF ADDRESS, REPORTING DIRECT PAYMENTS, ETC	Interprose Technology. Our school users enjoy a full-color, secure browser-accessed, single-window interface for: File placement, customer information management, account statusing, and report retrieval	The Key 2 client portals give FSCC the capability to place accounts, access detailed information regarding placed accounts, view collection activity and collector notes, access reports, change delivery schedules of reports, alter recipients of reports, and customize current reports.	DAKCS - UPLOAD FILES SECURELY, OFFERS MULTIPLE WAYS TO RECEIVE FILES, SECURE QUIKCLIENT PORTAL, SFTP OR ELECTRONIC ACCOUNT PLACEMENT FORM	WWW.NCMSTL.COM. CLIENTS ACCESS TO UPLOAD EXCEL FILES
COMMON MONTHLY REPORTS	CLIENT ANALYSIS BY MONTH, CLIENT LIST AND COLLECTIONS	Standard monthly reports are generated which enable clients to easily monitor performance	80 DIFFERENT REPORTS AVAILABLE	STANDARD STATISTICAL REPORTS, ACTIVE DEBTOR REPORTS 12 MONTH OR 5 YR COLLECTION ACTIVITY REPORTS	CUSTOMIZED REPORTS OR AD HOC REPORTS AVAILABLE, REPORTS CAN BE MODIFIED. STANDARD REPORTS INCLUDE MONTHLY ACCOUNT STATUS STATEMENTS, PROGRESS REPORTS, CANCEL/RETURN REPORTS
CALLS RECORDED	NO	YES		YES	YES
OTHER COMMENTS		100% OF PORTFOLIO IS HIGHER EDUCATION COLLECTIONS	100% OF PORTFOLIO IS HIGHER EDUCATION COLLECTIONS	RAPID RESPONSE TO CLIENTS, COLLECTION STAFF EMPLOYED FOR OVER 20 YEARS. UNDERSTANDING OF HIGHER EDUCATION COLLECTION SYSTEM.	CLIENTS ARE EXCLUSIVELY COLLEGE AND UNIVERSITY CLIENTS, DEDICATED ACCOUNT MANAGER
AGENCY FOLLOWED UP WITH FSCC REGARDING OUR DECISION	YES	YES	NO	NO	NO



**E. CONSIDERATION OF CANVAS LEARNING MANAGEMENT SYSTEM CONTRACT**

**BACKGROUND:** The LMS Sub-Committee would like to recommend the adoption of Canvas as the Learning Management System (LMS), pending final review and approval of the terms of the agreement.

This recommendation is based on a comprehensive review process, which included the presentation to FSCAPE and the administration of a survey to gather feedback. The proposed migration to Canvas will begin in Spring 2026, with full implementation planned for Fall 2026. Below is the comparison of Blackboard Ultra with Canvas.

Area	Blackboard Ultra	Canvas
LMS Contract	\$39,836 (1 year contract)	Start at \$20,319 (5 Year contract with about a 4.5% increase each year)
Panopto (Canvas Studio)	\$17,500	Starts at \$4,422 (5 year contract with about a 5% increase each year)
EAC Visual Data (Intelligent Insights)	\$7,956	\$2,975/year
Support	Support via Blackboard/Anthology support tickets-not spelled out in our current contract to my knowledge	\$4,063 (5 Year contract with about 5% increase year) for 24x7 support

**RECOMMENDATION:** It is recommended that the Board approve the contract for Canvas Learning Management System.

BOARD ACTION: MOTION \_\_\_\_ SECOND \_\_\_\_ VOTE \_\_\_\_

DISCUSSION:

VOTE: \_\_\_\_\_ Bailey \_\_\_\_\_ Bartelsmeyer \_\_\_\_\_ Fewins

\_\_\_\_\_ Holt \_\_\_\_\_ McKinnis \_\_\_\_\_ Ropp

## Fort Scott Community College Canvas LMS Pricing Proposal

Product / Service	Year 1	Year 2	Year 3	Year 4	Year 5
Canvas	Free	20,319	21,342	22,407	23,529
Canvas Studio	Free	4,422	4,644	4,875	5,123
Intelligent Insights	Free	2,975	2,975	2,975	2,975
24x7 Support	Free	4,063	4,268	4,481	4,705
Canvas Standard Implementation	Free				
Canvas Studio Implementation	Free				
Canvas Ready Made Training Course	Free				
Total Non-Recurring	Free	0.00	0.00	0.00	0.00
Total Recurring	Free	31,780	33,231	34,739	36,333

Please note that the total contract price without discounts would be \$228,810. Our proposed pricing represents a savings of \$92,726. The first-year cost of \$0.00 and a first-year savings of \$68,734. This proposal includes the following discounts:

- 15% discount on Canvas Subscription
- 15% discount on Canvas Studio
- 15% discount on Intelligent Insights

Standard Implementation: \$25,340 (no charge)

Training Portal Standard - Core + Advanced OnDemand Content: Included w/ Implementation

Canvas Ready-Made Training Course: \$6,000 (no charge)

Canvas Studio Implementation: \$1,620 (no charge)

Instructure, Inc.  
6330 South 3000 East, Suite 700  
Salt Lake City, UT 84121  
United States

## Order Form

Order: Q-440204-1

Date: 2025-04-11

Order Valid Through: 2025-06-30

### Order Form for Fort Scott Community College

#### Bill to Information

**Entity Name:** Fort Scott Community College

**Address:** 2108 S Horton

**City:** Fort Scott

**State/Province:** Kansas

**Zip/Postal Code:** 66701

**Country:** United States

#### Billing Contact

**Name:**

**Email:**

**Phone:**

#### Ship to Information

**Entity Name:** Fort Scott Community College

**Address:** 2108 S Horton

**City:** Fort Scott

**State/Province:** Kansas

**Zip/Postal Code:** 66701

**Country:** United States

#### Shipping Contact

**Name:** Susie Arvidson

**Email:** susiea@fortscott.edu

**Phone:** (162) 021-5275

#### Billing Information

**Billing Frequency:** Annual Upfront

**Billing Frequency Term:** Non-Recurring items will be invoiced upon signing. Recurring items will be invoiced 30 days prior to the annual start date.

**Payment Terms:** Net 30

Year 1								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S4	Intelligent Insights	2025-06-01	2026-05-31	Recurring	FTE	825	USD \$0.00	USD 0.00
S3	Canvas Studio Cloud Subscription	2025-06-01	2026-05-31	Recurring	FTE	825	USD \$0.00	USD 0.00
S2	24x7 Support	2025-06-01	2026-05-31	Recurring	20% of Subscription (Minimums Apply)	1	USD \$0.00	USD 0.00
S1	Canvas LMS Cloud Subscription	2025-06-01	2026-05-31	Recurring	FTE	825	USD \$0.00	USD 0.00
S22	Canvas LMS - Ready Made Training Course	2025-06-01		Non-Recurring	Per Event	1	USD \$0.00	USD 0.00
S18	Canvas Studio Standard Implementation	2025-06-01		Non-Recurring	Per Implementation	1	USD \$0.00	USD 0.00
S6	Canvas LMS Standard Implementation Bundle	2025-06-01		Non-Recurring	Per Implementation	1	USD \$0.00	USD 0.00

Year 2								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S4	Intelligent Insights	2026-06-01	2027-05-31	Recurring	FTE	825	USD \$2,975.00	USD 2,975.00
S3	Canvas Studio Cloud Subscription	2026-06-01	2027-05-31	Recurring	FTE	825	USD \$5.36	USD 4,422.00
S2	24x7 Support	2026-06-01	2027-05-31	Recurring	20% of Subscription (Minimums Apply)	1	USD \$4,063.95	USD 4,063.95

S1	Canvas LMS Cloud Subscription	2026-06-01	2027-05-31	Recurring	FTE	825	USD \$24.63	USD 20,319.75
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Year 3								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S4	Intelligent Insights	2027-06-01	2028-05-31	Recurring	FTE	825	USD \$2,975.00	USD 2,975.00
S3	Canvas Studio Cloud Subscription	2027-06-01	2028-05-31	Recurring	FTE	825	USD \$5.63	USD 4,644.75
S2	24x7 Support	2027-06-01	2028-05-31	Recurring	20% of Subscription (Minimums Apply)	1	USD \$4,268.55	USD 4,268.55
S1	Canvas LMS Cloud Subscription	2027-06-01	2028-05-31	Recurring	FTE	825	USD \$25.87	USD 21,342.75

Year 4								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S4	Intelligent Insights	2028-06-01	2029-05-31	Recurring	FTE	825	USD \$2,975.00	USD 2,975.00
S3	Canvas Studio Cloud Subscription	2028-06-01	2029-05-31	Recurring	FTE	825	USD \$5.91	USD 4,875.75
S2	24x7 Support	2028-06-01	2029-05-31	Recurring	20% of Subscription (Minimums Apply)	1	USD \$4,481.40	USD 4,481.40
S1	Canvas LMS Cloud Subscription	2028-06-01	2029-05-31	Recurring	FTE	825	USD \$27.16	USD 22,407.00

Year 5								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S4	Intelligent Insights	2029-06-01	2030-05-31	Recurring	FTE	825	USD \$2,975.00	USD 2,975.00
S3	Canvas Studio Cloud Subscription	2029-06-01	2030-05-31	Recurring	FTE	825	USD \$6.21	USD 5,123.25
S2	24x7 Support	2029-06-01	2030-05-31	Recurring	20% of Subscription (Minimums Apply)	1	USD \$4,705.80	USD 4,705.80
S1	Canvas LMS Cloud Subscription	2029-06-01	2030-05-31	Recurring	FTE	825	USD \$28.52	USD 23,529.00

Billing Summary			
Segment	Recurring	Non-Recurring	Total
Year 1	USD 0.00	USD 0.00	USD 0.00
Year 2	USD 31,780.70	USD 0.00	USD 31,780.70
Year 3	USD 33,231.05	USD 0.00	USD 33,231.05
Year 4	USD 34,739.15	USD 0.00	USD 34,739.15
Year 5	USD 36,333.05	USD 0.00	USD 36,333.05
<b>Total</b>	<b>USD 136,083.95</b>	<b>USD 0.00</b>	<b>USD 136,083.95</b>

Products	Description	Qty
Intelligent Insights	Intelligent Insights leverages AI and analytics to proactively surface actionable insights that inform strategic initiatives to improve course and ed-tech effectiveness, student retention, and graduation rates. Intelligent Insights proactively monitors leading indicators and provides deep insights into students in need of attention, course readiness, LTI usage, as well as a conversational AI feature "Ask Your Data" that lets educators ask complex questions using simple and natural language.	825.00
Canvas Studio Cloud Subscription	Canvas Studio Cloud Subscription: Per FTE	825.00
24x7 Support	24x7 support per year (20% of subscription - minimums apply)	1.00
Canvas Studio - On Demand Training	One year of unlimited access to On Demand training content on Canvas Studio.	1.00
Canvas Studio Implementation	Implementation will include the following: Creation of Canvas Studio Instance Integration with Canvas LMS via LTI Admin creation	1.00

Instructional Design - Remote Consultation (Hourly)	Hourly remote consultation with members of our Instructional Design Team. We can provide you with course reviews, course enhancements, course building, design coaching, and course consultation around course design projects that support institution goals. Scheduling and usage of consulting services are subject to consultant availability and capacity. Consultant assigned to work will be selected based on scheduling need and available capacity. Working hours are limited to Instructure normal operating business hours including company holidays.	10.00
Strategic Consulting - Remote Consultation (Hourly)	Hourly remote consultation with a member of our Strategic Services team. Time spent will be tracked and reported to the client and may include contact time via phone or web conference or time spent preparing requested materials or deliverables. Strategic services will provide a recommended plan for the consultation time, and customizations can be made based on client specific needs. Services that may be delivered include: * Interactive webinars on a variety of topics addressing rollout strategy and adoption best practices * Review and feedback of client's vision and goals * Review and feedback of client's strategic or change management plans * Consultation and guidance in development of a client change management strategy * Consultation and coaching on product adoption strategies and user buy-in * Guidance with Instructure products through institution initiatives * Planning templates, customizable frameworks, and resources that support planning or help with the connection between Instructure products and institution instructional frameworks and pedagogy Scheduling and usage of consulting services are subject to consultant availability and capacity. Consultant assigned to work will be selected based on scheduling need and available capacity. Working hours are limited to Instructure normal operating business hours including company holidays.	20.00
Standard Migration	Migration of up to 1,000 courses from currently supported formats*. For content that is not supported, Instructure will provide best practices on how to migrate into Canvas LMS, if available. The following content packages are supported for bulk import into Canvas LMS: Angel, Blackboard 6/7/8/9, Blackboard Vista/CE, WebCT 6+ Course, Common Cartridge 1.0/1.1/1.2/1.3 Package, D2L, Moodle 1.9/2.x .zip file	1.00
Instructional Design - Ready Made Template	Select one pre-built template from our collection of designs. Templates are built with a variety of audience needs in mind. Instructions are included to modify design elements as needed. This course template and all of the content and assets within it are licensed for use on one instance of Canvas LMS. Please do not share this course template in whole or in part outside of the licensed instance for which this course template and associated contents were purchased.	1.00
Standard Data Provisioning / Technical Consulting for Canvas LMS Instance	One-on-one data provisioning support to get your user data into Canvas LMS, through one of the following methods: manual creation, CSV import, or SIS integration. Access to API documentation and Community guides will be provided. Excludes API-related coding/development. • Manual provisioning and CSV imports are configured and tested by you with basic guidance from your Canvas LMS consultants; your consultants and you will both perform tasks to establish SFTP access (if desired) or perform SIS integration (including grade pass back). Instructure will assist with one test using production data; additional testing or test environments require purchase of additional technical consulting hours.	1.00
Standard Project Management	• Canvas consultants will be assigned for the duration of your implementation project (i.e., approx. 12 weeks) to give you targeted, one-on-one guidance and ensure your success. • Project will be managed using a shared project plan, which outlines all implementation tasks, assignments, and timelines. • Regular project check-in calls with your consultants provide best-practice advice, processes, and Q&A. • All project management will be performed remotely.	1.00
Canvas LMS Instance Configuration	Creation and access to one (1) Canvas LMS Instance for up to five (5) of your chosen administrators. This instance will be configured with a "institutionname.instructure.com" URL based on requested URL availability.	1.00
Canvas LMS Training Virtual Session	One session of remote personalized Canvas LMS training of up to 90 minutes.	6.00
Training Portal Standard - Core + Advanced On-Demand Content	Unlimited access to core and advanced on-demand training content for teachers and admins through the Training Portal from Effective Date until the earlier of 12 months after subscription start date or the last date of the contracted subscription.	1.00
Canvas LMS - HE Standard Implementation	As prescribed by your purchased implementation package, your implementation will include the following: • Access to Canvas LMS consultants to guide your project, perform some tasks, and answer questions. • One Canvas LMS instance • Access to API information, guides, public courses, and best practice documentation.	825.00

Canvas LMS - Ready Made Training Course	Deliverable includes one (1) Canvas course including up to five (5) topics to be selected from a menu of available topics provided by Instructure. This product provides training through a Canvas course that provides videos, tips and best practices on the selected topics related to Canvas functionality. The course is designed to be used as self-paced learning with prebuilt self-check activities and/or a facilitated experience if Customer chooses to use the optional discussions and assignments. The course is not facilitated by an Instructure employee. Instructure will not perform customization (including but not limited to Customer vocabulary, content or graphics), course content may be customized by Customer after the course is delivered. The course will be installed on one instance of Canvas in a Learning Services sub-account. This course, all of its content and the assets within it are licensed for use on one instance of Canvas. Use of the course is limited to this one Canvas instance of the Customer on this Services Order Form and may not be shared in whole or in part outside of the licensed instance for which this Ready Made Training Course and associated contents were purchased (including public sharing using Canvas Commons).	1.00
Canvas Studio Standard Implementation		1.00
Canvas LMS Standard Implementation Bundle		1.00

**Quote Special Terms**

Recurring items on this Order Form (other than any 3<sup>rd</sup> Party Products) shall automatically renew for succeeding terms of 12-month duration at an annual price increase of 5% unless either party gives the other party 60 days' written notice of its intent not to renew prior to the expiration of the then-current term.

The services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related services prior to the first year Start Date at its sole discretion.

**Non-Recurring Expiration:** Unless otherwise stated in an applicable Statement of Work or this Order Form, Non-Recurring Products and 3rd Party Products must be completed within 12 months beginning on the later of the last date of signature or the Initial Start Date specified in this Order Form.

**Product Special Terms**

Instructure's support terms are available as follows: <https://www.instructure.com/canvas/support-terms>

**Terms and Conditions**

**Governing Terms:** This Order Form shall be governed by the Master Terms and Conditions which can be found here: <https://www.instructure.com/policies/mastertermsconditions>

**Data Processing Addendum:** The data processing addendum between the parties is available at: <https://www.instructure.com/policies/data-processing-addendum>

**Conflict Clause:** In the event of any conflict between this Master Terms and Conditions and any addendum thereto and this Order Form, the provisions of this Order Form shall control.

**Product Supplement Terms:** Product Specific Supplements which can be found here: <https://www.instructure.com/policies/product-supplements>, govern the use of the applicable product and/or feature offerings listed in this Order Form and/or utilized by Customer, and are incorporated into the Master Terms and Conditions.

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form?  Please Enter (Yes or No):	Check here if your company is exempt from US state sales tax:
If Yes, please enter PO Number:	<i>Please email all US state sales tax exemption certifications to ar@instructure.com</i>

Customer purchasing documentation, such as Purchase Orders, shall only be used as proof of acceptance of the Order Form referenced therein, and the associated Master Terms and Conditions. Any terms and conditions included in any such Customer purchasing documentation are hereby expressly disclaimed by Instructure, shall be void and of no effect, and shall in all cases be superseded by the applicable Master Terms and Conditions.

By executing this Order Form, each party agrees to be legally bound by this Order Form.

**Fort Scott Community College**

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Instructure, Inc. (USA/CAN)**

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**F. CONSIDERATION OF SALE OF STUDENT HOUSING**

**BACKGROUND:** Selling Greyhound Lodge and/or Garrison Apartments was discussed at April’s board meeting. The decision was tabled.

Greyhound Lodge: Following the board meeting an offer was made by a private party interested in buying Greyhound Lodge. Three options exist for this property:

1. Sale of Greyhound Lodge - Accept the offer on the table from the private party
2. Sale of Greyhound Lodge - Counter-offer to the private party
3. Sale of Greyhound Lodge – Request sealed bids from the public for the next 2 weeks (Publish in FS Tribune, Chamber Blast, Facebook, and Website)

Garrison Apartments: Sale of Garrison was being considered due to the inability to find an acceptable parking lot option for the students. Vanessa Poyner, Dean of Student Services is currently working with Fort Scott Nazarene to negotiate the use of their parking lot for another year. If the negotiation with Fort Scott Nazarene Church is successful, the sale of Garrison could be tabled until next academic year.

**RECOMMENDATION:** It is recommended the Board table the sale of Garrison until next academic year and move forward with the sale of Greyhound Lodge by selecting one of the proposed options above.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bailey	_____ Bartelsmeyer	_____ Fewins
	_____ Holt	_____ McKinnis	_____ Ropp

**G. CONSIDERATION OF ONE TIME DONATION TO FORT SCOTT NAZARENE CHURCH**

**BACKGROUND:** Over the past two academic years, Fort Scott Church of the Nazarene has graciously allowed FSCC students—primarily residents of Garrison Apartments—to park 10–20 vehicles on their property at no cost to the college. This arrangement has significantly alleviated housing-related parking overflow, contributed to campus safety, and supported a more organized student living experience. As FSCC continues to evaluate the long-term development of a permanent on-campus parking lot, the church’s partnership has provided an invaluable temporary solution.

Fort Scott Community College (FSCC) respectfully requests approval from the Board of Trustees to move forward with a one-time \$2,500 donation to the Fort Scott Church of the Nazarene. This donation is in appreciation of their continued generosity in allowing FSCC students to utilize their parking lot during the 2025–2026 academic year.

The Fort Scott Church of the Nazarene has reviewed and accepted the terms of our proposal. We are now seeking formal approval from the FSCC Board of Trustees to proceed with the donation and finalize the partnership for the upcoming academic year.

**Donation Proposal Summary:**

<b>Item</b>	<b>Details</b>
Donation Amount	\$2,500 (one-time payment)
Timeframe	2025–2026 academic year (approx. 9 months)
Number of Vehicles	10–20 FSCC student vehicles
Type of Agreement	One-year informal use arrangement
Mutual Understanding	Vehicles will be moved during church services or special events, as previously practiced

**Estimated Use of Donation Funds:**

<b>Category</b>	<b>Estimated Allocation</b>
Parking lot upkeep	\$1,500
Wear and tear/maintenance	\$500
Utilities/grounds (lighting, snow removal, etc.)	\$500
<b>Total</b>	<b>\$2,500</b>

**RECOMMENDATION:** It is recommended the Board table the sale of Garrison until next academic year and move forward with the sale of Greyhound Lodge by selecting one of the proposed options above.

BOARD ACTION:      MOTION \_\_\_\_                  SECOND \_\_\_\_                  VOTE \_\_\_\_  
DISCUSSION:  
VOTE:                  \_\_\_\_\_ Bailey                  \_\_\_\_\_ Bartelsmeyer                  \_\_\_\_\_ Fewins  
                                 \_\_\_\_\_ Holt                  \_\_\_\_\_ McKinnis                  \_\_\_\_\_ Ropp

**H. APPROVAL OF REVISED TUITION AND FEES FOR 2025-26 ACADEMIC YEAR**

**BACKGROUND:** The Tuition and Fees Schedule was approved at the April board meeting. Following the meeting several necessary changes were brought to our attention. The items highlighted in yellow have been modified.

**Further explanation on Bourbon County Tuition Waiver for High School Students**

In the past, Fort Scott Community College (FSCC) offered the Bourbon County tuition waiver to high school students attending Bourbon County schools. While these students received free tuition, they were still responsible for standard fees, resulting in a total cost of approximately \$198 for a typical three-credit hour course. Additionally, FSCC has provided financial compensation to partnering high schools to help offset instructional costs associated with offering concurrent enrollment courses. For the upcoming academic year, FSCC has approved a significantly reduced tuition rate of \$50 per credit hour and eliminated all fees for high school students. These new rates were established to remain competitive with other regional institutions, such as Allen County Community College, which offers similar pricing within our shared service area. Under this updated structure, high school students will pay only \$150 for a standard concurrent three-credit hour course, an affordable opportunity for families seeking early college.

Given the substantial reduction in tuition and the ongoing financial support to partnering high schools, FSCC will no longer offer the Bourbon County tuition waiver to high school students beginning next academic year. Students will continue to benefit from significantly discounted tuition rates, while the College maintains the sustainability of its concurrent enrollment partnerships and programs.

**RECOMMENDATION:** It is recommended the Board approve the revised Tuition and Fees for the 2025-26 Academic Year as follows.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bailey	_____ Bartelsmeyer	_____ Fewins
	_____ Holt	_____ McKinnis	_____ Ropp

Tuition Per Credit Hour	Academic Year 2024-2025	Academic Year* 2025-2026	Comments/Narrative
In-District (Bourbon County)	\$47.00	\$50.00	
High School Concurrent and Dual Credit Classes (those served currently)	\$50.00	\$50.00	*Concurrent no Student Fees assessed, ** Dual Credit Courses \$15 Student Fees
In-State / Out-of-state / Contiguous	\$62.00	See break-out below	
In-State & Contiguous (4 state MO, AR, OK)		\$64.00	
Out of State		\$85.00	
International	\$128.00	\$132.00	
<b>Fees Per Credit Hour Total - detailed below</b>	<b>\$66.00</b>	<b>\$69.00</b>	
Student Activity Fee #1	\$30.50	\$31.50	
Student Activity Fee #2	-		
General Fee	-		
Facilities Fee	\$7.00	\$7.50	
Student Wellness Fee	-		
Technology Fee	\$19.00	\$20.00	
Campus Security Fee	\$2.00	\$2.00	
Special Building Project Fee	\$7.50	\$8.00	
*Concurrent Classes - No Student Fees		\$0.00	NEW
** Dual Credit Courses - reduced Student Fees		\$15.00	NEW
Greenbush Virtual Fees Per Credit Hour	-	\$0.00	Discontinued
<b>Dormitory/Housing/Meal plans- Per Semester</b>			
Dorm/ Housing Application Fee-non-refundable after Aug 1-Fall; Jan 1-Spring	\$125.00	\$130.00	Non-refundable charge for all housing apps (Added \$5 to cover credit card fees). Paid through the website prior to submitting housing application online.
Damage Deposit		\$200.00	Applied to students in off campus apartments. (Refundable) Must be paid prior to receiving the keycard for the room.
Greyhound Hall Dormitory - meal plan required			
Room (double occupancy)	\$1,330.00	\$1,430.00	
Private Room Rate - if available	\$1,995.00	\$2,095.00	
Meal Plan	\$1,860.00	\$1,900.00	
Boileau Hall Dormitory - meal plan required			
Room (double occupancy)	\$1,650.00	\$1,750.00	
Private room rate - if available	\$2,475.00	\$2,575.00	
Meal Plan	\$1,860.00	\$1,900.00	
Apartments - Garrison - Meal plans available for purchase			
Room (double occupancy per bedroom)	\$2,700.00	\$2,800.00	
Private room rate - if available	\$4,050.00	\$4,150.00	
Damage deposit	\$200.00	\$200.00	
Meal Plan	\$815.00	\$1,900.00	18 meal plan available
Greyhound Lodge - Meal plans available for purchase			
Room only (double occupancy)	\$1,700.00	\$1,800.00	
Private room rate - if available	\$2,550.00	\$2,650.00	
Meal Plan	\$815.00	\$1,900.00	18 meal plan available
Summer Housing Apartments - Garrison - No meal plans available		\$1,400.00	per Summer Semester
Laundry Fee-per semester (Boileau,Greyhound Hall, Greyhound Lodge, Garrison)	\$25.00	\$100.00	To be billed separate from housing charges
Additional meal plans available for off campus students			
18 meals per week (cost per semester)		\$1,900.00	
<b>Miscellaneous Fees</b>			
ISF Check Charge	\$50.00	\$50.00	Processing Fee
Transcript Fee			
in house	\$5.00	\$5.00	
on-line	\$10.00	\$10.00	
International Student Application Fee	\$50.00		non-refundable
International Student deposit (refundable)		\$1,500.00	down payment required before eligible for enrollment
Graduation Testing Fee (graduates not taking Capstone class)	\$50.00	\$50.00	
Stall Rental (per semester - per horse)	\$250.00	\$250.00	
Replacement student ID fee	\$7.00	\$7.00	

Tuition Per Credit Hour	Academic Year 2024-2025	Academic Year* 2025-2026	Comments/Narrative
<b>Program or Course Fees</b>			
Art Supplies	\$30.00	\$50.00	
Band or Choir		\$20.00	To cover materials and apparel
Band Instrument rental fee		\$50.00	\$25 per semester
Chemistry (in person only) Lab Fee	\$25.00	\$35.00	
CHE 1095 Basic Chem (online)	\$201.00	\$100.00	Caroline Biological Kit
Physical Science (in person & hybrid) Lab Fee	\$25.00	\$35.00	The in-person class complete in-person labs as part of the coursework so materials are supplied by the college while online students do "wet labs" at home so they have to buy supplies, personally, for the assigned labs.
Physical Science (online)	\$180.00	\$100.00	Carolina Biological Kit
Physics (online & hybrid)	\$146.00	\$90.00	Connect Program - Includes the eBook and virtual lab
General Biology (in person & hybrid) Lab Fee	\$25.00	\$35.00	The in-person class complete in-person labs as part of the coursework so materials are supplied by the college while online students do "wet labs" at home so they have to buy supplies, personally, for the assigned labs.
BIO1215 General Biology (online & hybrid)	\$120.00	\$85.00	Connect Program - Includes the eBook and virtual lab
BIO1225 Principles of Biology I Lab Fee	\$25.00	\$35.00	
BIO1235 Principles of Biology II Lab Fee	\$40.00	\$50.00	These are the higher level biology course that have a larger expense due to some of the labs.
BIO1245 Microbiology Lab Fee	\$40.00	\$50.00	These are the higher level biology course that have a larger expense due to some of the labs.
BIO1255 A&P (in person & hybrid) Lab Fee	\$40.00	\$50.00	These are the higher level biology course that have a larger expense due to some of the labs. There is a separate price for the book.
BIO1255 A&P (online only)	\$120.00	\$90.00	Connect Program - Includes the eBook and virtual lab
BIO1095 Environmental Life Science (online)	\$120.00	\$125.00	Connect Program - Includes the eBook and virtual lab
Nutrition (all)		\$90.00	Connect Program - Includes the eBook and virtual lab
Agriculture Class Material Fee AGR 1204	\$25.00	\$25.00	
Agriculture Class Material Fee AGR 2244	\$25.00	\$25.00	
Agriculture Class Material Fee AGR1061-Cattle artificial Insemination	\$400.00	\$400.00	
MAT 1073 Intermediate Algebra	\$90.00	\$0.00	Phasing out
MAT 1075 Intermediate Algebra with Review		\$0.00	Phasing out
MAT 1083 College Algebra	\$90.00	\$90.00	Hawkes System
MAT 1084 College Algebra with Review	\$90.00	\$0.00	Phasing out
MAT 1063 Quantitative Reasoning	\$114.00	\$90.00	Hawkes System
MAT 1065 Quantitative Reasoning with Review		\$0.00	Phasing out
MAT 2253 Elementary Statistics		\$120.00	ALEKS
MAT 1093 Trigonometry		\$114.00	WebAssign
MAT 2043 Math for Ed	\$80.00	\$0.00	Discontinued
<b>HVAC</b>			
Work Ready Certificates (1st Semester Only)	\$250.00	\$0.00	NCCER Credentials
<b>John Deere and Harley Davidson Programs</b>			
John Deere Program Fee (Fall/Spring Only)	\$300.00	\$300.00	
John Deere Program Computer/ Software Fee (Fall/Spring Only)	\$100.00	\$50.00	Dealerships provide laptops to students- our IT doesn't support the software
Harley-Davidson Program Fee (Fall/Spring Only)	\$665.00	\$665.00	
<b>Cosmetology &amp; Manicuring Program</b>			
Manicurist Uniform	\$65.00	\$0.00	Program doesn't use uniform shirts
Manicurist Kit (one time)	\$500.00	\$500.00	
Manicurist Kit for HS		\$250.00	
Program Fee - Cosmetology (per semester)	\$2,030.00	\$2,200.00	Increase in kit costs
Instructor in training kit	\$415.00	\$415.00	
<b>Nursing/ Allied Health / EMT Program Fees</b>			
EMT Beginner Lab Fees (includes background check)	\$305.00	\$305.00	
Practical Skills Examination Fee	\$125.00	\$125.00	
EMT Insurance	\$20.00	\$20.00	
EMT State Certification Application Fee	-		
EMT National written exam	\$100.00	\$100.00	
First Responder	\$50.00	\$50.00	
Allied Health Lab Fee (CNA/CMA)	\$35.00	\$35.00	
ALH Insurance (CNA/CMA) (not refundable)	\$20.00	\$20.00	
Allied Health KDAD App Fee (CNA/CMA/HHA)	\$22.00	\$22.00	
Allied Health Online testing fee (CNA /HHA only)	\$18.00	\$18.00	

Tuition Per Credit Hour	Academic Year 2024-2025	Academic Year* 2025-2026	Comments/Narrative
Nursing Program Fee and Lab Fee (Fall/Spring Only-Non refundable)	\$450.00	\$450.00	
Nursing Program Computer/Software fee	\$50.00	\$50.00	Program access code- first semester only
<b>Individual Course Fees</b>			
**Safety Orientation/OSHA 10 - Certification Fee	\$60.00	\$60.00	Post Secondary Students
**Safety Orientation/OSHA 10 - Certification Fee	\$60.00	\$32.00	High School Students
<b>**OSHA 10 Certification required for: CNT,HVC,WLD</b>			
CNT 1013 Intro to Craft Skills	\$225.00	\$225.00	
CNT 1033 Concrete I	\$225.00	\$225.00	
CNT 1053 Electrical I	\$225.00	\$225.00	
CNT 1103 Roof framing	\$225.00		
CNT 1113 Windows, Doors & Stairs	\$225.00		
CNT 1124 Carpentry Basics	\$225.00	\$225.00	
CNT 1134 Floors, Walls, Ceiling Frames	\$225.00		
CNT 2115 Exterior Carpentry	\$225.00	\$225.00	
CNT 2125 Interior Carpentry	\$225.00	\$225.00	
CNT 1024 Carpentry I		\$225.00	
CNT 1026 Carpentry II		\$225.00	
CNT 1084 Masonry I	\$195.00	\$195.00	
CNT 1106 Masonry Installation Tech	\$195.00	\$195.00	
CNT 1143 Tile Setting	\$195.00	\$195.00	
CNT 1153 Stone Laying	\$195.00	\$195.00	
CNT 2024 Masonry III	\$195.00	\$195.00	
CNT 2064 Masonry II	\$195.00	\$195.00	
CNT 2074 Masonry IV	\$195.00	\$195.00	
CNT 2086 Advanced Masonry Laying Tech	\$195.00	\$195.00	
HVC 1063 HVAC	\$175.00	\$175.00	
HVC 1233 HVAC sheet metal	\$175.00	\$175.00	
HVC 1414 HVAC Fundamentals	\$175.00	\$175.00	
HVC 1424 HVAC Fundamentals Lab	\$175.00	\$175.00	
HVC 1434 Electrical Fundamentals	\$175.00	\$175.00	
HVC 1481 HVAC Special Project	\$175.00	\$175.00	
HVC 1533 Electrical Fundamentals Lab	\$175.00	\$175.00	
HVC 1633 Air Conditioning Design	\$175.00	\$175.00	
HVC 2382 Motors & Controls	\$175.00	\$175.00	
HVC 2413 Heating System Fundamentals	\$175.00	\$175.00	
HVC 2433 Residential Controls	\$175.00	\$175.00	
HVC 2443 Residential Controls Lab	\$175.00	\$175.00	
HVC 2463 Air Conditioning Equipment Analysis	\$175.00	\$175.00	
HVC 2473 Air Conditioning Equipment Analysis	\$175.00	\$175.00	
HVC 2481 Special Project	\$175.00	\$175.00	
HVC 2482 Motors & Controls	\$175.00	\$175.00	
HVC 2513 Heating Lab	\$175.00	\$175.00	
WLD 1013 Basic SMAW Shielded Metal Arc Welding	\$200.00	\$225.00	Increase in Materials
WLD 1023 Basic GMAW Gas Metal Arc Welding	\$200.00	\$225.00	Increase in Materials
WLD 2013 Basic GTAW Gas Tungsten Arc Welding	\$200.00	\$225.00	Increase in Materials
WLD 2023 Advanced Welding (SMAW II Shielded Metal Arc Welding II)	\$200.00	\$225.00	Increase in Materials
WLD 2033 Special Welding Techniques	\$200.00	\$225.00	Increase in Materials
WLD 2123 Advanced Welding (GMAW II Gas Metal Arc Welding II)	\$200.00	\$225.00	Increase in Materials
CNT 1064 Intro to Heavy Equipment	-		Discontinued
CNT 1065 Basic Heavy Equipment	\$225.00	\$225.00	New Course
CNT 2165 Advanced Heavy Equipment	\$225.00	\$225.00	New Course
CNT 1054 Heavy Equipment I	\$225.00	\$225.00	
CNT 2054 Heavy Equipment II	\$225.00	\$225.00	
CNT 2054 Heavy Equipment III	\$225.00	\$225.00	
CNT 2054 Heavy Equipment IV	\$225.00	\$225.00	
EWT workshops - 2 days	\$140.00	\$140.00	
EWT workshops - 1 day	\$70.00	\$70.00	EWT1150 Small W & WW Systems
EWT 1261 Cross Connections Control - Incl certification	\$250.00	\$250.00	
EWT 1262 Backflow prevention - incl certification	\$350.00	\$350.00	

\*Board Approved \_\_\_\_\_

**I. CONSIDERATION OF VICE PRESIDENT CONTRACTS FOR THE 2025-26 ACADEMIC YEAR**

**BACKGROUND:** The following are recommended for vice president contracts for the 2025-26 academic year:

Vice President of Finance and Operations	Missy Scott
Vice President of Students	Vanessa Poyner

**RECOMMENDATION:** It is recommended the contracts for the aforementioned vice presidents be approved for the 2025 - 26 academic year.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bailey	_____ Bartelsmeyer	_____ Fewins
	_____ Holt	_____ McKinnis	_____ Ropp

**J. APPROVAL OF AGREEMENT BETWEEN THE JOPLIN OUTLAWS AND FORT SCOTT COMMUNITY COLLEGE**

**BACKGROUND:** Mid-America League Baseball/Joplin Outlaws is seeking help in team transportation for the summer season. Following is a contract to address specific arrangements of how FSCC is able to facilitate the league's transportation needs.

**RECOMMENDATION:** It is recommended the Board approve the agreement between the Joplin Outlaws and Fort Scott Community College.

BOARD ACTION:        MOTION \_\_\_\_            SECOND \_\_\_\_            VOTE \_\_\_\_  
DISCUSSION:  
VOTE:                \_\_\_\_ Bailey                \_\_\_\_ Bartelsmeyer                \_\_\_\_ Fewins  
                              \_\_\_\_ Holt                        \_\_\_\_ McKinnis                        \_\_\_\_ Ropp

## **AGREEMENT**

### **Between Joplin Outlaws and Fort Scott Community College**

This Agreement is entered into on this **15th day of May, 2025**, by and between the **Joplin Outlaws**, a summer collegiate baseball organization based in Joplin, Missouri (“Outlaws”), and **Fort Scott Community College**, a public community college based in Fort Scott, Kansas (“FSCC”). This is an agreement for services and associated consideration and shall not be construed as a partnership or sponsorship beyond the scope of this document.

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## **1. Term**

This Agreement shall commence on **May 15, 2025**, and shall remain in effect through the conclusion of the **2025 Joplin Outlaws baseball season**.

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## **2. Consideration**

In exchange for the transportation services detailed below, the **Joplin Outlaws agree to compensate FSCC** with:

- **\$20,000 in cash**, and
- **\$15,000 in trade value**, comprised of sponsorship rights and hospitality benefits.

Total value: **\$35,000**

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## **3. Fort Scott Community College Shall Provide:**

### **a. Transportation Services**

- Transportation for **ten (10)** Joplin Outlaws away trips, including:
  - **Seven (7)** charter bus trips
  - **Three (3)** trips utilizing FSCC’s van fleet

### **b. Charter Services**

For the seven (7) charter bus trips, FSCC shall provide:

- A qualified **driver**
- Necessary **insurance**
- All required **fuel**

**c. Van Fleet**

- FSCC agrees to lease its **van fleet** to the Joplin Outlaws for **three (3)** trips to **Fort Smith, Arkansas**.
- 

**4. The Joplin Outlaws Shall Provide:**

**a. Financial Compensation**

- A total of **\$20,000** in cash to FSCC.

**b. Trade Value (\$15,000), consisting of:**

**1. Sponsorship Rights**

- FSCC will be granted **Title Sponsorship** of the “**Battle at the Fort**” event, taking place **July 11–13, 2025**.

**2. Hospitality**

- The Outlaws will provide **housing and meals** for the **charter bus driver** during each of the seven (7) charter trips.

**3. Scoreboard Sponsorship**

- FSCC will receive a **scoreboard sponsorship placement** at **Joe Becker Stadium** for the duration of the **2025 Joplin Outlaws Season**.
- 

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first written above.

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**Joplin Outlaws**

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

Name: Konor Lathrop

Title: General Manager

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

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**Fort Scott Community College**

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

Name:

Title:

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

**K. APPROVAL OF RESPONDUS LOCKDOWN BROWSER LICENSE RENEWAL**

**BACKGROUND:** The proposal recommends the renewal of license for Respondus LockDown Browser, a secure testing solution that supports academic integrity in online assessments. Respondus LockDown Browser is a custom browser that locks down the testing environment within our Learning Management System, Blackboard. It is specifically designed to prevent digital cheating during online exams and assessments. Our current license is set to expire at the end of July, and timely renewal will ensure uninterrupted access and support for our faculty and students.  
Cost:

LockDown Browser: \$2995  
Respondus Monitor (1000 seats): \$ 5950\*

\* The Respondus Monitor fee above is based on your current license level. The renewal fee may increase if seat usage exceeds this level prior to the end of the term.

**RECOMMENDATION:** It is recommended the Board approve the Respondus Lockdown Browser license renewal.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bailey	_____ Bartelsmeyer	_____ Fewins
	_____ Holt	_____ McKinnis	_____ Ropp

## **CORRESPONDENCE AND ADMINISTRATIVE UPDATES**

# Miami County Campus

*April 2025*

- Nolanda proctored the CMA state exam on the 4<sup>th</sup>
- Met with Jared Wheeler to tour MCC and talk about admissions and recruiting at MCC
- Meeting with students about graduation
- Advising appointments for summer and spring enrollments
- Campus tours for new, incoming students
- EWT/WLD faculty evaluations
- Planning for Open House/Chamber Coffee (double chamber coffee)
- Facebook and Flyer marketing
- Review welding program with faculty
- Planning PTK induction
- Planning Celebration of Success
- Planning EWT Advisory meeting
- Planning WLD Advisory meeting
- Capstone course at MCC 04/12
- Kansas Works hosted a resume writing/mock interview workshop at MCC 04/15
- Drexel High School ACCUPLACER 04/16
- Welding Advisory Meeting at MCC 04/16
- Meetings with New Students and Parents – Including 2 Homeschool Students
- EWT Advisory Meeting at MCC 04/23
- Meeting with Amy Peterson (OHS) Counselor 04/28
- Nursing Advisory Meeting 04/29
- Met with a Student Regarding Programs 04/30
- Complete remaining Faculty Evaluations for Paola, Miami County Concurrent and EWT.
- Plan for Chamber Coffee/Open House
- Planning/Coordinating for the MCC Celebration of Success/PTK Induction Ceremony,
- Provide PTK updates for Headquarters



# SENIOR-VERSITY

## 2025 CALENDAR OF EVENTS

offered by FSCC Foundation

**JUNE 12**

**BOURBON COUNTY  
MURAL BUS TOUR**

**JULY 10**

**PAINTING CLASS AT  
ARTIFICERS**

**AUG 14**

**FSCC TOUR/Q&A WITH  
NEW PRESIDENT**

**SEPT 11**

**TOUR OF MARY QUEEN OF  
ANGELS CATHOLIC CHURCH**

**OCT 9**

**GORDON PARKS MUSEUM  
TOUR + GAMES**

**NOV 11**

**VETERAN'S DAY PROGRAM  
NATIONAL CEMETARY #1**

**DEC 11**

**TROLLEY CHRISTMAS  
LIGHTS TOUR**



Visit [fscfoundation.org](https://fscfoundation.org) to find detailed information about each event and to rsvp. Questions - call 620.223.2700 x5830

# 2024/2025 Foundation Scholarship Breakdown

**FALL**

Foundation Scholarships	\$	159,035.00
Baseball Scholarships	\$	40,515.00
Ellis Foundation/Match	\$	5,501.25
<b>Total</b>	<b>\$</b>	<b>205,051.25</b>

**SPRING**

Foundation Scholarships	\$	125,027.00
Baseball Scholarships	\$	39,799.00
Ellis Foundation/Match	\$	3,014.00
TRIO	\$	10,000.08
<b>Total</b>	<b>\$</b>	<b>177,840.08</b>

**FOUNDATION TOTAL**

Fall	\$	159,035.00
Spring	\$	125,027.00
Ellis Fall	\$	5,501.25
Ellis Spring	\$	3,014.00
TRIO	\$	10,000.08
<b>TOTAL</b>	<b>\$</b>	<b>302,577.33</b>

<b>SCHOLARSHIP BUDGET APPROVED</b>	<b>\$</b>	<b>366,464.00</b>
<b>August Board Meeting</b>		

## May 19, 2025 Board of Trustees Update

### Student Services

#### Vanessa Poyner, Dean of Students

- J1 Training
- Conducted Spring 2025 Student Survey
- Worked with HBCAT on “Hungry Free Kansas” grant application
- Met with SEKMH for Therapist agreement
- Produced an offer to FS Nazarene Church for use of their parking lot for the 25-26 school year.
- Worked with Ralph on AED Grant
- Outstanding Student Ceremony
- Track & Field Graduation ceremony
- Graduation family picnic
- Graduation rehearsal celebration
- Spring Fling Activities
- Working on Signage around campus
- Students donating items to the pantry

#### Alyssa Martin, Director of Student Life

##### Applicant Update

Boileau Hall: 56/100

Greyhound Hall: 22/117

Garrison Apartments: 36/40

Greyhound Lodge: 8/44 ( All rodeo)

##### Student Life

- Hosted a Spice Tasting Contest
- Hosted "De-Stress Before You Test" Day
- Hosted a Water Balloon Fight
- Hosted a Campus Block Party
- Collaborated with TRIO to host a Dunk Tank activity during their Field Day event.
- Facilitated Move-Out Week Preparation to ensure a smooth transition for departing students.
- Established Donation Stations across campus for students to contribute unused items during move-out.

- Conducted a Training Session for Resident Assistants (RAs) and Resident Directors (RDs) on proper student move-out procedures.
- Distributed Housing File Completion and Room Assignment Emails to incoming John Deere students.
- Participated in two J1 Training Sessions
- Attended FSHS Enrollment Day
- Organized Housing Applications
- Began Student Move-Out Process
- Attended planning meetings to develop a Clear Dorm Cleaning Schedule post-move-out.
- Hosted a Karaoke Night

**Registrar, Courtney Metcalf**

- J1
  - Validation of degree audits
  - Continued work on identifying and correcting data conversion issues - all common and registration module issues have been corrected or are pending J1 potential solution responses
  - Completed typing individual courses on advising worksheets
  - Advanced Budget Training
  - JICS Training
  - AP Training
  - Communications Plus Training
  - Parchment Integration Meetings/Submitted Test Data
  - Candidacy and AD to RE Meetings
  - Web Finance Permissions Training
  - Scholarship/FA Meeting
  - Three Day Data Readiness Training
  - Student Life Training
  - Week long Reg and Advising Training
  - Online Application Meeting
  - Student Email Meeting
  - CRM Training
  - Purchasing Training
  - Working on transcript validation and report customization
  - Project Manager Meeting
- Graduation
  - General graduation preparation – program, degree audits, planning, regalia, etc...
  - Graduation times set as follows on May 16th:
    - 9 AM: AAS Degrees and Certificates
    - Noon: AA/AS/AGS Degrees
  - Track Graduation was held on May 12<sup>th</sup>

- Graduation Rehearsal is schedule for 5/15 at 1:00 – Foundation will hand out Alumni tees and we will provide snacks
- Alyssa has worked with the graduation team to provide some amazing events (dunk tank, family bbq, etc...)
- Outstanding Student Ceremony was held on May 8<sup>th</sup> at 3:00 – awards and light refreshments
  
- Reports/Meetings/Daily Work/Other
  - Attended the KBOR CPL Taskforce Meeting
  - KHEDS Spring Webinar
  - Taylor is making sure erroneous students are not enrolled
  - Collecting and processing final grades
  - Various Internal Reporting
  
- International Student Coordinator
  - Precia is working with several international prospects for fall
  - Checking student visa statuses in SEVIS
  - Working with current students to transfer or return

**Director of TRIO, Holli Mason**

150 Active Students. 16 Pending Students. Funded to serve 150. Still looking to add a few for AY 2024-2025.

4/16 – Budget Meals/Chopped

14 students, 1 Mentor. Students learned from Lori Nelson how to quickly, easily, and cheaply prepare 3 different meals. Student favorites were the Mexican dish and the 2-ingredient pizza dough.

4/23 – Healthy Relationships Workshop (rescheduled from 3/6)

15 students, 2 Mentors. Stacy and Holli presented to students using “Behind the Post” content about healthy/maladaptive behaviors in relationships. Students were engaged and participated. A few weeks following the workshop, an attendee informed TRIO staff they ended a 2-year relationship because the workshop helped them realize they were not in a healthy relationship.

5/5/25 – Recognition Celebration

51 students, 5 Mentors, 1 Administrator, 3 Staff. This is the highlight of the year. Students were awarded graduation certificates, graduation cords, scholarship certificates, and special awards. The theme for several of the awards seemed to be “Comeback Kid.” TRIO served several students this year that had attempted college in the past, but for whatever reason, were not successful. Upon returning to FSCC, these students had glorious success stories. TRIO was thankful to get to celebrate this day with students, their families, mentors, and administrators.

5/8/25 – Field Day

42 students, multiple Mentors. TRIO partnered with Student Activities Director, Alyssa Martin, to combine “old school” Field Day activities (sack race, 3-legged race, lawn darts, corn hole, and volleyball) and the Dunk Tank. Students seemed to have a great time, and TRIO staff are very appreciative of Alyssa agreeing to this partnership.

TRIO staff have participated in the following trainings/meetings this semester:

EdSights launch, follow-up, and student contacts

Council for Opportunity in Education updates

MoKanNe Annual Conference

Strategic Enrollment Management meetings

HLC Committee groups

Employee Relations Committee

J1 Advising/Training

OMB Updates with Lucy Jones

PTK Induction

Outstanding Sophomore Reception

Track and Field Graduation

Nursing Pinning

AAS/Certificates Graduation Ceremony

AA/AS/AGS Graduation Ceremony

**On May 2, 2025, President Trump released his proposed budget for Fiscal Year 2026, which covers the 2026–2027 academic year. In this proposal, funding for TRIO and GEAR UP programs has been eliminated entirely. The Trump Administration has characterized TRIO programs as outdated, claiming that college access is no longer the barrier it was when these initiatives were first established to support disadvantaged students.**

**However, at FSCC, TRIO staff continue to witness firsthand that college access and success continue to be significant challenges for underrepresented and disadvantaged students.**

**In response to this proposed defunding, the Council for Opportunity in Education (the national TRIO advocacy agency), the Educational Opportunity Association (regional TRIO chapter), MOKANNE (the Missouri, Kansas, and Nebraska chapter), along with TRIO professionals, alumni, and students**

**nationwide, will be rallying in the coming months to advocate for the restoration of TRIO funding. They will be sharing stories of student success and demonstrating the ongoing need for these programs.**

**FSCC Administration has already pledged its support for this advocacy effort, and FSCC TRIO encourages you to join as well. You can help by contacting your U.S. Senators and Representatives to voice your support for TRIO programs.**

**For more information on how to get involved, including data, talking points, or sample letters, please contact the FSCC TRIO office.**

## Instruction Office Updates:

- Attended the advisory board meetings for Ag and Nursing.
- Attended the Student Nursing Organization (SNO) meeting. They had a speaker from the Red Cross, and she spoke about the importance and need for blood drive.
- Had the Curriculum Committee meeting. The committee approved nursing curriculum, addition of Softball III, and deletion of outdated courses.
- Met with delegates from MSSU to create a 2+2 pathway for AAS in Farm and Ranch Management leading to BS in Agribusiness.
- Sara, Rory, and I met with Don Epps, Pleasanton Superintendent and Shawn Thomas, Superintendent Jayhawk Linn district to discuss the terms of the MOU for STARS.
- Met with Rob Harrington, REDI to discuss partnership for the grant from The Patterson Foundation. Provided a letter of support to REDI.
- Rory and I met with Dan Boley to discuss the MOU for CTEC.
- The Inservice Committee met to create the agenda for fall inservice.
- Created a form to collect information for student services.
- Collecting evidence of professional development opportunities from all employees.
- Collecting evidence of teaching and learning opportunities for Criterion 3.
- Attended the NACTEi conference in Tucson Arizona.
- Had a conversation with WSU-tech president to discuss plan for CTEC.
- Worked with the LMS subcommittee gathered information on Blackboard Ultra and Canvas.
- Final exams are currently in progress this week. Faculty and staff are working to support students as they complete the final assessments of the semester.
- Graduation is May 16.

## Reports:

- Submitted a report to KBOR regarding financial aid and scholarship for AY 25.
- Submitted the paperwork for Ceramics I to KBOR.
- Received a response from HLC on the Quality Initiative report. The assessment committee had worked hard on the report, and we submitted in March. The HLC panel acknowledged that our report shows genuine efforts, and the Commission accepted the report.
- The Nursing department received a letter from ACEN. The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree Nursing Program is Continuing Accreditation until 2028.
- Completed and submitted the technology internship grant to KBOR for four faculty members: Brandon Fisher, Mindy Smith, Toni Summers, and Dean Grant.



**Fall Inservice**  
**August 13-15<sup>th</sup>, 2025**

**Wednesday, August 13<sup>th</sup>**

7:30-8:30 AM

**Coffee, Bailey Hall Commons Area**

**Bailey Hall Round Rooms**

8:30- 9:30 AM

Administrative Updates

9:30-10:45 AM

HLC Update

10:45-11:00AM

Break

11:00-11:30 AM

Title IX – Vanessa Poyner

11:30-12:00 PM

Mental Health Training

12:00-1:00 PM

Lunch

**Breakout Sessions:**

1:00-2:00 PM

J1 for Faculty – Ben Souza & Courtney Metcalf  
Leadership – Lindsay Hill

2:00-3:00 PM

LMS/Online Training – Maria Bahr & Susie Arvidson  
J1 for Staff- Ben Souza & Courtney Metcalf

3:00-4:00 PM

Best Practices/Ethical Use of AI – Deborah Hyland  
Perkins Update – Sara Sutton

4:00-5:00 PM

Teams Training

5:30-7:30 PM

Adjunct Inservice

Round Rooms

## **Thursday, August 14<sup>th</sup>**

8:00 AM - 5:00 PM      Office hours, committee meetings (if scheduled), and division chair meetings (if scheduled)

## **Friday, August 15<sup>th</sup>**

8:00 AM - 5:00 PM      Office hours, committee meetings (if scheduled), and division chair meetings (if scheduled)

**Fort Scott Community College**  
**Board Meeting**  
**May 19, 2025**

**Missy Scott - Vice President of Finance and Operations**

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**Business Office**

An end of year reminder was sent out to ***All Users*** with dates for final requisition dates, final purchase dates, final date to charge on credit cards, last check runs, and final date for cash receipts to be recorded.

Landmark Bank has worked with Hannah and Marci to implement a Positive Pay product. Positive pay monitors for fraudulent checks being presented through our bank account. With the increase in fraud, it gives us a tool to monitor and approve/deny checks being presented.

Student billing statements were sent again in May. Starting in July (after we have converted to J1) we will begin the process to refer past due accounts to collections.

Missy attended the NACTEi conference the week of May 4<sup>th</sup> along with Sara, Sonia, Ben and Rory. The conference provided educational sessions for administration of the Carl Perkins grants.

Operating Budget forms and directions have been distributed to departments and are due back May 31<sup>st</sup>.

Public Budget forms for 2025-26 have been received from KS Municipal Services. We will begin the process to develop the public budget.

Hannah and I will be working with Ben Souza to reconcile spending for the Perkins Grant in the next few weeks.

Lillie will be finalizing the IOWA grant in June, as they are not renewing with FSCC as the administrator of the program.

With the resignation of Ashton Nolan, Lillie has been transitioning into the payroll clerk part-time position.

**Plant/Maintenance**

Maintenance and custodial departments have been planning the summer cleaning and maintenance schedule to get the dorms ready for summer and fall students. As the maintenance staff has extra time, they will be working on finishing up the interior of the softball building.

**Information Technology**

The IT department has been developing a GLBA Compliance Program and policies. They are preparing for summer IT projects. They have been organizing their hardware inventory for better use of space and removing obsolete hardware.

Jared Dorsey along with the IT staff is working on a refresh of our printer devices. Lakeland Office Systems has provided a proposal consisting of new printers/copiers, consolidation of printers/copiers and removal of old printers/copiers. The total savings projected is approximately \$8,000/year savings.

**Financial Aid**

The financial aid staff is working on final reconciliation for SEOG, Workstudy, Pell Grants and Student Loans and we will be completing some final draw-downs for year end.

## **Interim President Updates: May 19<sup>th</sup>, 2025**

### Agreement with USD344:

- The agreement the board approved at the special board meeting on Monday, May 12<sup>th</sup> was signed by Bryan Holt and sent to Don Epps, USD344 superintendent, for review, approval, and signature.

### Southeast Kansas Career and Technical Education Center Update:

- Our administrative team continues to work with SEK CTEC on a plan for the 2025 – 2026 school year.

### NACTEi Conference:

- Missy, Ben, Sonia, Rory, and I attended the National Association for Career and Technical Education Information conference last week in Arizona.
- This annual conference is always a great opportunity to get the most up to date information on Perkin’s grant information, network with other institutions, and learn about new concepts that further advance our career and technical programs.

### Cabinet Meetings:

- The cabinet has been working on the following:
  - Evidence for the strategic plan
  - Review of employee feedback of new policies

### HLC:

- Our employees learned about Criterion 4: Sustainability this quarter.
- Dr. Sherri Barrett met with our steering committee to talk with us about the plan for her services.
- Dr. Barrett will be reviewing our assurance argument, having zoom meetings and coming to FSCC for a “mock visit” in the fall.

Community Forum:

- Will resume regular community forums when school starts back up in the fall.
- We will schedule one closer to the HLC visit as well.

Open Positions:

- Positions we currently have open are accounting clerk, EWT adjunct, cosmetology instructor, nursing instructor, choir director, athletic assistant, athletic trainer, custodian, and CLD drivers.

**EXECUTIVE SESSION**

**RECOMMENDATION:** It is recommended that the Board adjourn to executive session.

**MOVE TO EXECUTIVE SESSION:**

BOARD ACTION:      MOTION \_\_\_\_ SECOND \_\_\_\_              VOTE \_\_\_\_  
DISCUSSION:  
VOTE:              \_\_\_\_\_ Bailey              \_\_\_\_\_ Bartelsmeyer              \_\_\_\_\_ Fewins  
                         \_\_\_\_\_ Holt                              \_\_\_\_\_ McKinnis                              \_\_\_\_\_ Ropp

**MOVE TO REGULAR SESSION:**

BOARD ACTION:      MOTION \_\_\_\_ SECOND \_\_\_\_              VOTE \_\_\_\_  
DISCUSSION:  
VOTE:              \_\_\_\_\_ Bailey              \_\_\_\_\_ Bartelsmeyer              \_\_\_\_\_ Fewins  
                         \_\_\_\_\_ Holt                              \_\_\_\_\_ McKinnis                              \_\_\_\_\_ Ropp

**ADJOURN**

BOARD ACTION:      MOTION \_\_\_\_      SECOND \_\_\_\_      VOTE \_\_\_\_  
DISCUSSION:

VOTE:            \_\_\_\_\_ Bailey            \_\_\_\_\_ Bartelsmeyer            \_\_\_\_\_ Fewins  
                     \_\_\_\_\_ Holt            \_\_\_\_\_ McKinnis            \_\_\_\_\_ Ropp