## CAMDENTON R-III SCHOOL DISTRICT MINUTES OF BOARD OF EDUCATION MEETING

#### Regular Meeting – Administration Building, Board Room June 9, 2014 – 5:30 p.m.

Present:

Chris C. McElyea

President Vice President Dr. Tim Hadfield Roma France Superintendent

Nancy A. Masterson Jackie Schulte Courtney R. Hulett

Member Member Dr. Ryan Neal Linda Leu Assistant Superintendent Assistant Superintendent

Secretary

Absent:

Selynn Barbour Laura L. Martin Tom Williams

Dr. Jim Rich

#### I. CALL TO ORDER & RECITE PLEDGE OF ALLEGIANCE

The Camdenton R-III Board of Education met in Regular Session in the Board Room of the Administration Office on Monday, June 9, 2014. The meeting was called to order by President McElyea at 5:30 p.m. The pledge of allegiance was recited.

#### II. APPROVAL OF AGENDA

Regular Meeting - June 9, 2014

Strategic Plan Goal Area - Governance

Motion: Move to approve the agenda of the regular June 9, 2014, meeting as presented. Masterson/Hulett - all ayes.

#### III. PUBLIC COMMENT

There was no public comment.

Strategic Plan Goal Area - Parent & Community Development

Riley Short was welcomed as the new Student Advisor to the Board of Education.

#### IV. CONSENT ITEMS

A. Approve Minutes and Documentation of Regular Meeting – May 12, 2014
 Strategic Plan Goal Area - Governance

B. Approve Minutes and Documentation of Special Meeting May 28, 2014

Strategic Plan Goal Area - Governance

C. Set Facilities Rental Fees

Strategic Plan Goal Area - Governance

Background: Pursuant to Board policy, we must review our rental fee schedule on a yearly basis. The Board reviewed current rental fee schedules (Fee Schedule in Buildings & Fees for RC Worthan Auditorium) and recommended slight changes in fee schedules.

D. Energy Education Report

Strategic Plan Goal Area - Facilities/Support/Instructional Resources

Background: The Board reviewed the annual Energy Education Report which outlines the District's energy conservation program.

E. Approve Fund Transfer

Strategic Plan Goal Area - Governance

Background: We need to transfer funds from Fund 1 to Fund 4 for payment of buses in the amount of \$585,000 and for future asphalt paving near the baseball field in the amount of \$85,000. Total transfer would be \$670,000.

F. Approve New Course

Strategic Plan Goal Area - Governance

Background: ACI students will be introduced to a variety of project based assignments. They will work in collaboration with community partners and middle school teachers. Selections will be based off of their

interest areas gleaned from the results of their career interest inventories from Missouri Connections. This course is designed to improve career interest awareness and post-secondary focus.

Motion: Move to approve consent items as presented, excluding item B. Schulte/Masterson – all ayes.

#### V. APPROVAL OF BILLS

Strategic Plan Goal Area – Governance

Motion: Move to approve all bills and addendum as submitted.

Schulte/Hulett – all ayes.

#### VI. APPROVAL OF TREASURER'S REPORT

Strategic Plan Goal Area - Governance

Motion: Move to approve the May 2014 Treasurer's Report as submitted.

Schulte/Masterson - all ayes.

#### VII. NEW BUSINESS

#### A. GUIDANCE & COUNSELING REPORT

Tim Roettgen, Guidance & Counseling Coordinator, presented the annual Guidance and Counseling report.

Strategic Plan Goal Area - Student Performance

No motion necessary.

#### VIII. UNFINISHED BUSINESS

#### A. BOARD POLICY UPDATES

The Board gave a second read and consideration to the following policies.

Strategic Plan Goal Area - Governance

POLICY GODE	POLICY TITLE
BDA	BOARD MEETINGS
BDC	CLOSED MEETINGS, RECORDS AND VOTES
BDDF	VOTING METHOD
DB	ANNUAL BUDGET
DFA	REVENUES FROM INVESTMENTS/USE OF SURPLUS FUNDS
EBC	EMERGENCY DRILLS
EBCA	CRISIS INTERVENTION PLAN
ECA	BUILDINGS AND GROUNDS SECURITY
GBBDA	FAMILY AND MEDICAL LEAVE
GBCC	STAFF USE OF COMMUNICATION DEVICES
GBLB	REFERENCES
IL	ASSESSMENT PROGRAM
JEA	COMPULSORY AND PART-TIME ATTENDANCE
JEC	SCHOOL ADMISSIONS
JECA	ADMISSION OF STUDENTS
JECB	ADMISSION OF NONRESIDENT STUDENTS
JGF	DISCIPLINE REPORTING AND RECORDS
JHCD	ADMINISTRATION OF MEDICATIONS TO STUDENTS

Motion: Move to approve policy updates as presented. Hulett/Schulte - all ayes.

#### **B. ELEMENTARY CONSTRUCTION UPDATE**

Dr. Hadfield provided construction project updates and Change Order No. 2. Strategic Plan Goal Area – Facilities/Support/Instructional Resources

Motion: Move to approve Change Order No. 2 as presented. Masterson/Hulett - all ayes.

#### IX. BOARD WRAP-UP

This is an opportunity for the Board to report on upcoming meetings, meetings attended, registrations, and deadlines. The following items were discussed:

Strategic Plan Goal Area - Governance

- Second June Board Meeting Friday, June 27, 2014, 7:30 a.m.
- July Board Meeting Reports tentatively include: Health Services Report, Food Services Report
   & Approve Food Service Guidelines, and Volunteer/Community Relations Report
- Board Retreat
- Board and Administration Potluck Date in August
- All-Staff Breakfast Monday, August 18, 7:00 a.m.
- MSBA Annual Conference sign up, September 25-28, 2014
- Fall Regional Meeting

No motion necessary.

#### X. EXECUTIVE SESSION

In compliance with State Statute 610.021 (closed meetings and closed records), move that the Board go into Executive Session for the following purposes:

- 1) Hiring, firing, disciplining, or promoting particular employees (610.021)(3).
- 2) Individually identifiable personnel records, performance ratings, or records pertaining to employees (610.021)(13).

Strategic Plan Goal Area - Governance

Motion: Move to adjourn to Executive Session.

Masterson/Hulett - Roll call vote: Masterson - aye, Schulte - aye, McElyea - aye, and Hulett - aye.

#### XI. ADJOURN MEETING

Motion: Move that the meeting adjourn. Masterson/Hulett - all ayes. Meeting adjourned at 7:25 p.m.

Chris C. McElyea - President of the Bo	ard

Linda Leu - Secretary of the Board

#### **Camdenton R-III School District**

Fee Schedule per Meeting for U	se of Scho	ol Building/Facility
Classroom	\$ 5.00	per hour
Dogwood Elementary Gymnasium	60.00	per hour
Hawthorn Elementary Gymnasium	60.00	per hour
Hurricane Deck Elementary Gymnasium	50.00	per hour
Osage Beach Elementary Gymnasium	50.00	per hour
Oak Ridge Intermediate Gymnasium	75.00	per hour
Middle School Gymnasium	100.00	per hour
Dogwood Elementary Cafeteria	25.00	per hour
Hawthorn Elementary Commons	25.00	per hour
Oak Ridge Intermediate Commons	25.00	per hour
Middle School Commons	25.00	per hour
High School Commons	50.00	per hour
Dogwood Elementary Kitchen	75.00	per hour + cook
Hawthorn Elementary Kitchen	75.00	per hour + cook
Hurricane Deck Elementary Kitchen	75.00	per hour + cook
Osage Beach Elementary Kitchen	75.00	per hour + cook
Oak Ridge Intermediate Kitchen	75.00	per hour + cook
Middle School Kitchen	75.00	per hour + cook
High School Kitchen	100.00	per hour + cook
		· · · · · · · · · · · · · · · · · · ·
Little Theater	50.00	per hour – includes
		ceiling lights and seating
Computer Lab	25.00	per hour
Library	7.50	per hour
	11-94-94-91	
Outdoor Athletic Areas	100.00	per hour
		-
RC Worthan Auditorium (High School)	125.00	Per hour – additional
, ,	_	fees for technology
	150.00	personnel

## Fees for Use of RC Worthan Auditorium

	Hourly Charge	Fee	Notes
Level I:	1-Technician @		
Podium and wired mic	\$20.00/Hr		
Computer for Power	\$30.00/Hr		
Point presentation and			
Screen			
Level II:	2-Technicians		
Sound system with	@ <del>\$20.00</del> \$30.00/		
music/body mics	Hr. each		
/stage mics and	1-Technician @		
headsets	\$20.00 \$30.00/ Hr		
	(additional) if		
	orchestra pit is used		
Level III:	1-Technician @		Time prior to
Lighting	\$20.00 \$30.00/ Hr		performance may be
			required to program
			lighting cues.
Level IV:	Minimum of one		Additional people will
Stage rigging/fly space	trained person		be needed for complex
	@ <del>\$20.00</del> \$30.00/		rigging.
	Hr		
Level V:		\$500	Cost to remove and
Orchestra Pit			reinstall cover.
Damage Deposit		20% of the total	
		fees and charges	
		with a minimum of	
D ( ) OD ( )		\$125.	
Payment of Fees and			All fees, charges and
Charges			damage deposit are due
			prior to the event being
			placed on the school
C	A 1 1 1		schedule.
Supervision and	As per schedule.		
Cleanup	<u></u>		

#### Camdenton R-III Schools

**Energy Conservation Program** 

Scott Martin, Energy Education Specialist

#### **Energy Conservation Program**

May 2014

	Cumulative Co	ost Savings
Expected Energy Costs	\$5,603,845	
Actual Energy Cost	\$3,634,789	Progrem Savings
Program Savings	\$1,969,056	
Savings Percent	35.14%	
Special Savings	\$565	



#### **Expected Energy Costs**

Amount you would have spent on energy without energy management program.

**Total Savings** 

This is the base year usage adjusted for changes in weather, equipment, schedules, occupancy and prices

#### **Actual Energy Costs**

Actual utility costs for electricity, gas, water, sewer, etc obtained directly from bills.

\$1,969,621

#### Program Savings

The difference between Expected and Actual Costs, calculated in accordance with the International Performance Measurement & Verification Protocol. Does not include savings attributable to reduced equipment maintenance and replacement costs and other collateral benefits. These savings can increase the program savings up to 20%.

#### Special Savings

Additional documented savings attributable to Program activities but not the direct result of usage reductions, such as rebates, refunds, tariff changes, etc.

#### **Cumulative Greenhouse Gas Reduction**

**Energy Reduction Impact:** 

62,268 MMBTU

13,537 equiv. metric tons of CO2

This is equivalent to the following:

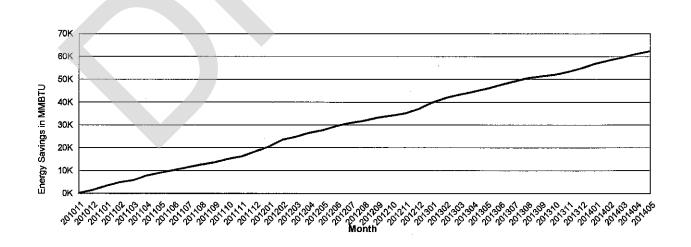
Passenger cars not driven for one year:

2,430

Tree seedlings grown for 10 years:

346,260

#### **Cumulative Energy Savings**



Camdenton R-III Schools Earry Conservation Program Scott Martin, Energy Education Special Overall Program Summary

	2010 - 2011		
	Cost Avoid \$	Cost Avoid %	Total \$
Nov	3,261	3.3	3,261
Dec	31763	27.1	بهردد
lan	45,937	27.3	48,937
Feb	10,60	26.8	40,633
Mar	29,441	25.5	29,441
Apr	61.186	3,46	61,256
Hay	42,1%	350	42,1%
3un	42,127	352	62,129
Jul	45,135	40.0	45,138
Aug	33,145	32.7	35,185
Sep	HAII	19,7	34,631
Oct	55,552	412	ELAU.
Total	465,620	385	459,628

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Camdenion R-III Schools Energy Conservation Program Sock Metts, Energy Education Special Overall Program Summary

		2011 - 2012				
	Cost Avoid S	Cost Avoid %	Spi Savings 5	Total \$		
Nov	49,140	37.5	•	48,142		
Des	57,928	33.7	19	57,94		
Jan	63,522	40.0	19	61,945		
Feb	\$0,499	44.5	19	80,518		
Mar	44,861	35.0	IJ	41,580		
Apr	59,105	47.0	19	59,324		
May	86,782	32.2	15	36,801		
2un	67,371	81.9	19	67,190		
Jul	46,496	41.5	13	44,515		
Aug	30,792	30.5	10	34,811		
Sep	32,784	27.3	19	32,505		
Oct	12,995	31.0	19	33,612		
Total	193,103	382	207	601,048		

Camdenton R-III Schoole Energy Conservation Program Scott Mee's, Energy Education Specialist Overalli Program Summary

Monthly Summary

	2012 - 2013	2012 - 2013						
	Cost Avoid \$	Cost Avoid %	5pt Savings \$	Total \$				
Nov	39,249	31.2	u	38,789				
Dec	56,961	35.6	ש	54,000				
Jan	72,441	39.6	р	73,460				
Feb	55,910	38.6	LF	68,919				
Mar	17,564	19.2	LP	41,085				
Apr	46,741	354	19	44,787				
May	41,214	33.6	. 19	41,245				
Jun	<b>ស</b> រុក	58L5	19	62,527				
Jul	55,909	67.5	19	56,221				
Aug	47,830	40.5	19	47,599				
5ep	23,278	21.7	19	23,197				
Oct	27,195	25.0	19	27,104				
Total	569,191	363	126	549,327				

45,811 60,748 56,045 56,046 37.3 26.5 32.8 41.1 40.5 19 37,147 19 19

Nov
Dec
Jan
Feb
Mar
Apr
Hay
Total 37,146 91,140 49,111 52,775 45,834 52,794 45,833 318,454

35.2 37.8

Camdenton R-III Schools Energy Conservation Program So off Hatte, Energy Education Specialist Oversall Program Summary

20(3 - 2014 Cost Avoid \$

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Monthly Summary

Camdenton R-III Schools Eergy Cosmoptice Program Scott Martin, Energy Education Special Overall Program Summary

Energy Summary

	Use				Cost					
	w/o CAP	Actual	Avoid	Avois %	w/a CAP	Actual -	Avold	Avoid %	Spl Savings	Total Savings
Electricity	47,327,513	31,217,102	16,170,731	34.1	4,977,455	3,110,544	1,866,912	375	•	1,866,911
Heating Oil	197,579	74,231	,33,347	31.9	318,111	314,601	LBS,510	32.5	•	[03,5]0
Water	1,249	2.087	-\$18	-44.5	12,563	E8A,62	4,735	-52.4	565	-6,179
Water & Sewe	2,995,874	3,501,140	-594,066	-24.5	158,978	189,973	-10,995	-19.5	0	-30,995
Propane	103,237	76,511	26,769	25.9	156,443	100,083	36365	16.7	0	36,365
Total					5,683,815	3,634,729	1,969,556	353	565	1,969,621

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#### Camdenton R-III Request for Course Addition

Areas of Career Course Number: Course Title HOME COOM District Department: Graduation Department: Request Effective Date: (Complete any of the following that apply) (Circle appropriate choice) Abbreviated Title (20 character max) Subject Type: ( Reg Subject Term Type: Yr Sem Credits per Semester Weight: Reg Adv Grade Level for Curriculum Honors: Yes No **Preferred Class Size** Grade Level **Used for Grading** Used for Core GPA Used for Core Scheduling Used for HS Transcript Used for Marking Attendance **State Reporting:** 99101 Ostate Code State Type Code State Program Code State Sequence Code State Testing Method Career-Ed Code State Delivery Method State Minutes Per Week **Course Description:** ear of Coreer dotterest will be an exploratory opportunity the Missourie Connect Signatures: Counselor Principal Superintendent

**Board Approval** 

Date

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#### Bills Paid Early

#### Board of Education

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June 9, 2014

Bills Paid Early

Board of Education

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#0. <b>801,</b> #	HDE Electric Cat Rental Washington DC	696720028	5980T-50T	Enterprise Rent - A - Car	(+1.05)	Eloo9	999509906	100-10211	mož nozemA
(10.301.1)		920306479		Co-Mo Electric Cooperative Inc.	20.74	17008	999599996	100-10211	(LIO) HOZEWY
10.301.1	भूमण्डा उदाम भूमण्डा उदाम	E4400000E		Co-Mo Electric Cooperative Inc.	82.61	Атазап Воок - Рофойся	519110698	65807-907	mod novemA
85.530,2	HDE Electric	5299050SE		Co-Mo Electric Cooperative Inc.	87,578,6	Books, Classinam Supplies	321954270	55911-901	Amason Com
(8) 290'5)	HDE Electric	\$ 00E9E\$E		Co-Mo Electric Cooperative Inc. Co-Mo Electric Cooperative Inc.	TNUOMA	INVOICE DESCRIPTION	HERMUN EDIOVANS		THE SOUNTY
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51.026	DOE - East	0002333	DM to 260 lesuseN1/mmu2	16.732	Hawthwan	96652000		OM to ze a listure of them of
92.09	Maintenaince Bldg.		OM to as 8 lenute Malmanus	737.64	Oshinkso	97652000		QM for as & let used simmus
27.405	bowgod shift amsortnisM	0002937	OM to se o lenute Malman 2	SE.BIS.	Maintenance Bidg	72622000		OM to zea lesuteM timmu?
27 ADC	Horticulture Bidg.	EEEESOOO SEEESOOO	OM to said lastel Marine	\$0°\$25	1963 - 2121	00023337		OM to as 2 lateral simmus
85.821 99.981	Transportation Hortfuniture Blds.		OM to set lesural timmu?	(29°54E)	Horticulture	EEEES000		DM to as D latural Jimmu?
92.09		ZEEEZ000	OM to see lenutely timmu?	(EE.566) (55.686)	notestroquari	26665000		DM to ted letutell Jimmu?
(88.55E)	OBE Widdle School	SEEES000	OM to 250 Issude Mirroruz		LCTC - West	15552000		OM to sed lenuteM Jimmuz
		ÞEEEZ000	OM to 250 leguted timmu2	(16.581)	Concession/Makint	06655000		OM to as a limps of them b 2
(az ore)	Jeal West	15655000	OM to sed lesused stromuz	(26.524)	JuleM	72552000		OM to sed lenutall timmu?
(15.7.31)	Hawborn	95655000	OM to sed lesused timmuz	(199.18)	(NO	92552000		OM to as a lanusest stamme?
(555 (94)	aghin/aQ	00053356	OM to sea lenutely timenuz	00.391	. JdgiH - awadMeMO	1028 <b>4</b> 2	096TT-098	anililā isawtiunā
66.6BI	Horriculture Bidg.	DEEEZOOO	OM to est lenuts in time?	(4ee.00)	IrigiH - eweltteMG	105845	DI-012-028	eenlinA seawduo?
86,821	noltstrogsnar7	ZEEEZ000	OM to see limutely timm of	466.00	IrigiH - zwadstaMO	102845	01/6TT-059	esnihiA Jeawiduo2
(96.021)	riolistroques:T	OD023932	OM to set landed filmmi2	89.0Z8,£	zz M4 xi2	7202£	09111-701	slupJ \$2 - ageH xi2
(50.56)	380	00023339	OM to set larufeld firmus?	00'05	Elft Card	121204	35111-701	21년 0원
(17, 78)	3bild shruose	00053947	OM to said terruted stommed	65.00	risers enigeA 190A	110402	06TTT-509	Screen Surgeons ILC
[67,58]	HDÉ.	90023339	OM to 240 lanutali simmu?	96,38	alpag	8442998	700-16271	Scholastic Inc.
(\$51.04)	1262 - 513J	TEEE5000	DM to sati istutali simmuz	(86.20)	2 Abodk	8662008	700-16271	Scholastic Inc.
(4.19.95)	looda2 dgiH	00023340	DM to as D farutati fimmu?	161.03	ania letinabizang	PESETOSPE	412-10867	President's Volunteer Service Award
YS.QEE	Fech West	0003997	OM to see lerutsM timmu2	161.03	anis intradizers	\$19E10698	412-10867	President's Voluntees Service Award
15.725	намичен	96665000	OM to sep lesudeM slamme2	(50.131)	Presidential Pinz	\$19T105\$E	417-10867	President's Volunteer Service Award
555.64	98birldge	92662000	OM to as a fatureM tlmmu2	00.61	Central Dairy Robotks Food	320306482	109-11122	PCard - M Comer
(6F.814)	3bi8 eansneitrisM	V002337	DM he as a lanuteM thomat	12.33	Jimmy Johns Roboites Food	TSEZ500SE	109-11354	PCate v M Comer
(SC VOZ)	galkwood .	5EEE2000	OM to as leautest timme?	ES TSE	boo? zadodof essi9 zomi	05E72002E	106-11724	PCstd - M Comer
(65'631)	Abiti anvitatinati	SESECOOO	OM to see fourted thomas	58.EE	Hardees Robotics Food	349848067	100-11724	PCard - M Comer
204.75	роомбод	56262000	ONI to set lesudel timmu?	12.54	x3 peg	90081/861/6	100-11724	PCard - M Comer
IT.TB	Split shruos 8	00073347	OM to sed feruteli timenu?	58'5	Max Bodx Max Sonar	919170616	\$680T-90T	PCard - M Comer
63.70	3GH	68882000	OM to sed letuteWilmmu2	23,00	savist toaridnottemotuA	949135290	100-10865	PORt d - M Comer
P0.652	FC1C - E92f	2665000	OM to sea letulely fimmuz	129:53	Hardees Food Robotics	\$008#86#E	100-11756	PCard - Comer - 9686
419,95	High School	00023340	OM to sed lenutely illmmu2	8'092'78	Middle School	2384200		Excitate Electric Cooperative
83.7SE	Middle School	DESEZO00	OM to sed lesused simmu?	(81,635,19)	Midda School	3384200		Sylphagood Shrasid abstral
25.E13	High School	00023340	OM to sed lenush firmuz	8,655.19	Middle School	7364200		гисере Ејесијс Соорениди
89.7SE	Middle School	96862000	Summit Natural Gas of MO	(1/6/93/9/6)	Vietnentaly	2363800		Facilede Electric Cooperadve
75.0EE	Tech West	15655000	OM to sed lanual timena	<b>1</b> 6'999'6	Elementary	2363800		reciego Ejecnic coobsugas
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				140 501	Zuiddj42	PET124EX3		san
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				ts'69	2hitqing.	PITITO		SAU
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				(oa sot)	#ibsi2	210551	220-10 <del>0</del> 03	University of Missouri - Columbia
				(00'501)	#ibsr2	T22448	E060T-055	University of Missouri - Columbia
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				342'90	Conference - 5Meal	. 722013	E0601-055	University of Missouri - Columbia
				708.00	abras filið	132921	86801-701	Under Armour
				(06.54)	390	96665000		OM to see lesusen timmu?
				(57.056)	15E3 - 2L21	YEEEZ000		DM to use leaded timmu?
				(64°25)	30H	00053339		Summit Hetural Gas of MO
				(OE 50Z)	HME	96565000		OM to sad larused simmuz
				(997021)	3MQ	00033332		OM to sed latured firmmu?
TORIGITA			jelo i blanio	(notest)	SW	966EZ000		OM to set lenuteM timmu?
(S8.82)	<b>Ց</b> այժ <b>մ</b> իչ	6X3421174	san	183.84	Concession/Maint	DESEZODO		OM to as Distored Simmu?
TO'EE	ŞinjddiyS	<b>EX3421164</b>	SAU	25.526	trisM	ZZEEZ000		OM to sed lenutell timmu?
56'62	श्रमुर्वे वीप्युट	PETTEREX	san	1789.18	ONI	00053376		OM to sed lanusell simmus
E6.8E	Shipping	6X3431184	SAN	64.72	HDE	66665000		Summit Natural Gas of MO
(15:69)	Shipping	PETTTEXS	san	(33E.56)	gipile shruoni	11/25/2000		OM to as a listude of Jimmu2
(35.Cr.)	gridglid2	PETT CREXO	nse n	(srers)	SH	00053340		OM to sep lenutel/ timmu?
95'TS	gniqq)rf2	PETTSPEXS	SetO	205.30	3MH	96665000		OM to sea levusell simmu?
Z8.8Z	Sniqqld2	PATITAEX9	san.	99.071	DME	SEEE2000		OM to sab lanutaki timmu?
(29.65)	Buiddidz	DSTT2DEX9	· san	293.02	SIN	00023334		OM to sab lanutals timmu?
(50.0E)	Bujddjųs	\$STICE S	_ san	59.278	Horticulture	00023433		OM to as bisruts it immu?
(10.66)	9u(dd)us	PSTIZPEX9	San	. LETESE	noltetroquent	0002333		OM To as a less star simme?
(95'15)	Sniqq)rf2	PETTEPEXS	San	62.756	ACTC - West	TEEEZOOO		OM to as a ferute it stimmed
95'TS	SulqqiidS	PETTE <del>PE</del> X9	san	17.18	Grounds Bldg.	19652000		OM To as a leasted timmu?
58.82	gniqqirl2	PALLICAEXO	san	62,70	HDE	0002333		OM to 260 lesuseft timmu?
29,95	gn(qq)rl2	#SETZ#EX9	560	236.56	Grounds Bidg.	00053347		OM to 260 letutelt timmu?
E6.8E	Bujddjys	\$8112\$EX9	Safri	25912	SH	00023340		OM to 260 issufell fimmuč
TO.EE	Bujddjys	PALIZAENA	Sain	08.58	390	8655000		OM to sed Issust Mamme?
			•	May 2014	sau	թ Саrd Рауте		Board of Education

99.64	Alt chuck, ait plug, etc.	04\55\5014	4044-299097	athen bluk Villano	86.88	Seam sealer	t/102/90/50	4044-303331	this 4 of u.A. y Lian D
16.48	eniw nobingi	97.02/22/10	4044-297022	CHEN MINA VIIIS AND	126.91	Sody filler	P105/90/50	4044-302771	they of the Adio Parts
66'9	Azund leadW	97.02/22/90	00876S-h40h	athen of the Yills AD	10.501	Aubbing compound	02/02/5074	690206-0000	She'lly Auto Parts
[666]	mutali	04\55\501#	4044-536258	Chelly Auto Parts	6Z.E	Spray paint	\$10Z/9D/SD	£9900E-\$\$0\$	Chelly Auto Parts
24'58	Todor skiele	04\55\5014	4572255-A404	stra9 otek (41880	28,85	Trans cooler	#T0Z/9D/S0	PE7005-4404	ORelly Auto Parts
92'98	Disc pad set	04/22/2014	SMI BES-MOD	Street other Allesto	(50.62)	crista	VT0Z/90/S0	4044-300301	ORelly Auto Parts
88.25	Pulse board, clip tool	04\35\301¢	4044-398139	atus 9 otuk yilis 80	187	शास्त्र	1707/90/90	\$55\$0E-\$\$0\$	STIES ONLY VIEW
AQ.TRE	totalbañ	04\55\5014	596262-1404	Strey oluk ylbs#O	66.SI	xew blupLi	92/06/2014	4044-304772	ATIES OF SHEET
S0.13	193Iff & HO	04/55/5014	4044-297069	etrisq oduk ylifasiO	78.41	Pelnt	92/08/3074	4044-304434	She'l of the Paris
29.33	fine rath	<b>9102/22/9</b> 0	ZE496Z-9909	21169 ONLY VIEWO	10.76	_sde_	\$102/90/S0	4044-904337	ORelly Auto Parts
86.09	toton exists	04/55/5014	387265-p404	Marily Auto Parts	136.39	92B-lu-l	92\02\20\50	Z19E0E-11*01*	Okelily Auto Parts
89.6E	Diet cap, nators	\$10Z/9E/\$0	SPIECE-POOP	sins9 ofult yillis80	56'8	Moulding, blade	02/02/5034	4044-303113	ORellly Auto Parts
99'66	yeze 210/duH	04/30/3014	SSS00E-1404	zhie9 ożuA yllis#O	4°46	Jun xeld	02/02/3074	TET365-A40A	Street of the Parts
65°T	Spark plug	04/30/3014	£9500E-1409	aris9 otoA vilia90	69°BZ	Mech pump	02/02/5074	667362-4404	Shift Auto Parts
61.4	Fuel primer	VT0Z/0E/V0	182562-1101	arise of uA yilliseO	8.02	Tanel retain	02\0e\\$0T <del>4</del>	920506-9909	환호 phy Auto Pare
20.87	1918 Biter	97.02/06/40	597.895-4404	athen othe fillesto	86.75	Ring Comp	1102/90/50	4044-298230	ORellly Auto Perts
65°T	Fuel line	04/30/507#	521962- <del>50</del> 07	zineq otuA ylilinAO	86'6	aseaug	\$T02/90/50	865105-2202	Parity Auto Parts
16.62	Cil & filter	04/30/2014	T13505-9905	Straf othA viliaRO	17'43	aniw bin sribeM	9102/90/50	4044-304292	sheq cduA yliaRO
2.33	Fuel line, terminal	PEGZ/06/PO	922562-9909	etrisq otuk țilisho	17°¢3	Mechanic wire	91/08/30/50	4044-30434Z	Shefly Auto Parts
62.0à	Ball Joint, Idler arm	\$4/30/501#	99420E-1404	etrs4 ntuh yilis4O	55.6t	das min, tosin	b10Z/90/90	964406-4404	ORellly Auto Parts
7F-05	bns tot si7	P102/06/40	4044-303709	20169 DINA VIIISRO	69:09	YradieB	PLOS/20/20	82910E-0107	27s9 otu A ylisRO
61.66	Mndow ewitch	04/30/5074	4044-299092	ating duty fills#O	(75°11)	Return	PTOZ/90/50	4044-304122	ETIES OF A VIEW OF THE PROPERTY OF THE PROPERT
45.57	neog fylioner	\$107/90/50	9/2862-1404	aneq out yilleRO	72°80	Spath phus	PT0Z/90/50	4044-303483	this follow diship
08'49	Gry fibr disc	\$10Z/90/50	TB696Z-PVOV	ZINGY COUNTY ALIAN	ZPTET	Battery, spark plugs	\$10Z/90/50	4044-900320	ORellly Auto Parts
Way 2014		atnamys9 29A		Board of Education	PTOS VEM		atnomye9 29A	,	Rosrd of Education
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25.48	G85 C810	02/06/5014	E965 <b>6Z-1101</b>	stre9 otuA yilleRO	98.44	Air filter, etc.	02/02/90/50	4044-303270	crisq ofua villano
9E 9I	⇒/88oT	02\00\5014	01/1862-1404	zhey amA yillefiO	116.02	Sway link kit	02/00/5074	TTEE0E-1004	aneq otuA villeato
96'51	saliqquis	02/06/5014	EL5862-9909	PART ONLY WIND	86.92	Security kit, swivel lock	VT OZ/9 <b>0</b> /50	4044-304302	ORellly Auto Parts
95'92	Rod bearing	04\54\5010	4044-396862	shaq oluh yillago	≤₹.et	Sway link, oil filter	02/00/SOT4	4044-303598	Shaft duto Parts
[56951]	Multi	04/54/5014	T8896Z-14POV	anes othe fillest O	ZE:9	hall filo	PTOZ/90/50	Z65Z0E-9909	atres Parts
\$8.K8	Fuel filter, condenser	04/54/5014	872365-APOA	abus mus yillesto	9t'E	Ni filter	MOZ/90/50	87520E-4404	dielity Auto Parts
SE.IE	Spark plug, oll filter	04/54/5014	#D##-300#1#	atted adult (AllseQ	34,99	164 refluq	1/102/90/50	692406-4404	Aries eduta Villesto
64.11	Mechanic wire	04/54/5014	269962-7007	stried oank villago	28.6	Degrenser	1/102/90/50	<b>TBS20E-P40</b> A	ORellly Auto Parts
₽6.₽€	Jrásej yanga Çbi gimli 9	PEOZ/90/90	5+4+0E-4+Q7	arne¶ orluk yilleRO	69.5	InschedA	P105/90/50	4044-302419	ansy of uA yilleRO
6P.0T	Pattery	PEGZ/90/50	4044-304248	ethen osuth VilleRO	(16.30)	mutaR	910Z/90/S0	4044-303324	etne9 utuA yillə%O
66'0I	11TroloM	PEOZ/90/90	C06865-7407	atries oduh yilisiil C	£9.48	erediñ liO	\$10Z/9D/SD	4044-302490	ahis quita yillesto
<b>&gt;8.1</b> £	Jagadus	PT02/90/50	4044-298853	athen of the VIESHO	41.4	Arigii sahaM	1/10Z/90/S0	4044-303177	etneq only yillero
60°SZ	Spark plug. wire	PT02/90/50	4044-298714	eries osua villano	66.51	110	04/35/3074	4044-588804	ZELES PARES
£9.6£	lio & zden	FT0Z/90/50	\$ET86Z-\$\$Q\$	atries out A yillesto	45.67	Filters, trans fluid	94/35/3014	4044-286183	Sheffly Auto Parts
(OO.GL)	muteR	<b>₩107/98/50</b>	4044-304284	arms of the Add of the	1171	ve filter	1107/22/10	4044-286186	OReilly Auto Parts
IE.ER	£Di	#10Z/90/S0	4044-904415	ztrs9 otuA ylis80	59°56	hiegosofM	\$1,55\5014	124962-4404	chaft dut AlishO
3″58	Super Blue	02/00/5074	106406-6404	21164 OJUA VIII6RO	70.₽1	1906BD	04/55/5014	48996Z-1401+	ztva otuA vliisHO
23.20	Thermostat, gasket	PT02/90/50	SE990E-9909	27167 O/UA (AlleRO	66.E	Penetians	91,55/5014	4044-298145	chefty Auto Parts
02.EE	Gasket set, kit, oil & filter	\$702/SD/SD	900502-0404	ating of u.h. yille RO	20.00	ban1v1\160	04/22/2014	4044-262843	zhe9 otuA yllieRO
96.7.£	Silde cellpr	06/06/2014	256406-4404	zhs? otuA ylliaRO	24"10	sorts edena	04\55\503#	4044-295943	this out Alleso
68.384	sejiddns	\$T0Z/90/50	106606-9400	zhs9 ohs4 klisRO	02.25	Fan control	9102/22/60	4044-295792	27164 OluA VIISAO
18.8	isnimisT	02/00/S014	4044-304620	zhaq njuA yllishO	86.6	190019	91.02/22/10	4044-297162	27167 OJUA VIIISAO
96'51	Strewdilvers	02/00/S01¢	985665-6404	zheq otuñ țilleñO	96.46	eviev ris elbi	91/23/2014	T8996Z-140P	zheq otuă șileată
72'33	Fuel connector	97.02/90/90	905862-1404	ORellly Auto Parts	19.99	Plnge pln	01/55/5014	EE7865-4404	ETIES OFUA VIISRO
TE-8I	Sulfizua	04\54\501¢	984967-1400	athsq total yilleRO	Z0°9T	Cleaner	P102/22/P0	4044-295685	ans oruh yileso
99:55	H2 52H	04\54\5014	992967-9909	etres oans villano	29.49	Ham 100F	04/22/2014	4044-297132	stray of ut A villago
TT.QI	3lad 1ewo9-iH	97/08/3076	4044-305585	25169 cduA VIIIARO	SS-SE	ууд суу	04/55/5014	4044-297091	Partie Partie
92'19	27 5-8	9E\08/90/50	899206-9909	zha9 otuA yilleRO	SECULE SOLD		36 TAX 14 AM		COLUMN CONTRACTOR CONTRACTOR
22,10	HDLT Restmre	92/02/50	4044-302503	arnes osua villesio	07.01.01	Copier Lease	02/60/50	20275	Gibbs Technology Leasing, LLC
11'60	19Jill 2nesT	9E0Z/90/50	£6520£-1407	chief coluk yillesito	£0.7£2,A	Copiet Lease	\$102/20/90	861/6	Gipps Technology Leasing, LLC
91.E	IN TITLE	\$102/90/50	4044-30224T	stud otah AlbaiD	WESTER		MANAGEMENT AND		A SHARING HIS WAY
LS:55	Disc pad set	92\02\50Te	4044-304322	zins9 oluk ylks90	1,542.30	Copher Base Rate	1102/20/50	179429	(बाबूश सर
20.00	berring short	P102/90/50	SE880E-800A	ettis oblik yllishO	00.277,5	Coplet Base Rate Charge	97.02/L0/S0	779423	हिर्म छोड्डांच्या
er.2r	Julol-U	PT0Z/90/50	4044-304733	Afries Osua yillesiO	TNUOMA	INVOICE DESCRIPTION	INVOICE DATE	INVOICE NUMBER	3MAN KOONEY
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P£02 ysM		etnemye9 29A		Board of Education	May 2014		ednernys9 29A	•	Board of Education

50'04'	Evaporator	P102/22/P0	#8#96Z-##O#	strief of u.h. yllia 80	59'61	1911	97.02/99/50	Z6696Z-VYO7	ansa cana villano
PP*85	Weather strip	VT0Z/ZZ/V0	966962-1401	etnen otoA ylijaRO	28.72	Mask paper	\$TOZ/90/50	\$61765-650A	Oselly Auto Parts
124.27	Thermostat, be rod end	04/55/5014	4044-366743	ETIES OTHER VIOLES	86.9E	Backing disc.	<b>≯TOZ/90/50</b>	4044-296982	Okellly Auta Parts
66.₽	Screwdriver	04/55/5074	#0#96Z-##0#	she9 only AlianO	165'97}	mutsA	PT0Z/90/50	15/962-0000	Shall Auto Paris
(65/002)	Return	04/55/5074	45996Z-9909	erica comé villaño	76.92	Butt Splice	\$7.0Z/90/SO	4044-299083	stray orun Villano
66.9£	ferm tool	PT02/22/80	502562-9909	27189 CIUN YIIISHO	3'66	dib bod	PT0Z/9D/50	677865-ADOA	ORENIY Auto Perts
96"	Alt plug, air chuck	97.02/22/90	4044-296132	STAN ONLY VILLENCE	66'99	Activator	PTOZ/90/50	4044-298831	Offelly Auto Parts
₹E.#E	Wiper switch	9102/22/90	592862-9909	Offelly Auto Parts	66%	Rodellp	PTOZ/90/50	4044-238844	Dielity Auto Parts
35.45	1stifi & lito	#102/22/#D	E77862-240A	aned muk villadio	153.89	10167/33A	\$102/90/50	4044-298352	Offeilly Auto Parts
74.22	Disc ped set	04/55/5014	PP/2565-PP0P	Offellly Auto Parts	42.50	Sandpaper	\$102/90/SO	105862-9909	she4 catuA yiliaRO
99'99	Alt chuck, sit plug, etc.	04/55/5014	4044-200097	athey bluk Villaho	86.58	Seam sealer	V10Z/90/50	126806-8608	this quid ylish D
16'95	(Enidon wire	04/52/5014	4044-297022	eries of the Villago	156.91	Sody filler	10Z/90/90 10Z/90/90	T//Z0E-900h	Dieily Auto Parts
66'9	Wheel brush	97,52/5076	4044-297800	aney oles YilleRO	19.801	Subdung compound	02/06/5014	4044-302469	athen other Willerto
[56:6]	munay	04/25/5014	4044-29578	ORALLY AUTO PARTS	6Z'E	anied yeigh	\$102/90/50	E9900E-9409	OReilly Auto Parts
24,28	Stake rotor	04/25/5014	42522-4404	they ole yilledo	5E,85	Trans cooler	V102/90/50	P2700E-5405	OKelly Auto Parts
96,26 90,52	pec baq cat	04/25/2014	261865-640A	sine Auto Mario	(50.62) As at	criulasi Talona spesi			ORelly Auto Parts
26.88	Pulse board, dip tool	1102/22/10	4044-298139	striet often ylbesto	187	थाद	1/102/90/50 1/102/90/90	T0E00E-9404	
AQ.SEC	lost alla based ealing	04/55/3014	596465-5505	stred oftel Albeido				\$56\$0E-\$\$0\$	Stief oluk yillesto
20.13	neith & HO			eries opula yllestiO	66°ZT	xew blupU	02/00/5074	4044-304772	Offelly Auto Parts
		04/55/5014	4044-297069		78.91	misq	92/00/S0	46440E-440A	anes of un yillario
29.93	trise railei	4102/22/40	ZE7865-pa0p	21169 OSUA VIBRAO	10.76	Egpe Tape	\$102/90/S0	4044-904333	ansi otuA villeRO
80 00	toton sales@	04/22/2014	387265-P40A	MITER OSUA VIII SAO	136.39	928-lu-i	92/90/50	748E0E-44O4	AREITY Auto Parts
84.6E	Diel cap, robors	PT-02/96/90	Aprede - Bach	Mark OReilly Auto Parts	56.8	Moulding, blade	\$182/90/50 \$182/90/50	SILEGE-4004	- strist otuA yllistO
99'66	Yeze Std/duH	04/30/5014	SSS005-14-04	zha9 oșuA viliaRO	60%	Jun xell	02/00/5074	TET362-ADOA	etres otuA villesiO
F78	Spark plug	04/30/2014	E9500E-1409	ctrs9 oppA ylis960	69.BS	Pylech pump	02/00/5074	687362-4404	etnen etu A yilleko
61/7	Fuel primer	94/30/2014	162562-1101	arnes otua yilingO	8.02	Panel retam	97/96/S01 <del>4</del>	910506-9909	Stuff otu A villeRO
20.87	19JR & IO	94/30/2014	59/862-9907	ethen othe Villand	86.75	Ring Comp	PLOS/20/20	4044-298230	etra9 otuA (NaRO
1.59	Fuel line	#T0Z/0E/#0	4044-296129	stries orus villeRO	86'6	aseaig	PLOS/20/20	865105-3404	atset otuA çlisAO
16165	Teili & filter	04/30/SD14	113505-1404	straf otuh viliaRO	1748	aniw bin srbalvi	9TOZ/90/50	4044-304232	stries court ylisho
233	Fuel line, terminal	PEGZ/06/PO	924568-1404	stray outs yllego	33'48	eilw zin schald	5T0E/90/50	4044-904342	Phief Otuto Parts
62.09	Ball Joint, idlet arm	\$10Z/0E/\$0	89F20E-1F07	stray otak ylitaRO	55.er	Pitot, trim tab	b10Z/90/20	964106-6404	PREM OIDA VIIISHO
<i>₩</i> .02	bns bot siT	P102/02/40	60TE0E-1407	arise that yillerto	64:09	Araqşeg	P105/90/50	82510E-0101	the Auto Parts
61.66	Mondow ewitch	P4/30/2014	40462-299092	Man Shell Ann Park	(75°1")	Return	PTOZ/90/50	ZZI10E-0102	OReilly Auto Parts
45.57	naco thinner	\$10Z/90/50	9/2862-1404	Offellly Auto Parts	96°ST	2 being bing	P10Z/90/50	4044-303483	Chelly Auto Parts
09'29	Grn fibr disc	<b>₩10Z/90/50</b>	TE695Z-1404	ZITES COM VILIANO	ZPTEI	Battlery, spark plugs	<b>107/90/50</b>	4044-300520	ORellly Auto Parts
May 2014		stnamys9 29A		Board of Education	PTOZ VEM		APS Payments		noisesuba to breoß
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May 2014

\$ 200.00 | Separation | Separat

APS Payments

Rostd of Education

<b>Board of Education</b>	uo		Trea	Treasurer's Report				May 31, 2014
Beg Bal	Inc. Operations 18,038,826.91	<b>Teachers</b> 6,485,305,33	<b>Capital Proj.</b> 5,596,872,86	<b>Bond</b> 24.511.460.37	<b>Sub Total</b> 54.632.465.47	<b>Debt Service</b> 2.360.582.43	<b>Grand Total</b> 56.993.047.90	Medical SI Acct
Rev. Rec	736,024.08	1,279,769.77	46,354.52	837.55	2,062,985.92	33,628.06	2,096,613.98	372,136.90
Expend.	1,542,289.90	2,099,471.00	165,692.82	854,818.96	4,662,272.68	•	4,662,272.68	482,665.31
*Adjustment								
Ending Bal	17,232,561.09	5,665,604.10	5,477,534.56	23,657,478.96	52,033,178.71	2,394,210.49	54,427,389.20	1,274,603.55
Prev. Year	17,394,824.49	5,733,329.71	5,080,897.44	ı	28,209,051.64	1,705,623.02	29,914,674.66	1,680,562.96
YTD Interest	11,472.89	1,317.00	154.71	2,363.65	15,308.25	892.11	16,200.36	158.94
YTD Sum.								
Beg Bal	16,186,273.32		5,483,687.78		21,669,961.10	1,726,510.72	23,396,471.82	1,859,283.05
Roy Budget	18 680 609 00	22 966 162 00	25 924 010 00		00 101 076 03	2 262 170 00	27 753 010 00	
Rev VTD Actual	18 232 702 92	23,600, IU3.00	1 704 156 16	27 10E EEA E9	69,370,761.00	3,362,123.00	72,045,510.00	000000
ובה ווכ שרנים	16,232,702.32	50.575,550	T', 0+, 130.10	06.460,601,72	69,/ U1,000.09	3,344,03U./ I	73,046,377.40	4,530,912.02
Exp Budget	16,471,262.89	26,940,246.22	19,926,176.00		63,337,685.11	2,808,000.00	66,145,685.11	
EXP YTD Actual	14,950,571.63	19,229,612.45	1,710,309.38	3,448,175.62	39,338,669.08	2,676,990.94	42,015,660.02	4,915,591.52
*Adjustment	2,235,843.52	2,235,843.52						
Ending Bal	17,232,561.09	5,665,604.10	5,477,534.56	23,657,478.96	52,033,178.71	2,394,210.49	54,427,389.20	1,274,603.55
Bank Recon								
1st Nat'l A/P	952.22							
1st Nat'l Payroll	1,097,576.07	*	*Zero Teacher Fund					
Central A/P	1,224,028.00							
Central Payroll	88,438.97							
Revolving	3,000.00							
Cred Card	21,277.02					54,427,389.20 Fund Accounts	und Accounts	
Mosip 2013 Bond	25,151,460.26							
Escrow 0150022007	108,000.00					54,421,138.20 Bank Accounts	ank Accounts	
Escrow 0150022008	108,815.50							
Central Debt Acct	43,299.28					6,251.00 P	6,251.00 Payroll Liability	
1st Nat'l Debt Acct	76,597.41							
Mosip Debt Acct	2,057,498.30							
MOSIP	24,339,579.25							
Central Lunch Acct.	100,615.92							
Grand Total	54,421,138.20							
Medical SI Acct.	1,274,603.55							

232,962,00		\$ 2,679,052.00	- \$	2,679,052.00			13,050.00		1,369,403.00	\$ 1,296,599.00	\$ serutibnegx3 800S
00,765,861		\$ 2,799,540,00	- \$	2,799,540.00	\$ - \$	3	00.881,68 \$	I	00.788,868,1	\$ 1,066,485.00	\$ Senutibnegx3 Y003
00.SP1,7ES	\$	\$ 3,106,379,00	- \$	3,106,379.00	\$ - \$	1	\$ 219,042,00	Т	1,746,182.00	\$ 1,141,155.00	\$ 2008 Expenditures
324 233 00	\$	\$ 3,042,407.00	00.008 \$	3,042,107.00	\$ - \$	3	\$ 45,145.00	Т	1,860,902.00	\$ 00,080,081,1	\$ 2009 Expenditures
37.9 755 00	<b>\$</b>	\$ 3'936'689'00	\$ 584.00	3,529,702.00	\$ - \$	3	317 421.00	Т	1'842'800'00	\$ 00.186,382,1	\$ 010 Expenditures
317,267.00	\$	\$ 3,272,645.00	00.00£ \$	3,272,345.00	\$ - \$	3	46,753,00	Т	1,984,424.00	\$ 1,241,168.00	\$ 50:11 Expenditures
361,928.00	s I	\$ 3,171,636.00	· \$	3,171,636.00	\$ - \$	3	00'908'ZI \$	T	2,000,638.00	\$ 1,158,192.00	\$ 2012 Expenditures
00.272,000	\$	\$ 3,034,871.00	00.00€ \$	3,034,571,00	\$ 00.02 \$	3	00'969'187 \$	1	1,150,212,00	\$ 1,402,704,00	\$ 2013 Expenditures
18.388,584	\$	\$ 4,662,272,68	- s	4,662,272,68	\$ 96.818.428 \$		Z8,269,251 \$	1	00.174,860,S	\$ 1,542,289.90	\$ 2014 Expenditures
	7					寸		7			Vay
284 945.00	\$ [	\$ 1,306,355.00	\$ 21,577.00	00.877,48S,1	\$ 00'176'91 \$	;	\$ 56,010.00	1	00'617'009	\$ 742,408.00	\$ 2006 Receipts
291,383.00	\$	00.111,653,1 \$	00'926'06 \$	1,522,736.00	\$ 19,022.00	;	\$ 44,386.00	Ť	742,436.00	\$ 716,893.00	\$ StdieceR 7003
314,451.00	\$	00't69'9/t'\ \$	\$ 28,146,00	1,447,488.00	\$ 24,389.00 \$	;	00'915'69 \$	T	873,912.00	\$ 479,772.00	\$ S008 Receipts
348,281,00	3	1,666,752,00	\$ 21,827.00	1,644,925.00	\$ 00.721,81 \$	;	00'890'19 \$	1	1,059,940.00	\$ 617,790.00	\$ stgiece Receipts
514,160.00	\$	00'909'126'1 \$	00,284,05 \$	1,961,021.00	\$ 00.087,48 \$	; T	\$ 276,081.00	7	1,051,210.00	\$ 00.076,888	\$ 2) O Receipts
00,576,686	\$	00.028,799,1 \$	00.118,61 \$	00.604,778,1	\$ 32,163,00	; [	\$ 128,651.00	T	1,211,745.00	\$ 00.028,408	\$ złąjece i troz
300 744 00	\$	00.788,078,1 \$	\$ 26,741.00	1,543,616.00	\$ 43,635.00	;	\$ 14,545.00	Ŧ	00.262,568	\$ 00.141,Sea	\$ 2012 Receipts
00 108 665	\$	\$ 1,593,261.00	\$ 50,993.00	1,672,256.00	\$ 00.808,11 \$	;	00'908'9 \$	Т	00.418,828	\$ 00.186,868	\$ 2013 Receipts
372,136,90	<b>8</b>	86.618,880,2 \$	90.829,65 \$	2,062,985.92	\$ 937.58	:	\$ 46,354.52	Т	77.687,872,1	\$ 736,024.08	\$ 2014 Receipts
	- 1					Т		Т			Way
2,436,022.00	\$	\$ 17,698,032.00	00.788.871.1 \$	16,521,475.00	8 1,130,453.00	;	00.458,407,1 \$	T	2,379,834.00	\$ 00.436,306,11	\$ eaneled galba3 8009
3,077,731,00	\$ [	\$ 21,299,800.00	\$ 1,496,253.00	19,803,547,00	\$ 1,278,413.00	:	\$ 5,409,455.00	Т	00,888,071,S	\$ 13,944,786.00	\$ Soor Ending Balance
2,068,391,00	\$	\$ 23,623,216.00	00.806,704,1 \$	22,415,910.00	\$ 1,628,088.00	: [	00.865,081,£ \$	Т	00.278,447,4	\$ 12,882,651.00	\$ 2008 Ending Balance
1, 545,805,00	\$	\$ 25,455,716.00	\$ 1,520,228.00	23,935,488.00	\$ 1,635,722,00		00.682,586,6 <b>\$</b>	1	00.088,881,8	\$ 13,747,588.00	\$ 2009 Ending Balance
1 204 402 00		\$ 56,409,988,00	1,594,657.00	00,166,818,4S	\$ 1,613,701.00	1	00.688,277,4 \$	1	00.088,845 <sub>,</sub> 45	\$ 13,480,061.00	\$ 2010 Ending Balance
1,318,582,00	T	\$ 27,121,261.00	00.808,074,1 \$	25,650,453.00	\$ 1,531,112,00	П	00.876,888,8	T	4,590,338.00	\$ 13,960,027.00	\$ 2011 Ending Balance
1,979,021.00		\$ 29,247,140.00	\$ 1,722,982.00	27,524,158.00	\$ 1,781,317.00	ī	\$ 2,055,288.00	Ţ	3,466,536.00	\$ 17,221,017.00	\$ 2012 Ending Balance
1,680,562,96		99'74'9'716'62 \$	\$ 1,705,623.02	49.180,902,82	\$ - \$	1	\$ 268 080 S	T	17.626,667,8	\$ 17,394,824.49	\$ 2013 Ending Balance
32,503,472,1	<b>1</b>	02.686,724,42 \$	\$ 2,394,210.49	17.871,650,53	\$ 23 667 478 96		99 769 774 8	Т	5,665,604.10	\$ 60.188,SES,T1	\$ 2014 Ending Balance
	-[			l				L			Nay
	- 1							Т			
36,151,385,1	\$	06,740,599,88 \$	\$ 2,360,562.43	74,632,465.47	\$ 54.511.460.37	1	\$ 5,596,872.86	T	66.305,384,8	\$ 16,828,820,81	\$ eansisä gninegO ysM
	$\perp$					I		$\perp$			
Ded. SI Acct			Debt Service	letoT du2	Bond/Lease	1	etosjon9 letiqeO		stachers	lstnebioni	
	- 1				hoqe처 isionsniન 종	4	IIIIOM	Д.			
School District	i-Y	L NOTRECTOR I			Iniangil	!	777-7 <b>91</b>				
II		i				_		_			

<b>4</b>	1		1					l i
00.77e,EEZ,S \$	00,751,818,05 \$	00.625,776,1 \$	\$28,640,578.00	\$ 1,152,717.00	00.8E7,087,1 \$	\$ 12,861,324.00	\$ 12,885,801.00	serutibnegx3 800S
\$ 2,591,574,00	\$ 31,725,284.00	00.821,882,1 \$	00.681,761,06\$	\$ 1,188,263.00	\$ 2,522,026.00	\$ 15,217,763.00	00.701,602,11 \$	2007 Expenditures
3,494,595,00	37,442,406,00	00.878,980,S \$	\$35,372,530.00	\$ 1,248,153,00	00.816,817,4	00.744,886,417.00	4 13,011,014.00	2002 Expendianes
\$ 4,225,166.00	00,516,395,78 \$	00.356,665, \$	\$35,596,978,00	00 666 066 1 \$	\$ 3,527,883,00	\$ 17,389,392.00	\$ 13,349,310.00	serwibneqx∃ 600S
00.674,858,4 \$	00'602'692'68 \$	1,755,145.00	\$37,514,064.00	\$ 1,408,245.00	00'689'699'8 \$	\$ 18,193,463.00	\$ 14,352,473.00	2010 Expenditures
00.078,079,6	00.407,888,86 \$	00'921'976'1 \$	\$36,922,578.00	\$ 1,457,582.00	\$ 3,486,636,00	\$ 18,236,062.00	\$ 13,762,296.00	ZO11 Expenditures
00.876,614,8 \$	\$ 37,121,305.00	\$ 2,029,327.00	\$36,091,978.00	00'896'499'\\$	\$ 1,054,575.00	\$ 18,496,522.00	\$ 13,982,923,00	ZO12 Expenditures
\$ 2,205,653,00	\$ 38,274,254.00	00.8YY,ers,s &	\$36,054,478.00	\$ 1,502,374.00	\$ 2,138,566,00	00.767,186,71 \$	\$ 14,451,741,00	ZO13 Expenditures
\$ 4'915'291'2S	Z0.038,210,24 \$	\$ 2'949'66'949'Z	80.698,866,968	\$ 3 448 175 62	8 1,710,309.36	\$ 19,229,612,45	\$ 14,950,571.63	2014 Expenditures
	i	ì						. OTY
\$ 2,806,786.00	\$ 38,123,482.00	00.8856.00	\$36,380,626.00	00.641,708,1 \$	\$ 2,132,715.00	\$ 15,241,157.00	00'909'669'41 \$	2005 Receipts
\$ 2,820,836.00	\$ 39,984,420,00	00.750,078,1 \$	\$38,114,383.00	\$ 1,321,320.00	\$ 3,333,079,00	00.888,886,71 \$	\$ 16,071,329.00	S10jecejūts
\$ 2,965,041.00	\$ 43,850,412,00	00.626,859,00 \$	00'654'506'14\$	\$ 1,561,721.00	\$ 4,487,266.00	\$ 21,141,323.00	\$ 14,713,149.00	2008 Receipts
\$ 3,322,422.00	00'669'906'77 \$	\$ 1,778,923.00	\$43,127,676.00	\$ 1,290,805.00	\$ 4'087,867.00	\$ 22,578,561.00	\$ 15,170,343.00	2009 Receipts
\$ 3'846'358'00	\$ 46,207,118.00	00.746,608,1 \$	00.171,768,444	\$ 1,276,376,00	\$ 4,615,328.00	\$ 22,632,081.00	\$ 15,871,386.00	2010 Receipts
3,830,611,00	00.698,096,84 \$	00'964'908'\\$	\$44,155,068.00	00.720,641,1 \$	00.401,868,4 \$	\$ 22,826,391.00	\$ 15,583,546.00	2011 Receipts
\$ 3,537,113.00	\$ 42,060,924.00	00.814,682,2 \$	00.802,108,S4\$	00.876,087,1 \$	00.166,883 \$	\$ 51,959,851.00	\$ 18,453,690.00	2012 Receipts
\$ 4,298,509.00	00.827,624,84 \$	\$ 2,179,443.00	\$44,244,293.00	00'099'9/#' \$	\$ 863,422,00	\$ 22,759,441.00	\$ 19,344,780.00	2013 Receipts
\$ 4,330,912,02	04,778,840,87 \$	17.068,446,690,71	68.888,107,68\$	\$6.428,301,7S \$	81,704,156,18	\$ 22,659,373.03	\$ 18,232,702.92	2014 Receipts
								ΩTY
	L	<u> </u>						

## Camdenton R-III School District Tim Hadfield Superintendent of Schools

# Financial Summary - May 2014

June 2014

To: Board of Education

- May 2014 ending balances were \$24,512,714.54 more than May 2013.
- May 2014 total receipts were \$503,362.98 more than May 2013.
- May 2014 total expenditures were \$1,627,401.68 more than May 2013.
- YTD total receipts are up \$26,622,841.40 as compared to this time last year.
- YTD total expenditures are up \$3,741,406.02 as compared to this time last year.

Source	Budget Adopted	Actual	Percent of Budget	_ \
Total Local Receipts	\$35,863,074	\$35,472,110	96.12%	
Prop C Sales Tax	\$3,480,000	\$3,332,244	95.75%	
Earnings on Investments	\$50,000	\$16,200	32.4%	
Current Taxes	\$28,467,530	\$28,601,305	100.47%	
Delinquent Taxes	\$2,256,544	\$1,936,861	85.83%	
Local Food Service	\$700,000	\$580,930	82.99%	

S913,500 S913,500 SP13,500 S913,500 S91	Source	Budget Adopted	Actual	Percent of Budget
Forfeitures \$350,000	Total County Receipts	\$913,500	\$901,331	%2986
005 2950	Fines & Forfeitures	\$350,000	\$276,510	%00.62
200,000	SARRU	\$563,500	\$624,820	110.88%

Source	Budget Adopted	Actual	Percent of Budget
Total State Receipts	\$6,392,676	\$5,772,238	90.29%
Foundation Formula	\$2,600,000	\$2,491,285	95.82%
Transportation	\$600,000	\$489,130	81.52%
Classroom Trust Fund	\$1,700,000	\$1.444.183	84.95%

_	Source	Budget Adopted	Actual	Percent of Budget
_	Total Federal Receipts	\$4,443,660	\$3,742,798	84.22%
_	Title I	\$1,105,000	\$923,287	83.55%
	Federal Lunch Reimbursement	\$900,000	\$762,427	84.71%
_	School Breakfast	\$300,000	\$242,600	80.86%
	IDEA	\$770,000	\$731,571	%00:56

Source	Budget Adopted	Actual	Percent of Budget
Total Budgeted Revenue	\$72,752,910	\$73,051,589	100.41%
Total Budgeted Expenses	\$66,352,685	\$42,020,672	63.33%

## Pledged Securities

Bank	Deposit Balance	FDIC Insurance	Balance	Securities Pledged	Amount Under/Over Collateralized
US Bank	\$1,274,603.55	03.55 \$250,000.00	\$1,024,603.55 \$2,500,000.00	\$2,500,000.00	\$1,475,396.45 (Over)
First National Bank \$1,196,4		02.72 \$250,000.00	\$946,402.72	\$4,055,769.22	\$3,109,366.50 (Over)
					7
Central Bank	\$1,459,382.17	82.17 \$250,000.00	\$1,209,382.17 \$3,513,047.49	\$3,513,047.49	\$2,303,665.32 (Over)

## 2013-2014 MONTHLY FINANCIAL STATEMENT JULY 2013 FINANCIAL STATEMENT

								\$1,826,664.27
MENT		The second second	572,090,71	\$315,541.80	30.00	\$101.35	90.08	\$387,733.86
AUGUST 2013 FINANCIAL STATEN	prance Account		Fixed Prestitute	Claims	Overpay Refund	Sr. Che. NST Chie	ERRP Adm. Sec	
2013 FINAN	Medical Self-Insurance Ac	W. T.	05.816,1112	00'05	\$16.70	\$0,00	\$3,515.01	\$115,050.01
AUGUST	Me		Premiums	СОВВА	Interest	Remb'r oid Cit.	Stop Loss Reimb.	
			_	_				\$2,099,348,12

	CONTRACTOR OF						51,514,176,69
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	Premisens	\$368,980.03	Fixed Premium	\$72,190,67	
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01.926,448,1\$	11.788,818,52	\$1,815,279,12	41.943,307.87	\$1,084,739.74	£9,458,830,1\$	99.018,255,1\$	\$6`00\$'0Z0'Z\$	72.436,664.27	kuguA
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82,384,039.28	\$2,984,645.73	66'180'166'1\$	98'982'178'1\$	7L'966'690'1\$	\$1,574,572,1\$	96'9£6'060'7\$	28.660,188,12	96.151,285,1\$	lingA
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## Flex Benefit Account First National Bank Camdenton R-III

Account # 7228968

\$18,232.06 Premium \$4.99 Interest Balance 5/01/2014 Deposits

\$46,689.55

Withdrawals

\$18,237.05

**Total Deposits** 

456.45 638.50 1,520.28 Claims 253.13 424.98 254.63 428.48 2,474.95 1,346.08 1,421.00 1,470.91

\$10,689.39 **Total Withdrawals** 

\$54,237.21

Balance 5/31/2014

#### 2013-2014 Board of Education Report

If this school year had a theme, it would be "Transitions." The Camdenton School District Guidance Department had two counselors move to different buildings and three new counselors contracted for other buildings. A new Director of Guidance was hired as well. This was the first time in a long time that the guidance staff has had a transition of this magnitude. There may have been a few bumps in the road, but we survived, and our students/parents may not have caught the blimps or blunders, as we saw them.

The school year began after a successful summer of collaboration. The district guidance staff determined what power standards are important at each grade level. Our directive for this year was to clarify the lessons plans for those power standards. The staff has been successful in this venture. Our guidance staff is to be commended for their diligence in collaboration in order to compile the necessary documentation for the lessons plans. There were new lessons created in a few buildings because of our transitional year.

#### New Activities for 2013-2014:

- High School The Career and Schedule Planning Guide is now on posted online
- Horizons Increased the number of students taking the ACT and increased local scholarship applicants
- Lake Career and Technical Center Hosted FAFSA Frenzy and offered 5<sup>th</sup> grade tour of the LCTC
- Middle School Created several new clubs and re-established the National Junior Honor Society
- Oak Ridge "The Lighthouse" Clothes Closet, targeted intervention groups, and regular newsletters
- Hawthorn PBS Tier II Team and targeted Intervention groups
- Dogwood Daily intervention groups and Peer Mentors (Middle School students with Dogwood students)

After completing the annual **Internal Improvement Review (IIR)**, which evaluates the content, structure, and implementation level of our current guidance program, the district guidance staff has concluded that the following items need to be the focus of our collaboration for the 2014-2015 school year:

- Continue developing the District Guidance Manual and procedures to support Board policies;
- Formalize a District Guidance Advisory Council to assist in evaluating, revising, and improving the guidance program;
- Develop an updated District Resource Guide for both staff and students;
- Create Follow-up Procedures for students who are referred for outside services once they return to school the classroom.

#### **Future Resources:**

- Full-time counselors at both Hurricane Deck and Osage Beach Elementary schools especially when district boundaries are adjusted once the buildings are completed.
- Combined Social Worker and Psychometric Examiner to assist with a variety of issues throughout the district.

Becki Long-Ruggles will be retiring from Camdenton Middle School after four years of service in the district.

Thank you for your continued support of the District Guidance Counselors!

Tim Roettgen - District Guidance Coordinator

#### 2013-2014 Dogwood Elementary Guidance Report

Counselors: Kris Miller and Jessi Koviak

Guidance Curriculum 20%)

Time & Task Analysis: 25.90%

(Building

#### Classroom Lessons

The Guidance Curriculum provides benefits to all students by addressing their emotional, intellectual, social and psychological needs. The curriculum is split into 3 major categories designed to meet the needs of the students.

#### Personal and Social Development

- Kindergarten Character Education, Feelings, Drug Awareness, Bullying, Safety
- 1st Grade Making and Maintaining Friendships, Safety, Drug Awareness, Bullying, Character Education,
- 2<sup>nd</sup> Grade Maintaining Friendships, Conflict Resolution, Character Education, Bullying, Anger Management, Self-Esteem, Drug Awareness, Safety

#### Academic Development

- Kindergarten Listening Skills, Teamwork
- 1st Grade Listening Skills, Cooperation, Following rules
- 2<sup>nd</sup> Grade Study Skills, Cooperation, Transition to 3<sup>rd</sup> grade

#### Career Development

- Kindergarten Career Awareness
- 1st Grade Career Awareness and Exploration
- 2nd Grade Career Awareness and Exploration

#### **Planned Special Events**

- Drug-Free Red Ribbon Week
- Career Fair

Individual Planning Time & Task Analysis: 3.0% (Building 10 %)

- SPED Team Meetings
- 504 Meetings

Responsive Services

Time & Task Analysis: 40.50%

Time & Task Analysis: 15.85%

(Building 35%)

Responsive Services are the activities that meet the immediate needs and concerns of the students

- Small Group counseling
- Individual counseling
- Attendance Club
- Community Outreach Activities such as, Christmas Dinner Coupons, Christmas presents from Elk Club, Hygiene Drive
- Buddy Pack updates and reports
- Conflict Resolution groups
- Referrals to Children's Division (i.e. Hotline calls)
- Big Laker/Little Laker Mentoring Program
- Crisis Team Member
- Referrals to outside agencies
- Completion of Social/Emotions and Behavior Assessments for outside agencies
- Distribute school supplies and clothing to students in need
- Collaborate and make referrals with school nurse
- Communicate with parents about student issues
- Consult with staff
- SPED Team member
- Student Intervention Team Consulting with teachers about students At-Risk and providing resources
- Attendance phone calls to parents

## System Support (Building 30%)

System support consists of management activities that establish, maintain, and enhance the total Guidance Program.

- Attend District Guidance meetings
- Coordinate 1<sup>st</sup> and 2<sup>nd</sup> grade Achievement tests
- Collaborate with Teachers and Staff
- Coordinate Red Ribbon Week activities
- Maintained a Professional Library for Parents and Teachers
- Participate on Building Leadership Team
- Participate on Positive Behavior Supports Team
- Communicate with other districts on incoming and outgoing students
- Participate in Transition meetings for student placement
- Transitional visits to other buildings
- Coordinate tutoring with A+ coordinator
- Coordinate Middle School Peer Mentors with Teachers and Middle School Counselors

#### Professional Development

- Missouri School Counselors Association
- Missouri State Teachers Association
- 504 Workshops

- Mental Health Workshop
- CPI Workshop
- Trauma Workshop
- Other professional meetings and workshops

## Non Guidance Activities (Building 5%)

Time & Task Analysis: 14.75%

- IQ Testing, reports and referrals for Special Services Meetings
- Gifted Education referrals
- Receive, Review and Transfer records
- Interpret test data
- Retention placement
- Create and manage 504 plans
- PASS referrals
- MAP testing help at Hawthorn
- Terra Nova Testing Related Duties
- Test Security
- Sorting and distributing test to teachers
- Collecting tests
- Make-up testing
- · Packaging tests for shipment

New Activity highlights for 2013-2014

- Three group interventions were conducted daily by both counselors during classroom intervention times.
- Middle School/ Dogwood Peer Mentor Program MS students tutoring and mentoring Dogwood Students

#### 2013-2014 Camdenton R-III Schools Guidance Report

Building:	Hawthorn	•	Counselor:	Xann Boyd

#### Guidance Curriculum Time & Task Analysis: 13.00 % (Ideal 15-25 %)

The focus of the guidance curriculum is on the developmental needs of all students. It provides benefits to individual students by addressing their intellectual, emotional, social and psychological needs. It is developmental and includes sequential activities designed to address the needs of all students by helping them acquire competencies in three major areas, Personal & Social Development, Academic Development, and Career Development (see Individual Planning). This year, we took the state GLEs (grade-level equivalents) and broke them down into "power standards." The standards are listed below:

#### Classroom Presentations

- Demonstrate the personal characteristics to maintain a positive self-concept and become a contributing member of the school community.
- Exhibit and demonstrate respect for others.
- Review and implement strategies to resolve problems and conflicts successfully.
- Identify problem-solving, decision-making, and refusal skills needed to make safe and healthy choices.
- · Identify coping skills for managing life changes or events.
- · Identify and apply positive communication tools.

#### Planned Special Events

- Red Ribbon Week Assembly
- · Drug Awareness Month
- Bully Awareness Month

## Individual Planning Time & Task Analysis: 05.00% (Ideal 25-35 %) Educational & Career Planning • Academic Goal Setting • Individual Post-high school planning

#### Responsive Services Time & Task Analysis: 22.00% (Ideal 25-35 %)

- Crisis Counseling
- Peer Mediation
- Anger Management Group
- Social Skills Building Groups x3
- Individual Counseling
- Referrals

#### System Support Time & Task Analysis: 16.00% (Ideal 15-20 %)

#### Communication

- Parent, Teacher, and Community Agencies Consultations
- Guidance and counseling program evaluation activities
- School liaison with Children's Division
- Consultations with local mental health professionals and organizations

#### Committee & Team Involvement

- Positive Behavior Support Tier II Team
- Building Leadership Team
- Interventionist Team

#### Professional Development - In-District

New Teacher Training

#### Professional Development - Conferences Attended (Out of District)

Positive Behavior Support and Interventions Tier II training

#### "Fair Share" Duties

- MAP testing
- Hotline Reporting

Non Guidance Activities	Time & Task Analysis: 44.00%	(Ideal 0%)
Off and On Campus Activity Supervision		

- o Honor Choir Performances
- IQ testing, reports, and interpretation
- Enrollment
  - o New Student Coordination
- SBAC Pilot testing
- MAP testing-related duties:
  - Scheduling and security
  - Attend training; train faculty and staff
  - Sort and distribute tests daily, collect tests daily
  - o Make-up testing and packaging for shipment 504 Referrals, Evaluations, Plans and Meetings
- Bus Supervision
- Monitoring attendance
- PBS Lunch Incentive
- Friday Buddy Lunch
- Attendance Club
- Coordinating and monitoring school assemblies
- · Interventions with students when principals are out of the building
- A+ tutoring Coordinating
- Attend district meetings when principals are unable to attend

#### New Activity Highlights for 2013-2014:

- PBS Tier II Team: Mrs. Boyd is a team leader in this team, which meets to assist in behavioral interventions. The team consists of counselor, an administrator, an interventionist, and grade level classroom teacher representatives. This team makes suggestions for interventions, discusses any potential need for further collection of data, and formulates individual behavior plans. The team sets goals and has follow-up meetings to monitor progress.
- Targeted Interventions Groups. Counselors developed curriculum for and implemented four different intervention groups this year:
  - The Wolves (students in group created the group) an anger management group for boys. Goals included identification of body signals, emotions behind the anger, and ways to calm down when emotions are escalating. The group met once a week for 8 weeks.
  - Three social skills group for boys and girls. Goals included Following Directions, Paying Attention to Your Work, Expressing Feelings, Doing Nice Things for Others, Getting Along with Others, Staying Calm When Criticized, Staying Calm When Disagreeing, and Staying Calm When Pushed or Hit. Groups met throughout this year, and each group met three times a week for 6 weeks.

#### 2013-2014 Hurricane Deck and Osage Beach Elementary Schools Counselors: Kathleen Oelschlager & Rick Pope

#### Guidance Curriculum

Time & Task Analysis: 25.52% Building Goal: 20%

The purpose of the guidance curriculum is to facilitate students' normal growth and development, promote academic achievement and positive mental health, and assist students in acquiring and using life career skills. The counselors, Kathy Oelschlager and Rick Pope, instructed one guidance lesson per week in every classroom. The weekly guidance lesson plans were obtained from a variety of resources: Missouri Comprehensive Guidance Program (online), Auto B Good Character Program, Trevor Romain Series, Character Counts Program, Camden County Sheriff's Office Materials, Second STEP Curriculum (lessons designed to reduce aggressive behavior and increase social competence), Lesson Planet, Leader in Me resources and several others.

Areas covered in guidance lessons include the following:

- understanding feelings
- · ways to express feelings appropriately
- problem solving steps and practice
- ways to say no to drugs
- effects of drugs
- peer pressure (good and bad)
- dealing with life changing events
- identifying positive and negative character traits
- understanding safe and unsafe situations
- safety rules in general and on bikes
- teamwork/individual responsibility/cooperation/sharing
- · goal setting skills/assessment of goals
- good listening skills/classroom behavior strategies
- cause and effect
- differences between on purpose and on accident
- analyzing conflict styles
- trust
- ways to effectively discuss in a group
- bullying What is it? Are you a bully?
- how to deal with bullying
- careers
- character education
- test preparation
- Second STEP lessons
- reporting vs. tattling
- decision making
- good touch / bad touch
- understanding and accepting disabilities

A wide variety of activities were used to engage all students in having fun while learning and developing new skills. Additional goals of the guidance curriculum focused on supporting the academic areas and a major emphasis on anti-bullying. (\*Guidance and curriculum time would be higher if we included Mr. Pope's in class time but then we would be above 100%.)

**Individual Planning** 

Time & Task Analysis: 0% Building Goal: 10%

Individual Planning activities in the elementary setting help all students to plan, monitor, and manage their own learning, as well

as personal and career development. The focus is on individualized and personalized next step planning. \* Relevance not applicable to grade levels.

#### Responsive Services

#### Time & Task Analysis: 29.17 % Building Goal: 35%

Responsive Services are activities that meet the immediate needs and concerns of students through: individual counseling, group counseling, consultations with teachers, parents, staff, outside agencies, and other resources, and/or referrals within the community.

- Conduct numerous individual sessions with students, staff, and parents in response to a crisis
- Organize and facilitate many small group sessions: conflict mediations, social skills, anger management, study skills, and friendship skills
- Coordinate and secure detailed records of student behaviors for documentation
- Respond to a crisis with Hotline Calls
- Refer to outside agencies: Pathways, Kids Harbor, etc.
- Contact local agencies: Pathways, Kids Harbor, Royal Oaks, Big Brothers and Big Sisters, Missouri Alliance and various other agencies
- Serve on the District Crisis Team

#### **System Support**

#### Time & Task Analysis: 30.73 % Building Goal:30%

System Support consists of management activities that establish, maintain, and enhance the total guidance program as well as other educational programs in the school and/or district.

- Coordinate and Implement Red Ribbon Week Activities
- Facilitate the Big Brother and Big Sister Program
- Sponsor the after school program: SLICK= SERVICE LEARNING INTEREST CLUB FOR KIDS
- Attend District Counselor Meetings
- Liaison with Children's Division
- Attend Lake Area Prevention Team meetings
- Coordinate Student Interventions Team at Hurricane Deck School
- Coordinate Student Interventions Team at Osage Beach School
- Coordinate Buddy Pack program
- Recess Duty/Observation
- Coordinate Leader in Me program

#### **Professional Development**

- \* Missouri Comprehensive Guidance Program: Instructional Strategies that Work for the Guidance Curriculum A Guide for Professional School Counselors
- \* Missouri School Counselor Association Conference
- \* Member of MSCA
- \* Member ASCA
- \* Member of MSTA
- \* Member of CTA
- Member NEA
- \* District In-service Trainings
- \* Data training

#### Non Guidance Activities

#### Time & Task Analysis: 14.58 %Building Goal: 5%

Non-guidance duties are duties that counselors may currently be performing but are not part of the Missouri Comprehensive Guidance Program.

- Train staff for CTBS Terra Nova Testing (grades 1 and 2)
- Coordinate CTBS Terra Nova Testing (grades 1 and 2) scheduling, securing test books, test administration and make-

#### up tests

- Attend RPDC MAP training as School Test Coordinator
- Provide MAP training for staff
- Coordinate MAP testing: scheduling, securing test books, test administration, and make-up testing
- Administer cognitive testing: Gifted, Special Education
- Attend 504 trainings
- Coordinate 504 Plans
- Coordinate Student Intervention Teams
- Coordinate retentions
- Process PASS referrals
- Review and transfer records
- Lunch Duty
- Recess Duty

#### 2013-14 Oak Ridge Intermediate Guidance Report

Counselors: Jamin English and Deanna L. Martin

Guidance Curriculum (Building Goal 15%)

Time & Task Analysis: 15%

(Ideal 15-25 %)

The focus of the guidance curriculum is on the developmental needs of all students. It provides benefits to individual students by addressing their intellectual, emotional, social and psychological needs. It is developmental and includes sequential activities designed to address the needs of all students by helping them acquire competencies in three major areas, Personal & Social Development, Academic Development, and Career Development (see Individual Planning). This year, we took the state GLEs (grade-level equivalents) and broke them down into "power standards." The standards are listed below:

#### Fifth Grade Guidance & Counseling

- Personal & Social Development
  - Demonstrate the personal characteristics to maintain a positive self-concept and become a contributing member of the school community.
  - Exhibit and demonstrate respect for others.
  - Review and implement strategies to resolve problems and conflicts successfully.
  - Apply personal safety strategies as they relate to violence and harassment (bullying).
  - Identify coping skills for managing life changes or events.
- Academic Development
  - Demonstrate study skills, test-taking strategies, and time management to enhance academic achievement.

#### Sixth Grade Guidance & Counseling

- Personal & Social Development
  - Identify individual strengths and develop strategies for personal growth.
  - Demonstrate skills needed to participate in teambuilding.
  - Identify interpersonal skills needed to maintain quality relationships.
  - Apply problem-solving and conflict-resolution skills to new challenges.
  - Identify problem-solving, decision-making, and refusal skills needed to make safe and healthy choices in social situations, especially where personal safety of self and others may be compromised.
  - Identify coping skills to deal with life-changing events.
- Academic Development
  - Develop and practice study skills and test-taking strategies, as well as time-management strategies.
  - Develop an understanding of educational tasks and skills necessary to make a smooth transition to middle school.

#### **Planned Special Events**

• Anti-Bullying Week (first week of October)

Individual Planning 10%) Time & Task Analysis: 5% (Ideal 25-35 %)

(Building Goal

Appraisal/Educational & Career Planning

#### 5th Grade Career Development

- Compare and contrast the roles and responsibilities of workers within the six career paths.
- Compare interests and strengths with those of workers in the global community and recognize the training

and educational requirements for a variety of careers.

#### 6th Grade Career Development

- Use current interests, strengths, and limitations to guide individual career exploration via Missouri Connections.
- Recognize the career path concept as an organizer for exploring and preparing for careers now and in the future.
- Identify males and females in non-traditional work roles.
- Assess and analyze personal, ethical, and work habit skills as they relate to individual student success.

#### Special Services team meetings

## Responsive Services (Building Goal 50%)

Time & Task Analysis: 56%

(Ideal 25-35 %)

- Individual Counseling
- Group Counseling
- Targeted Intervention Groups (see highlights at end of report)
- Attendance Club
- Check-In/Check-Out Individual Behavior Plans (daily triage)
- Buddy Packs
- Clothes Closet ("The Lighthouse")
- Distribution of School Supplies
- Referrals to Children's Division (i.e. Hotline Calls)
- Referrals to Outside Agencies
- Consultations with Outside Agencies
- Conflict Resolution
- Collaboration with School Nurse, Faculty, Staff, Parents

### System Support (Building Goal 15%)

Time & Task Analysis: 15%

(Ideal 15-20 %)

#### Communication

- Periodic newsletters to staff detailing guidance and counseling highlights
- Monday morning meetings with principals
- School liaison with Children's Division
- Parent consultations
- Consultations with local mental health professionals and organizations
- Speaking with civic organizations regarding the Buddy Pack program

#### Committee & Team Involvement

- Positive Behavior Support Team
- SWAT (School-Wide Assistance Team)
- Building Leadership Team
- District Guidance Team
- Special Services Team

#### Professional Development - In-District

- Missouri Connections training
- 504 training
- IQ testing training

#### Professional Development - Conferences Attended (Out of District)

- Positive Behavior Support Phase One trainings
- Missouri School Counselor Association state conference

#### "Fair Share" Duties

- A+ tutoring
- · Building tours and transition visits

### Non Guidance Activities Goal 10%)

Time & Task Analysis: 9%

(Ideal 0%)

(Building

- IQ testing, reports, and interpretation
- Capstone testing
- 504 Referrals, Evaluations, and Plans
- · Interventions with students when principals are out of the building
- Announcements and bus duty when principals are out of the building
- MAP testing-related duties:
- Scheduling and security
- Attend training; train faculty and staff
- Sort and distribute tests daily, collect tests daily
- Make-up testing and packaging for shipment

#### Oak Ridge Counselors - Highlights for 2013-14:

- SWAT (School-Wide Assistance Team). Mr. English heads up this team, which meets to assist with both academic and behavioral interventions. The team consists of both counselors, an administrator, our special services process coordinator, a reading specialist, and classroom teacher representatives. This team makes suggestions for interventions, discusses any potential need for further collection of data, and formulates individual behavior plans. The team sets goals and has follow-up meetings to monitor progress. This team will be our PBS Tier 2 Team for the 2014-15 school year.
- Targeted Interventions Groups. Counselors developed curriculum for and implemented four different intervention groups this year:
  - Heat Wave an anger management group for boys. Goals included identification of body signals, triggers and hot
    spots at school, and ways to manage flare-ups. Three different groups met throughout the year, and each group
    met once a week for 6-8 weeks.
  - o Sugar & Spice a relational aggression group for girls. Goals included understanding relational aggression ("mean girl" behavior), and development of strategies for maintaining healthy friendships. Three different groups met throughout the year, and each group met once a week for 6-8 weeks.
  - o Puzzle "Peace" -- a social skills group for boys and girls. Goals included understanding body language, respecting personal space, active listening, and development of cooperative skills. Two different groups met throughout this year, and each group met once a week for 6-8 weeks.
  - Stepping Stones a grief group for students who have lost a parent. Two groups were run concurrently, one for 5<sup>th</sup> grade and one for 6<sup>th</sup> grade. Students started meeting on November 15 and met weekly throughout the school year.
- "The Lighthouse" Clothes Closet. Oak Ridge started a clothes closet after Christmas, taking donations of gently used clothing. Teachers refer students on an as-needed basis, plus we held two open houses for students which were well received. A local church helped us to provide new shoes for students, and Laclede Electric continues to provide hygiene items as requested. Big Surf donated clothing racks, and our custodial staff helped with laundry. Teachers have been enthusiastic and helpful. It has been a building-wide team effort. The name for The Lighthouse fits with our building PBS theme.
- Project PASS lessons. Counselors worked with PASS students once a week after school, focusing on character education, social skills, and self-esteem. Students were placed in small groups and participated in a variety of educational games and activities.

#### 2013-2014 Camdenton R-III Schools Guidance Report

Building: Middle School Counselor: Pat McWhirter and Becki Long-Ruggles

#### Guidance Curriculum

Time & Task Analysis: 15.00 % (Ideal

15-25 %)

#### **Classroom Presentations**

- Missouri Connections Career Cluster Inventory/Interest Profiler
- Career Clusters; Career Research
- Guest Speakers: Various Career Presentations
- Alcohol and Drug Use Lessons
- Cyber Bullying Lessons

#### **Planned Special Events**

- Student Voice Team Events
- Sixth Grade Orientation
- Seventh Grade Orientation
- Eighth Grade Orientation
- BACK UP Pledge night
- National Junior Honor Society Ceremony
- Assembly on Bullying (Make A Difference. . . Stop Bullying)
- Capstone Parent/Student Meeting

### Individual Planning

Time & Task Analysis: 25.00% (Ideal

25-35 %)

#### **Appraisal**

- Reviewed Assessment Data for Classroom Placement
- Reviewed IEP/504/Capstone for Classroom Placement
- Advised 6-Year Plans of Study
- Resolved Schedule Conflicts
- F Lists/Advise Students/Interventions
- Coordinate Homebound Instruction/Paperwork
- Coordinate Odyssey Online Coursework for Homebound and At-Risk Students
- Review and Interpret Test Scores: Parent Meetings/Team Meetings
- Recruit Students for After School Tutoring
- Recruit Students for project PASS
- Recruit Students for Camden County Youth Excel Leadership Training Program
- Recruit Students for Dogwood Mentoring Program

#### **Educational & Career Planning**

- Advised and Completed 6-year Plans of Study
- Created 6-Year Plans of Study
- Developed Student Schedules 7<sup>th</sup> and 8<sup>th</sup> Grade Years

#### Responsive Services

Time & Task Analysis: 35.00%

(Ideal

25-35 %)

• A+ Tutoring Building Coordinator

- Anti-Bullying-Club Group Meetings
- Individual Counseling-Assisted students with peer relationships, emotional problems, family problems, health issues, grade issues, etc.
- Group Counseling: Social Skills, Peer Interaction, Study Skills, Anti-Bullying
- Reporting Child Abuse and Neglect Concerns to Missouri hotline
- Made Referrals to the School Nurse
- Made Community Based Agency Referrals to Parents
- Maintained and Coordinated an Attendance Club for Students with Chronic Attendance **Problems**
- Christmas is Sharing Project
- Canned Food Collection for Pantry
- Make and Distribute Buddy Packs
- Serve on Committee for Grade Acceleration
- Lakers' Closet Clothing/School Supplies/Food Closet for Student Use
- Childrens' Division Interviews
- Acceleration/Retention Meetings
- Tries for Eyes Money Collection

## **System Support**

#### Time & Task Analysis: 15.00% (Ideal

#### 15-20 %)

#### Communication

- Communication with faculty and students through bulletin items, email, newsletters and bulletin board.
- District Guidance Meetings
- District Professional Development Sessions
- Program Evaluation: Worked on Internal Improvement Review (IIR)
- Attend Interdisciplinary Team Meetings

#### Committee & Team Involvement

- Building Leadership Team
- Transition Focus Team
- Vertical Support Services Team
- LCTC Guidance Advisory Team
- Attendance Focus Team
- A+ Advisory Team
- Careers Readiness Focus Team
- Making Middle Schools Work Team
- Standard Based Grading Focus Team

#### **Professional Development – In-District**

- MAP Manuals Training
- **EOC Manuals Training**

#### Professional Development - Conferences Attended (Out of District)

- Missouri School Counselor Association Fall Conference
- International Baccalaureate Training

### Non Guidance Activities (Ideal 0%)

### Time & Task Analysis: 10.00%

- Build Master Schedule
- Grade Reporting Coordinator
- MAP Test Coordinator
- EOC Test Coordinator
- Case Manager for 504 Students
- IQ Testing and Interpreting
- Screening for President's Academic Excellence Awards
- Junior Future Farmers of America Sponsor
- National Junior Honor Society Sponsor
- BACK –UP Sponsor
- PASS Teacher
- The Voice Sponsor

### New Activity Highlights for 2013-2014:

- Junior Future Farmers of America Sponsor
- National Junior Honor Society Sponsor
- BACK -UP Sponsor
- PASS Teacher
- The Voice Sponsor
- International Baccalaureate Training
- Careers Readiness Focus Team
- Making Middle Schools Work Team
- Standard Based Grading Focus Team

### 2013-2014 Camdenton R-III Schools Guidance Report

Building: Lake Career & Technical Center

Counselor: Liz Pogue

Guidance Curriculum

Time & Task Analysis: 10.6 %

(Ideal 15-25 %)

### Classroom Presentations

- Freshman Orientation/Mock Schedule & CHS Grade Level Orientation Nights
- 7<sup>th</sup> Grade FACS Classes Teambuilding Activity
- Beginning of school year counselor introduction & orientation introduction of services provided & materials available
  in the Guidance & Counseling Center, discuss Embedded Credit option, financial assistance for CTSO membership,
  discuss Free & Reduced Lunch option & hygiene products available.
- Beginning of year teambuilding activities for all LCTC classes/programs
- Preparation and Information sharing for college and career-related fieldtrips
- Study Skills for Medical Terminology Students

### **Planned Special Events**

- HDE & OBE Career Center Tours for after school "SLICK" Clubs
- 5<sup>th</sup> Grade Career Center Tours
- Camdenton 7<sup>th</sup> Grade FACS Classes Career Center Tours
- 8<sup>th</sup> Grade CTE Career Guidance Activity, Presentation & Career Center Tours Camdenton, Climax Springs, Macks Creek & Osage
- 9th Grade CTE Career Guidance Activity, Presentation & Career Center Tour Camdenton R-III
- 10<sup>th</sup> Grade CTE Career Guidance Activity, Presentation & Career Center Tours Climax Springs, Macks Creek & Osage
- Financial Aid Assistance (FAFSA completion) Nights 1 @ LCTC, 1 @ CHS, 1 @ Climax Springs
- College Night @ CHS
- Project Health Living Expo @ home football game CHS
- · Senior Scholarship Meeting w/ Parents
- CTSO Car/Cycle Show at LCTC
- Open House at LCTC
- Career Exploration Activities with 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> grade sending school and Camdenton students
- Dogwood Elementary Career Fair Participants

### **Individual Planning**

Time & Task Analysis: 32.5%

(Ideal 25-35 %)

### Appraisal

- Conducting and reviewing career cluster inventories
- Grade checks @ each grade reporting cycle working with students @ LCTC who are failing core academic classes

### Educational & Career Planning

- Coordinate CTE enrollment for Camdenton, Climax Springs, Macks Creek & School of the Osage students attending LCTC
- Coordinate "Shadow A Tech" program for prospective students to complete CTE program observations prior to preenrollment
- Coordinate pre-enrollment activities during LEAD Time for CHS 10<sup>th</sup> & 11<sup>th</sup> graders at LCTC
- Resolve schedule changes/conflicts based upon Personal Plan of Study/student interests
- Schedule representatives from community colleges, trade & technical schools & military for individual visits
- Review, interpret and analyze COMPASS test results for students/parents
- Provide individual assistance with FAFSA completion
- Provide individual assistance with post-secondary education applications
- Discuss scholarship opportunities with students/parents
- Collaborate with Interventions Department during individual student IEP meetings

### Responsive Services

Time & Task Analysis: 35.6%

(Ideal 25-35 %)

- Refer students with significant mental health needs
- Provide individual counseling for students as needed (academic, personal, social)
- Assist students with securing personal hygiene supplies & clothing, as well as weekend food resources, completing
  application for Free/Reduced Lunch, locating housing, securing medical assistance
- Recruit tutors and coordinate LCTC Tutorial groups
- Science Tutorial Instructor
- Intervention Team -- maintain Cycle of Interventions chart, policies and procedures; complete individual interventions with identified students & complete parent contact

Student/teacher mediation

### System Support Time & Task Analysis: 18.1% (Ideal 15-20 %)

### Communication

- Communicate with students, parents & alumni through the LCTC website, bulletin boards, classroom visits, individual
  appointments, phone calls and emails.
- LCTC Annual Awards Assembly
- Conduct LCTC Parent Poll at Open House

### Committee & Team Involvement

- LCTC Student Services Advisory Team leader
- A+, Guidance & CTE Advisory Committees for Climax Springs, Macks Creek & School of the Osage
- Camdenton R-III District Guidance Team member
- Coordinate & host DESE System of Support meetings in Fall & Spring for K-12 counselors in our consortium
- Areas of Career Interest at CMS Committee Member
- Restructuring of LEAD time committee member

### Professional Development - In-District

- SISK12 Training Embedded Credit Gradebook Setup, Pulse, New Year Setup
- Sexual Harassment Training
- Professional Collaboration Sessions District Guidance Team
- New Teacher In District Trainings
- HSTW/TCTW/MMGW Trainings
- Special Education Tracking/Documentation Training

### Professional Development - Conferences Attended (Out of District)

- Missouri School Counselors Association (MSCA) Fall Conference
- Missouri Association of Career Services (MACS) Fall Conference
- Missouri Association for Career & Technical Education (MOACTE) Summer Conference
- FAFSA Frenzy Training
- State Mentor Program for New Counselors Training

### "Fair Share" Duties

- Chaperoning school functions
- Hall duty/occasional transportation supervision
- Occasional substitute teaching

### Non Guidance Activities Time & Task Analysis: 3.1% (Ideal 0%)

- Proctor COMPASS Test and complete data compilation & analysis.
- Proctor Industry Recognized Credentials (IRCs) & Technical Skill Assessments (TSAs) for CTE instructors.
- Set up LCTC subjects & sections in SISK12 for both CHS & LCTC sites.
- MOSIS Data Coordination for secondary & post-secondary CTE, Perkins & Tech Prep coding, & 180-Day Graduate Follow Up.
- Maintain Articulation Agreements for CTE classes with State Fair Community College, Linn State Technical College
   Universal Technical Institute, Ozarks Technical Community College, complete articulation documentation for qualifying students.

### New Activity Highlights for 2013-2014:

- 5<sup>th</sup> Grade Career Center Tours
- FAFSA Frenzy Host Site
- Dogwood Elementary Career Fair Participants

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### 2013-2014 Camdenton R-III Schools Guidance Report

Time & Task Analysis: 3.75%

(Ideal 15-25 %)

Building: Horizons Laker Educational Center Counselor: Jeannie Miller

### Guidance Curriculum Classroom Presentations

- Career Paths How Interests and Skills are Related
- Managing Conflicts & Communication Styles
- Trust & Team Building
- Post-Secondary Plans
- Creating Resumes with all Life Skills classes
- MO Connections Career Cluster Inventory with all Life Skills classes
- MO Connections Interest Inventory with all Life Skills classes
- MO Connections Reality Check with all Life Skills Classes

### **Planned Special Events**

- Financial Aid Assistance (FAFSA completion) Nights at LCTC
- Open House at Horizons

### Individual Planning Time & Task Analysis: 38.13% (Ideal 25-35%)

- Assists Director in interviewing all students who are admitted to Horizons.
- Grade checks @ each grade reporting cycle working with students @ Horizons who are failing core academic classes at HS or LCTC
- Coordinate pre-enrollment activities for all Horizons students
- Resolve schedule changes/conflicts based upon Personal Plan of Study/student interests
- Schedule representatives from community colleges, trade & technical schools & military for individual visits
- Provide FAFSA assistance for all seniors who are interested.
- Provide individual assistance with post-secondary education applications
- Discuss scholarship opportunities with students/parents
- Took students to State Fair Community College in Sedalia for tour.
- Helped students complete ASVAB demographics.
- Transition Fair at State Fair Community College Osage Beach.

### Responsive Services Time & Task Analysis: 15.00% (Ideal 25-35%)

- Provide individual counseling for students as needed (academic, personal, social)
- Assist students with securing personal hygiene supplies & clothing, as well as, locating housing and securing medical
  assistance and food.
- Reaching out to community resources to acquire funds for utilities and rent for needy students/help with holiday meals.
- Student/teacher mediation
- Help plan Girls Day Out (promotes positive self-esteem) responsible for decorations

### System Support Time & Task Analysis: 22.5% (Ideal 15-20 %)

### Communication

- Communicate with students, parents & alumni through bulletin boards, classroom visits, individual appointments, phone calls and emails.
- Communicate with teachers and administrators about effective methods of helping students become successful.
- Participated in Parent Teacher conferences
- Participated in IEP meetings
- Lead 504 meetings with parents and teachers, as well as made necessary changes to 504 plans.
- Work with Vocational Rehab representative about students needing post-secondary training.

### Committee & Team Involvement

- LCTC Student Services Advisory Team member
- District Transition Team member
- Member of Lake Area Needs Initiative team weekly meetings in community regarding needs of students and parents.
- Tri-Lake Resources Connections

### Professional Development - In-District

- Common Core State Standards Curriculum activity w/ MCCE
- Professional Collaboration Sessions District Guidance Team

- 504 training
- MO Connections training at LCTC

### Professional Development - Conferences Attended (Out of District)

- Missouri School Counselors Association (MSCA) Fall Conference
- Missouri Alternative Education Network (MAEN) Summer Conference
- Mental Trauma Training Mid County Fire Department
- Southwest Missouri School Counselors Association Fall Workshop (SMSCA)
- Linn State Technical College Counselor Forum

### "Fair Share" Duties

- Chaperoning school functions
- Occasional transportation of students
- Occasional substitute teaching
- Spring Tea involvement
- Graduation Party

### Non Guidance Activities

Time & Task Analysis: 19.38%

(Ideal 0%)

- · Helped build Horizons Master Schedule
- Complete 180-Day Graduate Follow Up information
- PLAN assessment given to sophomores
- EOC testing track EOC student lists, reading tests to students with accommodations.
- Secretarial work regarding guidance department.
- Meetings with Mentors for Camdenton and for DESE Counselor requirements
- New Counselor Training Vatterott College
- Coordinated and administered MO and US Constitution tests to students not in a government class.

### New Activity Highlights for 2013-2014:

Increased number of students who took ACT to seven.

Increased number of students who applied and received scholarships from 1 to 5 from last school year.

Increased number of students with definite plans to attend college from last year.

### 2013-2014 Camdenton R-III Schools Guidance Report

Building: High School Counselor: Burns, Roettgen, Roam, Sweatt

### Guidance Curriculum

### Time & Task Analysis: 2.18 %

.18 % (Ideal 15-25 %)

### Classroom Presentations

- AP informational presentations (Jrs. And Srs.)
- Dual Credit informational presentations (Jrs. And Srs.)
- Pre-enrollment Presentations (grades 8, 9, 10, and 11)
- LEAD Time Lessons

### **Planned Special Events**

- Freshman orientation parent meeting
- ACT Prep Day (130 students participated)
- College Planning evening presentation for students and parents
- College Fair
- 8<sup>th</sup> grade evening pre-enrollment meeting for parents
- Financial Aid evening presentation for students and parents
- Senior Scholarship process presentation for students and parents

### Individual Planning

### Time & Task Analysis: 37.7%

(Ideal 25-35 %)

- Summer individual senior students meetings
- Analysis of transcripts and scheduling new students
- Classroom visits to finalize pre-enrollment
- Student / Parent advisement meetings regarding course selection
- Student / Parent advisement regarding post-secondary planning
- · All student completion of annual personal plan of study
- Update of course selection based on summer school credits earned
- Resolution of scheduling conflicts
- Determination of individual homebound student process
- Coordination of college / military representative visits
- Monitor graduation requirements
- Parent / Teacher Conferences
- IEP consultations
- 504 consultations
- Missouri Connections Student Education and Career Planning program access

### Responsive Services

### Time & Task Analysis: 28.97%

(Ideal 25-35 %)

- Student Intervention team meetings after each 3 week grading period
- Student Mediation
- Individual student counseling
- Student / Parent / Teacher conferences

### REFERRALS

- Zero Homework Lab
- Tutorials
- Guided Study Hall
- Computer Assisted Instruction
- Project Pass
- Summer School
- Horizons
- MO Options
- 504
- IEP
- Health Services (school nurse)
- Hotline

- Missouri Scholars Academy
- Boys State / Girls State

### LIAISON

- Kids Harbor
- Pathways
- Children's Services
- Residential Care Facilities
- Juvenile Detention

SMALL GROUP: Grief Group Counseling

### System Support

### Time & Task Analysis: 15.08%

(Ideal 15-20 %)

### Communication (with students and parents)

District website, emails, senior newsletter, letters bulletin board displays, school reach calls, personal phone calls, individual appointments, and postcard reminders

### **Planned Events**

- Graduation practice
- Graduation
- Grade Level orientation
- Open House
- Project Graduation
- Senior Scholarship Presentation
- All School Awards
- Senior Honors Presentation
- National Honor Society

### Professional Development - Conferences Attended (Out of District)

- MSCA Conference
- ACT Conference

### Team and Committee Participation

- LCTC Advisory Committee
- A+ Advisory Committee
- Professional Learning Community Team
- LEAD Time Advisory Committee
- Building Leadership Team
- Attendance Advisory Committee
- Project Lead the Way
- Business Advisory Team
- High Schools That Work Leadership Team

### Non Guidance Activities

### Time & Task Analysis 16.07%

(Ideal 0%)

- Master Schedule Development and Maintenance
- Building-wide assessment administration
- Staff trainings related to assessments
- Cognitive testing
- Updating Pre-enrollment book
- Clerical Maintenance 504 plans, gather data for special programs (MO Scholars Academy, Boys State and Girls State, MO Fine Arts Academy, MO Scholars 100, Local Scholarship Committees, etc)
- Compilation of grate follow-up survey information

### Continued Activities for 2013-2014:

- Computerized Student Course requests ASVAB testing Complete online EOC testing Summer Academy for at-risk students entering 9<sup>th</sup> grade

### Goals for 2014-2015:

- ~ Place Pre-enrollment book online ~Increase Career Planning with students ~Individual Planning in transition

### Balanced Building Scorecard Spring 2014

									CORING	CRITER	IA				1
					Target	Sin	tch	Goal	Moderate			Risk		1	
		Key Indicators	Measi	ures					96	**	146				Raw Score (%)
e am		Gurriculum	2		32	30	28		12	10	8	6	4	2	25.9
ri nsiv ogri	2	Individual Planning	3		42	40	38	25-35	22	20	18	16	14		3
Missouri nprehens ance Prog	WOO	Responsive .	4		42		38	25-35	22	20	18	16	14	12	40.5
Missouri Comprehensive Guidance Program	Dogwood	System Support	5		26	24	22.		12	10	8	6	4	2	15.85
S iii		Non Guldance Activity	6		0	0	0	٥	5	10	16	20	25	30	14.75
ve		Curriculum	2		32	30	28	15-25	12	10	8	6	4	2	13
uri ensi oce	E	individual Planning	3		42	40	38	25-35	22	20	18	16	14		5
Missouri mprehensi Guidance Program	Hawthorn	Responsive	4		42	40	38	25-35	22	20	18	16	14	12	22
Missouri Comprehensive Guidance Program	Æ	System Support	5		26	24	22		12	10	8	6	4	2	16
ü		Non Guidance Activity	6		0	0	0	0	5	10	15	20	25		44
ē		Curriculum	2		32	30	28	. 1	12	10	8	6	4	2	25.52
Missouri Comprehensive Guidance Program	۵	individual Planning	3		42	40	38	25-35	22.	20	18	16	14		a
Missouri nprehensi Guidance Program	ове/но	Responsive	4		42	40	38		22	20	18	16	14	12	29.17
Mi mpi Gui	ö	System Support	5			24	22	15-20	12	10	8	6	4	2	30.73
ರಿ		Non Guidance Activity	6		0	0	C)	a	5	10	15	20	25	30	14.58
/e		Curriculum	2		32	30	28		12	10	8	6	4	2	15
ini insi ice m	ag	Individual Planning	3		42	40	38	25-35	22	20	18	16	14	12	5
Missouri nprehens Guidance Program	Oak Ridge	Responsive	4			40	38	25-35	22	20	18	16	14	12	56
Missouri Comprehensive Guidance Program	Ö	System Support	5		26	24	22		12	10	6	6	4	2	15
8		Non Guidance Activity	6		0	0	0	۵	5	10.	15	20	25	30	8
ě		Curriculum	2		32	30	28		12	10	8	6	4	2	15
Missouri Comprehensive Guidance Program	Middle School	Individual Planning	3		42	40	38		22	20	18	18	14	12	25
Missouri nprehensi Guidance Program	e S	Responsive	4		42	40	38		22	20	18	16	14	12	35
Mi Mpi Gui Pro	gg	System Support	5		26	24	22		12	10	В	6	4	2	15
გ	Σ	Non Guidance Activity	6		. 0	0	0	0	5	10	15	20	25	30	10
siv e	_	Curriculum	2		32	30	28	15-25	12	10	В	6	4		2.18

### Balanced Building Scorecard Spring 2014

				Key Indicators	Meas	SURUS					* **	%.	* *				Raw Score (%)
<u> </u>		Program	ည	Individual Planning	3		42	40	38		22	20	18	18	14	12	38.91
Missouri	Missouri Comprehen: e Guidance Program High School	꺙	Responsive	4		42	40	38		22	20	1B	16	14	12	25.98	
Ξ	omprenen: e Guidance	Ę	High Schoc	System Support	5		26	24	22	<u> </u>	12	10	8	6	4	2	17.78
	3 "		-	Non Guidance Activity	6		0	0	0	D	5	10	15	20	25	30	19.72
	<u> </u>			Curriculum	2		32	30	28	15-25	12	10	8	6	4	2	10.6
5		Ε		Individual Planning	3		42	40	38		22	20	18	16	14	12	32.5
Missouri	omprenens e Guicance	Program	D D	Responsive	4		42	40	38		22	20	18	16	14	12	35.8
ž	E S	P.		System Support	5		26	24	22		12	10	8	6	4	2	18.1
	Missouri Comprehensiv e Guicance Program			Non Guidance Activity	6		0	0	0	0	5.	10	15	20	25	30	3.1
										•							
,	H			Dogwood	17		175:1	200:1	225:1	250:1	300:1	325:1	350:1	375:1	400:1		432/1 *
-	Student			Hawthorn	18		175:1	200:1	225:1	250:1	300:1	325:1	350:1	375:1	400:1		513/1 #
t	2			Oak Ridge	19		175:1	200:1	225:1	250:1	300:1	325:1	350:1	375:1	400:1	425:1	306/1
	Ratio			Osage Seach / Humcane Deck	20		175:1	200:1	225:1		300:1	325:1	350:1	375:1	400:1	425:1	282/1 \$
1	Counselors : Ratio	ļ		Middle School	22		175:1	200:1	225:1	250:1	300:1	325.1	350:1	375:1	400:1	425:1	326/1
	ž			High School	23		175:1	200:1	225:1	. : :	300:1	325:1	350:1	375:1	400:1	425:1	252/1 &
	3			LCTC	24		175:1	200:1	225:1	250:1	300:1	325:1	350:1	375:1	400:1		531/1
						TOTAL SCORE											

### 2013-2014 Dogwood Elementary Guidance Report

Courselors:	Kris Miller and Jessi Koviak	
Guidance Curriculara 20%)	Time & Tank Analysis: 25.90%	(Building
psychological needs. The curriculum is split into Personal and Social Development  Kinderganten - Character Education, Fed.  17 Grade - Making and Maintaining Friend.	okshipa, Safety, Drug Americasa, Bullying, Chiracter Education, Bullying, Chiracter Education, Bullying, Anger Han International State of the Chiracter Education, Bullying, Anger Han International State of the Chiracter State of the Chiracter State of the Chiracter State of the Chira	idents. ation,
Plannad Special Events  Drug-Free Red Ribbon Week  Career Fair		

•	Mental Health Worlerhop	
	CPI Workshop	
•	Trauma Workshop	
•	Other professional meetings and workshops	

	Adence Activities up (%)	Time & Task Acelysis: 14.75%
::::::	IQ Testing, reports and referrals for Specks Giffed Education referrals Reache, Review and Treasfor records Laterpret test data Ret writing Nazzament Cereta and manage 604 plans PASS referrals MAP testing log art Nazzhonn	al Services Meetings
:	MAP Yeshing help at Hammon, Terro Nove Testing Related butiles	
	Test Security	
	Sorting and distributing test to teachers	
	Collecting tests	
	Make-up terting	
	Packaging tests for shipment	

### New Activity highlights for 2013-2014

These group interventions note conducted duly by both communications of minerous intervention thinks.
 Middle School Degenord Peer Menter Program – this students activing and mentaling Degenord Students.

	6 Hanor Choir Performances
•	IQ setting, reports, and instruments
	Proofusers
	o New Student Coordination
٠	SEAC Polisitating
	MAP testing-related durins:
	<ol> <li>Scheduling and security</li> </ol>
	Altend training train faculty and shall
	<ul> <li>Sort and distribute toes duity, collect sests duity</li> </ul>
	<ul> <li>Make-up testing and partiaging for altipracts 504 Referrids, Evaluations, Plant and Meetings</li> </ul>
	Bas Supervision
	Maniforing attendance
	PBS Louch forceative
	Priday Boddy Lourb
	Attendance Club
	Coordinating and remissions actual assessibilist
	Interventions with students when principals are out of the building
	A+ Interior Countinaling
	Attend district contings when existingly are continued and attend

New Arthrity Highlights for 2013-2014:

PRS Tire II Team Mrs. Boyd is a team leader in this team, which most to easist in behavioral interventions. The team consists of concentral, an administrator, an interventionate, and grade level classroom teacher representatives. This team makes suggestions for interventional, discovers any potential tree and for further color of data, and formulate individual behavior plans. The team acts goals and has follow-up meetings to sounder peopre in the contract of the contract of the contract properties.

 Targeted Interventions Groups. Counselors developed curriculum for and implemented four different intervention groups this year.

 The Wolves (students in group created the group) an integer management group for buys. Goals included identification of body signals, emotions behind the anger, and ways to calm down when emotions are escalating. The group met once a week for 8 words.

weeks.

Three social skills group for boys and girls. Guils included Following Directions,
Paying Attention to Your Work, Expressing Feelings, Doing Nice Things for Other
Getting Along with Others, Styling Calm When Critisized, Saying Calm When
Disagreeing, and Styling Calm When Pushed or Hil. Groups met throughout this
war, and each more met throughout this

	Time & Task Analysis: 3.0:	6 (Bullding 10 %)
T.M.setings ngs		
9	Time & Teak Analysis: 40.5	
s are the activities that meet the im	rediate needs and concerns of the studen	te .
o courseling		
counciding		
. Cub		
Outrooch Activities such as Christy	ros Dirner Coupors, Christmas presents fo	ram Elli Club, Hankan Deb
updates and reports		
solution groups		
to Children's Divinion (i.e. Hottine coll	n)	
Little Laker Mentoring Program	•	
Member		
ta sufaide ogencies		
of Social/Emotions and Behavior As	resements for outside nameing	
school publics and clothing to stude	ritr in need	
s and move referrale with school rure	*	
te with parente about student lesure		
h staff		
n member		
tervention Toom - Consulting with to	schere about students At-Risk and provid	no resources
b phoes, collis to povente	· ·	•
		n Toom - Consulting with teachers about students At-Rick and providing to parents

	m Support Time & Touk Analysis: 15.65% (ng 30%)
Syste Progre	resupport consists of management activities that establish, maintain, and enhance the total Guidance on.
	Attend District Suidance meatings
- :	Coordinate I <sup>st</sup> and 2 <sup>rd</sup> grade Achievement tests
	Collaborate with Teachers and Stuff
	Coordinate Red Bibban Week notifyitika
	Naintained a Professional Library for Parents and Teachers
	Participate on Building Leodership Team
	Participate on Positive Behavior Supports Team
	Communicate with other districts on incursing and surgoing students
	Participate in Transition meetings for student placement
	Transitional stains to other buildings
	Coordinate tutoring with An abordinator
٠	Coordinate Additio School Peer Memore with Teachers and Additio School Counstions
rofe	simal Development
	All report School Courselors Association
	# mour! State Teachers Association
	504 Workshots

### 2013-2014 Camdenton R-III Schools Guidance Report

California Carl	ed m	TIE	o & Task Ambrile 13.00 %	(Ideal 15253n)
individual stu- and includes a in three major individual Pla	ents by addressing their in quentlal activities design atms, Petsonal & Social I	on the developers stelloctual, ometi ed to address the Developerent, Ac t the state CLEs :	ratel produce of all statems. I oral, social and psychologic coeds of all statems by help adentic Development, and C	t provides benefits to al noods. It is developmental ing them sequire competencies
urlace u pahib Ravia identi Identi	estrain the personal character community. 4 and deparentyste respect for v and displacement sout rights to 5 problem-activing, decision by coping shifts for managing	r cabers. o reachts problems emaking, and as fac ill fo change care or	and conflicts successfully. A skills mended to make suffram	me a contributing member of the
filmmed Specia	y and apply positive commu   Events   Eten Week Assembly	NUCLEON LOCAL		
Drug	Lwarrana Morth Awarence Morth			
Ledinidual Plan		TI=	e & Task Analysis 05.00° s	(Meal 23-13 %)
	Currer Placeing mic Gool Setting			
	lud Pro-bigh school planair	se.		

dridui Plandag	Time & Task Analysis QC 00* > (Max 25-25 * s)
discational & Current Planning	
Academic Gool Setting	
Entired and Promitigh echool planning	
Responsive Reyviers	Time & Task Ambythe 12,00% (litera 25-35%)
Crisis Counseling	
Poor Mediation	
Artical Missage ment Circles	
Social Shills Building Design at	
Initidad Countries	
4 Referrals	

Bysik na Bappari	Thate & Task Analysis 15,00% (Ideal 15.20%
Communication	
· Permit	Teacher, and Community Assencies Consultations
Quider	or and counseling occurred evaluation policities
<ul> <li>School</li> </ul>	Existen with Children's Division
• Consul	tabens with Joest mental health professionals and opportunitions
	ence (untaintence)
• Found	Bahavior Support Tier II Team
- Builde	g Londership Tours
4 larese	ationis Team
	relugioned - To District
	sector Testatore
Professional Des	references - Constructes Attended (Out of TAttrict)
	Bahavior Support and Interventions Tier If training
"Fair Share" Do	in.
MAPO	ntime.
	Province

<ul> <li>Hollor Reporting</li> </ul>		
Non Goldster Activities	Time & Test Amiyale: 4100%	(Total Dis)

### 2013-2014 Hurricane Deck and Osage Beach Elementary Schools Counselors: Kathleen Oelschlager & Rick Pope

Geldane Carricelan	Time & Task Amiyu's 25.31% Baliding Coal: 10%
	altern is to feelilitate students' roomal growth and development, promote
	mental health, and assist students in acquiring and using life cureer
dills. The councilors, Kathy Orise	Unger und Rick Pope, instructed one guidence lesson per week in every
tassocia. The weekly guidance is	ason plans were obtained from a variety of resources: Missouri
	(ordina), Auto B Good Character Program, Travor Romain Series, a County Shurit's Ottler Materials, Second STEP Conjectum Genoms
	rior and intresse social competence), Lesson Planet, Legger in Me
resources and several others.	Mot May highery social Collebrates N. (Sezzel Melici) Pedest 114 kild
COOLOGS MICHESTER OFFICE.	
Areas covered in guidance leasons i	relude the following:
understanding feelings	
<ul> <li>Naya to express facilities as</li> </ul>	
problem solving steps and	practice
<ul> <li>Pays to say no to drugs</li> </ul>	
effects of drogs	
<ul> <li>past prassure (good and be</li> </ul>	
dealing with life changing	rvents
<ul> <li>identifying positive and no</li> </ul>	
<ul> <li>condensaturating safe and un</li> </ul>	
<ul> <li>stRtyrules in general and</li> </ul>	on bilas
	nsibility/cooperation/sharing
<ul> <li>goal setting skills/assessm</li> </ul>	
good listering skills/closer	noju behavior strategica
<ul> <li>cause and effect</li> </ul>	
<ul> <li>differences between on pur</li> </ul>	pose and on accident
<ul> <li>anal yzing conflict styles</li> </ul>	
<ul> <li>brost</li> </ul>	
<ul> <li>mays to effectively discuss</li> </ul>	
<ul> <li>bullying – What is it? Are</li> </ul>	you a bully?
<ul> <li>how to deal with bullying</li> </ul>	
• GRM	
<ul> <li>character concession</li> </ul>	

dels variety of netrivities were used to engage all students in having fun while learning and deve + skills. Additional goads of the guidance existentium focused on supporting the scaderale areas or emphasis on anti-bullying. "Citidance and curriculum time would be higher? I we included

Jadridus Flanding	Figure & Tank Artsbyrte: 675 Building Gook: 10%

Responsite Services are solvities that most the immediate mode and excess of control of solution to controlling group connecting, controlling controll entrelly.

Checked material habitable seeden with modera, delt and present in report on ordinal materials. And in the control of the control System Support Time & Timic Amslyde 30.75 % Building Coalcit?% Seriem Respons commiss of management schold role and schold, should be the latter (schold/br.)

Synthem Stopped commiss of management schold role and schold, should be seried and schold schol Non Geldanos Activilia The A Test Andrik: 14.59 William God: 5% Non-gaideane deline am deline i dem commetten may currently be performing but are not part of the Missouri Co Colidano program.

4 Tain and for CTES Term Nove Tennag (grades and 3)

4 Coordinate CTES Term Nove Tennag (grades and 3) of 3) administrating assuming test books, (ext whin ton may currently be performing but are not part of the Missoud Comp

ns penami and camer development. The focus is on individualized and personalized nest step placeting. \* Relevance out applicable to grande lavels.

### 2013-14 Oak Ridge Intermediate Guidance Report

Counselon: Jamin English and Deanna L. Martin

Time & Tesk Assaysis: 19% ((dea) 15-25%) The force of the galance curriculum is on the developmental mode of all standars. It provides benefits to individual understand by addressing the private intellectual exercious, such of set psychologisal modes. It is developmental modes are provided to the provided provided in the provided provided in the provided provided provided in the provided prov Fifth Grade Guidance & Commetting
Personal & Sectal Development rest mail 8 letted Denselment

Densemble the personal characteristics to ministat a goodine self-concept and become a
monthlying member of the select community.

anothering member of the select community.

Early we not implement transplant to making good may not except the security of the select transposality.

Apply protected ministry and personal transplant to the select making selecting the selection of the de discussed is decidated a Commendate 
remarkal. Next Development 
description and confidence processing growth. 
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of Planned Special Events

Anti-Bullying Week (first week of October)

Wise & Task Assiyde: (His[Ideal 25-35%) (Editing Cont raésal/Educational & Current Plannier. Compare and contrast the roles and concentrations of workers within the icc current patter.
 Compare and contrast the roles and concentrations of workers within the icc current patter.
 Compare interests and strengths with those of work up in the global community and recognize the training.

New Calcinter Activities Good 10%) Time di Task Amilyaka 9% (16est 0%) (Ballallag.

### Oak Ridge Counselors - Highlights for 2013-14:

SWAT (K-hod-Wide Amintance Team), Mr. English bende up this item, which meets to meint with both scadenia and the between intercentions. The team counties of hard countedra, an administration, our appeal services process constitutes, or endang proximation and distancement seed in proposed to the control and an appealment of interviews, decrease any printed at reed for forther collections of the and formation interviews, decrease any printed at reed for forther collections of the and formation interview of the collections of the analysis of the collection of the analysis of the collection of the analysis of the collection of the collections.

otervention Groups. Committee developed conjectum for and implemented four different in

6. Head Win - a many companies of proxy factory. Contain conjugate the support of the different statements proxy and proxy and a statement of the support of the support

Project PASS immons. Crumations worked with PASS statistic acres a wast after school. Southing on character education, acres shirts, and self-enteres. Seadents were placed in small gamps and patholyzard in a variety of conceil games and authorities.

In the American Conference of the Combiner of

and educational conditements for a variety of careers. Contrib Cover Dyselsement

Connections are the Assessment Space of Connections of Connections are the Conn

Responder Bernion Une & Task Ambyde 36th (Jens 2535 4b)
Bodd on Good 50'5) milia et Gel 1971)

- Epriliada Chamading

- Chesp Chamading

- Chesp Chamading

- Trappical Distriction Chamagin (see highlighta et mail of popers)

- All relevation of the process of the chamaging of the chamading of the chamading of the chamading of the chamaging of the chamading of the cham

Tipe & Tesk America: 15% (10e of 15-20 \*4) manazie ali os
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Pelofor recentire, cui lies y tide principal e
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Penat correlatables
Chundidarios (Cod penatables) principal code and organizadam
Specialing with orizo organizadam penating the Booky Pieck pospera Committee & Team (anolymene)
Profeto Behavior Suppor Team
SWAT (School-Wide Amintees Team)
Bellikes (codemic) Team
District Fertimen Team
Special Repuber Team,

### 2013-2014 Camdenton R-UU Schools Guidance Report Building: <u>N&ddle School</u> Counselor: <u>Pat McWhirter and Booki Long-Ruzgles</u>

Building Middle School Counselor: Pat Me Whiten and Book Loner-Burnets
Guidance Curriculum Time & Task Analysis: L509 % (Ideal
15-25 %).
Classroom Freeschations — Caroor Chain Investory interest Profiler

Missouri Connections— Theorem Chain

Guest Syntains: Various Caroor Presentations

Alcohol and Drug He Leannes

Alcohol and Drug He Leannes

Cyber Bullying Leannes

Planned Special Remit

Student Vices Team Events

Student Vices Team Events

Student Grade Crimitation

Eighth Grade Crimitation

Eighth Crade Crimitation

BACK UP Fedge night

National Junior Henor' Society Cremnony

Assembly millying (Make A Difference ... Stop Bullying)

Capations Parent/Student Meeting

Capations Parent Shadent Meeting
Tienr & Tank Analysis: 25.00% (25.5525)
Appriate Parenting
Tienr & Tank Analysis: 25.00% (25.5525)
Appriate Parenting Tienr & Tank Analysis: 25.00% (25.5525)
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Appriate Parenting Tienr & Tank Analysis: 25.00% (25.5525)
Appriate Parenting Tienr Time & Task Analysis: 25.00% (Ideal

Responsive Services
25-35 %)

• At Tutoring Building Coordinator Time & Task Analysis: 35.00% (Ideal

```
Anti-Bullying-Chib Group Mortings
Individual Courselling-Antiolated etudents with pour relationships, emotional problems,
Emily syndhoms, bunkli insex, guide tissum, size.
Group Counseling-Social Stills, Poer Interaction, Study Stills, Anti-Bullying
Reporting-Chib Aboue and Negled Coursents to Misrousi hotilize
Mode Referrals to the School Nurse
Mode Referrals to the School Nurse
Mode Community Board Agency Referrals to Paresta
Publication and Coordinated an Attendance Chib for Students with Charmic Attendance
Problems

    Minimized and continuers an instrument problems in the problems in the problems of the pr
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Time & Task An elysten Stope Money Culterion

System Support

Commission Stope And Country Stope Stop Time & Task Analysis: 15.00% (Ideal Allandance From Tem
Allandance From Tem
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Carren Rendense Rosus Tem
Stander Based Grading From Tem
Stander Based Grading From Tem
Protestional Development - In-District
MAP Massalt Training
EXC Monatal Training
Frofectional Development - Conference Atlanded (Dat of District)
Nations Short Commission Allanded (Dat of District)
Nations Short Commission From Conference
International Based Incents

### 2013-2014 Camdenton R-III Schools Guidance Report

Blældir	eg: Lake Cureer & Technical Center	Courselor: Lix Fogue
	nce Catriculum	Time & Took Assignity (0.6 %) (Total (5.25 %)
Clear	om Presentation	
•	Freshman Orientation/Mark Schedule & CS	
•		tion & crimtation - introduction of services provided A sected the multible as Purbadied Credit potion, financial seciators for CTSO membership.
	discuss Free & Reduced Lunch option & by	riem embet en albida
	Beginning of year teambalding activities for	edit (2000 charaterrana
- 4		ran and conversioned Relativism
	Study Skills for Medical Terminology Stude	
Вино	d Special Reveals	
•	RDE & OBE - Owner Center Town for after	s achool = "SLICK" (Tube
	5th Grade Capper Capter Toury	
	Condector 7 <sup>th</sup> Oracle FACE Clames - Corp.	er Center Tours.
•	B <sup>®</sup> Grade CTE Corner Guidance Archity, Pr Creek & Douge	RIMINIACION & CRITIC Center Tours - Carridences, Climat Springs, Marks
	9th Grade CTB Currer Caldance Activity, P.	mentation & Count Center Tow - Cardenton R-Hi
•	18 <sup>th</sup> Grada CTS Chent Goldmen Activity, i Onga	Promotation & Career Center Tourn - Climax Springs, Macin Creek &
	Financial Aid Assistance (FAFSA complete	na) Nights - 1 (BLCTC, 1 (B) CHS, 1 (B) Climus Spánya
	College Night (2) CHS	
•	Project Health Living Payor (5) home forther	Egamo - CHS
	Seriet Scholandan Mexica W Parents	
•	CTSO CarCycle Show at LCTC	
•	Open House at LCTC	
•	Curtor Exploration Activities with 8th, 9th, at	nd 10 <sup>6</sup> grain sending school and Casadeston students
	Dogwood Elementary Carrier Fair Participa	<b>u</b> .

Time & Tank Amelynic 31.5% ((drai 15.35%)) Inchidual Hamiles Appraisal Ambient (Irrelation

The Ambient (Irrelation

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### 2013-2014 Camdenton R-III Schools Guldance Report

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Building 2013-2014 Camdenton R-III Schools Guidance Report
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Time & Took Analysis 585% (Moral 15.55%)

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### EXPLANATION: BOARD MEETINGS

This policy was amended for clarity and to incorporate changes made to the Sugnitive Law by Sensie Bill 170 (2013).

School Buard members may jegsly participate in meetings electronically. However, § 610.015, RSSNo. of his Sanothical on yerricusty probables Beard members from easting roll call loves electronically, which means that Beard members could not east any work in faced cardon (where all values are had by roll call) or in any open-sendon wite build by yell call. There was no Eulation, bowerer, or casting either votes. There is no conseguency exception to the probables on or cell call to describe the sendon or cell call to east, but it rarryly applies.

Seaste Bil 170 has amended the law to allow Board members who participate in the meeting using <u>videocontervoish</u> to folly participate in all discussion and votes, regardless of how the vote is taken. The daw still Rubis other electronic participation, one she associarence calls. MSBA has revised this policy to incorporate the new law regarding videoconferencing.

In addition, MSBA has revised this policy to state that Beard members "will," as opered to "only," be allowed to participate in Beard meetings enteroxically. MSBA recommends that all Board members who are makin to attend have this option. However, this is not legally required, and the district may revise this language.

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X	Board Secretary	Business Office		Coaches/Sponsors
	Pacifity Maintenance	Food Service	-	Gifted
	Human Resources	Principals		Library Media Center
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	Transportation	Public Info/Communications	Х	Tochnelisgy

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### BOARD MEETINGS

### General

A quotum must be present, whether physically or electronically, in order to conduct an official meeting. A quotum shall consist of four members of the Board of Education.

Meetings may be held in person or by means of communication equipment including, but not limited to, conference calls, video conferences, internet chais or Internet message boards.

Meetings of the Roard of Education shall be open to the public and the press unless closed as authorized by law.

All Board neetings that I be hald at a place of sufficient size to accommodate the emicipated members of the public and at a time that is reasonably convenient. In addition, reasonable efforts ability to make the meriting securities to individual with distabilities. If any of does statutory requirements accomment, the numeroif fee cause for noncompliance for the meeting should school like the flower of the cause for noncompliance for the meeting should school like the flower of the cause for noncompliance for the meeting should school like the flower of the cause of the

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The Board may, from time to time, hold public hearings and invite participation of the public in the discussion of school matters.

The Board may, from time to time, ask advisory groups consisting of representative citizens of the district to meet with the Board and discuss major changes that may be anticipated in the school program.

Community organizations should convey in writing any request or suggestion to the Board in order that such request or suggestion will not be additoraged nor misunderstood through ordered to the Board.

### Meeting Notic

Public notice of all meetings shall be given in accordance with Board policy and law.

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Any Roard members who wishing to participate in a needing electronically writings) could be Board precision and superfusion-fract as early as possible. The experienced will arrange for the needing to the place in a close with the preprofice equipment is not Broard members periencipality in the materials pelectronically may bisened and the public may observe or bear the comments and in place significant propriete control will be a recommany to write the feeting of many memory beared purity to the control of the public significant propriete place of the public significant is not observed by beared purity to the control of the public significant propriete place of the public significant is not observed by the purity to the control of the public significant propriete place of the public significant propriete significant public significant propriete significant propriete significant propriete significant for control of the control of the public significant public significant propriete significant for control of the control of the public significant public significant significant public significant for control of the control of the public significant public significant significant public significant public significant for control of the significant public significant significant significant significant for control of the significant public significant significant significant for control of the significant public significant significant significant significant significant for control of the significant public significant significant

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Adopted: 08/08/199

Revised: 06/14/1999; 09/13/2004; 08/13/2007

Cross Refs: KKB, Audio and Visual Recording

Legal Refs: §\$ 162.301, 303, 511, 610.010 - .028, RSMo.

Camdenton R-III School District, Cundenton, Missouri

For Other COS Only STANCES MILITA

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### Regular Board Meeting

The Beard of Education shall hold regular meetings throughout the year to transact such business as deemed necessary for the smooth operation of the school district.

The Board will hold its regular meeting on the second Monday of each month at 5:00 p.m. in the Board of Education office unless otherwise specified in the publicized notice of the receing.

### Special Roard Meetings

Special Board meetings may be held from time to time as circumstances may demand. Special meetings of the Board may be held at a time fixed by the Board or on the call of the president. A special meeting may also be called by a less four members of the Board. Each member shall be neitified of the time, place and purpose of the meeting a reasonable amount of time in advance of the meeting.

### Electronic Participation

The Board maryfill allow members to participate hieripatainly in meetings where other Board immediate was physically present, and the Board mary held incology where all Robin control in the Board mary held meeting where all Robin control in the Board markets are desirable. The principation may occupit whether one between meant, Board markets may not shaply two electronically, but most 1) be connected with the meeting become four boards and business pile which for his principation of the board markets are the second principal to the second member also all not participate until the next item of business is specied, the removely located member abull not participate until the next item of business is specied.

If the Board allows a member to participate electrosically, the member Any, Band, isymbors participating [alloting-left] will be considered present and withhere his or the scattary physical presence censuse. If his member is all the counted present facility purpose of conventigeability and a quorum. If a Board present in principating his in a present principally fifty first Board secretary will a quorum. If a Board present in principality is a present principally fifty Board secretary will second the or gifty law, beand member principal or the memoring principal principal principal principality and principalit

Board members part injusting electronically cannot east roll call votes unless a district emergency exists and a quotum of the Board in physically present. If then he conceptors exist, the nature of the district energency shall be stated in the minutes. Board members participating electronically

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FROM the Day State CHARGO

### EXPLANATION: CLOSED MEETINGS, RECORDS AND VOTES

Hence Bill 256 (2013) modified provisions of the Santhiee Law allowing certain scarrity-related information to be kept from public distlocure. It also removed the sanset provisions that had previously applied to  $\frac{38}{2}$  610.021 (18) and (19).

The section permitting the closing of operation guidelines and response plans to critical security situation is not new, but had been allowed in expire under a previously applicable sumer provision. This section is now the law again. The section allowing the district to close portion of reservish that consists authorization or access codes to district security systems is

At the request of districts, MSBA has also strengthened the section on confidentiality.

pan cep	MSBA recommends that explose of this document be equited to the following areas because the constraint of particular importance is them. The cities on this this may not match shore used by the district. Please forward copies to the district exprised or the trip influence.				
X	Board Secretary	Business Office	Coaches/Sponsex		
$\Box$	Facility Maintenance	Food Service	Gifted		
	Human Resources	Printipuls	Library/Media Center		
	Health Services	Counselor	Special Education		
$\Box$	Transportation	Public Info/Communications	Technology		

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regarding contidential information. District resplayers who full to keep about information or closed meetings of oldertidal may be displained to term instact. The Beardmay printing relationship broad to term instact. The Beardmay printing relationship broad to term instact. The Beardmay is the printing relationship broad to the Continuation of the Continuation of

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### Closed Topics

Pursuant to the Missouri Sunshine law, the Board of Education hereby closes all meetings, records and votes pertaining to:

- 1. Legal actions, causer of action or litigation involving the district and say confidential or privileged communication between the district or its representatives and its attention, Any natures, who are not estimated against relating in legal solicies, sources of action or bigation involving the district or an agent or only representing the district, including any humanes company acting on the district, bealth, shall become enabled to the public upon final disposition of the matter voted upon or upon the alguing of a settlement agreement by the parties. A settlement agreement may be develed dotted by a court, however, the amount of any member(2009); just left yet or behalf of the school district, pursuant to the settlement agreement, such to available to one popilit. When the district material actionistic relating in which the vote was setten to satisfact in order and he gain artists. Legal work product is considered a closed record/25/00.02 (1):289-Me).
- The lease, purchase or sale of real estate by the district where public knowledge of the transaction might adversely affect the amount to be received or spent by the district. Any omittees, votes or public record uppossing such a nontrive side life concern estable to the public upon execution of the lease, purchase or sale of the real estate (§ 618021(2):Rsible).

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- 13. Records protected from disclosure by law. \$ 610.021(14): RSM60
- Scientific and technological imageations in which the owner has a proprietary interest.
   6600.021(15), 85866.
- Records relating to municipal bottimes established for reporting abuse and wrongdning.i \$810,021(161.RSMol.
- Confidential or privileged communications between the Board and its miditor, including all auditor work product. However, all final such reports issued by the miditor are to be considered open records. § 5.19.021(17); R5M60
- conditions open recurs, is youthful transcription of the property of the prope
- The portion of a record that identifies security systems, secon codes or authorization codes for security systems of real property. § 510.021(20): RSMo!
- Records that identify and would allow instantioned access to or unlawful disruption of the configuration of comparents or the operation of a comparent compare system, computer velocities of Comparents or the operation of a comparent comparent system, computer velocities or the configuration of the district in Header. It has exception shell not be used to limit or days access to otherwise public records in a file, document, data file or districts or the procurement of or appealing research comparent, overpation position research excels instead to the procurement of or appealing for reach comparent, and the procurement of the proposition of the proposition of the procurement of the proposition of the procurement of the proposition of the procurement of the procurement of the procurement of the proposition of the procurement of the procurement of the proposition of the procurement of the proposition of the procurement of the procurement of the procurement of the proposition of the procurement of the procurem

### CLOSED MEETINGS, RECORDS AND VOTES

The Board will conduct closed meetings, maintain records and hold votes in accordance with the Missouri Surshine Law.

### Closed Meeting Notice

Public notice of closed meetings shall be given in accordance with Board policy and law. The motions and the tota to authorize closed session most eccur in open session. The motion must contain the specific reason forthwhigh the recenting with efference in specific according of the statute, and the vote to the motion must be taken by not led and entered into the missens. The motion will push if an application is the distinction.

Posted soline of a closed meeting will include the time, date and place of the closed meeting and the reasons for bolding the meeting with reference to the specific statutory exemption under which the meeting with booked. Only business directly related to the specific statutory exemptions provided may be directed or voted upon at a closed reacting.

### Objection

In the event a motion is made to close a meeting, record or voir, and a Boord member believes that the motion would violate the Nessers Stambler us if passed, the Boord nember may size bit or me deficient on the motion before or at the time the view is table. The Boord stamp will either the second of the voice constitute and about to distribute to say claim filed against the Boord member permantal to the Niscont Second Second of the voice constitute and about to distribute to say claim filed against the Boord member permantal to the Niscont Second S

### Meeting Location

The Board shall only close that portion of the meeting facility needed to house the Board in closed sexision. Members of the public must be allowed to remain in the meeting facility so that they may attend any open meeting that follows the closed meeting.

The Board members, employers and others in siteratures are boner bound not to disclose the details or discoursions of the closed meetings, records or votes, or jay offer information fact is decided configurated by a Sect. Discours processors. But are second all for factors for every chiphryte, at the district in follow, confidentially less; and the district's policies and procedures:

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- Biring, firing, dirighting or promoting of particular employees by the direct when personal information about the employee is discussed or recorded. Any rote on a final decision to the, it, promotive of disciplina are employee must be made available, with a record of how each combine veide, to the public within 22 hours of the close of the meeting when the action construct. The district will attempt to self/ us of infected employee dring the 72-hour period before the decision is rande available to the public. The term "personal information" means information relating to the performance or merit of individual employees [4:6100210];R88601
- Proceedings involving the mental or physical beath of an identifiable individually \$30,002(10) REMAR
- Scholastic probation, expulsion or graduation of identifiable persons, including recording the set of establishment of the set of th
- Testing and examination materials until the test or examination is given for the final time, § \$100021(7):98566)
- Welfare cases of identifiable individuals (\$ 510.021(8), RSMii)
- Preparations on behalf of the district or its representatives for negotiations with employee groups, including my discussion or work product/§ \$ (0.021(9), R\$\$\frac{1}{2}\text{c}}
- Software nodes for electronic data processing and documentation thereof.(25.610.021610); RSMG
- Competitive bidding specifications until officially approved or published. § 6100221(11);
- Scaled bids and related documents until the bids are opened; sealed proposals and related documents until all proposals are rejected; or any documents related to a negotiated contract until a contract is executed. § \$610.021(12):785861
- Individually identifiable personnel records, performance rotings or records pertaining to employees or applicants for employment. However, the names, positions, salaries and tempts of service of district afficers and employees shall be available to the public, §610.021(3): KENNO:

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992]. Crofit cardisembers, personal identification numbers, digital certificates, physical and virtual into, access codin or understudien codes all area used to protect the stearty of electronic immunicates between the darket and a person or entity to delig business with the darket. However, the record of a person or entity using a district crofit sead or may record of a transaction that it stratubured by the district.

Holds: The reader is encouraged to check the Index livested at the beginning of this section for other periods policies and to review administrative procedures and in forms for white information.

Revised: 08/11/2003; 09/13/2004; 10/11/2010[]

Cross Refs: BCA, Building and Grounds Socurity EHSC, Privacy Protection GBLB, Refserences KBA, Public's Right to Know KDA, Cuntedial and Nonaustedial Parents KKB, Andio and Visual Recording

Legal Refs: \$\$ [62.09][610.010 - .029, RSMo.

Camdeston R-III School District, Condenton, Miss

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For Kot © 2014M hastel School Bushlif Association

### EXPLANATION: VOTING METROD

This policy was amended for clarity and to incorporate changes made to the Sunshine Law by Senate Bill 170 (2013).

School Baard nembers may legally participate in meetings electronically. However, § 610.015, HSMs, of the Samblint Law pervisorly probleted Baard members for mostleng roll call votes electropically, which meant the Baard members call on cost any vote in tissued sension (where all votes are held by roll call) or in any open-sension vote held by roll call. There was not initiation, for server, or a cating effect votes. There is an emergency exception to the problibition on roll call votes, but it rarely applies.

Senate BIII 170 has amended the law to allow Board nicenbers who participate in the meeting using videoconferracting to fully participate in all discussion and votes, repardless of the method of voting. The law still itelate other electronic participation. MSBA has revised this policy to clarify the new states of the law.

In addition, MSBA has revised this policy to state that Board members "will," as opposed to "may," be allowed to participate in Board meetings electronically. MSBA recommends that all Board contents who are matalled to attend have this option. However, this is not legally required, and the district may revise this language.

MSBA has sho reversed this policy to clarify that the Board Heelf may, by policy, poemrhe x greater number of vetes to pass a motion than a majority of a quorum. For example, policy BBE sets out the process for appointing a new Board member when there is a vacancy. While his who sets and address the brace, that policy requires a majority of the Board to wie affirmatishely to appoint a person to the Board.

MSRA has also made some changes at the direction of MSRA's parliamentaries. Dr. Leonard Yaung is confirm the policy (a tangang commonly used in Rabors's Rades of Order. While districts are not required in our Rabors's Rades of Rades, many 6, and the changes will make the policy clears. Please note that say MSRA number district may utilize Dr. Young's services at the cost. He is not an attempt, when he is very knowledge-like about maeling product. It is best to notted like by e-mail is advisable through with SRA number granted products. It is best to notted like by e-mail is advisable to programs of the same products.

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### VOTING METHOD

All motions lead yields will be recorded in the minutes, including the name of the parson securities, any matter world to record of the rote. Minimally, he number of "yes" and "tay" rectifications of the record of the record of the rote. Minimally, he number of "yes" and "tay" rectifications and a rote of the record of the rote of the rote of the rote of the number when a rot call when is required by low. When a number obtains from writing, each absention shall not be consisted as a vote of the rote or against the proposal, but that the entered in the minutes as an obvication. The president shall have eightly vote on all questions.

Any member (upon request) may have a briefs (a final basis (see equipment) of this or her vote recorded on any execution (bit (will be subset) of the member of solical with the relating. Any member may also change the in the vote of feach reposed is made prior to consideration of the next order of teatments (b) the bits result of the view is automated.

Motions pass with an effermative vote from the majority of the quorum present at the matering A incident held practif a relayingty of these incredent present vest in forms of Semicians, provided that conjusting a present, whose outerwise presented by law vigority. An afficiant's five of the majority of the public Board reservencing finging to enter into a contract, employ a person, approve ability rises or warm.

### Voling la Open Session

Voting in open session must be conducted in a manner that allows the public stiending the needing to observe how each person voted and in a manner that allows the Board secretary to accustely discours and record the number of persons voting for or against the motion as well as the persons absoluting from the metion.

The Board may decide to vote by roll call in open session. When an open public vote is not to be taken by roll call, any member may request that the Board be polled on any issue requiring a vote. When voting to adjust no booked settion, the specific treator for closing for moting must be announced publishy by reference to a specific section of the law, and the vote must be taken by roll -

In the event a mattern is made in close a meeting, record or vote and a Board member believes that the matter, if passed, would violate the Missouri Smaller Eave, the Board member may state like the religious to the motion before or as the fine the vers to take. The Board security will not true to the state of the state of the state of the state of the version of the state of the

Page 3

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 $\textbf{Legal Refs:} \quad \S\S~162.301,~303,610.010(7),~015,~020,~022,~\text{RSMo}.$ 

Camdenton R-HI School District, Camdenton, Missouri

ш	iliA recommends that copies up ticular importance to them. The tes to the district early alent of	this document be revised to the following to this: on this list may not wouth those the side indicased.	g arrest because the content is of used by the district. Please forward
x	Board Secretary	Bustrest Office	Cosches/Sponants
_	Facility Maintenance	Food Service	Giffed
	Ностол Вемоштова	Principals	Library/Media Center
	Health Services	Councier	Special Education

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Page 2

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Voting in Closed Session

All voice taken in closed session shall be taken by roll call, including the voto to adjourn. (The

Voting ElectronicaE

The Board may/fill allow members to participate Bibliotakially in meetings leibert Mairi Besiel nationbers are played and property and property of the property and property of the property between all Board members principle in Besiel 1997,

Board combers particly asing electrosically crames cast unit call voltas suches artismist energy casts and a quorann of the Board in physically present at the meeting. If such an energousey existy the states of the district consequery adult be stated in the meeting. French am energousey existy the nature of the district consequery adult be stated in the minuter. Desire combers promising electrosically may cast volve other than ord call votes fall proceedings with life. Desire completely will be stated to the control of the state of

Note: The product is encouraged to check the today located at the beginning of his section for other periodic policies and to review administrative procedures united forms for related information.

Adopted: 08/08/1994

Ravised: 06/14/1999; 09/13/2004)

Cross Refs: GCPF, Nourenewal of Professional Staff Members

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Page 4 For Option Day 1207-02 (page)

### EXPLANATION: ANNUAL BUDGET

This policy has been revised for clarity. Information regarding tax rates was removed because it was confusing and is covered in more details policy DC.

Based on feedback from Board members, MSBA has also established a June 1 deadline for the superintendent to resale a factation budget and submit 1 to the Board. This deadline is not required by frow and may be deleted or changed by the district. The deadline is designed to minute that the Board has ecough time to review the budget before adoption.

per.	ill A recommends that captes signing importance to them. An to the district equivalent	The cities of the title	indicated.	areas because the consent is of sed by the district. Please forward
X	Board Secretary		Business Office	Coactre/Spotsore
	Facility Maintenance		Food Service	Cifled
	Human Resources		Principals	Library/Media Censer
	Health Services	$\neg$	Counselor	Special Education
	Transportation		P. Alle Info/Communications	Technology

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### ANNUAL BUDGET

One of the primary expansibilities of the Bourt of Education is to secure adequate funds to conduct a quality program of education in the school district. The annual school/district budget represented as evident obscuring presenting pice for explain prisonal primary international continuation for activation of the school district. If it is legal document describing the programs to be conducted during the fixed year and is the basis for the establishment of lax rates for the district.

### Budget Planning and Adoptie

The planning and preparation of the budge is a continuing process. It must brook a number of people who have knowledge of the educational mode of the community and who can provide accurate data in early to be fittending boundful of the district. Members of the Board, victures, students and professional and apport staff members should be involved in the planning process, which calcimates in the preparation of the budget document. The supermittendry will establish procedure that such input from the appropriate people on budgetary needs and that consider the prior into actual tools by the Board.

The Board designates the superintendent to serve us the budget officer of the district. As budget officer, the experimentary will detect be plunting and representation of the budget and will use in the beautiful properties of the budget and will use in the beautiful properties. Before the plus budget of the plus budget of the properties of the plus budget of the plus budg

The Boad may revise the removement determine with first and proof or the bodget invertiser four receptors by the region piled bodget principal of bodget principal depoting and because in the tast levy about the authorized new that the Boad from the Very, he has they tomost so dult the presented to the voter for approval. The bodget shall be appropriately adjusted if the vectors that to pass the tast principal depoting and the proposition of the vectors that to pass the tast principal depoting and the proposition of the vectors that to pass the tast principal depoting and the propriate the propriate principal depoting and the propriate principal depoting and the propriate principal depoting and the principal depoting and the propriate propria

### Dudget Charponen

The annual budget document shall present a completed financial plan for the ensuing fiscal year and shall include at least the following statutory requirements:

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Page 3

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fund. This statement will be used as a guide for projected purchasing and as a guide for budget transfers.

During the fixed year the superintendent may true for any manuscruck technicus or purious thereof four the expectations eather interior force account to another, subject to the intrinse provided by state laws and approval by the Board.

All moneys received by the school district shall be disbursed only for the purposes for which they are levied, collected to received.

.....

Next: The reader is encouraged to check the lades located at the beginning of this section for which perform policies and to review administrative procedures under forms for related information.

Adopted: 08/08/1994 Revised: 08/11/20035

Cross Refs: CGC, Sinte and Foderal Programs Administration ECB, Building and Grounds Mainlenance

Legal Refs: McConsultrati.VI § 26 §§ 67.010 - .110, 165.016, 021, 051, 091, 131, RSMo.

Mor. Count, Ast. VI. 926 Morecantile Bask of Himse v. School Diserter) of Oscoola. 834 S.W.-2d. 737 (Mo. inno: 1992)

Camdenton R-III School District, Camdenton, Missouri

Page 2

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- A budget message describing the important features of the budget and major changes from the proceeding year.
- 24 Estimated revenues to be received from all sources for the focal year, with a comparativ statement of actual or estimated revenues for the two years manipulativity preceding itemized by year, fund and source.
- 3) Proposed expenditures for each department, office and other classification for the finest foliging year, loggither with a comparative datement of actual or estimated expenditures for the two years principles by preceding, itemized by year, fund, activity and object.
- di The amount required for the payment of interest, amortization and redemption charges on the debt of the school district.
- 5; A general budget summary.

### Dieget Expenditure

In no event shall the total proposed expenditures from any find exceed the estimated revenues to be received plus any communishment balance or less any defect estimated for the beginning of the fixed year. Upon the recommendation of the paper introduct, the Board will approve a system of instead according to the study proper financial accounting of revenues and expenditures.

The adopted budget of the Canderston R-III School District serves as the costumal to direct and littich expenditures in the direct. Overall responsibility for enabling general receives the the expenditures in the direct. Overall responsibility for enabling general received the direct processes for length control and reporting throughout the directify AII initiating in received by the bit shoot Bibliotic directify the direction of the direction

The total amounts that may be expended during the fixed year for the operation of the school district arest fairful in behapilit. The total behapited respenditure for each programs the fearn-instrument amounts that may be expended for that classification of expenditures during the taken level year unless a being that the expenditure of the control of the control of the fearn of t

The Board will review the financial condition of the district monthly and shall require the superintendent to prepare a monthly reconstitution statement. This statement will show the amount expended during the month, total (to date) for the fiscal year, receipts and remaining tolances in each

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Page 5

### EXPLANATION: REVENUES FROM INVESTMENTS/ISE OF SURPLUS FUNDS (District Unities of Taird Precy to Manage Some or All of its Investments)

NOTE: MESA titles for vertices of policy DFA. Receiver from lavastacents of deeples. Final-The deep springe is beinged for despited that manage all of their own hywitestics. This deep requires the despite of the trivers a label purp in energing their lowestimes, backlading local banks. Make principle shift of their own introductions, a descript that manage is one hypersensis of their lowestimes, a descript that manage is one hypersensis of their lowestimes and state every fine of their lowestimes. In the lowestimes their lowestimes are described in the lowestimes and their lowestimes and their lowestimes. The their revisions is one of their content of their lowestimes and their content of their lowestimes are described to the lowestimes and their lowestimes are described to the lowestimes.

The Government Hunne Officers Association (GFOA) best precise guidance "Cubiners have greatly greatly and the second production of the all possible scales to comply with sixtee and ferriar requirements in order to ansare that security patrees to collateral pictoged to accure deposits is enforceable against the receive raised francast institution.

The section on collisire situation recuires the security agreement be approved by the Beard. However, the Federal Depoid Insurance Comparation (FIRIC) does not require every transaction to be reviewed by the Beard of Direction. The bloom days (full this function by veriling parameters and authoriting a particular efficer to carry out its wishes. The differ would be performing imbilation alone to behalf of the Beard of the Comparation.

Similarly the Board may, by resolution, list specific officers who are authorized by the Board to execute agreement, securing public deposits to meet this requirement.

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### REVENUES FROM INVESTMENTS USE OF DISTRICT SURPLUS FUNDS (District Union a Thirt Party in Missage Store on All of the Institution)

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n Credit Rok

The district will immunity used it take the risk of loss that to the failure of the security reserved backer, by:

- Diversifying the portfolio so that potential losses on individual securities will be minimized;
- 6. Stores Rate Risk

The district will minimize the risk that the market value of receiver in the portfolio will full due to changes in general inferent rates by:

- loyesting energing funds primarily in shorter-turn securities:

Due interestant, querifolo, ideal premier, idefficiently, liopial to, meet all operating respirations in this transport and transport desirables provided demands of solide (papellay). This territorious, since all possible cast demands comes to enablication; the profession for solide and approximate content to enablication; the profession for subject format angree of executive with solider executive provided and transport of executive with solider executive provided and transport of executive and the profession of the solid provided and transport of executive and transport of

The investment portfolio shall be designed with the objectives of attaining a market rate of yeurn aroughout hedgebry and economic cycles, taking into account the

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х	Board Becreacy	ΙX	Sudden Office	Contra/Sponters
	Facility Mulatenzates	$\neg$	Food Service	GHtpd
	<b>Пипри Кемпигов</b>	-	Principals	Library/Media Center
	Reulth Services		Connector	Special Education
	Trampertation		Public Info/Communications	Technology

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re results of the district's investment program, the district will calculate the booksy leld and total rate Freturn on district funds compared to the appropriate security market indexes:

This policy explica to the investment of all operating funds of the district.

Ricips for reals to certain retriction and special figurity the district will consolidate that hatches thou all fitted to hardness investment contings. Investment income will be allowed to the various fitted based and their mechanic participation and in accordance with their generally security according principles.

External Management of Fords

biven ment through external programs. Incidities and professionals operating in a manner consistent with 6th policy was constitute compliance.

General Oblectives

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Page 4

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- The early willing of a security with declining credit materizes lost of principal
- A security, every would improve the quality, yield or larget chiralies in the portfolio.
- This liquidity needs of the portfolio require that the security be sold.

The magnetic of class is be used by investment officials shall for the "produce proport" simplicit. And 'shall be applied to the context of monegative are coverall presentation for the monegative context per promotioner with wideau protections and olds in browning pilet on at secretality; that dilaration liked by referred of personal, landitury for an interferred produce of the context of the context pilet specific context personal produce expensation for money and the context of the context produce of the context of the expensation for money and the context of the context of the context of the context of the distribution of the context of the distribution of the context of the distribution of the context o

Inverseers shall be used, with Jodgment and one trader caracterations from prevailing, which persons of produces characters and intelligence exercise in the management of their own fulfars, not far speculation but for investment, considering the protective faithly of their capital as well as the probable income is the derived.

Officers and employees of the district serviced in the investment process shall refresh to be presented between the cloth of the count counties with the proper recognition and invasionment of the thresholder program or that countif proceed first gaility of make important deletions. Desployees and investment of finishes shall deleters are praisely interested of finishes and deleters. The process for the counties of finishes shall deleters are praisely interested of finishes that the counties for the process of the counties of the countie

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business to conducted on behalf of the district.

### Determination of Amberra

Anticinity in of representative for miningeness of the depth-day operation of the few visited projects may be quarted in the special content of the greatest content of designation candide in the case of the greatest content of designation candide in the case of the greatest content of the projects of the case of the

### IV. Investment Transaction

### Il Authorized Fermical Design and Institutional

A tiga will be maintained of financial institutions authorized to provide inventional transcriptions. The addition, in last fields; will be indicated, it approved security forther additional transcriptions. These lays include, "primary desired procedurestiments," these lays include, "primary desired principles and the last of th

All flauerial maintaines and broken-fleaters who desire to become qualified for investment frauesching must supply the following as appropriated

- Audited financial statements:
- Proof of Phintial Industry Regulatory Authority (FINRA) conficution
- E Completed broker/dealer questionaum.
- Confidentian of baving residuanteers and agreed to comply with the district investment policy;

An invasil review of the functal condition and registrating of qualified fluorish institutions and troken/daters will be conducted by the appenmention or designed and/or the designated external profusional organization.

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of the district AKSP or another designated external professional organization and shall be held by a third-party custodian at swidenood by appropriate to feloring receipts.

### V. Buttable and Authorized Investment

### il Investment Types

In accordance with and subject to restrictions imposed by correct statutes, the following the represents the entire unage of investments that the district will consider any that statute the accordance for the text the manufacture of the text that statutes are the statutes of the text that is the statutes of the

- Securities beared by State of Missouri The district may be written obligations
  of the Missouri government for which the Stat finish and receive of the State of
  Missouri pro pleaged for the provinces of principal and interest.
- Littled States Treasury Secratives, "The district may invest in songenion of the United States government for which the full faith and contin of the United States are photography for the payments of principal and informat.
- b) United States Abstracy Sections of The digrate heavy street, in obligations issued or gineralized by any agency or any wholly sweed to pursuited by any agency or any wholly sweed to pursuited of the United States Government at discreted in section V (2) of this policy.
- d. Repurchase Agricuscoli i This district may terrar in control and agricuscular between the detect and commercial bands or primary inscriment securities shaders. The purchaser is a preparable in account of polycologic table is controlled agricuscular principle. U.S. Tresury and generated table is controlled agricuscular principle. U.S. Tresury and generated table; securities shad agricultural principle. The production of principles and principles. In production of data and principles.
- p. Collaborational Proble Deposits (Christicales of Deposit): Hardmanns Issued by financial intributions that their that upon the stem have been deposited for appetited promoting of time and a specifical reserved for times. The specifical conditions are motivated to the lastestable by passing the problems of the section of the sect
- E Backers' Acceptation. Time drafts at each mit such acceptability a commercial tanks of the what founds at functions complement. The direction may be not in backers, acceptances (some by demonster commercial panels proceeding the lightest sating resided by Morody's Torrestor Services; (but, or Sandant and

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floation and coulty indeed accurates) are not permuted. Investment in any instrument that is commonly considered a "depositive" at restment (e.g., optimus, Attives, morph, tage, "likens and collars) is probabiled:

- Contracting to sell so, while not yet sequend in order to porchase other securities for purposes of socialising on developments or weeks in the matter is prolational.
- 4. No many than three percent of the solar marrier value of the portfolio may be invested in beautiful exceptances sound by pay one bottomerial bank; and ha more than free percent at the batal marker value of the portfolio may be unvested to except the people of any cond-brane?

### 4) Collateralization

Collegentization will tempty with the requirements of FIRRRA! Collaboration is well be required on two types of personners:

3) Certificative in Conveille. In Order 15 deliceptor model relatingues and provide a feeter of secretary for all Select, the mother induce transfordingues and provide a feeter of the secretary for all Select. The mother induce transfordingues content for the content for the select from the select of the select for the select of the

All securities that serve are outsiend against the coposity of a depository installed insulate installed and insulational consolidations. Depository installed products control against expected with a majoritum with the necessital again, invalidation becomeny controlled incompts within three business days from the actions in the controlled against expectation.

Federal law provides that a depositor's accuracy agreement that sends to distinct to defeat the inserest of the FDIC in an asset accurred by it as receiver of an islamed depository shall not be sailed against the FDIC indeed the agreement;

- k din villingi
- Was approved by the Board of Directors of the depository or its loan committee; and

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### 2. Internal Controls

The investment officer is responsible for obtaining and resentance or therein control resident due will be invested anomaly with the district indispotation ground anomaly with the district indispotation position. The historical control architecture has been depended on more than the neighbor and anomaly and the second of the second of the second of the dependent of the dependen

The injerved similarly shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordscepting.
- C CONTRACTOR DATE COLUMN
- Avoidance of players a delivery lessentier.
- Clear delegation of outpority to imburdance staff mornbors.
- Whites confirmation of transactions for Eventments and wire trainfors;
- P. Development of a Wire transfer agreement with the least bank used thank painty published.
- 3. Delivery vs. Payme

All under where applicable will be executed by delivery as payment (DVP) to make that accoming the deposited to eligible famicial inclinitions prior to the extense of faults. All reconsts that the perfected in the same of, or for the act out

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### Ponta Corporation

- g) Communical Pagint (2) The distinct trans (never in an elemental) pagent finance for simulation or prior into claim for most level that high elemental pagent from the other himself every level, its finance and then for communication or exclude constantly inconstituted an elementation of large elementation in Pagint Pagint of them to Instinct among proposed that have a polynomial pagent program have in content of \$25,000.000.
- Security Selection: The Schönling list represent the eather range of United Scient Agency Securities that the direct will consider and that fault by authorized for the receivers of furnits by the district. Additionally, the following definitions and produces blood to meet in precisating the individualities.
  - U.S. Govt, Agency Coupon and Zero Coupon Securities Bullet coupon book with no embodied opioes;
  - U.S. Govi. Agency Discount Nation Purchased at a discount with measurement indicate less of one year.
  - U.S. Golyf, Agency Callable Securities Resurrend to vermities callable at pay only with first materities of five years!
  - U.S. Cent. Agency Stop Up Securities. The coupen rule is fixed for all lithid term, "All coupen data," the coupen rule tries to a new higher, fixed term. Restricted to separates with final materials of five year.
  - U.S. Govt. Agency Floating Bute Securities The coppen rate floats off med index retariated to decipions with no internit caps that meet at least quarterly.
  - U.S. Goya. Mortaine-Backed Securities Restricted to securities with third materials (of five years).
- 3. Investment Restrictions and Probabiled Transactions

To provide firsthe safety and Resultiny of the district's funds, the investment portfoliol will be subject to the following restrictions:

- a: Borrowing the investment purposes ("Leverage") is prohibited.
- hi Instrument known as Structured Nobes (e.g., injurie Boston; leveraged

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 Flas been continuously, from the time of its execution, an official record of the depository translation.

### hi Repurchise Agreements

The posteriors for which represents agreements will be present and will be limited to Denuty and government (garcy) recombles that are eligible to be orithwest with the Federal Reserver's Federal Reserve

### VI; Farestinent Perameteri

### li Divenillention

The investments shall be directled so minimize the risk of loss creating from investmentation of salety in good to matrixy, specific losser, or prior to class securities. Direct focus of matrixy, specific losser, or prior to class securities. Direct focus of matrix is a matrix of period cally reviewed As a matrix of period cally reviewed to a matrix of the control of the control

- U.S. Triansury securities thating principal and/or interest guaranteed by the U.S. government = 100 percent
- b) Collage palitized if my anal domained deposites 4 100 percent
- s. US government against an and government at pressured caterpaises. No most than 50 percent
- d. Collaborationed repurchased agreements = 50 percent
- e. U.S. government agency callable recardifes No more than 30 percent
- 4 Commercial paper and binkers' acceptances: Normore than 75 percent

### Miximum Materiales

To the extent possible, the dearlet shall altempt to ristable in investments with subligated task flow requirements. In terms on a finishing double of subligation of the commercial paper half mature and keeping possible not more than 100 days from the case of parchases. All other treasments that mature and become possible not material.

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than five years from the date of purchase. The direct shall adopt weighted syringe makerly limitation that about fur exceed three years and are consistent with the forement latter their

### Ii Médiodi

- Recultives and Connection of Options for Joseph recentling (from Improved ratios of Improved ratios by that any the coal and the steel value of Concenting over a coar year than the Connection of which the Connection of Section 1 Received Received (CLASE) at Transfer investment Accordingly Section 1 Received Received
- Average weighted yield be matterity of puritising of its is applicable benchmarks
- Listing of injectional by maturity date:
- Percentage of the total portfolio each type of myestivent represents

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shall be compared on a regular basia.

Commercial paper and hankers, acceptances made by reviewed for fees often their rooming by the levelshown inflices to deform their rooming by the levelshown inflices to deform the first intend for each paper and bankers acceptance storage of the reviewed for postable state of the incontinues are developed and before the individual or return acceptance mating levels.

The hearing which of the gent to be placed by facilities he lead quarterly und a statement of the instant value of the postfolio shall be tented at fined accountly to the Busical Table will make that leader of the improposant paradists, in sense of value and price which they have performed to the price will be the proposant paradists, in sense of value and price which they have been performed.

That policy shall be reviewed annually by the investment officer, and reprint changes will be presented to the Board for crueldenthing

Note: The resides is recovering a to think the locker beneficial the beginning of this continu-for other perturns policies and to resid in administration procedures and/or from the related hypermine.

08/08/1994

Logal Reft: Na. Const. art. IV. § 13 §§ 30.260, \$10,010.2.026,165.051, +65.091, +16.010 -.030, RSMo.

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FILE: EBC

EXPLANATION: EMERGENCY DRILLS (Districts Not Required to Hold Farthquake Drikt)

This policy has been modified to include emergency drills for active shooters. Senate Bill 75 (2013), § 170.315, RSMo., established the Active Shooter and Intruder Response Training for Schoole Process (ASBM). Participation in ASBM Langing in an analysis.

Districts that want is implement the optional components of ASIRW will need to incide it is employer training a component on how to properly reapond to students who provide employees with information about a theoretical packwarden and how to address situations, the which there is a posteritally adapted one are arend industried in the school. The official must have incomponented a plan in provide settive abouter creating by 10,1, 2014. Training should be provided as soon as possible and may be reperted an around. The extense regarde sight beare of incident articing and four hower for continuous creating, all that care may be certified by the continuous continuous and the continuous con

Once again, partitipation in ASIRT is optional. Given the commitment and potential cost, MSBA has not indicated in this policy that the district will follow the ASIRT program, leaving the district on to do so up to the district.

However, there is a section in the new law that is required, in MSBA's agistion. The section (§ 170.153.5, RSMo) states that "all school personned shell participate in a standard statis shorter and instruct response drill conducted and the by the senforment professionals." While there is no argument that this provision only applies if the district chooses to adopt the MSRIT program, MSBA has assomed this section is feight reported and has included armed intruderinative shouter drills in the list of drills to be developed by the superintendent or designed. The among of this could be treathered in up to the districted of the of the drill would be treathered in up to the districted of the or the drills would be treathered in up to the drills would be treathered in up to the drills when the drills would be treathered in up to the drills with the treather of the or the drills would be treathered in up to the drills with the treather of the or the drills would be treathered in up to the drills when the drills were the drill the drills are the drills are the drills when the drills are the drills were the drill the drill the drills are the drill the drills are the drill are the drills are the drill are the drills are the drill are the drills are the drill are the drill are the drills are the drill are the dril

MSBA has also removed elements of this policy not specifically related to emergency drills and recoded much of it to EBCA, Crisis Intervention Plan.

Districts can visit the Sate Emergency Management Agency (SEMA) website at <u>https://www.days.mo.gov/EW/SEMSpa.pdf</u> for determine whether they need version one (which does not require earthquaste definity or version to not earthquaste definity or this policy. A rating of VR or shows on the map requires earthquaste definity or ESM6.

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EMERGENCY PLANS/SAFETY DRILLS (Districts Not Required to Hold Earthquake Drills)

Emergency Dril

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Drills will be conducted monthly for fire evacuation, and the date, time to evacuate, weath conditions and time of drill will be readed on a form provided by the apprehendant's office (Critis may be perspected in periods of severe weather.) Two tomade of this will be conducted on year, one in the entry full made to effect in connection with the state-wide tomade drill in the special periods.

The destinate to self-firm and associate different free energy and titley of the superintendent and/or halfing principal will be flowledged on profess, mergings of rails. Principal will be flowledged and profess destinates will be followed to the profess of the first and the conference of the first principal parameters for the first principal parameters of the first parameters of the fir

Resergency expansion, duling on according to the well-bet conducted for all set dense in grades analogousts strong have a less once per sense set with the first drill completed prior to October 31

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Legal Refs: §§ <del>160.400</del>170.315, 120.010, <del>610.021,</del> RSMo. 5 C.S.R. 30 - 261.010

Camdenton R-III School District, Camdenton, Missour

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Board Secretary		Butlees Office	Coaches/Sponsors
Facility Maintrance	$\neg$	Food Service	Cifed
Historica Resources	- X	Principals	Library/Media Center
Health Services		Courselor	Special Education
Transportation.	18	Public Info/Commutatations	Technology

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District Emergency Place

If that both or expossibility of the building principal, in corporation which the appropriate more groupper references of feeders to decrease the feeder acts as the school to thisting no decide that are best principal for the protections of windows from review interns, to make do not other strongerables, as well as decreasing the action tower is reach shown reach. In defiding the district will work with a management properations of feeders to address of the fee consequence is that may occur, such as obselvable to obtain the feeders.

Students and staff members may be retained for safety reasonate the action buildings or mother and place during satural stategory conditions. The district plan will include information on communication with parents and instructions on how parents will locate their students in an instruction.

During notical entangency south to any entangency personnel and entergency vehicles will have priority near the reducits:

Community Emergency Plan

The Enerol directs the superintendent or designes to recommend an energency preparadors syllar, subject to Enerol supplement with these the user of relocal resources, including stools facilities; commodify feeder, subsolvements and requirement is a natural disaster or other community energency seems. The plant will show to the superintendent or other disasters debot official to approve the use of relaced to the superintendent or other disasters debot official to approve the use of relaced teachers. The green of the loss of the subject of the superintendent or other disasters debot official to green or the time of the subject of the subject of the subject of the subject of the green of the subject of the subject of the subject of the subject of the green of the subject of the subject of the subject of the subject of the green of the subject of the subject of the subject of the green of the subject of the subject of the subject of the green of the subject of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the green of the subject of the subject of the green of the subject of the subject of the green of the subject of the green of the subject of the subject of the green of the subject of the green of the subject of green of the subject of the subject of the green of the subject of the subject of the green of the subject of the subject of green of the subject of the subject of green of the

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Note: The mader is encouraged to check the Index toward at the baginning of this section for other perisons policies and to review administrative procedures under forms for related information.

Adopted: 08/08/1994

Revised: 09/19/2002; 12/12/2005;]

Cross Refs: IC, Academic Calendar/Year/Day

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## EXPLANATION: CRISIS INTERVENTION PLAN

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Special Education	Counselor	ervices	Health S	×
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of between the content is of by the district. Please forward	MERA recomments that engire of this document be roused to the following evers because the conten- particular ingurerant to them. The edits as whi list may not match those axed by the district. Eleas capies to the district expressions of the trife trafficant.	mends that copies of this document be sortence to them. The sides on this fits listics epsinalent of the title indicated.	MSBA recom particular buy capies to the c	2 2 2

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CRUSIS INTERVENTION PLAN

sace with leave and distinct policy, the detect, will chose new pile permitting as setting security. Collisies and response blanc, structural plant of teal proverty, security systems; and access tration codes for security systems.

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10/13/1997

Revised: 09/19/2002

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Camdemon R-III School District, Camdemon, Missouri

### EXPLANATION: BUILDING AND GROUNDS SECURITY

MSBA has revised this policy for clarity and directness. MSBA has removed detailed information about closed security recertds, since those records are already discussed in policy BDC, and address agencial section (Bed 'Security Records).

MSBA has also added a seediso tilled "Security Personnel" that anthorizes the district to employ or notices flar security services. Many districts have become interested in employing security grants, contenting for security at public remains (such as a forbuild gazon) contraining with facel law enforcement jurisdictions for actual resource officers in some or all of the boldings, or even summissioning belief owns security forest.

Because the arrangement in each district is different, MSBA has not good into great detail in this translard policy. Desirteds may with in further elaborate on requirements for district security personnel in this policy. Likewize, if your district does not employ or contract for school security, the district may remove this section.

In 2013 the Minouri legislature passed averaibilis that impact whosi security personnel. For example, Howe Bill 152 (1013), § 162.15, RSMa, authorizes any school district to the state to commission of Here (presentably employed district) by enforces was related to existence consultated to relate promises, at a chool activities and on whool bases by executing a nonconstructural and entranglement and entranglement and entranglement and extension of the control of the c

House Bill 152 and House Bill 675, § 168.450, RSMo, require school resource officers to complete 40 hours of basic training, including training on legal operations within an educational covincement, larveder training and planning, and training on Jovenile law and other relevant topics.

Senate Bit 75, § 170.315, RSMo., requires all school personnel to participate to a simulated active absolver audintruder response drill conducted and led by law enforcement professionals. These professionals could be part of the district's accurity staff.

Haus Bill 435 (1013) crasied the concept of 'an "webool protection officers." Under this bill, school districts could delignate a district teacher or a administrator who voluciters, and who boilds a concessfed error ysuspons onforment, to recebe the vallage, After training, the etical protection effect could carry a concessfed weapon to school. This bill was VETUZD by the governar and is gife into. Hierory, Casta Bill 42 (1014), 399-2025, 87504, a starturiers the Paste Officer Standards Training (1077) Commission to establish minimum standards free School protection of inform valueling through the control of the c

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### BUILDING AND GROUNDS SECURITY

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The superintendent and the administrative staff will see that all professional and support staff know not respond to the proper procedures for the use and care of school property and report correct when recourt his been taken or drawaged.

Access to school taildings and grounds contakt regular whool hours will be granted only to authorized personnel. Each staffmenther shall have a key to those uses of the bridging for which her as the tree principle. Here you train the normal little given are made on the total first the a chical stand is dominated with the first principal. As no time should staff members inour their keys to students one as the late to be seen as a which made the contract to the principal.

All records of existing or proposed security systems and structural plans for property owners because by the district will be considered closed to the extent that disclosure would be because public askings as discourse would be public historia to madeled course owners, the public historia to madeled course owners, the public historia to madeled course owners, the public historia to madeled impair the disciplination of these records would impair the disciplination disciplination of the public pu

When special events or activities are wheelded, the principal may report permission from the superintendents coupley special law enforcement across to give sorts take in protecting school procury fit is the girl of the Contineion of Mail Medical Digit in Four rich as sub learning or observing the students seed as 45 vertices over continein for travelence. The Board of deeps to be programmed to designed to School project the discript in protesty and these proposals for imprincing protests."

### Property Acco

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Any person who processes a weapon in violation of this policy will be asked to leave, in addition, district administrations may report the incident to leave enforcement officials, from the person from school property or school events in accordance with policy KK or set other [page] remedies. Possessing of weapons by underto is governed by policy IFCI and regulation regulations JG-RAI. JGCR 2004 JGCR.

### Vandalism

The Board shall seek all legal robess against persons found to have committed berickents of willful or malificus abuse, destruction, deficing and/or theft of the property of the Canadenton R-III School District.

District patrons, students and members of the staff are urged by the Board to cooperate in reporting incidents of variations to property belonging to the district, as well as the name(s) of the person or persons believed to be responsible.

The superintendent tool or principal shall be authorized to signs a compilate, press charges and pursue civil action against propertrates of standards no octoordisticiliproperty. Resistation for the damages council will be sought from such persons—\$\frac{1}{2}\$ such as the case of mixers, boson sheep persons pressured will be sought from such persons—\$\frac{1}{2}\$ such as the case of mixers. So on their persons placed as the such of this state. So closes found guilty of wilding violating or injuring any submodificially properly shall pay for the damages caused thereby and may be suspended as capelled as provided by favor.

### Security Records

In sociotagico vista lavy and eficiato policy (the distyte), has closed records persisting to distyres security greaters, policia land response plans; executiva primar freed property; security primary and access and authorization closes to security primary. Other security-replact records will such the privilegal of security primary of the problem.

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Note: The reader is encouraged to check the index localed at the beginning of this section for other periosest policies and to review administrative procedures under forms for related information.

Adapted: 08/08/1994

tevised: 11/10/2003; 08/10/2009;1

Period Carra Missed School Brands Association

Page 5

bill was signed into haw, so the concept of a school protection officer is still mentioned in state statute, even if the statute that provided the details was veloced. It is unclear whether the concept of a "school protection officer" is still legally alive.

Correct Iaw allows school boards to authorize employees (or others) to exery conceded weapons onto acknot property already. However, if a school electric decides to allow employees to do so for searcity proposes, here is own an argument that employees with a med of first comply with the POST training mandated in Sensi Bill 42. This is not clear, bough, Because of the lack of lexity is the leve and because insurance emposite here hefered that they will not because rebool employees (other than annualscand live enforcement officers) carrying weapons. MISSA has chem not to address school protection of officers it the hope of the contraction of the contrac

As written, the policy only allows for low enforcement to bring weapons to school. If your districts considering allowing incomed employees in their generated weapon to school, place consists your districts policy asserted in the MSA does not remoment this proceed to exceed with the westforcement, more present with a permit to earry a non-ceied seapon have not reached extensive thinking part of the weapon. That stall, this is a district choice. MSBA is glid to easies the district in modifying the policy as directed.

Custom language reporting key access has been moved to section on property access

par cep	ficular importance in them. Les to the district equivalent	The dates	cument be coused to the fallewing o on this list may not match those no indicated.	rear because the reasons is of od by the district. Please forward
	Board Secretary		Buetness Office	Cosches/Sponsous
Х	Facility Malaneance	$\neg$	Food Service	Gifted
	Human Resources	TX.	Principals	Libory/Media Ceoter
	Health Services		Courselor	Special Education
	Transportation	X	Public Info Companiestions	Technology

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This approximation or generator will determine which district simplepress there is not section to district belief that or grounds existed regular (self-size, basis, but not treatment which fairs or key by these or the feet of the particular of the properties. Even to remark cover, that is given to increase of the feet basis are self-sized associated in comparison to be probables. At no time feetond that the contract cover, the particular basis is compared to be to give probables. At no time feetond that the contract could be represented to the probables of the desired visit that the contract could be represented to the probables of the desired visit that the contract could be represented to the probables of the desired visit that the contract could be represented to the probables of the desired visit that the contract could be represented by the desired visit that the contract could be represented by the contract could be represented by the contract of the probables of the contract could be represented by the contract contract could be represented by the contract cont

All distinct employees and volcances are required to maintain forming in district buildings, or force building notes relies and take action when doors are left uncontrast or district security in otherwise

### Security Personnel

The chartet may employ or comment for maked and appropriately between personnel or independent comments to provide secondly during the regular school day, little regular basiness forms or during comments of children where additional security is described recovery.

### Burvellance Casterni

The district still besing of the sequences; on district property and in district facilities for aroundy

### Fireuros and Other Weapons

Apperous also forces a figures, a conscaled weapon or my other weapon readily capable of letals use on school property, acts may school transportation or ento the precises of any function or activity opensored or emissioned by the district, except for entorized the scriftorment officials. Adults and students may precise weapons on achool property for the limited purpose of letalitation or participating in an absolute army precise weapons on achool property for the limited purpose of letalitation or participating in a basel season or model interest and the school accordance to the school accordance to the school accordance to the school or school appeared activity. School officials are prohibited from authorizing my precises to bring suspens or actived property or in school activities, including concealed weapons, beyond the exceptions stated in this policy. District employers who are aware of a virbation of the policy mass report to visional to atter appreviour.

Page 4 70 ages to day zet constraint

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Cross Refs: BDC, Closed Meetings, Records and Votes
IFC), Weapons in School
JGD, Student Suspension und Expelsion
KG, Community Use of District Facilities
KK, Visitors to District Property/Swetts
KKB, Andio and Visual Recording

Legal Refs: §§ 162.2355168.201, 171.011, 177.031, 211.181, .185, .188, 527.045, 571.030, .094107, 574.035, 610.021, RSMo.

Camdenton R-III School District, Camdenton, Missouri

Page 6

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### EXPLANATION: FAMILY AND MEDICAL LEAVE

This policy has been revised to conform with new 2013 regulations implementing the Family and Medical Leave Act (FMLA). Most of the evidence were prompted by legislative changes the FMLA is 2019, which changed previsions relating to 11 the qualifying edigatory leave used by family of military measures being deployed overseas, sad 2) the military tarregiver used by family of military measures of the property of the property of the military tarregiver when the property of the military tarregiver was day family members of military members or victimes military to distinct with the property of the military members of the military embers. While MSIA previously interpreted the 2010 regulative changes into this policy, the new regulations of the profess of different new many of which are addressed the Legislative changes into this policy, the new regulations of the profess of different new many of which are addressed the Legislative changes into this policy, the new regulations of the profess of different new many of which the addressed the Legislative changes into this policy.

- 1. A new qualifying enigency here eningory. If an employee's spoose, child or parent are called up for military service, the employee may now the leave to care for or a rarrange for care for the military near-they quest who is throughlet effectives observed any extensive support of the care can immediate each and the care for the care may be a support of the care and immediate each of his state of the care for the
- 2. A new definition of a covered veteran. Military energiver have may now be taken to care for a covered veteran with a serious (alpry or libers who was discharged or released under conditions either than discharged or at enty dim during the five-year period prior to the first data the eligible employee takes the PRIA feave to care for the veteran. Then are regulations enabled form the creditation of the five years the period of all use between Oreisber 28, 2009, and March 8, 2013 (the time it such for the U.S. Department of Labor for create and finalise the regulation), so that the employee and veteron are not penalized for the delay in leuking the regulation.
- 3. A more detailed defisition of a "serious fajury of illices" for which capletyes may take military earepier leave to sare for a family measier. In particular, the regulations further defined a "serious lajury or likess" for a covered vetera to inclose vaterans with specific rulings by the U.S. Department of Veterans Affairs, conditions that unbantafaily impact for veterative ability to extere or mulatain caplayment and injuries for which the veteran has been carefuled in the Department of Veterans Affairs' groupsen of Chrospecheauth vehiculates for Family Ceregivers. Because the new definition is to detailed, MISBA has simply revised the policy to reference the specific regulation.
- 4. Clarification to the roles regarding the calculation of intermittent or reduced-schedule leave.

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### FAMILY AND MEDICAL LEAVE

The district will solutioner leave that qualifies for Family and Medical Leave Act (FMLA) protection in accordance with finderal law. This pulse is futended for guidance and shall not be interpreted to expand the districts reprossibilities beyond the requirements of the few. For employees who are not eligible for FMLA leave, locking employees who have exhausted wallable PMLA-protected leave. request for Kenne and III requirements and the content of the

### Delinkion

### The following definitions apply to FMLA leave:

Convert Active  $D_{\rm sign}$  — in the case of a member of a regular component of the Armed Forces, day during the deployment of the member with the Annual Forces is a foreign country. In the case of a member of a reserve component of the Armed Forces, they dring the deployment of the member with the Armed Forces to a fineign executive under a call or order to active duty in accordance with law.

Armed Forces - Army, Navy, Air Porce, Marine Corps; and Coast Goard lecteding the National Guird and Reserves.

Child—A biological, adopted or foster child; a stepchild: a legal ward; or a child of a person acting as a prent lifthe child is under 18 or 18 or over but incagable of self-circ due to mendal or physical disability at the time that FMA. Bows is to consensor. For the qualifying originary leave and military caregiver leave only, the age of the child does not matter.

Covered Servicementher (for qualifying esigency leave) – The employee's spouse, child or parent under a federal call or order to covered active duty.

Coveral Servicemenher (for military caregiver lever)—The employer's grouse, civils, investion next of kin who is 1) a member of the Armod Perces (Including a member of the National Glassic or Reserves) who is an entergoing medical terminent, recognization or therapy, is desired. Reserves in comparison of the service of the service in comparison status, or is otherwise on the temporary disability returned list, for a science layor of littless, or 2) is vestional who is serviced who is suffered point medical treatment, recognization or through fars a service and who was a member of the Armod Recres (including a member of the National Count or Reserves) at any time during the predict of they was precised give also envelocible the vision concepts that included the count of the National Count or Reserves) at any circuit of the National Count or Reserves) at any circuit during the ground of they was precised give also extend the National Count or Reserves) at any carbon development of the National Count or Reserves that included the National Count or Reserves and the National Count or Reserves that included the National Count or Reserves and National Count or Reserves and

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### Eligibilk)

To be eligible for FMLA leave benefits, the employee must:

- I. Have been employed in the district for at least 12 months (but not necessarily consecutively).
- Have been employed for at least 1,250 hours of service during the 12-month period immediately preceding the leave.
- Be employed at a worksite where 50 or more employeds are employed by the district within 75 miles of that worksite.

An absence may qualify for FMLA protection If it is for one of the following reasons:

- Birth and first-year care of the employee's child.
- Adoption or foster placement of a child with the employee.
- Scrious health condition of the employee that makes the employee unable to perfure one or more of the essential functions of his or her job or the sentious health condition of the employee's spouse, child or parent.
- Care of a spoase, child, porent or next of kin, who is a covered servicemember (including sortio vetering) with a serious illness or injury (military caregiver leave).
- A qualifying exigency arising out of the fact that the spouse, child or parent of the employee
  is on covered active duty, or has been notified of an impending call or order to covered active
  duty, in the eximmed fforces.

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 An increase in the number of qualifying exigency leave days during rest and recoperation leave from a maximum of 7 to 15 days.

The newest version of the FMLA regulations can be accessed at:

http://www.cefr.gov/cpi-bin/cct-ldr/2c-eefr/kski-df 78a2522c85ff(4)1-cd3f37(0984fcd,&rgm -cdisfilksicm=trsfkinoik=29/3,1,1,3,548kitm=29

MSBA has also modified this policy for marky,

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	Board Secretary	X	Business Office	Coaches/Sponsors
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х	Homan Resources	X	Principals	Library/Media Center
	Health Services		Counselor	Special Education
	Transportation		Public Info/Communications	Technology

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Instructional Employees — Employees whose principal function is to bank and instruct students in a class, a small group or an individual setting. This term includes ablatic concluse, shrings instructors and operated obsolution settings as set as signers for the hearing inquired. If does not include mothers' assignant or askes who do not have as their principal job action tracition, or instruction, part codes is include acutility represented and accountion, perchosiglate or confinding specialists. It also does not include or fitteds workers, maintenance workers or has driven.

Next of Kin — For the purposes of military caregiver leave, the nearest blood relative other than a spouse, parent, son or daughter, in order of priority as established by 29 C.F.R. § 825.127.

Outpatient Status - Covered servicementher assigned to a military medical treatment facility or a unit established for the purpose of providing command and control of members of the afterned florers as outpatients.

Parent - The biological, adoptive, stepparent or foster parent of a "child" as defined in this policy.

Qualifying Engeny - Issues that arise the to covered active duty of a call to a call

Serious Health Condition - Wasse, injury, impairment or physical or mental condition that involves inpatient care in a hospital, hospice or residential modical facility or continuing treatment by a health care provider.

Services Blease or Islam; the million; caregiver Isova; — 1) life the size of all sciented members of the Ambatic Security Isova; — 10 life the size of any on active duty in the adjuncted General (Isova) and the Isova of Isova (Isova) and Isova (

Spoure – Husband or wife as defined or recognized under the state law in the state in which the employee resides.

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### Notice to Employees

General Notice

The district will post notice to employees explaining PMLA benefits in accordance with law. If the district employs 20 or none employees, it will include FMLA notice in an employee handbook or not written galaxies to employee according employee benefits or them (rights; or by directioning) and properties of the prope

### Eligibility and Rights and Responsibilities Notices

Abent extensising circumstances, the district will provide the employee notice of the employee's eligibility to take PMLA laws and the rights and responsibilities of the employee within five bibliobilities of the request for leaves on equiving browkedig that a employed seven easy be for an PMLA-qualifying means. Such nestice will be provided at the commencement of the first instance of frew for each PMLA-qualifying reason in the applicable T-present period, and no subsequent notice is required in the 12-meanth period unless slave is taken for a different qualifying reason or the employee's eligibility status has changing.

### Designation Notice

When the district has enough information to determine whether the leave is being taken for an FRIAL-qualitying rouse, the district will notifying-being similarity information of the property of the property

### Employee Notice to the District

AMEEmployees must notify the district of the need for leave and explain the reasons for the leave so the district can determine whether the leave qualifies for FMLA. The leaves may be delayed or denied if the employee fails to give such notice.

In all cases of foresecuble leave, the employee must provide notice; in the same manner that is required under the district's leave a policiest to the superintendent or designee of the reasons for the leave, the anticipated duration of the leave and the anticipated start of the leave-rist the same manner.

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that is required under the district starresposite in. If we employee fails to provide the required notice, the district may delay or deny the FMLA-protected leave.

When the approximate siming of the need for leave it not foreseable, as employee most provide notice to be direct as soon as preclamble under the lets and elementation of the particular ways, in the same numer that notice is required under the direct feet superpolities. The employee or the comployer's spokespence, if creasiny, shall provide sufficient internation for the district to manufally determine whether the PEAA may apply to the between repeat.

If the leave is for a qualifying axigment, an employee must provide noise, as soon as practicable, regardings of how for in advance the leave in formeasthe. For all their qualifying prosent, an employee must provide 30 days fortion of the mode to the RIM. A leave when the restor for fearer is forescentles. When 30 days which is interferentially enignated, the employee must provide notice as soon as practicable. If there the 30 days fortion is given, the employee shall explain upon request why such notice was not practicable.

"As soon as practicable" means as soon as both possible and practical under all the facts and circumstances of the individual case.

For all FMLA purposes except military caregiver leave, the district adopts a 12-month leave year beginning on July I and ending the following June 30.

- All eligible coplayers are entitled to leave for a period not to exceed 12 workweeks per leave your for:
  - The birth and first-year care of the employee's child.
  - The adoption or foster placement of a child with the employee.
  - A serious bealth condition of the employee that makes the employee unable to perform one or more of the essential functions of his or her job or the serious health condition of the employee's spouse, child or parent.
  - A qualifying enigmacy wising out of the fact that the spouse, child or parent of the employee is on concerd active duty, or has been notified of an impending call or order to covered active duty, in the advanted flower. The amount of leave available for a particular type of qualifying exigency may be finished by law.

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reason for absence occurs, the resulting absences will continue to be protected FMLA leave until allowable FMLA feave has been used, but such absences will be annuid.

- When so employee has an absence that neets the criteris to be an FMLA-qualified absence, the district will designate such absence as part of the employee's total annual FMLA conditionents, even if the employee has not proquested FMLA heave analyte I absent under I absent conditionents, when the employee has not requested FMLA heave analyte I absent under I and or unpoid leave in accordance with lew or district proby. If an employee is on a Worshelf compensation absent that is not injury tillness that would also one fill you are released under the conditions can be considered as the designation of TMLA equalifying absence and change aligned the semployee's FMLA protected the emillement.
- FMLA leave may be taken interminently as required for the bash of the employee or family members as architect shrelder leave in increments used by the employeeing instantial majorited printles printles from the leave in increments used by the employeeing instantial printles printles from the leave of other formation (flavore, provided that the other formation (flavore, provided that the first formation flavore) are reduced by more than the enternal reflection articles placed in the first formation for the reduced of print the flavore in the enternal reflection that the enternal reflection that the printless flavore in the wife is taking an enternal printless flavore in the supplier of the formation of the printless flavore in the enternal reflection from the flavore with the teach.
- The district reserves the right to require adequate certification and recertification of my FML A-qualifying creat or condition of the employee or engage sets a possible, parent sets of kins and authentication or challenges of sets of settlements and a set district the reservoir of the reservoi

district law or produced-schedule leave equals more than 20 percent of instructional time, the district may require instructional employees who take nick? have due to medical reasons to take block leave or to find an attenuative placement for the previous of planned medical leastness. When an instructional temployee on FIALA roles is scheduled to testime also to the end of a school tents, the district may find to use a precial rule to previous the employee's leave until the beginning of the next takebool tent, thus extenting the lates beyond the profession where a tell An equilibrium consecution. It each an instance, the produced previous time is to the Aquilibrium consecution and the produced produced to the produced produced to the produced produced to the produced may employee a small PIALA entithemast. It causes where the speech rule is for instructional complayers apply, the superiorated consecution apply the superiorated consecution and produced to the produced produced to th

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Note: The reader is encouraged to check the latter focused of the beginning of this section for other perturns policies and to review administrative procedures and/or forms for related information.

Revised: 01/10/2011

Cross Refs: DLB. Salary Deductions

Legal Refs: 10 U.S.C. \$ 10 U.S.C. \$ 2610 (\$ 261) Family and Medical Leave Act of 1993, 29 U.S.C. \$ \$ 26115 (2619)

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- The FMLA leave year for military caregives have begins on the first day that such have is taken and true for the following 12 months. All eligible employers are emitted to military caregiver leave the periodical to accord describerates follower single 12 months for the care of a spouse, olds!, pornet or next of this who is a covered servizamental for the care of a spouse, olds!, pornet or next of this who is a covered servizamental exclusive the contract of taxes are available per covered servizamental, per injuryableses; however, no more than 26 weeks of leave may be used during each study in 12-month period.
- awaver, so more than 28 weeks of leave may be seed dring each single 12-month period. 
  Drining the 12-month dutation of military eacy leave, however, the maje leave in finite to a total of 24 weeks of starter for all contained Politicky easients who we derived to the own military complete or the entry leaves to the contained politic politic to the contained politic po
- designer intere.

  When a headen and wife entitled to DML A leave are both employed by the district and both with to use PML A leave for the name and Hyging event, both employers will be limited to an aggregate total of I workworked them in a Limensh period in our sea when the leave the leaves and aggregate total of I workworked them in a Limensh period in our sear when the leaves it is been for the birth or flast-year care of the employers' child, adoption or firster placement of a shift to the them are the season of the employers' child, adoption or forster placement of the birth of the season of the employers' child, adoption or forster placement of a shift to the district and the leaves the season of the employers of the employers, or to cure for a period with a seriod to the employers, or to cure for a period with a seriod seriod position of the employers will be limited to an aggregate total of 26 workworks of leave.
- The district shall apply off appropriate paid leave to an FMLA absence to the extent allowed by law and polley, giving proper notice to the employee. If an employee's accused paid leave is explainted, but an FMLA-qualifying reason for absence persists or a new FMLA-qualifying.

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The use of FM.I. A leave cannot result in the loss of any employment benefit finite content of the employer's have. Eligible employees who use about 6 or an HLA-vassifying reason grantly may return to the sate position can employee greaters with explained the production of the latery in secondates with size. Flighte employees are working conditions at the conclusion of the latery, in secondates with size. Flighte employees are considered to constant participation in the district is beathly later along us they are confided to fem.I.A. have protection; however, are employee who fail to twar to work other the expendition of the or fem. A considered from the constant of the order and constant or constant of the order and constant or constant

Filigible employees should be about four an HATLA-equality in prison an emeritary relation to the seems possible or an inspirate possible of the optical pay, heateful and voiding decidible is still conclude in the later. It is accordance to this IR.— However, the institution is the desirable to the decision to assign another of adding instruments here or returning from FATLA, let ve to a different possible or an position in a different histology gains be revisionament as less a the transpires to the appropriate continuation of better four decisions of the returning to the chromatous, instructional constitution and the second of the position of the continuation of the chromatous, instructional constitution of the second of the positions of the continuation positions or the choose also appropriate or the continuation of the cont

The FMLA makes it unlewful for any employer to interfare with, restrain or deny the exercise of any right provided under the FMLA. Additionally, it is unlawful for any employer to discharge or discriminate against any person for opposing any practice made unlawful by the FMLA or for involvement in any proceeding made or relating to the FMLA.

### Recordsorping

The superintendent or designce will ensure that personnel records regarding FMLA eligibility and leaves are maintained in accordance with law and available for inspection, copying and transcription by representatives of the U.S. Department of Labor upon request.

The U.S. Department of Labor is authorized to investigate and resolve complaints of violation of the FMLA. An eligible employee may bring a rivil action against an employer for violations. For additional information, centact the eneurs of the of the U.S. Department of Labor's Wage and Hour

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FERRIDINAL CHARGE HAR

### EXPLANATION: STAFF USE OF COMMUNICATION DEVICES

This policy was an octored to confirm thous Bill 100 (2013), § 394-820, RSMo., which makes it run brigatales and a moving teaffix violation for a person to sperate a commercial motor valled while using a hand-bold souble telephone or a wireless communication device to sead, or related or write a set on marginer of the electrical energies. Section and other violation with which will be set of the commercial motor valled, MSBs has revised the section till of "the in Volkies" to conform with the set of the set.

hISBA's policy actually goes further than the faw in some respects. For example, the laws only apply to these driving commercial vehicles, but MISBA's policy applies to all districts provided as well as myloliced travalled as mellong extraors at effective specific or of these reports which as well as myloliced travalled as myloliced travalled as myloliced travalled as the state of the order of these retained as the state that which is all the state of the

This policy was also amended for clarity and to address additional issues such as hands-free devices and global positioning systems (GPS).

par	is A recomment that copies Acular importance to them. Acu to the district equivalent	Thetitle	rament be mixted to the failuring a on this list way not match those as indicated.	or the district. Please forward
÷	Board Secretary	1	Business Office	Coarber/Sponsors
	Facility Malassance	$\neg$	Fixed Service	Gifted
_	Haman Resources	X	Principals	Library/Media Center
_	Health Services		Counselor	Special Education
x	Transportation		Public Info/Contramications	Technology

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### STAFF USE OF COMMUNICATION DEVICES

The Candenton R-III School District executages district employers to use technology, including communication devices, to improve efficiency and suley. The district exposts all employers to use communication devices in a responsible namer that does not interfer with the employer's job district. Employers who violate district policies and procedures governing the use of communication devices may be designed, up to and including permansion, and may be prehibbled from possessing or using consecutions devices may not be used in any manner that used the other than district policy on student-staff relations.

Communication Device - Any mobile telephone, penaltil digital assistant, pages, tablet, improper filler portable device that sended or receives or retailined calls; or text messages, allows the reviewed of e-mail/office electronic communications or dole, or provides access to the Internet.

Det Uning — Design getave-ering the photoment talking on the photos; tending intelliging or responding to start, e-mailer other commentation; opening and viewing pletter or original recording to permit a start of the photos of the data or appropriate reportation of students. And employer in considerated to be installed the photos of the

### General Use

The district probibles employees from using any constantiation device that interrupts or distripts the performance of duties by the employee or otherwise interfaces with district operations, as determined by the employee's superview. This probibilistic applies regardless of whether the communication device used is owned by the employee or provided by the district.

Employees are responsible for keeping communication devices secure and, if possible, a protected.

Supervision of students is a priority in the district, and employees who are responsible for supervising students must concentrate on that task as all times. Employees shall not use communication derives when they are responsible for supervising students unless any of the following conclusions occurs:

- I. The device is being used to instruct the students being supervised at the time
- 2. The use is necessary to the performance of an employment-related duty.

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Even in emergency beet situations, craptoyees should first take all possible safety precautions before using communication devices.

### Use of District-Provided Communication Devices

The distinct may provide communication devices and acquire to some employees to assist them in carrying not their employment-related datter or and of (datter), reportry. Use of a district-provided communication device in pairing. The importationation of dates previous and softened as a which employees will be provided communication devices and may result any previously issued communication device. Bengloyees of on lower may expectation of privacy in district provided communication devices or any information attend on them, and such devices may be confined and secretaria on any time.

Employees are expected to exercise materials that proper design and instructions are expected to exercise materials and must report any such incidents immediately. The district may require compleyers to methors the district for any changes or their short was the result of the employer's negligence. Users of districts provided communication devices must abide by any use finishest engineering in the districts reproduce communication devices must abide by any use finishest engineering in the districts reproto communication devices must abide by any use finishest engineering to the districts reproto communication devices must abide by any use finishest engineering to the districts reproto communication.

### Personal Use of District-Provided Communication Devices

Personal use of district-provided communication devices is permissible as long as the use does not exceed the lights of the applicable plan. An employee whose use exceeds plan invitations will be required to recibion the district for all response beyond these covered by the plan and may have privileges asspended or revoket sealers the employee can show that all use was for employment-rating divises and the devictive were not extent for personal resonant. The amount of personal use of a contracticable device or service positive positive for service was a stabilised to the reposit for the 5-Eute discount.

Note: The render is encouraged to check the Interclocated at the beginning of this section.

[Go office partient policies and to review administrative procedures and in forms for related information.

Adopted: 01/10/2011

Revised: 04/08/2013@

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The employee has received specific and direct pennission from a supervisor.

4. There is an emergency.

Even when these conditions exid, the employee is responsible for obtaining assistance in adequage entire to the supervising students during the approved use so that students are supervised at all times.

Regardless of other provisions of this policy/and in accordance with his mices there is an emergency-comployed shall not use communication devices when:

- Driving district-provided vehicles; regardless of whicher the vehicle is owned, fessed of otherwise chained for district use in a district activity.
- Operating easily vehicle in which a student is being transported when the transportation is provided as part of the employee's job.
- Supervising students who are entering or existing a vehicle, crossing thoroughfares or otherwise safely reaching their destinations whose such supervision is part of the implicit feel, took in the content of the cont

The Starty will instrum exception to the noise in this section when the communication device is used to  ${\bf i}$ 

- 1: Report Blegal activity.
- 22 Succession medical or other concretory help:
- 33 Prevent injury to a person or property.
- Refer receivery, time setted the high resident is a dispatcher with a device permanently affixed to the resident in the transer allowed by law. 33
- Physiotec, to long at the couplayer operating the vehicle does not have not select or observed manufacts the device while operating the vehicle of approximal students as described tools. 33
- Obsert directions from a global good issuing or margaticalal system, as long as the system is being the direction of the system is being based in associate on the system in a second contract of the system of the

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Page 4

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Cross Rels: AC, Prohibition against Discrimination, Harassment and Retablation EHB, Technology Usage

Legal Refs: § 107,820; RSM67 U.S. Const. amend. IV 47 C.F.R. §§ 54,500, 513

Camdenton R-III School District, Camdenton, Missouri

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Page 6

### EXPLANATION: REFERENCES

MSBA has revised this policy to reflect the changes brought about by House Bill 505 (2013). School districts are already statutorily required to meet the following obligations:

- if the Children's Division (CD) of the Department of Social Services has substantiated a compliant against any former employee of the district levelving sexual mix-conduct with a nutreet, and eastlere public scheel consects of districts for a reference, the district for equired to districts for experiment of districts for experiment of the districts of the conduct of the conduct
- If an employee "whose job involves contact with children" is dismissed or resigns due
  to allegations of sexual misconduct or as a result of allegations being substantiated, the
  district must disclose the allegations to a potential employing district.

House Bill 2023 now recpulres achool districts to also provide this information when the potential employer in a charter school. This policy change is important because the statust makes the district Bable for harm due to subsequent misonadors if the district fails to provide the information as required by law.

MSBA has also made other clarifying changes.

l en	denist importance to them. Let to the district equivalent	The titler		ed by the district. Please forward
г	Hoard Secretary	$\neg$	Business Office	Coaches/Sponsors
г	Facility Maintenance		Food Service	Clifted
X	( Human Resources X		Principals	Library/Media Center
г	Health Services		Counselor	Special Education
_	Transportation		Public InflyCommunications	Technology

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### REFERENCES

Employee - Any staff member or student teacher of the Canadeoton R-Bf School District,

Farmer Employee — An employee who was terminated or resigned or whose contract was accurrenced; an employee who has been notified that the other contract with the district will not be received or that the district is pursuing termination, even if the process has not been completed.

ential Employer – Another school district, business or person seeking to hire a current or former sloyee or acreoning the current or former employee for a volunteer position, intereship or other

Reference - Information regarding the employment of, or services provided by, a current or former employee including, but not limited to, specific information regarding dates of employment or service, salary, job dates, performance or character.

Sexual Misconduct — Regaging in any conduct with a student, on or off district property, that constitutes the crime of sexual misconduct; illegal sexual hazarment as defined in policy AC, as determined by the district or child abuse involving sexual behavior, as determined by the Children's Division (CD) of the Department of Social Sexvicor.

The district will mointain information regarding current and former only layers as confidential widths the limits of the law. Only the specimension or a person or person specifically designated by the appointment on regression of the law for districts in a reference regard for a cause of former employee. District employees must direct reference expenses to the superintmentar or designate. Upon request, employees will asked the superintment or designate or

Employees other than the experimendent or designee may provide personal unforences are for required or designeed to the provide personal or forences are forences or designeed to the provident of the scope of their personal perso

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Page 3

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### ng Allegations of Sexual Misconduct to Other Public Schools

If a potential public pi distinguishool employer requests a mineroos regarding a finner employer whose job involved contact with children, the chiest's till, in accordance with state law, many the presential public give giffer school employers (the employers was terminated, nearwoodered antiboved to resign in feet of the contraction as a result of allegations of contamination and a result of allegations of contamination and a result of allegations of contaminations of the contamination of the contamination as a result of allegations being automatiscate by the CD is elification and many given review board.

Has patential public or children book complayer contacts the districts for a reference for any former complayer about when the CD has investigated allegations of exacult relicendates with a suchers and reached a fasting of substantiates, the district will provide the results of the CD investigation to the potential public or children include complayers, regardless of whether the employees job involved contact with children.

The district must provide these multilastions regardless of whether the former employee has authorized the release of information. The district will provide the process at required by law prior to releasing following in accordance with this section, if it is fastish. The superintendent or designed is subnotted to contact the district's attempt for activities on implementing this policy in accordance with two.

When the district is contacted for a reference for a current or former employee, the superintendent or designee will document the date, the name of the person and entity requesting the information, the person responding to the request, the method of disclosure, the information provided and, when applicable, the consecut received.

In accordance with law, if the district responds to any requests by lettering whiling, the district will forward copy of the Workfell reference letter to the current or former copilities at the couployer's last known address.

### Notice

The district will notify all current employees of this policy. The superiolendent or designes will provide notification of the existence of this policy to all potential employees who contact the district for an effective of the notification must also be helden a sustained that the district responses are limited to the scape of this policy. The district will also provide copies of the policy to former employees

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In accordance with law, the following information about employees will be provided to any member of the public upon request:

Unless observing required under this policy or by law, before providing a reference for a current or former employer, the superintendence designoes will verify that the employee contents to the release of further information. The district carry obtain a Massics content from the employee when the employee shares the employee tweets the district (massic district) and the employee in which a required in made for risk yet written content provided from the properties of the employee.

Ever with consequently thinkess otherwise multiorized by the Beard or the district's attorney, the superintendent or designor may may provide the following factual information when requested, without offering opinious or commentary on job performance:

- A description of the employee's job duties when employed.
- Additional district-sponsored committees, activities or duties the employee volunteered for or was designated to perform.
- Honors and awards received by the employee.
- 4. Destroented-(Factual information on work performance.
- Whether the employee resigned or was nonrenewed or terminated. Based on documentation in the personnel file, potential employers will be neithful if the employment was ended due to the financial condition of the district, a decrease in enrollment or reorganization of the department, wheel or district.
- When requested, a "yet" or "no" answer to a question about whether the district would re-employ the current or firmer enginges if an appropriate position existed or whether the superintendent would recommend re-employment.
- 7. Allegations of sexual misconduct with a student as required below.

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Any district employee who is permitted under this pollsy to respons to requests for reference regarding former employees not who communicated only be information understanding by the pollsy in good falls and without malife is entitled to immunity registed my civil action for damages through by the former employee actiops; not of the communication of the information, in accordance with law. District employees repossing in requests for references in accordance with this pollicy may request the attempt general to defined them if used.

Note: The results is encouraged to check the Index located as the beginning of this section for other portions policies and to terbric administrative procedures under from far related information.

Révisedi

Cross Refs: AC, Problibition against Discrimination, Harassment and Retaliation BDC, Closed Meetings, Records and Votes BDDL, Release of Information.

JHU, Reporting and Investigating Child Abuse/Neglect

Legal Refs: §§ 162.068, 290.152, 610.021, RSMo. Jamison v. Stare Dept. of Soc. Serv., 218 S.W.3d 399 (Mo. 2007)

Camdenton R-III School District, Camdenton, Missouri

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Further Cate Cate City pin

### EXPLANATION: ASSESSMENT PROGRAM

ASSIA. has revised this policy to remove encluder references to adequate yearly propress (AVP) and the Show-Mc Standards and to otherwise clarify partitions of the policy. MSSIA has also changed the section that require the Beatr of a nessally review videous assessment date to have the Beatr of nessally review videous to assessment date to have the Beatr of nessally review videous for evideous stockets performance of ast accurate (time party, rest mentally). School districts should be generally date through their own student performance as assessments administered frequently throughest every relative through the second properties when the party of the party and the properties of the party of the pa

MSBA has also clarified that all students are required to participate in assessment

per	BA recommends that copies ticular importance to them. Les to the district equivalent	Theitiles	cument he resited to the following o on this list may not match those us indicated,	erens because the context is of ad by the district. Please forward
	Board Scentury		Business Office	Coachca/Spousots
	Facility Maintenance		Food Service	Gifted
_	Plutino Resources	X	Price pals	Libraty/Media Center
	Health Services	T <sub>X</sub>	Courselot	Special Education
	Transportation		Public Info/Communications	Technology

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### ASSESSMENT PROGRAM

The district will use assessments as one indication of the success and quality of the district, oftention program. Further, the floor recognizes its obligation to provide for and administer assessments as regulared by low. The Roard directs the signification of obsignee to create procedures governing assessments consistent with law and floats policy.

In cooperation with the administrative and instructional staff, the Board will amountly judgitable review student performance data and use this information to evaluate the effectiveness of the district's instructional programs, making adjustments as meassary.

The district will comply with all assessment requirements for students with disabilities mandated by federal and state law, including the Individuals with Disabilities Education Act (IDEA).

In order to achieve the proposes of the student assistance i program, the district requires all encollect students to participate in all applicable aspects of the assessment program.

District Assessment Pl

The superimendent or designee shall cosmo that the district has a writtee assessment plan that will test competency in the subject areas of English, reading, language are, science, mathematics, social stadies and civies, as required by law.

The purposes of the district wide assessment plan are to facilitate and provide information for the following:

- Swdort Achievement To produce information about relative student achievement so that
  parents/guardians, students and tenders have a baseline against which toget monitor
  academic progress. Which the limitations of group to ring instruments, the information
  should be retroit to serve as a validation derive for other measures of student progress.
- Student Guldance To serve as a tool for implementing the districts student guidence program.
- Instructional Change To provide data that will assist in the preparation of recommendations for instructional program changes to:
  - Eleip teachers with instructional decisions, plans and changes regarding classroom objectives and program implementation.

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### Statewide Assessmen

The district will implement the components of the Missouri Assessment Program (MAP) in order to manitor the progress of all students in meeting the Show-Mre Standards, as set forthing field by the Missouri State Board of Education.

Each-of-course (EOC) assessments will be administrated in accordance with law and the rules of the Department of Elementary and Secondary Education (DESP). In courses where EOC assessments are given, the apprintendent or designee will determine what percent of the course grade will be decided by performance on EOC assessments.

If a modest is stating a course that requires an EOC is sessment and is falling the course or for some other reason may be negated to make the course, the district may choose to also y administration of the EOC assessment statill the stated has completed by a course the second time. A stan constituting of the course is survivorse, the principal and a contrader will determine when delayed administration of my EOC monument is appropriate. In the case of a student within a fjordividualized Epitectation Proportion (EOC monuments) are constitution.

The School Board outhorizes the superintendent to establish a process designed to encourage the students of this district to give their best efforts on each portion of any statewisk assessment, which may include, but is not limited to, incentives or supplementary work as a consequence of performance.

The district's policy on student participation in statewide assessments shall be provided at the beginning of the school year to each student and the parent-guardian or other person responsible for every student and more it 8 years of 850. The policy wall also be lept to be district office and be available for viewing by the public during butters became of the district office.

### National Assessment of Educational Progress

Heroson, the district will participate in the National Assessment of Educational Progress (NAEP) as required by law.

Note: The reader is occurringed to check the index located at the beginning of this section for other peritoest policies and to cerior administrative procedures under forms for related information:

Adopted: 08/08/1994

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- b. Help the professional staff formulate and recommend instructional policy and curriculum.
- $\label{eq:continuous} c. \qquad \text{Help the Board of Education adopt instructional policies.}$
- School and District Evaluation Yo provide indicators of the progress of the district and individual Schools toward established goals.
- Adequate Knirly Progress To determine student progress toward meeting the goods established by the Missouri State Board of Education pursuant to the No Child Left Behind Act Market Missouri - To ensure the district matchings accordingly.

There shall be involved and involved the first state of the properties of the second o

### Reading Assessme

The district will administer a reading assessment to students in kindengarien through sixth grades to determine whether additional reading between the extension are recorded, as required by two. The district will also administer a reading seasoness to all students on both constrict to declaried in grades flow. Due of x<sub>1</sub>, x<sub>2</sub>d to all students a steeling guaranter achool due to a reading delicition, as required by law.

The reading assessment will be a recognized method, or combination of methods, of assessing a student's reading ability. Results of assessments will be expressed as reading at a particular grade level. The aspertate due to designee will determine which nethods of reading assessment the district will utilize.

### English Proficiency Assessments

The district will amountly ussess the Buglish mading, writing and oral language skills of indistrict students with limited English proficiency.

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for Aglica the

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Revised: 09/19/2002; 06/13/2005; 12/12/2005; 01/10/2011;)

Cross Refs: JHD, Student Guldance and Counseling JO, Student Records KB, Public Information Program

MSIP Refe: 6.2

Legal Refs: \$\ \frac{4}{2}\ \ 160.257, 5\ 18, 570, \ 167.645, RSMo.
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. \$\ 1232g
No Child Left Behind Act of 2001, 20 U.S.C. \$\ 6501 - 7941

Carndenton R-III School District, Carndenton, Missouri

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School Boards\* Awardation

Comments the the district

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# EXPLANATION: COMPULSORY AND PART-TIME ATTENDANCE

This policy was modified to more accurately and clearly state the compulsory attendance age.

2.8	particular Importance to them. The sistes on this list may not makel those ased by the district. Please formand copies to the district equivalent of the title indicased.	1 5	n this list way not models those used i redicased.	į	the district. Please forward
	Board Secretary		Business Office		Conches/Spensors
	Facility Maintenance		Food Service		Gifted
	Human Keseurett	Х	Principals		Library/Media Center
	Health Services	Х	Conselor		Special Education

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Page

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FILE: JEA Critical

The Camdenton R-III School District exists to improve lives through education. The district seeks to curoll and educate all resident children in the community, as required by law.

COMPULSORY AND PART-TIME ATTENDANCE

The Chardon 1970 II School Defroit provides exact school programming for all stadents between the layer of a such 11 years of age. In education, students as young to lines analy enably for and receive provide character are viscos. The district way also provide providents and actual education programs.

### npulsory Attendance

When the local count to provide absolute for the provided the provided the provided that the provided the local country of the country of the

One serviced in the destrict open described represent the modern to setted regularly and for the student's parents granultans or other adults having charge, comits of recordy of the student to communicate regularly and himselfly with the district regularly described between. Because the Condentines and Student Students of the Condentines of the Students of the Students of the Condentines of the Students of the Students of the Students of the Students of starter staff in gaining the most from the colonization of persistence and because stee the require district staff in spiritude per most fine the colonization of the colonization of the students o

### -Time Aftendance

Although the district believes that all stokents will benefit from attending the Canadenton R-UI School District full-time, same low allows students to strong bable school justifium, as isong as their total obtainable experience mass the requirements of the state complishey obtainful har and the student is not already enrolled full-time in quother juilble school. The superniterated or designer

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will couple procedure on execultarian of purchine endons to ensure that such excellents for the prompting the descriptor, both and another; instantiate of the spirits. The Ebands had been direct to prompting the descriptor, beath and another; instantiate of transfers of manufacture of the control of the c

## Students Withdrawing from or Dropping Out of School

Once conclud, the student will be considered a district nations until the district in discreted to whichever the relation will be the control whichever the relation of the control the recording mediation of another to confirm contributed envalident after several absences. The district will execut age all families and students to consent with district staff reize to withdrawing a student.

Any student age 16 years or older who drops out of school for any reason other than to attend smother school, college or university, or to entist in the armed services, shall be repaired to the state thereby bother office.

\*\*\*\*\*\*\*

New . The reader is incominged to about the sides leaded in the legislating of this section for other personner points on the previous administrative procedures and the forms for related information.

vised: 07/10/2000; 01/08/2007; 01/10/2011

08/08/1994

Cross Refs: IGBD, At-Risk Students
IGCE, District-Sponsored Instruction Options

Legal Refs: \_\_ §§ 160.539, 161.570, 163.011 - .012, 167.031 - .111, .275, 211.034, RSMo.

Camdenton R-BI School District, Candenton, Missouri

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### EXPLANATION: SCHOOL ADMISSIONS

MSBA has updated this policy to address new legislation. In addition, the law requiring students to have a vision manifestion prior to entering school has empired. MSBA has removed references to this law from its policies, procedures and forms.

House Bill 1577 (2012), § 160.1994. RisHo, requires school districts to make certain exceptions when carolling, placing and graduating sudents in foster care. This is the second such piece of legislation in the past fere years, and SISBA antiligates that care will be forthecomis. For their resease, MSRA is moving must banguage about foster saire students to policy for the present of the second such present the property of the present property of the present property of the property of the present property of the present property of the property of the present property of the

hisBA has also modified the list of crimes for which students cannot be enrolled in the regular school program. House Bills 215 and 301 (2013), § 160.261, Riblio, have amended and renamed several crimes, Including the crimes of foreible rape and sadony.

MESBA recommends that copies particular importance to them. copies to the district equivalent	Therida	energe) be routed to the following : on this tips may not match those a: indicated.	erens because the content is of sed by the district. Please force of
Board Secretary		Business Office	Cauches/Sponsors
Facility Malmenance	$\neg$	Food Service	Girtod
Human Resources	X	Principals	Library/Media Center
X Health Sprvices	X	Courselot	Special Education
Transportation		Public Info/Communications	Technology

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For Office Unifold #200001484119

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meds, after consultation with the student's parent/graction. Likewiso, a student who demonstrates that he or due is not socially or academically ready to must kindergaten or the grade in which he or abor would otherwise be placed may be placed in a preschool or other appropriate class or program offered by the district, after consultation with the student's parent/grantdan.

Staterity who are entering kindergurence first guide are encouraged to prengister in the spring prior to the full semester in which they are to begin attendance. Students entering the schools in the district will be required to present a brith certificate or other acceptable proof of age if necessary to determine whether the student is eligible to stored whool.

Within two business days of smolling a saiders, the school official entolling the saident shall request those records required by district policy for student transfer, including discipline records, from all schools previously attended by the student within the last 12 roombs.

Within 48 hours of empling a nonresident student placed in the district pursuant to §§ 210.481 – 356. CBA6, via flosterhouse, reidential core facilities or child placing aggreeies, the school official studies of the place of the color district place of the place of the middle place of the student place of the student place of the student place of the place of the student place of the student place of the place of the place of the student place of the place

The district will accept hand-carried or unofficial records for the purpose of cutofling a student transfering from another state who is in the household of an anise duty remiter of the milliony, including some vectors who are decreased or injured as defined by law, but will request official records in accordance with this policy.

The district designates the superintendant as the liaison for finite care children. The liaison will provide advisory autotance regarding all superior of the smoothment, placement, transfer and withdrawal of children in foster care.

### Statement of Prior Suspension, Expulsion or Criminal Offense

The Board of Education requires the parent, guardian or other person having control or charge of a child of ashood age to provide upon morbilment a signed statement addicating whether how student has been assepted of a respitled from a public or private school is this state or may other state for ain offense in violation of Board policies. In addition, the person enrolling the statem must affirm that

Page 4

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- Formible sodemy [as it existed prior to August 28, 2013) in sodemy to the first degree § 566,060, RSMo.
- Statutory rape under § 566.032, R&Mo.
- 7. Statutory soderny under § \$66.062, RSMo.
- Robbery in the first degree under § 569.020, RSMa.
- 9. Distribution of drugs to a minor under § 195.212, RSMo. 10. Arson in the first degree under § 569.040, RSMo.
- 11. Kidnapping, when classified as a class A folony under § 565.110, RSMo.

Nothing in this section shall prohibit the readmittance or carolliment of any student if a change has term diministed or when a soulder has been acquitted of any of the above ext. This section does not anyly to a sustem's shall disability, a relateful nother trace in polyhity or clear, when the disability as related nother trace in polyhity or clear, when the convicted as a create of an action referred to the underty disability. If the district materials an alternative clear and the disability of the control of the contro

A student who has graduated from a high school approved by the Department of Elementary and Secondary Education, or a student who has graduated from a high school in a foreign country is not eligible to curroll in Camdenton High School. 4 \*\*\* \* \* \* \*

Note: The reader is encouraged to check the insist located at the beginning of this section for other pertinent policies and to review ideals its rative procedures and/or forms for related information;

Revised: 08/11/2003; 12/12/2005; 10/13/2008; 01/10/2011;}

Cross Refs: IGBCA, Programs for Hameless Students IGBCB, Programs for Migrant Students IGBB, Students in Foster Core

Page 6

### SCHOOL ADMISSIONS

### Student Admission

The Board of Education thall provide free public education to all states who are midetate of the school district and who are between the age of lived and 21 years may who otherwise qualify free distriction under Missouri has under softwarte empired by freeding the "Periodic Normalization and Falsouri has waited to provide services to midetat manders qualifying for good to distraction services between the given of the public 22. Any senter qualifying for graduation to the out of the school terrestorm of the provided public public provided and to the out of the school terrestorm of the sentence of the sentence of the sentence of the provided public public public provided public public public provided provid

Person reciting admission to the district and its instructional programs must satisfactorily meet all rationary, anotheric, age, immediating, discipline and other rightilly promptiles as eath ideal by Board policy and also. Stockets carring in indiscipant or interpals mostly movely proof or comprehensive vision examination by fasses; in other first year in the district, in executance with meeting of the comprehensive vision examination by fasses; in other first year in the district, in executance with meeting of the comprehensive vision examination by fasses; and the first pair in the district, in executance with administration of the contract of the comprehensive visit to all products of the contract of the

Students who transfer to the district from another district will be placed in accordance with Board policy.

In accordance with law, a student is eligible for admission to attend the Camdenton R-III School District, and is eligible for admission to summer school the stantoer prior to entering kindergarten, if the andent:

- 1. Reaches the age of five before August 1 of the school year in which he or she plans to coroll.
- Has attended school, or the number school prior to a kindergusten school term in the St. Louis Riyischool District or the Numas City 33 School District, regardless of the age of the statest.
- is a child in the household of an active duty member of the military, including some veterans who are deem and or injured as defined by law, who has accessfully completed an normalized pre-kindepartin program or his attended an accredited Kindergarien in another state, regardless of the age of the student.

A student eligible to attend who has previously streeded a kindergarten program or otherwise demonstrates to the activities of the district that he or the its socially and moderatically ready to progress may be placed in a class, grade or program that would best meet the student's educational control of the control of t

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the student has not been convicted of or charged with an act listed in the "Astraission Restriction" section of this policy. This registration document shall be maintained as a part of the student's scholartic record.

### Students Suspended or Expelled from Another District

Without the superistendent's or designed's permission, no stocket may excell in a school in the district during a suspension or expedition from another in-take or eat-of-state school district, for the superistendent of the school school period, if it is determined proposal saturation excell that he makest's concluse would have excited in a suspension or expedition in this district. The superistendent or conclusion would have excelled in a superistic or expedition in this district. The superistendent or designer may make such suspension or expedition from months excelled in the superistendent or supe

A remedial conference will be beld in accordance with Board policy prior to Bickerollment of any students following a suspension or expulsion from another school for an oat of Arbot violence as defined in § 10.5014, EMM. The remedial conference with belt legardates of whether such next was ceremined at a public or prisite school in the state, provided that does not have resolted in the supposition or expulsion of such position in the case of a private school.

### Admission Restriction

In accordance with § 167.171, RSMo., no student may be readmitted or enrolled to a regular program of instruction in the whool district wheat RSMo is a been convicted of or charged with an act that if committed by an adult would be one of the following:

- 1. First degree murder under § 565.020, RSMo
- Second degree murder under § 565.021, RSMo.
- 3. First degree assault under § 565.050, RSMo.
- Forcible rape (as it extend gray to August 28, 2013) or rape in the that degree under \$ 566.010, RSMo.

### REFERENCE COPY

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Legal Reft: \$\$ 43.408, 160.031 - .053, .055, .261, 167.848 --023, .101, .122, .161, .171, .794, 195-242, 565.020 - .021, .059, .110, 566.030, .032, .060, .062, 569.020, .040, RSMo.

McKinney-Vento Horseless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431 - 11435

Carodenton R-III School District, Carodenton, Missouri

EXPLANATION: ADMISSION OF STUDENTS (District Allows Twiston-Paying Nonresident Students to Euroli and Atlents)

Please note: There are two versions of this policy. This version is for districts that DO sllow nonresident students to caroll and attend upon payment of fultion.

In the past few years the exceptions to the residency cales for enrollment in public schools have seemed to overwhelm the original rule. For that massa, political IECA, Addission of Recident Schoolsta, and IECA, Admission of Prometical Stodents, have slowly blanded together. NEGA has combined these politics to avoid confusion and to more dearly set out the legal requirement for attendance.

In addition to combining the two policies, MSBA has addressed the following issues in this new

### Sindents Living to K-8 Districts

Section 167.131, RSMe, allows students fring in a district that does not maintain a school for all gradelevels, such as a K-3 district, to stread a school district to the same or an adjointing county for those mixing grade levels. MSBA has added taguage addressing this circumstance to the policy. Use district does not have any K-6 or K-3 district in the same or an adjointing county, the district on any reasons the larguage,

### Transfers from Unaccredited Districts

Two eases from the Minerari Supreme Court have now affir need that students residing in unsecredised districts any transfer to accredited districts in the same or silphing in unsecredised districts and to find the silphing to this effect in this place. MSBA has also exceeded model procedures outside place to it relitable these reasonables of the silphing to the si

### 3. Military

House Bill 159 (2013), § 157.020, BSMa, expanded state statute to allow for euro Euseni of a studient who is placed in the care of assetter person living in the district because or who in the student's parents or grantines in eldoployed by the multilary. In addition, if the active day orders capile whering the school year, the student may light the school year, that district is accordance with law.

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FILE: JECA Critical

added language to this policy making it clear when the district may seek recourse for

particular importance to them. copies to the district equivalent	The titles of the title	on Shis list may not match those Indicated.	g areas because the content is of used by the district. Please forward
Board Scoretary	— <u>  X</u>	Budferra Office	Craches/Sponsors
Pacifity Maintenance	$\neg$	Food Stryke	Gifted
Hutest Resources	1 X	Principals	Library/Media Center
Health Services		Countelor	Special Education
Transportation		Public Info/Communications	Technology

### REFERENCE COPY (Version 1)

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### ADMISSION OF RESIDENT-STUDENTS (District Affects Tables - Forest and Akend)

In jöttlerik ji Korder to regissestirida jih Die Constitute R-III School Diffriëj a stadera, the parent, legal gaurdin, military guardian, preson acting as a parent at the student delibility provide provide of existency tile R-Sifery or request a worder of proof of residency tile R-Sifery or request a worder of proof of residency tile R-Sifery or request average for some statements of the R-Sifery or request average providers. National providers are requested as the statement and according to the resistency experiments and according to the resistency and according to the resistency and according to the resistency according to the resistency and according to the resistency according to the resistance according

The Board directs the superintendent or designes to create procedures for excelling additions and for collecting tailion or other payments when applicable and authorized under this policy!

A statema is a "resident" student if he or she meets at least one of the following criteria:

- The student physically resides and is domakild in the district. The domictie of a minor child shall be the domictie of a primer military guardian parameter as military based guardianship or court-projected (seq) guardian. A "your of allowing" document alsoe, exception of existing size of a product power of alsoney document relevant to the guardianship of a child in the located of of an active duty member of the military, is insufficient to mainly the "court-appointed legal guardian" requirement.
- The student physically resides in the district for reasons other than obtaining access to the district sechods, regardless of with whom the student is fiving, and has a waiver of proof of residency on file.
- The variant is relievable legally cutified to rate at about in the district insteal families. A student who is student should be sufficiently as a student who is a foundation child, a mode at tending a subsoleton in district of residence on a postingiant to an intensity of general programme, and in district of resident of suspension program, a student who is a word of the state as precised in a residential case the list post true (firstless) a makenit who has been residential case facility the to a constant bless on the observable which is starting a school pursuant to by firstless and the starting a school pursuant to by firstless and the starting as school pursuant to by firstless and the starting as school pursuant to by firstless and the starting as school pursuant to by firstless and the starting as school pursuant to be firstless and the starting as school pursuant to be firstless and the starting as school pursuant to be firstless and the starting as school pursuant to be firstless and the starting as school pursuant to be firstless and the starting as school pursuant to be firstless and the starting as school pursuant to be starting as school pursuant to be firstless and the starting as school pursuant to be starting as school pursuant

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Page 5

This is really not new in that existing law requires districts to enroll students who are libing in the district for reasons other than povely accessing the district's schools, which would qualify in the discounstance. Nevertheless, MSBA has included this exception on the list.

Unutual or Unreasonable Transportation Hardship

Section 167.121, RSMo., allows the Commissions of Education to assign students to different districts if attendance in the resident district "consultates an owneys are unreassable transportation hardfully because of assist barriers, travel time or distance." The district of residence must then pay totion for the student to attend the neighboring tabout. While this does not happen often, MSBA has included this provision in the patty.

Summer School

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Section 167.227, RSMa, allows districts to rarell non-resident students for summer school as long as the students are not attending nummer school in another district. The district is nor required to enroll these students, that I'll does in may either collect sates slid for the students or require popurated resident, but I'll does in may either collect sates slid for the students or require popurated resident by the parents/grazdient or other districts I'dly so gares. Noncadent students cannot be carrolled in programs paid for solely by federal funds.

Process for Removing Students

MSBA has received several calls from districts that have discovered students who were no lenger residents of the district or who otherwise did not qualify to strend the district. Will it is integling to remove the student insmediately, shouths have a property right to a public editention and doubt on the removed from school without the district first effecting the students and parentifysactional appropriate due process. In Washington v. Lador-School District Board of Elevation, 564 P.Sung. 24 1898 (CE) M. 2009, the every formal that is controlled use hereing, a high level of other process that includes a hearing, was overed to a student removed from the district's rish due to the of creatings.

Section 167.020, RSMo., makes it a crime to knowingly submit false information regarding residency. This statute also allows schools to file dwil actions to recover tailing if a partelygardian files false information regarding residency. MSBA bas

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Page 2

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Page 4

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The student is a transitioning willbury student who was encoded in the Canadembra R-Hi School Philipsky both by placed in the source of sourcementer than the student's potential major large grantine who tracked in monther school affects. Such student's potential major large grantine who tracked in monther school affects. Such student's will be allowed to accombance to student whose in the Canademort R-Hi deboot Davies with the allowed to accombance to student whose in the Canademort R-Hi deboot Davies with two programs of which the process of visualization grainflaws produced in a student who the the process of visualization grainflaws are considered as the process of visualization of the consistency and the process of visualization of finished by the consistency to be consistent of an active day member of the military, to closing some vertication who can decome or implicate and finished by have

Waiver of Proof of Residency

In cases where a statent living in the district wishes to register but the statent does not live with a parset, rolling guardian or court-appointed guardian in the district ladd from a designation of the property of the part of the pa

The Board deligates to the apprintendent or designee the responsibility of bringing to the Boards attention any application for a writer in which the student is zero clearly extilect to streat clearly extilect to streat clearly extilent to streat clearly extilent to streat clearly extilent to streat clearly extilent to the district. All other applications will be accepted and generally by the juggested extilect the first extilent to the clear that extreme a particular for a writer has been intended for Board previous forms that extreme a harving to committee the repears a second possible, that to lead that of signs of the standard to generally writer to the Board to set the fine of the flower to occur the control that the general to control the writer repears a set of the flower of the flower to occur the control that writers repeated to the standard to occur the writers repeated to the set of the flower to occur the control to occur the set of the Board to account the control that the set of the Board to account the control to occur the writers repeated as the set of the Board to account the control that the set of the Board to account the control that the set of the Board to account the set of the Board

Once a variety of proof of residency has been requested and the subjectivities of residency has been requested and the subjectivities of residency has been requested and the subjectivities of residency of the legislation of the feed former. In order to prove the provided to register and stands school until such times as the Board devictes to grant or deep the waiver request. If the Board general the waters request, to such can title of board and the obligated to continue standing school in the distinct. If the Board devictes the variety request, the student shall not be allowed to continue standing school in the distinct.

In instances where there is reason to suspect that admission of the student will create an inspediate danger to the safety of other students and employees of the district, the superintendent or designed

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may convene a bearing within five working days of the registration request to determine whether the

### Students Otherwise Entitled by Law to Enroll

In accordance with law, students will be entailed and admitted such as going through the waiver process when they

- An considered Denicles in secondaries with the and indentifier (42,U.S.C.; § ) 1471-3 1435; § 167,CO; RSMS)
- Are attending the district aspartlelpants in an interdistrict transfer program calabitated a court-ordered desegregation program (§ 167.020, RSM6.);
- And wands of the state and have been placed in it residential each facility within the district by asiac affective is 197,000, RSMo X
- Have been placed in a residential care fact the within the district doe to a presser filmess of developmental desirability (§ 167,000, R SMG-1)
- Have been placed to a performal case, facility within the district by a joyestle count (§ 16.0000; RSMG).
- Age, uniqued, to the diablet by the commissioner of education does to an operate or introduced by transportation hardship (5.167.121, RSMo.). The resident district will pay the
- there there identified an insteam with disabilities under more eligibility enturns and seam the district for resions when their decisions the district educational program (4: 167,020).
- Are children of purcolar numbers who pay action in the on property in the action district bay do not live in the charact. These endered play stiend action to the district on a million basis

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The Board will constally set dution for each grade-level grouping in eccondense with law:
If a reading clienter disputes the assecute of aution; the Board will submit the clientes to the
State Board for resolution:

- Are placed in the care of motions person living in the district behavior one, or both of their personal principal districts are deployed by the culture; or behavior of active deep will little or these calcium with the followed is employed by the culture; or behavior of active deep content of indicat (48: 100,000; 16:77,000; 18:50.65): In addition, if the native deep colors deeper deeps deep shool year, the choicest sing final little of behavior yet in the district is accordance; with law?
- Work carriefed in the Complement R-III School Dibbaic but, due in the bettyle desy nationary service of a percentagrantue, emplaced in factore of a present that better in water school aboved. The residence is under school aboved, The residence will be aboved in the present school aboved to the present school aboved in the present school above are school aboved in the present school above abo
- Active a private school within the district and one conclude in the district for the limited purpose of special privation like the district and the property of uses a special concentrate school experience when a scalable as mandated by foreign special expectation have (§ 167,000, 18,560,).
- 17) Have been placed in tester care consider the classical if they previously astended the district and are placed in an adjacent classic (§1.07.0.9) SMMs. 3
- 18. Are otherwise required by law to be entailed and admitted.

### Enrollment at the Option of the District

The Board Inf its discretized may also allow underly to curve and a send moderlike. Following crossminus without going through the feators process. The less required by law me under well by any me under well by carried as the consistency. It is shown in a surface well by carried as the Consistency R. III School District if the small mental and it well in well on which is the consistency of the consistency of the consistency of the state of the

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

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- Have been placed by the Misseers Department of Mental Health, the Misseers Department of Social Services or by court order for Selfifice of programs located within the district, even if their destable is in a medica district (§ 167.126, BSMo.)

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The Board will attendily set indicin for each grade-level grouping in necessaries with law. If in an accredited digiter disputes the amount of taking the Board will submit the dispute to the State Board for resolution.

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Page 8

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- The directs fray smooth students primitate to a contributal simulations that is complete with the limitations Option Act (\$6.162.1040 -2.1059; \$8.565.10 At stempleting student smoothed primitate the incomplishment option programs shall be contract as a resident student (by the purposes of committaining state full).
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Cross Refs: IGBCA, Programs for Horocless Students (GBE, Stricking in Printing Care IHB, Class Stori

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100,2000, 182,1960 \$\infty\$ 1059, 163,011	167,0000	19-22	121, 126, 132	151, 122	168,13	169-237-473,850, RSMo.
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Canadenton R-III School District, Canadenton, Missouri

### **REFERENCE COPY (Version 1)**

FILE: JECB Critical

EXPLANATION: ADMISSION OF NONRESIDENT STUDENTS (Districts Accepting Nonresident Students)

MSBA recommends that districts RESCIND this policy. In the past few years the exceptions to the residency rules for enrollment in public schools have seemed to overwhelm the original rule. For that reason, policies JECA, Admission of Resident Students, and JECB, Admission of Nonresident Students, have slowly blended together. MSBA has combined these policies to avoid confusion and to more clearly set out the legal requirements for attendance.

par	ticular importance to them. The vies to the district equivalent of th	tides i	on this list may not match those .	
	Board Secretary		Business Office	Coaches/Sponsors
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Page 1

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ner family attending the district's schools: A tax statement must the appropriate administrator before a student can be admitted. mitted to the appropriate adi

e parents or guardians own real estate of which 80 acres or more are used for agricultural purposes and upon which their residence is situated may attend school, without paying tuition, in any district in which a part of such real estate; contiguous to that upon which his or he residence is situated, lies, provided that 35 percent of the real estate is located in the district of choice. Such parents or guardians are required to send notification by June 30 to all school districts involved specifying which district their children will attend. If notification is not received, such children shall attend the school in which the majority of the parent or guardian's property lies. Attendance at any other district will require the payment of tuition.

- Children residing in institutions located within the district that provide a place of residence for three or more such children whose domicile is not in the state of Missouri may be admitted pursuant to a contractual arrangement, provided that the action district, its taxpayers, the state of Missouri or its political subdivisions bear no financial burden as a
- In the event the Board allows nonresident teachers employed by the district to send their children to the district, such children will be considered resident students for the purpose of determining average daily attendance. The Board shall not solicit or receive money f teacher employed by the district for the purposes of paying turtion or any other expenses of the operation of schools. Furthermore, the Board may allow nonresident regular employees of the district to send their children to the district and consider them resident students for the es of determining average daily attendar
- Foreign exchange students living within the boundaries of the school district who have obtained a J-1 visa and who are sponsored by an organization listed on the Council on Standards for International Educational Travel (CSIET) Advisory List will be allowed to superintendent and in accordance with procedures set forth by the superintendent or designee: The Board of Education reserves the right to limit the number of foreign exchange students emolled in a given year. Attendance by foreign exchange students is a privilege, not a right.
- The district may admit nonresident students pursuant to a contractual arrangement, the EuroHment Option Act or as otherwise permitted by law. A nonresident student enrolled pursuant to an euroHment option program shall be counted as a resident pupil for the purposes of determining state aid:

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### **REFERENCE COPY (Version 1)**

FILE: JECB Critical

### ADMISSION OF NONRESIDENT STUDENTS (Districts Accepting Nonresiden

Nomesident students will be permitted to attend the district's schools upon payment of furition as established by the Board unless exempt from payment of furition as allowed by law. Tuition rates shall be determined annually on the basis of the per-uppit cost for the preceding year for the operation, maintenance and debt service of the schools, as prescribed by state law. A nonresident dent shall be defined as a student who does not meet the requirements to be a resident student of ton R-III School District, as defined in Board policies and law

Numesident students admitted pursuant to the following exceptions or as otherwise mandated by law rill not be required to file for a waiver of residency.

The following nonresident students will be admitted and are exempt from complete or partial tuition charges:

Children placed by the department of mental health, the department of speigl services or by court order in facilities or programs located within the district will be admitted even if the child's demicite is in another district.

e district is entitled to local tax effort from each student's domiciliary district. The thistrict may, if such funds are available and pursuant to law, receive payment from the Department of Elementary and Secondary Education (DESE) for such students in lieu of the local tax effort payments from the domiciliary district,

Orphaned children, as defined by the courte, who have a pern ne within the school district may aftend school without paying tuition.

Children with only one living parent who have a permanent or temporary home within the school district may attend school without paying tuition.

Children whose parents do not contribute anything to their support and are unable to pay tuition, and who have a permanent or temperary home within the school district, may attend school without paying tuition:

Children, whose parents or guardians pay achool taxes on property in the school district but do not live in the district may attend school in the district and pay tuition on a tuition/nax credit basis. School taxes paid to the school district by the parents or guardians of nonresident students shall be deducted from the t applicable to the school term or fractional part thereof, concurrent with the cales in which the taxes are paid. The deduction will be prorated among the number

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The reader is encounged to check the most located at the beginning of this section produces perform policies and provides absolute the procedure and or forms for select information.

01/12/2004: 12/12/2005

IGBCA, Programs for Homeless Students IGBE, Students in Poster Care

Camdenton R-III School District, Camdenton, Missouri

§§ 162.1040 - .1059, 163.011, 167.121 - .151, 168.151, RSMo.

8 U.S.C. §§ 1101, 1372

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# EXPLANATION: DISCIPLINE REPORTING AND RECORDS

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(1921), § 164246, 1876b. A host of effect of the biblish shaped to smart for certain from the conditions of the conditions of the change of the

In addition, MSBA has revised the policy to clarify that reports of entacts ment be made transcaled, and to recognize that reports of third-degree assaults might not need to be made "immediately" at the derivit has entered into an agreement with law enforcement on the reporting of inde-degree assaults.

MSBA has created a clean, "Reporting between District and Law Enforcement and Exclusion from School," to mats districts with their reporting onligations. This chart is wouldnike on MSBA's verbide at:

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## Harassnern under § 565.090, RSMo. Stalking under § 565.225, RSMo.

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## DISCIPLINE REPORTING AND RECORDS

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The following definitions and terms apply to this policy:

Act of School Folence Florien Bahavior – The exection of physical force by a student with the intent to do serious physical injury to another person while on school property, including withe on school transportation in service on behalf of the district or while involved in school settvilles.

Serious Physical Injury – Physical injury that creates a substantial risk of death or that causes serious disfigurement or protracted loss or impairment of any part of the body.

Serions Flakston of Diserier's Discipline Policy - One or more of the fallowing sets if committed by a student entailed in the district.

- L. Any act of school violence/violent behavior.
- Any offices: that occurs on district property, on district transportation or at any district activity and that is required by law to be reported to law enforcement officials.
- Any offense that results in an out-of-school suspension for more than ten school days.

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### Student Discipline Records

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Persunat to Department of Secondary and Elementary Education (DESE) data repositing requirement for featurement for emberic suspensions of transfers you to inger and expulsions.

Avey information received by a school district employer relating to the conduct of a student shall be received in condishers and need for the limited purpose of assuming that good order and discipline are maintained in the schools.

Teachers and authorized district personnel, including volunitors solveded with reasonable care by the district, that ill not be ceitily linible when exting in accordance with the Board's policities, including the Board's distrible policities, or when repeating to the appropriate supervisor or cuber person acts of section in volunes or their universal to be very and distributions), existed violence or threatment and et of ticknow ivolunites, pursuan to be very and distributions.

Note: The resident to immunospect to thereby the trains bound of the beginning of this words. On white particular policies is not to review a facilitation to proceedings and/or facility forms of residual information.

964181/60 Adopted: 09/19/2002; 09/13/2004; 07/10/2006; 09/13/2010; 05/09/20115

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### Reporting to School Staff

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## Reporting to Law Enforcement Officials

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Legal Refs. §§ 160.261, 522, 167.020, 115 - 117, 122, 210.865, 211.032, 565.002, RSMo.

Camdenton R-III School District, Comdenton, Missouri

FILE: JOF Critical

# EXPLANATION: DISCIPLINE REPORTING AND RECORDS

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In addition, MSBA has revised the policy to clarify that reports of crimes must be made "immendiately" and to recognize that reports of third-degree assaults might not reed to be reporting of third-degree assaults might not reed to be reporting of third-degree assaults and of the contracting of third-degree assaults.

MSBA has created a chart, "Reporting between District and Law Enforcement and Excinsion From Schools," to noist districts with their reporting obligations. This chart is available on New Yorkshipt at:

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Harassment under § 565.090, RSMo Stalking under § 565.225, RSMo.

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## Appriling Third-Degree Assembly

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DISCIPLINE REPORTING AND RECORDS

In compliance with state law, the Board of Education enablishes expirabilities communication between teachers, administrators, just endercourse difficilities and other consentration between the state and other observior than readings the welfare or statedour, staff or patients of the digitatic. The garpone of this policy is the designess specific commission by studients that must be reported to reachers, administrators and for his or multiple seek with the following that must be decruited to treathers, administrators and for his or influence and the law onthe confined by studients that must be decruited to treathers, administrators and for his or influence and the law of th

### Definitions

The following definitions and terms apply to this policy:

Act of School Piolence/Finlent Behavior – The exention of physical force by a student with the intent to do serious physical sigtory to another person while on school property, including while on school transportation in service on behalf of the detrict or while involved in school activities.

Serious Physical Injury - Physical injury that creates a rubstantial risk of death or that causes serious disfigurement or protracted loss or impairment of any part of the body.

Serious Vialution of District's Discipline Policy - One or more of the fallowing sets if committed by a student enrolled in the district.

- Any act of soltool violence/violent behavior.
- Any officuse that occurs on district property, on district transportation or at any district activity and that is required by law to be reported to law enforcement officials.
  - Any offense that results in an out-of-school suspension for more than ten school days.

Weed to Know – Relates to school pronounal who are directly responsible for the student's education or who otherwise interest with the student on a professional basis while acting within the stope of their manganed dates.

School or Danied Property - Popurty milited, supervised, comed, rented, leased or controlled by the school destrict including but and intend to along happaments, parking hors, school temperation and say property or which any school servity also place.

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### Student Discipline Records

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Pursum to Department of Secondary and Elementary Education (DESE) data reporting vogimentaries the definite distription transfer and durations of, and reasons for, student suspensions of tender of separate expulsions.

Any information received by a school district employee relating to the conduct of a student shall be received in confidence and used for the limited purpose of testuring that good order and discipline are maintained in the schools.

foothers and enthocized district personned, including volunteers selected with reasonable care by the beheird, shall an the rechildy liable when exing in accordance-with the Board's policies, including the Board's discipline policies, or when responsing to the appropriate appearation or other person acts of solicies, and in the second of the second or other persons and the second of violence or other persons and to discipline, and in the said district pulsey.

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9661/81/60 Adopted:

Revised:

09/19/2002; 09/13/2004; 07/10/2006; 09/13/2010; 05/09/2011;

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### Reporting to School Staff

School administrators shall report acts of school violence to all teachers at the attendance areas in which the involved structure are constanted and to other bond district entropyses while a teach bixone by administrate indequated supervises the students and to protect themselves or others. In addition, way portion of chadden't statistical based ficklanding sprogners (IEP) that is school to chromosthead or potentially violent behavior shall be provided to any teachers and other district employees with a need to know the information.

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## Reporting to Law Enforcement Officials

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REFERENCE COPY

Legal Refs: §§ 160.261, 522, 167.020, 115 - 117, 122, 210.865, 211.032, 565.092, RSMo.

Camdunton R-III School District, Candenton, Missouri



### EXPLANATION: ADMINISTRATION OF MEDICATIONS TO STUDENTS

MSBA has revised this policy to reflect the changes in law brought about by House Bill 675 (2013), §§ 167.800 - .824, RSMo. House Bill 675 specifically addresses the district's responsibilities related to earing for and supporting students with diabetes.

### REQUIREMENTS

- The new law requires districts to work with parents/guardians and students to review and implement a student's "diabetes medical management plan" as necessary to provide the appropriate services to students with diabetes. However, districts are not required to accept the management plan exactly as presented, but are only required to "review" the plan. MSBA recommends that the district work with the parents/guardians and student as necessary to best implement the plan in a school
- In accordance with the new law, the revisions to this policy now allow for students to possess at all times (not just while at school) and to self-administer their diabetic medications and to test blood sugar levels.

### OPTIONAL

The following language is NOT required by the new law. Because this language is NOT required, MSBA did not include it in the revisions to this policy. Districts MAY include this language if they desire.

Here is a summary of the changes districts MAY include:

- By January 15, 2014, the Department of Elementary and Secondary Education (DESE) is required to develop guidelines for training school employees in the care of students with diabetes. School boards MAY adopt and implement the DESE training guidelines and annual diabetes training programs for all school nurses and diabetes care presented.
- IF the district adopts and implements the training guidelines developed by DESE, it shall ensure that the training is provided to a minimum of three school employees at each school attended by a student with diabetes. If at any time fewer than three school employces are available to be trained, the principal or other administrator shall distribute to staffmembers a written notice seeking volunteers to serve as diabetes care personnel. Such notice shall:

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- The school nurse or at least one of the trained diabetes care personnel MAY be on site and available to provide care to each student with diabetes during regular school hours and during all school-sponsored activities, including school-sponsored before- and after-school care programs, field trips, extended off-site excursions, extracurricular activities and on buses when the driver has not completed the necessary training.
- If the district does adopt those practices listed above, those activities shall not constitute the practice of nursing and shall be exempted from all applicable statutory and regulatory provisions that restrict what activities can be delegated to or performed by a person who is not a licensed healthcare professional.
- Further, it shall be lawful for a licensed healthcare professional to provide training to school employees or to supervise such personnel in performing those tasks described
- Finally, no physician, nurse, school employee or school district shall be liable for civil damages or subject to disciplinary action under professional licensing regulations or school disciplinary policies as a result of the activities listed above when such acts are committed as an ordinarily reasonably prudent person would have acted under the same or similar circumstances.

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col	copies to the district equivalent of the title indicated.				
	Board Secretary		Business Office	Х	Coaches/Sponsors
_	Facility Maintenance	x	Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
Х	Health Services		Counselor	X	Special Education
Х	Transportation		Public Info/Communications		Technology

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- State that the school shall provide diabetes care to one or more students with diabetes and is seeking personnel willing to be trained to provide care.
- Include the tasks to be performed.
- State that participation is voluntary and that the district shall take no action against any staff member who doesn't volunteer.
- State that training will be provided to those who volunteer.
- State that trained personnel are protected from any liability.
- Include whom to contact if interested in volunteering.
- Each district MAY provide training in the recognition of hypoglycemia and hyperglycemia and actions to take in response to emergency situations to all school personnel who have primary responsibility for supervising a student with disbetes during some portion of the school day and to bus drivers responsible for the transportation of a student with diabetes.
- The district MAY provide all students with diabetes in the district appropriate and needed diabetes care as specified in their diabetes medical management plan. In accordance with a request from the parent/guardian of a student with diabetes and the student's diabetes medical management plan, the school nurse or trained diabetes care personnel may perform diabetes care functions including:
  - Checking and recording blood glucose levels and ketone levels or assisting a student with such testing and recording.
  - Responding to blood glucose levels that are outside the student's target range.
  - Administering glucagon and other emergency treatments as prescribed
  - Administering insulin or assisting a student in administering insulin through the insulin delivery system the student uses.
  - Providing oral diabetes medications.
  - Following instructions regarding meals, snacks and physical activity.

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### ADMINISTRATION OF MEDICATIONS TO STUDENTS

### Definitions

Authorized Prescriber - Includes a healthcare provider licensed or otherwise authorized by state law to prescribe medication.

Diabetes Medical Munagement Plan — A document developed by the student's personal healthcare team that sees out the health services needed by the student at school and that is signed by the student's personal healthcare team and parent guardian.

Medications — For the purposes of this policy, medications include prescription drugs and over-the-counter drugs, including herbal preparations and vitamins. Medications also include substances that claim or purport to be medicinal or performance enhancing.

to prescribe medication.

### General

The Carndenton R-III School District is not legally obligated to administer medication to students unless specifically included in a Section 504 plan or an individualized education program (IEP). However, the Board recognizes that some students may require medication for chronic or short-term illnesses to enable them to remain in school and participate in the district's educational services. Percent Collardiants are encouraged to submit any relevant information regarding the medications their student needs, including a diabetes medical management plan or other information the district may use to develop an IEP, Section 504 Plan or individualized health plan (IEP). The district miss was information submitted by the parchis/guardians and work with them to ensate a plan to meet the sindam's medical needs while at school or school activities. The district prohibits students from sandans medical recogn while an season of sepron acquires; in a district promise success from possessing or self-administering medications while on district grounds, on district transportation or during district activities unless explicitly authorized in accordance with this policy. The superintendent, in collaboration with the district nursing staff, will establish administrative procedures for storing and administering medications in compliance with this policy and pursuant to state and federal law. Medications will only be administered at school when it is not possible or effective for the student to receive the medication at home.

The administration of medications is a nursing activity that must be performed by or under the supervision of a registered professional nurse. A registered professional nurse may delegate the administration of medication to a licensed practical nurse or unlicensed personnel who are trained by the nurse to administer medications. The registered professional nurse is responsible for developing written procedures for training unlicensed personnel in the administration of medications

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and for supervising the administration of medication by others. In accordance with law, any trained or qualified employee will be held harmless and immune from civil liability for administering medication in good faith and according to standard medical practices. A qualified employee is one who has been trained to administer medication according to standard medical practices

The nurse or designee must maintain thorough documentation of all medications administered to

Nurses must use reasonable and prudent judgment to determine whether to administer particular medications to students while also working in collaboration with parents/guardians and the school administration. In carrying out their legal duty to protect the health, welfare and safety of students, nurses will, when necessary, clarify authorized prescriber orders and respond in accordance with such clarifications.

The district shall not knowingly administer medications in an amount exceeding the recommended daily doseguised in the Physician's Desk Reference (PDR) or other recognized medical or pharmaceutical text. Except for the emergency use of a prefilled epinephrine euro syrings or asthmarelated rescue medication, the district will not administer the first dose of any medication. Parents/Guardians are encouraged to arrange to administer prescription medications themselves

Students are not to earry any medication (prescription or over-the-counter) on their person except as specified below for those students self-administering medications. Controlled substances are not allowed on school transportation. A parent/guardian must deliver medications to school unless they are self-administered as specified below.

## Over-the-Counter Medications

The district may administer over-the-counter medication to a student upon receipt of a written request and permission to do so by the parent/guardian. All over-the-counter medications must be delivered to the school principal or designee in the manufacturer's original packaging and will only be administered in accordance with the manufacturer's label.

### Prescription Medications

The parent/guardian must provide the district with written permission to administer the medication before the district will administer the prescription medication to the student. The prescription label will be considered the equivalent of a prescriber's written direction, and a separate document is not

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- The student has demonstrated proper self-administration technique to the school nurse.
- The student's parent/guardian has signed a statement authorizing self-administration and acknowledging that the district and its employees or agents will incur no liability as a result of any injury arising from the self-administration of such medication unless such injury is a result of negligence on the part of the district or its employees or agents.

## **Emergency Medications**

All student-occupied buildings in this district are equipped with prefilled epinephrine auto syringes and asthma-related rescue medications. The school nurse or another employee trained and supervised by the school nurse may administer these medications when they believe, based on training, that a student is having a life-threatening anaphylactic reaction or life-threatening asthma

Epinephrine and asthma-related rescue medications will only be administered in accordance with written protocols provided by an authorized prescriber. The Board will purchase an adequate number of prefilled epinephrine auto syringes and asthma-related rescue medications based on the recommendation of the school nurse, who will be responsible for maintaining adequate supplies.

## Consequences

Students who possess or consume medications in violation of this policy while on district grounds, on district transportation or during a district activity may be disciplined up to and including suspension or expulsion. Employees who violate this policy may be disciplined up to and including termination. District administrators will notify law enforcement when they believe a crime has

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

Revised: 12/13/1999; 07/10/2006; 01/08/2007; 05/09/2011; 04/08/2013[

Cross Refs:

EBB, Communicable Diseases EBBA, Illness and Injury Response and Prevention

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## Possession and Sch-Administration of Medications

The district will permit a student to possess and self-administer medications in a IEP or Section 504 plan or in accordance with state law allowing students to possess and self-administer medications for a chronic health conditionas required by law and as allowed in this section. However, premission to possess and self-administer medications may be revisited if there section. However, permission to possess and self-administer medications may be revisited it there is evidence that the student is not handling or administering the medication appropriately or that the student's actions may be harming his or her own health or the health and safety of other persons. I Such permission is required for students to possess and self-administer medications while a school his additions sponsored transportation. Such permission shall be effective only for the same school and school year for which it is granted.

### Students with Diabetes

Upon written request of the parent/guardian and upon authorization by a studenty diabetes medical management plan, the district will permit a shudent with diabetes to perform blood glucose checks, administer leavily through the students insulin dollvery systems, treat hypoglycemia and hyperplycemia; and otherwise attent to the care and management of the student's diabetes. The district will permit the students presses or this of the person at all times all necessary supplies and equipment to perform these infortance or this of the person at all times all necessary supplies and equipment to perform these infortance and treatment functions. The student shall have access to a private area for performing diabetes care tasks should the parent/guardian or student request such access.

## Students with IEPs or Section 504 Plans

Students may possess and self-administer medications in accordance with the student's IEP or Section 504 plan.

## Students with Other Chronic Health Conditions

tudents may possess and self-administer medications for the treatment of asthma, anaphylaxis and other chronic health conditions in accordance with this policy and law. The district will not permit students to possess and self-administer medications unless:

- The medication was prescribed or ordered by the student's physician.
- The physician has provided a written treatment plan for the condition for which the medication was prescribed or authorized that includes a certification that the student is canable of and has been instructed in the correct and responsible use of the medication and s demonstrated to the physician or the physician's designee the skill level necessary to use the medication.

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Legal Refs: §§ 167.621 - .635, [800 - .824, 335.016, .066, 338.059, 577.625, .628, RSMo. Davis v. Francis Howell Sch. Dist., 138 F.3d 754 (8th Cir. 1998) DeBord v. Board of Educ. of Ferguson-Florissant Sch. Dist., 126 F.3d 1102 (8th Cir.

Camdenton R-III School District, Camdenton, Missouri

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## Expenditures for Secure Entry Monday, June 09, 2014

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## Expenditures for Osage Beach Elementary Construction Monday, June 09, 2014

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bisq	EE 8E8,862	EE:8E8'86\$	Complete Schematic Design	bnslo8-tOA ESE0E	ET0Z/6T/b
bisq		₽T'Z68'S9\$	50% Design Development	30428 ACI-Boland	ETOZ/TZ/S
biss	ST.268,232	ST'Z68'S9\$	50% Dealgn Development	30523 ACI-Boland	ET0Z/TZ/9
Paid	£4.748,782	14.748,782	33% Construction Documents	30628 ACI-Boland	7/29/2013
Paid	16.025,992	T6:052'66\$	33% Construction Documents/Consultants	30755 ACI-Boland	8/52/5013
bled	77.E74,E62	77.E7A,E9\$	33% Construction Documents/Geotechnical Report	30866 ACI-Boland	ET07/6T/6
bis9	89°709'9T\$	89'Z09'91\$	Civil Site Plan/Reimbursement for Spec Books	31023 ACI-Boland	10/23/2013
Paid	ZT'06Z'ZT\$	<b>L1.065,712</b>	Reimburse payment for bidding documents	31095 ACI-Boland	ETOZ/ET/TT
bis9		EE'000'8\$	Fee for Contract Administration/Structural Engineer/Civil Survey/Bid	31176 ACI-Boland	ET0Z/LT/ZT
bisq	\$4,822.50	05'ZZ8'Þ\$	Tee for Contract Administration/Civil Engineer	bnslo8-IDA 86818	₩T07/9T/₩
Baibaeq		80'bEE'S\$	Fee for Contract Administration/Civil Engineer	31618 ACI-Boland	b102/61/S
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					Costs Outside
				5.115	Construction Contract
biss		00.008\$	Permit Fees	DNR	7/8/2013
Paid		00.000,22	Sond Aating Services	10928390-0 Standard and Poor	
bis9	00'059'215	00.025,212	Survey Invoice		ETOZ/6Z/L
bisq	00.008.12	00.00E,£\$	Clearning for Bore Sites	1606 Ridge Excavation	TO/TO/2013
bisq	92'095'255	9Z.D32,S2\$	Bullug Permit Fee and Site Development Fee	Clty of Ossge Beach Orave Beach Fire Protect	ETOZ/OT/OT
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bis9 hizo	00.087,52 97 5992	00.087,5\$ 87.488\$	Shind Prints		7/13/2014
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Construction **EtoT** 

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## Expenditures for Hurricane Deck Elementary Construction Monday, June 09, 2014

bieq	0Z:658'E\$	OZ'658'E\$	Soil Testing	11403 Palmerton Paritsh	PT07/L/Z
bleq	\$5,365.00	\$5,365.00	Base Rock for moving Parking lot	Ridge Excavation	ET0Z/9Z/ZT
bis9	00'088'TT\$	00'088'TT\$	Building Permits	noitaeto19 e7ii 82	10/6/5013
bieq	00.008\$	00'008\$	Clearing for site boring	1614 Ridge Excavation	ETOZ/ST/B
pleq	00'00t'T\$	00'00b'T\$	Shing for site boning	1600 Ridge Excavation	2\507/92
bisq	00.000,22	00'000'5\$	Bond Rating Services	10328390-0 Standard and Poor	ETOZ/4Z/L
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bie9		TZ"#T#'E\$	Contract Administration/Civil Engineer	316919 ACI-Boland	\$10Z/6T/S
bies	Z9'TS0'8\$	29.120,82	Contract Administration/Civil Engineer	31239 ACI-Boland	t10Z/9T/t
bieq	00'T6E'b\$	00'T6E't\$	Slope Stability Study	31245 ACI-Boland	7/9/507/
Paid	99'8\£'\\$	99'8\E'\\$	Fee for Contract Administration/Civil Engineer	31177 ACI-Boland	12/17/2013
bisq	92'068'661\$	97'088'881\$	Bidding/Negotiation/Civil and Landscape Consultant	31102 ACI-Boland	ET0Z/6T/TT
blsq	TS:009'9T\$	TS:009'9T\$	Reimburse for bidding documents	31093 ACI-Boland	ET0Z/ET/TT
biaq	66'805' <del>1</del> \$	66'805'7\$	Structural Consultants/Reimbursements Spec Books	31024 ACI-Boland	TO/23/5073
bisq	60'068'99\$	60'068'99\$	33% Contruction Documents/Geotechnical Report	30867 ACI-Boland	ET0Z/6T/6
bis9	\$6.451,601\$	\$2.421,501\$	33% Construction Documents/consultatants/expenses	30756 ACI-Boland	8/22/2013
bied	00"142"19\$	00'TZZ'T9\$	33% Construction Documents	30629 ACI-Boland	1/55/50T3
Paid	ZE:856'5 <del>7</del> \$	ZE:856'5 <del>1</del> \$	50% Design Development	30524 ACI-Boland	6/21/2013
bie9	ZE'856'51\\$	ZE:856'57\$	50% Design Development	30429 ACI-Boland	ETOZ/TZ/S
ble9	95'756,88\$	95.756,88\$	Complete Schematic Design	Bosza ACI-Boland	£T0Z/6T/ <del>V</del>
	·				Architectural Services
sutete	bis9 tauomA	Amount Involced	Description of Work	Invoice No. Vendor	Involce Date

Soil Testing

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Pending		£7.515,2\$	Bnit≥=Testing	11959 Palmerton Partish	#10Z/S/S	
bisq	\$120.00	00'051\$	Service fee for movement of electrical service	231277 Co-Mo Electrict	#T0Z/0T/#	
bisq	00'000'ET\$	00'000'ET\$	Movement of electrical poles and service	17257 Co-Mo Electhot	\$137\2014	
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Grand Total

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## APPLICATION FOR PAYMENT

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Caradenton RIII School District 172 Dare Boulevard Caradenton, No 65020

6 <b>1</b> -	Resinova Flooring	00'B98'98	60.0	00.0	00.0	00.0	0	00.888,35	00.0
84	Wood Athletic Flooring	00,036,18	00.0	00.0	00.0	00.0	Ð	00.035,18	00.0
∠\$•	Suspended Cellings	00.087,826	00.0	00.0	0.00	00.0	0	326,750.00	00'0
94	ilswyiOkolisiusniyDimeri RM:	130,000,061	00.0	00.0	ap.o	00'6	0	130,000.00	00.0
97	Overhead Colling Grill	00.888,S	00.0	00.0	00.0	00.0	0	00.858,2	00.0
50	grissi@inorieroris munimulA	230,000,052	08.788,5	00.0	00.0	08.788,S	L	227,412.60	228.75
E <b>b</b>	Doors/Frames/Hardware	00.827,987	00.008	00.000,81	00.0	00,008,Br	10	171,226.00	1,850.00
242	Caulking & Sealants	00.818.68	00.0	OD.SET,E	00.0	00.267,E	2	49,783.00	373.20
Lb	Sheet Metal	30875,805	00.0	00.0	00.0	00.0	0	00.878,806	00.0
40	Roofing	00.979.905	90'0	00.0	00.0	00.0	D	286,976,00	00.0
39	Fluid Applied 1/A Barriers	00.178,28	00.0	00.008, rs	00.0	21,900,000	32	00.178,04	00.081,S
	Sheat Waterproving	00,807,8	00.0	00.0	00.0	00.0	0 :	00.807,8	00.0
38	Casework _	00'002'01-7	00.0	00.0	00.0	00.0	0	240,600,000	00.0
35	Blocking	00.000,81	00.0	00.0	00.0	00.0	0	00.000,81	00.0
	Rough Carparity	00.000,081	00.0	00.0	00.0	00.0	0	00,000,081	00.0
32		16,250.00	00.0	00.0	00.0	00.0	0	00.085,81	00.0
34	Metal Column Covers		00.0	00.0	00.0	00.0	0	00.000,085 00.035.85	00'0
33	Structural Steet Erection	220,000.00	000	00.476,104	00.0	00.548,105	18	96,426.00	04.78f,04
32	Structural Steel	00.000,792		00 929 109 00 929 109	00.0	04,388,482	6L	08.808,505,1	29,739.34
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59	Dyed and Polished Concrete	00.018.071	00.0	00.0	00.0	00.0	0	00.0	00.008,7
88	Micropiles/Sheet Pilngs	00.000,87	00.000,8T	00.0	00.0	00,000,87	001	1	00.000,4
72	Structural Excavation	00.000,09	00.0	00.000,04	00.0	00.000,04	2 <del>0</del>	20,000.00	
56	Concrete	00,000,008	110,012.50	87.281,871	00.0	288,205,26	<b>9</b> €	47.487,118	£8.620.63
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Bales Const. Co. Inc. 1901 HISTORIC 66 WEST WAYNESVILLE, MO 65563

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29,451,312 | 18,646,949,81 | 216,154,62

Contract Date: 11/21/2013

Application Date: 5/22/2014
Application Date: 5/22/2014

2,251,800.04

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#13079 Addn & Alt to Humcane Deck Elem. 16594 N. State Hwy S Sunnise Beach, Mo

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APPLICATION FOR PAYMENT - CONTINUATION SHEET

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Request and Authorization for Payment

Invoice: 1823
Draw: 1919-00009
Invoice date: 5/25/2014
Period ending date: 5/25/2014
Compact date: 15/11/2013 Camdanton R-III School District P.O. Box 1409 Camdenton, MO. 65020

Carries Schulle, Inc. expires, 10/29/2011 Project:
Osage Beach Elementary School
1244 Nichols Road
Osage Beach, MX 96065 Nate Of Missour CONTRACTOR Votary Public \$760,708.00 \$84,501,86 \$12,902,314,80 12,986,815.85 \$2,205,647.21 \$220,584,75 51,985,28**2,48** \$1,224,554.48 Scripe: Osage Seach Elementary School DRIGINAL CONTRACT AMOUNT REVISED CONTRACT AMOUNT TO DATE TOTAL COMPLETED LESS RETAINAGE CONTRACT COMPLETED TO DATE... CURRENT REQUEST FOR PAYMENT. REQUEST FOR PAYMENT: Approved Change Onders .... oss Previous Requests..... Eldon, MO 65026 das Ratainage .... P.O. Box 233

-18,682,00 DEDUCTIONS -18,682.00 85,789.65 103,183.85 ADDITIONS 7,394.00 84,601.85 \$11,001,553.39 TOTALS Changes approved in previous months by Owner. NET CHANGES by Change Order CHANGE CRIDER SUMMARY Total approved this Manth Remaining Contract to Bill

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5/25/2014

ARCHITECT'S AUTHORIZATION FOR PAINMENT
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## REQUEST FOR PAYMENT DETAIL

Detail Pg 2 of 13 Pg

Period Ending Date: 5/25/2014

Balance To Finish

\* 8

Project 1319 / Osage Beach Elementary School

Wem II)

Invaloe: 1823

Draw: 1319-00006

scription	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Complete And Store To Date
rance	168,899.00	185,899,00			188.80
ukramente	236,324,00	66,170,72	41.816.20	*1.0	1.00
Aruellon Schedule	11,548.00	6,445.00	A Company		8.44
	18,366,00	8,815,68			28.8
obmittal Exchange	9,765.00	6.385.00			9
Reinforcing Steel	4,168.00				
5 CY Concrete	1,982.00				
edication Plaque	1,200.00				
RS Miss: Sheet	250000				

18,889.90 7,798.68 644.50 831.56

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Fig. 8. Dollow Light Flattices
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## REQUEST FOR PAYMENT DETAIL

Project: 1319/Osage Beach Elementary School

REQUEST FOR PAYMENT DETAIL

Period Enting Date: 5/25/2014

Draw: 1319:0000B Presently Stored Materials 4,12530 6,821.80 3,145.50 32,085.00

41,259.00 85:00\*\*\*
88,218.00 100:00
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320,850.00 100:00

36,405,00 68,218,00 31,486,00 320,860.00

Retainego

Balance To Finish

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Completed And Sheed To Data

Work Completed This Period

Previously Campleted Work

Total Contract Amount

Description

Oi mail

Project: 1319 / Osage Beach Eler

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22,248 B0 9,283.12

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Granular FIII North Prisag Lot Granular FIII East Perking Col Asphalf Paving Bus Parking

Period Ending Date: 5/25/2014 Draw: 1319-00006

Detall Pg 4 of 13 Pgs

5,116.70 346,30 2,860,43 9,274,46 2,181,20 1,007.62 787.14 247.97 419.80 419.80 419.80 419.80 419.80 267.63 1,473.10 Retainage Balance 18,032,00 10,914,80 18,368,80 3,448,00 2,686,32 3,673,00 31, 198.00 116, 816.00 58, 345.00 176, 817.97 86, 988.00 87, 988.00 87, 988.00 4, 198.00 4, 198.00 4, 198.00 15, 165.70 53,343.00 19,479.00 58,824.10 90,259.00 34,980,75 Balamce To Finish 43.37 50.00 50.00 50.00 50.00 60.00 £ 20.00 00.00 00.00 00.00 00.00 00.00 00.00 30.00 % di 48:00 2,678.30 14,731,03 7,971.40 10,752.00 4,188.00 4,198.00 4,198.00 51,157.00 3,483.00 28,504.25 32,744.52 21,812.00 2,479,68 Completed And Stored To Defe 5.128.00. 2.048.11. 2.048.11. 2.048.11. 2.048.11. 2,676.30 7,871,40 Presently Stored Materials 51,167.00 28,854,25 23,928,88 10,906.00 14,731.03 Work Completed This Period 5,628,00 2,161,89 2,151,89 2,151,89 2,151,89 2,151,89 3,463.00 9,815.94 10,908.00 10,075.20 2,479.68 Previously Completed Work 31,198.00 116,818.00 93,345.00 146,817.37 84,817.00 5,935.00 90,400.10 8,396.00 8,396.00 8,396.00 51,167.00 3,483,00 63,565.00 82,971.00 21,812,00 53,343,00 19,479,00 73,655,13 90,259,00 188,022.00 20,990.00 28,238.00 3,448.00 5,168.00 3,873.00 Total Confract Amount Soil Poleoring
Undersite Electrical Rough Ins
Prep & Place Lower SOG
Heavy Floor Grind Trip & Place Grade Beams Suckell Fridin Wils & Fings Ex Undersign Plumbing Rough Ins Extendio Mastery CMD Lower Street Loist & Poor Decking AREA C LOWER FIT OUT FIN Interior CMU Wats. Pibą Well Rough in Electrical Wall Rough In Interior Caufding & Sealants Interior Pibg River Rough in Above Cig HWAC Piping Rougi sphaff Peving SAV Drive Land Description 

## REQUEST FOR PAYMENT DETAIL

Project: 1319 / Osago Beach Bernenlary School Invoice: 1823

Period Ending Date: 5/25/2014 Date: Pp 5 or 13 Pps

L									
	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Prosently Stored Materials	Completed And Stored To Date	25 E	Balence To Finish	Retalmage Balance
8	See Plping	6,914,00						804.00	
Ξ	nt Wall Framing - Mil Studs	10,495,00						40 adm no	
H	Set Bldg HVAC Units	15.743.00						2000	
Ŕ	Above Cig Fire Alarm Rough In	4,198.00						900000	
젍	shove Cig Low Yorkago Rough	6,297.00						4, 195.00	
픇	rstall Fire Alarm Panel	1,574,00					•	00.762	
2	Above Clg HVAC Duct Rough I	28,239.00						00,400,50	
8	Above Clg. Spiritir Pipe Rgfi In	23,089,00						00.000.00	
×	we-Clg-Electrical Rough In-	26,238,00			2089.04	200004	B On	24 490 50	-
72	install Elevator Smoke Curtain	12,410,00				1	3	12,440,50	OR:SNZ
ᇴ	Metal Wall Freming Insulation	525.00						12,4 10.00	
<i>-</i> }=	Prime & 1st Coat Paint	12,285.00						00.626	
- <del>-</del> −	lang int Drywall Partitions	5248.00						25,200,00	
-	lape & Finish Drywall	2:414.00						0,246,00	
	WAG Controls	15,282,00						2414.00	
*	WAC insulation	8,395,00						מייבאלטו.	
-	rystaline Waterproofing	4,156,00						4 480 00	
=	Full Cbl fm Panels to Devices	15,743.00						4,130.00	
Я	Acoustical Clg Grid	14,966,00						12, 163,00 44 Dea 50	
海	Jang Ught Fodures	8,396.00						0.300.00	
æ	TWC Trim Out	8,873,00						2 672 00	
*	Asin Feeder frm Swichgr to Du	5,248.00						5 249 00	
<b>-5</b>	follet Paritions & Access	7,454.00						7.454.00	
ᅚ	Spritskier Talm Out	0,897,00						0.007.00	
-66	Dyed and Polished Concrete	19,479,00						00.190,00	
ä	Plumbing Fodures	27,812,00						00 C+0 AC	
1	netall Celling Pads	34.830.00						2012/01/2	
73	Architectural Specialities	10,252.50						44 257.50	
5	Jarpet, VCT Flooring & Base	17,370,00						25 AND 102	
22	Resinous Flooring	6:402:00						0 400 00	
멸	Inal Cost Paint	6,050.00						0.402.00 0.000.00	
ō	Jones & Hardware	3,029,00						00.000	
S	Window Blinds	1,399.00						200000	

## REQUEST FOR PAYMENT DETAIL

llers ID.	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Dete	*8	Balance To Finish	Retainage Balance
417	Above Cig Fire Alarm Rough In	4.198.00							
418	Above Cia Low Vallage Roseth	8.797.00						4,138.00	
419	Install Flor Alarm Pariel	1 574 0						6,237,00	
202	Above Clo HWC Duct Bornh 1	20,525.00						1,674,00	
	Ahr Clo Somfir Dise Dough In	200000						32,535.00	
ç	Ahma Cin Fladrical Pounit In	10.544.50			1			23,089,00	
123	Install Elekator	43.474 BG			2.48	1,284,10	1,884,10 ,10,00	17,946.80	199,41
424	Prime & 1st Coar Palet	19 677 00						53,171,00	
529	Stand Int Drowall Partitions	3 568 00						12,877.00	
428	Fire Alarm Cabilno	3 149 70						3,568.00	
125	Tage & Finish Chrysall	200000						3,149,00	
2	HVAC Controls	15-295-00						2,099,00	
8	PWAC Insufation	0.020.0						16,286.00	
8	Crystaline Waterproofing	2.267.00						00'079'6	
ğ	Pull Cable firm Prils to Devices	15,743,00						2,200,100	
Š	Acoustical Clg Grid	18,162,00						10,742,00	
8	Hang Ught Flouries	8,396.00						0,102,00	
2	HWAC Thim Out	5.248.00						5,4000	
5	Main Feeder fran Switchgr to Dia	5,248,00						5248.00	
2	Tollet Parittons & Access	7,454.00						7.454.00	
5	Sprinkler Trite Out	9,897.00						002000	
8	Dyers and Polished Concrete	19,479.00						CALL (BO'R	
8	Plumbing Flatures	27.812.00						00'0'10'0'	
40	Install Celling Pads	16,078,00						45 000 00	
4	Architectural Specialities	10.252.50						0000000	
442	Carpet VCT Flobring & Bass	17.370.00						0,202,50	
443	Reginous Flooring	6.423.00						000000	
#	Finel Cottl Paint	6.244.00						Office of the control	
445	Doors & Hardware	8,170.00						470 69	
<b>\$</b>	Window Blinds	1,703,00						4 703 00	
442	Interior Signage	2.227 00						00.500.0	
448	Install Casework/Millwork	96,975.00						4,247,UU	
ø	Fabric Wignesel Wall Panels	X 027.25						10.00	

## REQUEST FOR PAYMENT DETAIL

Period Enging Dete: 5/2,6/2014 Detail Pg & at 13 Pgs

Work   Charge   Charge   Materials   No Data   Charge   This	len ib	Description	Total	Previously	Work	Presently	Completed	*	Balance	Refolence
Industria Spanger   1,255.00   Industria Spanger   1,255.00   Industria Spanger   1,255.00   Industria Spanger   1,252.00			Amount	Completed	Completed This Period	Stored Materials	And Stored To Date	Comp	Plate Halah	Balance
Patric LawrencyMannen   24,040,00     Patric LawrencyMannen   26,040,00     Patric LawrencyMannen   26,040		Interior Signage	2,285.00						2,285.00	
Supplementary   Supplementar	Š	Indian Casework/Milmork	23,404,00						23,404,00	
Commission Time Out	385	Fabric Weapped Wall Panels	8,827.25						8.927.25	
Febrical Him Out   Febrical Hi	358	Communications Trim Out	4,198.00						4.108.00	
National of Extra Control of Extra Con	357	Electrical 11th Out	5,248.00						248 CD	
March Remark   18.725 se   March Remark   18.725 se   March Remark   18.725 se   March Remark   17.401	358	AREAC EXTERIOR ENCLOSI							200	
Cook Figures   Cook Execution   1,740.00   Cook Figures   Cook F	359	Install Air Barrier	18.722.96						40 773 06	
1,578.00   1,578.00	380	CTOUGH Corporatoy - Reaf Blook -							7.403.00	
Birth's Vinner's Cauth Enreading   34,744.00     Birth's Miner's Vinner's Cauth Enreading & Seathers   34,744.00     Birth's Miner's Cauth Enreading & Seathers   32,740.00     Birth's Miner's Cauth Enreading & Seathers   34,744.00     Birth's Miner's Cauth Enreading & Seathers   34,744.00     Birth's Miner's Cauth Enreading   34,744.00     Birth's Cauth Enreading   3	361	Coor Frames			575.84		575.64	40.00	98 000	27.53
Bidick Women Super Elevation   04,744.400   Bidick Women Water Bounding   04,744.400   Bidick Women Water Bounding   755.00   Participation   1755.00   Participation   1755	382	Brick Verser North Elevation	ļņ				1		S7 850 00	P.
Bild Nomes Value Baywith	363	Brick Veneer South Elevation	84,744,00						SK 744 DO	
Particeator's Message (2750.0) Private PEON England (2824.0) Priva	38	Brick Veneer Wast Elevation	75,499,00						75 400 00	
Intent   I	8	Paint Extends Metals	788.00						788.00	
Figure   Mark Teacher   Mark Teach	900	Install EPCM Roofing	68.218.00						98 248 00	
Cardiang Scoeping S	<u>3</u> 2	Install Alum Embance/Windows	120,348,00						120.348.00	
	2	Cautiling & Soalants	6,895.00						A 805.00	
In Sile Buchtele Rough In 15,458,00 6,617.21 6,007.21 90.00  Per Rev Elevante State 2,475.00  Elevante Meany CAUL Ulper 7,7063.00  State 0,616.21 And Franching 6,477.00  Elevante Meany CAUL William 12,455.00  Federal Wall Revoy In 11,455.00  Federal Caul Wall Revoy In 11,455.00  Federal Wall Revoy In 11,455.00  Federal Caul Wa	ğ	AREA C UPPER FNDTNS & ST								
Page backtook Separation   Page backtook Separ	ē	In Stab Plumbing Rough in	15,428.00	6,017,31			601733	8		7 108
Port & Person Elevental State         124,775.00           Person Elevental State         124,775.00           Person Elevental State         17,003.00           Steel Lobert Mescary CAU Utper:         77,003.00           Steel Lobert Fit Out Person:         65,070.00           Rest CAU Utper:         112,455.00           Rest CAU Utper:         12,455.00           Rest CAU Utper:         26,235.00           Rest CAU Utper:         26,235.00           Rest CAU Utper:         26,235.00           Rest CAU Utper:         26,235.00           Rest CAU Utper:         26,247.00           Rest CAU Utper:         26,247.00           Rest CAU Utper:         2,248.00	ğ	In Slab Electrical Rough in	8,297.00			2,707,74	2,7117.74	75		2000
Hang-ther of their Cable of their Ca	8	Prep & Place Elevated Stats	52,475,00						_	100
Description   March	\$	Heavy Floor Grind	19,479.00						10.479.00	
See Lot & Root   From Fig.	ş	Exterior Masonry CMU Upper	70,803.00						70.803.00	
AREA CUPEREY FT OUT FINA Interact CABL Visit Interaction Cable Sea Sea Sea Sea Sea Sea Sea Sea Sea Se	\$	Steel Joist & Roof Framing	65,070,00						65 671 00	
inferior CAUL While 122,52.07 (1883.10	5	AREA C UPPER FIT OUT FINE							-	
Page Wall Reuck) In 28.286.00 (1.889.10 2.089.04 2.085.04 (1.889.10 8.00.)  Feed-freat Wall Reugh In 28.286.00 (1.889.10 2.089.04 2.085.04 (1.80.)  Interior Challe Reugh In 8.270.00 489.20 (1.89.)  Assort Calle Mac Plane Reugh In 8.770.00 (1.89.)  Gas Plane In Machine Reugh In 8.770.00 (1.89.)  Feed Reugh Interior Plane Reugh Interior	8	Interior CMU Walls	182,952.00						280,050,00	
Eddfact Walk Rough   2,623 8.00   2,095,04	6	Pibg Wall Rough in	31,485,00	1,880,10			1 889 10	9	20 505 00	10801
Inhardr Challking & Sealants 3,446.00 Inhardr Challking & Sealants 3,446.00 Inhardr Plang Have Though In 8,270.00 Gas Plung Raugh 5,246.00 Gas Plung Raugh 3,774.00 In Melli Frimng, Mella Brude 8,6172.00 Sate Blost SMAC Units	무	Electrical Wall Rough In	26,238.00			2.099,04	2 090 04	8	24 434 OF	Coole
Interior Plag Riser Fraugh in 8,270 GD 408,20 6.00 Annual Carlo Annual	Ē	Interior Caulking & Seatants	3,448.00				-		3 648 00	
Above CIG HVAC Piping Rough S, 2.46.00 Gas Plong Andrais State S, 3.774.00 In Well Frang, Andrais Surfa S, 5.2.20 Set Belle SMAC Units	412	Interior Pilog Riser Rough in	8,270.00	498.20			306.20	8	777380	CROP
Gas Plung A774.00 In Weller Franch, Mehal Stude 8,472.00 Sate Belse SMAC Units F.743.00	413	Above Clg HVAC Piping Rough	5.248.00						F 248 00	
hrt Well Frang, - Meal Stude 8,612.00 Sat Blog LVAC Units 15,743.00	414	Gas Piping	3,774,00						2774.00	
Set Bidg EVAC Units 15,743.00	615	int Well Frming Metal Stude	8,812.00						881200	
	416	Sat Bligg HVAC Units	15.743.00						45.762.00	

## REQUEST FOR PAYMENT DETAIL

Draw: 1319-00008

Description   The Out			Contract Amount	Previously Completed Work	Work Completed This Pestod	Presently Stored Materials	Completed And Stored To Date	% de la	Balance To Finish	Retainage Balance
APEN EN POUNTAININGS, STT	450	Communications Trim Out Electrical Trim Out	4,198.00						4,199.00	
Fight   Figh		AREA B FOUNDATIONS & STI							5,248,00	
Chick   Berring   Berrin		Prop & Place Grade Dayme	42,987.00		42.887.007		42,987.00			,
State   Stat		SEKLWAH Beckfill & Clings Box	36,733.00		22 038 40		22 030 RD		14 600 90	4,296,70
1001.00   Understanding Bases   19941.00   Understanding Bases   Understand	200	Underslab Plumbing Rough Inc	15,015.00	3,153,16	ST ABCRE		16,045,00		da sente	4,500,30
Septemble Fereign Rough Institute   1,001.00   1,001.	200	Granular Base	19,941.00		Philippon concilia		200		40.047.00	1,001
Underlieb Encircle and Carden   17,824.00   2,678.30   2,678.30   1,679.20   1,690.20     Hong & Plevo State of Carden   1,424.40   1,679.10	ŝ	Sob Polsoring	1,001.00						1,004,00	
Peng F Peng State on Greek	8	Underslab Electrical Rough Ins	17,842.00			0.025.20	0.000		1,000,00	1
Part for Cliffer   14,024.00   2162715.00   5,525.40   21,541.00   27,000   2162715.00   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27,000   21,541.00   27	20	Prop & Plece Stats on Grade	36,765.00				and the second		19,159,00	20.03
Control Markers   Control Ma	8	Heavy Floor Gilind	14,824.00						00 700 7	
Seek Aird & Young Franch   10,891.00   1	8	Edition Material Call	76,078,00	9.6	THE WAS RIDE	6.376.49	20,634,00		14,000 to 0.2	
March of Bartiston End   March of Bartiston   Mar	910	Steel Jotst & Roof Framing	40,931,00				100		40000	Z,U54,7
National Property   18,448.50	5	AREA B EXTERIOR ENCLOSI.							10,158,01	
Devit Vetors East Etheriation   26,277 to   Devit Vetors State Etheriation   26,280 to   26	512	Install Air Barrier	18,746.88						19 744 99	
Birch vote tast Elevation   \$2,850.00     Birch vote tast Elevation   \$2,380.00     Birch vote tast Elevation	513	Door Frames	1,820,00						1 820 00	
Birk Vener Study Execution	4	Brick Veneer East Elevation	33,843.DD						32.843.D0	
Birk Verteer Visit Elevation         3,3,80.0         Accordance	515	Brick Vaneer South Elevertion	28,271,00						26 324 00	
Raylo Capemby - Roy (Bickin   Sagato)   Raylo Capemby - Roy (Bickin   Sagato)   Raylo Capemby - Roy (Bickin   Sagato)   Raylo Capemby - Roy (Sagato)   Raylo Capemby - Raylo	916	Brick Veneer West Elevation	33,398.00						22 200 20	
Point Extract Meals as soon short of 422.00 Install Auril Enterved Meals and 422.00 Install Auril Enterved Meals with Enterved Meals with Enterved Meals and 422.00 Install Auril Enterved Meals and 422.00 Install Enterved Meals and 422.00 Install Enterview Gits Fleshings Tir. 7,723.00 Install Enterview Gits Entervi	517	Rough Carpenby - Roof Bicking	5,368.00						6.360.00	
Standard Seam Manual Rock	518	Paint Externor Metals	380.00						DO BOOLO	
Mail Wall Tentrore-Mindown	619	Standing Seam Matal Roof	44,232.00						24 292 70	
Mail With Parmars	250	Install Aum Entrance/Windows	57,788.00						27 200 201	
Cauding & Susients 2.280.00  Demograpus Gute Fileshings Fir 7,720.00  Demograpus Gute Fileshings Fir 7,720.00  Demograpus Gute Fileshings Fire Fire Fire Fire Fire Fire Fire Fire	52	Metal Wall Panels	4,169.00						4 600 PG	
Demograble Glass Flushistes Tri- 7,720,00  FREA BIT OUT SE HINISHES 200,450,00  Flushister CALI Viside 191,450,00  Flushister CALI Viside 191,450,00  Flushister Visit Tough In 2,222,00  Flushister Visit Tough I	622	Caulking & Sealants	2298.00						100 E	
AREA 9 FT OUT 8 FINISHES TO SECURITY STATES AND AN AREA 9 FT OUT 8 FINISHES TO A SECURITY STATES AND A SECURITY	23	Dwnspouts Gitts Flashings Tric	7 725 00						2,630.10	
interfect.QUI Viviles 2008-055.00 0.5992.15 6.289.65 6.289.65 3.00 22 900 0.5902.00 0.	524	AREA 9 FIT OUT & FINISHES							7, F20.00	
Pitg Weal Rough In 31,485.00 5,992.15 Control of the Vall Preming - Media Sustain 2,285.00 1,000.00 1,	525	Interior CMU Viells	209.455.00			20000	30 000 0	ć,	2000	
Embricat Walf Frough In 26,238.00   The Part	528	Pho Well Rough in	31.485.00	5,982 15		2000	COCOSTO .		GE.F.V., SUS	628,37
Interface Counting & Seasants 2,288,000 counting A. Marian Counting A. Marian Counting A. Marian Counting A. Marian Sucts 5,248,00	257	Electrical Wall Rough In	28 278 00			20000	20000	2 6	20,202.65	77.096
int Wall Freinring - Metal Studs 5,248.00	229	Interior Cautking & Sealants	2 208 00			100000	F. 0821.07	9	24,136,36	08'802
	623	int Wall Framing - Metal Shats	5.24R.00						2,238.00	
TO DOLL OF THE PARTY OF THE PAR	233	Car Dida Later Line							5,246,00	

## REQUEST FOR PAYMENT DETAIL

Project: 13/9 / Osage Beach Elementary School invoice: 1823

Detail Pg 9 of 13 Pgs

D Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% om o	Balance To Finish	Retainage Balance
Intelnor Plug Riser Kough in Above Cig Hre Alarm Kough In Above Cig Low Voltage Rough Install Fire Alarm Pariel	2,631,00 4,188,00 6,297,00 1,574,00	480.89			480.89	19,00	2,050.11 4,196.00 6,297.00 1,574.00	48.09
Above Clig Elver, repair reaght Above Clig Elver, Doug Reaght Above Clig Electrical Reaght Above Clig Electrical Reaght Metal Wall Formate diseases China & Astronome Contact Climate Contact Clip Contact Clip Contact Clip	5,248.00 18,694.00 19,762.00 31,485.00 106.00			2,046.63	2,046,53	₽ <b>5</b>	5,248.00 18,891.00 18,752.00 29,438.47 105.00	204.65
Here Drywall Partitions Fire Alerm Cabing Tape & Finish Crywall HVAC Contrats	1,489.00 3,149.00 1,050.00 (1,120.00						9,471,00	-
HVAC Insulation Pull Cth frm Pennis to Devices Gas Pipling Main Feeder frm Switchgr to Dir Acustical Ctg Gird	7,347,00 15,743,00 6,507,00 6,248,00						7,720,00 7,347,00 15,743,00 6,507,00 5,248,00	
Tollet Partitions & Access Harg Light Flatures HVAC Tim Out. Plumbing Flatures Spurible That Offers Deed and Polished Concerns	4,969,00 8,366,00 4,168,00 27,812,00 8,470,00						4,369.00 4,369.00 8,398.00 4,198.00 27,812.00 8,470.00	
Artificiatură Speziales Insail Celing Pazia Brathol Floring & Bese Reafrous Penrieg Doors & Hartwere Flori Cast Peiri Window Birnis Inserior Siguaço & Ext Letters	10,081.80 10,481.80 11,548.00 1,548.00 6,807.00 4,517.00 1,389.00 7,646.00						14,824,00 10,081,50 10,485,00 11,888,00 3,710,00 4,817,00 1,389,00 7,548,00	

## REQUEST FOR PAYMENT DETAIL

à	Popular Capital Breat Breather School	nool Invoice: 1823	1823	e G	Draw: 1319-00006	Period Ending Date: \$25,2014	g Date: 9		Datal Pg 11 of 13 Pgs	
Sem ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% du	Balance To Fapish	Retainage Beience	
83	Install Alum Entrance/Vindows	133,053.00						1000		
8	Tectum Roof Pals & LW Concre	283,653.00						133,053,00		
2	Install EPDM Roofing	109,354.00						283,653,00		
8	Caulking & Sealants	9,980.00						109,364,00		
633	Standing Seem Metal Roof	A8 552 00						9,880,00		
8	Dwaspouts Gitts Flashings Trir	11.583.00						98,552,00		
635	AREA A FIT OUT & FINISHES							11,581.00		
838	Interior CMU Waller	282 996 05								
637	Plbg Wall Rough in	115 468 00	05 080 50			1000		382,336,00		
88	Electrical Well Rough In	26.238.00	10°C			23,089,20	d R	92,358.90	2,308.92	
838	Interfer Cautiding & Spalants	9 980 00						28,239,00		
8	Interior Piba Riser Rough in	7 145.00	4 420 20				:	8,960.00		
34.1	Above Cla HVAC Plans Rount	31.485.DO	021074			1,429,20	20.00	5,718,80	142.62	
642	Set Bldg HVAC Units	44.079.00						31,485.00		
ŝ	Int Wall Framing - Metal Study	46.178.00						44,078,00		
8	Set Switchgear	2089.00						46,178,00		
8	Above Clg Fire Alarm Rough In	4.198.00						2,099,00		
8	Above Clg Law Voltage Rough	6.297.00						4,198.00		
Š	Install Fire Atarm Penel	1.574.00						6297.00		
8	Peint Sym Structure	6.506.00						1,574,00		
8	Gas Ploing	18.416.00						OD'OO'C		
8	Above Clg HVAC Duct Rough !	104.842.00						18,416,00		
8	Above Cig Spriktr Pipe Roh In	52 Sen no						04,642,00		
2 <u>2</u> 2	Above Cig Electrical Rough in	31.485.00			o naid to	0.7 O 7 O C	5	52,988.dD	;	
8	Metal Wall Framing Insulation	1.050.00			Tr'Autoria	2,040.33	8	25.9.9.4	204,65	
8	Prime & 1st Coat Paint	27.528.00						OD'OCU'L		
992	Heng Int Drywoll Portitions	34.634.00						00'62'57		
99	Fite Alerts Cablino	3.149.00						34,634.00		
957	Tabe & Finish Drywall	12 FOX OU						3,149.00		
86	HVAC Controls	20.980.03						12,584,00		
699	MAC Insulation	SAL GRAPHO.						20,990:00		
99	Chystaline Waterproofing	31 359 00						20,590,00		
92	Pul Cable fro Pole in Devices	48 742 00						31,358.00		
		-						A 242 fm		

## REQUEST FOR PAYMENT DETAIL

Project: 1319 / Osage Beach Elementary School

Period Ending Date: 5/25/2014 Detail Pg 10 of 13 Pgs

		Contract Anicunt	Previously Completed Work	Work Completed Tris Period	Prosently Stored Materials	Completed And Stored To Date	% g	Salence To Finish	Retainage Balance
8 88 82 88	Install Casework/Milhrork Fabric Wrapped Wall Panels	58,143.00 8,927.25						68,143.00	
366	Communications Trim Out	4,198,00						0,827.20	
567	Electrical Titm Out	5,248,00						, 1000 C	
8	AREA A FOUNDATIONS & ST							D0.645,0	
5	Backett Fredh Walls & Fran Ex	76.814.00		AG 182 EA		on ear or			
83	PressPlace Pines/Grade Sean	178 F31.00		100		18,198,50	3 8	57,450.50	1,915,35
603	Underground Plumbing Region	51,743,00	13 020 61	13000		00,000	8 8	133,973,25	4,465.78
2	Granda Boso	000000	0000	- ALXESTED		31.040.00	9	20,897.20	3,104.58
Š	(Galante Name and Control of Cont	DO POOR		CONTRACTOR OF				43,030,00	
3 8	Total chimpion of the party	N:1-1:5		5,384.07	2,592.33	7,978,40	9	11,984,60	797.64
į	SOR PORCHARD	2,878.00						3,878,00	
ž	Understab Condotts East	19,941.00		E,384.07	2,592.33	7,976.40	40.00	11,984,80	797.64
Ž.	Prep & Place Slab on Grade	137,354,00						137,354,00	
Ĉ.	Install Cymrasium CMU	68,910,00						9891800	
910	Heavy Floor Grind	18,304,00						20,000	
<b>H</b> 9	St Column & Roof Framing Gy	78,713,00						78 712 15	
42	Exterior Maconny CIMI West	17,178.00						17 178.00	
653	Exterior Masonin CML) East	59.403.00		#1.KID #0	6.249.77	40.000.00	ě	00.00.00	
814	St Joist & Roof Framing Wast	37,782,00			a loutoper	Carrier Control	200	90,000,00	1,800.80
615	Stl. Joist & Roof Framing East	34,109.00						27,702,00	
616	AREAA EXTERIOR ENCLOSI.							DD:301	
517	Install Air Berrier	20,803,18						200000	
818	Door Frames	3,979.00						20,0003.18	
819	Edgk Verbeer Worth Floories	SE 441 00						0,373.0	
2	Otherfield Collins Door	224434						06,141.00	
į	South franchis	2						2714.24	
7	Brick verteer cast Elevation	83,081,00						83,091,00	
77	Brick verteer court, trievelton	43,408,00						43,408.00	
ž	Brick Veneer West Elevation	24,031,00						24,031,00	
<b>\$24</b>	Rough Carpentry - Roof Block	20,838.00						20.939.00	
979	Raof Slab Concrete (Shelters)	9,760,00						9.780 00	
626	Install Expansion Joint	8,821.00						882100	
62	Paint Exterior Metals	1,310.00						131000	
828	Metal Wall Panels	60,540.00						DO 270 W	

## REQUEST FOR PAYMENT DETAIL

# REQUEST FOR PAYMENT DETAIL Draw;1319:00006 Period Ending Dame \$22,2214 Denafing 15 of 15 Page

Project 1319/ Desgé Baoch Elémbriany School Invoice: 1823

% Salance Relativing Comp	29,076.40	1,450.00	3,600,00	5,540,00
Completed And Stored To Date				
Preserdy Stored Meterials				
Work Completed This Period				
Previously Completed Work				
Total Contract Amount	29,075.40	1,450.00	3,500,00	-15,182.00
Description	Bleachers CHANGE ORDER 01	Use Ford Food Service File Department Comments	Omit AWI Certification Lift Station Lift Chamber	Defets Interior Signage
Di Well	700	<u>5</u> 26	<b>2</b> 5	705

	220,584.75
	88.84
	780.8
1	<u></u>
-	18.9
	2,205,847,21
	129,583,15
-	66
	715,847,
	1,360,615,09
	12,966,815.85
r	7
	Totals

## Change Order No. 2 Attachment

rels (\$21,100.20) \$8,735.30 \$7,381.00 (\$7,605.00) Total Deduct (\$22,619.40) PR #00: Addition of a constate culvest under the north diveway to the bus parking PR #03: Substitution of aluminum feeders for capper feeders in the efect PR #01: Detailon of fiberneeth from the concrete stabe in the building PR #05. Addition of a floor bink to properly service the latchen scrap PR #04: Bubstitution of elemente refrigerant piping in the building PR #10: Delete dodication phague, interior and exterior signage

GENERAL	
	OLOS HONIS

PROPOSAL

Date: 2/6/2014

Prone: (573)774-2003
Far. (573)774-2003
Emil: gsy.buideales@mail.com
WORK TO BE PERFORMED AT:

HURRICANE DECK ELEMENTARY

PROPOSAL SUBMITTED TO:

Bales Construction Co., Inc. 1901 Historic 88 W Waynesvillo, MO 85683

MR. KEN KEITH ACI BOLAND

Ve hereby propose to furnish the materials and perform the labor recessary for the completion of:	PrfcAng
winds Planmach from Slab On Grade Concrete	
rockshine Concrete Process deted 2/4/2014	43,545.00
ales Overhead and Proff.	\$315.50
	_
	_
te will parform the above for the aum of:	Total (53,930,50)

ODITRACT DATE: November 11, 2013

ARCHITECT'S PROJECT NO. 3- STOCK OF CONTROL OF PROJECT NO. 3- STOCK OF CONTROL OF PROJECT NO. 3- STOCK OF CONTROL OF PROJECT DATE PROJECT DA ARCHITECT: ACMoland, Inc. 1421 E. 104\* Street Kensan City, MO 64131 Camdanton R-III School District OATE: January 07, 2014 P. D. Box 1419 Camdanton MO 85020 Bakes Construction 1901 Historic 65 West Waynesville MO 65583 Attn.: Guy Augenstein TD: (Contrador) OWNER:

VERBALLY APPROVED @ PROGRESS MEETING OF 04-17-2014

Delete Synthetic Fiber Reinfercement as called for in Project Manual Specification evotion 03 30 00, paragraph 2.4.

THIS IS NOT A CHANGE GROER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HERES

Description: (Written description of the Work)

Attachments: (List estached documents that support description.)

ISSUED: ACMBoland, Inc. BY: Ken Keith Anshitect

-ft-x tasking to Mart, you will get a credit in the following

Çerico, of Pher Mesh 703 Yards @ \$5.00 = \$3,515.00

Good morning Rich/Matt,

Any luck with finalising the file

Trease for me know if there is anything that I can do to help 314-752-3318 I have an owners meeting this week and would really like to get this

ARCHITECT: ACIRBOUND, Inc. 1421 E. 104\* Street Kunses City, MO 6415 Camdenton R-III School District P. O. Box 1409 Camdentos MO 65020 Bules Construction 1901 Historic 68 West Waynesville MO 65593 Afriz Guy Augenstein

ments: (List attached documents that support description.)

HOLD PENDENG DISCUSSION W/ JPRIL

CHANGE ORDER PROPOSAL MEYER KIECTRIC INC.

Like of A. 10 date

7. Stypeyas, in 1978 59-40

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10 fine of 1978 59-40 A March Const.

De Accord TIRMS
TO ACCORD TIRMS
TO ACCORD TIRMS
TO ACCORD TIRMS
TO T

GENERAL CONTRACTORS

Prone: (573)774-2003 Fac: (573)774-9103 End: (pt)/billbioles@gmell.com WORK TO BE PERFORMED AT: PROPOSAL Date: 211/2014

HURRICANE DECK BLEMENTARY

MR, KEN KEITH ACI BOLAND

816-783-9600

PROPOSAL SUBMITTED TO:

CHANGE ORDER PROPOSAL

TER BLECTRIC INC.

****					anlicipates		ITS: Norm Omjathorm Updray with ETL.	
	40		r free! 0 64131	3-13021.00	proposed modificati date on which you		FEM - INDOOR UN Se used for piping of STM EZED, and control by	
Han Modern (NES) April Hulling (MPRC) Guy Augustation (BCC) Other	PROPOSAL REGUEST NO.: Four (4)	January 07, 2014	ACEBrand, Inc. 1421 E. 104 <sup>th</sup> Streel Kamess City, MO 64131	ARCHITECT'S PROJECT NO.:	The heddental to of in willing of the		OMITTONING SYS Opport Breests shall in exceptions with A futuge letted to Ut. 1	
≣####	PROPOSAL P Four (4)	DATE	АВСИПЕСТ:	ARCHITECT	redity the Architectors served to	systam	PLOW (NRF) AIR C copper table.   the copper table —  the copper ta	2
	Additions and Abarations Hurricane Deck Elementary 15894 N State Hajhway 5 Sunder Beach MO 65079	Camdenton R-II School Discisco P. O. Box 1409 Camdenton MO 65020	Bales Construction 1901 Historic 68 West Winynesville AID 66583 ABT.: Guy Augendain	November 11, 2013	Flows under the minded proposal for although in the Confest (Suit suitor) trans bedeated to proposed mediteness in the Confest (Suit suitor) transfer (Suit suitor) that the Confest (Suit	Description) Clarification alicenty all arrate refrigories piping materiate on VRF system.	Profes Spoolations and course 25 YVP VARIABLE FIRST RECEIVANT FLOW (NP.) AN CONTINUENCH OF STRIBL - BROOKE UNITS. New York CALL BROOKE WAS A CALL BROOK WAS A CALL BROOKE WAS A CALL BROOK	Athechmentar (List effected documents that support description.)
PROPOSAL REQUEST	PROJECT: (name, addness)	OWNER:	TO: (Contractor)	CONTRACT DATE:	Please submit an tembro Confrect Doormenb deact submitting your proposed Then in nort a pleasure per	Description; Clarification allowing alla	Revice Specification Socials 234 subsection 5 bits Las as thereous R. Places and Those R. ASTIN B 280, Type R. ASTIN B 280, Type C. ASTIN E220 spanning ASME 851.5 for the HOLD PENDZING DT 58	Attachmentar (List ette

Date		Andy Oliver (ana)digo44@yahou.com) Thursday, January 30, 2014 1:02 PM Gur Auenseleh
Architect	G.y. Aupenstein	From: Sent: To:

ISSUED: ACIBOIRIO, Inc.

	maydigaddigrainos.comi Many 30, 2014 1;02 PM NDE - PR #4	
	Andy Oliver [andydigo Thursday, January 30 Guy Augenstein Ret Cmomin HDE - PR	Follow up Flugged
Guy Augenetein	From: Sent: To: Subject:	Follow Up Hags Flag Status:

Guy, the total credit to go to Auminum Reflock Fittings is \$4,000... all Labor.

The \$4.000 is all labor since the materials (copper vs aluminum) are almost the same prize. Doing the Reliable object with the following the true of the range of

The main reason we are wanting to go with the Reflock is that It's a cleaner install and we are hearing here are a lot less leaks that on the copper installations.

On Thursday, January 30, 2014 12:41 PM. Bay Augenstain squy,bu

rom: Ken Keih (spalto)kicitheked-belan kent Mondey, January ZZ, 2014 5:03 PA Sr. gov.belichekesischelleren iubject: Ondern HDE - PR #4 Guy Augenstein Bales Construction Co. 3<4-792-3316 gwybuldbales@gmail.com

Guy -- we need a more detailed usel breakdown in order to properly assess the value of the proposal request harbones. See the CE cessors before to see more withit were to ocking for . As a matter or facil to general we need more of a cord breakdown on the prequests than just a price, in order for us to suptain to the Owner. Thanks

2. Instruction of malegings cost of labor, etc? And what are they proposing to go to, Alaminum with Costs of they are to the lab part and are no coper insenset. This expense them up to a combinetion of New year olders and it would need to know what they no proposing."

GENERAL CONTRACTORS

PROPOSAL

Phone: (673)774-2003 Fax: (573)774-5163 Emait: guy.bufdbelee@gmail.com Date: 2/5/2014

HURRICANE DECK ELEMENTARY

WORK TO BE PERFORMED AT:

PROPOSAL SUBMITTED TO:

Bailes Construction Co., Inc. 1901 Historic 88 W Waymesville, MO 85583

MR. KEN KEITH ACI BOLAND 616-763-9600 We hency propose to funes the makehala and packens the abor necessary for the completen of VARINALE REPORTEDANT FLOW VALUE DIGINGERORY (PEND) TIEMS PRINGEN TOWARD FORDER (SEE ADDRESS). Ve will perform the above for the sum of:

KKKK	90		134
Tim O'Conner (ESS) Ban Malere (ALS) April Helling (MFE) Guy Augentiern (BCC) Other	PROPOSAL RECOSEST NO.: Five (5)	DATE: January 07, 2014	CT: AC/Polend, Inc. 1421 E, 104 <sup>th</sup> Street Kansas City, MO 64131
	PROPOS Five (5)		ARCHITECT:
	Additions and Abarations Hurricano Deck Elementary 16394 N State Hghway S Suntae Boach MD 65079	Damotenton R-III School District P. O. Box 1408 Candenton MO 65020	Bales Construction 1901 Hatric Bs Wast Waynesville RO 65583 Afth: Gav Aumobien
PROPOSAL REQUEST	PROJECT: (rame, address)	OWNER	TO: (Contractor)

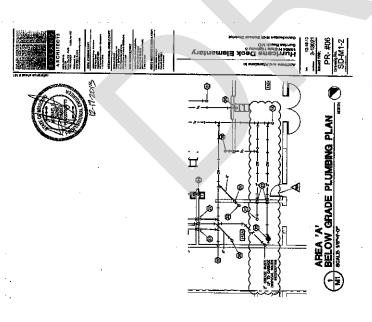
CONTRACT DATE: November 14, 2013
ARCHITECT'S PROJECT HOL; 5-1920.
Flower submit on branch proposal for champer is the Contest. Sam and/or Title Indicated to proposed the Contest about the Notice of the Project of the Notice of Project Project of the Contest and Project and Project of the Contest and Project and Pr

THIS IS NOT A CHANGE ORDER MOR A SIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREII

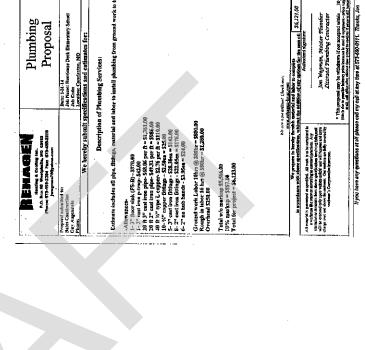
Affectments: (List offschad documents that support description.) SD-M1-2, SD-M8-2

SSUED: ACUBaland, Inc.

THIS ITEM APPRIOVED & PROGRESS MEETING OF 04-17-01



C CRUZ MOTE DOM FROM
CEMON SHALL BE LICUTED
ADDRESS OF THE SHA



ENLANGED KITCHEN

ABOVE GRADE PLUMBING PLAN

(1) ABOVE GRADE PLUMBING PLAN

(N) BOALE WATER

PROPOSAL

Date: 2062014

From (STST7-400)

From (ST

Description: Added 12 tech minerated commission place (ROP) cultural uniter ricorhom definency to bus parking VGBAALLY APPROVED BY OWNER REPORTEDS MEETING ON 04-17-14 ARCHITECT: ACI / Poland, Inc. 1401 E 104 Speet Sta Kansas City MO 94131 ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS Additions and Attrizions
Norticano Died Borneriary
16384 N Spie Highway 5
Burler Boech NO 68077
Cardenton R-III School
District
P.D. Box 1459
Cardenton NO 65020
Cardenton NO 65020

CO IS IS CONTROL OF THE PROPERTY OF THE PROPER

Attrohmente: (List attend documents that support description.)

Drawing SD-CO4 deted 2-13-14



PROPOSAL

Date: 2/24/2014

Phone: (973)774-2003 Fax: (573)774-9183 Erralk guy, hulldhales@gmak.com WORK TO BE PERFORMED AT;

PROPOSAL SUBMITTED TO:

Bailes Construction Co., Inc. 1901 Historic 85 VV Waynesville, MO 65583

HURRICANE DECK ELEMENTARY

Pricing		\$8,710.0	\$871.0	
ropose to furnish the materials and perform the labor necessary for the completion of:	3CP culvert with flamed ends per ABI #63 Drawing SD-C04 dated 2/13/2014	Excavathe Proposal (See attached for Labor, Meterial, and Equipment Breakdown)	and Profit	

#IX perform the above for the sum of



Mr. Gay Augensein Bales Construction Co. 1901 Historic Route 66 Wayneaville, MO 65583

SENT VIA EMAIL: py.buildbile:@gosdl.cor

RE: Hurricane Deck Elem Stanise Beach, MO

Dear Mr. Augenstein

Biomeadule Extravolog Company is pleased to subbair the follow the boyer tellomental project. Our gride is based upon derwing includes extravation to informity settings withines, furnishings and III RCP with two fluxed and services and grading the new sidicited.

Lump Sum Price to Install added 2" BCP



**ただ・井1の** PROPOSAL Duta: 4/23/2014 (Ravislen # 2)

Phone (673/P)4-2008
Fine: (973/P)4-2008
Fine: 94-philideologymut.com
WORK TO BE PERFORMED AT:
HARROANE DECK ELEMENTARY