

West Plains Schools Board of Education  
Regular Session Meeting  
5:00 P.M. June 27, 2017  
Central Administration Office

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. OPEN SESSION – for a motion to go into closed session
- IV. CLOSED (EXECUTIVE) SESSION
  - A. Adjournment to Closed Executive Session
    - 1. Pursuant to Section 610.021.3 Personnel Matters
  - B. Adjournment from Closed Executive Session
- V. CALL TO ORDER – The regular Session of the School Board meeting will be called to order at 5:30 P.M.
- VI. PLEDGE OF ALLEGIANCE - Board President
- VII. ROLL CALL AND ESTABLISHMENT OF QUORUM
- VIII. APPROVAL OF AGENDA
- IX. CONSENT AGENDA - Items considered routine in nature to be voted on in one motion to conserve time. If discussion is desired, that item will be removed from the Consent Agenda and will become the first item under the Regular Agenda
  - A. Approval of Minutes From Meetings May 16, 2017, & June 13, 2017
  - B. Payment of Bills
  - C. Monthly Finance Report
    - (a) Resolution and Approval of Budget Numbers for 2016-17 School Year
    - (b) Resolution to Renew Annual Lease Purchase and Budget Funds
    - (c) Approve year-end reports, authorize officials to sign reports, and approve other bookkeeping procedures to be in compliance with budgetary laws
    - (d) Approve assurance statement for Public Law 94-142
    - (e) Approval of Federal Grant Applications
  - D. Program Evaluations: None
  - E. Approval will be requested for the employment of individuals as recommended by the Superintendent of Schools: 1) School Nurse, 2) Teachers, 3) Paraprofessionals
  - F. Resignations: 1) Debbie King 2) Ruth Brazeal
- X. REGULAR AGENDA
  - A. Previous Business for Approval, Discussion or Information Only
    - 1. Student Handbooks Update, 2<sup>nd</sup> Read and Approval (*Goal 3, Obj. 1*)
    - 2. Employee Handbooks Update, 2<sup>nd</sup> Read and Approval (*Goal 3, Obj. 1*)
    - 3. Salary Committee Proposal (*Goal 5, Obj. 2*)
    - 4. Preliminary 2017-18 Budget, 2<sup>nd</sup> Read and Approval (*Goal 6, Obj. 1*)
    - 5. MSBA Policy Updates 2017B, 2<sup>nd</sup> Read and Approval (*Goal 3, Obj. 1*)
  - B. New Business for Approval, Discussion or Information Only
    - 1. Adopt Salary Schedules for 2017-2018 (*Goal 5, Obj. 2*)
    - 2. Approval of Transportation Collective Bargaining Agreement (*Goal 5, Obj. 2*)
    - 3. Designation of Amy Ross as ESL, Homeless and Migrant Student Contact (*Goal 3, Obj. 1*)
    - 4. Set Meal Prices for 2017-2018 school year (*Goal 6, Obj. 2*)
    - 5. Approval of Two-way Radio Bids (*Goal 6, Obj. 2*)
    - 6. Annual Audit set for August (*Goal 6, Obj. 1*)
    - 7. Capital Improvements Update (*Goal 6, Obj. 2*)
    - 8. Superintendent's Report (*Goal 3, Obj. 2*)
- XI. ADJOURNMENT
- XII. ADJOURN TO ADDITIONAL CLOSED (EXECUTIVE) SESSION – this session is reserved to complete any unfinished business from the closed (executive) session from the beginning of the meeting.
- XIII. ADJOURNMENT - Next Board Meeting Scheduled for Thursday, August 10, 2017, at 5:00 P.M., the West Plains Administrative Building, 305 Valley View Dr.

**West Plains R-7 Board of Education  
Regular Session Meeting  
5:00 P.M. May 16, 2017  
Board of Education Building  
Minutes**

- I. **CALL TO ORDER:** Jim Thompson called the meeting to order at 5:08 p.m.
- II. **ROLL CALL:** Board members present: Jim Thompson, Cindy Tyree, Brian Mitchell, Courtney Beykirch, Lee Freeman and Christena Silvey Coleman. Absent: Sam Riggs. Also in attendance: Superintendent Dr. John Mulford, Assistant Superintendents Dr. Scott Smith, Dr. Luke Boyer, Dr. Julie Williams and Board Secretary Linda Y. Collins.
- III. **MOVE TO CLOSED (EXECUTIVE) SESSION.** Mr. Freeman made a motion to move into Closed Session to discuss Personnel Matters Pursuant to Section 610.021.3. The motion was seconded by Mrs. Beykirch and voted as follows: AYE: Jim Thompson, Cindy Tyree, Brian Mitchell, Courtney Beykirch, Lee Freeman and Christena Silvey Coleman. NAY: None.
- IV. **RETURN TO OPEN SESSION.** Jim Thompson called the meeting to order at 5:30 p.m.
- V. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by members of the Speech and Debate Team and the FFA Trap Team.
- VI. **ROLL CALL:** Board members present: Jim Thompson, Cindy Tyree, Brian Mitchell, Courtney Beykirch, Lee Freeman and Christena Silvey Coleman. Absent: Sam Riggs. Also in attendance: Superintendent Dr. John Mulford, Assistant Superintendents Dr. Scott Smith, Dr. Luke Boyer, Dr. Julie Williams and Board Secretary Linda Y. Collins.

(Courtney Beykirch was sworn in by Board Secretary Linda Y. Collins.)

- VII. **APPROVAL OF AGENDA** Mrs. Tyree made a motion to approve the agenda as published. The motion was seconded by Mrs. Coleman and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Mitchell, Mrs. Beykirch, Mr. Freeman and Mrs. Coleman. NAY: None. ABSTAIN: None.
- VIII. **CONSENT AGENDA** - (Items considered routine in nature to be voted on in one motion to conserve time. If discussion is desired, that item will be removed from the Consent Agenda and will become the first item under the Regular Agenda
  - A. Approval of Minutes from Meetings April 18, 2017
  - B. Payment of Bills
  - C. Monthly Finance Report
  - D. Program Evaluations
    - Early Childhood
  - E. Approval Request for Resignations:
    - Courtney McLaughlin                      Elementary Secretary
    - Robert Pekarek                              Part-time Transportation Director
    - Kevin Smith                                  HS Social Studies
  - F. Approval Request for the employment of individuals as recommended by the Superintendent of Schools:
    - Hires 2017-18 School Year
      - Paula Neal                                  SF Reading Specialist

- Corey Porter                      HS Study Skills/Asst Bkball Coach
- Randa Hart                        MS & HS Health Teacher
- ReBena Sigman                  WP EL 4<sup>th</sup> Grade Teacher
- Miranda Webber                HS Science Teacher
- Caitlin Woodworth            WP Elem Techer

Transfer 2017-18 School Year

- Tyler Spittler from WPE 4<sup>th</sup> Grade to MS PE
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Mr. Mitchell made a motion to approve the Consent Agenda. The motion was seconded by Mrs. Tyree and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Mitchell, Mrs. Beykirch, Mr. Freeman and Mrs. Coleman. NAY: None

## **IX. REGULAR AGENDA**

### **A. Previous Business for Approval , Discussion or Information Only**

#### **1. Academic Update (*Goal 1, Obj. 2*)**

Dr. Williams reported all testing was completed by May 15 after DESE extended the allowed testing window due to school closure due to flooding. Summer school dates set for May 30 thru June 22 with a Missouri Conservation theme. Fourth and fifth grade chrome books have been delivered.

#### **2. Board Workshop, June 13<sup>th</sup> and 14<sup>th</sup>, 5-8 p.m. (*Goal 5, Obj. 1*)**

#### **3. Salary Committee Proposal (*Goal 6, Obj. 1*)**

Mrs. Beykirch made a motion for the following items requested by the salary committee for fiscal 2017-18:

- ✓ Approve the hourly salary schedules as adding years thru 20 and adjusting starting hourly rates
- ✓ Bi-monthly payroll beginning July 1 for all payroll groups
- ✓ Salary committee proposed moving dental coverage to Cigna Dental effective July 1, 2017.

The motion was seconded by Mrs. Tyree and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Mitchell, Mrs. Beykirch, Mr. Freeman and Mrs. Coleman. NAY: None

#### **4. MSBA Policy Updates 2017A, 2<sup>nd</sup> Read & Approval (*Goal 3, Obj. 1*)**

Mrs. Tyree made a motion to approve the following MSBA 2017A policy updates as presented:

Policy BBE School Board Vacancies	No Changes
Policy GBL Personnel Records	No Changes
Policy GBLB References	No Changes
Policy GCPD Suspension of Professional Staff Members	No Changes
Policy GDPD Suspension of Support Staff Members	No Changes
Policy GDPE Nonrenewal and Termination of Support Staff Members	Delete portion on “Employees with Contracts”
Policy IGCE District-Sponsored Instruction Options (K-12 Districts)	No Changes
Policy IKF Graduation Requirements	No Changes
Policy JCB Intradistrict Transfers	No Changes
Policy JCC Interdistrict Transfers (K-12 Districts)	No Changes

Policy JFCL A+ Schools Program No Changes

Policy JO Student Records (K-12 Districts) No Changes

The motion was seconded by Mrs. Coleman and voted as follows:

AYE: Mr. Thompson, Mrs. Tyree, Mr. Mitchell, Mrs. Beykirch, Mr. Freeman and Mrs. Coleman. NAY: None

**B. New Business for Approval, Discussion or Information Only**

1. Preliminary 2017-2018 Budget, 1<sup>st</sup> Read (*Goal 6, Obj. 1*)  
Budget discussion will take place during the June 13<sup>th</sup> Board Workshop.
2. Student Handbooks Update, 1<sup>st</sup> Read at June Workshop (*Goal 3, Obj. 1*). Discussion postponed from May Meeting to June.
3. Employee Handbooks Update, 1<sup>st</sup> Read (*Goal 3, Obj. 1*).  
Discussion postponed from May Meeting to June.
4. Surplus Items (*Goal 6, Obj. 2*)  
Mrs. Tyree made a motion to surplus the 3 trailers on the grounds of the Zizzer Pride Academy. The motion was seconded by Mr. Freeman and voted as follows: AYE: Jim Thompson, Cindy Tyree, Brian Mitchell, Courtney Beykirch, Lee Freeman and Christena Silvey Coleman. NAY: None.
5. Capital Improvements Update (*Goal 6, Obj. 2*)  
Dr. Boyer gave an update on the two insurance claims' progress for the hail storm and flood damage.
6. The Superintendent Report (*Goal 3, Obj. 2*) provides an opportunity for the Board of Education to be updated on various educational topics and items of interest to the District.

- X. **ADJOURNMENT.** At 6:30 p.m. Mrs. Tyree made a motion to adjourn. The motion was seconded by Mr. Mitchell and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Mitchell, Mrs. Beykirch, Mr. Freeman, and Mrs. Coleman. NAY: None. ABSTAIN: None.

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Jimmy E. Thompson, President

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Linda Y. Collins, Secretary

Next Board Meeting Scheduled June 27, 2017 at 5:00 P.M, Board of Education Building

**West Plains R-7 Board of Education  
Special Session Meeting  
5:00 P.M. June 13, 2017  
Board of Education Building  
Minutes**

- I. **CALL TO ORDER:** Jim Thompson called the meeting to order at 5:15 p.m.
- II. **ROLL CALL:** Board members present: Jim Thompson, Cindy Tyree, Sam Riggs, Brian Mitchell, Lee Freeman and Christena Silvey Coleman. Absent: Courtney Beykirch. Also in attendance: Superintendent Dr. John Mulford, Assistant Superintendents Dr. Scott Smith, Dr. Luke Boyer, Dr. Julie Williams and Board Secretary Linda Y. Collins.
- III. **MOVE TO CLOSED (EXECUTIVE) SESSION.** Mrs. Coleman made a motion to move into Closed Session to discuss Personnel Matters Pursuant to Section 610.021.3. The motion was seconded by Mr. Freeman and voted as follows: AYE: Jim Thompson, Cindy Tyree, Sam Riggs, Brian Mitchell, Lee Freeman and Christena Silvey Coleman. NAY: None.
- IV. **RETURN TO OPEN SESSION.** Jim Thompson called the meeting to order at 5:53 p.m.
- V. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Jim Thompson.
- VI. **ROLL CALL:** Board members present: Jim Thompson, Cindy Tyree, Sam Riggs, Brian Mitchell, Lee Freeman and Christena Silvey Coleman. Absent: Courtney Beykirch. Also in attendance: Superintendent Dr. John Mulford, Assistant Superintendents Dr. Scott Smith, Dr. Luke Boyer, Dr. Julie Williams and Board Secretary Linda Y. Collins.
- VII. **APPROVAL OF AGENDA** Mrs. Coleman made a motion to approve the agenda as published. The motion was seconded by Mr. Mitchell and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mr. Freeman and Mrs. Coleman. NAY: None. ABSTAIN: None.
- VIII. **CONSENT AGENDA** - (Items considered routine in nature to be voted on in one motion to conserve time. If discussion is desired, that item will be removed from the Consent Agenda and will become the first item under the Regular Agenda
  - A. Payment of Bills
  - B. Approval Request for Resignations:
    - Kristi Drummond Elementary/ Lead Nurse
    - Landon Franz Paraprofessional
    - Mallory Johnson Paraprofessional
    - Stephanie Smith HS Counselor
    - Jackie Wright Elem Reading Specialist
    - Richard Wright Paraprofessional
  - C. Approval Request for the employment of individuals as recommended by the Superintendent of Schools:
    - Hires 2017-18 School Year
      - Abby Eldringhoff HS Social Studies
      - Stormy Mahurin EL Teacher 1<sup>st</sup> grade
    - Transfer 2017-18 School Year
      - Dale (Chris ) Carstensen from Paraprofessional to HS Math

- Jennifer Edgeller from HS Math to HS Counselor
- Andrea Harris from EL 1<sup>st</sup> grade to EL Reading Specialist.
- Mary Mulford from Paraprofessional to 1/3 Music teacher and 2/3 paraprofessional.

Mrs. Tyree made a motion to approve the Consent Agenda. The motion was seconded by Mr. Mitchell and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mr. Freeman and Mrs. Coleman. NAY: None

**IX. REGULAR AGENDA**

**A. Previous Business for Approval , Discussion or Information Only**

1. Preliminary 2017-18 Budget, 1<sup>st</sup> Read (*Goal 6, Obj. 1*)  
Final numbers will be presented at the June 27 board meeting.
2. Student Handbooks Update, 1<sup>st</sup> Read at June Workshop (*Goal 3, Obj. 1*) Second read and approval at June 27<sup>th</sup> meeting.
3. Employee Handbooks Update, 1<sup>st</sup> Read at June Workshop (*Goal 3, Obj. 1*) Second read and approval at June 27<sup>th</sup> meeting.

**B. New Business for Approval, Discussion or Information Only**

1. MSBA Policy Updates 2017B, 1<sup>st</sup> Read (*Goal 3, Obj. 1*)  
Second read and approval at June 27<sup>th</sup> meeting.

- X. **ADJOURNMENT.** At 8:00 p.m. Mrs. Tyree made a motion to adjourn. The motion was seconded by Mr. Mitchell and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mr. Freeman, and Mrs. Coleman. NAY: None. ABSTAIN: None.

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Jimmy E. Thompson, President

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Linda Y. Collins, Secretary

Next Board Meeting Scheduled June 27, 2017 at 5:00 P.M, Board of Education Building

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

**\*\*\* CHECKS ISSUED FOR BOARD APPROVAL \*\*\***

10	66386	05/18/17	3757	5 STAR CLEANERS	\$76.80
10	66387	05/18/17	1849	SUSAN CARTER	\$90.79
10	66388	05/18/17	5562	CAVALLO BUS LINES,LLC	\$6,600.00
10	66389	05/18/17	4562	ALFRED DONALDSON	\$15.30
10	66390	05/18/17	602	GRENNAN COMMUNICATIONS	\$193.62
10	66391	05/18/17	664	HIRSCH FEED & FARM SUPPLY	\$59.97
10	66392	05/18/17	952	MEEKS	\$175.53
10	66393	05/18/17	975	MICKES O`TOOLE, LLC	\$164.50
10	66394	05/18/17	1104	NORMAN ORR OFFICE SUPPLY	\$406.23
10	66395	05/18/17	4020	R.P.LUMBER CO.,INC.	\$213.89
10	66396	05/18/17	1233	RDJ SPECIALTIES,INC.	\$756.99
10	66397	05/18/17	2566	SAPP DESIGN ASSOCIATES, P.C.	\$22,637.18
10	66398	05/18/17	5378	SHERRY MCAFEE	\$757.50
10	66399	05/18/17	1533	WEST PLAINS WINSUPPLY	\$618.85
10	66400	05/22/17	2219	AP PROGRAM	\$9,649.00
10	66401	05/22/17	5655	WALT DISNEY WORLD SWAN HOTEL	\$10,471.76
10	66402	05/22/17	5654	WALT DISNEY PARKS & RESORTS U.	\$6,749.99
10	66403	05/25/17	4	BRAINPOP LLC	\$1,795.00
10	66404	05/25/17	273	BROCAW BEARING & DRIVE	\$47.24
10	66405	05/25/17	5267	EVALINA HARPER	\$100.00
10	66406	05/25/17	530	FOLLETT SCHOOL SOLUTIONS,INC.	\$5,691.12
10	66407	05/25/17	786	JOHN SULLIVAN	\$1,500.00
10	66408	05/25/17	912	MAPT	\$295.00
10	66409	05/25/17	5687	MICHELE MCWILLIAMS	\$400.00
10	66410	05/25/17	2743	MOVIE LICENSING USA	\$1,547.00
10	66411	05/25/17	1833	SPRINGFIELD GROCER COMPANY	\$82.76
10	66412	05/25/17	2306	WEST PLAINS BEVERAGE DIST. CO.	\$132.72
10	66413	05/25/17	5688	WICHITA STATE UNIVERSITY	\$750.00
AD	66414	05/31/17	1757	MISSOURI STATE UNIVERSITY	\$50.00
AD	66415	05/31/17	5685	RIB CITY SHOOTOUT	\$900.00
AD	66416	05/31/17	5686	SPRINGFIELD BASEBALL ASSOCIATI	\$1,215.00
AD	66417	05/31/17	5299	WINONA REORGANIZED SCHOOL DIST	\$100.00
10	66418	06/01/17	5690	DAVID L BALL	\$368.75
10	66419	06/01/17	4861	NATIONAL TRAVEL SYSTEMS	\$3,078.00
10	66422	06/13/17	3757	5 STAR CLEANERS	\$328.00
10	66423	06/13/17	112	ABC HOME FURNISHINGS	\$51.19
10	66424	06/13/17	119	AIRGAS USA,LLC	\$212.00
10	66425	06/13/17	5473	ALYSSA HOLLINGSHAD	\$4.80
10	66426	06/13/17	5708	ANGIE NORLAND	\$63.00
10	66427	06/13/17	5177	ARROWSTAR CORPORATION	\$245.00
10	66428	06/13/17	2220	ASPA CONTEST/REVIEW	\$74.00

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66429	06/13/17	2665	ASSOCIATION OF SURGICAL TECH	\$3,211.00
10	66430	06/13/17	5585	BEN AITON	\$27.60
10	66431	06/13/17	5672	BONNIE MAJKUT	\$26.40
10	66432	06/13/17	2214	SUSAN M BOWLES	\$30.40
10	66433	06/13/17	1607	LUKE A BOYER	\$129.60
10	66434	06/13/17	5388	BRENNA WILLIAMS	\$8.80
10	66435	06/13/17	273	BROCAW BEARING & DRIVE	\$45.99
10	66436	06/13/17	1844	KAROL BROWN	\$28.80
10	66437	06/13/17	1854	NANCY BROWN	\$62.64
10	66438	06/13/17	2700	BUCKEYE CLEANING CENTER	\$51.25
10	66439	06/13/17	291	CAAHEP	\$550.00
10	66440	06/13/17	299	CAPE ELECTRICAL SUPPLY LLC	\$432.13
10	66441	06/13/17	1849	SUSAN CARTER	\$60.56
10	66442	06/13/17	4393	CASH SAVER	\$119.68
10	66443	06/13/17	309	CAWVEYS ELECTRIC MOTOR	\$404.25
10	66444	06/13/17	5277	CENTERPOINT ENERGY SERVICES RE	\$4,567.01
10	66445	06/13/17	316	CENTURYLINK	\$4,553.09
10	66446	06/13/17	1213	CENTURYLINK	\$7.84
10	66447	06/13/17	1213	CENTURYLINK	\$87.94
10	66448	06/13/17	5717	CHRISTINE PAINTER	\$22.00
10	66449	06/13/17	2607	CINTAS #569	\$470.80
10	66450	06/13/17	332	WEST PLAINS CIVIC CENTER	\$1,001.50
10	66451	06/13/17	333	CITY UTILITIES	\$131.88
10	66452	06/13/17	333	CITY UTILITIES	\$29,156.55
10	66453	06/13/17	5707	KAREN COLLINS	\$47.14
10	66454	06/13/17	347	COLORVISION CORPORATION	\$108.53
10	66455	06/13/17	4178	CORLEY PRITCHARD OSBORNE TECH	\$19,527.50
10	66456	06/13/17	3150	MELISSA CORMIER	\$1.76
10	66457	06/13/17	3746	COUNCIL ON OCCUPATIONAL ED.,IN	\$2,750.00
10	66458	06/13/17	3480	SCOTT CRESSMAN	\$300.00
10	66459	06/13/17	4652	DALLAS MITCHELL	\$818.15
10	66460	06/13/17	4068	DAVENPORT GROUP	\$2,604.00
10	66461	06/13/17	5146	DEVIN WHEELER	\$4.00
10	66462	06/13/17	5586	DIANE SLAUGHTER	\$16.80
10	66463	06/13/17	5700	DIGITAL ALLY INC	\$48.74
10	66464	06/13/17	760	JAMIE DIXON	\$2,066.34
10	66465	06/13/17	446	DOSS & HARPER	\$1,161.77
10	66466	06/13/17	3355	E-COMMUICATIONS LLC	\$1,209.00
10	66467	06/13/17	1621	LENNY R EAGLEMAN	\$59.20
10	66468	06/13/17	5389	EMILY EDWARDS-LONG	\$15.76
10	66469	06/13/17	5527	EZEKIEL MONROE CLINTON	\$90.00
10	66470	06/13/17	509	FASTENAL COMPANY	\$421.08
10	66471	06/13/17	514	FELLERS	\$486.28



WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66472	06/13/17	530 FOLLETT SCHOOL SOLUTIONS,INC.	\$229.08
10	66473	06/13/17	1622 LISA J FOX	\$240.00
10	66474	06/13/17	1623 PENNY RAE FOX-JONES	\$31.60
10	66475	06/13/17	535 FRANCE FIRE EXTINGUISHER	\$316.45
10	66476	06/13/17	4615 VICKI GREGORY	\$9.60
10	66477	06/13/17	602 GRENNAN COMMUNICATIONS	\$1,411.76
10	66478	06/13/17	5711 GRETCHEN COOK	\$63.00
10	66479	06/13/17	5535 NICOLE L HARRIS	\$43.20
10	66480	06/13/17	5400 HEATHER SMITH	\$38.40
10	66481	06/13/17	5534 HEIDI KAMMERER	\$63.00
10	66482	06/13/17	656 HILBURN PHOTOGRAPHY	\$1,416.00
10	66483	06/13/17	660 HILLYARD/SPRINGFIELD	\$62.52
10	66484	06/13/17	664 HIRSCH FEED & FARM SUPPLY	\$595.99
10	66485	06/13/17	5537 CHRISTINA HODGSON	\$26.40
10	66486	06/13/17	706 HORN PLUMBING	\$145.80
10	66487	06/13/17	3291 OZARK AWARDS	\$664.00
10	66488	06/13/17	2749 HOWELL COUNTY TREASURER	\$3,803.15
10	66489	06/13/17	1626 SETH A HUDDLESTON	\$180.00
10	66490	06/13/17	3642 REBECCA J HUTCHINSON	\$10.00
10	66491	06/13/17	4832 INSTRUMENTALIST AWARDS LLC	\$79.00
10	66492	06/13/17	757 JACKSON TERMITE CO INC	\$185.00
10	66493	06/13/17	5174 JAIME MCCOY	\$9.60
10	66494	06/13/17	5718 JEREMIAH WOODRING	\$22.40
10	66495	06/13/17	5673 JONATHAN DAVID MULFORD,JR.	\$350.00
10	66496	06/13/17	4048 LINDELL G JONES	\$63.62
10	66497	06/13/17	5653 SONYA JONES	\$6.90
10	66498	06/13/17	803 JOSTENS	\$449.35
10	66499	06/13/17	803 MARK WILLIAMS	\$180.00
10	66500	06/13/17	5712 JULIE STEWART	\$63.00
10	66501	06/13/17	5715 KELLY CORNISH	\$88.15
10	66502	06/13/17	5671 KEVIN DOSS	\$21.60
10	66503	06/13/17	4358 KRISTEFF GROUP,LLC	\$214.00
10	66504	06/13/17	5447 KRISTEN RAMEY	\$64.00
10	66505	06/13/17	1720 LARSON FARM & LAWN INC.	\$135.69
10	66506	06/13/17	5714 LAURA JENKINS	\$21.40
10	66507	06/13/17	4943 M & M TELECOM CONTRACTORS,INC.	\$76.39
10	66508	06/13/17	1047 M-S MUSIC, INC.	\$445.00
10	66509	06/13/17	1986 MARY HOWELL	\$4.00
10	66510	06/13/17	5110 MATTHEW WARREN	\$4.40
10	66511	06/13/17	4681 MAYFIELD AUTO REPAIR,LLC	\$286.41
10	66512	06/13/17	1632 JODIE L MCKINNEY	\$46.40
10	66513	06/13/17	952 MEEKS	\$1,576.68
10	66514	06/13/17	954 MEEKS	\$15.57

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66515	06/13/17	4517	MEGGIN HOGSETT	\$212.00
10	66516	06/13/17	1796	METALWELD, INC.	\$59.68
10	66517	06/13/17	5476	MICHAEL STONE	\$16.80
10	66518	06/13/17	4296	MIDWEST TRANSIT EQUIPMENT	\$129.87
10	66519	06/13/17	4051	J DONALD MILLER II	\$115.91
10	66520	06/13/17	1010	MISSOURI STATE UNIVERSITY-WP	\$8.00
10	66521	06/13/17	3819	MONTY'S OUTDOORS	\$1,269.80
10	66522	06/13/17	1048	MSBA	\$849.54
10	66523	06/13/17	1052	MSHSAA	\$100.00
10	66524	06/13/17	1587	JONATHAN D MULFORD	\$611.20
10	66525	06/13/17	1086	NATIONAL FFA ORGANIZA.	\$393.00
10	66526	06/13/17	1635	ANITA M NELSON	\$28.40
10	66527	06/13/17	2384	NEWBERRY AUTO SALES	\$24.45
10	66528	06/13/17	5721	NICOLE SMITH	\$72.20
10	66529	06/13/17	1104	NORMAN ORR OFFICE SUPPLY	\$791.99
10	66530	06/13/17	1580	OPAA FOOD MANAGEMENT INC.	\$48,178.61
10	66531	06/13/17	1128	OREILLY AUTO	\$207.37
10	66532	06/13/17	1129	OREILLY AUTOMOTIVE	\$349.34
10	66533	06/13/17	1130	OREILLY AUTOMOTIVE	\$229.41
10	66534	06/13/17	1140	OZARK HORSETRADER INC.	\$12.40
10	66535	06/13/17	847	OZARK RADIO NETWORK	\$680.00
10	66536	06/13/17	1146	PALEN MUSIC CENTER	\$635.00
10	66537	06/13/17	5710	PATTY INGALLS	\$63.00
10	66538	06/13/17	1171	PERMA BOUND	\$846.07
10	66539	06/13/17	2760	PLEASANT HOPE R-VI SCHOOLS	\$347.14
10	66540	06/13/17	4020	R.P.LUMBER CO.,INC.	\$596.42
10	66541	06/13/17	5533	REBECCA BRIDGES	\$12.00
10	66542	06/13/17	5675	RED CALF PROMO,LLC	\$434.50
10	66543	06/13/17	5713	RENEE COATNEY	\$63.00
10	66544	06/13/17	5286	RENTAL SUPPLY-WEST PLAINS	\$2,155.35
10	66545	06/13/17	5490	RONALD D. DAWSON	\$100.00
10	66546	06/13/17	3233	AMY M ROSS	\$101.60
10	66547	06/13/17	1275	ROVER GUN CLUB	\$750.00
10	66548	06/13/17	2109	DENISE ROWLAND	\$8.40
10	66549	06/13/17	1282	SAFETY KLEEN CORPORATION	\$334.00
10	66550	06/13/17	1295	SCAGGS REPAIR	\$220.95
10	66551	06/13/17	1309	SCHWEGMAN OFFICE SUPPLY	\$440.24
10	66552	06/13/17	652	SCREENSHOTS PRINTING & DESIGN	\$560.00
10	66553	06/13/17	5670	SECTION 8 EXTERMINATE	\$350.00
10	66554	06/13/17	5273	SHAUN INGALSBE	\$2.40
10	66555	06/13/17	1786	JASON A SHELTON	\$13.55
10	66556	06/13/17	1327	SHERWIN WILLIAMS	\$1,191.27
10	66557	06/13/17	1640	GREGORY B SIMPKINS	\$47.20

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66558	06/13/17	1343	SKEETER KELL SPORTING	\$1,380.00
10	66559	06/13/17	1641	SCOTT A SMITH	\$151.60
10	66560	06/13/17	4376	STEPHANIE D SMITH	\$34.94
10	66561	06/13/17	3887	SPRING DIPPER	\$724.00
10	66562	06/13/17	67	SPRINGFIELD NEWS LEADER	\$134.10
10	66563	06/13/17	5716	STEPHANIE TRAIL	\$75.75
10	66564	06/13/17	3123	STERNER TOWING	\$200.00
10	66565	06/13/17	4294	SUMMIT TRUCK GROUP	\$1,524.81
10	66566	06/13/17	4122	SYSCO KANSAS CITY	\$1,506.90
10	66567	06/13/17	5709	TAMMIE WILLIAMS	\$63.00
10	66568	06/13/17	4706	TESS MILEY	\$31.20
10	66569	06/13/17	1425	THE BATTERY STATION LLC	\$144.00
10	66570	06/13/17	1405	THE STEEL YARD INC	\$182.86
10	66571	06/13/17	2154	CYNTHIA J THOMPSON	\$49.60
10	66572	06/13/17	4047	TERRI J TOMLINSON	\$24.00
10	66573	06/13/17	2011	TRACIE JOINER	\$193.60
10	66574	06/13/17	1450	TRASHWAGON EXPRESS	\$362.00
10	66575	06/13/17	1453	TRAVIS SMITH	\$1,212.00
10	66576	06/13/17	1957	ASHLEY TYREE	\$7.92
10	66577	06/13/17	5058	KIMBERLY WADE	\$40.80
10	66578	06/13/17	5474	ZEBADIAH WALLACE	\$92.80
10	66579	06/13/17	4944	WEST PLAINS DAILY QUILL	\$1,722.00
10	66580	06/13/17	1512	WEST PLAINS ELECTRIC SUPPLY,IN	\$317.21
10	66581	06/13/17	4513	WEST PLAINS HEALTH MART PHARMA	\$45.36
10	66582	06/13/17	1825	WEST PLAINS OCCUPATIONAL & INS	\$125.00
10	66583	06/13/17	1523	WEST PLAINS POSEY PATCH	\$30.00
10	66584	06/13/17	1524	WEST PLAINS PROPANE INC.	\$17,629.87
10	66585	06/13/17	1613	WEST PLAINS VETERINARY SUPPLY,	\$154.00
10	66586	06/13/17	1536	WILBANKS TIRE	\$22.00
10	66587	06/13/17	2196	TED WILKENING	\$80.00
10	66588	06/13/17	5680	WILLIAM HARTENSTEIN	\$1,140.00
10	66589	06/13/17	1646	JULIE R WILLIAMS	\$358.00
10	66590	06/13/17	2198	MARTHA A WILLIAMS	\$28.80
10	66591	06/13/17	2201	RODNEY D WOOD	\$1,212.00
10	66592	06/13/17	1551	XEROX CORPORATION	\$446.85

**Total Amount Reported For Board Approval:**

**\$264,409.78**

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

**\*\*\* CHECKS ISSUED FOR BOARD APPROVAL \*\*\***

AD	66599	06/14/17	1101	NIXA HIGH SCHOOL	\$720.00
AD	66600	06/14/17	5703	UNIVERSITY OF ARKANSAS	\$1,350.00
10	66609	06/19/17	1146	PALEN MUSIC CENTER	\$30,083.96
10	66610	06/20/17	4730	STEVEN V ARY	\$110.00
10	66611	06/21/17	2875	DAN TAYLOR	\$200.00
10	66612	06/21/17	5695	ISAAC HARRISON	\$200.00
10	66613	06/21/17	5731	AUSTIN RIGGS	\$400.00
AD	66733	06/22/17	163	ALTON R-IV SCHOOLS	\$100.00
10	66734	06/22/17	2997	KODDY FREDRICK	\$100.00
10	66735	06/22/17	4478	ROGER ALLEN WOODS JR.	\$100.00
10	66748	06/27/17	119	AIRGAS USA,LLC	\$126.98
10	66749	06/27/17	163	ALTON R-IV SCHOOLS	\$1,108.23
10	66750	06/27/17	1725	AMERICAN BAND	\$1,097.45
10	66751	06/27/17	5698	ARCADIA VALLEY R-II SCHOOL DIS	\$501.60
10	66752	06/27/17	191	ARLENES PORTRAITS	\$372.00
10	66753	06/27/17	204	AUTOZONE,INC.	\$6.13
10	66754	06/27/17	204	AUTOZONE,INC.	\$6.99
10	66755	06/27/17	770	JERRY C. BEAN	\$100.00
10	66756	06/27/17	5730	TIMOTHY SHANE BENSON	\$35.25
10	66757	06/27/17	250	BOLIVAR R-I SCHOOL	\$2,090.90
10	66758	06/27/17	5672	BONNIE MAJKUT	\$44.00
10	66759	06/27/17	273	BROCAW BEARING & DRIVE	\$105.99
10	66760	06/27/17	1255	BROWN'S LAWN & GARDEN,LLC	\$374.39
10	66761	06/27/17	2700	BUCKEYE CLEANING CENTER	\$35.68
10	66762	06/27/17	299	CAPE ELECTRICAL SUPPLY LLC	\$615.47
10	66763	06/27/17	5182	CARY STEWART CONSTRUCTION,LLC	\$213.12
10	66764	06/27/17	4393	CASH SAVER	\$149.53
10	66765	06/27/17	309	CAWVEYS ELECTRIC MOTOR	\$982.63
10	66766	06/27/17	5277	CENTERPOINT ENERGY SERVICES RE	\$2,413.89
10	66767	06/27/17	1213	CENTURYLINK	\$7.60
10	66768	06/27/17	2671	CHERRYDALE FARMS	\$1,440.00
10	66769	06/27/17	2607	CINTAS #569	\$531.20
10	66770	06/27/17	332	WEST PLAINS CIVIC CENTER	\$3,110.50
10	66771	06/27/17	5707	KAREN COLLINS	\$50.01
10	66772	06/27/17	347	COLORVISION CORPORATION	\$324.86
10	66773	06/27/17	35	COLORVISION	\$162.16
10	66774	06/27/17	5169	COMPUTER INFORMATION CONCEPTS,	\$20.00
10	66775	06/27/17	1617	JOSHUA C COTTER	\$642.40
10	66776	06/27/17	4983	CREDIT BUREAU ASSOCIATES	\$514.05
10	66777	06/27/17	388	DAKTRONICS INC	\$11,751.00
10	66778	06/27/17	5144	DATA RECOGNITION CORPORATION	\$1,611.00

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66779	06/27/17	4068	DAVENPORT GROUP	\$3,547.00
10	66780	06/27/17	438	DOMINOS PIZZA	\$98.42
10	66781	06/27/17	3355	E-COMMUNICATIONS LLC	\$1,209.00
10	66782	06/27/17	1621	LENNY R EAGLEMAN	\$72.00
10	66783	06/27/17	2803	CARTER COUNTY R-II DISTRICT SC	\$1,326.37
10	66784	06/27/17	3315	EDUCAUSE INC	\$40.00
10	66785	06/27/17	482	ELSEVIER	\$4,386.04
10	66786	06/27/17	2031	ELZIE LEVERITT	\$2.50
10	66787	06/27/17	5705	EVERGREEN MEDICAL,LLC	\$823.00
10	66788	06/27/17	509	FASTENAL COMPANY	\$470.98
10	66789	06/27/17	1622	LISA J FOX	\$89.60
10	66790	06/27/17	5664	FREDERICKTOWN R-1 SCHOOL DISTR	\$1,080.56
10	66791	06/27/17	5289	GREATER OZARKS COOPERATING SCH	\$4,228.00
10	66792	06/27/17	602	GRENNAN COMMUNICATIONS	\$3,457.00
10	66793	06/27/17	5704	GSI 126 LLC	\$550.00
10	66794	06/27/17	4816	HAMPTON INN	\$2,232.00
10	66795	06/27/17	2853	MISTY J HATHCOCK	\$168.00
10	66796	06/27/17	5400	HEATHER SMITH	\$103.68
10	66797	06/27/17	643	HEAVY DUTY BUS PARTS INC	\$198.66
10	66798	06/27/17	974	MICHELLE HENDERSON	\$17.46
10	66799	06/27/17	660	HILLYARD/SPRINGFIELD	\$26.21
10	66800	06/27/17	664	HIRSCH FEED & FARM SUPPLY	\$2,126.18
10	66801	06/27/17	664	HIRSCH FEED & FARM SUPPLY	\$133.78
10	66802	06/27/17	5701	HOLIDAY INN	\$862.38
10	66803	06/27/17	706	HORN PLUMBING	\$357.43
10	66804	06/27/17	5377	HOUNDSTOOTH AND POLKA DOTS,LLC	\$1,175.50
10	66805	06/27/17	3291	OZARK AWARDS	\$756.33
10	66806	06/27/17	2749	HOWELL COUNTY TREASURER	\$4,181.03
10	66807	06/27/17	1626	SETH A HUDDLESTON	\$220.00
10	66808	06/27/17	3642	REBECCA J HUTCHINSON	\$171.67
10	66809	06/27/17	43	GTM SPORTSWEAR	\$2,756.00
10	66810	06/27/17	757	JACKSON TERMITE CO INC	\$185.00
10	66811	06/27/17	5453	JAG	\$775.00
10	66812	06/27/17	1963	JEANNE HARRIS	\$25.81
10	66813	06/27/17	1780	TONYA M JEDLICKA	\$69.60
10	66814	06/27/17	4048	LINDELL G JONES	\$20.01
10	66815	06/27/17	803	JOSTENS	\$3,788.88
10	66816	06/27/17	845	KONE INC.	\$2,011.98
10	66817	06/27/17	4358	KRISTEFF GROUP,LLC	\$297.00
10	66818	06/27/17	859	LAKELAND REGIONAL HOSP.	\$100.00
10	66819	06/27/17	1720	LARSON FARM & LAWN INC.	\$80.42
10	66820	06/27/17	936	MASSP	\$529.00
10	66821	06/27/17	2598	MARY KATHLEEN MCKEE	\$53.60

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66822	06/27/17	1632	JODIE L MCKINNEY	\$22.80
10	66823	06/27/17	950	MEDICAL EQUIPMENT AFFILIATES	\$1,605.00
10	66824	06/27/17	952	MEEKS	\$2,078.16
10	66825	06/27/17	954	MEEKS	\$16.36
10	66826	06/27/17	1796	METALWELD, INC.	\$496.89
10	66827	06/27/17	5476	MICHAEL STONE	\$30.80
10	66828	06/27/17	4296	MIDWEST TRANSIT EQUIPMENT	\$415.25
10	66829	06/27/17	990	MISSOURI FFA ALUMNI	\$150.00
10	66830	06/27/17	1000	MISSOURI S&T AR	\$1,285.00
10	66831	06/27/17	1000	MISSOURI S&T AR	\$30.00
10	66832	06/27/17	1595	MISSOURI VOCATIONAL ENTERPRISE	\$4,500.00
10	66833	06/27/17	3819	MONTY'S OUTDOORS	\$5,630.91
10	66834	06/27/17	1040	MOUNTAIN GROVE R-III	\$231.34
10	66835	06/27/17	1048	MSBA	\$455.46
10	66836	06/27/17	5238	LESLIE MURRAY	\$40.00
10	66837	06/27/17	1086	NATIONAL FFA ORGANIZA.	\$293.60
10	66838	06/27/17	1635	ANITA M NELSON	\$146.80
10	66839	06/27/17	3762	NETCHEMIA,LLC	\$4,630.50
10	66840	06/27/17	2384	NEWBERRY AUTO SALES	\$763.25
10	66841	06/27/17	1104	NORMAN ORR OFFICE SUPPLY	\$10,142.47
10	66842	06/27/17	1580	OPAA FOOD MANAGEMENT INC.	\$3,776.64
10	66843	06/27/17	5674	MATTHEW ORCHARD	\$105.60
10	66844	06/27/17	1128	OREILLY AUTO	\$19.69
10	66845	06/27/17	1129	OREILLY AUTOMOTIVE	\$114.35
10	66846	06/27/17	5417	OUTPOST EXPRESSIONS,LLC	\$1,245.50
10	66847	06/27/17	1140	OZARK HORSE TRADER, INC.	\$2,612.07
10	66848	06/27/17	1140	OZARK HORSETRADER INC.	\$2,326.00
10	66849	06/27/17	847	OZARK RADIO NETWORK	\$1,949.00
10	66850	06/27/17	1144	OZARKO TIRE CENTER	\$35.00
10	66851	06/27/17	1141	OZARKS MEDICAL CENTER	\$21,563.75
10	66852	06/27/17	1149	PARCEL EXPRESS	\$69.93
10	66853	06/27/17	1179	EASYPERMIT POSTAGE	\$3,000.00
10	66854	06/27/17	1180	PITNEY BOWES	\$948.00
10	66855	06/27/17	3236	QUESTAR ASSESSMENT INC.	\$1,409.40
10	66856	06/27/17	3411	QUILL.COM	\$412.75
10	66857	06/27/17	4020	R.P.LUMBER CO.,INC.	\$32.22
10	66858	06/27/17	1637	JACK L RANDOLPH	\$320.00
10	66859	06/27/17	5286	RENTAL SUPPLY-WEST PLAINS	\$2,512.27
10	66860	06/27/17	1273	ROLLA PUBLIC SCHOOLS	\$150.00
10	66861	06/27/17	5490	RONALD D. DAWSON	\$100.00
10	66862	06/27/17	3233	AMY M ROSS	\$48.80
10	66863	06/27/17	2566	SAPP DESIGN ASSOCIATES, P.C.	\$28,112.13
10	66864	06/27/17	1309	SCHWEGMAN OFFICE SUPPLY	\$772.74

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	66865	06/27/17	652	SCREENSHOTS PRINTING & DESIGN	\$780.00
10	66866	06/27/17	1327	SHERWIN WILLIAMS	\$1,122.04
10	66867	06/27/17	1640	GREGORY B SIMPKINS	\$75.60
10	66868	06/27/17	1343	SKEETER KELL SPORTING	\$148.00
10	66869	06/27/17	3413	SMC SPRINGFIELD	\$1,881.10
10	66870	06/27/17	1652	SHEILA L SPARKS	\$52.84
10	66871	06/27/17	1833	SPRINGFIELD GROCER COMPANY	\$1,111.88
10	66872	06/27/17	1391	SPRINGFIELD STAMP &	\$48.00
10	66873	06/27/17	1412	STEWART-MORRISON REDIMIX	\$1,540.00
10	66874	06/27/17	2414	MELINDA D SWOPE	\$252.74
10	66875	06/27/17	5689	TECH4LEARNING,INC.	\$5,000.00
10	66876	06/27/17	4706	TESS MILEY	\$60.48
10	66877	06/27/17	1405	THE STEEL YARD INC	\$70.86
10	66878	06/27/17	2371	EAST COAST	\$1,409.48
10	66879	06/27/17	2159	PEGGY J TYLER	\$45.00
10	66880	06/27/17	4818	US GAMES	\$1,198.00
10	66881	06/27/17	1495	VIRCO MFG CORPORATION	\$2,711.00
10	66882	06/27/17	5058	KIMBERLY WADE	\$16.80
10	66883	06/27/17	5474	ZEBADIAH WALLACE	\$281.29
10	66884	06/27/17	3860	WEST PLAINS AMBULATORY SURGERY	\$1,953.41
10	66885	06/27/17	1506	WEST PLAINS CHAMBER OF COMMERC	\$695.00
10	66886	06/27/17	1507	WEST PLAINS CIVIC CENTER	\$376.00
10	66887	06/27/17	4944	WEST PLAINS DAILY QUILL	\$1,868.00
10	66888	06/27/17	1512	WEST PLAINS ELECTRIC SUPPLY,IN	\$145.42
10	66889	06/27/17	1516	WEST PLAINS FLORAL	\$500.00
10	66890	06/27/17	4513	WEST PLAINS HEALTH MART PHARMA	\$184.00
10	66891	06/27/17	1519	WEST PLAINS MONUMENT CO	\$150.00
10	66892	06/27/17	1825	WEST PLAINS OCCUPATIONAL & INS	\$47.00
10	66893	06/27/17	1522	WEST PLAINS PARKS & RECREATION	\$300.00
10	66894	06/27/17	1523	WEST PLAINS POSEY PATCH	\$36.00
10	66895	06/27/17	4069	WESTLAKE ACE HARDWARE	\$188.82
10	66896	06/27/17	5737	JANIECE A WILBANKS	\$107.20
10	66897	06/27/17	1545	WOOD MECHANICAL INC.	\$45,573.00
10	66898	06/27/17	1551	XEROX CORPORATION	\$417.73

**Total Amount Reported For Board Approval:**

**\$283,659.17**

# 2017

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## WEST PLAINS SCHOOL DISTRICT MONTHLY FINANCE REPORTS

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*THROUGH THE MONTH OF JUNE  
SCHOOL YEAR 2016-2017*

*PRINTED ON: JUNE 26, 2017*

*DATA COLLECTED ON: JUNE 26, 2017*

This finance report includes  
June figures but does not  
represent end-of-year figures.  
We will have two additional  
payrolls which will be an  
additional expense.

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# REVENUES & EXPENDITURES

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This report includes the month of June.

Printed On: June 26, 2017

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## Total Revenue

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017	903,105	2,038,901	3,197,474	4,448,429	6,781,961	9,341,748	16,228,203	19,039,250	21,209,072	23,126,747	25,402,018	26,782,088
2016	762,183	1,795,397	3,014,502	4,719,792	6,622,225	8,982,563	15,991,395	18,140,225	20,205,625	22,226,210	24,048,107	26,479,240
2015	799,672	1,739,816	3,078,361	4,671,065	6,040,635	8,765,498	15,597,049	17,477,994	19,236,147	21,375,181	23,200,818	25,804,867
2014	908,184	1,871,777	2,797,124	4,661,150	6,429,165	8,841,482	14,843,645	16,739,005	18,547,966	20,360,108	22,682,150	24,894,243

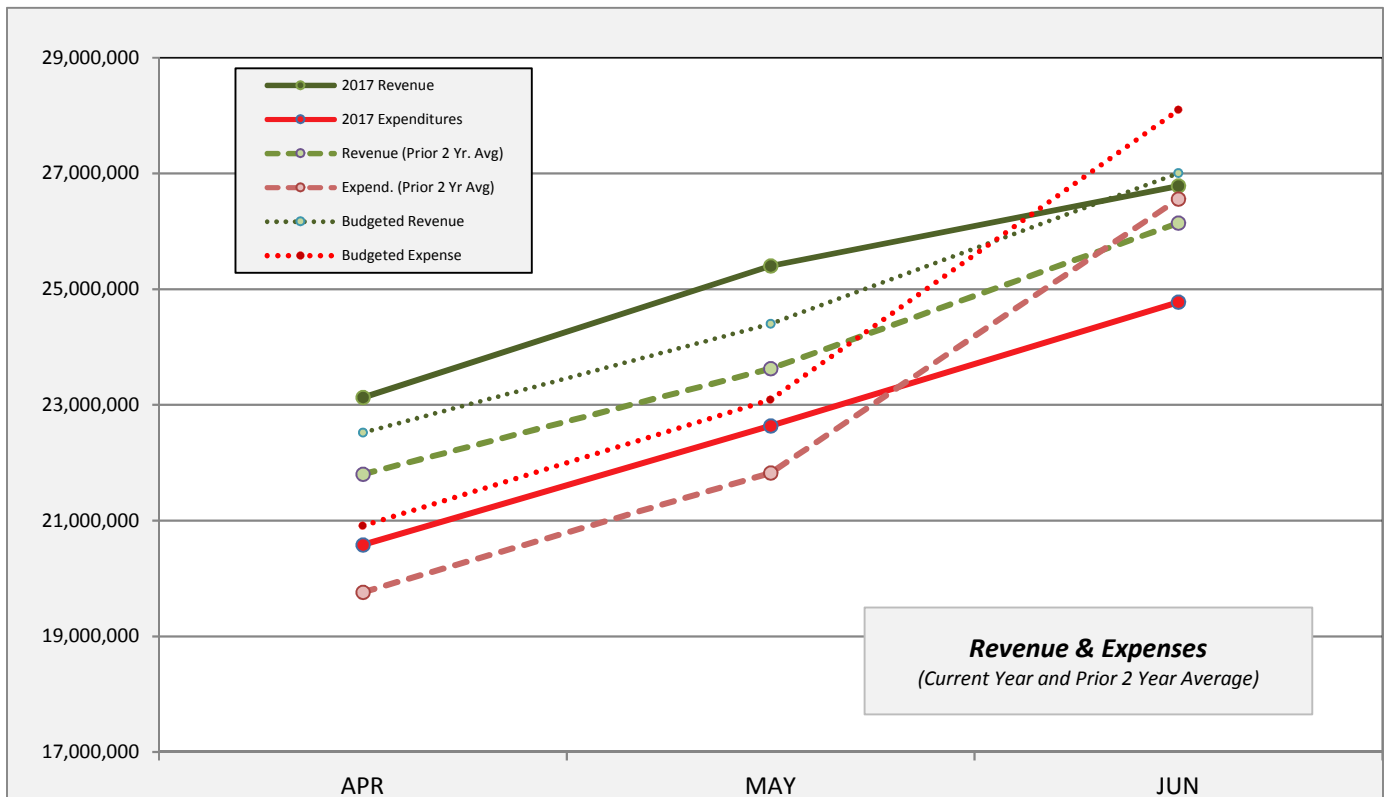
## Total Expenditures

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017	1,193,003	2,116,414	4,490,421	6,859,756	8,976,765	11,458,556	14,561,640	16,501,233	18,521,355	20,579,538	22,635,022	24,775,410
2016	898,700	1,889,689	4,040,905	6,100,457	8,200,828	10,155,577	13,449,731	15,531,243	17,483,359	19,461,207	21,560,866	26,402,911
2015	1,005,374	1,834,941	4,016,990	6,198,503	8,446,589	10,400,661	13,819,658	16,156,864	17,962,515	20,064,367	22,086,103	26,707,773
2014	990,323	1,735,525	3,928,438	5,952,853	7,913,229	10,277,617	12,895,540	14,855,596	16,671,513	18,615,452	20,526,074	25,183,121

## Revenues less Expenditures

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017	-289,898	-77,512	-1,292,947	-2,411,327	-2,194,805	-2,116,808	1,666,563	2,538,017	2,687,717	2,547,209	2,766,996	2,006,678
2016	-136,517	-94,293	-1,026,403	-1,380,665	-1,578,603	-1,173,014	2,541,663	2,608,982	2,722,266	2,765,004	2,487,242	76,328
2015	-205,703	-95,125	-938,630	-1,527,438	-2,405,954	-1,635,163	1,777,391	1,321,130	1,273,632	1,310,813	1,114,715	-902,906
2014	-82,139	136,252	-1,131,314	-1,291,703	-1,484,064	-1,436,135	1,948,105	1,883,409	1,876,453	1,744,656	2,156,076	-288,878

	Revenue Budget	Through JUN	Total	% of Actual Through JUN	Estimate based on Prior Year %	Expense Budget	Through JUN	Total	% of Actual Through JUN	Estimate based on Prior Year %	End of Year Estimate based on Prior Year %
2017	27,003,469	26,782,088			26,782,088	28,094,803	24,775,410			24,775,410	2,006,678
2016	25,711,398	26,479,240	26,479,240	100.00		26,608,194	26,402,911	26,402,911	100.00		
2015	24,891,141	25,804,867	25,804,867	100.00		26,682,433	26,707,773	26,707,773	100.00		
2014	24,565,546	24,894,243	24,894,243	100.00		25,854,694	25,183,121	25,183,121	100.00		
	Prior 3 Yr. Ave. -->			100.00		Prior 3 Yr. Ave. -->			100.00		



# GRAPHICAL FINANCIAL DATA

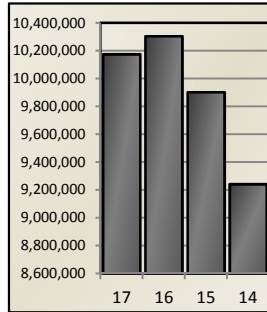
PAGE 1

This report includes the month of June.

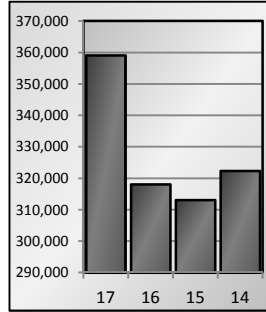
Printed On: June 26, 2017

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

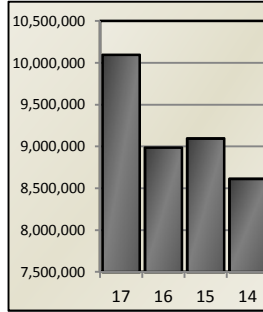
## 4 YEAR REVENUE COMPARISON THROUGH THE MONTH OF JUNE



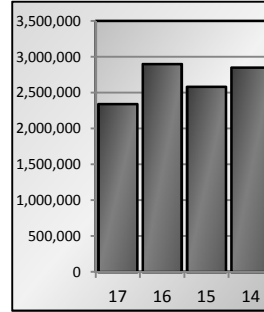
Local Revenue



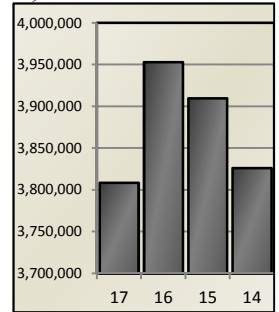
County Revenue



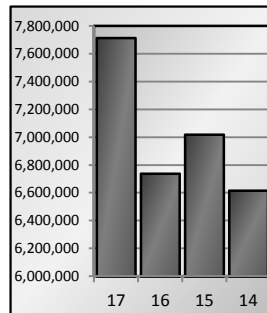
State Revenue



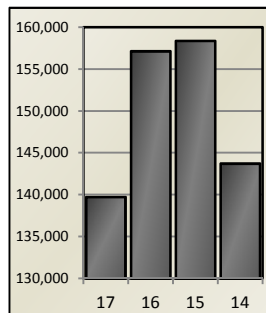
Federal Revenue



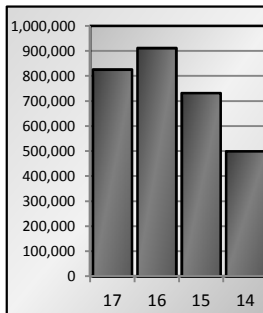
Tuition Revenue



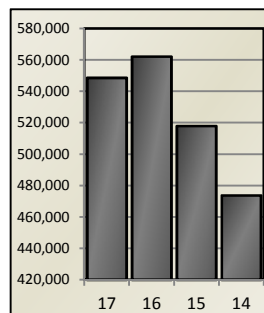
Basic Formula



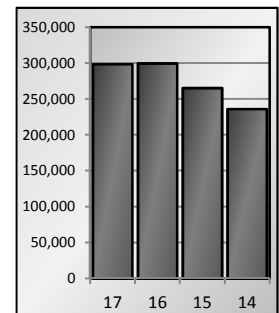
State Transportation



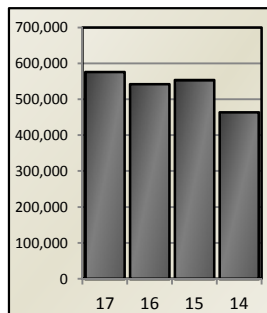
Student Activities (Fund 60)



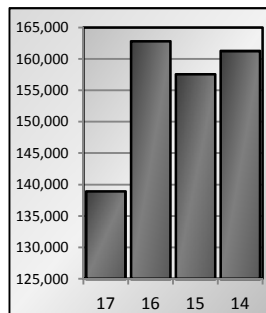
Fed. School Lunch (5445)



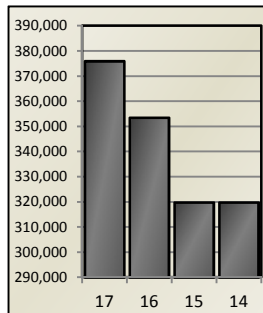
Fed. School Breakfast (5446)



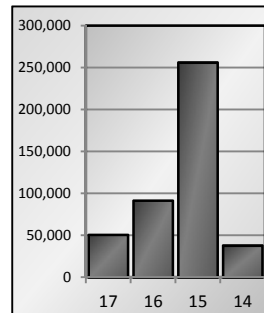
Adult Tuition (5123)



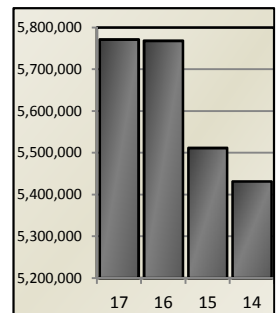
Interest Earned (5141)



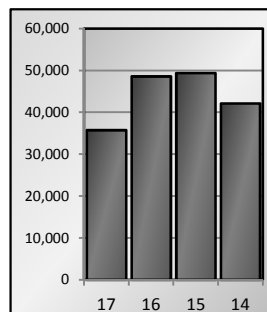
Local Food Service



Miscellaneous Local Rev. (5198)



Current & Delinquent Taxes



Admissions & Gate (5171)

**2015:**  
Ag Building Donations

# REVENUE BY SOURCE

PAGE 1

This report includes the month of June.

Printed On: June 26, 2017

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## 4 YEAR REVENUE COMPARISON THROUGH THE MONTH OF

### Revenues By Source (2017)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Local	220,318	660,470	1,037,097	1,435,983	1,858,253	2,908,913	7,969,149	8,594,075	9,060,277	9,420,349	9,833,972	10,174,188
County	0	0	0	0	0	0	118,549	118,549	359,084	359,084	359,084	359,084
State	675,486	1,370,813	2,052,535	2,736,020	3,850,656	4,734,833	5,587,073	6,369,735	7,173,747	8,182,789	9,113,556	10,098,471
Federal	7,301	7,618	87,842	273,144	492,574	643,006	761,535	1,519,789	1,703,535	2,053,433	2,309,854	2,341,897
Tuition	0	0	0	3,289	580,484	1,055,002	1,791,904	2,437,110	2,912,436	3,111,098	3,785,558	3,808,454
Other	0	0	20,000	-7	-7	-7	-7	-7	-7	-7	-7	-7
Total	903,105	2,038,901	3,197,474	4,448,429	6,781,961	9,341,748	16,228,203	19,039,250	21,209,072	23,126,747	25,402,018	26,782,088

### Revenues By Source (2016)

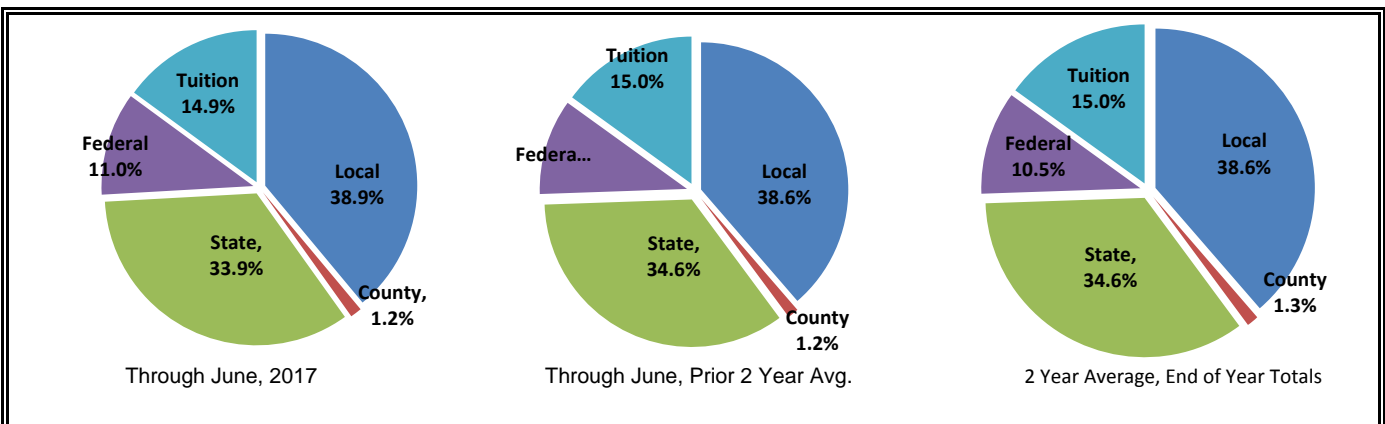
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Local	221,911	649,257	1,126,119	1,595,842	1,966,468	3,280,861	8,124,667	8,740,963	9,152,703	9,493,575	9,979,423	10,304,464
County	0	0	0	0	0	0	0	95,945	318,684	318,684	318,684	318,071
State	576,476	1,172,243	1,851,463	2,554,549	3,397,895	4,070,871	4,801,965	5,545,000	6,256,594	7,192,486	7,907,830	8,988,319
Federal	0	610	31,152	129,830	305,680	506,736	1,126,613	1,331,650	1,714,641	1,888,783	2,306,344	2,901,981
Tuition	-36,204	-26,713	2,557	436,359	948,971	1,120,884	1,934,938	2,423,456	2,759,793	3,329,471	3,532,615	3,952,970
Other	0	0	3,211	3,211	3,211	3,211	3,211	3,211	3,211	3,211	3,211	13,435
Total	762,183	1,795,397	3,014,502	4,719,792	6,622,225	8,982,563	15,991,395	18,140,225	20,205,625	22,226,210	24,048,107	26,479,240

### Revenues By Source (2015)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Local	219,432	574,931	977,977	1,327,036	1,723,056	2,853,181	7,700,417	8,213,511	8,570,180	8,924,011	9,394,201	9,901,902
County	0	0	0	0	0	0	0	319,612	319,612	319,612	313,084	313,084
State	571,564	1,155,358	1,912,562	2,651,124	3,372,190	4,224,606	4,922,619	5,626,927	6,371,867	7,351,219	8,106,504	9,096,537
Federal	1,625	2,477	86,847	145,075	292,702	415,643	968,719	1,168,536	1,347,808	1,667,473	1,758,768	2,583,370
Tuition	7,050	7,050	100,974	547,831	652,687	1,271,743	2,004,969	2,149,083	2,626,355	3,112,540	3,627,935	3,909,648
Other	0	0	0	0	0	325	325	325	325	325	325	325
Total	799,672	1,739,816	3,078,361	4,671,065	6,040,635	8,765,498	15,597,049	17,477,994	19,236,147	21,375,181	23,200,818	25,804,867

### 2017 Revenues By Fund

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
10	305,079	775,321	1,149,763	1,669,590	2,476,546	3,701,763	8,996,616	10,191,666	11,199,497	11,904,879	12,639,035	13,093,024
20	523,018	1,038,538	1,640,211	2,184,382	3,520,483	4,685,686	6,118,804	7,602,498	8,638,410	9,614,289	11,038,725	11,857,253
30	0	0	0	0	0	0	0	0	0	0	0	0
40	64,902	128,781	213,164	257,529	337,939	414,902	478,770	538,647	602,947	759,025	812,124	887,747
60	7,605	86,898	181,903	313,479	401,088	476,092	552,000	621,636	672,634	741,590	796,728	825,788
65	2,500	9,364	12,434	23,449	45,905	63,306	82,014	84,803	95,584	106,964	115,406	118,276
70	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	903,105	2,038,901	3,197,474	4,448,429	6,781,961	9,341,748	16,228,203	19,039,250	21,209,072	23,126,747	25,402,018	26,782,088



# ITEMIZED REVENUES

PAGE 1

This report includes the month of June.

Printed On: June 26, 2017

## 4 YEAR REVENUE COMPARISON OF MAJOR REVENUE SOURCES

Each month represents total for that month plus prior months.

### Current Taxes (5111)

	FEB	MAR	APR	MAY	JUN
2017	5,327,798	5,444,143	5,444,143	5,444,143	5,491,903
2016	5,596,585	5,429,460	5,429,460	5,429,460	5,429,460
2015	5,051,710	5,141,053	5,141,053	5,147,580	5,159,714
2014	4,976,006	5,068,798	5,068,798	5,068,798	5,075,131

### Prop C (5113)

	FEB	MAR	APR	MAY	JUN
2017	1,391,320	1,555,263	1,707,992	1,861,072	2,037,974
2016	1,299,624	1,467,593	1,614,684	1,797,965	1,915,619
2015	1,250,303	1,411,249	1,554,739	1,686,213	1,847,196
2014	1,229,887	1,385,132	1,510,939	1,703,663	1,840,273

### Interest Revenue (5141)

	FEB	MAR	APR	MAY	JUN
2017	81,836	98,088	114,761	131,212	138,915
2016	84,192	99,147	113,341	128,880	162,835
2015	87,121	102,173	116,814	131,566	157,566
2014	91,153	107,268	123,334	135,718	161,272

### Fines & Escheats (5211)

	FEB	MAR	APR	MAY	JUN
2017	118,549	118,549	118,549	118,549	118,549
2016	95,945	95,945	95,945	95,945	95,332
2015	94,105	94,105	94,105	94,105	94,105
2014	102,193	102,193	102,193	102,193	102,193

### State Basic Formula (5311)

	FEB	MAR	APR	MAY	JUN
2017	5,184,870	5,812,434	6,419,234	7,064,719	7,713,558
2016	4,437,230	4,996,379	5,571,365	6,145,356	6,738,422
2015	4,638,352	5,255,493	5,837,779	6,450,832	7,018,536
2014	4,349,928	4,992,866	5,552,348	6,077,048	6,616,587

### ECSE (5314)

	FEB	MAR	APR	MAY	JUN
2017	336,995	354,799	410,965	467,131	497,671
2016	289,217	361,521	394,921	443,247	515,551
2015	245,648	289,754	352,315	402,671	402,671
2014	187,496	187,496	243,744	281,243	281,243

### Career Education (5332)

	FEB	MAR	APR	MAY	JUN
2017	130,044	130,044	252,359	372,359	574,433
2016	136,458	136,458	258,773	258,773	566,705
2015	122,315	122,315	244,630	244,630	521,182
2014	943	943	943	381,273	540,238

### Medicaid (5412)

	FEB	MAR	APR	MAY	JUN
2017	96,119	106,398	136,293	144,789	144,789
2016	45,598	63,171	93,475	107,076	132,850
2015	54,522	79,934	80,427	83,493	111,256
2014	70,684	73,229	101,166	103,357	124,162

### IDEA (5441)

	FEB	MAR	APR	MAY	JUN
2017	170,725	170,725	170,725	284,980	284,980
2016	219,838	300,107	300,107	322,769	417,513
2015	133,113	192,579	305,341	305,341	441,785
2014	136,227	248,797	248,797	396,487	432,555

### Fed Breakfast (5446)

	FEB	MAR	APR	MAY	JUN
2017	189,557	226,327	260,681	298,358	298,358
2016	181,915	215,571	244,942	283,931	299,550
2015	141,946	170,411	192,906	214,543	265,258
2014	127,807	150,827	165,663	185,282	235,948

### Delinquent Taxes (5112)

	FEB	MAR	APR	MAY	JUN
2017	115,892	122,326	196,121	245,608	279,646
2016	133,682	143,371	198,993	248,286	339,023
2015	165,595	178,067	237,592	272,457	351,827
2014	151,904	164,739	242,310	274,500	356,243

### M&M Surcharge (5115)

	FEB	MAR	APR	MAY	JUN
2017	310,201	314,051	314,380	315,315	316,562
2016	44,523	308,485	308,722	309,407	313,252
2015	308,058	309,221	310,392	311,568	315,133
2014	297,674	298,871	299,491	299,985	302,816

### Pupil Food Service (5151)

	FEB	MAR	APR	MAY	JUN
2017	149,398		203,509	224,306	230,835
2016	121,011	140,619	157,212	171,288	172,378
2015	104,353	115,514	134,104	146,786	150,044
2014	95,093	106,937	122,271	138,762	139,970

### RR & Utility Tax (5221)

	FEB	MAR	APR	MAY	JUN
2017	0	240,535	240,535	240,535	240,535
2016	0	222,739	222,739	222,739	222,739
2015	225,507	225,507	225,507	218,980	218,980
2014	226,509	226,509	226,509	226,509	220,176

### State Transportation (5312)

	FEB	MAR	APR	MAY	JUN
2017	93,179	104,809	116,463	128,116	139,729
2016	104,749	117,853	130,914	143,931	157,129
2015	91,394	102,662	114,044	125,424	158,363
2014	91,286	107,726	119,687	131,729	143,711

### Classroom Trust Fund (5319)

	FEB	MAR	APR	MAY	JUN
2017	509,311	573,611	642,437	695,535	771,158
2016	476,287	537,441	600,719	660,882	725,350
2015	460,008	518,905	581,147	640,137	721,557
2014	515,787	552,201	613,545	706,192	784,883

### High Need Fund (5381)

	FEB	MAR	APR	MAY	JUN
2017	0	82,579	82,579	94,917	94,917
2016	43,663	43,663	43,663	43,663	43,663
2015	25,818	25,818	43,868	43,868	43,868
2014	0	35,264	77,241	90,066	90,066

### Perkins (5427)

	FEB	MAR	APR	MAY	JUN
2017	85,547	97,017	101,320	108,607	113,775
2016	121,243	127,198	143,016	143,016	203,876
2015	151,278	159,315	164,608	169,086	221,331
2014	85,742	92,249	98,596	100,591	134,330

### Fed Lunch (5445)

	FEB	MAR	APR	MAY	JUN
2017	356,293	422,740	483,454	548,641	548,641
2016	343,426	405,934	461,493	534,376	562,132
2015	280,196	335,801	378,773	421,456	517,949
2014	258,768	305,181	334,809	373,540	473,760

### Title I (5451)

	FEB	MAR	APR	MAY	JUN
2017	577,917	577,917	719,518	719,518	719,518
2016	299,501	425,318	425,318	639,359	906,073
2015	296,676	296,676	399,856	399,856	695,793
2014	556,086	556,086	689,860	689,860	1,030,074

# EXPENSE BY FUND

PAGE 1

This report includes the month of June.

Printed On: June 26, 2017

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## Expense By Source (2017)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	643,617	1,207,185	2,152,806	3,051,949	3,816,876	4,847,510	5,711,761	6,366,758	7,121,870	7,890,746	8,634,826	9,322,245
Fund 20	377,871	630,607	1,802,511	2,987,277	4,175,738	5,362,819	6,559,849	7,735,296	8,910,650	10,091,890	11,270,958	12,656,825
Fund 40	54,044	86,773	155,935	299,921	307,601	389,606	393,038	406,188	421,052	425,958	427,375	447,459
Fund 60	4,813	37,742	141,332	224,331	267,527	347,630	461,069	533,610	585,783	663,479	758,982	799,595
Fund 65	0	1,700	16,659	18,683	26,261	41,664	45,224	46,244	58,671	63,727	67,966	71,052
Fund 70	112,657	152,408	221,178	277,595	382,762	469,327	1,390,699	0	0	0	0	0
Total	1,193,003	2,116,414	4,490,421	6,859,756	8,976,765	11,458,556	14,561,640	15,088,095	17,098,026	19,135,800	21,160,108	23,297,176

## Expense By Source (2016)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	382,403	936,730	1,731,405	2,510,079	3,277,862	3,939,320	5,025,987	5,803,072	6,486,138	7,184,333	7,964,537	9,346,591
Fund 20	361,321	659,145	1,830,461	3,000,691	4,190,517	5,358,023	6,605,824	7,768,876	8,938,812	10,097,784	11,279,035	14,466,172
Fund 40	146,824	254,153	345,986	383,575	406,012	462,535	1,352,481	1,373,849	1,379,291	1,431,585	1,479,835	1,686,610
Fund 60	7,461	38,889	123,812	195,297	308,651	375,855	444,735	564,432	657,600	723,072	808,535	869,208
Fund 65	690	772	9,241	10,814	17,785	19,843	20,704	21,015	21,518	24,434	28,924	34,331
Fund 70	0	0	0	0	0	0	0	0	0	0	0	0
Total	898,700	1,889,689	4,040,905	6,100,457	8,200,828	10,155,577	13,449,731	15,531,243	17,483,359	19,461,207	21,560,866	26,402,911

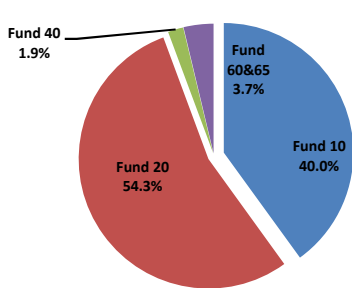
## Expense By Source (2015)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	588,593	1,019,778	1,822,272	2,594,479	3,341,203	3,983,451	5,013,797	5,820,748	6,389,057	7,108,479	7,829,136	9,117,114
Fund 20	234,534	473,280	1,668,851	2,828,060	4,000,345	5,174,915	6,347,344	7,512,495	8,677,762	9,837,208	11,007,528	14,132,157
Fund 40	180,100	316,823	471,724	624,184	862,030	935,656	2,014,266	2,322,150	2,339,981	2,500,207	2,591,339	2,629,416
Fund 60	2,146	24,160	49,492	146,740	215,651	276,465	409,530	463,226	516,242	575,145	608,242	669,938
Fund 65	0	900	4,651	5,039	27,360	30,174	34,722	38,245	39,473	43,329	49,857	159,147
Fund 70	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,005,374	1,834,941	4,016,990	6,198,503	8,446,589	10,400,661	13,819,658	16,156,864	17,962,515	20,064,367	22,086,103	26,707,773

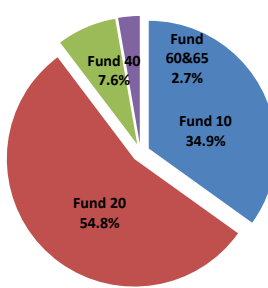
## Expense By Source (2014)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	430,580	842,033	1,794,443	2,525,846	3,218,465	4,282,844	4,846,596	5,543,168	6,147,605	6,831,733	7,511,822	8,995,328
Fund 20	344,154	571,042	1,733,704	2,925,870	4,095,327	5,291,574	6,443,472	7,603,776	8,772,373	9,962,509	11,133,271	14,300,061
Fund 40	214,364	305,687	348,374	385,915	422,685	446,205	1,308,848	1,336,210	1,345,526	1,354,910	1,366,367	1,292,476
Fund 60	1,225	11,101	45,598	104,067	163,886	242,625	266,622	318,852	351,499	405,452	448,951	521,457
Fund 65	0	5,663	6,320	11,155	12,866	13,879	25,370	41,510	42,431	48,177	49,408	53,027
Fund 70	0	0	0	0	0	489	4,632	12,079	12,079	12,671	16,256	20,773
Total	990,323	1,735,525	3,928,438	5,952,853	7,913,229	10,277,617	12,895,540	14,855,596	16,671,513	18,615,452	20,526,074	25,183,121

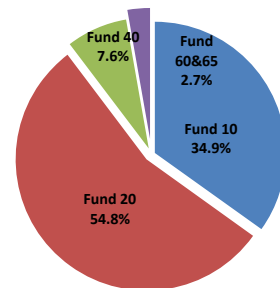
## EXPENSE BY FUND



Through June, 2017



Through June, Prior 2 Year Avg.



2 Year Average, End of Year Totals

	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Fund 10	10,436,756	9,400,749	9,322,245	9,117,114	8,995,328	9,117,114	8,995,328	100.0%	100.0%	9,322,245	
Fund 20	14,414,908	14,110,761	12,656,825	14,132,157	14,300,061	14,132,157	14,300,061	100.0%	100.0%	12,656,825	
Fund 40	689,788	2,680,923	447,459	2,629,416	1,292,476	2,629,416	1,292,476	100.0%	100.0%	447,459	
Fund 60	850,000	450,000	799,595	669,938	521,457	669,938	521,457	100.0%	100.0%	799,595	
Fund 65	50,000	40,000	71,052	159,147	53,027	159,147	53,027	100.0%	100.0%	71,052	
Fund 70	0	0	0	0	20,773	0	20,773	0.0%	100.0%	0	0
Other											0
Total	26,441,452	26,682,433	23,297,176	26,707,773	25,183,121	26,707,773	25,183,121			23,297,176	0

# EXPENSE BY OBJECT CODE

PAGE 1

This report includes the month of June.

Printed On: June 26, 2017

## Expenditures By Object Code (2017)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Salaries (61)	455,945	788,702	2,016,437	3,258,233	4,512,934	5,756,941	7,002,313	8,230,660	9,462,336	10,693,955	11,918,464	13,362,346
Benefits (62)	103,915	198,192	559,846	910,544	1,264,865	1,687,138	2,038,352	2,392,026	2,743,900	3,092,151	3,438,646	3,827,349
Services (63)	85,182	205,933	409,626	703,148	956,002	1,401,804	1,683,910	1,867,053	2,115,609	2,371,588	2,637,141	2,776,729
Supplies (64)	381,259	684,407	1,127,399	1,410,316	1,552,601	1,753,741	2,053,328	2,192,168	2,355,130	2,552,148	2,738,482	2,883,294
Facilities (65)	54,044	86,773	155,935	299,921	307,601	389,606	393,038	406,188	421,052	425,958	427,375	447,459
Debt (66)	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,080,345	1,964,006	4,269,243	6,582,162	8,594,003	10,989,230	13,170,941	15,088,095	17,098,026	19,135,800	21,160,108	23,297,176

## Expenditures By Object Code (2016)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Salaries (61)	438,032	829,777	2,042,622	3,273,229	4,519,254	5,744,139	6,963,200	8,172,179	9,388,782	10,600,880	11,842,107	15,031,000
Benefits (62)	92,810	179,422	534,427	882,134	1,227,967	1,553,980	2,088,267	2,415,903	2,742,506	3,068,331	3,396,155	4,243,562
Services (63)	139,373	263,128	485,487	731,407	993,029	1,186,743	1,612,252	1,917,258	2,116,746	2,336,804	2,580,663	2,897,064
Supplies (64)	81,661	363,209	632,382	830,111	1,054,566	1,208,180	1,433,531	1,652,054	1,856,034	2,023,608	2,262,105	2,544,676
Facilities (65)	67,168	174,497	264,714	302,303	324,740	375,548	1,193,672	1,215,041	1,220,482	1,271,186	1,319,437	1,524,621
Debt (66)	79,656	79,656	81,273	81,273	81,273	86,987	158,808	158,808	158,808	160,398	160,398	161,988
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	898,700	1,889,689	4,040,905	6,100,457	8,200,828	10,155,577	13,449,731	15,531,243	17,483,359	19,461,207	21,560,866	26,402,911

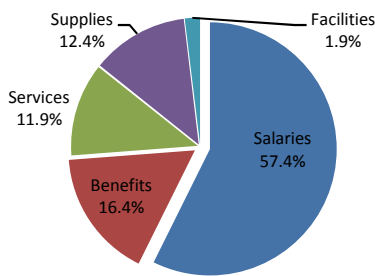
## Expenditures By Object Code (2015)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Salaries (61)	315,268	659,814	1,921,163	3,166,637	4,425,061	5,652,341	6,889,144	8,117,438	9,320,834	10,532,417	11,769,250	14,839,484
Benefits (62)	78,745	161,678	490,459	817,292	1,147,004	1,489,314	1,935,965	2,284,153	2,627,590	2,970,021	3,318,047	4,179,101
Services (63)	74,211	171,347	357,726	553,458	775,939	939,574	1,329,778	1,609,363	1,733,988	1,938,051	2,180,528	2,482,882
Supplies (64)	357,050	525,279	775,918	1,036,931	1,236,556	1,383,776	1,650,505	1,823,761	1,940,122	2,123,671	2,226,937	2,576,889
Facilities (65)	117,103	247,846	402,747	555,208	793,053	859,893	1,858,766	2,166,649	2,184,480	2,343,117	2,427,996	2,472,326
Debt (66)	62,997	68,977	68,977	68,977	68,977	75,763	155,501	155,501	155,501	157,091	163,343	157,091
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,005,374	1,834,941	4,016,990	6,198,503	8,446,589	10,400,661	13,819,658	16,156,864	17,962,515	20,064,367	22,086,103	26,707,773

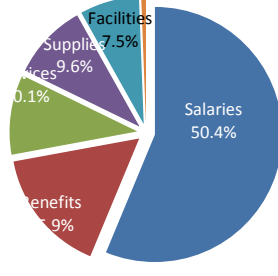
## Expenditures By Object Code (2014)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Salaries (61)	427,848	766,646	2,003,249	3,274,358	4,548,334	5,807,357	7,009,374	8,244,917	9,443,344	10,688,640	11,925,252	15,076,516
Benefits (62)	82,779	169,335	501,252	826,736	1,161,765	1,598,939	1,923,289	2,255,578	2,578,681	2,907,642	3,235,644	4,061,263
Services (63)	32,120	117,740	369,120	547,343	718,380	1,174,128	1,299,779	1,481,438	1,611,076	1,830,118	2,021,574	2,361,904
Supplies (64)	233,212	376,118	706,442	918,501	1,062,066	1,250,987	1,354,250	1,537,453	1,692,886	1,834,142	1,977,237	2,390,962
Facilities (65)	156,659	247,982	290,669	328,210	364,979	388,500	1,184,488	1,211,850	1,221,166	1,230,549	1,242,006	1,168,115
Debt (66)	57,705	57,705	57,705	57,705	57,705	57,705	124,360	124,360	124,360	124,360	124,360	124,360
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	990,323	1,735,525	3,928,438	5,952,853	7,913,229	10,277,617	12,895,540	14,855,596	16,671,513	18,615,452	20,526,074	25,183,121

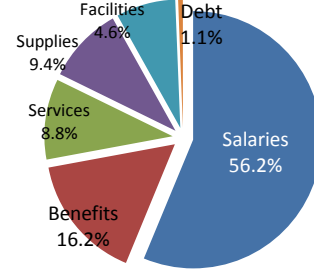
# EXPENSE BY OBJECT SOURCE



Through June, 2017



Through June, Prior 2 Year Avg.



2 Year Average, End of Year Totals

	2017 Budget	2016 Budget	2015 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected
Salaries (61)	15,024,142	14,867,351	14,794,257	13,362,346	15,031,000	14,839,484	15,031,000	14,839,484	100.0%	100.0%	13,362,346
Benefits (62)	4,289,589	4,257,643	4,135,803	3,827,349	4,243,562	4,179,101	4,243,562	4,179,101	100.0%	100.0%	3,827,349
Services (63)	3,125,419	2,866,521	2,603,502	2,776,729	2,897,064	2,482,882	2,897,064	2,482,882	100.0%	100.0%	
Supplies (64)	3,312,514	2,788,582	2,405,398	2,883,294	2,544,676	2,576,889	2,544,676	2,576,889	100.0%	100.0%	
Facilities (65)	689,788	1,664,018	2,518,714	447,459	1,524,621	2,472,326	1,524,621	2,472,326	100.0%	100.0%	
Debt (66)	0	164,078	224,759	0	161,988	157,091	161,988	157,091	100.0%	100.0%	
Other	1,653,351	0	0	1,478,233	0	0	0	0			
Total	28,094,803	26,608,194	26,682,433	24,775,410	26,402,911	26,707,773	26,402,911	26,707,773			



# ITEMIZED REVENUE REPORT

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This report includes the month of June.

Printed On: June 26, 2017

Local	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Current Taxes	5,429,000	5,429,000	5,491,903	5,429,460	5,159,714	5,429,460	5,159,714	100.0%	100.0%	5,491,903	5,491,903
Delinquent Taxes	320,000	320,000	279,646	339,023	351,827	339,023	351,827	100.0%	100.0%	279,646	279,646
Prop C (STF)	1,998,068	1,861,426	2,037,974	1,915,619	1,847,196	1,915,619	1,847,196	100.0%	100.0%	2,037,974	2,037,974
Interest	50,000	55,000	12,793	45,808	52,939	45,808	52,939	100.0%	100.0%	12,793	12,793
M & M Surcharge Tax	310,000	310,000	316,562	313,252	315,133	313,252	315,133	100.0%	100.0%	316,562	316,562
In Lieu of Tax	0	0	15,427	15,427	0	15,427	0	100.0%	0.0%	30,853	15,427
Presch & BASE Tuition	0	0	0	0	0	0	0	0.0%	0.0%		0
Adult Ed Tuition	554,300	554,300	576,186	542,216	553,678	391,555	553,678	138.5%	100.0%	483,221	576,186
Interest Earned	142,850	147,850	138,915	162,835	157,566	162,835	157,566	100.0%	100.0%	138,915	138,915
Food Service	181,500	187,000	236,989	190,620	162,232	190,620	162,232	100.0%	100.0%	236,989	236,989
Food Service-Non Program	60,000	65,000	1,698	62,185	58,440	62,185	58,440	100.0%	100.0%	1,698	1,698
Admission	45,000	35,000	35,758	48,580	49,378	48,580	49,378	100.0%	100.0%	35,758	35,758
SA & Boosters	900,000	900,000	944,064	1,033,841	819,958	1,033,841	819,958	100.0%	100.0%	944,064	944,064
Local PK Tuition	38,000	38,000	350	46,515	48,707	46,515	48,707	100.0%	100.0%	350	350
Rental of Property	1,000	1,000	7,700	10,525	4,625	10,525	4,625	100.0%	100.0%	7,700	7,700
Prior Period Adjustment	40,000	30,000	27,542	56,972	64,339	56,972	64,339	100.0%	100.0%	27,542	27,542
Misc Local Rev.	125,650	59,650	50,679	91,586	256,169	91,586	256,169	100.0%	100.0%	50,679	50,679
Other	0	0	0	0	0	0	0	0.0%	0.0%		0
Total	10,195,368	9,993,226	10,174,188	10,304,464	9,901,902	10,153,803	9,901,902	101.5%	100.0%	10,099,262	

County	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Fines, Escheats, Forfeit	95,000	105,000	118,549	95,332	94,105	95,332	94,105	100.0%	100.0%	118,549	118,549
State RxR Utility	215,000	210,000	240,535	222,739	218,980	222,739	218,980	100.0%	100.0%	240,535	240,535
Other	0	0	0	0	0	0	0	0.0%	0.0%		0
Total	310,000	315,000	359,084	318,071	313,084	318,071	313,084	100.0%	100.0%	359,084	

State	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Basic Formula	7,530,000	6,670,439	7,713,558	6,738,422	7,018,536	6,738,422	7,018,536	100.0%	100.0%	7,713,558	7,713,558
Transportation	165,000	140,000	139,729	157,129	158,363	157,129	158,363	100.0%	100.0%	139,729	139,729
ECSE - State	500,000	518,433	497,671	515,551	402,671	515,551	402,671	100.0%	100.0%	497,671	497,671
Basic Formula CTF	772,590	750,408	771,158	725,350	721,557	725,350	721,557	100.0%	100.0%	771,158	771,158
Vocational/At-Risk	20,000	20,000	20,000	20,000	20,000	20,000	20,000	100.0%	100.0%	20,000	20,000
Early Childhood (PAT)	0	0	0	0	0	0	0	0.0%	0.0%		0
Vocational Tech Aid	403,630	393,630	574,433	566,705	521,182	566,705	521,182	100.0%	100.0%	574,433	574,433
Food Service	8,000	8,000	8,032	7,475	7,203	7,475	7,203	100.0%	100.0%	8,032	8,032
Adult Basic Ed	0	0	0	0	0	0	0	0.0%	0.0%		0
Enhancement Grant	135,568	125,524	106,844	127,765	109,095	127,765	109,095	100.0%	100.0%	106,844	106,844
A+ Schools Grant	13,858	13,858	85,960	38,681	38,626	38,681	38,626	100.0%	100.0%	85,960	85,960
Residential Place/Excess Cost	0	0	30,622	21,595	12,345	21,595	12,345	100.0%	100.0%	30,622	30,622
Spec Ed High Need Fund	45,000	50,000	94,917	43,663	43,868	43,663	43,868	100.0%	100.0%	94,917	94,917
Mo PreSch Project	0	0	0	0	28,800	0	28,800	0.0%	100.0%		0
Misc. State Rev.	6,929	7,429	55,549	25,983	14,292	25,983	14,292	100.0%	100.0%	55,549	55,549
Other	0	0	0	0	0	0	0	0.0%	0.0%		0
Total	9,600,575	8,697,720	10,098,471	8,988,319	9,096,537	8,988,319	9,096,537	100.0%	100.0%	10,098,471	

# ITEMIZED REVENUE REPORT

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This report includes the month of June.

Printed On: June 26, 2017

Federal	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Medicaid	100,000	100,000	144,789	132,850	111,256	132,850	111,256	100.0%	100.0%	144,789	144,789
Vocational Ed	186,238	205,246	113,775	203,876	221,331	203,876	221,331	100.0%	100.0%	113,775	113,775
Spec Ed High Need Fund	5,000	8,000	6,982	4,282	0	4,282	0	100.0%	0.0%	13,964	
IDEA (Part B)	400,522	400,522	284,980	417,513	441,785	417,513	441,785	100.0%	100.0%	284,980	
ECSE	96,000	60,000	63,987	62,882	97,821	62,882	97,821	100.0%	100.0%	63,987	
School Lunch Prog	550,000	550,000	548,641	562,132	517,949	562,132	517,949	100.0%	100.0%	548,641	
School Breakfast P.	250,000	250,000	298,358	299,550	265,258	299,550	265,258	100.0%	100.0%	298,358	
Title I	1,078,000	790,000	719,518	906,073	695,793	906,073	695,793	100.0%	100.0%	719,518	
Title IIA	124,821	124,821	75,887	121,525	120,717	121,525	120,717	100.0%	100.0%	75,887	
Child Care Devl. Grant	0	0	1,269	8,262	3,723	8,262	3,723	100.0%	100.0%	1,269	
Voc Rehab	11,058	61,301	30,709	14,435	1,832	14,435	1,832	100.0%	100.0%	30,709	
Dept Health Food Svc Prog	40,000	28,924	0	44,149	42,144	44,149	42,144	100.0%	100.0%		
JTPA - WIA	41,573	41,573	41,253	72,862	36,285	72,862	36,285	100.0%	100.0%	41,253	
Voc - Pell Grants	0	0	0	0	0	0	0	0.0%	0.0%		
TRA	13,858	13,858	11,750	17,346	0	17,346	0	100.0%	0.0%	23,500	
Title VI B	30,000	30,000	0	34,246	26,077	34,246	26,077	100.0%	100.0%	0	
Misc. Fed. Funds	0	0	0	0	1,400	0	1,400	0.0%	100.0%		0
Other	0	0	0	0	0	0	0	100.0%	0.0%	0	0
Total	2,927,069	2,664,244	2,341,897	2,901,981	2,583,370	2,901,981	2,583,370	100.0%	100.0%	2,341,897	

Non Revenue Funds	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Sale of Bonds	0	0	0	0	0	0	0	0.0%	0.0%		0
Insurance Recovery	0	0	0	3,211	0	3,211	0	100.0%	0.0%		0
School Bus Sale	0	0	0	0	0	0	0	0.0%	0.0%		0
Property Sales	0	0	-7	10,224	325	10,224	325	100.0%	100.0%	-7	-7
Other	0	0	0	0	0	0	0	100.0%	0.0%		0
Total	0	0	-7	13,435	325	13,435	325		100.0%	-7	

Tuition	2017 Budget	2016 Budget	Thru JUN 2017	Thru JUN 2016	Thru JUN 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Rural Tuition	3,668,548	3,762,433	3,681,387	3,762,432	3,780,348	3,762,432	3,780,348	100.0%	100.0%	3,681,387	3,681,387
Area VoTech Tuition	296,910	278,774	123,778	122,018	103,045	122,018	103,045	100.0%	100.0%	123,778	123,778
SpecEd Tuition	0	0	0	0	0	0	0	0.0%	0.0%		0
Local Tax Effort	5,000	0	3,289	68,520	26,256	68,520	26,256	100.0%	100.0%	3,289	3,289
Transportation Other LEAs	0	0	0	0	0	0	0	0.0%	0.0%		0
Other	0	0	0	0	0	0	0	0.0%	100.0%		0
Total	3,970,458	4,041,207	3,808,454	3,952,970	3,909,648	3,952,970	3,909,648	100.0%	100.0%	3,808,454	



# MULTI-YEAR FINANCIAL HISTORY

Manual Entry											
	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	Through June			
								2016-17	2015-16	2014-15	2013-14
Revenues	27,003,469	26,479,240	25,804,867	24,894,243	25,447,148	24,998,562	25,179,868	26,782,088	26,479,240	25,804,867	25,804,867
Expenditures	#N/A	26,402,911	26,707,773	25,183,121	24,996,098	25,227,463	24,485,598	24,775,410	26,402,911	26,707,773	26,707,773
Difference	#N/A	76,328	-902,906	-288,878	451,050	-228,901	694,270	2,006,678	76,328	-902,906	-902,906
Ending Balance		5,610,766	6,513,672	6,802,549	7,080,293	6,629,234	6,858,134				
Operating		4,310,766	4,803,080	5,199,092	5,629,912	5,719,265	5,455,224				
Capital		1,300,000	1,710,592	1,603,457	1,450,381	909,969	1,402,910				
ASBR Fund Balance		17.90%	25.87%	27.20%	28.33%	26.28%	28.01%				
Operating Fund Balance		21.25%	24.39%	21.92%	22.89%	24.74%	23.82%				
Revenue	27,003,469	26,479,240	24,894,243	25,004,774	25,449,715	24,998,561	25,179,868	26,782,088	26,479,240	25,804,867	25,804,867
Local	10,195,368	10,304,464	9,240,770	9,425,653	9,293,209	8,632,907	8,237,250	10,174,188	10,304,464	9,901,902	9,901,902
County	310,000	318,071	322,369	350,780	289,248	281,258	275,805	359,084	318,071	313,084	313,084
State	9,600,575	8,988,319	8,614,458	8,801,998	8,554,691	7,857,045	7,835,648	10,098,471	8,988,319	9,096,537	9,096,537
Federal	2,927,069	2,901,981	2,852,326	2,540,576	3,358,201	4,374,666	4,812,049	2,341,897	2,901,981	2,583,370	2,583,370
Tuition (K-8)	3,668,548	3,762,432	3,748,174	3,808,811	3,885,080	3,686,474	3,626,593	3,681,387	3,762,432	3,780,348	3,762,432
Tuition (Vocational)	301,910	190,538	73,592	76,956	66,720	86,211	371,692	127,067	190,538	129,300	190,538
Other	0	13,435	42,554	0	2,566	80,000	20,831	-7	13,435	325	-42,997
Expenditures	#N/A	26,402,911	41,671,617	25,282,520	25,228,836	24,195,892	24,485,599	24,775,410	26,402,911	26,707,773	26,707,773
Certified Salaries	10,968,915	15,031,000	14,839,484	11,452,196	11,461,787	11,092,997	10,710,903	13,362,346	15,031,000	14,839,484	14,839,484
Non-Certified	4,055,227	4,080,173	14,839,484	3,676,352	3,735,836	3,723,523	3,866,106	3,827,349	4,243,562	4,179,101	4,179,101
Employee Benefits	4,289,589	4,243,562	4,179,101	4,131,093	4,229,385	4,056,091	3,979,297	2,776,729	2,897,064	2,482,882	2,482,882
Purchased Services	3,125,419	2,897,064	2,482,882	2,093,007	2,123,355	1,832,905	1,623,512	2,883,294	2,544,676	2,576,889	2,576,889
Supplies	3,312,514	2,544,676	2,576,889	2,369,196	2,374,869	2,061,690	2,361,067	447,459	1,524,621	2,472,326	2,472,326
Capial Outlay	689,788	1,524,621	2,472,326	1,153,030	657,586	1,199,696	1,741,298	0	161,988	157,091	157,091
Debt	0	161,988	157,091					0	0	0	0
Other	#N/A		124,360	407,646	646,018	228,990	203,416	1,478,233	0	0	0
Beginning Debt	6,489,400	5,033,168	5,798,168	3,583,168	4,083,168	3,518,168	5,815,000				
New Debt		14 Bus & Fcity 1,456,232		12-13 Field 3,030,100		2010 B 1,555,000					
Principal			765,000	815,100	500,000	990,000	2,296,832				
Interest Payment			124,360	155,908	142,883	170,726	203,416				
End of Year Debt		6,489,400	5,033,168	5,798,168	3,583,168	4,083,168	3,518,168				

# GRAPHICAL EXPENDITURE DATA

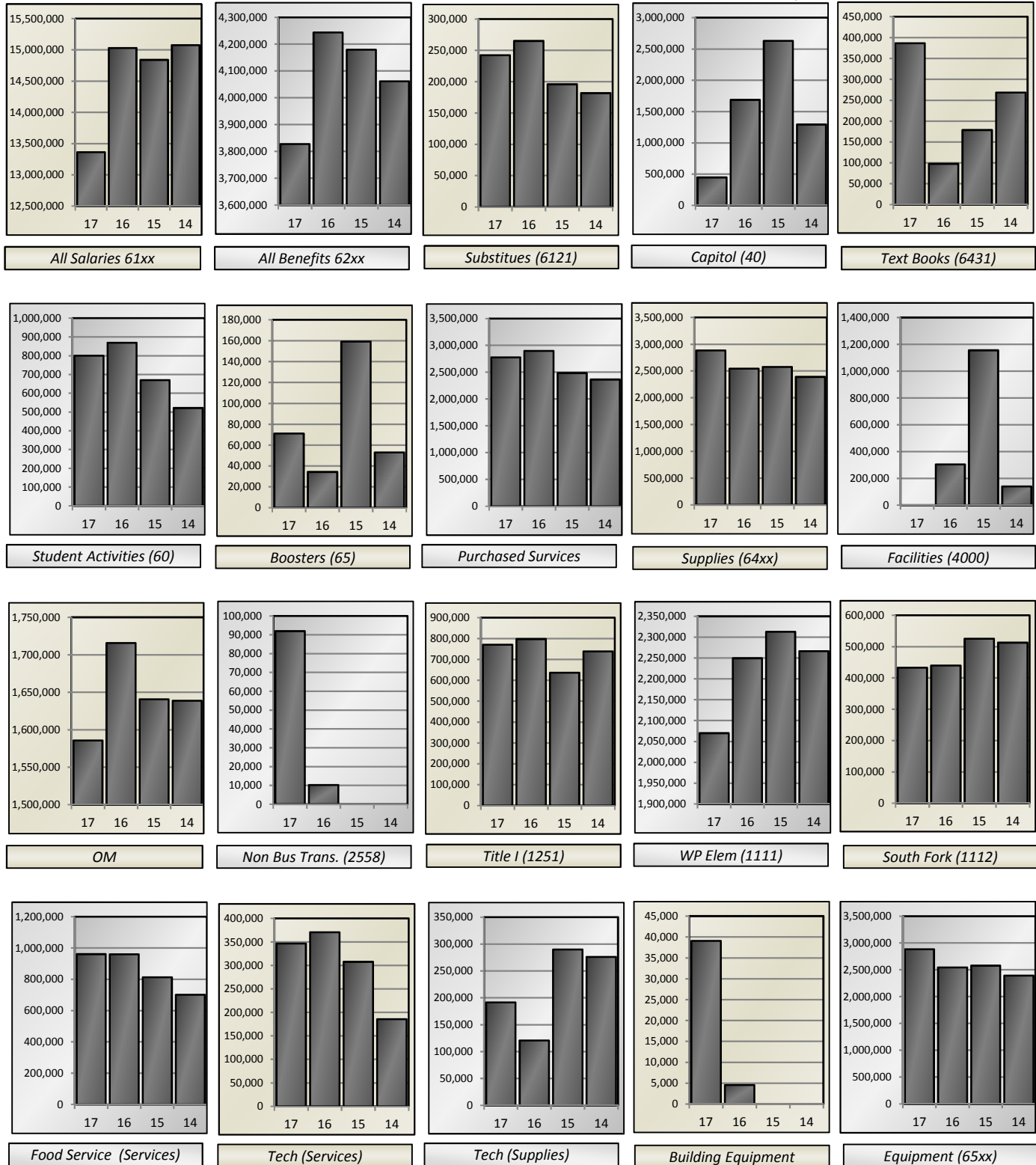
PAGE 1

This report includes the month of June.

Printed On: June 26, 2017

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## 4 YEAR EXPENSE COMPARISON THROUGH THE MONTH OF JUNE



2017-18 High School Handbook additions and deletions, items that are ~~STRICKEN~~ are to be deleted, **YELLOW** items are additions or changes

Add Wednesday early release schedule, adjust times on Regular schedule, p. 9

#### DAILY SCHEDULE

Students arriving at school prior to 7:35a.m. need to report to the cafeteria unless they are under the direct supervision of a faculty member.

\*Bus riders for South Fork and the rural schools will be dismissed at 3:25

#### Bell Schedule:

8:10-9:00 – First Hour

9:05-9:52- Second Hour

9:57-10:44- Third Hour

10:49- 11:36- Fourth Hour

11:41-1:10- Fifth Hour

A Lunch 11:36-12:05

B Lunch 12:09-12:37

C Lunch 12:41-1:10

1:15-2:02 – Sixth Hour

2:07-2:54- Seventh Hour

2:59-3:35- Zizzertime

Wednesday early release plan: Every Wednesday all students will be released at 2:54 p.m. with exception of bus riders who will report to the cafeteria. Sports practices and extracurricular activities will begin at 2:54 p.m.

Bus riders for South Fork and the rural schools will be dismissed at 3:25, R-7 bus riders will be released at 3:35 p.m.

Remove from section on p. 45 (add to section found on p.15)

#### PERSONAL ELECTRONIC DEVICES (PEDs)

Personal electronic devices (PEDs) (i.e., cell phones, MP3 players, laptops, portable video gaming devices, etc.) should be stored away, kept out of sight, and/or be turned off or in silent mode (non-vibrating) during instructional time unless directed by their teacher. The opportunity for students to use such devices during instructional time is left to the discretion of the individual teacher. The administration of West Plains High School recommends that students not bring PED's to school due the high theft nature of these items.

- Instructional times are defined as the time spent in the classroom during periods 1-8, with learning occurring bell to bell. Zizzertime classes will follow the guidelines of instructional time. ~~This includes the use of restrooms, water breaks, etc. during a class period.~~
- Non-instructional times are defined as follows:
  - Any time before 8:10 a.m. and after 3:35 p.m.
  - Passing periods between classes
  - Privilege time in designated areas for those on gold or emerald status who have earned this reward during Zizzertime.
  - Lunch

Students may not use their cell phone at any time during the school day to:

- Take pictures of other students or staff members without their permission
- Record videos of other students or staff members without their permission
- Record audio of other students or staff members without their permission

Cell phones are strictly forbidden in the following locations:

- Locker rooms
- Restrooms
- Any area where privacy is expected.

PED use in of these areas may be considered a criminal offense. A report of the violation will be made to law enforcement and also be dealt with as a disciplinary issue by the school. ~~Laser pointers should never be brought to school and will be confiscated immediately. Students are also reminded that such property brought to school is the responsibility of the student and WPHS is not responsible for theft of such property. Refusal to give a staff member a phone due to a violation will result in an additional charge of insubordination.~~

Modify p.16

### TELEPHONE USE/ STUDENT MESSAGES

The school will not deliver messages to students during instruction time **UNLESS AN EMERGENCY EXISTS.** However, the office will take messages for the student to pick up. Students may pick up their messages at the Attendance window. Students with "call-back" messages **should** ~~may~~ make their calls on the student phone at the attendance office. ~~See "Telephone Use" in the paragraph above. Phones in school offices are for school business only. The student telephone in the Attendance Office is also a school business phone. PERSONAL CALLS, INCLUDING RETURNING PERSONAL MESSAGES, SHOULD BE MADE ON THE OFFICE PHONE. Students who are in the office to use the telephone should have a HALL PASS in their possession.~~

Delete p.16

### STUDENT MESSAGES

~~The school will not deliver messages to students during the school day instruction time UNLESS AN EMERGENCY EXISTS. However, the office will take messages for the student to pick up. Students may pick up their messages at the Attendance Window. Students with "call back" messages should make their calls on the student phone at the office. See "Telephone Use" in the paragraph above.~~

Modify p.16

### DRESS CODE

All students are expected to come to school clean and neat in appearance. Administrators will make the final decision if questions arise. The following items will be considered unacceptable for all students.

1. Headgear: (Hats, Caps, Bandannas, Do-rags, Sweatbands, Hoods of any kind, etc.) are not to be worn on campus during school hours (from the time the student arrives at school until the end of the school day). ~~In addition, students will not be permitted to carry headgear with them during the school day.~~ Failure to comply may result in confiscation and will be considered a direct violation of the dress code policy.
  2. All Shirts must have a sleeve. **Halter tops, tank tops, or any tops which exposes the midriff, spaghetti strap tops, are not permissible** ~~are not permitted. Low-cut shirts are not permitted and~~ **The appropriateness of any shirt is left to the discretion of the administration.**
  3. Patches or suggestive writing on clothing or hats having vulgar, sexual, drug or alcohol connotations.
  4. Bare feet.
  5. ~~Short shorts, cutoffs, biker shorts, etc.~~ All shorts and skirts must be long enough so that the tip of the middle finger does not touch bare skin when the student is standing upright.
  6. Jeans or pants with holes or tears which go completely through the cloth above the knee are not allowed (when standing upright). Skirts and shorts with holes are not permitted since the holes would be above the knee.
  7. Chains/ropes hanging from clothing.
  8. Clothes must fit properly and not be a distraction to the educational environment.
  9. Leggings, tights and spandex type athletic pants must have some type of top which extends from the torso to finger-tip length at the thigh.
  10. Any clothing, makeup or accessories which may cause a distraction to the educational environment.
- NOTE:** ~~Walking shorts, city shorts, skorts, culottes, etc. are acceptable for student wear at any time during the school year.~~

Delete Text p.17

### FOOD AND OPEN CONTAINERS

All food and open containers are subject to search and are to be confined to the designated eating areas (Cafeteria/Triangle). Drinks are permitted in the hallway before school. Food and drinks are not to be consumed in the hallways or stored in lockers (with the exception of sack lunches). Delivery of fast food during the school day is ~~prohibited~~ **discouraged**. Repeated failure to comply will result in disciplinary action.

Delete Section p.17

## EQUIPMENT AND SUPPLIES

- ~~1. Textbooks and supplies not furnished by the school will be purchased by the students.~~
- ~~2. Boys' Physical Education Equipment:~~  
~~Each boy enrolled in physical education will need the following equipment:~~
  - ~~— 1 pair of gymnasium shoes with rubber or crepe soles~~
  - ~~1 pair of shorts and T-shirt~~
  - ~~1 pair white cotton socks and 1 towel~~
  - ~~Valuables: Give valuables to instructor~~
  - ~~Washing: Each boy is expected to keep his gymnasium clothes neat and clean and ready for inspection.~~
  - ~~Gymnasium clothes should be laundered at least once a week and more frequently if necessary.~~
  - ~~Consult with instructor~~
- ~~3. Girls' Physical Education Equipment:~~  
~~Each girl taking physical education will need the following equipment:~~
  - ~~1 pair of white tennis shoes and 1 pair white socks~~
  - ~~1 pair of shorts and T-shirt~~
  - ~~Valuables: Give valuables to instructor~~
  - ~~— Consult with instructor~~

Modify p.17

## LOST AND FOUND

Pupils who find or lose articles should report the same to the Assistant Principal's high school office promptly. The loss of property may be minimized by identifying, where possible, every article with the owner's name.

Modify p.17

## BULLETIN BOARDS

General information and announcements will appear from time to time on the various bulletin boards. Pupils should observe and read the bulletin boards regularly. All bulletin board announcements should be approved through the office or club sponsor before posting.

Modify p.19

**Non-Emergency Lockdown Alert-** This code will be announced when a lockdown is needed and there is no threat to the safety of students or staff. Students are to immediately return to the assigned classroom if they are in the halls or restroom. While no threat to student safety would seem to be involved with this announcement, all lockdown procedures must be followed until the announcement is made to return to normal procedure.

Modify p. 25

## Dual Degree Program

West Plains High School offers a dual degree program in cooperation with Missouri State University-West Plains. Student eligibility for the program is based on their first three semesters of enrollment in high school. Requirements for the program are listed below and are subject to change by MSU-West Plains and West Plains High School.

To be considered for the dual degree program, students must meet the following requirements during their first three semesters of high school:

1. 3.25 cumulative GPA on a 4.0 scale at the end of the third semester,
2. 95% attendance rate, and
3. Age 16 by the first day of MSU-WP classes, and

In addition, students must meet the following requirements as established by MSU-WP prior to be admitted into the dual degree program:

1. ACT\* composite score of 21 or above, and

## 2. ACT subject area scores:

- READING: Reading ACT\* score of 19 or higher or an Accuplacer\*\* test reading score of 85 or above
- ENGLISH: An English ACT\* score of 21 or higher and, placement as determined by MSU-WP
- MATHEMATICS: In order to take MTH 135, a Math ACT\* score of 22 or appropriate placement on an approved placement exam. In order to take MTH 181, a Math ACT\* score of 24 or higher is required. In order to take MTH 261, a Math ACT\* score of 26 or higher is required.

\*The ACT may be taken at MSU-WP or scores from the national ACT exam may be used.

\*\*The Accuplacer test may be taken at MSU-WP.

Modify p.26

### SEMESTER TEST EXEMPTION POLICY

To encourage regular school attendance of students, WPHS students that meet identified criteria may have the option of not taking semester test exams. The exception to this program is in advanced placement (AP) courses.

#### Criteria for Test Exemption Eligibility:

##### Attendance and Academics:

Students with outstanding attendance and good grades may be exempt from taking up to three final exams (maximum number of classes listed below):

<u>Attendance Percentage</u>	<u>Classes exempt of finals</u>
• 100%	2 cores and 1 elective
• 97%	2 cores <u>or</u> 1 core and 1 elective
• 95%	1 core <u>or</u> 1 elective
• The attendance percentage is based on all classes for the semester, not individual classes. Students must have a minimum grade of 75% by week 15 of the semester in the courses from which they wish to be exempted. A drop in grade below 75% before the day of the final exam will disqualify a student from test exemptions. All absences apply whether excused or unexcused (the only exception is for school activities).	
• Students will not be exempted from finals for courses in which they have had late assignments.	

\*Late assignments are defined as classwork turned in after the due date set by the teacher.

To encourage regular school attendance of students, WPHS students that meet identified criteria may have the option of not taking semester test exams. The exception to this program is in advanced placement (AP) courses. In the case of a performance event serving as the final (project, group activity) the student will not be exempt from the final. In this scenario or case, the student may drop a test grade in the class.

At the discretion of the teacher, the teacher may require all students take the final. In this scenario, students who qualifies for an exemption can elect to drop their lowest test grade, which would include the final.

#### Criteria for Test Exemption Eligibility:

##### Attendance and Academics:

Students with outstanding attendance and good grades may be exempt from taking up to three final exams (maximum number of classes listed below):

<u>Attendance Percentage</u>	<u>Classes exempt of finals</u>
• 100%	2 cores and 1 elective
• 97%	2 cores <u>or</u> 1 core and 1 elective
• 95%	1 core <u>or</u> 1 elective
• The attendance percentage is based on all classes for the semester, not individual classes. Students must have a minimum grade of 75% by week 15 of the semester in all courses. <del>the courses from which they wish to be exempted.</del> A drop in grade below 75% before the day of the final exam will disqualify a student from test exemptions. All absences apply whether excused or unexcused (the only exception is for school activities).	
• Students will not be exempted from finals for courses in which they have had late assignments.	

\*Late assignments are defined as classwork turned in after the due date set by the teacher.

Discipline: No Out-of-School-Suspension or In-School-Suspension during the semester.

Encumbrances: All fines must be paid and library books turned in. Fines may include lost or damaged textbooks or library books.

1. Students who meet the criteria for Test Exemption must complete the Test Exemption Form. (Test Exemption is a decision to be made by the individual student and his/her parent/guardian).
2. Students who turn in their Test Exemption Form may choose to take selected finals in attempt to raise their grade. In such cases the student's grade cannot be lowered as a result of taking the semester exam(s).
3. All unexcused and excused absences will count against Test Exemption.
4. To be eligible for Test Exemption, students must be enrolled throughout the duration of the semester. Students that enroll late or transfer are not eligible for Semester Test Exemption.
5. Semester exams will only be administered during the scheduled time. Students will not be allowed to take semester exams early. Makeup Semester Exams for excused absences will be made up at the teacher's discretion.
6. Semester Exams will not be averaged in to a student's overall grade if that student is test exempt.

**ALL TEST EXEMPTION FORMS MUST BE COMPLETED INCLUDING ALL REQUIRED SIGNATURES.**

Delete text p.27

**Perfect Attendance** – In order to achieve perfect attendance, a student must be present in each class each day. The only exceptions are absences due to school-sponsored activities, approved college visitations, or approval by the teacher for the student to be in some other location on campus. All other absences, including ISS, will be counted when determining “perfect attendance.”

Modify p. 30

#### **STUDENT IDENTIFICATION BADGES**

Due to the high number of individuals who utilize our campus daily it is important that we maintain a safe school environment. Student I.D. Badges will be granted status every three weeks. The three levels are: red, gold, and emerald and are incorporated as part of the Zizzertime 8<sup>th</sup> hour. Students' status for their card will be updated every three weeks in conjunction with distribution of progress reports. Students will receive a **status** based on three factors: grades, discipline and attendance. Student I.D. cards will also serve as a library card.

**GOLD Status** - will be awarded to students with no grade of D or F, no discipline referrals requiring ISS or OSS placement, and no attendance issues. Students with Gold status will have free admission to athletic contests and the ability to attend privilege areas during Zizzertime.

~~In order to attend privilege time, students must show the privilege time area teacher their gold card.~~

**RED Status**- will be awarded to students with any grade of D or F, a discipline infraction requiring I.S.S. or O.S.S. placement, or attendance issues. ~~will receive a red I.D. card for three weeks.~~ Students on red card status will be required to report to an assigned tutoring area during Zizzertime.

**EMERALD Status** – will be awarded to junior and senior students with no grade lower than a B, no discipline referrals requiring ISS or OSS placement, and at least 97% attendance for the first quarter. Students with Emerald status will have the same privileges as Gold status, with the addition of being free to leave school during Zizzertime with a signed parental/guardian permission form.

Modify p. 30

#### **~~8<sup>TH</sup> PERIOD~~ RESPONSE TO INTERVENTION (RTI)/ ZIZZER TIME**

At West Plains High School we want students to be successful. The Zizzertime Response to Intervention (R.T.I.) program is intended to help students who are struggling academically. During this time those students will be assigned to a tutor or a study hall where they can work on improving their grades. These assignments are made for 3 weeks in conjunction with distributing progress reports.

Opting out provision: Once a semester, a student assigned to tutoring may be released ~~after one week~~ provided they have brought up the grade in question, and no other grades are below a C. Students having a D or F will be identified as requiring level one, two or three tutoring by a team consisting of teachers, counselors and administrators. Levels one and two students will be in a study hall corresponding to the class(es) in which there is a D or F. Level three



students with consistent “D” or “F” grades in math and/or English will be placed in small group intensive tutoring in those subjects.  
Students who have received a discipline referral requiring ISS/ or OSS placement or attendance issues (ex. truancy, excessive absences) will be assigned to a study hall.

~~Students who have no D's, F's, discipline referrals, or attendance issues will receive privilege time.~~

Delete from p. 36 the following **CLUBS AND ORGANIZATIONS**

The Academic Bowl Team  
DECA  
German Club  
GES Lunch Bunch  
Southern Missouri Home Builders Association “Student Chapter”  
VICA

Delete p. 39

~~**9. CORPORAL PUNISHMENT:** Corporal punishment, as a measure of correction or of maintaining discipline and order in schools, is permitted. However, it shall be used only when all other alternative means of discipline have failed, and then only in reasonable form and upon the recommendation of the principal. If found necessary, it should never be inflicted in the presence of other pupils nor without a witness. Corporal punishment shall be administered only by swatting the buttocks with a paddle. When it becomes necessary to use corporal punishment, it shall be administered so that there can be no chance of bodily injury or harm. Striking a student on the head or face is not permitted. The teacher or principal shall submit a report to the superintendent, explaining the reason for the use of corporal punishment as well as the details of the administration of the same. A staff member may, however, use reasonable physical force against a student without advance notice to the principal, if it is essential for self-defense, the preservation of order, or for the protection of other persons or the property of the school district.~~

Rearrange from p. 40

**BULLYING/CYBERBULLYING (see Board policy JFCF)** – Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; promoting suicide or self-harm. Written or symbolic words or gestures meant to harass or injure another person; i.e., threats of violence or defamation of a person's race, religion, gender, or ethnic origin. Students will not be disciplined for speech in situations where the speech is protected by law.

Step One:	5 days OSS and parent conference with principal.
Step Two:	10 days OSS and parent conference with superintendent.
Step Three:	10-180 days OSS and possible expulsion.

**Harassing, intimidating or threatening computer usage:** Inappropriate computer usage intended to bully, harass, intimidate, or threaten student(s) and staff. This includes using language or material that is disparaging or demeaning; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others. Constitutionally protected speech will not be punished.

Step One:	10-180 days OSS and possible expulsion.
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Rearrange from p. 41

**HARASSMENT, including Sexual Harassment (see Board policy AC)**

Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of harassment include, but are not limited to, racial jokes or comments; graffiti; name calling, pushing, fighting, threatening, intimidating or any hostile acts based on a protected characteristic.



Step One:	Principal/Student conference; ASD, Friday School, or ISS; 1-180 days OSS; or expulsion.
Step Two:	ISS; 1-180 days OSS; or expulsion.

**Sexual Misconduct** - Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the breasts or genital area, regardless of whether the touching occurred through or under clothing; touching of undergarments, exposing of the breasts and/or genital areas, requests for sexual favors, and/or other unwelcome sexual advances.

Step One:	3-5 days ISS; 1-180 days OSS; or expulsion.
Step Two:	1-180 days OSS or expulsion.

**Sexual Activity** – Acts of sex or simulated acts of sex.

Step One:	3-5 days ISS or OSS; parent conference.
Step Two:	5-10 days OSS; conference with Principal.
Step Three:	10-180 days OSS; referral to superintendent before readmission.

Add section dealing with sale and distribution, p. 43

## TOBACCO

**Use and/or possession** – Student possession or use of any tobacco product(s) (including electronic cigarettes) on district property, or areas adjacent to school property, district transportation or at any district related activities is prohibited. Tobacco products will be confiscated and destroyed. It is against the law of Missouri for minors to buy, use or possess tobacco products.

Step One:	2-5 ASD or Friday School; or ISS.
Step Two:	5-10 ASD or Friday School; or ISS.
Step Three:	5-10 days OSS.

**Sale, purchase, distribution, and/or receiving (or the attempt of such)** of any tobacco product(s).

Step One:	3-5 days ISS.
Step Two:	3-5 days OSS
Step Three:	5-10 days OSS.

Clarify consequences regarding loss of privileges p. 43

## TECHNOLOGY MISCONDUCT (see Board policies EHB and KKB and procedure EHB-AP)

Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device. Violating the district's Electronic Communication/Technology agreement.

Step One:	Restitution. Principal/Student conference; loss of privileges for minimum of 2 weeks, maximum rest of the semester; ASD; Friday School; or ISS.
Subsequent Step:	Restitution. Loss of user privileges for remainder of the school year; 1-180 days OSS; or expulsion.

Clarify consequences p. 44

**ACADEMIC DISHONESTY** – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

Step One:	"0" Grade for Assignment and 3 days Lunch Detention or 1-3 days ASD, and Parent notification.
Step Two:	"0" Grade for Assignment and 3 days ASD or 1-3 days ISS, and Parent Conference with Assistant Principal.
Step Three:	"0" Grade for Assignment and 3-5 days ISS and Parent conference with Principal.
Subsequent Step:	"0" Grade for Assignment and 5-10 days OSS and Referral to Superintendent.

Updating description p. 45

**DISRUPTIVE CLASSROOM BEHAVIOR AND/OR DISMISSAL FROM CLASS** – In the event a student has disrupted class and the classroom teacher has attempted to remedy the problem using other methods, the student shall be dismissed from class and referred to the assistant principal's/director's office. The classroom teacher will submit a written report referral on the nature of the problem to the assistant principal/director. A copy of this report will be mailed to the parent/guardian. A parent/guardian will be notified of the referral. Disruption and/or dismissal totals are tabulated throughout the school year and may be from any class.

Step One:	Conference, warning or 1-3 Lunch Detention, ASD.
Step Two:	1-3 ASD or Friday School; or ISS; parent conference.
Step Three:	2-3 days ISS; OSS; conference with principal required for readmission.
Step Four:	5 days OSS; conference with principal required for readmission.
Step Five:	10 days OSS conference with superintendent required for readmission.
Step Six:	90 days OSS.

Clarify consequences p. 44

**DRESS CODE VIOLATIONS (see policy JFCA and procedure JFCA-AP) (SEE ALSO DRESS CODE)**

Step One:	Warning call to parents and opportunity to change clothes.
Step Two:	Student sent to ISS until another item can be brought from home
Step Three:	Student sent home to change with an un-excused absence for time missed from school and assigned 3 days ISS.

Repeated violations may result in out of school suspension and conference with the superintendent

Removed from the conduct section (add to section on p. 15)

**PERSONAL ELECTRONIC DEVICES (PEDs)**

Personal electronic devices (PEDs) (i.e., cell phones, radios, tape players, CD players, MP3 players, laptops, portable video gaming devices, etc.) should be stored away, kept out of sight, and/or be turned off or in silent mode (non-vibrating) during instructional time unless directed by their teacher. The opportunity for students to use such devices during instructional time is left to the discretion of the individual teacher. The administration of West Plains High School recommends that students not bring PED's to school due the high theft nature of these items.

- Instructional times are defined as the time spent in the classroom during periods 1-8 with learning occurring bell to bell. Zizzertime classes will follow the guidelines of instructional time. This includes the use of restrooms, water breaks, etc. during a class period.
- Non-instructional times are defined as follows:
  - Any time before 8:10 a.m. and after 3:35 p.m.
  - Passing periods between classes
  - Privilege time in designated areas for those on gold or emerald status who have earned this reward during Zizzertime.
  - Lunch

Students may not use their cell phone at any time during the school day to:

- Take pictures of other students or staff members without their permission
- Record videos of other students or staff members without their permission
- Record audio of other students or staff members without their permission

Cell phones are strictly forbidden in the following locations:

- Locker rooms

- Restrooms
- Any area where privacy is expected.

PED use in of these areas is a criminal offense. A report of the violation will be made to law enforcement and also be dealt with as a disciplinary issue by the school. Laser pointers should never be brought to school and will be confiscated immediately. Students are also reminded that such property brought to school is the responsibility of the student and WPHS is not responsible for theft of such property. Refusal to give a staff member a phone due to a violation will result in an additional charge of insubordination.

[Added description p. 46](#)

#### **PERSONAL ELECTRONIC DEVICES (PEDS) – (See PERSONAL ELECTRONIC DEVICES (PEDs. p.15)**

Students are also reminded that such property brought to school is the responsibility of the student and WPHS is not responsible for theft of such property. Refusal to give a staff member a phone due to a violation will result in an additional charge of insubordination.

Step One:	Confiscated and returned at the end of the day to student.
Step Two	Confiscated and only returned to a parent or guardian: 1 day ISS; Administration Discretion.
Subsequent Step:	Confiscated and only returned to a parent or guardian; 3 days ISS; Administration Discretion.

[Clarify consequences p. 46](#)

#### **PHOTOGRAPHING AND VIDEOING OF STUDENTS INVOLVED IN ACTIVITIES VIOLATING THE DISCIPLINE**

**CODE** – Students taking pictures or videoing of other students who are violating the discipline code or breaking the law on school property (ex. videoing a fight). Posting images on social media site(s) will result in additional discipline.

Step One:	2-3 days ISS or OSS; and parent conference with Assistant Principal
Step Two:	5-10 days OSS and parent conference with Principal for readmission
Step Three:	10-180 days OSS and parent conference with Superintendent for readmission

[Delete this section p. 46](#)

#### **FAILURE TO BRING NECESSARY MATERIALS TO CLASS OR COMPLETE ASSIGNMENTS**

Step One:	Warning; Parent Conference with Teacher
Step Two:	1-3 Days Lunch Detention or ASD
Step Three:	1-3 days ASD or Friday School; ISS
Subsequent Step;	3-5 ISS; Conference with Principal

[Combined previous item, clarified consequences p. 46](#)

#### **FAILURE TO COMPLETE OR TURN IN ASSIGNMENTS; FAILURE TO BRING NECESSARY MATERIALS TO CLASS; REFUSAL TO DO WORK -**

In the event a student has fails to complete and/or turn in assignments, The classroom teacher will attempted to remedy the problem using the following steps.

Step One:	Warning; Teacher-Student conference
Step Two:	Parent contact by phone, e-mail, or written note by teacher
Step Three:	Referral to AP, 1-3 days Lunch Detention and Parent notification
Step Four:	Referral to AP, 1-3 days ASD or ISS, Parent-Teacher-Student conference with Assistant Principal
Subsequent Steps:	Referral to AP, 2 days ISS and Parent-Teacher-Student conference with Principal

[Delete this section under NUISANCE ITEMS p. 47](#)

**Electronic Devices – (SEE ALSO PERSONAL ENTERTAINMENT DEVICE AND CELL PHONES)** West Plains R-VII School District recommends that students should not bring Walkmans, MP3's, iPods, CD players, etc. to

school due to the high theft nature of these items. Students who choose to bring such items do so at their own risk and neither the West Plains R-VII School District nor its faculty will be held liable for lost, stolen, or broken items. The ability of students to use such devices is left to the discretion of the individual teacher during their class time.

Step One:	Confiscated and returned at the end of the day to student.
Step Two	Confiscated and only returned to a parent or guardian; 1 day ISS; Administration Discretion.
Subsequent Step:	Confiscated and only returned to a parent or guardian; 3 days ISS; Administration Discretion.

Added "potential injury" and descriptor p. 49

**DISRUPTIVE BEHAVIOR WITH INJURY OR WITH THE POTENTIAL FOR INJURY** – Including, but not limited to pushing, shoving, tripping, or any deliberate act(s) that could result in injury.

Step One:	1-3 days ISS and Parent Conference
Step Two:	3-5 days ISS and Parent Conference
Step Three:	3-10 days OSS
Step Four:	Semester Suspension

## TEACHER HANDBOOK UPDATES

2017-18

ITEMS THAT ARE ~~STRICKEN~~ ARE TO BE DELETED AND **YELLOW** ARE ADDITIONS OR REPLACEMENTS

Page 1 ~~2015-16~~ to **2016-17**

Page 4 Strategic Plan

### Goal 2, Objective 1

1. At West Plains, High School, each teacher ~~elective course~~ will be required to incorporate into their class structure, (at a minimum), one service project per year related to the content area, and each member of the senior class will participate in the annual senior service day.

Page 9

**III. ABSENTEISM AND SUBSTITUTE TEACHERS** **III. ABSENTEISM AND SUBSTITUTE TEACHERS:** In the event of absence from school which is not arranged in advance, high school teachers please call **Mr. Randolph at 417-255-5562, Mr. Hedden at 417-293-8043 or Ms. Hill 417-255-6637 Mr. Eagleman 417-293-0728** before 10:00 p.m. the night before or between the hours of 6 am and 6:30 a.m. the day of to arrange for a substitute. Career Center teachers please call **Jim Laughary 417-293-4718 or Josh Cotter at 417-505-9560**. Teachers may recommend substitutes, but final selection must remain with the principal's office. In the event of prearranged absences, teachers should arrange for a substitute with the receptionist in the Principal's Office. **Teachers should not make their own arrangements for a substitute teacher.** Any problems concerning a substitute teacher should be reported immediately.

Page 10

**IV. TEACHER PARKING:** Staff members will be issued a staff parking tag which should be displayed on the rearview mirror of their vehicle. It is suggested that teachers consider parking in one of the following areas: *on the streets adjacent to the building; in the Career Center-parking lot off Olden Street; in the parking area, immediately south of the gymnasium.* **Additional parking is available at the corner of Olden and North College streets.** We do not suggest parking in the student parking lot. Please do not park in Visitor Parking.

**V. TEACHER LUNCH BREAK:** WPHS has three ~~25-28 to 29~~ **25-28 to 29**-minute lunch shifts. Due to the short duration of the lunch shifts teachers are encouraged not to leave the premises for lunch. Teachers are welcome to eat in the lunchroom(s), in the faculty lounge(s) in the teacher workroom, or any other suitable space.

Page 13

**II. DAILY ANNOUNCEMENTS:** ~~Daily announcements are prepared and distributed via email by the assistant principal's office each morning.~~ In order to avoid unnecessary classroom disruptions and yet insure that students and teachers receive necessary information, the daily

announcements will be read over the intercom at 8:10 a.m. daily, and the Pledge of Allegiance will be recited ~~on Monday mornings daily.~~

Page 19

~~It is the teacher's responsibility to verify that students have provided appropriate insurance information. No student will be permitted in the shop area until this condition has been satisfied. It should be noted that the WPHS or SCCC DOES NOT carry accident insurance on students. It is therefore mandatory that parents either carry insurance of their own or through the home school if available to ensure the student is covered.~~

**XIII. Hall Passes:** The teacher's responsibility for a student does not end when that student is sent out of class. This should be given strong consideration from the standpoint of teacher liability when a student is not under the teacher's direct supervision. Therefore, please keep students in the classroom unless absolutely necessary. Students who must be excused during class **must be issued a dated and timed corridor pass hall pass.**

Page 20

Teachers may use a percentage system of grading or a point system. In order to establish equal value in grading regardless of the system, the following percentage values are to be used in making the transfer to letter grades:

A	93-100
B	82-92
C	70-81
D	60-69
F	0-59

Progress reports will distributed every three weeks. Grade report cards are issued at the end of each nine-week grading period. Cumulative semester grades will be issued and mailed home at the close of each semester. Remember grades are posted on a student's transcript at the end of each semester. **The semester grade reflects the total points accumulated over the course of a semester.** All teachers shall have all grades entered Lumen **Infinite Campus** on the day specified.

Page 22

- I. III. DANCES: **There are five three (3) dances each school year at WPHS that are considered traditional, and as such are built into the yearly school calendar. They are: Homecoming, Mid-Winter, and Prom.**

**The maximum amount reimbursed for meals will be the following: \$8.00 for breakfast, \$10.00 for lunch and \$12.00 for dinner. An itemized receipt should be turned in following the meal in order to receive payment.**

2017-2018 Substitute Pay Rate

Description	Notes	Current Rate	New Rate	%	16-17 Cost	Proj. Cost	Increase
SUB 1: General Sub:	Any substitute	\$70.00	\$75.00	7%	\$117,810.00	\$125,667.93	\$7,857.93
SUB 2: Long Term Sub	Long term pay	\$75.00	\$85.00	13%	\$3,037.50	\$3,432.38	\$394.88
SUB 3: Certified - Long Term Sub.	Certified teacher	\$80.00	\$90.00	13%	\$0.00	\$0.00	
SUB 4: Certified in Subject - Long Term	Certified in Area	\$85.00	\$95.00	12%	\$1,190.00	\$1,329.23	\$7,857.93
SUB 5: South Fork	Already Increased	\$85.00	\$85.00	0%	\$18,615.00	\$18,615.00	\$0.00
SUB 6: Four Year Degree or Higher	New	\$70.00	\$80.00	14%		\$0.00	\$0.00
SUB 7: Retired Teacher	New	\$70.00	\$90.00	28%		\$0.00	\$0.00
SUB 8: Retired WP Teacher	Already Increased	\$100.00	\$100.00	0%	\$56,200.00	\$56,200.00	\$0.00
SUB 9: RN Sub nurse	Already Increased	\$100.00	\$100.00	0%	\$1,550.00	\$1,550.00	\$0.00
SUB 10: LPN sub nurse	Already Increased	\$85.00	\$85.00	0%	\$1,997.50	\$1,997.50	\$0.00
	<b>Total</b>				<b>\$200,400.00</b>	<b>\$208,792.03</b>	<b>\$16,110.73</b>



# REFERENCE COPY

FILE: ADF  
Critical

## EXPLANATION: DISTRICT WELLNESS PROGRAM

MSBA has revised this policy to comply with federal regulations.

The U.S. Department of Agriculture (USDA), the federal agency that oversees the federal school nutrition programs, recently passed new regulations implementing the Healthy, Hunger-Free Kids Act. These new regulations became effective on August 29, 2016. According to the regulations, school districts should be working toward compliance now and must fully comply with the new regulations by June 30, 2017. By the 2017–18 school year, school districts must complete the required triennial (at least once every three years) assessment.

One of the major changes required by the new rules is that school districts must have "standards for all foods and beverages provided, but not sold, to students during the school day...." Previously, the district only had to adhere to standards for foods *sold* to students on district property during the school day. Foods provided, but not sold, to students include foods used in celebrations or classroom parties and food used as a reward.

The regulations require the district to adopt standards, but it is up to the district to decide which standards to use. The team that created this policy in conjunction with MSBA chose to use the USDA Smart Snacks in School nutrition standards, but the district may adopt its own standards. See the District Wellness Program Resources included with this update for links to the Smart Snacks standards.

The following elements of this policy are required by law:

- ▶ The wellness committee, including the composition of the committee, except that a dietician is not required.
- ▶ The program coordinators, although only one is required.
- ▶ An opportunity for participation by employees, Board members, students, parents/guardians and other members of the community.
- ▶ The adoption of nutrition standards for foods and beverages sold that are no less stringent than the USDA standards. This part of the policy is not a new requirement, and school districts should already be in compliance with this provision.
- ▶ The adoption of nutrition standards for foods and beverages provided, but not sold, to students.
- ▶ Goals for nutrition education.

- ▶ **Goals for nutrition promotion.**
- ▶ **Goals for physical activity and education.**
- ▶ **Goals for "other school-based activities."**
- ▶ **Assessment provisions.**
- ▶ **Records maintenance.**

**This policy was created in cooperation with the Missouri Local Wellness Policy Team. The members of this team contributed many hours of work and invaluable expertise. Members were:**

**Terry Atteberry, Healthy Schools Program Manager, Alliance for a Healthier Generation**  
**Marge Cole, State School Nurse Consultant, DHSS**  
**Cindy DeBlauw, Nutrition Specialist, University of Missouri Extension**  
**Emily DeWit, Project Coordinator, Children's Mercy Kansas City**  
**Alma Hopkins, Nutrition Specialist, DHSS**  
**Kelli Hopkins, Associate Executive Director, MSBA**  
**Sarah LePage, Nutrition Program Specialist, DESE**  
**Deborah Markenson, Consultant, Children's Mercy Kansas City**  
**Sharon Pohlman, Nutrition Program Specialist, DESE**  
**Janice Rehak, Coordinator, CTE Curriculum, DESE**  
**Robin Shook, Research Assistant Professor, Children's Mercy Kansas City**  
**Pat Simmons, Community Health and Wellness Bureau Chief, DHSS**  
**Denise Strehlow, Curriculum Development Manager, BJC School Outreach and Youth Development**  
**Shelly Summar, Weight Management Program Coordinator, Children's Mercy Kansas City**  
**Lisa Vanderburg, Board of Directors Member, MSBA**  
**Karen Wooton, Coordinator, Food and Nutrition Services, DESE**

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance	X	Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
X	Health Services		Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

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## DISTRICT WELLNESS PROGRAM

The Board recognizes the relationship between student well-being and student achievement as well as the importance of a comprehensive district wellness program. Therefore, the district will provide developmentally appropriate and sequential nutrition and physical education as well as opportunities for physical activity. The wellness program will be implemented in a multidisciplinary fashion and will be evidence based.

### Wellness Committee

The district will establish a wellness committee that consists of at least one parent, student, nurse or other school health professional, physical education teacher, school food service representative, Board member, school administrator, member of the public, and other community members as appropriate. If available, a qualified, credentialed nutrition professional will be a member of the wellness committee.

Committee meeting dates and agendas will be posted on the district's website in advance of each meeting and advertised in a manner designed to reach students, staff and members of the community. All wellness committee meeting agendas will include a public comment period in which students, staff and members of the community are encouraged to provide input on the district's wellness program. Meetings, records and votes of the wellness committee will adhere to the requirements of the Missouri Sunshine Law.

### Wellness Program Coordinator

The Board designates the school nurse as wellness program coordinator. Only employees of the district who are members of the wellness committee may serve as wellness program coordinators. The wellness coordinator, in consultation with the wellness committee, will be in charge of implementation and evaluation of this policy. ~~Meetings, records and votes of the wellness committee will adhere to the requirements of the Missouri Sunshine Law.~~

The wellness program coordinator is responsible for ensuring that each school in the district is in compliance with this policy.

### Nutrition Guidelines

The nutrition guidelines outlined in this section do not apply to food or beverages brought from home by students for consumption solely by the student or food or beverages created or used by students as part of the district's instructional program.

It is the policy of the West Plains R-VII School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the ~~nutrition standards established by the~~ U.S. Department of Agriculture (USDA) **school meal and Smart Snacks in School (Smart Snacks) nutrition standards**. These nutrition standards apply to all food and beverages sold to students, including those sold in vending machines, school stores and through district-sponsored fundraisers, unless an exemption applies. **In addition, established district standards apply to all food and beverages provided, but not sold, to students outside the reimbursable school meals program during the school day.** For the purposes of this policy, the school day is the time period from the midnight before to 30 minutes after the official school day.

### **Nutrition Promotion and Education**

The district will provide nutrition education aligned with the ~~Show-Me Standards and Missouri's Frameworks for Curriculum Development~~ **Learning Standards and Grade-Level Expectations (GLEs)** in ~~H~~health/ **and p**Physical E**d**ucation in all grades. In addition, the district will disseminate nutrition messages and other nutrition-related materials received from the USDA to students, staff and the community through a variety of media and methods. The wellness program coordinator, in consultation with the wellness committee, will develop procedures that address nutrition education and promotion.

### **Physical Activity and Education**

The district will provide physical education and opportunities for physical activity ~~in accordance with state requirements and aligned with the Show-Me Standards and Missouri's Frameworks for Curriculum Development~~ **Learning Standards and GLEs** in ~~H~~health/ **and p**Physical E**d**ucation in all grades. The wellness program coordinator, in consultation with the wellness committee, will develop procedures that address physical education and physical activity.

### **Other School-Based Activities**

The wellness program coordinator, in consultation with the wellness committee, is charged with developing procedures addressing other school-based activities to promote wellness.

### **Evaluation****Assessment**

~~The wellness committee will assess all education curricula and materials pertaining to wellness for accuracy, completeness, balance and consistency with the state's and district's education goals and standards. The wellness program coordinator shall be responsible for devising a plan for implementation and evaluation of the district wellness policy and is charged with operational responsibility for ensuring that schools meet the goals of the district wellness policy.~~ **The local wellness program will be assessed at least once every three years. The assessment will measure the**

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district's level of compliance with implementing the local wellness program, including compliance levels in each of the district's schools; the extent to which the district's policy compares to model wellness policies; and a description of the progress made in attaining the goals of the program. The wellness program coordinator will report the results of assessments to the Board periodically regarding the content and implementation of the wellness program and make recommendations for modifications to this policy as appropriate. The report, and the results of each assessment will be made available to the public on the district's website or by other appropriate means. The wellness program coordinator will make recommendations for modifications to the wellness policy in accordance with these assessments, and the Board will revise the wellness policy as it deems necessary based on these recommendations. Administrative procedures will be revised accordingly.

## Records

The wellness program coordinator will maintain records necessary to document compliance with law, including a copy of the policy; documentation of community involvement, including sign-in sheets or other documentation of the names of those who provided input to the committee; documentation of triennial assessments; and documentation that assessment findings were shared with the public.

\* \* \* \* \*

***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 06/20/2006

Revised: 05/15/2012; 06/17/2014;

Cross Refs: DJF, Purchasing  
EF, Food Service Management  
EFB, Free and Reduced-Price Food Service  
GCL, Professional Staff Development Opportunities  
GDL, Support Staff Development Opportunities  
IGAEA, Teaching about Drugs, Alcohol and Tobacco  
IGBC, Parent/Family Involvement in Instructional and Other Programs  
IGDF, Student Fundraising  
JHCF, Student Allergy Prevention and Response  
KI, Public Solicitations/Advertising in District Facilities

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Legal Refs: §§ 167.720, 610.010 - .030, RSMo.  
The Richard B. Russell National School Lunch Act, 42 U.S.C. §§ 1751 - 1760  
National School Lunch Program, 7 C.F.R. Part 210

West Plains R-VII School District, West Plains, Missouri

# REFERENCE COPY

FILE: ADF-AP1  
Critical

## EXPLANATION: DISTRICT WELLNESS PROGRAM (K–12 Districts)

MSBA has revised this procedure to comply with federal regulations.

The U.S. Department of Agriculture (USDA), the federal agency that oversees the federal school nutrition programs, recently passed new regulations implementing the Healthy, Hunger-Free Kids Act. These new regulations became effective on August 29, 2016. According to the regulations, school districts should be working toward compliance now and must fully comply with the new regulations by June 30, 2017. By the 2017–18 school year, school districts must complete the required triennial (at least once every three years) assessment.

One of the major changes required by the new rules is that school districts must have "standards for all foods and beverages provided, but not sold, to students during the school day...." Previously, the district only had to adhere to standards for foods *sold* to students on district property during the school day. Foods provided, but not sold, to students include foods used in celebrations or classroom parties and food used as a reward.

The regulations require the district to adopt standards, but it is up to the district to decide which standards to use. The team that created this procedure in conjunction with MSBA chose to use the USDA Smart Snacks in School nutrition standards, but the district may adopt its own standards.

This procedure provides a comprehensive approach to implementing the district's wellness policy. A district does not have to implement every facet of this procedure to be compliant with law. However, the district must:

1. Adopt nutrition standards for foods and beverages that are provided, but not sold.
2. Make drinking water available to students during meal times. It is recommended that students be allowed to carry water with them at all times.
3. Have a nutrition education program.
4. Have a written nutrition promotion plan.
5. Set goals for physical activity and physical education.
6. In addition to the above, include some "other school-based activities."

**7. Measure the effectiveness of the wellness program.**

Please note that MSBA removed the language about providing milk from the former "Water and Milk" section. The committee recommended removing this language because it is a required part of the meal program, and this procedure does not list any other required parts of the program.

This procedure is not intended to be used as presented. It would be very difficult for any district to implement all the programs included. Instead, districts and students should choose those programs that are appropriate for the district or school.

**This procedure was created in cooperation with the Missouri Local Wellness Policy Team. The members of this team contributed many hours of work and invaluable expertise. Members were:**

**Terry Atteberry, Healthy Schools Program Manager, Alliance for a Healthier Generation  
Marge Cole, State School Nurse Consultant, DHSS  
Cindy DeBlauw, Nutrition Specialist, University of Missouri Extension  
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	Human Resources	X	Principals		Library/Media Center
X	Health Services		Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology



## DISTRICT WELLNESS PROGRAM (K-12 Districts)

The primary goals of the West Plains R-VII School District's wellness program are to promote student health, reduce student overweight/obesity, facilitate student learning of lifelong healthy habits and increase student achievement. The following procedures will guide the implementation of the district wellness program.

### Nutrition Guidelines

All foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the nutrition standards established by the U.S. Department of Agriculture (USDA). These nutrition standards apply to all food and beverages sold to students, including those sold in vending machines, school stores and through district-sponsored fundraisers (which encompasses fundraising conducted by district-sponsored and student-initiated groups), unless an exemption applies. For the purposes of this procedure, the school day is the time period from the midnight before to 30 minutes after the official school day. The district is committed to ensuring that all foods and beverages sold, provided or made available to students on school campuses during the school day support healthy eating and create an environment that reinforces the development of healthy eating habits. For that reason, and as required by law, the district has set the following nutrition standards for its meal programs, competitive foods and beverages sold outside the meal programs, and other foods and beverages provided or made available to students during the school day.

For the purposes of this procedure, the school day is the time period from the midnight before to 30 minutes after the official school day. These meal standards do not apply to food sold at other times, such as evening or weekend events.

### *Nutrition Standards for Meal Programs*

The food sold to students as part of the district's meal programs will meet the requirements of the U.S. Department of Agriculture (USDA).

### *Nutrition Standards for Competitive Foods and Beverages*

The foods and beverages sold during the school day outside the reimbursable school meal programs (competitive foods and beverages) will meet or exceed the USDA Smart Snacks in School (Smart Snacks) nutrition standards. These standards will apply in all locations any time foods and beverages are sold to students during the school day, which includes, but is not limited to, foods and beverages

sold in vending machines, school stores, and snack or food carts; à la carte options in cafeterias; and food and beverages sold through district-sponsored fundraising, including fundraising by student-initiated groups, unless an exemption applies, as described below.

### ***Fundraising Exemption to Nutrition Guidelines***

Unless otherwise prohibited by Board policies or limitations on marketing, the following are exemptions to the rule requiring that foods sold as fundraisers meet USDA standards:

1. Foods sold off campus, outside the school day or to nonstudents do not have to meet the USDA standards.
2. ~~Distribution of order forms for and delivery of~~ Foods that do not meet USDA standards and are not intended for consumption at school ~~are permitted~~ **may be delivered** during the school day, **and order forms for such food may be distributed during the school day,** to the extent ~~it that these activities~~ otherwise ~~complies~~ **comply** with district policies and procedures.
3. Each school building within the district may hold up to five one-day fundraisers per school year on district property during the school day that involve the sale of foods that do not meet USDA standards.

### ***Nutrition Standards for Foods and Beverages Provided to Students during the School Day***

All foods and beverages the district provides or makes available to students during the school day will meet district standards of single serving no more than 1,000 calories, 30 grams of fat and 50 grams of sugar. This includes, but is not limited to, foods and beverages provided or made available to students for celebrations, classroom parties and birthdays, regardless of the source of the food. The district will provide parents/guardians and district employees a list of foods and beverages that meet the Smart Snacks nutrition standards and a list of healthy party ideas, including nonfood celebration ideas. The district encourages parents/guardians and district employees to follow the Smart Snacks standards when possible.

### ***Water and Milk***

Students will have access to ~~free~~ **safe and unflavored** drinking water **throughout the school day in every district facility used by students.** **Free, safe and unflavored drinking water will be available to students** during mealtimes in the places where meals are served. ~~Lunches served by the district will include a variety of fluid milk options consistent with the most recent Dietary Guidelines for Americans. Food and fluid milk substitutions will be provided to students in accordance with law and Board policy.~~

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## Nutrition Education

The district's nutrition education goal is to integrate sequential nutrition education with the comprehensive health education program and, to the extent possible, the core curriculum taught at every grade level in order to provide students with the necessary knowledge and skills to make healthy nutrition decisions. In order to achieve the nutrition education goal, the district will:

1. Provide students at all grade levels with adequate nutrition knowledge including, but not limited to:
  - ▶ The benefits of healthy eating.
  - ▶ Essential nutrients.
  - ▶ Nutritional deficiencies.
  - ▶ Principles of healthy weight management.
  - ▶ The use and misuse of dietary supplements.
  - ▶ Safe food preparation, handling and storage.
2. Provide students with nutrition-related skills that minimally include the ability to:
  - ▶ Plan healthy meals.
  - ▶ Understand and use food labels.
  - ▶ Apply the principles of the USDA's Dietary Guidelines for Americans and MyPlate.
  - ▶ Critically evaluate nutrition information, misinformation and commercial food advertising.
  - ▶ Assess personal eating habits, nutrition goal-setting and achievement.
3. Provide instructional activities that stress the appealing aspects of healthy eating and are hands-on, behavior based, culturally relevant, developmentally appropriate and enjoyable. Examples of activities include, but are not limited to: food preparation, contests, promotions, taste testings, farm visits and school gardens.
4. Encourage district staff to cooperate with local agencies and community groups to provide students with opportunities for volunteer work related to nutrition, such as in food banks, soup kitchens or after-school programs.
5. ~~Ensure that~~ **Provide information to all** ~~school counselors and school health services staff members and students~~ consistently promote healthy eating to students and staff, are able to

recognize about the symptoms of nutrition-related conditions such as unhealthy weight, eating disorders and other nutrition-related health problems and, Staff members who identify students who may have nutrition-related conditions will notify school counselors or student health services staff. When appropriate, school counselors or student health services staff will provide information about these conditions, including available treatment options, to the student and his or her parents/guardians.

6. Coordinate the food service program with nutrition instruction. Food service staff should also work closely with those responsible for other components of the school health program to achieve common goals.

### Nutrition Promotion

Nutrition promotion that uses evidence-based techniques to encourage healthy nutrition choices and participation in school meal programs positively influences lifelong eating behaviors. Students and staff will receive consistent nutrition messages throughout district facilities. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently by school staff, parents/guardians and the community. The district will promote the importance of good nutrition in its schools and in the community through one or more of the following activities:

1. Offering healthy eating seminars for parents/guardians.
2. Providing nutrition information to parents/guardians via newsletters, handouts, presentations or other appropriate means.
3. Posting nutrition tips on district websites.
4. Providing opportunities for parents/guardians to share their healthy food practices with others in the school community. Offering appropriate, participatory activities, such as cooking lessons or demonstrations, taste testings, farm visits and school gardens.
5. Disseminating information about community programs that offer nutrition assistance to families.
6. Posting links on district websites to research and articles explaining the connections between good nutrition and academic performance.
7. Providing school meals that meet a variety of cultural preferences with a special emphasis on the populations served by the district.

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## 8. Posting menus, including nutrient contents and ingredients, on district and school websites.

If practical, the district will provide information in a language understandable to the parents/guardians.

### **Marketing and Advertising**

Marketing in district facilities will be consistent with the goals of the district's wellness program and comply with Board policy. The district will strive to promote the wellness program and educate parents/guardians regarding the quality of district foods.

Food and beverage marketing will primarily focus on the promotion of foods and beverages that meet the Smart Snacks nutrition standards. Other examples of marketing and advertising the district will evaluate include, but are not limited to, pricing strategies that promote healthy food choices; audiovisual programming; educational incentive programs; scoreboards; book covers; district transportation; and vending machine displays.

### **Physical Activity**

*Moderate Physical Activity* – Low-impact to medium-impact physical exertion designed to increase an individual's heart rate to rise to at least 75 percent of his or her maximum heart rate. Examples of moderate physical activity include, but are not limited to, running, calisthenics or aerobic exercise. Time spent in recess and physical education counts as moderate physical activity.

*Recess* – A structured play environment outside of regular classroom instructional activities that allows students to engage in safe and active free play.

The district's physical activity goal is to assist students in learning to value and enjoy physical activity as an ongoing part of a healthy lifestyle by ensuring that every student has the opportunity to develop the knowledge, and skills necessary and desire to perform a variety of physical activities, maintain physical fitness and regularly participate in physical activity. In order to achieve the physical activity goal, the district will:

1. Develop a sequential program of appropriate physical education aligned with Missouri Learning Standards for every student. The elementary program will provide for:
  - ▶ Twenty minutes of recess per day. Recess may be incorporated into the lunch period, but will be scheduled before lunch and held outdoors when possible.
  - ▶ An average of 150 minutes of moderate physical activity each five-day school week or an average of 30 minutes per school day. The program will also provide for 50

minutes per week minutes of physical education under the supervision of a certified physical education instructor.

- ▶ The middle school program will provide for 75 minutes of moderate physical activity during each school week and 3,000 minutes of physical education per year.
- ▶ The high school program will provide for one unit of physical education prior to graduation.

All activity will:

- ▶ Emphasize knowledge and skills for a lifetime of regular physical activity.
  - ▶ Meet the needs of all students, especially those who are not ~~athletically gifted~~ physically skilled or who have special needs.
  - ▶ Provide a variety of activity choices, feature cooperative as well as competitive activities, and account for gender and cultural differences in students' interests.
  - ▶ Prohibit exemptions from physical education courses on the basis of participation in an athletic team, community recreation program, ROTC, marching band or other school or community activity.
  - ▶ ~~Be~~ Contribute to achieving the goals established in the district's wellness policy and ~~be~~ closely coordinated with the other components of the overall school health program.
2. Provide opportunities and encouragement for students to voluntarily participate in before- and after-school physical activity programs ~~designed to supplement, not replace, the district's physical education offerings~~, such as intramural activities, interscholastic athletics and clubs by:
- ▶ Providing a diverse selection of competitive and noncompetitive, as well as structured and unstructured, activities to the extent that staffing and district/community facilities permit.
  - ▶ Offering intramural physical activity programs that feature a broad range of competitive and cooperative activities for all students.

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- ▶ Encouraging partnerships between schools and businesses. Promotion of such partnerships must be appropriate and in accordance with Board policy and applicable procedures.
3. Strive to provide joint school and community recreational activities by:
- ▶ Actively engaging families as partners in their children's education and collaborating with community agencies and organizations to provide ample opportunities for students to participate in physical activity beyond the school day.
  - ▶ Working with recreation agencies and other community organizations to coordinate and enhance opportunities available to students for physical activity during their out-of-school time.
  - ▶ Negotiating mutually acceptable, fiscally responsible arrangements with community agencies and organizations to keep district-owned facilities open for use by students, staff and community members during nonschool hours and vacations.
  - ▶ Working with local public works, public safety, police departments and/or other appropriate state and federal authorities in efforts to make it safer and easier for students to walk and bike to school.
4. Prohibit the use of physical activity as a form of discipline or punishment and ensure that physical education and recess will not be withheld as punishment.
5. Discourage periods of inactivity that exceed two or more hours. When activities such as mandatory schoolwide testing make it necessary for students to remain indoors for long periods of time, staff should give students periodic breaks during which they are encouraged to stand and be moderately active.
6. Provide and encourage—verbally and through the provision of space, equipment and activities—daily periods of moderate to vigorous physical activity for all participants in on-site after-school childcare and enrichment programs sponsored by the district.
7. Provide opportunities and encouragement for staff to be physically active by:
- ▶ Planning, establishing and implementing activities to promote physical activity among staff and providing opportunities for staff to conveniently engage in regular physical activity.

- ▶ Working with recreation agencies and other community organizations to coordinate and enhance opportunities available to staff for physical activity during their out-of-school time.

### **Other School-Based Activities**

The district's goal for other school-based activities is to ensure an integrated whole-school approach to the district's wellness program. The district will achieve this goal by addressing the areas itemized below.

#### ***Community Involvement***

Staff will collaborate with agencies and groups conducting nutrition education in the community to send consistent messages to students and their families. A list of foods and beverages that meet the Smart Snacks nutrition standards and ideas for healthy celebrations, rewards and nonfood fundraising activities will be available to community organizations that serve youth. Guest speakers invited to address students will receive appropriate orientation to the relevant policies of the district.

The wellness program shall make effective use of district and community resources and equitably serve the needs and interests of all students and staff, taking into consideration differences of gender, cultural norms, physical and cognitive abilities and fitness level.

#### ***Family Involvement***

The district will strive to engage families as partners in their children's education by supporting parental efforts to motivate and help their children with maintaining and improving their health, preventing disease and avoiding health-related risk behaviors. Strategies the district may implement to achieve family involvement may include, but are not limited to:

1. Providing nutrient analyses of district menus.
2. Providing parents/guardians a list of appropriate foods that meet the district's nutrition standards for snacks.
3. Providing parents/guardians with ideas for nonfood rewards and healthy celebrations, parties; rewards and fundraising activities.
4. Encouraging parents/guardians to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the district's nutrition standards.



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5. Designing curricular nutrition education activities and promotions to involve parents/guardians and the community.
6. Supporting efforts of parents/guardians to provide their children with opportunities to be physically active outside of school.
7. Providing information about physical education and other school-based physical activity opportunities available to students before, during and after the school day.
8. Sharing information about physical activity and physical education via the district's website, newsletter, other take-home materials, special events or physical education homework.
9. Working with families to provide consistent sun safety information that includes an overview of the district's sun safety program, an explanation of how parents/guardians can reinforce the program at home and how they can become involved with and support the district's program.
10. Encouraging parents/guardians to volunteer time in the classroom, cafeteria or at special events that promote student health.
11. Providing opportunities for parent/guardian involvement with the district wellness committee.

If practical, the district will provide information in a language understandable to parents/guardians.

## ***Marketing and Advertising***

~~Marketing in district facilities will be consistent with the goals of the district's wellness program and comply with Board policy. The district will strive to promote the wellness program and educate parents regarding the quality of district foods.~~

~~Tobacco advertising is not permitted on district property, at district-sponsored events or in district-sponsored publications. Food and beverage marketing will be limited to the promotion of foods and beverages that meet the nutrition standards adopted by the Board. Other examples of marketing and advertising the district will scrutinize include, but are not limited to: pricing strategies that promote healthy food choices, audiovisual programming, educational incentive programs, scoreboards, book covers and vending machine displays.~~

### ***Indoor Air Quality***

District employees will refrain from using candles, oils, sprays, plug-ins and other sources of fragrance. Pesticides and cleaning products will be used only in accordance with district policies and procedures.

### ***Mealtimes***

Students are not permitted to leave school campus during the school day to purchase food or beverages. Mealtimes will comply with the following guidelines:

1. Mealtimes will provide students with at least ten minutes after sitting down for lunch.
2. Activities such as tutoring or meetings will not be held during mealtimes unless students may eat during such activities.
3. **When possible** At the elementary level, lunch periods will follow recess periods.
4. Free, **safe and unflavored** drinking water will be available to students during meals in the meal service area.
5. Students will have access to hand-washing facilities before they eat meals or snacks.
6. The district will take reasonable steps to accommodate the toothbrushing regimens of students.
7. Students will be allowed to converse during meals.
8. The cafeteria will be clean, orderly and inviting.
9. Adequate seating and supervision will be provided during mealtimes.

### ***Outdoor Air Quality***

The principal or designee of each school will be responsible for daily monitoring of Air Quality Index (AQI) information provided by local authorities.

1. When the AQI is "code orange" (unhealthy for sensitive groups of people), students with a history of reactions to ozone exposure will be permitted to reduce their outdoor exertion level or time spent outdoors, and the staff will arrange alternative indoor physical activities.

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Appropriately trained staff responsible for student supervision will monitor such students for symptoms of respiratory distress.

2. When the AQI is "code red" (unhealthy), students with a history of reactions to ozone exposure will remain indoors and participate in indoor physical activities. Appropriately trained staff responsible for student supervision will monitor such students for symptoms of respiratory distress. All other students will be allowed to engage in no more than one hour of heavy exertion (i.e., activities that involve high-intensity exercise such as basketball, soccer and running) while outdoors.
3. When the AQI is "code purple" (very unhealthy) or "code maroon" (hazardous), all students will be kept indoors and participate in indoor physical activities. Appropriately trained staff responsible for student supervision will monitor all students for symptoms of respiratory distress.

## ***Staff Development and Training***

All staff will be provided with ongoing training and professional development related to all areas of student wellness. The pre-service and ongoing in-service training will include teaching strategies for behavior change and will focus on giving teachers the skills they need to use non-lecture, active learning methods. Staff responsible for nutrition education will be adequately prepared and regularly participate in professional development activities to effectively deliver the nutrition education program as planned. Staff responsible for implementing the physical education program will be properly certified and regularly participate in area-specific professional development activities.

Qualified nutrition professionals will administer the district meal programs and will receive ongoing, area-specific professional development. The district will provide continuing professional development for all district nutrition professionals. Staff development programs will include appropriate certification and/or training programs for child nutrition directors, school nutrition managers and cafeteria workers; according to their levels of responsibility.

## ***Staff Wellness***

The West Plains R-VII School District highly values the health and well-being of every staff member and will plan and implement activities and policies that support personal efforts by staff to maintain a healthy lifestyle. The district will offer staff wellness programs that include education on nutrition, healthy eating behaviors and maintaining a healthy weight for optimal health. The district will establish and maintain a staff wellness committee composed of at least one staff member; wellness committee member; registered dietitian, school nurse or other health professional; employee benefits specialist; and other appropriate personnel. The staff wellness committee will serve as a subcommittee of the district wellness committee. The staff wellness committee will develop,

promote and oversee a multifaceted plan to promote staff health and wellness. The plan will be based on input solicited from district staff and will outline ways to encourage healthy eating, physical activity, sun safety and other elements of a healthy lifestyle. The staff wellness committee will provide a copy of its plan to the wellness program committee.

### ***Sun Safety***

"Sun safety" describes a range of behaviors that include wearing appropriate clothing, applying sunscreen and limiting sun exposure. The sun safety program will focus on outdoor behavior and will be developmentally appropriate, active, engaging and taught in lessons that emphasize the ~~positive~~ benefits of sun safety. Sun safety education will be designed to assist students with:

1. Knowledge about the harmful effects of the sun and ways to protect skin.
2. Sun-safe skills, including the correct use of protective clothing, hats, sunglasses, sunscreen and lip balm as well as seeking shade and limiting sun exposure when possible and practical during the hours of peak sun intensity.
3. Knowledge about how to assess personal sun safety habits, set goals for improvement and achieve these goals.

### ***Tobacco***

Tobacco use prevention education will focus on all grades with particular emphasis on middle school and reinforcement in all later grades. Instructional activities will be participatory and developmentally appropriate. Tobacco use prevention education programs will be implemented in accordance with Board policy, relevant administrative procedures and law.

### **Oversight and ~~Evaluation~~Assessment**

The wellness program coordinators are responsible for monitoring implementation **and assessing the effectiveness** of the district wellness program by:

1. ~~Assuming responsibility for the assessment of existing policies and procedures.~~ **Completing the required triennial assessment.**
2. Prioritizing wellness goals and writing work plans for each goal.
3. Measuring implementation of the district wellness policy and procedure.
4. Ensuring that the district meets the goals of the wellness policy and procedure.
5. Reporting to the Board on compliance and progress.
6. **Comparing the district's policy to model policies.**

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## *Monitoring*

~~The food service director/authorized representative will monitor compliance with the district's nutrition guidelines and will report on this matter to the wellness program coordinators.~~

~~The program coordinators will develop a periodic report based on input from schools within the district regarding districtwide compliance with the district's wellness-related policies and procedures. The report will include a baseline of assessed indicators, impact of policy and procedure changes on those indicators, a report of progress, the extent to which each school is in compliance with the district's wellness policy and this procedure, steps for moving to the next priority, work plans for the next year, and recommended policy revisions. The report will be provided to the Board of Education and made available to the public on the district's website or by other appropriate means.~~

## *Compliance Indicators*

~~During initial development of the district's wellness-related policies and procedures, each school in the district will conduct a baseline assessment of the school's existing nutrition and physical activity programs and practices. The wellness committee will compile these results. In addition to the baseline information provided from each school, the committee will use no fewer than four of the following indicators to measure the impact of the district wellness program:~~

- ~~1. School Health Index.~~
- ~~2. Physical fitness reports.~~
- ~~3. Physical activity levels of staff.~~
- ~~4. Weight status or body mass index (BMI) of students and staff.~~
- ~~5. Fruit and vegetable intake of students and staff.~~
- ~~6. Number of discipline problems.~~
- ~~7. Achievement levels of students.~~
- ~~8. Student absenteeism.~~
- ~~9. Number of staff who participated in training and development related to student wellness.~~

**The program coordinators will use an assessment tool as a measure of the overall effectiveness of the local wellness program. Assessment tools may include tools created by Centers for Disease Control and Prevention (CDC), USDA or a locally created tool.**

## *Policy Review*

The wellness program coordinators will provide policy revision recommendations to the Board as part of the periodic report. The recommendations will be based on analysis of the compliance indicators and comparison of the district's policy to model policies provided, recommended or

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referenced by the USDA. The Board will revise the wellness policy as it deems necessary. Administrative procedures will be revised accordingly.

\* \* \* \* \*

***Note: The reader is encouraged to review policies and/or forms for related information in this administrative area.***

Implemented:

MSIP Refs: 1.1, 1.2, 1.3

West Plains R-VII School District, West Plains, Missouri

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## EXPLANATION: FOOD SERVICE MANAGEMENT (*Meal Charges*)

MSBA has updated this procedure to comply with a recent memorandum/guidance issued by the U.S. Department of Agriculture (USDA). The memorandum requires that school districts have a "local meal charge policy" in place by July 1, 2017. Although the memorandum refers to the meal charge document as a "policy," it also clearly states that there is no federal requirement for school boards to adopt the meal charge "policy." Because the district's nutrition program is clearly an administrative function, MSBA has chosen to keep the meal charge information in a procedure.

The two biggest changes required by the new memorandum have to do with notice. First, beginning in the 2017–18 school year, districts are required to ensure that this procedure "is provided in writing to all households at the start of the school year and to households transferring to the school or school district during the school year." The guidance specifically states that posting on the district's website is not sufficient to meet this requirement.

The district is also required to provide a written copy of this procedure to all staff who implement it or who regularly assist children in need. This includes food service staff who collect money for meals or notify parents/guardians regarding accumulated charges or balance shortages. It also includes counselors, nurses, social workers and district liaisons for homeless children and youth.

The guidance also requires the district to address collection of unpaid debt. MSBA has added a section on that subject to this procedure.

MSBA has altered the student meal-charge limit in this procedure from five charges to ten to reflect a "two-week grace period" approach that is common with schools. Likewise, MSBA has increased the meal-charge threshold for district intervention from three charges to five. This should reduce the likelihood of unnecessary interventions in cases of forgetful parents/guardians and students. However, the district is free to alter meal charge limits and intervention time frames.

This procedure allows for the use of alternative meals; however, the district may find it more cost effective to provide a regular meal that will be reimbursed by the USDA. If so, the references to alternative meals should be removed. Please note that the district cannot be reimbursed for alternative meals unless the alternative meal is compliant with USDA standards.

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**Guidance on meal charges and debt collection can be found on the DESE Food and Nutrition Service website and on the USDA website at:**

**Unpaid Meal Charges: Local Meal Charge Policies, July 8, 2016:**

<http://www.fns.usda.gov/unpaid-meal-charges-local-meal-charge-policies>

**Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, July 8, 2016:**

<https://www.fns.usda.gov/unpaid-meal-charges-clarification-collection-delinquent-meal-payments>

**Unpaid Meal Charges: Guidance and Q&A, September 16, 2016:**

<https://www.fns.usda.gov/unpaid-meal-charges-guidance-and-qas>

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

	Board Secretary	X	Business Office	X	Coaches/Sponsors
	Facility Maintenance	X	Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
X	Health Services	X	Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology



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## FOOD SERVICE MANAGEMENT (Meal Charges)

Unless meals are provided at no charge, the district expects students and employees to pay for meals prior to or at the time of receipt. The ability to charge meals is a privilege, not a right, and is subject to the limitations established in this procedure.


### Notice

At the beginning of each school year, a copy of this procedure will be provided to every parent/guardian in the district as required by law. In addition, a copy of this procedure, along with information about free and reduced-price school meals, will be provided to the parents/guardians of all students who enroll after the beginning of the school year.


A copy of this procedure will also be provided to all building administrators, staff responsible for collecting payment for meals at the point of service, staff involved with notifying parents/guardians about account balances, school social workers, nurses, counselors, the district liaison for homeless children and youths, and any other staff who regularly assist students in need.

A copy of this procedure will also be posted on the district's website, and information about charging meals will be included in the student handbook.

### Employees

Employees may charge meals only after completing the form provided by the district authorizing the district to withhold the amount of any unpaid charges from the employee's pay. The district will withhold amounts due from meal charges  the pay period immediately after the charges are made. Employees may appeal a deduction for meal charges using the process outlined in Board policy DLB.

### Students


1. A student may not accumulate more than five  unpaid meal charges for complete meals.
2. ~~A student who has accumulated five unpaid charges for complete meals and is still unable to pay for meals will be provided a substitute meal that meets the district's nutrition guidelines.~~
3. ~~Substitute meals provided to the student will be charged to the student's meal account.~~
4. ~~Students may not charge à la carte items.~~

53. A student with money in hand will not be denied a meal even if the student has past due charges.
64. Students will not be identified, singled out, shamed or punished by the district for the failure of their parents/guardians to pay for or provide meals, and the district will not withhold student records in violation of law.

### **Alternative Meals**

If the district's meal service line is designed to collect payment prior to students receiving food, a student who has accumulated ten unpaid meal charges and is still unable to pay for meals may be provided an alternative meal. Alternative meals will be on the regular serving line and will be available to all students as an alternative to the regular meal. If a student has been provided a regular meal, that meal will not be taken away from the student even if the student should have been provided an alternative meal due to unpaid meal charges.

### **Interventions**

After a student accumulates  threefive unpaid meal charges, the district will encourage the parents/guardians to submit an application for free and reduced-price meals if an application has not been recently submitted, and the student will be referred to a counselor for intervention. The counselor will:

1. Meet with the student to assess to the extent possible whether the student or the student's family is experiencing hardships, barriers or other circumstances with which the counselor could assist.
2. Make repeated attempts to contact the parents/guardians to notify them of the lunch charges, discuss the situation and any other concerns the counselor may have after meeting with the student, and resolve the situation.
3. Encourage the parents/guardians to submit the free and reduced-price meals application and inquire about any assistance that might be needed to complete the application.
4. Provide other resources as applicable.



District employees are mandated by the state of Missouri to report any instances of suspected abuse or neglect to the Children's Division (CD) of the Department of Social Services. District personnel will report to the CD any instance where a student's arrival at school with no provision for food leads to a reasonable cause to suspect neglect.

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## *Notifications to **Working with** Parents/Guardians*

To ensure that parents/guardians have ample opportunity to resolve situations involving unpaid meal charges, ~~The district will provide the following notifications to parents/guardians:~~

- ~~The district will provide~~ Provide timely notification to parents/guardians when account balances run low (when applicable) and ~~each time~~  or student ~~charges a meal.~~ 
- ~~The district will invoice~~ Invoice parents/guardians for unpaid meal charges during the district's monthly billing cycle, in addition to providing notification of outstanding balances by other means.
- ~~The district will turn over unpaid meal charge balances to a collection agency when the superintendent or designee determines such action is in the best interest of the district.~~ **Work with parents/guardians to create a payment plan that allows for the payment of accumulated balances over time.**
- ~~District employees are mandated by the state of Missouri to report any instances of suspected abuse or neglect to the Children's Division (CD) of the Department of Social Services. District personnel will report to the CD any instance where a student's arrival at school with no provision for food leads to a reasonable cause to suspect neglect.~~

## **Debt Collection**

### ***Delinquent Debt***

Unpaid meal charges will be considered a delinquent debt ~~90~~  days after notice that charges are due when no payment or payment plan agreement has been made. Unpaid charges will be considered delinquent as long as the district determines the debt is collectible and efforts to collect the debt are ongoing. The district will make reasonable efforts to collect delinquent debt, including turning over unpaid meal charge balances to a collection agency when the superintendent or designee determines such action is in the best interest of the district. The district's Nonprofit School Food Services Account (NSFSA) funds may be used to cover the costs of reasonable efforts to collect delinquent debt, including costs associated with using a collection agency.

### ***Bad Debt***

When the district determines that collection of delinquent debt is impossible or too costly, the debt will be reclassified as bad debt. Bad debt is debt that will be written off as an operating cost. These costs must be restored using nonfederal funds. NSFSA resources may not be used to cover any costs related to bad debt. Instead, local funds will be used to cover the costs. Local funds include:

1. State revenue matching funds in excess of state revenue matching-fund requirements.
2. State and local funds provided to cover the cost of student meals.
3. Local contributions from organizations or individuals.
4. Revenue from adult meals prepared using resources outside the district's food service and not funded by the NSFSA.
5. Revenue from the sale of à la carte items and profits from foods not purchased with NSFSA funds and funded by an account separate from the NSFSA.
6. Revenues from catering or contracting services that operate from an account separate from the NSFSA.

***Records***

The district will maintain detailed records pertaining to delinquent and bad debt, including:

1. Evidence of efforts to collect unpaid meal charges.
2. Evidence that collection efforts fell within the time frame and methods established by this procedure.
3. Financial records showing when delinquent debt became bad debt.
4. Evidence that funds written off as bad debt were restored to the NSFSA from nonfederal sources.

\* \* \* \* \*

***Note: The reader is encouraged to review policies and/or forms for related information in this administrative area.***

Implemented:

Revised:

West Plains R-VII School District, West Plains, Missouri

## Bus Salary Schedule

2017-18

Years of Experience	Daily Rate	Daily Minimum	Yearly projected hours	Yearly Rate
1	\$14.00	4hrs	624	\$8,736.00
2	\$14.50	4hrs	624	\$9,048.00
3	\$15.00	4hrs	624	\$9,360.00
4	\$15.50	4hrs	624	\$9,672.00
5	\$16.00	4hrs	624	\$9,984.00
6	\$16.50	4hrs	624	\$10,296.00
7	\$17.00	4hrs	624	\$10,608.00
8	\$17.50	4hrs	624	\$10,920.00
9	\$18.00	4hrs	624	\$11,232.00
10	\$18.50	4hrs	624	\$11,544.00
11	\$19.00	4hrs	624	\$11,856.00
12	\$19.50	4hrs	624	\$12,168.00
13	\$20.00	4hrs	624	\$12,480.00
14	\$20.50	4hrs	624	\$12,792.00
15	\$20.75	4hrs	624	\$12,948.00
16	\$21.00	4hrs	624	\$13,104.00
17	\$21.25	4hrs	624	\$13,260.00
18	\$21.50	4hrs	624	\$13,416.00

## Payroll, Accounts Payable, MoSIS Coordinator

Years of Experience	Rate
1	\$16.75
2	\$17.00
3	\$17.25
4	\$17.50
5	\$17.75
6	\$18.00
7	\$18.25
8	\$18.50
9	\$18.75
10	\$19.00

11	\$19.25
12	\$19.50
13	\$19.75
14	\$20.00

### Non-Degreed Salary Schedule

Years of Creditable Service	Temporary CAC	Initial CAC	Associates Degree + Initial CAC	Bachelor's Degree + Initial CAC
1	\$30,300	\$30,906	\$31,524	\$32,155
2	\$30,906	\$31,524	\$32,155	\$32,798
3	\$31,524	\$32,155	\$32,798	\$33,454
4	\$32,155	\$32,798	\$33,454	\$34,123
5	\$32,798	\$33,454	\$34,123	\$34,805
6	\$33,454	\$34,123	\$34,805	\$35,501
7	\$34,123	\$34,805	\$35,501	\$36,211
8	\$34,805	\$35,501	\$36,211	\$36,936
9	\$35,501	\$36,211	\$36,936	\$37,674
10	\$36,211	\$36,936	\$37,674	\$38,428
11	\$36,936	\$37,674	\$38,428	\$39,196
12	\$37,674	\$38,428	\$39,196	\$39,980
13	\$38,428	\$39,196	\$39,980	\$40,780
14		\$39,980	\$40,780	\$41,595
15			\$41,595	\$42,427
16				\$43,276

\*Upon completion of a Master's Degree, faculty will be transferred to the regular Certificated Salary Schedule

**Teacher Salary Schedule (Hires prior to the 2013-2014 school year)**  
**2017-2018**

Years of Creditable Experience	B.A., In Educ. Or Other Approved Degree	+8 Sem.Hrs.	+16 Sem.Hrs.	+24 Sem.Hrs.	Approved* Masters Degree	M+8	M+16	M+24
1	\$27,624	\$28,453	\$29,281	\$30,110	\$30,939	\$31,768	\$32,596	\$33,425
2	\$28,453	\$29,306	\$30,160	\$31,013	\$32,099	\$32,959	\$33,819	\$34,678
3	\$29,281	\$30,160	\$31,038	\$31,916	\$33,259	\$34,150	\$35,041	\$35,932
4	\$30,110	\$31,013	\$31,916	\$32,819	\$34,420	\$35,341	\$36,263	\$37,185
5	\$30,939	\$31,867	\$32,795	\$33,723	\$35,580	\$36,533	\$37,486	\$38,439
6	\$31,768	\$32,721	\$33,674	\$34,626	\$36,740	\$37,724	\$38,708	\$39,692
7	\$32,596	\$33,574	\$34,552	\$35,530	\$37,900	\$38,915	\$39,930	\$40,946
8	\$33,425	\$34,428	\$35,431	\$36,433	\$39,060	\$40,107	\$41,153	\$42,199
9	\$34,254	\$35,281	\$36,309	\$37,336	\$40,221	\$41,298	\$42,375	\$43,453
10	\$35,082	\$36,135	\$37,187	\$38,240	\$41,381	\$42,489	\$43,598	\$44,706
11	\$35,911	\$36,989	\$38,066	\$39,143	\$42,541	\$43,680	\$44,820	\$45,959
12	\$36,740	\$37,842	\$38,944	\$40,046	\$43,701	\$44,872	\$46,042	\$47,213
13	\$37,569	\$38,696	\$39,823	\$40,949	\$44,861	\$46,063	\$47,265	\$48,466
14		\$39,549	\$40,701	\$41,853	\$46,022	\$47,254	\$48,487	\$49,720
15			\$41,580	\$42,756	\$47,182	\$48,446	\$49,709	\$50,973
16				\$43,659	\$48,342	\$49,637	\$50,932	\$52,227
17					\$49,502	\$50,828	\$52,154	\$53,480
18						\$52,019	\$53,376	\$54,734
19							\$54,599	\$55,987
20								\$57,240
21								\$57,490
22								\$57,740
23								\$57,990
24								\$58,240
25								\$58,490

\*Faculty members possessing a doctorate degree related to education or their specific content area will receive an additional \$2000 stipend per year.

\*Only post-Baccalaurate graduate hours can be used for horizontal advancement

\*In order to progress to the Masters +8, Masters + 16 or Masters +24 Column, a teacher must earn 8 graduate hours, 16 graduate hours

or 24 graduate hours after they obtain their Masters Degree.

\*Professional development (PD) hours may be used toward salary advancement based on the following: 16 PD hours = 1 college credit

A maximum of 48 PD hours (3 credits) may be used prior to obtaining a Master's degree. After receiving a Master's degree, 48 hours (3 credits)

may be used for each step

## Teacher Salary Schedule 2017-2018

Years of Creditable Experience	B.A.. In Educ. Or Other Approved Degree	+8 Sem.Hrs.	+16 Sem.Hrs.	+24 Sem.Hrs.	Approved* Masters Degree	M+8	M+16	M+24	2nd Graduate Degree
1	\$30,300	\$30,906	\$31,524	\$32,155	\$32,798	\$33,454	\$34,123	\$34,805	\$35,501
2	\$30,906	\$31,524	\$32,155	\$32,798	\$33,454	\$34,123	\$34,805	\$35,501	\$36,211
3	\$31,524	\$32,155	\$32,798	\$33,454	\$34,123	\$34,805	\$35,501	\$36,211	\$36,936
4	\$32,155	\$32,798	\$33,454	\$34,123	\$34,805	\$35,501	\$36,211	\$36,936	\$37,674
5	\$32,798	\$33,454	\$34,123	\$34,805	\$35,501	\$36,211	\$36,936	\$37,674	\$38,428
6	\$33,454	\$34,123	\$34,805	\$35,501	\$36,211	\$36,936	\$37,674	\$38,428	\$39,196
7	\$34,123	\$34,805	\$35,501	\$36,211	\$36,936	\$37,674	\$38,428	\$39,196	\$39,980
8	\$34,805	\$35,501	\$36,211	\$36,936	\$37,674	\$38,428	\$39,196	\$39,980	\$40,780
9	\$35,501	\$36,211	\$36,936	\$37,674	\$38,428	\$39,196	\$39,980	\$40,780	\$41,595
10	\$36,211	\$36,936	\$37,674	\$38,428	\$39,196	\$39,980	\$40,780	\$41,595	\$42,427
11	\$36,936	\$37,674	\$38,428	\$39,196	\$39,980	\$40,780	\$41,595	\$42,427	\$43,276
12	\$37,674	\$38,428	\$39,196	\$39,980	\$40,780	\$41,595	\$42,427	\$43,276	\$44,141
13	\$38,428	\$39,196	\$39,980	\$40,780	\$41,595	\$42,427	\$43,276	\$44,141	\$45,024
14		\$39,980	\$40,780	\$41,595	\$42,427	\$43,276	\$44,141	\$45,024	\$45,925
15			\$41,595	\$42,427	\$43,276	\$44,141	\$45,024	\$45,925	\$46,843
16				\$43,276	\$44,141	\$45,024	\$45,925	\$46,843	\$47,780
17					\$45,024	\$45,925	\$46,843	\$47,780	\$48,736
18					\$45,925	\$46,843	\$47,780	\$48,736	\$49,710
19					\$46,843	\$47,780	\$48,736	\$49,710	\$50,705
20					\$47,780	\$48,736	\$49,710	\$50,705	\$51,719
21					\$48,736	\$49,710	\$50,705	\$51,719	\$52,753
22						\$50,705	\$51,719	\$52,753	\$53,808
23							\$52,753	\$53,808	\$54,884
24								\$54,884	\$55,982
25									\$57,102
26									\$57,352
27									\$57,602
28									\$57,852
29									\$58,102
30									\$58,352

\*Faculty members possessing a doctorate degree related to education or their specific content area will receive an additional \$2000 stipend per year.

\*Only post-Baccalaurate graduate hours can be used for horizontal advancement

\*In order to progress to the Masters +8, Masters + 16 or Masters +24 Column, a teacher must earn 8 graduate hours, 16 graduate hours or 24 graduate hours after they obtain their Masters Degree.

\*Professional development (PD) hours may be used toward salary advancement based on the following: 16 PD hours = 1 college credit

A maximum of 48 PD hours (3 credits) may be used prior to obtaining a Master's degree. After receiving a Master's degree, 48 hours (3 credits) may be used for each step



## Index Salary Schedule

Teacher's Base =			57,352							
<b>Level</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
Year	Head Custodian	Maint. Dir.	Trans. Dir	Assistant Elementary Principal	South Fork Principal	Elementary Principal	Middle School Principal	High School Principal	Assistant Superintendent	Superintendent
		Network Dir.	Comm. Director	Dean of Students	Special Services Coordinator	Assistant High School Principal				
			Tech. Director		Assistant Middle School Principal	Career Center Director				
			Acct. & Bookkeeping		Assistant Career Center Director	Activities Director				
1	0.36 \$30,970	0.42 \$36,132	0.54 \$46,455	0.68 \$58,499	0.74 \$63,661	0.86 \$73,984	0.96 \$82,587	1.10 \$94,631	1.3 \$111,836	1.46 \$125,601
2	0.38 \$32,691	0.44 \$37,852	0.56 \$48,176	0.70 \$60,220	0.76 \$65,381	0.88 \$75,705	0.98 \$84,307	1.12 \$96,351	1.32 \$113,557	1.51 \$129,902
3	0.4 \$34,411	0.46 \$39,573	0.58 \$49,896	0.72 \$61,940	0.78 \$67,102	0.90 \$77,425	1.00 \$86,028	1.14 \$98,072	1.34 \$115,278	1.56 \$134,204
4	0.42 \$36,132	0.48 \$41,293	0.60 \$51,617	0.74 \$63,661	0.80 \$68,822	0.92 \$79,146	1.02 \$87,749	1.16 \$99,792	1.36 \$116,998	1.61 \$138,505
5	0.44 \$37,852	0.50 \$43,014	0.62 \$53,337	0.76 \$65,381	0.82 \$70,543	0.94 \$80,866	1.04 \$89,469	1.18 \$101,513	1.38 \$118,719	1.66 \$142,806
6	0.46 \$39,573	0.52 \$44,735	0.64 \$55,058	0.78 \$67,102	0.84 \$72,264	0.96 \$82,587	1.06 \$91,190	1.20 \$103,234	1.4 \$120,439	1.71 \$147,108
7	0.48 \$41,293	0.54 \$46,455	0.66 \$56,778	0.80 \$68,822	0.86 \$73,984	0.98 \$84,307	1.08 \$92,910	1.22 \$104,954	1.42 \$122,160	1.76 \$151,409
The indexed salary schedule is tied directly to the teachers' salary schedule. The salary of the middle school principal at Step 3 is first determined by multiplying 1.5 times the previous position. Example: An assistant principal at the high school at a Step 6 index factor (0.96) becomes middle school principal. The middle school principal index factor given to him/her will be 0.98. When an employee moves from one column to the next, his/her salary will be based on that new column's index with his/her step movement continuing without interruption. An additional \$2,000.00 is added to the employee's salary for a doctorate degree.										
2nd Graduate Degree Column, Step 26 (1.5)(Index Factor)										

## **Collective Bargaining Agreement**

For West Plains R-VII School District and Missouri National Education Association (West Plains  
Bus Drivers)

Parties Present:

Full Time Route Drivers/MNEA Susan Carter -FTRD

Peggy Tyler -FTRD

Duane Jones -FTRD

Pamela Topliff - FTRD

Annie Smith - MNEA Representative

West Plains R-VII

Dr. John Mulford - Superintendent

Dr. Scott Smith-Assistant Superintendent Student Services

Mr. Lennie Eagleman – Transportation Director

Mr. Bob Pekarek -Transportation Director

Linda Y. Collins-Meeting Secretary

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## **Article 1 - ASSOCIATION RECOGNITION**

**Section 1. Recognition of the MNEA.** The Board of Education of the West Plains R-VII School District (hereafter referred to as the “District”) recognizes the Missouri National Education Association (hereafter referred to as the “Association”) as the sole and exclusive bargaining representative of all Employees in the Bargaining Unit for the purpose of collective bargaining with respect to salaries and other conditions of employment. The bargaining unit is defined as:

“All full-time Bus Drivers (drivers with regular assigned routes); excluding substitute Bus Drivers, administrators, Managers and Confidential employees.”

In this agreement, the bargaining unit will be referred to as the Full Time Route Drivers (FTRD).

The rights granted to the Association in this Agreement shall not be granted or extended to any individual or other Employee Organization.

Definition of Regular Assigned Routes - Are the same routes which the assigned drivers drive every morning and then the same route every afternoon.

**Section 2. Ratified Agreement.** Agreements reached through the negotiations process, which are approved by the School Board, shall become an Agreement which is legally binding on the parties, and may not be unilaterally changed, except in emergency situations such as natural disasters or financial hardships.

Any tentative agreement reached will be reduced to writing and initialed by the agents of the respective negotiating teams. Agreements will be tentative until approved by the bargaining unit, approved by a majority vote of the whole Board, and signed by the employee representatives and the Board, in accordance with law.

## **Article 2 - ASSOCIATION RIGHTS**

**Section 1. Membership.** No present or future member of the Bargaining Unit shall be required to become a member of the Association. Neither shall any present or future Bargaining Unit employee be required, for any reason, to tender fees, dues or assessments to the Association. Employees may become a member of the Association if they choose.

**Section 2. Use of Buildings.** The Association shall have the same right to use District buildings in the same manner as any other employee group in the District subject to the reasonable regulations and/or policies of the Board governing use of such buildings.

**Section 3. Bulletin Board.** The Association shall be granted space at the Bus Office, where Bargaining Unit employees are regularly assigned to work, for the placement of one (1) bulletin board to be purchased and installed at the Association's expense. The Association may use an existing bulletin board provided it is agreeable to the District and the Association. A disclaimer will be displayed on the bulletin board, notifying readers that the views expressed on the board are exclusively those of the union, and not necessarily reflective of those of the district.

**Section 4. Use of District Mailboxes.** The Association shall have the right to use school mailboxes and the in-district mail service for the distribution of materials to the Bargaining Unit.

**Section 5. Posting of the Agreement.** The District will provide a hard copy upon request of the agreement to each member of the Bargaining Unit. The agreement will also be posted with easy access to the District's web site.

**Section 6. Right to Representation.** Association members have a right to request MNEA representative or an association representative during meetings that involve **formal** discipline. Formal discipline is when written documentation is placed in the employee's personnel file and/or the employee is placed on suspension. The District will work with the FTRD to schedule a time when the representative can be present; however, the District has a right to discipline employees whether or not the representative is present.

## **Article 3 - ASSOCIATION RIGHTS- BARGAINING UNIT EMPLOYEES**

**Section 1. List of Bargaining Unit Employees.** The Association, as the exclusive representative of the Bargaining Unit, shall be allowed to solicit the names and contact information from the members of the bargaining unit. A seniority list will be kept current and posted at the Bus Office. Bus driver email addresses will be made available through the transportation page on the district website.

**Section 2. Definition of Seniority.** Whenever the term "seniority" is used in the Agreement, it shall be defined as employee's length of continuous service from the employee's last day of hire with the District as a FTRD.

## **Article 4 – DISTRICT RIGHTS & AUTHORITY**

**Section 1. Management Rights.** All matters within the scope of bargaining have been negotiated and agreed upon. This Agreement represents the full understanding and commitment between the parties. This Agreement may not be added to, deleted from, or otherwise changed without bargaining the impact, if any, of such addition, modification or other change to the Agreement.

All rights are reserved to the District except those expressly limited by the terms of this Agreement. In the event that there is a conflict between a provision of this Agreement and the law, the law shall prevail. All other provisions of this Agreement, which are not in conflict with any law, shall continue in full force and effect.

**Section 2. Employee Discipline.** Employee discipline shall be used in an effort to improve, correct and prevent a recurrence of undesirable behavior or performance issues. Any complaints made against an employee by a parent, student or other person will be brought to the attention of the employee if the District determines, upon investigation, that the complaint is substantiated and will result in discipline. When an administrator is planning a meeting for discipline or reprimand, the employee shall have a right to invite a representative to attend the meeting. No video or audio recording shall be made of the meeting without notifying the other party. At the commencement of the meeting, the employee shall be informed of the nature and purpose of the meeting. Whenever practical, and in the best interest of students, the District shall endeavor to adhere to principles of progressive discipline, based on the seriousness of the offense and the discipline history of the employee.

## **Article 5 - COMPENSATION**

**Section 1. Guarantee of Hours.** Members of the bargaining unit will be guaranteed an opportunity to work a minimum of 600 route hours plus four paid holidays at four hours per day as well as eight hours of safety training for a total of 624 hours annually at route pay. To assure drivers have an opportunity to obtain the hours, trips, shuttles, summer school routes, and other duties may be reimbursed at the established route rate if needed to make-up hours.

**Section 2. Priority of Duties.** FTRD's will be guaranteed the opportunity to work 600 hours during the school year. If the time required for the am and pm routes equal less than what is needed to obtain 600 hours, a FTRD may choose not to perform additional work to meet the guarantee. FTRD's who choose not to work the additional time will not be paid for hours not worked. Additional work assigned will be at the discretion of the Transportation Director or Designee. Duties related to the upkeep of the drivers' bus will be given preferential consideration by the Transportation Director or Designee. 15 minute pre-trip inspection will be considered route time.

**Section 3: Overtime Compensation.** Overtime compensation will be calculated in accordance with Wage and Labor Laws by the U.S. Department of Labor for any time worked in excess of 40 hours in a workweek.

**Section 4: Paid Leave and Holiday Compensation.** FTRDs will be compensated 2 hours route pay for half-day and 4 hours route pay for the full day of Paid Leave Compensation. In addition drivers will be paid 4 hours route paid for the holidays identified in section 1.

**Section 5: Unused Sick Leave Reimbursement.** Drivers are given 10 PTO days each year to be used in accordance with the employee handbook. Any PTO day not used at the end of the year will roll-over as an accumulated sick day. Sick days may build up to a maximum of 100 days. (The 100 days is comprised of 10 PTO and 90 accumulated sick days.) Upon resignation in good standing, any FTRD may request in writing, payment for unused sick days no later than the employee's last day of employment. FTRDs must be employed with the district for 5 years as an FTRD to take advantage of the unused sick day policy. The district will reimburse each unused sick day at **\$25** per day.

**Section 6. Advancement on Pay Schedule and Percentage of Increase.** If the Board of Education approves advancement on the salary schedules and wages across the district, the same % or movement would apply to FTRD.

**2017-2018 Hourly Route Rate**

Years of Experience	Hourly Rate
1	\$14.00
2	\$14.50
3	\$15.00
4	\$15.50
5	\$16.00
6	\$16.50
7	\$17.00
8	\$17.50
9	\$18.00
10	\$18.50
11	\$19.00
12	\$19.50
13	\$20.00
14	\$20.50
15	\$20.75
16	\$21.00
17	\$21.25
18	\$21.50

**Section 7. Insurance.** All FTRD's will be able to participate in the District's Employment Insurance and Retirement Programs to the same extent as other District support staff employees.



**Section 8. Elective Insurance.** FTRD's will be able to purchase additional elective insurance such as health, life, dental, vision, and etc. pending qualifications with the insurance companies recognized by the district. The district does not assume responsibility for providing these benefits.

## **Article 6 - EXTRA-CURRICULAR SCHOOL ACTIVITY TRIPS**

**Section 1. Trip Signing.** Trips are to be signed in the following order. Full Time Route Drivers (FTRD) are to sign trips on or before Friday, by 9:00 am.

- A. If there is no school on Friday, then all FTRD have until 9:00 am Monday to sign trips except for trips leaving before 10:15 am Monday which need to be signed by the pm route the previous Thursday.
- B. If a FTRD is on a trip and it is his/her turn to sign trips, the Drivers below must wait for that driver to return and sign trips. (Note: Drivers may initial trips with the understanding that the above Drivers who have not signed trips may "bump" them from the trip.)
- C. If a FTRD is absent from their route at the time of trip signing, due to illness or personal leave, that Driver forfeits their turn. (Note: Drivers may initial trips with the understanding that the above Drivers who have not signed trips may "bump" them from the trip.
- D. The only exception to above guidelines is if a FTRD is requested to take a trip by the Transportation Director or Office Manager.
- E. If a FTRD needs to remove his/her name from a trip they have signed, prior permission must be obtained from the Transportation Director or Office Manager.
- F. Snow Day – If there is a snow day FTRD have one hour to return the call from the District confirming availability to accept or decline a trip.
- G. Trips will be assigned by seniority, except in such case where assigning a trip will result in overtime for the senior driver. The Transportation Director may deny any trip assignment that would result in overtime for a senior driver. In addition, the Transportation Director or designee reserves the right to deny an FTRD the ability to take trips if performance concerns exist.
- H. If a trip becomes available after the trip signing deadline and the trip is 15 hours or more, FTRD's can elect to take the longer trip providing a replacement can be found for the trip the driver previously committed to.

### **Section 2. Meal Allowance.**

The Meal Allowance only applies to out-of-town trips of 4 hours or more. Drivers will be reimbursed for the meals eaten while on the trips. Original receipts must be turned into the transportation office manager by the last working day of the month in which the expense occurred. Any meal cost incurred by a driver over the allowable rate or without the submittal of an original receipt will not be reimbursed.

The allowable rate and times for reimbursement:

- 1.BREAKFAST\$6.00 Maximum reimbursement with submittal of receipt and leave before 7:00 am and trip is 4 hours or more
- 2.LUNCH \$8.00 Maximum reimbursement with submitting of receipt and leave before 11:00 am and trip is 4 hours or more
- 3.DINNER \$12.00 Maximum reimbursement with submitting of receipt and leave before 6:00 pm. OR return after 6:00 pm.

**Section 3.Cancellation of Trips/School.** If a trip/school is cancelled after a FTRD has reported for work, the driver will be given the opportunity to work 2 hours at the appropriate rate. If the FTRD chooses to work the job duties for the two hours it will be at the discretion of the transportation director or designee.

**Section 4. Non-Route Hourly Rate.** Non-Route Hourly Rate = \$12.00

## **Article 7 - SUMMER SCHOOL**

**Section 1. Summer School Route Vacancy.** The district reserves the right to assign and reassign routes based on the needs of the district. Members of the bargaining unit will be given the opportunity to request consideration for open routes including summer school routes if transportation is provided during summer school. Seniority will be considered, but will not be the only factor for determining the final assignments for members of the bargaining unit. Seniority will be used as the determining factor when considering equally qualified candidates. FTRD's may request to be given a reason in writing for why they were not chosen to fill a vacancy.

**Section 2. Trip pay** during Summer School will be the same as trip pay during the regular school year.

**Section 3. Compensation** for each FTRD will be at their regular route rate throughout the regular school year.

## **Article 8 –VACANCIES AND TRANSFERS**

**Section 1. Route Vacancy Selection.** When a route vacancy occurs, the District shall post a notification of such vacancy in a designated location at the Bus Office prior to filling the position. FTRDs in the bargaining unit who desire to be considered for the route vacancy shall provide written notification to the Transportation Director or Office Manager, within **five (5)** business days from the date the notification was posted. Routes will be assigned at the discretion of the administration based on the needs of the district and its students. Seniority will be used as the determining factor when considering equally qualified candidates. FTRD's may request to be given a reason in writing for why they were not chosen to fill a vacancy if a driver with less seniority is chosen. The current route of any FTRD who applies for a route vacancy will not be

posted until after the vacancy is filled, therefore, allowing the FTRD to maintain his/her current route. Routes will not be reassigned until the following semester or school year. Vacant routes will be posted at least once per semester.

**Section 2. Filling position.** All routes will be posted internally on the bulletin board inside the transportation department for a minimum of **five** (5) business days. FTRDs will be given the opportunity to express interest prior to offering the route opening to sub drivers and external candidates. A route vacancy may not be filled by an internal candidate if such an assignment does not best meet the needs of the district and its students.

## **Article 9 – GRIEVANCE PROCEDURE**

**Section 1. Definition.** A "grievance" is a claim that there has been a violation, misinterpretation, or misapplication of the provisions of this agreement.

**Section 2. Procedure.** Grievances shall be processed pursuant to the procedure outlined in Board Policy GBM.

**Section 3. Representation.** The Employee shall have the right to choose an Association representative to be present at all stages of the grievance procedure. No audio or video recording shall be made at any stage of the grievance process unless both the Grievant and the District representative are made aware of the intent to record.

**Section 4. No Written Response.** If a written response is not rendered to the Employee within the time limits specified by a step, the grievance shall automatically advance to the next step in the grievance process.

## **Article 10 – TERM OF AGREEMENT**

**Section 1. Term of the Agreement.** The provisions of this Agreement shall be in full force and effect from the **1st** day of **July, 2017** and shall continue until the 30<sup>th</sup> day of June, **2020** automatically renewing itself for additional periods of one (1) year each thereafter, from year to year, unless written notice is given by either party sixty (60) days prior to the termination date set forth above or of any year thereafter in which this Agreement exists, of a desire to cancel or amend this Agreement.

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**Bargaining Unit Representative**

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**Date**

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**District Representative**

---

**Date**

# **PUBLIC NOTICE**

**August 2017**

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, highly mobile children, such as migrant and homeless children, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Boards of Education of the West Plains R-7, Glenwood R-8, Richards R-5, Fairview R-11, Howell Valley R-1, and Junction Hill C-12 School Districts assure that they will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Boards of Education of the West Plains R-7, Glenwood R-8, Richards R-5, Fairview R-11, Howell Valley R-1, and Junction Hill C-12 School Districts assure that they will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Boards of Education of the West Plains R-7, Glenwood R-8, Richards R-5, Fairview R-11, Howell Valley R-1, and Junction Hill C-12 School Districts assure that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/ guardian believe the record is inaccurate, misleading, or violates the privacy or other right of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Education Rights and Privacy Act (FERPA).

The Boards of Education of the West Plains R-7, Glenwood R-8, Richards R-5, Fairview R-11, Howell Valley R-1, and Junction Hill C-12 School Districts have developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed in the Superintendent's office at any of the individual school districts during regular school hours.

Local school districts in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth to age twenty-one (21) that reside in the district. This census must be compiled by December 1 of each year. This information is treated as confidential and must include: name of child; parent/legal guardian's name/address; birth date and age of child; the child's disability; and the services provided to the child. If you have a child with a disability or know of a child with a disability who is not attending the public school, please contact your school district at one of the following locations:

West Plains R-7 School District  
Office of Special Services  
610 E. Olden  
West Plains, MO 65775  
Phone (417) 255-8676 ext. 4576

Glenwood R-8 School District  
10286 SR 17  
West Plains, MO 65775  
Phone (417) 256-4849

Richards R-5 School District  
3461 CR 1710  
West Plains, MO 65775  
Phone (417) 256-5239

Fairview R-11 School District  
4036 SR K  
West Plains, MO 65775  
Phone (417) 256-3868

Howell Valley R-1 School District  
6461 SR ZZ  
West Plains, MO 65775  
Phone (417) 256-2268

Junction Hill C-12 School District  
8004 CR 3010  
West Plains, MO 65775  
Phone (417) 256-4265

This notice will be provided in native languages as appropriate.

## 2017-2018 Lunch Prices

Student Breakfast – Full Price = \$1.90

Reduced Price = \$0.30

Adult Breakfast - \$2.00

Student Lunch – Full Price = \$2.75

Reduced Price = \$0.40

Adult Lunch - \$3.00

The current reimbursement rates for students are:

	Breakfast	Lunch
Free	\$1.99	\$3.15.
Reduced	\$1.69	\$2.75
Full Price	\$0.29	\$0.37

**BID AND PRICE QUOTATION SPECIFICATIONS FOR  
RADIO COMMUNICATIONS UPGRADE  
FOR THE WEST PLAINS R-VII SCHOOL DISTRICT  
WEST PLAINS, MISSOURI**

All bids must be in the Office of the Superintendent at 305 Valley View Dr., West Plains, MO 65775, no later than May 25, 2017 at 10:00 am. All bids must be submitted in a sealed envelope marked "Radio Communications Upgrade". Please contact Dr. Scott Smith, at (417) 256-6155 or (417) 293-0920 for questions regarding the specifications.

The Board of Education reserves the right to reject any or all bids, to waive informalities in the bidding, and to make all decisions for the benefit of the district as sole and undisputed judge of what is beneficial to said district. This form is to be attached to the bid and price quotation sheets when returned. By signing below bidders are agreeing to all terms outlined in this document, and recognizing that failure to comply with said requirements may result in rejection of bid.

**NAME OF COMPANY SUBMITTING BIDS:**

*Radiophone*

**Signature of Person Authorized to Submit Bid:**

*E M Allen*

**Printed Name of Above Individual:**

*Erin M Allen*

**Date:**

*5/25/17*

**BIDDER INFORMATION AND INSTRUCTIONS**

**I. Contents of Proposals**

Interested vendors are invited to submit proposals for the purchase of technology described in this document. All items purchased must be delivered and installed by **July 28, 2017** (save where noted in this document or unless other arrangements are made in advance with the district). Vendors bidding are advised that West Plains Schools reserve the right to withdraw this solicitation at any time for convenience. In such event, West Plains Schools will not be liable for any expense incurred by vendors submitting bids in response to this solicitation. Proposals for providing material goods should include the following: A. Detailed list of items to be supplied in completion of the bid.

B. Unit pricing, total pricing, and all shipping costs, including Factory Rebates. (The West Plains School District reserves the right to change the quantity of radio's.)

C. Complete description of any warranties offered, including guarantees of maximum service resolution time.

- D. Documentation as to the vendor's ability to provide quality goods and services in a timely fashion, including reference contacts at three other Missouri school districts that have purchased similar items from the vendor in the last two years (may be waived due to previous experience with vendor).
- E. The period of time until which prices offered are guaranteed.
- F. The date by which all items ordered will be delivered. In the event that deliveries are to occur in stages, a schedule for delivery must be provided. Vendors must agree to offer the same pricing for all items regardless of when payment will be made by the district. Vendors must meet the same specifications for all items as noted below regardless of payment or delivery date. Vendors should address any questions regarding the time frame of payment to Dr. Scott Smith, Assistant Superintendent before bidding.

## **II. Evaluation Process**

The West Plains School District reserves the right to select a proposal through competitive negotiations. Proposals will be evaluated on the vendor's ability to fulfill the requirements described in this request for proposal, provide technical assistance and support, pricing and terms, references and reputation, prior experience with the district, and other factors deemed pertinent by West Plains School District. All quotes should be complete and submitted with the most favorable financial terms. The district reserves the right to reject any or all parts of any proposals, to waive any informality in the proposals received, and to waive minor deviations from the specifications. The district reserves the right to contact a vendor for clarification of information submitted, and to contact individuals or organizations provided by any vendor as references. The West Plains School District may make a selection on the basis of information in addition to that received in a proposal. The district reserves the right to make alterations to specifications requested in the bid at any point before or after receipt of bids. The Superintendent will decide based on the factors noted here, and other considerations at his discretion. The Superintendent reserves the right to reject any bid for any reason, as sole and undisputed judge of what is beneficial to the West Plains School District. To determine the optimal vendor bid, the West Plains School District will apply the best value concept.

Criteria will include, but is not limited to:

1. The ability, capacity, and skill of the vendor to perform the contract(s) or provide the supplies, services, or equipment required.
2. Contractor and employees must be certified installers for the proposed services.
3. Contractor must provide a sales representative who will act as a contact, maintain weekly communication with the Assistant Superintendent, shall have authority to make immediate decisions regarding changes to the work, and be responsible for all aspects of the activities connected with the project.
4. The vendor's familiarity with the West Plains School District and its requirements.
5. Prompt and on-time delivery of supplies, services, or equipment without delay or interference.
6. The vendor's character, integrity, reputation, judgment, experience, and efficiency.

7. Performance on previous purchases or contracts with the West Plains School District.
8. Available maintenance, repair, parts, and support services for the system purchased.
9. A solution that is functional, but is also flexible enough to offer alternatives and future opportunities.
10. References from at least **three** school districts using the vendor for substantially identical services.
11. Vendor ability to provide identical services to those currently used by the district without interruption.
12. Strength of the vendor's local presence in Southwest Missouri.
13. Vendors must have an emergency response time of 4 hours to the West Plains School District.

### **III. Private Nature of Proposals**

All proposals shall be considered private communications between the vendor and the district, and will therefore not be available for public review prior to bid opening.

### **IV. Compliance with Software Licensing Agreements**

All vendors are expected to comply with licensing agreements of manufacturers of software delivered and installed on systems purchased by the district. It is the responsibility of the vendors to ensure their compliance with said agreements prior to delivery of complete systems. Should any systems be delivered to the district with software installed on them that is not in compliance with the software maker's license agreement, the district will cooperate fully with the maker in their efforts to seek legal remedy against the vendor. Vendors will be responsible for any and all costs to the district resulting from the delivery of systems containing software that is not in compliance with the software maker's license agreement, and for providing replacement software determined by the district to be an adequate and legal replacement.

### **V. Provision of Demonstration Hardware.**

Demonstration devices may be required to be provided to the district prior to two days before the close of bids, of a type substantially similar to those bid by the vendor and meeting the same minimum specifications listed below. Once any one vendor has done so that brand of demonstrator requirement will be considered met. The West Plains School district is not responsible for any costs associated with the provision of demonstrator models or the return of said models. The district reserves the right to request demonstrations of any other hardware bid after the bid opening, or to waive any requirements for demonstrations.

### **VI. Warranty Requirements**

All devices bid must include a three-year service agreement as well as a five-year optional service agreement. All shipping costs related to warranty repairs are at the expense of the vendor or manufacturer. All components in each system must be covered by this warranty from the device manufacturer, and not by a third party (such as manufacturer of the specific



component). A detailed description of the warranty is to be provided with all bid proposals, including an overview of the warranty process should service be required and specific identification of the party that will handle technical support requests (such as local vendor, independent contractor, etc.) Required warranties for other hardware items (if requested) are detailed in the relevant specifications.

## **VII. Compliance with Bid Specifications**

The following conditions must be met by all vendors bidding. Failure to meet any of the following conditions may result in rejection of bid.

1. Only new, current model equipment may be provided in fulfillment of the bid requirements. No refurbished, used, or discontinued items will be accepted.
2. All components in each complete system delivered must be identical as to manufacture and model, as well as configured and installed identically.
3. All complete system price totals must include delivery.
4. Where brands or models are specified, no substitutions are allowed without prior approval of the West Plains School District.
5. All equipment must meet warranty requirements specified in this document, and vendors must provide documentation in support of this.
6. All equipment must be described in complete detail in the bid proposals, including all hardware specifications of all components. Printouts of manufacturer's specification sheets are acceptable for meeting this requirement.

## **INTRODUCTION**

West Plains Schools, a provider of K-12 public education, currently located at 305 Valley View Dr., West Plains, MO 65775 is in the process of evaluating communication systems and providers for use in radio communications across the district. Ideally, we would like this system to have the capability of tracking of transportation vehicles. As part of that solicitation the West Plains School District wishes to receive proposals for the upgrade of our existing radio communications system to a IP Site Connect System, the specifications for which are contained in this RFP document.

### ***The Purpose of the Requests for Proposal***

The intent of this RFP is to provide sufficient detail for a vendor to develop a proposal package for the installation of an upgrade to the existing Radio System utilized by the West Plains School District. The following terms provide minimum performance criteria for the components and subsystems comprising a complete radio system that shall accommodate the West Plains School District requirements in excess of ten years.

### ***Scope of RFP***

The designated sections of this RFP provide requirements for an upgrade/replacement to the existing Radio System. Proposals for an upgrade to the existing Radio System are to include all hardware, software, and labor required to perform the complete installation of said system according to all terms and specifications iterated in this document. Repeaters should be installed at the West Plains Middle School Campus as well as the South Fork Campus. Depending on service

area, a repeater may need to be installed at the radio tower located a few miles outside of the city limits as well as possibly at central office. At the radio tower, a new antenna, cable, connectors, & etc. will need to be installed to assure the function of all radios is at the highest level. Five port Routers should be utilized throughout the system where needed.

It is the responsibility of the vendor to propose any and all items required for a complete system regardless of their inclusion in this technical specification or the Standard Conditions. All radios must include programming to FCC License requirements. The bid must also include modification of the West Plains School Districts current FCC License to keep the system in compliance. The West Plains School District is currently using mostly analog radios throughout the district but does have 12 digital radios which are in analog mode. The price to reprogram these radios to the new system configurations should be included in the quote. If any vendor would like to have an onsite visit to see what is currently being utilized, this may be scheduled by contacting Dr. Smith.

Item #	QTY	Description	Price Per Unit	Total Price
1	40	<b>UHF 45 Watt Bus Radio "Comparable to Motorola XPR5550e"</b> 3 Year Factory Warranty & Large Display Text Messaging & Emergency Button Capable GPS/WiFi/Bluetooth Capable Palm Mic, Mounting Bracket, and Cable Programming	\$600.00	\$24,000.00
2	40	<b>¼ Wave UHF Antenna Kit</b>	\$19.35	\$774.00
3	40	<b>Magnet Mount GPS Antenna</b>	\$36.00	\$1,440.00
4	1	<b>System for operating GPS function</b>	\$6,750.00	\$6,750.00
5	20	<b>UHF Portable Radio "Comparable to Motorola SL7550e"</b> Year Factory Warranty Charger, Stubby Antenna, Carry Case and Battery with Programming	\$841.00	\$16,820.00
6	45	<b>UHF Portable Radio "Comparable to Motorola SL300"</b> Year Factory Warranty Charger, Stubby Antenna, Carry Case and Battery with Programming	\$325.00	\$14,625.00

14		<b>Other Material Needed</b> "List out what being quoted" <i>FCC Licensing Costs</i>	\$500.00		\$500.00
<b>Total Project Cost</b>			<b>\$100,908.00</b>		

**Financing:** If vendors company offers any lease purchase options, this information should be included with bid proposals for the districts consideration.

If other items are believed to be needed for the completion of this project, they must be included within the bid proposal.

**Date Bid Received by West Plains R-VII Schools:** 5/25/2017 10:05 am JJ.

**Schools using MotoTRBO digital we've implemented:**

- Springfield Public Schools
- Nixa Public Schools
- Republic School District
- Willard Public Schools
- Ozark School District
- Sparta Schools
- Spokane Schools
- Forsyth Public Schools
- Ava Schools
- Lamar Schools
- Licking Schools
- Nevada Schools
- Walnut Grove Schools
- Waynesville Schools
- Bentonville AR Schools
- Rogers AR Schools

## END-USER PROMOTION: FINANCING OFFER

PROMOTION PERIOD	April 1 – June 30, 2017
ELIGIBILITY	<p>End-User customer ("End-User") purchases must be made through an authorized North America PartnerEmpower channel partner participating in the Motorola Solutions PartnerEmpower™ Program Professional and Commercial Radio technology segment ("Channel Partner") during the promotion period.</p>
FINANCING OFFER	<p>End-Users can take advantage of special financing opportunities ("Offer") on Motorola Solutions equipment valued at \$25,000 USD / \$31,250 CAD or more through Motorola Solutions' financing partners, Lease Corporation of America and, in Canada, RCAP Leasing Inc. Available financing offers include:</p> <ul style="list-style-type: none"><li>* <b>0% interest for 12 months</b></li><li>* <b>4.6% interest for 36 months</b></li></ul> <p>Other financing options are also available through Lease Corporation of America and RCAP Leasing Inc., such as low interest offers for 48 to 60 months.</p>
COMBINATION WITH OTHER DISCOUNTS	The financing Offer can be combined with the trade-in Offers.
REQUIREMENTS	<p><b>A minimum Motorola Solutions equipment value of \$25,000 USD / \$31,250 CAD is required to participate in the financing Offer.</b> The equipment must be purchased on a single invoice from the Channel Partner.</p>

**Additional Items Needed for System Capacity:**

1	3	<b>UHF 50 Watt Repeaters "Comparable to Motorola SLR5700"</b> GPS Software Licenses Data Network Interface Software Licenses 450-470 MHz Duplexers TX Cable Kits & RX Cable Kits Battery Back Up Cables & Batteries 5 Port Router	\$4,995.00		\$14,985.00
2	2	<b>Laird FG4500 Unity Gain Antenna</b> Antenna Mount Brackets 100' of ½ " Coax with connectors 1 Flat Roof Mount Kit Grounding Kits and Hardware	\$1010.00		\$2020.00
3	1	<b>Tower Site Prep:</b> DB420 Antenna and Side Mount Bracket 225' of 7/8 Coax with connectors Grounding Kits & Hardware	\$4,500.00		\$4,500.00
4	1	<b>Additional Labor:</b> 3 More repeaters & antennas systems being installed	\$1,440.00		\$1,440.00
<b>Total Additional Costs:</b>					<b>\$22,945.00</b>



# MOTOTRBO™ SL 7000e SERIES

## YOU'RE SMARTER, CONNECTED

With this dynamic evolution of MOTOTRBO digital two-way radios, you're smarter, better connected and more productive. The SL 7000e Series is designed for the manager who needs complete control. With a slim and light form factor incorporating high performance integrated voice and data, these next-generation radios deliver smart connectivity to your organization.

### SMART

The MOTOTRBO SL 7000e Series is a family of DMR-standard slim and light portable radios that connects you with sophistication. Pocket-sized and with a smooth outline, the radios feature a full keypad and 5-line color screen with customizable display schemes. A built-in vibrate function alerts you quietly when you need to be discreet, and a comprehensive range of audio accessories allows you to stay connected without disturbing your customers.

### CONNECTED

With integrated voice and data, the SL 7000e Series delivers operations-critical communications. Bluetooth® lets you talk without wires, while also enabling precise indoor location-tracking. Powerful audio and advanced noise cancellation ensure your call is heard, even in noisy environments, and 280-character text messaging simplifies complex communications. Integrated Wi-Fi® enables remote software updates.

### PRODUCTIVE

With a clear user interface designed to support productivity applications such as Work Order Ticketing, the SL 7000e Series helps your staff make the most of their work day. Voice Announcement and Text-to-Speech features allow you to monitor radio settings and text communications hands-free, and sophisticated scan functions keep you in touch with many teams at once.



### WHAT'S NEW IN THESE NEXT GENERATION RADIOS

- Integrated accelerometer for optional Man Down
- Bluetooth® 4.0
- Indoor location tracking
- Integrated Wi-Fi®
- Over-the-air software updates
- Upgraded audio for greater clarity at high volume
- Improved expandability
- Increased UHF transmitter power, for greater range

**PRODUCT DATA SHEET**  
**MOTOTRBO™ SL7000e SERIES**  
**DIGITAL TWO-WAY RADIOS**

**ALL MODELS**

TRANSMITTER SPECIFICATIONS	
4FSK Digital Modulation	12.5 kHz Data: 7K60F1D and 7K60FXD 12.5 kHz Voice: 7K60F1E and 7K60FXE Combination of 12.5 kHz Voice and Data: 7K60F1W
Digital Protocol	ETSI TS 102 361 <sup>1</sup>
Conducted/Radiated Emissions (TIA603D)	-36 dBm < 1GHz, -30 dBm > 1GHz
Frequency Stability	± 1.5 ppm
RECEIVER SPECIFICATIONS	
Digital Sensitivity (5% BER)	0.15 µV
Conducted Spurious Emissions (TIA603D)	-57 dBm
AUDIO SPECIFICATIONS	
Digital Vocoder Type	AMBE+2™ <sup>3</sup>
Audio Response	TIA603D
Rated Audio	0.5 W
Audio Distortion at Rated Audio	3%

BLUETOOTH SPECIFICATIONS	
Version	4.0
Range	Class 2, 33 ft (10 m)
Supported Profiles	Bluetooth Headset Profile (HSP), Serial Port Profile (SPP), Motorola fast push-to-talk.
Simultaneous Connections	1 x audio accessory and 1 x data device
Permanent Discoverable Mode	Optional
Wi-Fi SPECIFICATIONS	
Standards Supported	IEEE 802.11b, 802.11g, 802.11n
Security Protocol Supported	WPA, WPA-2, WEP
Maximum Number of SSIDs	128
ENVIRONMENTAL SPECIFICATIONS	
Operating Temperature <sup>2</sup>	-4 °F to +140 °F (-20 °C to +60 °C)
Storage Temperature	-22 °F to +158 °F (-30 °C to +70 °C)
Electrostatic Discharge	IEC 61000-4-2 Level 3
Dust and Water Intrusion	IEC 60529 - IP54
Salt Fog	5% NaCl for 8 hrs at 35 °C, 16 hrs standing
Packaging Test	MIL-STD 810D and E

**NOTES**

1: Typical battery life, 5/5/90 profile at maximum transmitter power with Bluetooth, Wi-Fi and Option Board applications disabled. Actual observed runtimes may vary.

2: Radio only. Battery operation down to 14 °F (-10 °C) only.

3: DMR Operation Mode | Tier II / III

Specifications subject to change without notice. All specifications shown are typical values.

**CONNECTION**

- UHF Band, 3 W
- 800/900 Band, 2 W
- Color Screen
- Full Keypad
- 1000 Channels
- Digital Only
- Voice and Data
- Integrated Wi-Fi
- Canned Text Messaging
- Freeform Text Messaging
- Work Order Ticketing
- Bluetooth Audio and Data
- Indoor Location Tracking
- Voice Announcement
- Text to Speech
- Option Board
- Home Channel Reminder
- Vibrate Alert
- Ambient Light Sensor

**AUDIO**

- Intelligent Audio
- SINC+ Noise Cancellation
- Acoustic Feedback Suppressor
- Microphone Distortion Control
- User-Selectable Audio Profiles
- Switch Speaker
- Trill Enhancement

**CUSTOMIZATION**

- Wide Range of Accessories
- Prong Accessory Connector
- 2 Programmable Buttons
- Emergency Button

**MANAGEMENT**

- Radio Management
- Over-the-Air Programming
- Over-the-Air Software Update

**SAFETY**

- Man Down
- Lone Worker
- Basic Privacy
- Enhanced Privacy
- Transmit Interrupt
- Digital Emergency
- Emergency Search Tone
- Remote Monitor
- Radio Disable / Enable
- Waterproof to IP54
- Rugged to MIL-STD

**SYSTEMS**

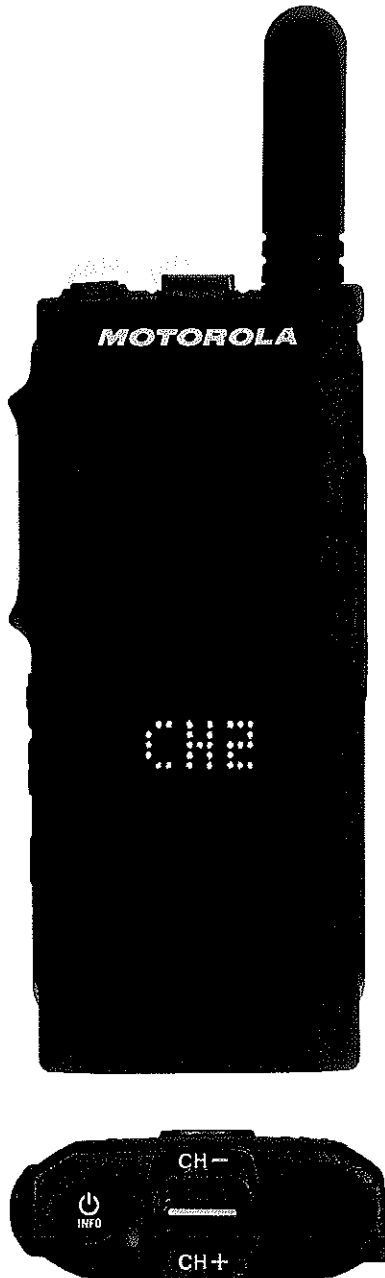
- Dual Capacity Direct Mode
- Conventional
- IP Site Connect
- Capacity Plus (Single and Multi-Site)
- Capacity Max
- Connect Plus
- Optional

MILITARY STANDARDS										
	MIL-STD 810C		MIL-STD 810D		MIL-STD 810E		MIL-STD 810F		MIL-STD 810G	
	METHOD	PROCEDURE	METHOD	PROCEDURE	METHOD	PROCEDURE	METHOD	PROCEDURE	METHOD	PROCEDURE
Low Pressure	500.1	I	500.2	II	500.3	II	500.4	II	500.5	II
High Temp	501.1	I, II	501.2	I/A1, II/A1	501.3	I/A1, II/A1	501.4	I/Hot, II/Hot	501.5	I/A1, II/A1
Low Temp	502.1	I	502.2	I/C3, II/C1	502.3	I/C3, II/C1	502.4	I/C3, II/C1	502.5	I/C3, II/C1
Temp Shock	503.1	I	503.2	A1/C3	503.3	A1/C3	503.4	I	503.5	I-C
Solar Radiation	505.1	II	505.2	I/Hot-Dry	505.3	I/Hot-Dry	505.4	I/Hot-Dry	505.5	I/A1
Rain	506.1	I, II	506.2	I, II	506.3	I, II	506.4	I, III	506.5	I, III
Dust	510.1	I, II	510.2	I, II	510.3	I, II	510.4	I, II	510.5	I, II
Vibration	514.2	VIII/F, W, XI	514.3	I/10, II/3	514.4	I/24, II/5	514.5	I/24, II/5	514.6	I/24, II/5
Shock	516.2	I, II	516.3	I, IV	516.4	I, IV	516.5	I, IV	516.6	I, IV



# MOTOTRBO™ SL300 PORTABLE RADIO

## PORTABILITY AND SIMPLICITY REDEFINED



The MOTOTRBO™ SL300 provides reliable push-to-talk communication for the mobile, everyday user in an ultra-slim and rugged profile. Whether you're coordinating a school event or working in the field, the SL300 is boldly designed to keep you efficiently connected.

The latest technology works to make operation of the SL300 simple and straightforward. Ergonomic design allows one-handed radio operation, and a versatile accessory portfolio gives you the freedom to focus on the job at hand.

The SL300 is compatible with the MOTOTRBO features you'll find are business-essential, for example a transmission can be interrupted to prioritize critical communications. Additionally, the SL300 utilizes digital and analog radio technology concurrently to fit seamlessly into your existing communication system.

### ULTRA-SLIM PROFILE

Measuring under an inch thick, the SL300 is ultra-portable. A stubby antenna, curved edges and rugged frame make the SL300 the perfect work partner. It can be easily carried in pockets and purses without snagging or bulging.

### ADVANCED TECHNOLOGY

The SL300 is outfitted with the latest technology for performance and ease of use. It has trunking capability, and is supported on small Capacity Plus systems. The SL300 features Range Max: an advanced technology which delivers enhanced communication capability with a slim profile and long battery life. The SL300 3W digital radio with Range Max delivers communication performance equivalent to most 4W digital radios.

### SIMPLE OPERATION

The SL300 has been designed for easy, intuitive use. The Active View display uses a matrix of LEDs behind the radio housing to communicate radio information. The side volume control, dedicated power button, prominent push-to-talk button, and top toggle channel switch have all been designed for quick one-hand access. Channel "fast toggle" allows users to scroll through 10 channels at a time.

### RUGGED AND RELIABLE

The SL300 is built to last. IP54 rated for dust and water resistance, it can be used even in harsh environments. This radio can survive many drops and tumbles. It has also been proven tough in Motorola's grueling Accelerated Life Test, where the radio is tested against a simulated 5 years of hard service before it is accepted.



**DATA SHEET**  
SL300 PORTABLE RADIO

TRANSMITTER		
	VHF	UHF BAND 1
Frequency	136-174 MHz	403-470 MHz
Channel Spacing	12.5 kHz / 25 kHz <sup>1</sup>	
Frequency Stability (-30°C, +60°C, +25°C Ref)	± 1.5 ppm	
Low Power Output High Power Output	<div> <div>1W 2W 3W</div> <div>with Range Max technology</div> </div> <p>3W digital radio with Range Max technology provides communication performance equivalent to most 4W digital radios.</p>	
Modulation Limiting	± 2.5 kHz @ 12.5 kHz ± 5.0 kHz @ 25 kHz <sup>1</sup>	
FM Hum and Noise	-40 dB @ 12.5 kHz -45 dB @ 25 kHz <sup>1</sup>	
Conducted / Radiated Emission	-36 dBm < 1 GHz -30 dBm > 1 GHz	
Adjacent Channel Power	60 dB @ 12.5 kHz 70 dB @ 25 kHz <sup>1</sup>	
Audio Response	TIA603D	
Audio Distortion	3% (typical)	
4FSK Digital Modulation	12.5kHz Data: 7K60F1D & 7K60FXD 12.5kHz Voice: 7K60F1E & 7K60FXE Combination of 12.5kHz Voice and Data: 7K60F1W	
Digital Vocoder Type	AMBE +2™	
Digital Protocol	ETSI TS 102 361-1, -2, -3	



	810C		810D		810E		810F		810G	
Applicable MIL-STD	Methods	Procedures	Methods	Procedures	Methods	Procedures	Methods	Procedures	Methods	Procedures
Low Pressure	500.1	I	500.2	II	500.3	II	500.4	II	500.5	II
High Temperature	501.1	I, II	501.2	I/A1, II/A1	501.3	I/A1, II/A1	501.4	I/Hot, II/Hot	501.5	I/A1, II
Low Temperature	502.1	I	502.2	I/C3, II/C1	502.3	I/C3, II/C1	502.4	I/C3, II/C1	502.5	I/C3, II
Temperature Shock	503.1	-	503.2	I/A1/C3	503.3	I/A1/C3	503.4	I	503.5	I/C
Solar Radiation	505.1	II	505.2	I	505.3	I	505.4	I	505.5	I/A1
Rain	506.1	I, II	506.2	I, II	506.3	I, II	506.4	I, III	506.5	I, III
Humidity	507.1	II	507.2	II	507.3	II	507.4	-	507.5	II - Aggravated
Salt fog	509.1	-	509.2	-	509.3	-	509.4	-	509.5	-
Dust	510.1	I	510.2	I	510.3	I	510.4	I	510.5	I
Vibration	514.2	VIII/F, Curve-W	514.3	I/10, II/3	514.4	I/10, II/3	514.5	I/24	514.6	I/24, II/5
Shock	516.2	I, II	516.3	I, IV	516.4	I, IV	516.5	I, IV	516.6	I, IV, V, VI

ENVIRONMENTAL SPECIFICATIONS	
Operating Temperature <sup>2</sup>	-30°C / +60°C
Storage Temperature	-40°C / +85°C
Thermal Shock	Per MIL-STD
Humidity	Per MIL-STD
ESD	IEC 61000-4-2 Level 3
Dust and Water Intrusion	IEC60529 - IP54
Packaging Test	MIL-STD 810D and E

<sup>1</sup> 25 kHz operation is not available in the U.S.

<sup>2</sup> Radio only. Operating temperature specification for a Li-Ion battery is -10 °C to +60 °C.

Specifications subject to change without notice. All specifications shown are typical.

Actual field communication performance will vary, depending on factors such as terrain, weather conditions, electromagnetic interference and obstructions.

## Residence Inn Kansas City Olathe

12215 S. Strang Line Road

Olathe, KS 66062

USA

Phone: +1-913-829-6700

### Confirmation Number: 91550741

Thank you for your reservation. Your reservation is guaranteed to your Visa card.  
We look forward to greeting you.

<b>Your Stay</b>	
Sunday, July 16, 2017, Thursday, July 20, 2017, 1 rooms, 1 guests/room.	
<b>Room(s)</b>	
Studio, 1 King, Sofa bed.	
4 nights at <b>117.00 USD</b>	
<b>539.25 USD</b> Total hotel currency (incl. est. taxes)	
<b>Room Preferences</b>	
No room preferences were selected.	
<b>Guest Information</b>	
Douglas Chronister	
<b>Summary of Charges</b>	

<b>Summary of Room Charges</b>	<b>Cost per night per room (USD)</b>
Sunday, July 16, 2017 - Thursday, July 20, 2017 (4 nights , OLATHE SCHOOL-ATTEND )	117.00