

EXHIBIT 1

Labette Community College
Board of Trustees Meeting Agenda
Thursday, December 9, 2021
5:30 p.m.
Student Success Center Conference Room

- I. Adoption of Agenda..... (Exhibit 1)
- II. Approval of November 4, 2021, Regular Meeting Minutes (Exhibit 2)
- III. Reports and/or Board Discussion
 - A. Faculty Senate Report
 - B. Student Government Association Report
 - C. Administrative Reports
 - i. Comparison of Expenditures to Budget
 - ii. Construction Update – Aaron Hight
 - D. President’s Report
- IV. Old Business (Action, Report, or Discussion)
 - A. Policy Approval -
3.01 *Curriculum* and 3.35 *Program Review*.....(Exhibit 3/4)
- V. New Business (Action, Report, or Discussion)
 - A. Policy Review -
9.01 *Professional Employees; Conditions of Employment*.....(Exhibit 5)
 - B. Nursing Annie Simulator.....
 - C. Approval of Bills.....(Exhibit 6)
- VI.

Public Comment

The Board of Trustees agenda shall contain one opportunity for public comment. This structure has been designed to provide the public with an opportunity to comment on any topic. The Chair of the Board explains the Board’s approach to the public comment with the following statement: **“At this time we invite anyone in the audience to speak to the Board about any item or concern that pertains to the college. By policy, at this time the Board will not take any action on any item or concern, but we will be happy to take it under advisement for possible future action.”** The Board also retains the right to set time limits on public comment.

In the event that a large number of citizens are present and wish to speak in favor or in opposition to an issue before the Board, the Board reserves the right to poll the number of citizens in favor of and in opposition to the issue at hand as well as to limit the number of spokespersons representing opposing viewpoints. The Board also retains the right to set time limits as deemed appropriate.

EXHIBIT 1

- VII. Next Regular Board Meeting: Thursday, January 13, 2022 - 5:30 p.m.
- VIII. Adjournment

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
November 4, 2021

The Board of Trustees met at 5:30 p.m. on Thursday, November 4, 2021 in the Cardinal Event Center.

Members Present

Mr. Rod Landrum
Mr. Pat McReynolds
Mr. Montie Taylor
Mr. David Winchell
Mr. Mike Howerter
Mr. Carl Hoskins

Others Present

Dr. Mark Watkins	Aaron Hight	Janice Every
Leanna Doherty – via phone	Lindi Forbes	Aaron Keal
Dr. Jason Sharp	Theresa Hundley	Colleen Williamson
Kevin Doherty	Ross Harper	Laurie Lewis
Bethany Kendrick	Roxie Howard	Laura Howerter
Kara Wheeler	Theresa Hundley	Mackenzie Martin

Heidi Flora recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Landrum asked for changes or additions to the presented agenda. Dr. Watkins had no changes. Trustee Winchell moved to approve the agenda as presented. Trustee Hoskins seconded and motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Landrum asked for corrections or additions to the October 14, 2021 regular meeting minutes, Trustee McReynolds moved to approve the minutes as presented. Trustee Howerter seconded and motion carried 6-0.

Reports and/or Board Discussion

Faculty Senate Report

None

SGA Report

SGA Vice President, MacKenzie Martin gave a brief report on the current happenings SGA is/has been involved in.

Administrative Report

Comparison of Expenditures to the Budget – The October financial report was placed at the table. Leanna Doherty attended via conference call. At the end of October, the budget is 33% through the year. The general fund is 28% expended and the technical education/vocational fund is 31% expended. Leanna invited questions from the Trustees.

Facilities Update

Aaron Hight of Crossland Construction gave an update on the completion of the gym renovation and reported on the upcoming plans for the new construction project.

President's Report

Workforce Report

Ross Harper, Director of Workforce Education and Career Training, gave a presentation highlighting many of the areas of the Workforce department.

Introduction of New Professional Staff

Dr. Watkins introduced and welcomed the following new professional staff: Tyler Allen, Student Support Services Academic Advisor; Ashley George, Part-Time Women's Assistant Basketball Coach; Roxie Howard, Print and Graphic Services Specialist; and, Laura Howerter, Workforce Allied Health Coordinator.

Old Business (ACTION, REPORT OR DISCUSSION ITEMS)

None

New Business (ACTION, REPORT OR DISCUSSION ITEMS)

Professional Staff Employment Letter

Trustee Howerter moved to approve the professional staff employment letter for Lauren Holmes, Student Life Specialist, starting October 25, 2021, at an annual salary of \$30,000. Trustee Hoskins seconded and motion carried 6-0.

New Course Proposal

Dr. Sharp presented information regarding the New Course Proposal of Physics for Healthcare.

Trustee Howerter moved to approve the New Course Proposal – Physics for Healthcare. Trustee Hoskins seconded and motion carried 6-0.

Policy Review

Dr. Sharp presented the following policies for review. Policy 3.01 Curriculum and Policy and 3.35 Program Review.

Approval of Bills

Trustee Hoskins moved to approve the Claims Register. Trustee Howerter seconded and motion carried 6-0.

Public Comment

None

Next Board Meeting: Date, Place, Time, and Tentative Agenda Items

Chair Landrum reminded everyone of the next regular meeting of the Board of Trustees scheduled for December 9, 2021 at 5:30 p.m., in the Student Success Center Conference Room.

Adjournment

Trustee Howerter moved to adjourn the meeting at 6:11 pm. Trustee McReynolds seconded and motion carried 6-0.

Heidi Flora, Clerk of the Board

DRAFT

Agenda Item #: IV.A.

Date: December 9, 2021

SUBJECT

Approval of Board Policy Changes

REASON FOR CONSIDERATION BY THE BOARD

Per Policy 1.13, adopted 12/12/2020, the President would conduct a review and update the policies of the Board of Trustees.

BACKGROUND

The President has updated/created the following policies for approval:

Policy 3.01 Curriculum

Policy 3.35 Program Review

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve Policy 3.01 Curriculum and Policy 3.35 Program Review.

The Instructional Outcomes and Assessment Committee, chaired by the Dean of Instruction, establishes institutional learning outcomes for degrees and certificates referred to as student learning outcomes for programs of study. These are then reviewed by President's Council and approved by the Board of Trustees. The vision, mission, and core values of the College's Strategic Plan are at the forefront throughout this process. The student learning outcomes consist of ~~knowledge, critical thinking, communication, and social awareness.~~

- Communication
- Global Understanding and Civic Engagement
- Quantitative/Analytic Methods and Scientific Literacy
- Information and Digital Literacy
- Personal and Professional Behavior

Course outcomes and competencies are established by faculty based on their mastery of their discipline, scholarship, and expertise. These course outcomes and competencies also align with program outcomes. Each course is reviewed annually by the master syllabus author assigned to the course. Any changes are sent to the Dean's Office for review. The Curriculum and Instruction (C&I) Committee approves changes to course titles, credit hours, course descriptions, course outcomes, and new programs/courses. New programs/courses are recommended to the Board of Trustees for approval. If appropriate, these are then submitted to the Kansas Board of Regents (KBOR).

~~All programs are reviewed on a five-year rotation. The program reviews are presented to the Board of Trustees for their approval. Specific curriculum needs and recommendations from these program reviews are included in the operational plans which are updated annually.~~

Some courses have been approved by the Kansas Board of Regents to be transfer and articulation courses designed to provide seamless transfer between all Kansas higher learning institutions. Course outcomes and competencies for these courses are determined by annual Kansas Core Outcomes Project meetings with instructors in the disciplines from colleges throughout the state. All LCC transfer and articulation courses include the approved KBOR statement regarding learning outcomes and competencies.

Revised: 6/12/01, 6/20/13, 3/10/16

POLICY 3.35

PROGRAM REVIEW

The Academic and Non-Academic Program/Discipline Reviews are a process of reflection and analysis conducted for the purpose of improving program/activity quality and to document progress. Members of the Academic and Non-Academic Review Committees are chosen from across the College and include all faculty/personnel involved in the program/activity being reviewed. The process is comprehensive, focusing on all major aspects of the program/activity and conducted as part of an on-going system for continuous improvement. Completed Program/Discipline Reviews are forwarded to the President and the Board of Trustees for their approval.

Adopted: 7/11/07

Revised: 10/8/15

Agenda Item #: V.A.

Date: December 9, 2021

SUBJECT

Review of Board Policy

REASON FOR CONSIDERATION BY THE BOARD

Per Policy 1.13, adopted 12/12/2020, the President would conduct a review and update the policies of the Board of Trustees.

BACKGROUND

Updated/created the following policies for review:

Policy 9.01 Professional Employees; Conditions of Employment

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees review Policy 9.01 Professional Employee; Conditions of Employment

A. General

Each instructor shall perform the duties and services necessary to the position for which employed, shall make and file reports required by the Board or President, shall cooperate with the Administration in the development and execution of the instructional program, and shall perform such other services as may be mutually agreed upon by the Administration and the instructor.

B. Due Process Procedures

An act concerning due process procedures upon termination of non-renewal of teachers' contracts; providing for the disposition of certain costs of hearings thereon; is stated in K.S.A. 72-2252 to 72-2258.

(Copies of this law may be reviewed in the office of the President or Vice President of Academic Affairs or obtained from the Faculty Senate.)

C. Professional Compensation

Salary for instructors covered by the Master Agreement shall be in accordance with current salary schedule.

(See Master Agreement, Article XVI.)

D. Meetings

See Master Agreement.

E. Office Hours

See Master Agreement.

F. Personnel Policies

Written personnel policies are instrumental in guiding the judgment of all persons concerned with the educational program. Written policies establish definite relationships among participants by setting standards to which all parties accept the responsibility of ~~conforming~~ implementing.

(See Master Agreement)

G. Retirement

(See Master Agreement)

H. Teaching and Evaluation of Instruction

(See Master Agreement, Appendix D)

I. Qualifications

Lafayette Community College ~~abides by~~ follows the requirements of its accrediting body, the Higher Learning Commission (HLC), when determining faculty qualifications. ~~→~~ These qualifications are required by all full-time, adjunct, concurrent, dual credit, and temporary faculty who teach for the college. All faculty are required to have appropriate documentation on file.

- ~~1. Faculty teaching general education (transfer) courses are required to have the following qualifications:~~
 - ~~a. Master's degree or higher in the teaching discipline or subfield taught~~
 - ~~b. A Master's degree or higher in a discipline or subfield other than that taught with a minimum of 18 graduate credit hours in the discipline taught.~~
 - ~~c. Faculty teaching in programs that are accredited or approved by outside agencies shall have teaching credentials that meet the standards specified by that agency.~~

- ~~2. Faculty teaching Career and Technical (CTE) courses are required to have the following qualifications:~~
 - ~~a. Bachelor's degree and or valid/current industry recognized credentials and a minimum of 4,000 hours of work experience in the specific technical field taught.~~
 - ~~b. Faculty teaching non-transfer courses including developmental or college preparation courses, College Success Skills courses, continuing education workshops, Personal Enrichment courses, and workforce education courses must have an appropriate degree and/or credentials, special training, experience, creative production, or other accomplishments or distinctions appropriate to the discipline as determined by the Vice President of Academic Affairs.~~
 - ~~c. Other factors, including but not limited to equivalent experience, may be considered in determining whether a faculty member is qualified.~~
 - ~~d. Any exception due to special circumstances must be approved by the Vice President of Academic Affairs.~~

The Vice President of Academic Affairs or Dean of Instruction, ~~CTE Director~~ as appropriate make the determination if a potential instructor is properly credentialed by reviewing transcripts and other supporting documentation. ~~If the potential instructor is not properly credentialed, the Dean of Instruction may approve a Degree/Credentialing plan to ensure full compliance by September 1, 2022, which meets our HLC approved extension to come into compliance. The approved plan must be updated annually.~~

In addition to meeting the HLC required faculty qualifications, faculty ~~may~~ may need special credentialing requirements per program accreditation, teaching concurrent general education courses must meet the requirements of the the Kansas Board of Regents (KBOR), or Concurrent Enrollment Partnership (CEP) agreements between the high schools and Labette Community College.

J. Leave of Absence Policy

Upon request and subject to approval by the Board of Trustees, a faculty member may be allowed to take a leave of absence for up to one year in duration. These leave requests are to be limited to requests for study in an academic area approved by the Board of Trustees. The pertinent items relating to this Leave of Absence are as follows:

A faculty member shall:

1. Be employed for at least two (2) years before being eligible for a leave of absence. Application for leave may be submitted during the second semester of the second year.
2. Receive no remuneration from LCC during this leave period.
3. Be allowed to retain accumulated sick leave credit during the leave period. No credits will accrue during the leave period.
4. Be allowed to remain within the LCC medical health insurance group during this leave period. No portion of the premium will be paid by the Board during this leave period and prior arrangements must be made with the administration for these payments to be made.
5. Be reassigned ~~in a comparable~~ to a similar position with the one held prior to the leave period provided a vacancy exists and the request for reassignment to active employment is made on or before February 15 of the school year previous to reinstatement. If the date of return from Leave of Absence is other than the beginning of the contract year, then reinstatement of the faculty member will be subject to a vacancy occurring for which the instructor is qualified to fill as determined by the administration.

K. Reduction-in-Force

When one or more instructors are to be terminated or demoted because of a change in the size or nature of the student population, unavoidable budgetary limitations or similar factors affecting the overall operation of the College, part-time instructors shall be terminated first, provided full-time instructors are qualified replacement.

If after the above procedure has been followed it becomes necessary to reduce the instructional staff, the instructor or instructors to be terminated or transferred shall be determined on a seniority basis, provided that the affected instructor is qualified to perform the work of the instructor who is to be terminated.

Seniority is defined as: (Subject to Kansas continuing contract law)

1. For purposes of reduction-in-force, seniority is defined as continuous years of employment in a full-time instructional position at the College.
2. In the event of equal years of continuous full-time instruction, number of credit hours taught as an adjunct instructor at the College prior to current full-time instruction will be used to make a determination.
3. In the event the above two items are equal, educational qualifications will be used.
4. In the event the above three items are equal, performance evaluations and experience will be considered.
- 4.5. This policy does not apply to concurrent high school instructors.

Before terminating a faculty member, the College administration shall make a reasonable effort to place them in another suitable position within the College.

Revised: 6/12/01, 4/25/09, 7/14/11, 5/1/14, 9/12/14, 1/8/15, 4/13/17

Revised: 5/2/19

Agenda Item #: V.B.
Date: December 9, 2021

SUBJECT

Nurse Anne Simulator Purchase

REASON FOR CONSIDERATION BY THE BOARD

College policy states that the Board of Trustees' approval is normally required for items costing in excess of \$19,999.

BACKGROUND

The Nurse Anne Simulator purchase is funded through the Kansas Nurse Initiative Grant administered by the Kansas Board of Regents. No bids have been sought on this purchases since the Kansas Board of Regents has worked out an agreement with Laerdal to purchase the Nurse Anne simulator reducing the cost from \$40,830.25 to \$30,223.58.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees approve the purchase of Nurse Anne through Laerdal at a cost of \$30,223.58 which will be paid out of the Kanas Nurse Initiative Grant.

Agenda Item #: V.C.

Date: 12/09/2021

SUBJECT

Approval of Bills

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require the Board of Trustees approval of all expenditures

BACKGROUND

Each month a listing of claims to be paid is presented to the Board for approval.

PRESIDENT'S RECOMMENDATION

The President recommends approval of the bills.

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/5/2021

Check Number	Vendor	Description	Account Number	Amount	Total
130919	A T and T	Phone Service - WTC	12-4204-631-000	\$677.30	\$677.30
130920	A T and T	Internet	11-6401-631-000	\$1,366.86	\$1,366.86
130921	Anderson Engineering, Inc.	ATH Expansion Professional Services	67-9900-821-000	\$2,789.50	\$2,789.50
130923	City of Parsons	Water Service	11-7102-632-000	\$2,539.50	
		Water Service - WTC	12-4204-632-000	\$139.05	
		Water Service	16-9482-632-000	\$254.44	\$2,932.99
130925	Jill Coral Coomes	Reimburse Health Care Sim Conf	11-4200-630-023	\$50.00	\$50.00
130926	Alexander J Coplon	Reimburse Hotel - Recruiting	11-5502-603-000	\$91.34	\$91.34
130927	Cox Communications	Internet - Cherokee Center	11-6401-631-000	\$195.46	
		Cable - Cherokee Center	11-7103-701-000	\$112.11	\$307.57
130929	Evergry Kansas Central INC	Electricity	11-7102-634-000	\$14,494.92	
		Electricity - WTC	12-4204-634-000	\$530.86	
		Electricity	16-9482-634-000	\$485.24	\$15,511.02
130931	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
130932	Brittany Haley	Reimburse WBB Walking Boot	11-5507-701-000	\$90.00	\$90.00
130933	Health Facilities Group, LLC	Architect Fees	67-9900-661-000	\$4,752.00	
		ATH Pay App 7	67-9900-820-000	\$764,347.24	
		ATH Pay App 6	67-9900-820-000	\$757,565.04	\$1,526,664.28
130934	Jason Hinson	Reimburse Mileage - Recruiting	11-5508-603-000	\$29.12	\$29.12
130939	Kylie Lucas	Reimburse Mileage - Recruiting (5)	11-5302-601-000	\$397.04	\$397.04
130940	Joshua Rene Macat	Reimburse Mileage - Recruiting	11-5502-603-000	\$444.64	\$444.64
130941	Leigh Ann Martin	Reimburse Mileage - Main Campus (4)	12-1215-602-000	\$131.04	\$131.04
130942	Lucille McCune	Reimburse TechSmith Software	12-1218-700-000	\$49.00	\$49.00
130943	Melissa D Nance	Reimburse Mileage - Recruiting (5)	11-5302-601-000	\$239.12	\$239.12
130944	Ozarks Coca-Cola/Dr Pepper Bottling	Returned Empty CO2 Tank	16-9684-743-000	(\$75.00)	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/5/2021


Check Number	Vendor	Description	Account Number	Amount	Total
130944	Ozarks Coca-Cola/Dr Pepper Bottling	Bag in the Box Pop	16-9684-743-000	\$401.07	\$326.07
130945	Susan Stolte	Reimburse Pizza for RC Care Week	12-1211-709-000	\$45.11	\$45.11
130946	Veritiv	Index Paper and #10 Envelopes	11-6503-705-000	\$352.96	\$352.96
130947	Verizon Wireless	J Burzinski Phone Charges	11-6401-701-000	\$310.89	
		Custodians Phone Charges	11-7102-649-000	\$309.40	\$620.29
130948	Scotty M Zollars	Reimburse Meals - KLA Conf	11-4101-601-000	\$93.07	
		Reimburse Mileage - KLA Conf	11-4101-602-000	\$147.28	\$240.35
				<u>\$1,553,555.60</u>	

11-General Fund	\$21,463.71
12-Postsecondary Technical Education Fund	\$1,572.36
16-Auxillary Ent Fund	\$1,065.75
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$1,529,453.78
	<u>\$1,553,555.60</u>

Checks approved for release prior to Board action



 President



 Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/10/2021

Check Number	Vendor	Description	Account Number	Amount	Total
130951	A T and T	Internet	11-6401-631-000	\$4,100.75	\$4,100.75
130953	Haley Shae Beeman	Reimburse Meals - KCADNE	12-1246-630-000	\$15.74	\$15.74
130954	Kathleen A Bennett	Reimburse Meals - KCADNE	12-1246-630-000	\$15.75	\$15.75
130955	Commerce Bank	Rental Vehicle - Men's BB Recruiting	11-5508-603-000	\$731.07	
		Rental Vans	11-6502-720-000	\$2,042.00	\$2,773.07
130957	Jill Coral Coomes	Reimburse Meal - KCADNE Conf.	12-1246-630-000	\$15.74	\$15.74
130958	Credit World Services, INC	Student Account Collection Fee	11-0100-484-000	\$220.75	\$220.75
130959	Crossland Construction Company	ATH Pay App 6	67-9900-820-000	\$757,565.04	
		ATH Pay App 7	67-9900-820-000	\$764,347.24	\$1,521,912.28
130960	D A N B	Infection Control Board Exam Fees	12-1215-696-000	\$1,080.00	\$1,080.00
130961	Everyg Kansas Central INC	Electricity - Cherokee Center	11-7103-634-000	\$1,253.69	\$1,253.69
130962	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
130963	Brittany Haley	Reimburse NATA Professional	11-5507-601-000	\$210.00	
		Reimburse Kansas AT License	11-5507-601-000	\$68.68	\$278.68
130964	Ross Harper	Reimburse Mileage - Area Schools (3)	12-4204-601-000	\$106.40	\$106.40
130965	Health Facilities Group, LLC	Architect Fees	67-9900-661-000	\$4,752.00	\$4,752.00
130966	Kansas Department of Revenue	Bookstore Sales Tax/Oct	16-0000-216-001	\$111.78	
		Food Service Sales Tax/Oct	16-0000-216-002	\$647.57	\$759.35
130967	Kansas Gas Service	Gas Service	11-7103-633-000	\$42.26	\$42.26
130968	Kettering National Seminars	Kettering Seminars	12-1211-696-000	\$975.00	\$975.00
130969	Kelly D. Kirkpatrick	Reimburse Livescribe Symphony Bun	11-4203-701-000	\$119.95	\$119.95
130970	Kiwanis Club of Parsons	Dues - Ross Harper	12-4204-701-000	\$97.50	\$97.50
130971	KJCCC	KJCCC Volleyball Officials	11-5504-680-000	\$304.00	\$304.00
130972	L C C Foundation	FY2006 Loan	11-0100-484-000	\$1,125.00	\$1,125.00
130975	Leigh Ann Martin	Reimburse License Annual Renewal-F	12-1215-681-000	\$131.00	\$131.00

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	11/10/2021		Total
			Account Number	Amount	
130977	Ashley Moore	Reimburse Mileage - Clinicals (7)	12-1210-602-000	\$495.04	\$495.04
130978	Proforma	LCC Promo Tents	11-6301-661-000	\$732.50	\$732.50
130979	Sparklight	Cable Service	11-6501-631-000	\$172.62	\$172.62
130980	The Villas at LCC, LLC	Housing/	11-0000-201-001	\$2,322.50	
		Housing/!	11-0000-201-001	\$1,568.00	
		Housing/.	11-0000-201-001	\$196.00	
		Housing/	11-0000-201-001	\$1,069.00	
		Housing/!	11-0000-201-001	\$980.00	
		Housing/!	11-0000-201-001	\$980.00	
130981	Touchtone Communications	Long Distance	11-0000-201-001	\$79.32	\$7,115.50
		Long Distance - Cherokee Center	11-6501-631-000	\$23.32	\$102.64
				<u>\$1,548,897.21</u>	
	11-General Fund			\$18,541.41	
	12-Postsecondary Technical Education Fund			\$2,932.17	
	16-Auxillary Ent Fund			\$759.35	
	64-Deferred Maintenance			\$0.00	
	67-Capital Outlay			\$1,526,664.28	
				<u>\$1,548,897.21</u>	

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/19/2021

Check Number	Vendor	Description	Account Number	Amount	Total
130985	A T and T	Phone Service	11-6501-631-000	\$232.59	
		Phone Service	11-6501-631-000	\$3,090.26	\$3,322.85
130986	A T and T	Internet	11-6401-631-000	\$2,842.80	\$2,842.80
130987	Amazon.com LLC	Book for Instructor	11-4202-701-000	\$38.11	
		Sony ICD-PX370 Digital Voice Recorc	11-4203-701-000	\$372.07	
		TI-30XIIS Teacher Kit 10 pack	11-4203-701-000	\$168.20	
		Enfain Bulk USB flash 10 pk 8GB Yell.	11-4203-701-000	\$146.40	
		Enfain Bulk USB flash 10 pk 8GB Rec	11-4203-701-000	\$131.35	
		End Caps for Basketball Goals in Gyn	11-5506-701-000	\$20.17	
		DisplayPort to VGA 2 Pack	11-6401-646-002	\$166.44	
		Drawstring Backpack	12-1204-700-000	\$63.34	
		Heart Phamplets	12-1208-700-001	\$138.25	
		Elitehood iPad Tripod, iPad Case	12-1208-700-001	\$93.82	
		DA Chairside Pocket Guides	12-1215-700-000	\$113.68	\$1,451.83
130988	B P	Gasoline	11-6502-720-000	\$246.50	\$246.50
130989	Haley Shae Beeman	Reimburse Laptop	11-4200-630-026	\$900.00	\$900.00
130990	Linda Gale Brown	Reimburse Mileage - Clinical 3, Fair	12-1210-601-000	\$204.40	\$204.40
130991	Cardmember Service	Amazon Prime Membership	11-0100-484-000	\$179.00	
		PED 118 Certification Cards Group 3	11-1112-700-000	\$192.00	
		PED 118 Certification Cards Group 2	11-1112-700-000	\$160.00	
		PED 118 Student Certifications Group	11-1112-700-000	\$320.00	
		Credit on Tax - Marriott PTK Fall Conf	11-1126-604-000	(\$35.72)	
		Hyatt, KS Library Conf - S Zollars	11-4101-601-000	\$478.59	
		Membership Renewal - Archana Lal	11-4200-630-004	\$90.00	
		Higher Learning Reg - Jason Sharp	11-4201-601-000	\$640.00	


LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL


11/22/2021

Check Number	Vendor	Description	Account Number	Amount	Total
131016	Bay Bridge Administrators, LLC f/b/o SEE 403b - AfterTax	EE 403b - Pre-Tax	11-0000-258-000	\$13,985.00	
		MASA Helicopter Premiums	11-0000-258-000	\$3,761.00	
		Nov21 Cancer Premiums	11-0000-262-001	\$196.00	
		Disability Insurance Premiums	11-0000-273-000	\$219.93	
		Short Term Life Ins Premiums	11-0000-275-000	\$728.08	
		Term Life Insurance Premiums	11-0000-276-000	\$1,112.07	
		ER 403b - Matching	11-6501-590-001	\$356.25	
131017	L C C Faculty Association	Nov21 Faculty Dues	11-6501-590-001	\$5,400.00	\$25,758.33
		Nov21 Contributions	11-0000-264-000	\$995.54	
131018	W.H. Griffin Trustee	T Cockrell Garnishment	11-0000-268-000	\$989.57	\$1,985.11
131019	L C C Faculty Association	Nov21 Faculty Dues	11-0000-270-000	\$167.00	\$167.00
131020	L C C Foundation	Nov21 Contributions	11-0000-264-000	\$995.54	\$995.54
			11-0000-268-000	\$989.57	\$989.57
				<u>\$29,895.55</u>	

11-General Fund	\$29,895.55
12-Postsecondary Technical Education Fund	\$0.00
16-Auxiliary Ent Fund	\$0.00
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$29,895.55</u>

Checks approved for release prior to Board action


President


Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/30/2021

Check Number	Vendor	Description	Account Number	Amount	Total
131022	Ace Hardware, Inc.	Baseball Supplies	11-5502-701-000	\$5.98	
		Tools and Networking	11-6401-646-002	\$224.05	
		Mulch	11-7102-649-000	\$17.97	
		Christmas Tree	11-7102-649-000	\$399.99	
		Adapter	11-7102-649-000	\$13.99	
		Groundskeeping Supplies	11-7102-649-000	\$23.76	
		Groundskeeping Supplies	11-7102-649-000	\$11.98	
		Adapters	11-7102-649-000	\$30.98	
		Maintenance Supplies	11-7102-649-000	\$228.42	
		Maintenance Supplies	11-7102-649-000	\$5.99	
		Maintenance Supplies	11-7102-649-000	\$447.73	
		Maintenance Supplies	11-7102-649-000	\$52.97	
		Maintenance Supplies	11-7102-649-000	\$55.97	
		Maintenance Supplies	11-7102-649-000	\$53.13	
		Maintenance Supplies	11-7102-649-000	\$14.97	
		Maintenance Supplies	11-7102-649-000	\$62.61	
		Groundskeeping Supplies	11-7102-649-000	\$18.00	
		Groundskeeping Supplies	11-7102-649-000	\$67.98	
		Credit - Maintenance Supplies	11-7102-649-000	(\$143.84)	
		Groundskeeping Supplies	11-7102-649-000	\$39.57	
		Trash Cans	11-7102-702-000	\$115.96	
		Custodial Supplies	11-7102-702-000	\$145.17	
		Plug for Welder	12-1219-700-000	\$16.99	\$1,910.32
131023	American Electric Company	LD Lights - Gym	11-7102-649-000	\$375.00	
		Electrical Supplies	11-7102-649-000	\$562.50	\$937.50

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/30/2021

Check Number	Vendor	Description	Account Number	Amount	Total
131024	Apple Inc.	iPad Pro	12-1208-700-001	\$1,498.00	\$1,498.00
131025	Atlas Steel Products, Inc	Steel	12-1219-700-001	\$937.80	\$937.80
131026	Biddle Consulting Group, Inc.	OPAC Software License	12-1218-700-000	\$590.00	\$590.00
131027	BIO Corporation	Sheep Brain - In Dura, Beef Eyes	11-1103-700-000	\$682.86	\$682.86
131028	C D W Government Inc	StarTech.com 3ft USB	11-6403-701-000	\$93.69	
		Elmo TT-12W STEM-CAM - document	11-6403-850-000	\$1,357.80	\$1,451.49
131029	C. D. L. Electric Co., INC	Plumbing Maintenance	11-7102-649-000	\$323.19	\$323.19
131030	Carolina Biological Supply Company	Urine Examination Kit (Carolina BioKit	11-1103-700-000	\$222.00	\$222.00
131031	Community Health Center	Nov Rental/Dental Assisting Program	12-1215-642-000	\$250.00	\$250.00
131032	Culligan of Wichita	Dionizer Service/Biology Lab	11-1102-646-000	\$216.00	
		Dionizer Service/Chemistry Lab	11-1106-700-000	\$216.00	\$432.00
131033	Data Source Media, Inc	LEXMARK C3224 Toners	11-5303-701-000	\$289.00	
		LEXMARK B3340 BLACK TONER Hiç	11-6401-701-000	\$255.00	\$544.00
131034	Daves Communications Services	Addition of Analog Ext	11-6501-631-000	\$165.00	
		Polycom Conference Phone	11-6501-631-000	\$1,000.00	
		Shipping	11-6501-631-000	\$20.00	
		Polycom Remote Mic	11-6501-631-000	\$125.00	\$1,310.00
131035	Dave's Phone Service	Fire Alarm Inspection	11-7102-649-000	\$2,099.63	\$2,099.63
131036	Digital Connections Inc.	Lanier MP9003sp Maintenance Agree	11-6503-648-000	\$142.61	
		Lanier Copier Maintenance	11-6503-648-000	\$52.04	\$194.65
131037	Fastenal Company	Maintenance Supplies	11-7102-649-000	\$210.77	
		Maintenance Supplies	11-7102-649-000	\$3.49	
		Maintenance Supplies	11-7102-649-000	\$149.04	
		Welding Supplies	12-1219-700-000	\$371.42	\$734.72
131038	Fort Scott Comm College	2008 John Deere 2653b Reel Mower	11-5506-701-000	\$9,000.00	\$9,000.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

11/30/2021

Check Number	Vendor	Description	Account Number	Amount	Total
131039		Fall 2021 VB Scorebook	11-5506-576-000	\$90.00	\$90.00
131040	Graves Menu Maker Foods	Supplies	16-9684-701-000	\$157.04	
		Supplies	16-9684-701-000	\$44.66	
		Supplies	16-9684-701-000	\$142.74	
		Supplies	16-9684-701-000	\$242.20	
		Supplies	16-9684-701-000	\$413.61	
		Supplies	16-9684-701-000	\$289.53	
		Food	16-9684-743-000	\$499.80	
		Food	16-9684-743-000	\$13.17	
		Food	16-9684-743-000	\$700.39	
		Food	16-9684-743-000	\$1,536.31	
		Credit on Food	16-9684-743-000	(\$26.39)	
		Credit on Food	16-9684-743-000	(\$222.45)	
		Food	16-9684-743-000	\$1,173.92	
		Food	16-9684-743-000	\$852.57	
		Food	16-9684-743-000	\$1,093.06	
		Food	16-9684-743-000	\$932.87	\$7,843.03
131041	Healthfirst	Auto Replenishment for First Aid Kit	12-1215-700-000	\$483.83	\$483.83
131042	Herring Bank	ID Card Supplies	11-6401-701-000	\$540.00	\$540.00
131043	Hillyard/Springfield	Trash Bags	11-7103-702-000	\$1,099.60	
		Trash Bags	11-7103-702-000	\$86.20	\$1,185.80
131044	Independence Daily Reporter	Digital Services Advertising	11-6504-613-000	\$55.20	\$55.20
131045	Jarred, Gilmore & Phillips, PA	FY21 Audit	11-6201-663-000	\$12,000.00	\$12,000.00
131046	Jenzabar, Inc.	Jenzabar Annual Maintenance/Licensi	11-6401-646-001	\$53,427.00	
		Infomaker Licenses	11-6401-646-001	\$1,475.00	\$54,902.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	11/30/2021		Description	Account Number	Amount	Total
131047	Jock's Nitch/Parsons			Baseball Fall Team Gear	11-5502-701-000	\$3,430.00	
				Men's BB Shorts & Jerseys	11-5508-701-000	\$904.00	\$4,334.00
131048	K L K C			October Advertising	11-6301-613-000	\$200.00	
				October Advertising	11-6301-613-000	\$400.00	\$600.00
131049	Kansas Outdoor Advertising			November Billboard Rental	11-6301-613-000	\$575.00	\$575.00
131050	Kitchen Pass, Inc.			BAT Advisory Committee Meals	12-1218-709-000	\$114.96	
				EMT Advisory Meeting Lunch	12-4204-709-000	\$59.95	\$174.91
131051	KMI Metals			Steel	12-1219-700-000	\$567.00	
				Steel	12-1219-700-000	\$41.53	
				Steel	12-1219-700-004	\$248.64	\$857.17
131052	KONE Inc			Maintenance Agreement	11-7102-702-000	\$476.06	
				Maintenance Agreement	11-7202-648-000	\$0.06	
				Maintenance Agreement	11-7202-648-000	\$153.68	\$629.80
131053	Labette Avenue			Digital Services Posted Ad	11-6504-613-000	\$69.00	\$69.00
131054	Laser Designs/PSHTC			Trustee Recognition Plaque	11-6102-709-000	\$35.00	
				Van Meter Award Plaque	11-6505-701-000	\$45.00	
				Memory Plaque Lease-Nicholas	12-1208-700-000	\$4.00	\$84.00
131055	McCarty's Office Machines Inc			10 Key Calculator	11-6201-701-000	\$128.06	
				Canon C5540j Maintenance Contract	11-6503-648-000	\$184.45	
				Single Hole Punches	11-6503-701-000	\$8.80	
				Desk Calendars and Calendar Refills	11-6503-701-000	\$503.48	
				Supplies - 3-Hole Punch/Tabs	11-6503-701-000	\$50.52	
				Copy Usage - WTC	12-1219-700-000	\$4.20	\$879.51
131056	McKesson Medical-Surgical INC			Sterilizer Lab Autoclave	11-6201-850-000	\$16,578.00	\$16,578.00
131057	NCI, Inc			Trinocular Microscope with DSLR Ada	11-1102-700-000	\$3,625.37	\$3,625.37

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	11/30/2021		Description	Account Number	Amount	Total
131058	Nexstar Broadcasting, Inc			October Advertising/FourStates	11-6301-613-000	\$225.00	
				October Advertising/FourStates	11-6301-613-000	\$280.43	
				October Advertising/FourStates	11-6301-613-000	\$500.00	\$1,005.43
131059	Ozarks Coca-Cola/Dr Pepper Bottling			Drinks for Men's BB Games	11-5508-601-000	\$694.44	\$694.44
131060	P1 Group Inc			Chiller Maintenance	11-7102-649-000	\$774.71	
				LG Unit Maintenance	11-7102-649-000	\$1,788.30	
				Maintenance Agreement	11-7202-648-000	\$5,623.00	\$8,186.01
131061	Parsons Sun			School News Ad	11-6301-613-000	\$76.00	
				Kid's Fall Fest Ad	11-6301-613-000	\$56.75	
				Kid's Fall Fest Ad	11-6301-613-000	\$113.50	
				Digital Services Ad Posting	11-6504-613-000	\$56.75	\$303.00
131062	Practicon, Inc			Pediatric Typodonts	12-1215-700-000	\$799.00	\$799.00
131063	QueenB Television of Kansas/Missouri			October Advertising/KFJX	11-6301-613-000	\$800.00	
				October Advertising/KOAM	11-6301-613-000	\$250.00	\$1,050.00
131064	Reserve Account			PBP #20352357 (Postage)	11-6503-611-000	\$2,000.00	\$2,000.00
131065	Scorebuilders			Board Review Course Deposit	12-1213-700-000	\$500.00	\$500.00
131066	Styers Equipment Company			OkI Toners	11-6503-648-000	\$308.19	
				OKI Pro900 Fuser Kit	11-6503-648-000	\$284.68	\$592.87
131067	Thompson Bros. Supplies, INC			Welders	11-6201-850-000	\$6,485.72	
				Air Filter for Air Compressor	12-1219-700-000	\$156.83	
				Bottle Refills	12-1219-700-000	\$196.00	
				Refill Bottles	12-1219-700-002	\$994.47	
				Cylinder Rental	12-1219-700-002	\$178.28	
				Welding Supplies	12-1219-700-004	\$540.99	\$8,552.29
131068	UniFirst Corporation			Mats, Mops, Towels, Uniforms	11-7103-649-000	\$67.46	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

11/30/2021

Check Number	Vendor	Description	Account Number	Amount	Total
131068	UniFirst Corporation	Mats, Mops, Towels, Uniforms	11-7103-649-000	\$67.46	
		Uniforms	11-7202-648-000	\$67.25	
		Uniforms	11-7202-648-000	\$67.25	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$145.16	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$145.16	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	\$659.74
131069	Mark Watkins	Vehicle Expense	11-6501-590-001	\$900.00	\$900.00
				<u>\$153,867.56</u>	

11-General Fund	\$137,370.64
12-Postsecondary Technical Education Fund	\$8,553.89
16-Auxillary Ent Fund	\$7,943.03
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$153,867.56</u>