

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
October 12, 2023

The Board of Trustees met at 5:30 p.m. on Thursday, October 12, 2023, at the Cardinal Event Center.

Members Present

Becky Dantic
Carl Hoskins
Mike Howerter
Rod Landrum
Montie Taylor
David Winchell

Members Absent

Others Present

Dr. Mark Watkins	Dr. Jason Sharp	Leanna Doherty	Kelly Kirkpatrick
Theresa Hundley	Ross Harper	Haley Walker	Lindi Forbes
Janice Reese	Kevin Doherty	Tiffany Kotzman	Pat McReynolds

Heidi Flora recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Winchell asked for changes or additions to the meeting agenda. There were none. Trustee Hoskins moved to approve the meeting agenda as presented. Trustee Taylor seconded the motion and the motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Winchell asked for corrections or additions to the September 14, 2023, regular meeting minutes. There were none. Trustee Landrum moved to approve the minutes as presented. Trustee Dantic seconded the motion and the motion carried 6-0.

Reports and/or Board Discussion

Faculty Senate Report:

None

Student Government Report:

Harrison Hall, Student Life Specialist, provided a written report.

Administrative Report:

Comparison of Expenditures to Budget – The September financial report was placed on the tables. At the end of September, we were 25% through the year. The general fund was 23% expended and the technical education/vocational fund was 20% expended. Vice-President Doherty invited questions from the Trustees.

Facility Report:

There was no facilities report.

President's Report:

At the start of the meeting, Dr. Watkins introduced Tiffany Kotzman as the new Respiratory Coordinator and Instructor.

Dr. Sharp, Vice-President of Academic Affairs, gave an update on the Welding program and consideration on hiring an additional instructor.

Dr. Sharp gave the Board of Trustees another update regarding the Higher Learning Commission (HLC). He shared information about the Fall 2023 Multi-location visit and the upcoming Comprehensive Evaluation to be conducted during the 2025-2026 academic year. Dr. Sharp provided the board with a document of the criteria for accreditation and highlighted that the criteria would be changing in September 2025 (advance notice in September 2024 might occur). Dr. Sharp reminded the board about the last change in criteria which occurred in September 2020. Dr. Sharp highlighted some trends based upon HLC's 2023 Trends Report.

Ross Harper, Dean of Workforce and CTE, reported on the TEA program.

Dr. Watkins, President, reported on Senator Moran's recent campus visit.

Old Business (ACTION, REPORT, OR DISCUSSION ITEMS)

New Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)

New Course Approval

Trustee Howerter moved to approve the Respiratory Clinical Practice II course to begin Summer of 2024. Trustee Landrum seconded the motion and the motion carried 6-0.

2023 Report of Student Learning

Kelly Kirkpatrick, Dean of Instruction, went over highlights of the AY2023 Report of Student Learning. She invited questions from the Trustees.

Professional Staff Employment Letter

Trustee Landrum moved to approve the professional staff employment letter for Elizabeth Robinson, Student Success Center Director, at a salary of \$58,000 to begin October 23, 2023. Trustee Hoskins seconded the motion and the motion carried 6-0.

College Commerce

Trustee Dantic moved to approve a five-year agreement with Transact at an annual cost of \$19,576. Trustee Landrum seconded the motion and the motion carried 6-0.

Policy Review

Dr. Watkins went over the revisions to Policy 4.01 Admissions/Enrollment Eligibility. This will be presented for approval at the November Board of Trustee Meeting.

Approval of Bills

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

Public Comment

Trustee Taylor commended the LCC wrestlers for their help at the recent Sunbelt Special Rodeo.

Trustee Hoskins commented on the LCC 100-Year Birthday Bash, thanking those who were instrumental in organizing the event.

Next Board Meeting

Chair Winchell reminded everyone of the next regular meeting of the Board of Trustees scheduled for November 9, 2023, at 5:30 p.m. in the Cardinal Event Center.

Adjournment

Trustee Landrum moved to adjourn the meeting at 6:23 p.m. Trustee Dantic seconded the motion and the motion carried 6-0.

Heidi Flora, Clerk of the Board

**Labette Community College
Board of Trustees Meeting Agenda
Thursday, November 9, 2023
Board Meeting 5:30 p.m.
Cardinal Event Center**

- I. Adoption of Agenda..... Exhibit 1
- II. Approval of October 12, 2023, Regular Meeting Minutes..... Exhibit 2
- III. Reports and/or Board Discussion
 - A. Faculty Senate Report
 - B. SGA Report
 - C. Administrative Reports
 - i. Comparison of Expenditure to Budget
 - ii. Facilities Report – Kevin Doherty, Facilities Director
 - D. President’s Report
- IV. Old Business (Action, Report, or Discussion)
 - A. Policy Approval Exhibit 3
- V. New Business (Action, Report, or Discussion)
 - A. Administrative Contract Approval..... Exhibit 4
 - B. Professional Staff Employment Letter..... Exhibit 5
 - C. New Course Approval..... Exhibit 6
 - D. Purchase of Anatomage Table
 - E. Approval of Bills Exhibit 7

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 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 opposition to an issue before the Board, the Board reserves the right to poll the number of citizens in favor of and 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.

- VII. Next Regular Board Meeting: Thursday, December 14, 2023, 5:30 p.m., Cardinal Event Center
- VIII. Adjournment

Agenda Item #: IV.A.
Date: November 9, 2023

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 the following policy for approval:

Policy 4.01 – Admission-Enrollment Eligibility

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve revisions to Policy 4.01 – Admission-Enrollment Eligibility.

Policy 4.01 Admissions/Enrollment Eligibility

Labette Community College has an open admission policy. A student will need to complete the free admissions application and to be eligible for enrollment based on the criteria in Procedure 4.01

It is important to note the difference between degree-seeking and non-degree seeking at Labette Community College. A degree-seeking student must have a declared major on file with the Registrar's Office and must be enrolled in courses for credit that fulfill the requirements of the student's listed degree or certificate program offered by LCC. A non-degree seeking student does not have a declared major at LCC and is not working toward completing a degree or certificate. Non-degree seeking students are not eligible for Federal Student Aid (FSA).

Agenda Item #: V.A.
Date: November 9, 2023

SUBJECT

Administrative Employment Contract Confirmation

REASON FOR CONSIDERATION BY THE BOARD

Kansas Statutes require Board of Trustees' approval of selected employment contracts and letters.

BACKGROUND

Kelly Kirkpatrick has accepted the Vice President of Student Affairs.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the Administrative Employment Contract for Kelly Kirkpatrick, Vice President of Student Affairs, to begin November 13, 2023, at a salary of \$90,000.

Biography

Kelly Kirkpatrick

Kelly Kirkpatrick has accepted the position of Vice President of Student Affairs beginning November 13th, 2023.

Kelly has recently served as the Dean of Instruction & Distance Learning for Academic Affairs and prior to that as the Student Success Center Director. She has also held additional titles such as the Career Services Coordinator and VA School Certifying Official.

Before joining LCC in 2006, Kelly worked as the Trio grant Upward Bound Academic Coordinator for NEO A&M College in Miami, Oklahoma. She has also been a High School Counselor for Clinton High and an English Teacher for various high schools throughout her career.

Kelly has a B.S. in Secondary English Education and a M.S. in Educational Leadership, both from Pittsburg State University. She also has over 30 graduate hours toward an M.S. in School Counseling from the University of Central Missouri.

A NEW fun fact about Kelly is that she has solved the New York Times crossword puzzle for over 2,300 consecutive days, dating back to June 19,2017.

POSITION DESCRIPTION

VICE PRESIDENT OF STUDENT AFFAIRS

Reports to: President
Organizational Unit: Administrative Staff – Exempt, Full time
Salary range: Vice President
Revision Date: June 2022

I. Basic Purpose of Position

The Vice President of Student Affairs is responsible for all Student Affairs functions and enrollment management. The vice president also serves as liaison for student affairs personnel to the President. The vice president supervises the activities of Admissions, Financial Aid, Advising, Military Services, Student Life, Registrar, Athletics and TRIO Programs Talent Search and Student Support Services. The position also carries the title of Title IX Coordinator. The position also oversees student discipline and the Clery Act.

II. Essential Job Functions

- A. Ability to supervise completion and submission of Student Affairs related Higher Education state and federal reports including Equity in Athletics, Clery crime, graduation statistics, FISAP, IPEDS, and others as required
- B. Ability to coordinate development of Enrollment Management Plan with the assistance of the Dean of Enrollment Management and Director of Admissions
- C. Ability to review and update forms related to Student Affairs and Enrollment Management
- D. Ability to coordinate International Student Admissions and activities
- E. Ability to supervise and direct activities of the Admissions department
- F. Ability to provide regular reports regarding overall enrollment to keep the administration informed of progress
- G. Ability to monitor drop-adds, late enrollments and other procedures related to student records to determine any trends or concerns to assist with future enrollment periods
- H. Ability to develop the LCC academic calendar
- I. Ability to administer the yearly Student Satisfaction Inventory
- J. Ability to create and revise LCC policies and procedures related to Student Affairs
- K. Ability to interview and recommend for appointment staff in Student Affairs division
- L. Ability to conduct student discipline process, determine outcomes, and document in Jenzabar
- M. Ability to formulate recommendations for changes in Student Affairs and Enrollment Management
- N. Ability to supervise articulation with two and four-year colleges in College service area
- O. Ability to periodically assesses the validity of the functions and performances of tasks under the Student Affairs area of responsibility
- P. Ability to evaluate Student Affairs personnel on at least an annual basis
- Q. Ability to review and approve absence requests and requests for funds for student affairs personnel

- R. Ability to construct an annual budget for Student Affairs and Enrollment Management and monitor expenditures throughout the year
- S. Ability to oversee Dean of Enrollment Management regarding degree checks and determine credit to be awarded from other institutions
- T. Ability to evaluate and award credit for nontraditional education in collaboration with the Dean of Enrollment Management
- U. Ability to collaborate with Dean of Enrollment Management on identification of graduates and organization of graduation ceremonies
- V. Ability to supervise submission of yearly reports and funding requests for financial aid, including development of the institutional scholarship budget
- W. Ability to oversee the implementation of new financial aid regulations and retraining of personnel
- X. Ability to conduct monthly Student Affairs meetings
- Y. Ability to attend President's Council, Board of Trustees Meetings, and other assigned committee responsibilities
- Z. Ability to supervise and direct the activities of the Advising Center
- AA. Ability to serve as overseer to Title IV programs (Talent Search and Student Support Services)
- BB. Ability to supervise and direct the activities of the Athletic Department
- CC. Ability to coordinate with the Dean of Instruction and Director of Advising a retention program that utilizes an Early Academic Warning Program
- DD. Ability to perform duties as the Title IX Coordinator including but not limited to training of staff and students, documentation of incidents, and development and revision of policy and procedure based on new regulations
- EE. Ability to provide training on Campus Security Authorities, Clery Act, Title IX, and other regulations related to Student Affairs
- FF. Ability to oversee management of the Food Pantry program
- GG. Ability to follow all LCC policy and Procedures
- HH. Ability to perform other duties as assigned
- II. Ability to maintain regular and timely attendance

III. Consulting Tasks

- A. Works with administrative staff, faculty and other college personnel in relation to policies and procedures concerning Student Affairs
- B. Works with area counselors and parents on matters concerning Student Affairs. (i.e. financial aid, high school and gifted student enrollment, etc.)
- C. Works with Presidents, President's Cabinet, and President's Council on enrollment management concerns

IV. Supervises the Following Staff

- A. Dean of Enrollment Management
- B. Student Life Specialist
- C. Director of Admissions

- D. Director of Advising
- E. Athletic Director
- F. Student Support Services Director
- G. Talent Search Director
- H. Case Manager/Advisor

V. Required Knowledge, Skills and Personal Qualifications

- A. Knowledge of all areas of Student Affairs, Enrollment Management and Title IX
- B. Understanding of the community college philosophy, preferably in a rural setting
- C. Good human relations skills
- D. Effective communication skills, both oral and written
- E. Working knowledge of transferability, college transcripts and financial record keeping
- F. Working knowledge of financial aid regulations and financial record keeping
- G. Record of creativity, resourcefulness, teamwork and leadership, especially in student advocacy
- H. Ability to use calculator, word processing and understanding computer operations and Web-based applications

VI. Preferred Experience

- A. Three years' experience at the college level, including experience in several of the Student Affairs areas being supervised, i.e. advising, admissions, financial aid, registrar, and student life
- B. Three years of administrative experience

VII. Educational Background

A minimum of a Master's with course work in counseling, student personnel areas or higher education. Doctorate preferred

VIII. Working Conditions/Environment

Normal office environment with some evening and weekend hours

Agenda Item #: V.B.
Date: November 9, 2023

SUBJECT

Professional Staff Employment Letter

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require the Board of Trustees' approval of selected employment contracts and letters.

BACKGROUND

Henrietta Wyland has accepted the position of Academic Advisor.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the Professional Staff Employment letter for Henrietta Wyland, Academic Advisor, starting October 31, 2023, at a salary of \$32,900,

Biography

Henrietta Wyland

Henriette "Henri" Wyland has accepted the position of Academic Advisor to begin on 10/31/23.

Henri has earned Associate's degrees in Psychology, Communications, and Graphic Design from LCC. She is currently online pursuing a Bachelor of Science in Communications from Washburn University.

During her time at LCC, Henri served as the Vice President of the Student Government Association, tutor in the Student Success Center, and earned the Top 20 Cardinal Award. For employment, Henri was previously the Manager of a local restaurant and a clerk for Old Dominion.

A fun fact about Henrietta is that her favorite color is green and she enjoys trivia games, music, reading, and crafts.

POSITION DESCRIPTION**ACADEMIC ADVISOR**

Reports to: Director of Advising
Organizational Unit: Professional Staff
Salary range: Specialist, Non-Exempt, Full time
Revision Date: June 2023

I. Basic Purpose of Position

The Academic Advisor will provide academic advising, career and occupational planning, and retention services to present and potential students.

II. Essential Job Functions

- A. Ability to advise and enroll students in regard to Labette Community College degree requirements and/or transfer programs to other colleges
- B. Ability to enroll and advise students who require developmental coursework
- C. Ability to enroll and advise international students
- D. Ability to enroll and advise student athletes
- E. Ability to provide regular contact and follow up with assigned advisees
- F. Ability to read Degree Check Request for students
- G. Ability to assist students with goal setting, career and personal exploration, CTE program applications, and transferring.
- H. Ability to assist all college departments with recruitment and advisement of prospective students
- I. Ability to assist with the administrative portion and maintenance of the advisement system
- J. Ability to update student records as necessary and work alongside Admissions and Registrar Departments to ensure student information is up to date.
- K. Ability to follow up with students on Early Alert list each semester
- L. Ability to refer students to various resources for tutoring, counseling, and financial assistance
- M. Ability to serve as a member of student affairs and college committees
- N. Ability to follow all LCC policy and procedures
- O. Ability to complete other tasks as assigned
- P. Ability to maintain regular and timely attendance

III. Consulting Tasks

- A. Admissions Office
- B. Student Success Center staff
- C. Financial Aid personnel
- D. Registrar
- E. Program directors
- F. Other college/university professionals with similar responsibilities
- G. Student Life

IV. Supervises the Following Staff

- B. None

V. Required Knowledge, Skills and Personal Qualifications

- A. Excellent verbal and written communication skills.
- B. Familiar with computer software.
- C. Ability to relate to traditional and nontraditional students.
- D. Strong organizational abilities
- E. Ability to provide leadership and direct work of others
- F. Ability to work effectively with minimal supervision
- G. Strong knowledge base in career and occupational information
- H. Ability to multitask

VI. Preferred Experience

Academic advising experience with college students

VII. Educational Background

Bachelor's degree required in Student Affairs or related field, such as the behavioral sciences.

VIII. Working Conditions/Environment

- A. Busy office conditions at times with occasional evening and weekend hours required
- B. No office windows

SUBJECT

New Program/Course Approval

REASON FOR CONSIDERATION BY THE BOARD

New programs/courses submitted to the Kansas Board of Regents require approval from the Board of Trustees

BACKGROUND

Current courses are reviewed annually and new courses and programs are added to insure continuous instructional improvement. The exhibit represents a new course for addition to LCC's curriculum by the Institutional Curriculum and Instruction Committee.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees approve the following new courses: Culture and Ethnicity and Educating Exceptional Students to begin Fall 2024.

**List of New Courses and Programs Approved
by the Curriculum and Instruction Committee (C & I)**

New Course Name	Credit Hours	Code & Course Number	Date C&I Approved	Date Effective
Culture and Ethnicity	3	SOCI 208	10/24/2023	Fall 2024
Description:	This course provides an in-depth exploration of the multifaceted dimensions of culture, ethnicity, and their intersections. This course examines historical and contemporary experiences from the perspectives of both women and men of diverse races, ethnicities, social classes, religions, sexual orientations, ages, and abilities.			

New Course Name	Credit Hours	Code & Course Number	Date C&I Approved	Date Effective
Educating Exceptional Students	3	EDUC 205	10/24/2023	Fall 2024
Description:	This course addresses the historical and philosophical foundations of general, special and inclusive education along with the development and characteristics of all learners including those with disabilities. Legal trends and Individuals with Disabilities Education Act (IDEA) will be discussed. Using different resources, the course will use best practices, challenges and current research to discuss items such as Individualized Education Plans (IEPs), Least Restrictive Environment (LRE), and Universal Design.			

*This course will be a statewide KRSN aligned course.

SUBJECT

Purchases/Replacement Bids

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

Labette Community College received additional state funds for use with programs that support business and industry. The college, through assessment, feels the purchase of the Anatomage Table with tablets, from those funds, would enhance student learning opportunities within our Health Science programs along with our Biology courses. The Anatomage Table with tablets is the most technologically advanced 3D anatomy visualization and virtual dissection tool for anatomy and physiology education. The ability for Labette to integrate 3D anatomy visualization and virtual dissections into coursework and programming would better prepare Labette students for their selected careers thus providing them the opportunity to be more successful in their transition from education to practice. An example, seeing a 3D birth simulation process, lung cancer progression, tumor development, nerve structure, blood flow, catheterization, etc.

The company has a sole source letter for their table and technology.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the sole bid recommended by administration for the purchase of an Anatomage Table with tablets.

Agenda Item: V.E.
Date: November 9, 2023

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

10/2/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136100	Capital One	Supplies for Biology Lab	11-1102-700-000	\$26.65	
		Supplies for Principles of Biology I	11-1102-700-000	\$29.12	
		Supplies for Travel Bags	11-5302-701-000	\$83.60	
		Transfer Fair Supplies	11-5304-701-000	\$48.64	
		Advising Center Supplies	11-5304-701-000	\$51.21	
		Locker Room Supplies	11-5508-701-000	\$163.94	
		SD Cards and 9V Batteries	11-6301-701-000	\$34.87	
		Founders Day Items	11-6301-709-000	\$23.33	
		Command Strips - Hanging Banners	11-6503-701-000	\$59.94	
		Groundskeeping Supplies	11-7102-649-000	\$149.57	
		Credit - Groundskeeping Supplies	11-7102-649-000	(\$12.00)	
		Food	16-9684-743-000	\$192.25	
		Food	16-9684-743-000	\$44.88	
		Food	16-9684-743-000	\$196.02	
		Food	16-9684-743-000	\$387.67	
		Food	16-9684-743-000	\$113.21	
		Food	16-9684-743-000	\$3.94	
		Food	16-9684-743-000	\$279.23	
		Food	16-9684-743-000	\$78.96	
		Food	16-9684-743-000	\$194.04	
		Food	16-9684-743-000	\$18.52	
		Food	16-9684-743-000	\$56.85	
		Food	16-9684-743-000	\$87.23	
		Food	16-9684-743-000	\$60.13	
		Food	16-9684-743-000	\$56.96	


LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL


10/2/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136100	Capital One	Food	16-9684-743-000	\$47.64	
		Food	16-9684-743-000	\$84.51	
		Food	16-9684-743-000	\$119.96	
		Food	16-9684-743-000	\$11.48	
		Food	16-9684-743-000	\$113.17	\$2,805.52
136101	Cox Communications	Internet - Cherokee Center	11-6401-631-000	\$190.06	
		Cable - Cherokee Center	11-7103-701-000	\$125.60	\$315.66
136102	Parsons Recreation Commission	Company Olympics Registration	11-6301-709-000	\$225.00	\$225.00
136103	Kansas Society of Radiologic Technolo	KSRT Student Memberships	12-1210-700-000	\$875.00	\$875.00
				<u>\$4,221.18</u>	

11-General Fund	\$1,199.53
12-Postsecondary Technical Education Fund	\$875.00
16-Auxillary Ent Fund	\$2,146.65
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$4,221.18</u>

Checks approved for release prior to Board action


President


Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/5/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136104	A T and T	Internet	11-6401-631-000	\$1,431.32	\$1,431.32
136105	Kaylena Marie Andersen	Women's BB Travel - 10/7/23	11-5503-601-000	\$240.00	\$240.00
136106	Coleen Carter	Reimburse Mileage - Cherokee Cente	11-6401-601-000	\$40.61	\$40.61
136107	City of Parsons	Water Service	11-7102-632-000	\$3,181.80	
		Water Service - WTC	12-4204-632-000	\$149.05	
		Water Service - Student Union	16-9482-632-000	(\$753.90)	\$2,576.95
136108	Daniel Colon	Color Clicks	11-4203-701-000	\$120.12	
		Black Clicks	11-4203-701-000	\$58.50	\$178.62
136110	Haley Renee Cook	Volleyball Travel - 10/7/23	11-5504-601-000	\$500.00	\$500.00
136111	Haley Renee Cook	Volleyball Travel - 10/11/23	11-5504-601-000	\$350.00	\$350.00
136112	Haley Renee Cook	Volleyball Travel - 10/16/23	11-5504-601-000	\$350.00	\$350.00
136113	Haley Renee Cook	Volleyball Travel - 10/21/23	11-5504-601-000	\$350.00	\$350.00
136114	Haley Renee Cook	Volleyball Travel - 10/25/23	11-5504-601-000	\$350.00	\$350.00
136117	Evergy Kansas Central INC	Electricity	11-7102-634-000	\$17,243.81	
		Electricity - WTC	12-4204-634-000	\$619.45	
		Electricity - Student Union	16-9482-634-000	\$470.22	\$18,333.48
136118	Heidi S Flora	Reimburse - 100 Year Cupcakes	11-6301-709-000	\$214.83	\$214.83
136119	Tammy Fuentes	Reimburse Mileage - PTK Conference	11-1126-604-000	\$232.53	\$232.53
136120	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
136121	Ross Harper	Reimburse Mileage - LCHS & Manhat	12-4204-602-000	\$299.99	
		Reimburse Meals - WIOA Conference	12-4204-605-000	\$21.01	\$321.00
136122	Jason Hinson	Men's BB Travel - 10/22/23	11-5508-601-000	\$2,000.00	\$2,000.00
136123	Kansas Gas Service	Gas Service	11-7102-633-000	\$175.45	\$175.45
136127	Ryan S. Phillips	Reimburse Supplies - Speaker Cable	11-5509-701-000	\$40.00	\$40.00
136128	Presbyterian Manors	Memorial - Clifford Burke	11-6102-709-000	\$50.00	\$50.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/5/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136129	Rural Water District #5	Water Service - Cherokee Center	11-7103-632-000	\$24.04	\$24.04
136130	Christopher Smith	Electric Salt/Seed Spreader	11-7102-649-000	\$75.00	\$75.00
136132	Verizon Wireless	J Burzinski Phone Charges	11-6401-701-000	\$407.45	
		Blue Emergency Lights	11-6501-631-000	\$95.76	
		Custodian Phone Charges	11-7102-649-000	\$186.56	\$689.77
136133	Jeffrey Michael Vesta	Wrestling Meal - 10/28/23	11-5505-601-000	\$300.00	\$300.00
136134	Jeffrey Michael Vesta	Wrestling Travel - 10/31/23	11-5505-601-000	\$400.00	\$400.00
136135	Wave Wireless	Internet Service - WTC	11-6401-631-000	\$69.00	\$69.00
136136	Wichita State University	KS Core Outcome Conf Reg - Sharp	11-4201-701-000	\$100.00	\$100.00
				<u>\$29,592.60</u>	

11-General Fund	\$28,786.78
12-Postsecondary Technical Education Fund	\$1,089.50
16-Auxillary Ent Fund	(\$283.68)
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$29,592.60</u>

Checks approved for release prior to Board action

Mark Watkins
President

Deann Doherty
Vice President of Finance & Operations


**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/12/2023		Amount	Total
			Account Number			
136137	A T and T	Internet	11-6401-631-000		\$4,091.52	\$4,091.52
136138	Tyler S Allen	Reimburse Meals - KC & Manhattan	11-5302-601-000		\$53.89	
136139	B P	Reimburse Mileage - Recruiting Trips	11-5302-601-000		\$387.76	\$441.65
136142	Card Services	Gasoline	11-6502-720-000		\$589.09	\$589.09
136143	Evergy Kansas Central INC	CREDIT - Groundskeeping Supplies	11-7102-649-000		(\$59.98)	
136144	Brandy Marie Habiger	Groundskeeping Supplies	11-7102-649-000		\$88.97	
136145	Ross Harper	Groundskeeping Supplies	11-7102-649-000		\$165.41	\$194.40
136146	KACRAO	Electricity - Cherokee Center	11-7103-634-000		\$1,040.00	\$1,040.00
136147	Kansas Department of Revenue	Landscaping	11-7102-550-000		\$200.00	\$200.00
136148	Kansas Gas Service	Reimburse Mileage - Chanute & Gale	12-4204-602-000		\$125.11	\$125.11
136149	KJCCC	Membership Dues	11-5701-601-000		\$80.00	\$80.00
136150	Jessica A Letterman	Bookstore Sales Tax - September	16-0000-216-001		\$185.42	
136152	Parsons Sun	Food Service Sales Tax - September	16-0000-216-002		\$473.88	\$659.30
136155	Jason L Sharp	Gas Service - Cherokee Center	11-7103-633-000		\$49.93	\$49.93
136157	Sparklight	Men's Basketball Officials	11-5508-680-000		\$9,030.00	\$9,030.00
136158	The Higher Learning Commission	Reimburse Mileage - Benefits Fair	11-6201-601-000		\$187.33	\$187.33
136160	Touchtone Communications	Newspaper Renewal - Library	11-4101-704-001		\$67.00	\$67.00
136161	Touchtone Communications	Reimburse Parking- KC Airport (4 day	11-4201-601-000		\$35.33	
136162	WoodRiver Energy LLC	Reimburse Mileage - KC Airport (CAT	11-4201-601-000		\$216.15	
		Reimburse Meals - CATYC (Tempe, A	11-4201-601-000		\$49.67	\$301.15
		Cable Service	11-6401-631-000		\$190.41	\$190.41
		Student Success Academy Membersf	11-6101-601-001		\$9,000.00	\$9,000.00
		Long Distance - Cherokee Center	11-7103-631-000		\$31.40	\$31.40
		Long Distance	11-6501-631-000		\$104.32	\$104.32
		Natural Gas Service	11-7102-633-000		\$160.04	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	Account Number	Amount	Total
136162	WoodRiver Energy LLC	Natural Gas Service - Student Union	16-9482-633-000	\$49.55	\$209.59
				<u>\$26,592.20</u>	
	11-General Fund			\$25,758.24	
	12-Postsecondary Technical Education Fund			\$125.11	
	16-Auxillary Ent Fund			\$708.85	
	64-Deferred Maintenance			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$26,592.20</u>	

Checks approved for release prior to Board action


President


Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/19/2023		Total
			Account Number	Amount	
136164	A T and T	Phone Service - WTC	12-4204-631-000	\$351.72	\$351.72
136165	Tyler S Allen	Reimburse Mileage - Recruiting (5)	11-5302-601-000	\$400.86	
		Reimburse Meals/Toll - Recruiting (5)	11-5302-601-000	\$83.69	
		Reimburse Mileage - Recruiting (3)	11-5302-601-000	\$327.50	\$812.05
136166	Kaylena Marie Andersen	Women's Basketball Travel - 10/28/23	11-5503-601-000	\$325.00	\$325.00
136167	Kaylena Marie Andersen	Women's Basketball Travel - 10/22/23	11-5503-601-000	\$325.00	\$325.00
136168	April Bolinger	Reimburse Mileage - Transfer Summit	11-5304-601-000	\$262.00	\$262.00
136169	Elan Financial Services	ASCAP - License Fee	11-1111-682-000	\$367.40	
		CREDIT Country Inn - PTK Fall Confe	11-1126-604-000	(\$643.68)	
		Country Inn - PTK Fall Conference	11-1126-604-000	\$644.20	
		Country Inn - PTK Fall Conference	11-1126-604-000	\$2,574.72	
		Hampton Inn - J Sharp - CATYC	11-4201-601-000	\$509.88	
		BookFactory - Student NoteTakers (2)	11-4206-701-000	\$388.84	
		SCUP Regional Conf Reg - D Martine	11-4209-601-000	\$450.00	
		Holiday Inn - T Allen - Kansas City	11-5302-601-000	\$127.22	
		Holiday Inn - T Allen - State HOSA	11-5302-601-000	\$157.27	
		Hotel Topeka - Allen/Voliva - KACRAC	11-5302-601-000	\$642.00	
		Holiday Inn - T Allen - Ottawa, KS	11-5302-601-000	\$150.04	
		Holiday Inn - J Voliva - Manhattan, KS	11-5302-601-000	\$115.03	
		Hotel Topeka - T Hundley - KACRAO	11-5303-601-000	\$105.93	
		Courtyard - K-State Transfer Summit	11-5304-601-000	\$122.55	
		Hyatt Place - Bolinger/Savage - KAAAN	11-5304-601-000	\$234.02	
		Holiday Inn - VB Team - Arkadelphia	11-5504-601-000	\$1,417.68	
		Hampton Inn - M Watkins - CATYC	11-6101-601-000	\$509.88	
		CREDIT - Canterbury - Birthday Bash	11-6301-709-000	(\$50.00)	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	10/19/2023		Description	Account Number	Amount	Total
136169	Elan Financial Services			Canterbury Inn - Birthday Bash Band	11-6301-709-000	\$175.08	
				Dollar General - Employee Training Lun	11-6504-630-000	\$43.43	
				Taco Mayo - Employee Training Lunct	11-6504-630-000	\$781.25	
				Country Inn - L Forbes - KCCLI	11-6505-601-000	\$128.52	
				Courtyard - Respiratory - State HOSA	12-1211-601-000	\$166.61	
				Mentimeter - Annual Renewal	12-1218-700-000	\$110.03	
				Home Depot - Tools & Tool Chest	12-1219-700-000	\$2,317.00	
				Hilton - R Harper - Workforce Innovati	12-1246-630-000	\$153.74	
				Canva - Subscription Renewal	12-4204-701-000	\$119.40	
				CareerSafe - OSHA Vouchers	12-4204-701-001	\$640.00	
				KS.gov - CNA KDADS Fees	12-4204-701-002	\$102.50	
				KS.gov - CNA KDADS Fees	12-4204-701-002	\$164.00	
				KS.gov - CNA KDADS Fees	12-4204-701-002	\$41.00	
				Ozarks Coca-Cola - Bang in the Box F	16-9684-743-000	\$242.72	
				Ozarks Coca-Cola - Bag in the Box Pr	16-9684-743-000	\$469.09	\$13,477.35
136170	First Dakota Indemnity Company			Workman's Comp	11-6501-590-001	\$1,166.00	\$1,166.00
136171	Heidi S Flora			Reimburse - Items for Employee Trair	11-6504-630-000	\$39.75	\$39.75
136172	Brandy Marie Habiger			Landscaping	11-7102-550-000	\$200.00	\$200.00
136173	Harrison William Hall			Reimburse Meals - WSU College Fair	11-5302-601-000	\$29.65	
				Reimburse Mileage - WSU College Fe	11-5302-601-000	\$210.91	\$240.56
136174	Jennifer Harding			Reimburse - Virtual Townsend Conf R	11-4200-630-033	\$25.00	\$25.00
136175	Holiday Inn Express & Suites Parsons Hotel for 100th Birthday Bash Guest				11-6301-709-000	\$146.88	\$146.88
136176	Kansas Gas Service			Gas Service	11-7102-633-000	\$325.41	
				Gas Service - WTC	12-4204-633-000	\$81.27	
				Gas Service - Student Union	16-9482-633-000	\$106.52	\$513.20

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	10/19/2023		Total
			Account Number	Amount	
136177	KJCCC	Women's Basketball Officials	11-5503-680-000	\$7,740.00	\$7,740.00
136178	Archana Lal	Reimburse Flights - ASMCUE Conf	11-4200-630-004	\$813.76	\$813.76
136180	Phillips 66 - Conoco - 76	Gasoline	11-6502-720-000	\$2,378.86	\$2,378.86
136182	Susan Stolte	Reimburse Mileage - HOSA in Manha	12-1211-601-000	\$259.38	\$259.38
136183	Veritiv	Paper	11-6503-705-000	\$637.52	\$637.52
				<u>\$29,714.03</u>	

11-General Fund	\$24,389.05
12-Postsecondary Technical Education Fund	\$4,506.65
16-Auxillary Ent Fund	\$818.33
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$29,714.03</u>

Checks approved for release prior to Board action

Mark Watkins
President

Annunzio DeLuca
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	Account Number	Amount	Total
136197	Amazon.com LLC	Painting Sponges (24 pack)	11-1101-700-000	\$12.99	
		October Supply Order	11-5507-701-000	\$293.25	
		Supplies for Tent Decorating	11-6301-709-000	\$52.90	
		Cable Matters 10Gbps	11-6401-646-002	\$115.40	
		Cable Matters 10Gbps Snagless	11-6401-646-002	\$380.72	
		TP-Link 5 Port Gigabit Switch	11-6401-646-002	\$215.92	
		NETGEAR Power Adapters	11-6401-646-002	\$60.76	
		TP-Link TL-SG1005P (8 ct)	11-6401-646-002	\$398.92	
		Cudy 90 W PoE++ Injectors	11-6401-646-002	\$302.64	
		WAVLINK Outdoor WiFi Access	11-6401-646-002	\$139.98	
		Gigabit Multi-Mode Fiber Ethernet	11-6401-646-002	\$56.41	
		Multimode LC Media Converters	11-6401-646-002	\$118.60	
		Fargo Printer YMCKO Color Ribbon	11-6401-701-000	\$106.98	
		Ultrasound Machine	12-1246-850-010	\$235.00	
		Slow Cooker Liners and Grill Scrapers	16-9684-701-000	\$85.97	\$2,576.44
136199	Capital One	Candy for Garfield Parade	11-5302-711-000	\$42.91	
		Supplies	11-5304-701-000	\$40.55	
		CREDIT - Returned Supplies	11-5508-701-000	(\$11.56)	
		Cases of Drinking Water	11-6301-709-000	\$36.40	
		Cookies for Cardinal Connect	11-6301-709-000	\$29.80	
		Interview Supplies	11-6504-701-000	\$5.36	
		Office Supplies & Event Center Suppli	11-6505-701-000	\$20.56	
		Groundskeeping Supplies	11-7102-649-000	\$82.99	
		Maintenance Supplies	11-7102-649-000	\$47.51	
		Fall 24 Advisory Meeting Supplies	12-1210-709-000	\$122.85	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/26/2023		Description	Account Number	Amount	Total
136199	Capital One			Supplies for Company Olympics	12-4204-701-000	\$203.34	
				Food	16-9684-743-000	\$143.72	
				Food	16-9684-743-000	\$29.88	
				Food	16-9684-743-000	\$60.57	
				Food	16-9684-743-000	\$79.48	
				Food	16-9684-743-000	\$274.26	
				Food	16-9684-743-000	\$36.77	
				Food	16-9684-743-000	\$211.99	
				Food	16-9684-743-000	\$103.05	
				Food	16-9684-743-000	\$241.66	
				Food	16-9684-743-000	\$276.81	
				Food	16-9684-743-000	\$204.23	
				Food	16-9684-743-000	\$7.38	
				Food	16-9684-743-000	\$131.38	
				Food	16-9684-743-000	\$257.70	\$2,679.59
136200	Commercial Bank			Loan 110221672 - Principal	11-6201-761-000	\$38,249.46	
				Loan 110221672 - Interest	11-6201-762-000	\$1,396.80	\$39,646.26
136201	Alexander J Coplon			Reimburse Mileage - Bentonville Recr	11-5502-603-000	\$157.20	\$157.20
136202	Alexander J Coplon			Baseball Travel - 10/28/23	11-5502-601-000	\$540.00	\$540.00
136203	Evegy Kansas Central INC			Electricity - 1230 Main	11-7102-634-000	\$250.80	
				Electricity - Athletic Complex	11-7102-634-000	\$3,862.95	
				Electricity - Vehicle Lot	11-7102-634-000	\$69.31	\$4,183.06
136206	FedEx Express			Package Shipping (2)	11-5303-701-000	\$104.71	\$104.71
136207	GFL Environmental			Trash Removal - Cherokee Center	11-7103-649-000	\$294.87	\$294.87
136208	Brandy Marie Habiger			Landscaping	11-7102-550-000	\$200.00	\$200.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/26/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136210	Jennifer Harding	Reimburse - NBRC Membership	11-4200-630-033	\$25.00	\$25.00
136211	Jason Hinson	Men's BB Meal - 11/1/23	11-5508-601-000	\$200.00	\$200.00
136212	Jason Hinson	Men's BB Travel - 11/3/23 & 11/4/23	11-5508-601-000	\$800.00	\$800.00
136213	Jason Hinson	Men's BB Travel - 11/7/23	11-5508-601-000	\$400.00	\$400.00
136214	Jason Hinson	Men's BB Travel - 11/10/23 & 11/11/23	11-5508-601-000	\$800.00	\$800.00
136215	Jason Hinson	Men's BB Meal - 11/14/23	11-5508-601-000	\$200.00	\$200.00
136216	Jason Hinson	Men's BB Travel - 11/17/23 & 11/18/23	11-5508-601-000	\$1,000.00	\$1,000.00
136217	Jason Hinson	Men's BB Travel - 11/21/23	11-5508-601-000	\$400.00	\$400.00
136218	Jason Hinson	Reimburse - Team Event in Dallas	11-5508-601-000	\$400.00	\$400.00
136219	Jock's Nitch/Parsons	Sideline Interactive Score Table	11-5506-701-000	\$14,670.00	\$14,670.00
136220	Joe Smith Company, Inc	Concessions	16-9381-742-000	\$264.32	\$264.32
136222	Kansas Gas Service	Gas Service - 1306 Main	11-7102-633-000	\$43.22	\$43.22
		Gas Service - 1230 Main	11-7102-633-000	\$45.73	\$88.95
136226	David M Lutmer	Reimburse Academic Advisor Interview	11-6504-601-002	\$240.26	\$240.26
136227	Lucille McCune	Reimburse - Screencast Renewal	12-1218-700-000	\$49.00	\$49.00
136228	Ryan S. Phillips	Reimburse - Easton Ghost Bats	11-5509-701-000	\$375.00	\$375.00
136229	Pocket Nurse Enterprises, Inc.	Med Dispenser for Simulation Lab	12-1208-700-001	\$1,610.08	\$1,610.08
136230	Proforma	Setup & Shipping Charges	12-4204-711-000	\$157.46	\$157.46
		Car Sun Shade Sets	12-4204-711-000	\$915.00	\$1,072.46
136231	Southwestern College	Men's BB JV Game Guarantee	11-5508-601-000	\$200.00	\$200.00
136232	Southwestern College	Men's BB JV Game Guarantee	11-5508-601-000	\$200.00	\$200.00
136233	The Villas at LCC, LLC	Housing	11-0000-201-001	\$2,040.00	\$2,040.00
		Housing	11-0000-201-001	\$1,788.00	\$1,788.00
		Housing	11-0000-201-001	\$778.50	\$778.50
		Housing	11-0000-201-001	\$2,040.00	\$2,040.00

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/26/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136233	The Villas at LCC, LLC	Housing	11-0000-201-001	\$709.00	
		Housing	11-0000-201-001	\$796.00	
		Housing	11-0000-201-001	\$2,040.00	
		Housing	11-0000-201-001	\$2,675.00	
		Housing	11-0000-201-001	\$2,040.00	
		Housing	11-0000-201-001	\$2,643.00	\$17,549.50
136234	Unified School District 506	FY23 Revenue Sharing - Welding	12-1220-523-000	\$24,882.25	
		FY23 Revenue Sharing - Electronics	12-1220-523-000	\$9,660.00	\$34,542.25
136235	Veritiv	Paper	11-6503-705-000	\$1,266.41	\$1,266.41
136236	Jeffrey Michael Vesta	Wrestling Meal - 11/3/23	11-5505-601-000	\$300.00	\$300.00
136237	Jeffrey Michael Vesta	Wrestling Meal - 11/15/23	11-5505-601-000	\$300.00	\$300.00
136238	Jeffrey Michael Vesta	Wrestling Meal - 11/21/23	11-5505-601-000	\$300.00	\$300.00
136239	Jeffrey Michael Vesta	Wrestling Travel - 11/5/23	11-5505-601-000	\$1,800.00	\$1,800.00
136240	Jeffrey Michael Vesta	Wrestling Travel - 11/11-12/23	11-5505-601-000	\$2,000.00	\$2,000.00
136241	Jeffrey Michael Vesta	Wrestling Travel - 11/18/23	11-5505-601-000	\$2,000.00	\$2,000.00
136243	Hayden Thomas Wilson	Reimburse Mileage - Recruiting	11-5508-603-000	\$36.68	\$36.68
				<u>\$133,472.04</u>	

11-General Fund	\$93,227.89
12-Postsecondary Technical Education Fund	\$37,834.98
16-Auxillary Ent Fund	\$2,409.17
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$133,472.04</u>

Checks approved for release prior to Board action

Mark Wastria
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2023		Description	Account Number	Amount	Total
136248	A Book Company			FA Books	16-0000-131-002	\$810.59	
				Returned FA Books	16-0000-131-002	(\$398.97)	\$411.62
136249	Ace Hardware, Inc.			Cableties (100 pk)	11-5502-701-000	\$13.99	
				Flex Tape & Field Stripping Paint	11-5502-701-000	\$65.94	
				Repair for SB Field Sprinkler	11-5509-701-000	\$5.98	
				JB Weld for Catchers' Helmet	11-5509-701-000	\$9.99	
				Maintenance Supplies	11-7102-649-000	\$3.00	
				Maintenance Supplies	11-7102-649-000	\$23.97	
				Maintenance Supplies	11-7102-649-000	\$31.99	
				Maintenance Supplies	11-7102-649-000	\$159.00	
				Maintenance Supplies	11-7102-649-000	\$18.58	
				Groundskeeping Supplies	11-7102-649-000	\$10.57	
				Maintenance Supplies	11-7102-649-000	\$48.57	
				Maintenance Supplies	11-7102-649-000	\$74.70	
				Maintenance Supplies	11-7102-649-000	\$58.75	
				Maintenance Supplies	11-7102-649-000	\$34.96	
				Maintenance Supplies	11-7102-649-000	\$16.77	
				Custodial Supplies	11-7102-702-000	\$44.99	
				Hole Saw	12-1219-700-000	\$67.97	
				Spray Paint (7 ct)	12-1219-700-000	\$51.77	
				Clear Spray Paint	12-1219-700-000	\$51.54	
				PB Blast	12-1219-700-000	\$17.18	
				Leaf Blower	12-1219-700-000	\$179.00	\$989.21
136250	Blick Art Materials			Utrecht Artists' Gouache (4 tubes)	11-1101-700-000	\$43.07	\$43.07
136251	Blue Chip Athletic, Inc.			Team Joggers & Sweatshirts	11-5505-701-000	\$1,690.05	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/31/2023		Total
			Account Number	Amount	
136251	Blue Chip Athletic, Inc.	Team Shorts	11-5505-701-000	\$1,583.00	\$3,273.05
136252	Carolina Biological Supply Company	Test Tube & Beaker Brushes	11-1102-700-000	\$65.20	
		Elodea Plants (25 pk)	11-1102-700-000	\$110.52	
		Test Tubes, Racks, Stirring Bars	11-1103-850-000	\$217.08	\$392.80
136253	CFC Security, Inc.	Solis Security Services	11-6401-646-003	\$5,953.50	\$5,953.50
136254	Anna Church	SB Game Official	11-5509-680-000	\$160.00	\$160.00
136255	Cintas Corporation No. 2	Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$118.07	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$118.07	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$118.07	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$118.07	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$118.07	\$590.35
136256	CoARC	Annual Accreditation Fee	12-1211-670-000	\$2,550.00	\$2,550.00
136257	Coast Biomedical Equipment, LLC	EKG Machine	12-1246-850-007	\$3,773.00	\$3,773.00
136258	Trey Collins	Fall SB Game Official	11-5509-680-000	\$160.00	\$160.00
136259	Copy Products Inc	Copy Usage - Cherokee Center	11-7103-701-000	\$128.83	\$128.83
136260	D and D Scales	2023-2024 Scale Certification	11-5505-701-000	\$65.00	\$65.00
136261	Daves Communications Services	Phone Line Relocations	11-6401-646-002	\$113.75	\$113.75
136262	Digital Connections Inc.	Lanier Copier Maintenance	11-6503-648-000	\$115.45	\$115.45
136263	Doyle Glass Co. LLC	Clear Lexan for Athletic Mural	11-7102-649-000	\$292.70	\$292.70
136264	Fastenal Company	AA & AAA Alkaline Batteries	11-7102-649-000	\$42.54	
		12V Combo Drill Kits	11-7102-649-000	\$689.58	\$732.12
136265	Good News Publishing, Inc.	8-Week Fall Classes Ad	11-6301-613-000	\$164.70	\$164.70
136266	Grand Rental Station	Machine Rental - Scissor Lift	11-7102-649-000	\$312.18	\$312.18
136267	Graves Foods	Supplies	16-9684-701-000	\$108.13	
		Supplies	16-9684-701-000	\$182.75	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/31/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136267	Graves Foods	Supplies	16-9684-701-000	\$244.75	
		Supplies	16-9684-701-000	\$482.06	
		Supplies	16-9684-701-000	\$112.84	
		Supplies	16-9684-701-000	\$262.06	
		Supplies	16-9684-701-000	\$491.93	
		Food	16-9684-743-000	\$1,425.27	
		Food	16-9684-743-000	\$1,576.74	
		Food	16-9684-743-000	\$851.53	
		Food	16-9684-743-000	\$2,403.16	
		Food	16-9684-743-000	\$664.38	
		Food	16-9684-743-000	\$1,473.50	
		Food	16-9684-743-000	\$62.42	
		Food	16-9684-743-000	\$1,011.89	\$11,353.41
136268	Green's Vegetation Control/William Graf	Granular Fertilizer for Softball Field	11-5509-701-000	\$270.00	
		Granular Fertilizer & Seeding SB Field	11-5509-701-000	\$545.00	\$815.00
136269	Herring Bank	ID Card & ACH Fees	11-6401-701-000	\$1,072.40	
		ID Cards, Printer Lease & ACH Items	11-6401-701-000	\$941.30	\$2,013.70
136270	Herrman Lumber	Maintenance Supplies	11-7102-649-000	\$1.17	
		Maintenance Supplies	11-7102-649-000	\$14.19	
		Maintenance Supplies	11-7102-649-000	\$63.55	\$78.91
136271	Hugo's Industrial Supply, Inc	Cutlery Dispenser Refills	16-9684-701-000	\$154.40	
		Cutlery Dispenser Refills	16-9684-701-000	\$154.40	\$308.80
136272	Independence Overhead Door, Inc	Overhead Door Opener Remotes	11-7102-649-000	\$280.00	
		LiftMaster Overhead Door Openers	11-7102-649-000	\$4,500.00	\$4,780.00
136273	Jarred, Gilmore & Phillips, PA	FY23 Audit	11-6201-663-000	\$12,000.00	\$12,000.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	Account		Amount	Total
			10/31/2023	Number		
136274	Jenzabar, Inc.	Infomaker Licensing Renewals	11-6401-701-000		\$1,475.00	\$1,475.00
136275	JH Sign Designs, LLC	Donor Wall Signage (3" x 8")	11-6201-659-000		\$564.90	
		Donor Rooms Signage (24" x 18")	11-6201-659-000		\$1,573.00	\$2,137.90
136276	Jock's Nitch/Parsons	Polo Shirts for Student Ambassadors	11-5302-711-000		\$674.00	
		Embroidery & Vinyl for SB Coach Ge	11-5509-701-000		\$84.00	
		EMT Uniforms	12-4204-701-002		\$689.50	
		Merchandise Sales - 7/1 to 9/30/23	16-9381-741-000		\$4,361.76	\$5,809.26
136277	K L K C	Cardinal Corner - September	11-6301-613-000		\$100.00	
		September Advertising	11-6301-613-000		\$400.00	\$500.00
136278	Kansas Outdoor Advertising	October Billboard Rental	11-6301-613-000		\$575.00	\$575.00
136279	Kitchen Pass, Inc.	Thank You Gift Certificate - L Evert	11-6301-709-000		\$50.00	\$50.00
136280	KMI Metals	Steel	12-1219-700-000		\$291.48	
		Steel Sheets, Angles, Tubes	12-1219-700-000		\$3,115.75	\$3,407.23
136281	L C C Foundation	Silent Auction - KOAM Advertising	11-6301-613-000		\$1,200.00	\$1,200.00
136282	Labette Avenue	100th Birthday Bash Ad	11-6301-709-000		\$210.00	
		100th Birthday Bash Ads	11-6301-709-000		\$360.00	
		Founder's Day 100 Year Ad	11-6301-709-000		\$100.00	\$670.00
136283	Labette Health	Nursing Drug Screens	12-1208-700-002		\$178.20	
		Respiratory Care Drug Screens	12-1211-700-002		\$59.40	
		Respiratory Drug Screens	12-1211-700-002		\$39.60	\$277.20
136284	Laser Designs/PSHTC	Name Badge - Huffman	11-4201-701-000		\$5.00	
		Name Badge - Wyland	11-5304-701-000		\$5.00	
		Name Badges - Kirkpatrick	11-5701-601-000		\$10.00	
		Name Badge - Evans	16-9381-701-000		\$5.00	\$25.00
136285	Locke Supply Co	HVAC Refrigerant (25 lb)	11-7102-649-000		\$2,200.02	\$2,200.02

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2023

Check Number	Vendor	Description	Account		Amount	Total
				Number		
136286	MatBoss, LLC	VideoStats Subscription		11-5505-701-000	\$599.00	\$599.00
136287	McCarty's Office Machines Inc	Canon Copier Toner - Student Union		11-6401-701-000	\$366.66	
		Canon Maintenance Contract		11-6503-648-000	\$549.04	
		Copier Contract - Academic Affairs		11-6503-648-000	\$721.59	
		Supplies		11-6503-701-000	\$193.50	
		Supplies		11-6503-701-000	\$201.86	
		Supplies		11-6503-701-000	\$45.35	
		Supplies		11-6503-701-000	\$384.97	
		Lorell Slip Over Floor Savers		11-7102-649-000	\$174.00	
		Black Seat/Chrome Frame Kits		11-7102-649-000	\$1,485.00	
		Round Table Tops, 36"		11-7102-649-000	\$403.50	
		Metal Base for Table Tops, 41"		11-7102-649-000	\$598.50	
		Lorell Wraparound Floor Savers		11-7102-649-000	\$555.00	
		Copy Usage - WTC		12-1219-700-000	\$3.49	\$5,682.46
136288	McKinzie Pest Control	Contract Treatment - Student Union		11-7102-649-000	\$85.00	\$85.00
136289	Medco Supply Company	Athletic Trainer Supplies - Aug Order		11-5507-701-000	\$11.68	\$11.68
136290	Midwest Tape, LLC	Hoopla Digital Charges		11-4101-710-000	\$104.42	\$104.42
136291	Napa Auto Parts	Vehicle Maintenance - Pickup		11-6502-720-000	\$73.49	
		Wiper Blades & Mirror Repair Kit		11-6502-720-000	\$25.91	\$99.40
136292	National League for Nursing, Inc	NLN Program Membership		12-1208-681-000	\$1,260.00	\$1,260.00
136293	P1 Service, LLC	Unit Maintenance - 1st Floor LG		11-7102-649-000	\$1,627.29	
		Unit Maintenance - Cardinal Cafe		11-7102-649-000	\$585.00	
		Replace Cafe Unit - Labor/Materials		11-7102-649-000	\$4,239.32	
		Maintenance Agreement		11-7103-649-000	\$656.00	
		Unit Maintenance - Cherokee Center		11-7103-649-000	\$620.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/31/2023		Amount	Total
			Account Number			
136293	P1 Service, LLC	Maintenance Agreement	11-7202-648-000		\$5,903.00	\$13,630.61
136294	Parsons High School Booster Club	Mega Booster Sponsorship	11-6301-709-000		\$500.00	\$500.00
136295	Parsons Sun	Health Science Ad	11-6301-613-000		\$229.00	
		Apology to Skip Smith - Full Page	11-6301-709-000		\$1,600.00	
		Thank You - Founder's Day Sponsors	11-6301-709-000		\$120.00	
		Founder's Day Ad	11-6301-709-000		\$120.00	
		100th Birthday Bash Ad	11-6301-709-000		\$216.00	
		100th Birthday Bash Ad	11-6301-709-000		\$216.00	
		100th Birthday Bash Ad	11-6301-709-000		\$216.00	
		Talent Search Assistant Ad	11-6504-613-000		\$54.00	
		VP of Student Affairs/Advisor Ads	11-6504-613-000		\$60.00	\$2,831.00
136296	Pitney Bowes Bank, Inc	Postage - Account #20352357	11-6503-611-000		\$2,000.00	\$2,000.00
136297	Pitney Bowes Global Financial Services	Postage Machine Quarterly Lease	11-6503-641-000		\$1,277.13	\$1,277.13
136298	Pocket Radar, Inc	Smart Coach Radar (Model SR1100)	11-5509-701-000		\$360.00	\$360.00
136299	Print Image Solutions, Inc	Lexmark MS431 Toner	11-6401-701-000		\$1,280.00	
		Lexmark MS610 Toner	11-6401-701-000		\$1,584.00	
		MS610 Imaging Unit	11-6401-701-000		\$113.10	\$2,977.10
136300	Promounds, Inc	Jay Pro Ball Cart	11-5502-701-000		\$296.39	
		Tanner PRO Tees (26-43 inch)	11-5502-701-000		\$418.00	
		Shipping	11-5502-701-000		\$164.66	
		Bullet L-Screen - Padded (Black)	11-5502-701-000		\$499.95	\$1,379.00
136301	Roy's Auto Service, LLC	Vehicle Maintenance - MV40	11-6502-720-000		\$124.34	
		Vehicle Maintenance - PK3	11-6502-720-000		\$116.74	\$241.08
136302	Scantron Corporation	Scantron Survey Sheets	11-4201-701-000		\$56.75	
		Shipping	11-4201-701-000		\$20.82	\$77.57

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2023

Check Number	Vendor	Description	Account Number	Amount	Total
136303	Shift Mind+Body Speaking and Coachi	Customer Service Speaker - Mea Aus	11-6504-630-000	\$750.00	\$750.00
136304	Southeast High School	Yearbook Ad (1/5 page)	11-6301-704-000	\$100.00	\$100.00
136305	St. Mary's Colgan High School	Yearbook Ad (1/4 page)	11-6301-704-000	\$100.00	\$100.00
136306	The Sherwin Williams Co	Paint Supplies - Office of SSS Directo	11-7102-649-000	\$104.97	\$104.97
136307	Thompson Bros. Supplies, INC	Electrodes	12-1219-700-000	\$2,820.00	
		Welding Wire and Rod	12-1219-700-000	\$2,063.15	
		Cylinder Rentals	12-1219-700-002	\$237.02	\$5,120.17
136308	Triple S Pumping/Jeffrey Spielbusch	Grease Trap Service	11-7202-648-000	\$390.00	\$390.00
136310	UniFirst Corporation	Mats, Mops, Cloths	11-7103-649-000	\$61.56	
		Mats, Mops, Cloths	11-7103-649-000	\$64.37	
		Mats, Mops, Cloths	11-7103-649-000	\$61.46	
		Mats, Mops, Cloths	11-7103-649-000	\$61.46	
		Mats, Mops, Cloths	11-7103-649-000	\$61.56	
		Microfiber Tube Mops	11-7202-648-000	\$48.60	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$153.20	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$160.90	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$151.24	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$152.54	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	\$1,176.89
136311	Uplink, LLC	Monthly Monitoring Fee	11-7102-649-000	\$45.00	\$45.00
136312	Vance Lawn Care, Inc	Groundskeeping - Cherokee Center	11-7103-649-000	\$460.00	\$460.00
136313	Vietti Marketing Group	Sept Geofencing - KBTN	11-6301-613-000	\$650.00	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

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Check Number	Vendor	Description	Account Number	Amount	Total
136313	Vietti Marketing Group	Sept Advertising - IKSNI	11-6301-613-000	\$250.00	
		Sept Advertising - KBTN	11-6301-613-000	\$925.00	
		Sept Advertising - IKSNI	11-6301-613-000	\$1,040.00	\$2,865.00
136314	Mark Watkins	Reimburse - Hotel Parking Manhattan	11-6101-601-000	\$15.03	
		Reimburse Parking - CATYC in Tempe	11-6101-601-000	\$36.00	
		Reimburse Meals - President's Meeting	11-6101-709-000	\$44.27	
		Reimburse Meals - CATYC in Tempe	11-6101-709-000	\$104.51	\$199.81
136315	Mark Watkins	Vehicle Expense	11-6501-590-001	\$900.00	\$900.00
136316	Michael Wilson	Fall SB Games Official	11-5509-680-000	\$320.00	\$320.00
				<u>\$115,545.05</u>	

11-General Fund	\$81,456.41
12-Postsecondary Technical Education Fund	\$17,448.05
16-Auxillary Ent Fund	\$16,640.59
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$115,545.05</u>