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| ACTION | 1 | <p>Roll Call to Determine Quorum</p> <p>Beto Lopez Phyllis Hernandez Octavio Villalobos Manny Medina
Jennifer Barraza Danny Zamora Claudia Dominguez Mark Morales</p> |
| INFORMATION | 2 | <p>Welcome & Introductions</p> <p>2.1 Monthly Celebrations</p> |
| ACTION | 3 | <p>Consent Agenda</p> <p>3.1 January 23, 2025 Board Meeting Minutes
3.2 February 2025 HR Board Staff Report
3.3 January 2025 Financial Statement
3.4 January 2025 Check Register
3.5 January 2025 Credit Card Statement
3.6 Ratification of approval for Trane, HVAC issues at GCMS
3.7 Smart Pro KC
3.8 Admin. And Non-Certificated Salary Increases
3.9 Additional Positions for SY 25/26
3.10 Speech Language Pathologists Addendums</p> <p>ACTION RECOMMENDED: APPROVAL</p> |
| ACTION | 4 | <p>Additional Bus Purchases- Dr. Lumetta</p> <p>ACTION RECOMMENDED: APPROVAL</p> |
| ACTION | 5 | <p>MCPSC Board Acknowledgement of Closure Assurance- Mr. Nasteff</p> <p>ACTION RECOMMENDED: APPROVAL</p> |
| INFORMATION | 6 | <p>Chief of School's Report</p> <p>6.1 60 Second Building Report- Principals
6.2 By The Numbers- Dr. Pecina</p> |
| ACTION | 7 | <p>Old Business</p> |
| ACTION | 8 | <p>New Business</p> |
| ACTION | 9 | <p>Public Comment</p> |
| ACTION | 10 | <p>Executive Session</p> |
| ACTION | 11 | <p>Adjourn</p> |

Next Board of Directors Meeting: **March 20, 2025**

"The Board may hold a closed session during the workshop or meeting to discuss, legal, real estate or personnel issues pursuant to R.S.Mo. Section 610.021."

Guadalupe Educational System Inc.
Board of Director Meeting Minutes
January 23, 2025

The meeting was called to order by the Board President, Beto Lopez, at 4:34pm held via Zoom and in person. The board members present established a quorum. Mr. Lopez welcomed all those in attendance.

Board Members Present: Beto Lopez Octavio Villalobos Danny Zamora
Jennifer Barraza Nickalas Collins Phyllis Hernandez
Mark Morales

Board Members Absent: Manny Medina Claudia Dominguez

Also present: Dr. Alicia Miguel Dr. Steven Lumetta Christa Bray Daisy Myrick
Jennifer Clay Samantha Novak Brandon Wright Dr. Uzziel Pecina Alexandria Thiessen
Luis Arres Bart Woods Michael Meaney Jostna Dash Shannon Spradling
Mark Nasteff James Engelby Nora Peterman Mitchell Cota

Monthly Celebrations

Ms. Novak recognized the staff of the month from each building, celebrating their exceptional dedication and positive impact on the community. Staff of the month for November is: Elementary School- Mark Williams, Middle School- Mitchell Cota, High School- Jostna Dash.

Consent Agenda

December 19, 2024 Board Meeting Minutes
January 2025 HR Board Staff Report
December 2024 Financial Statement
December 2024 Check Register
December 2024 Credit Card Statement
Morgan Hunter

Electrical Work- Epworth, LGF Electronics & Renovations

There were no further questions or concerns noted on the Consent Agenda.

Mr. Villalobos moved to accept the Consent Agenda, Mr. Zamora seconded the motion. **Motion carried unanimously.**

New Policy 6142, Homebound Instruction

Mr. Nasteff mentioned when Homebound Instruction was being reviewed, they realized a policy was not in place.

Mr. Zamora moved to accept the New Policy 6142, Mr. Villalobos seconded the motion. **Motion carried unanimously.**

New Policy 0365, Board Member Personal Financial Disclosure

Mr. Nasteff discussed the addition of this policy that has been added to Charter schools board members by legislative statute enactment in which requires our Board members to execute the same Missouri Ethics Commission paperwork that somebody on a public body or political subdivision would execute.

Mr. Zamora moved to accept the New Policy 0365, Mr. Morales seconded the motion. **Motion carried unanimously.**

New Policy 2105, Student Names and Pronouns

Mr. Nasteff reviewed policy 2105, it states that the school district, staff and students will respect the wishes of children and their parents with regard to the use of student names and pronouns. If they don't, it will be considered potential bullying like any other matter where kids should be free from being stigmatized, based upon their race and their religion, or in this case, either their gender identity or sexual orientation.

Mr. Villalobos moved to accept the New Policy 2105, Mr. Zamora seconded the motion. **Motion carried unanimously.**

New Policy 1431 Safe Space for Immigrant Students

Mr. Nasteff stated policy 1431 addresses our schools being a safe place for immigrant students. The policy outlines steps on how the school will engage with immigration enforcement.

Mr. Zamora moved to accept the New Policy 1431, Mr. Morales seconded the motion. **Motion carried unanimously.**

Proposed Salary Schedule 2025/2026

Dr. Miguel mentioned a study was conducted with surrounding school district teacher salaries in order to stay competitive and retain current teachers. The attached proposal will help align with other districts.

Mr. Villalobos moved to accept the Proposed Salary Schedule 2025/2026, Mr. Zamora seconded the motion. **Motion carried unanimously.**

School Calendar 2025/2026 & 2026/2027

Dr. Miguel reported that the 2025/2026 shows 172 instructional days and 2026/2027 will have 173 instructional days. The teacher work days remain the same at 187 days and have included an early release day each month. The calendars meet the statutory requirement of instruction hours.

Mr. Zamora moved to accept the School Calendar 2025/2026 & 2026/2027, Mr. Morales seconded the motion. **Motion carried unanimously.**

Chief of Schools Report

Principals 60 Second Building Report-

- PreK and Kindergarten & Elementary School- Mr. Arres mentioned training will be given to staff with regards to Policy 1431 so they can be prepared for responses to students and families.
- Middle School- Mr. Woods noted they had 9,346 different learning opportunities given during the course of virtual learning during snow days. FACE coordinators and social workers reached out to students and families to remind them of the importance of completing assignments as well.
- High School- Mr. Meaney mentioned that WIDA assessments have started at the high school and those at MCC. The school has piloted a new schedule in which Wednesday and Thursday we have longer block periods for the assessment, and it seems to be going really well. They are also part of a pilot partnership with future pathways, their goal is to launch a healthcare pathway in which partners them with 7 local hospitals.

By the Numbers

Dr. Miguel noted there are 1,604 students enrolled for the 2024-25 school year and 608 on the waitlist. Re-enrollment has begun at the schools for the upcoming school year.

MSIP

Dr. Miguel shared with the board a letter that was received from the Commission which expressed a concern because the school is not performing as well as goals noted in the contract. She discussed 2 ways to reach performance. The majority of the points go towards performance, the rest towards continuous improvement. The school did not get all of the points for performance but did get all of the points for continuous improvement. That's the area that was looked at during the board retreat, which means our students are growing in the right direction. Each of the schools has a clear improvement plan in which they keep revisiting, based on what the ongoing data tells them. The focus this year has been on the improvement of tier one instruction. This data is from last year, the school will be taking the state assessment in April and May, the date will be available 6-7 months afterwards.

Diligent

Dr. Miguel discussed the implementation of Diligent which is a board document platform, this is very user friendly, accessible to all and easy to navigate through for any board document needs.

Old Business

None.

New Business

None.

Public Comment

None.

Adjourn

There being no further information to come before the Board, Mr. Lopez made the motion to adjourn the meeting at 5:46pm.

Respectfully Submitted

Phyllis Hernandez, Board Secretary

Next regular Board of Directors Meeting: February 27, 2025

Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant to the Chief of Schools

4. Middle School	New	SpEd Paraprofessional
5. Elementary	Existing	Elementary Classroom Teacher
6. Elementary	New	Early Childhood Teacher Assistant
7. District	New	School Bus Driver
9. District	Existing	Part-Time Sub Nurse
10. District	Existing	Dual Language Coordinator
11. District	Existing	School Psychologist
12. Elementary	Existing	SpEd Teacher
13. District	Existing	School-Based License Therapist
14. Middle School	New	SpEd Paraprofessional

1. Lydia Maldonado	LEL Paraprofessional	02/11/2025
2.		
3.		

MOVING EXPENSES, BILINGUAL, DOCTORATE STIPENDS, STIPENDS - OFF CONTRACT

Name	Duty
1.	

Guadalupe Educational System

2024-25 Balance Sheet

	<u>as of January 31, 2025</u>
Assets	
Cash & Cash Equivalents	18,080,612
Property & Equipment, net	5,476,685
Total Assets	<u><u>23,557,297</u></u>
Liabilities & Net Assets	
Fund Balance	23,557,297
Total Liabilities & Net Assets	<u><u>23,557,297</u></u>

Guadalupe Educational System

2024-25 Revenue & Expenses Compared to Annual Budget

		Approved Budget FY25	Actual as of 01.31.25	Budget Variance	% of Budget
Revenues					
5100	Local	\$ 4,567,725	\$ 3,096,964	\$ (1,470,761)	68%
5300	State	32,752,243	19,314,157	(13,424,313)	59%
5400	Federal	6,448,413	3,907,479	(2,540,934)	61%
5899	GRAND TOTAL REVENUES	43,768,381	26,318,601	(17,436,008)	60%
Expenditures					
1111	Elementary Classroom Instruction	5,683,947	3,119,890	2,564,057	55%
1131	Middle School Classroom Instruction	2,936,500	1,766,086	1,170,414	60%
1151	High School Classroom Instruction	3,344,021	1,961,048	1,382,972	59%
1191	Summer School	1,334,500	1,200,484	134,016	90%
1221	Special Programs	1,818,252	699,361	1,118,891	38%
1251	Supplemental Education	2,237,315	1,220,773	1,016,542	55%
1411	Student Activity-Extracurricular	400,392	176,202	97,748	44%
1999	TOTAL INSTRUCTION	17,754,927	10,143,844	7,484,641	57%
2111	Support Services-Pupils	2,018,078	816,933	1,201,145	40%
2134	Health Services	354,690	200,033	154,657	56%
2142	School Psychologist	-	-	-	0%
2152	Speech Pathology	398,310	194,594	203,717	49%
2191	Other Student Support	65,000	248,527	(183,527)	382%
2213	Professional Development	322,000	103,511	218,489	32%
2321	Executive Administration Services.	1,429,218	1,292,120	137,098	90%
2329	Special Education Administration	388,450	220,800	167,650	57%
2660	Technology Services	185,000	207,032	(22,032)	112%
2411	Building Principal Services	1,615,284	719,928	895,356	45%
2511	Business Support Services	715,427	588,804	376,909	82%
2541	Operation of Plant Services	6,385,112	4,281,902	2,103,210	67%
2551	Contracted Pupil Transportation	2,052,898	1,050,060	1,236,844	51%
2562	Food Services	1,675,709	963,433	1,204,371	57%
2642	Recruitment & Placement	1,675,709	158,653	1,662,265	9%
2998	TOTAL SUPPORT SERVICES	19,280,886	11,046,330	9,356,153	57%
3510	Early Childhood Program	804,036	504,204	331,424	63%
3610	Homeless & Disadvantaged	-	35,130	(35,130)	NA
3912	Parental Involvement	262,427	110,924	161,974	42%
3999	TOTAL COMMUNITY SERVICES	1,066,463	650,258	458,268	61%
4011	Facility Acquisition	3,000,000	1,667,654	1,332,346	56%
4999	TOTAL FACILITY ACQUISITION	3,000,000	1,667,654	1,332,346	56%
9999	GRAND TOTAL EXPENDITURES	41,102,275	23,508,085	18,631,407	57%
Total Revenue Over/(Under) Total Expenses		2,666,105	2,810,516	(144,411)	
Beginning Fund Balance, July 1		15,381,396	15,381,396		
Year-to-date change in payroll liabilities		-	(111,300)		
Ending Fund Balance, January 31		\$ 18,047,501	\$ 18,080,612		
Ending Cash Fund Balance %		44%	45%		

Guadalupe Educational System

2024-25 Revenue Compared to Annual Budget

Revenue	Approved Budget FY25	Actual as of 01.31.25	Budget Variance	% of Budget
5100 Local				
5113 Prop C	\$ 3,517,725	2,188,478	\$ (1,329,247)	62%
5141 Interest	650,000	377,320	(272,680)	58%
5171 Student Activity	10,000	2,419	(7,581)	24%
5192 Gifts	350,000	421,132	71,132	120%
5198 Other	40,000	107,615	67,615	269%
Total Local	4,567,725	3,096,964	(1,470,761)	68%
5300 State				
5311-19 Basic Formula & CTF	31,669,015	18,727,418	(12,941,596)	59%
5312 Transportation	930,000	520,511	(409,489)	56%
5333 Food Service - State	7,000	-	(7,000)	0%
5342 Evidence Based Reading Grant	80,000	66,228		83%
5381 Special Ed High Need Fund	66,228	-	(66,228)	0%
5397 Other State Revenue	-	-	-	NA
Total State	32,752,243	19,314,157	(13,424,313)	59%
5400 Federal				
5412 Medicaid	175,000	137,911.60	(37,088)	79%
5422 CARES ESSER III	2,966,477	3,026,944.30	60,467	102%
5441 Special Ed Part B	517,895	189,623.40	(328,272)	37%
5442 ESCE - Special Ed (611 & 619)	13,843	6,167.40	(7,676)	45%
5445-48 Lunch/Breakfast/Snack	1,110,000	519,903.15	(590,097)	47%
5451-66 Consolidated Federal Funds	1,665,198	26,929.43	(1,638,269)	2%
5497 Other Federal Revenue	-	-	-	NA
Total Federal	6,448,413	3,907,479	(2,540,934)	61%
5899 Total Revenue	43,768,381	26,318,601	(17,436,008)	60%

Guadalupe Educational System

2024-25 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY25	Actual as of 01.31.25	Budget Variance	% of Budget
1111 Elementary Classroom Instruction				
6100 Salaries	3,663,733	2,012,692	\$ 1,651,041	55%
6200 Benefits	1,050,861	556,315	494,547	53%
6300 Purchased Services	121,352	86,898	34,454	72%
6400 Supplies & Materials	180,000	154,244	25,756	86%
6412 Technology	310,000	149,270	160,730	48%
6431 Curriculum/Textbooks	358,000	160,470	197,530	45%
6500 Equipment	-	-	-	0%
Total Elementary Instruction	5,683,947	3,119,890	2,564,057	55%
1131 Middle Classroom Instruction				
6100 Salaries	1,798,832	1,037,999	760,834	58%
6200 Benefits	505,667	286,860	218,808	57%
6300 Purchased Services	51,000	30,390	20,610	60%
6400 Supplies & Materials	150,000	164,501	(14,501)	110%
6412 Technology	235,000	191,112	43,888	81%
6431 Curriculum/Textbooks	196,000	55,225	140,775	28%
6500 Equipment	-	-	-	0%
Total Middle Instruction	2,936,500	1,766,086	1,170,414	60%
1151 High School Classroom Instruction				
6100 Salaries	2,079,985	1,214,330	865,655	58%
6200 Benefits	569,036	328,441	240,595	58%
6300 Purchased Services	250,000	170,311	79,689	68%
6400 Supplies & Materials	175,000	112,029	62,971	64%
6412 Technology	135,000	107,039	27,961	79%
6431 Curriculum/Textbooks	135,000	28,899	106,101	21%
6500 Equipment	-	-	-	0%
Total High School Instruction	3,344,021	1,961,048	1,382,972	59%
1191 Summer School				
6100 Salaries	200,000	96,242	103,758	48%
6200 Benefits	29,500	14,750	14,750	50%
6300 Purchased Services	1,100,000	1,088,693	11,307	99%
6400 Supplies & Materials	5,000	799	4,201	16%
6500 Equipment	-	-	-	0%
Total Summer School	1,334,500	1,200,484	134,016	90%
1221 Special Programs				
6100 Salaries	439,556	312,032	127,524	71%
6200 Benefits	133,696	87,753	45,943	66%
6300 Purchased Services	1,210,000	282,422	927,578	23%
6400 Supplies & Materials	35,000	17,155	17,846	49%
6500 Equipment	-	-	-	0%
Total Special Programs	1,818,252	699,361	1,118,891	38%
1251 Supplemental Education				
6100 Salaries	1,683,435	932,184	751,251	55%
6200 Benefits	452,879	254,572	198,307	56%
6300 Purchased Services	50,000	22,657	27,343	45%
6400 Supplies & Materials	51,000	11,360	39,640	22%
6500 Equipment	-	-	-	0%
Total Supplemental Education	2,237,315	1,220,773	1,016,542	55%

Guadalupe Educational System

2024-25 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY25	Actual as of 01.31.25	Budget Variance	% of Budget
1411 Student Activity-Extracurricular				
6100 Salaries	232,032	105,590	-	46%
6200 Benefits	18,360	13,603	4,758	74%
6300 Purchased Services	100,000	42,326	57,674	42%
6400 Supplies & Materials	50,000	14,684	35,316	29%
6500 Equipment (Capital Outlay)	-	-	-	0%
Total Student Activity-Extracurricular	400,392	176,202	97,748	44%
2111 Support Services-Pupils				
6100 Salaries	1,142,393	609,689	532,703	53%
6200 Benefits	290,185	143,720	146,465	50%
6300 Purchased Services	550,000	62,347	487,653	11%
6400 Supplies & Materials	35,500	1,176	34,324	3%
6500 Equipment	-	-	-	0%
Total Support Services-Pupils	2,018,078	816,933	1,201,145	40%
2134 Health Services				
6100 Salaries	259,287	149,054	110,233	57%
6200 Benefits	68,204	38,437	29,767	56%
6300 Purchased Services	14,000	1,334	12,666	10%
6400 Supplies & Materials	13,200	11,208	1,992	85%
6500 Equipment	-	-	-	0%
Total Health Services	354,690	200,033	154,657	56%
2142 Psychologist				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Psychologist	-	-	-	0%
2152 Speech Pathology				
6100 Salaries	65,016	47,336	17,680	73%
6200 Benefits	13,294	10,904	2,390	82%
6300 Purchased Services	320,000	136,354	183,646	43%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Speech Pathology	398,310	194,594	203,717	49%
2191 Other Support Services				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	65,000	248,527	(183,527)	382%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Other Support Services	65,000	248,527	(183,527)	NA
2213 Professional Development				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	285,000	101,786	183,214	36%
6400 Supplies & Materials	37,000	1,725	35,275	5%
6500 Equipment	-	-	-	0%
Total Professional Development	322,000	103,511	218,489	32%

Guadalupe Educational System

2024-25 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY25	Actual as of 01.31.25	Budget Variance	% of Budget
2321 Executive Administration Services				
6100 Salaries	750,519	413,237	337,283	55%
6200 Benefits	208,699	163,813	44,886	78%
6300 Purchased Services	400,000	656,526	(256,526)	164%
6400 Supplies & Materials	70,000	58,545	11,455	84%
6500 Equipment	-	-	-	0%
Total Executive Admin Services	1,429,218	1,292,120	137,098	90%
2329 Special Education Administration				
6100 Salaries	299,046	173,119	125,927	58%
6200 Benefits	89,404	47,681	41,723	53%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Special Education Administration	388,450	220,800	167,650	57%
2331 Technology Services				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	170,000	207,032	(37,032)	122%
6400 Supplies & Materials	-	-	-	0%
6412 Technology	15,000	-	15,000	0%
6500 Equipment	-	-	-	0%
Total Technology Services	185,000	207,032	(22,032)	112%
2411 Building Principal Services				
6100 Salaries	1,250,881	568,623	682,258	45%
6200 Benefits	329,403	148,886	180,517	45%
6300 Purchased Services	15,000	1,354	13,646	9%
6400 Supplies & Materials	20,000	1,065	18,935	5%
6500 Equipment	-	-	-	0%
Total Building Principal Services	1,615,284	719,928	895,356	45%
2511 Business Support Services				
6100 Salaries	303,321	258,434	44,886	85%
6200 Benefits	72,106	60,761	11,345	84%
6300 Purchased Services	320,000	250,286	320,000	78%
6400 Supplies & Materials	20,000	19,322	678	97%
6500 Equipment	-	-	-	0%
Total Business Support Services	715,427	588,804	376,909	82%
2541 Operation of Plant Services				
6100 Salaries	287,725	224,618	63,107	78%
6200 Benefits	34,211	28,372	5,839	83%
6300 Purchased Services	5,566,176	3,658,022	1,908,154	66%
6400 Supplies & Materials	497,000	328,284	168,716	66%
6500 Equipment	-	42,606	(42,606)	NA
Total Operation of Plant Services	6,385,112	4,281,902	2,103,210	67%
2551 Contracted Pupil Transportation				
6100 Salaries	479,520	312,144	167,376	65%
6200 Benefits	158,378	76,977	81,401	49%
6300 Purchased Services	1,050,000	234,007	1,050,000	22%
6400 Supplies & Materials	65,000	93,632	(28,632)	144%
6500 Equipment	300,000	333,300	(33,300)	111%
Total Contracted Transportation	2,052,898	1,050,060	1,236,844	51%

Guadalupe Educational System

2024-25 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY25	Actual as of 01.31.25	Budget Variance	% of Budget
2562 Food Services				
6100 Salaries	51,750	31,615	20,135	61%
6200 Benefits	3,959	2,419	1,540	61%
6300 Purchased Services	620,000	492,095	620,000	79%
6400 Supplies & Materials	1,000,000	414,471	585,529	41%
6500 Equipment	-	22,833	(22,833)	NA
Total Food Services	1,675,709	963,433	1,204,371	57%
2642 Recruitment & Placement				
6100 Salaries	51,750	-	51,750	0%
6200 Benefits	3,959	-	3,959	0%
6300 Purchased Services	620,000	145,209	620,000	23%
6400 Supplies & Materials	1,000,000	13,444	986,556	1%
6500 Equipment	-	-	-	0%
Total Recruitment & Placement	1,675,709	158,653	1,662,265	9%
3510 Early Childhood Program				
6100 Salaries	594,017	354,358	239,659	60%
6200 Benefits	160,019	90,624	69,395	57%
6300 Purchased Services	35,000	31,592	35,000	90%
6400 Supplies & Materials	15,000	27,630	(12,630)	184%
6500 Equipment	-	-	-	0%
Total Early Childhood Program	804,036	504,204	331,424	63%
3610 Homeless & Disadvantaged				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	35,130	(35,130)	NA
6500 Equipment	-	-	-	0%
Total Parental Involvement	-	35,130	(35,130)	NA
3912 Parental Involvement				
6100 Salaries	174,826	77,671	97,155	44%
6200 Benefits	41,601	21,888	19,713	53%
6300 Purchased Services	25,000	10,470	25,000	42%
6400 Supplies & Materials	21,000	894	20,106	4%
6500 Equipment	-	-	-	0%
Total Parental Involvement	262,427	110,924	161,974	42%
4011 Facility Acquisition				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Capital Outlay	3,000,000	1,667,654	1,332,346	56%
6600 Interest	-	-	-	0%
Total Facility Acquisition	3,000,000	1,667,654	1,332,346	56%
9999 GRAND TOTAL EXPENDITURES	\$ 41,102,275	\$ 23,508,085	\$ 18,631,407	57%

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
67018	12/31/2024	X			ALLPRO	ALL-PRO PEST CONTROL, INC.	447.00
67019	12/31/2024	X			ATT	AT&T	2,236.53
67020	12/31/2024	X			ATT1	ATT	1,109.44
67021	12/31/2024	X			BLANAMY	AMY BLANCHAT	117.00
67022	12/31/2024	X			BUCKEYE	BUCKEYE CLEANING CENTERS	2,390.16
67023	12/31/2024	X			CHEMSEARCH	CHEMSEARCH FE	502.55
67024	12/31/2024	X			CONCENTRA	Concentra Medical Centers	2,010.86
67025	12/31/2024	X			CORNERSTON	CORNERSTONES OF CARE	6,075.00
67026	12/31/2024	X			DESIGNMECH	DESIGN MECHANICAL INC	1,329.65
67027	12/31/2024	X			FAVORITEHE	FAVORITE HEALTHCARE STAFFING, INC	502.36
67028	12/31/2024	X	X	01/10/2025	FIELDPULSE	FIELDPULSE	3,601.50
67029	12/31/2024	X			FPMAILINGS	Francotyp-Postalia, Inc.	419.40
67030	12/31/2024	X			GENERALPAR	GENERAL PARTS LLC	3,336.86
67031	12/31/2024	X			GUADALUPE	GUADALUPE CENTERS, INC.	400,299.89
67032	12/31/2024	X			JAYHAWKFIR	JAYHAWK FIRE SPRINKLER CO., INC.	1,146.65
67033	12/31/2024	X			JOHNSONCON	Johnson Controls Security Solutions LLC	28.00
67034	12/31/2024	X			JLCONSTRUC	JOL CONSTRUCTION LLC	6,800.00
67035	12/31/2024	X			LKC	LK Communications, LLC	18,644.22
67036	12/31/2024	X			MAXIMHEALT	MAXIM HEALTHCARE SERVICES HOLDINGS, INC	4,329.56
67037	12/31/2024				MCPSA	Missouri Charter Public School Association	1,200.00
67038	12/31/2024	X			MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	4,225.66
67039	12/31/2024	X			PROCARE	NEW DIRECTION SOLUTIONS, LLC	8,680.00
67040	12/31/2024	X			OFFICEESSE	Office Essentials	2,620.84
67041	12/31/2024	X			RODRIGUEZM	RODRIGUEZ MECHANICAL CONTRACTORS INC	3,698.27
67042	12/31/2024	X			SOLIANTHE	SOLIANT HEALTH	76,441.99
67043	12/31/2024	X			STACOELECT	STACO ELECTRIC CONSTRUCTION	1,037.00
67044	12/31/2024	X			TAPCOPRODU	Tapco Products Co	494.16
67045	12/31/2024	X			TRUEPLANE	TRUEPLANE CONCRETE, LLC	5,635.00
67046	12/31/2024	X			VERIZON	VERIZON	988.80
67047	12/31/2024	X			WINPROSOLU	WINPRO SOLUTIONS, INC	2,092.93
67048	12/31/2024				KCPRS	KCPRS	131,623.95
67049	12/31/2024	X			UNITEDWAY	UNITED WAY	37.00
67050	01/13/2025	X			PERFORMANC	PERFORMANCE FOOD GROUP INC	9,259.73
67053	01/15/2025				KCPRS	KCPRS	127,295.06
67054	01/17/2025	X			21STCENTUR	21st Century Therapy, PC	19,146.42
67055	01/17/2025	X			4IMPRINT	4IMPRINT	694.07
67056	01/17/2025	X			ABEEPLLC	A BEEP, LLC	446.00
67057	01/17/2025				ALERTLINEC	ALERTLINE COMMUNICATIONS, LLC	702.00
67058	01/17/2025	X			ALLIEDGLOB	ALLIED GLOBAL SERVICES, LLC	1,067.02
67059	01/17/2025				ATDLE	ASSOCIATION OF TWO-WAY DUAL LANGUAGE EDUCATORS	13,300.00
67060	01/17/2025				BEHAVIORAL	BEHAVIORAL HEALTH ALLIES	8,061.50
67061	01/17/2025	X			BUCKEYE	BUCKEYE CLEANING CENTERS	2,005.08
67062	01/17/2025	X			CAROLINAB	CAROLINA BIOLOGICAL SUPPLY	4,031.27
67063	01/17/2025	X			CLAYJEN	JENNIFER CLAY	49.00
67064	01/17/2025				CONCENTRA	Concentra Medical Centers	285.00
67065	01/17/2025	X			COTAMIT	MITCHELL COTA	1,425.00
67066	01/17/2025	X			DESIGNMECH	DESIGN MECHANICAL INC	7,591.34
67067	01/17/2025	X			ECOLABUSA	ECOLAB USA, INC.	184.50
67068	01/17/2025				EDUCATIONW	EDUCATION WEEK	97.00
67069	01/17/2025	X			EVERDRIVEN	EVERDRIVEN TECHNOLOGIES, LLC	11,942.30
67070	01/17/2025				INFORMEDIM	Informed Improvement LLC	3,504.00
67071	01/17/2025	X			KCURBANACA	KC URBAN ACADEMY INC	200.00
67072	01/17/2025	X			KRUECRA	CRAIG KRUEGER	2,556.00
67073	01/17/2025	X			KVCBEHAVIO	KVC BEHAVIORAL HEALTHCARE MISSOURI, INC	2,985.00
67074	01/17/2025	X			LEXIALEARN	LEXIA LEARNING SYSTEMS LLC	207.00
67075	01/17/2025				MCCACAT	CATHERINE MCCARTNEY	2,514.00

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
67076	01/17/2025	X			MSBA	Missouri School Boards' Association	2,496.06
67077	01/17/2025	X			MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	3,676.70
67078	01/17/2025	X			NASTEFF	NASTEFF & QUINN LLC	6,313.00
67079	01/17/2025	X			NATIONALFO	NATIONAL FOOD GROUP INC	2,641.20
67080	01/17/2025	X			NEUFDER	DEREK NEUFELD	4,407.00
67081	01/17/2025	X			PROCARE	NEW DIRECTION SOLUTIONS, LLC	13,602.30
67082	01/17/2025	X			OTTFOODPRO	OTT FOOD PRODUCTS LLC	309.40
67083	01/17/2025	X			PARSONSKEL	PARSONSKELLOGG, LLC	10,500.00
67084	01/17/2025	X			PROPIOLSL	PROPIO LS, LLC	11.05
67085	01/17/2025	X			PUROZONE	Pur-O-Zone, Inc.	4,807.00
67086	01/17/2025	X			ROSSMEG	MEG ROSS	1,173.00
67087	01/17/2025	X			SCHOOLLUNC	SCHOOL LUNCH SOLUTIONS, INC	613.92
67088	01/17/2025				SHOWMECURR	Show Me Curriculum Administration Association	550.00
67089	01/17/2025	X			SOLIPRINT	Tim Shields	109.00
67090	01/17/2025	X			SOLIANTHE	SOLIANT HEALTH	26,087.87
67091	01/17/2025				SUMNERONE	SumnerOne	8,607.78
67092	01/17/2025	X			TAPCOPRODU	Tapco Products Co	423.43
67093	01/17/2025	X			WASTEMANAG	WASTE MANAGEMENT	4,248.67
67094	01/17/2025	X			WINPROSOLU	WINPRO SOLUTIONS, INC	2,159.08
67095	01/17/2025	X			YMCAOFGKC	YMCA OF GREATER KANSAS CITY	2,524.50
67096	01/17/2025	X			ZTRIP	zTRIP	21.77
67097	01/17/2025	X			OFFICEESSE	Office Essentials	1,288.13
67098	01/15/2025	X			WRIGCAR	CARLA WRIGHT	600.69
67099	01/15/2025	X			DIOPMBA	MBAROU DIOP MBENGUE	1,255.79
67100	01/24/2025				4IMPRINT	4IMPRINT	5,127.22
67101	01/24/2025				ADVANCESTO	ADVANCE STORE COMPANY, INCORPORATED	1,287.76
67102	01/24/2025				ADVANCEDEN	ADVANCED ENVIRONMENTAL TESTING & ABATEMENT INC	433.25
67103	01/24/2025				ALLCOPYPRO	ALL COPY PRODUCTS	145.94
67104	01/24/2025				AMPLIFYEDU	AMPLIFY EDUCATION, INC	5,233.76
67105	01/24/2025				ATT	AT&T	909.64
67106	01/24/2025				ATTMOBILE	AT&T MOBILITY	220.81
67107	01/24/2025				BOARDOFFPOL	BOARD OF POLICE COMMISSIONERS	192.00
67108	01/24/2025				CHEMSEARCH	CHEMSEARCH FE	590.35
67109	01/24/2025				DICKINSON	COX AUTOMOTIVE MOBILITY FLEET SERVICES	6,450.84
67110	01/24/2025	X			DASHJOS	JOSTNA DASH	2,070.00
67111	01/24/2025				ECOLABUSA	ECOLAB USA, INC.	194.64
67112	01/24/2025				GFLENVIRON	GFL ENVIRONMENTAL	528.07
67113	01/24/2025				GUADALUPE	GUADALUPE CENTERS, INC.	33,882.15
67114	01/24/2025				HEARTLANDM	Heartland Macs LLC	8,847.50
67115	01/24/2025				JEWIVOCATI	JEWISH VOCATIONAL SERVICE	3,212.01
67116	01/24/2025				JLCONSTRUC	JOL CONSTRUCTION LLC	1,400.00
67117	01/24/2025				KCMOCITYTR	KCMO CITY TREASURER	450.00
67118	01/24/2025				LKC	LK Communications, LLC	37,295.45
67119	01/24/2025				MASTERSTRA	MASTER'S TRANSPORTATION, INC	8,401.02
67120	01/24/2025				MAXIMHEALT	MAXIM HEALTHCARE SERVICES HOLDINGS, INC	2,720.00
67121	01/24/2025				MEDIMAG	MAGALY MEDINA	18.43
67122	01/24/2025				MIDWESTBUS	MIDWEST BUS SALES	1,523.12
67123	01/24/2025				MINDDRIVE	MINDDRIVE INC.	36,300.00
67124	01/24/2025				MOASBO	MISSOURI ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	135.00
67125	01/24/2025				MODEPTSAFE	Missouri Department of Public Safety	25.00
67126	01/24/2025				MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	206.40
67127	01/24/2025				NUESYNERG1	NUESYNERGY, INC	412.50
67128	01/24/2025				OFFICEESSE	Office Essentials	378.96
67129	01/24/2025				PREPKC	Prep KC	719.00
67130	01/24/2025				PROSHREDSE	PROSHRED SECURITY	126.00
67131	01/24/2025				PROTRAINI1	ProTrainings, LLC	309.65

02/18/2025 10:05 AM

Posted; Check Type Check; Processing Month 01/2025

User ID: ALANFRA

Payee Type: Vendor

Check Type: Check

Checking Account ID: 1

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>
67132	01/24/2025				SUNRISERIV	SUNRISE RIVER PRESS	702.88
67133	01/24/2025				TAPCOPRODU	Tapco Products Co	439.45
67134	01/24/2025				TRANSPORTA	TRANSPORTANT INC	7,775.00
67135	01/24/2025				UMKCCAREE	UMKC - CAREER SERVICES	200.00
67136	01/24/2025				VERIZON	VERIZON	1,001.86
67137	01/24/2025				WASTEMANAG	WASTE MANAGEMENT	1,073.40
67139	01/24/2025				OFFICEESSE	Office Essentials	1,078.56
67140	01/24/2025				OFFICEESSE	Office Essentials	85.18
67141	01/24/2025				JOHNSONCON	Johnson Controls Security Solutions LLC	32,561.88
67142	01/27/2025				ASSUREDPAR	ASSUREDPARTNERS OF MISSOURI, LLC	147,630.00
67143	01/30/2025				AMERICANBO	AMERICAN BOARD FOR CERTIFICATION OF TEACHER EXCELLENCE	4,200.00
67144	01/31/2025				STLUKESHOS	ST LUKES HOSPITAL OF KANSAS CITY	16,666.66
67145	01/31/2025				KCPRS	KCPRS	133,818.97
Checking Account ID: 1					Void Total:	3,601.50	Total without Voids: 1,515,456.67
Check Type Total: Check					Void Total:	3,601.50	Total without Voids: 1,515,456.67
Payee Type Total: Vendor					Void Total:	3,601.50	Total without Voids: 1,515,456.67
Grand Total:					Void Total:	3,601.50	Total without Voids: 1,515,456.67

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250923 Invoice Number: ADMIN 013125-4 Amount: 1,155.00
 Description: LitCon registration Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 2213 6319 3925 3 40001 LITCON - Registration Feb 1-4 1,155.00 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-251005 Invoice Number: ADMIN 013125-5 Amount: 58.04
 Description: Uber access for Phoenix school visit Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 2213 6343 0000 3 40001 UBER - Phoenix School Visit 21.93 N Final
 10 2213 6343 0000 3 40001 UBER - Phoenix School Visit 5.00 N Final
 10 2213 6343 0000 3 40001 UBER - Phoenix School Visit 26.11 N Final
 10 2213 6343 0000 3 40001 UBER - Phoenix School Visit 5.00 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250829 Invoice Number: ELL 013125-1 Amount: 524.65
 Description: Access Testing supplies Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1251 6411 6905 3 40001 AMAZON - Headphones 134.91 N Final
 10 1251 6411 6905 3 40001 AMAZON - Headphones 599.60 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250823 Invoice Number: GCHS 013125-2 Amount: 466.58
 Description: Kinder Centers materials 2nd semester. Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3512 6411 6905 3 00000 705	AMAZON - Flower Vases		27.93		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Blocks		16.00		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Bins, Blocks, Silk Flowers		253.38		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Storage Bins		59.99		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Totes		25.00		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Book		7.94		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Book		16.93		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Totes		34.99		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Book		18.47		N	Final
10 3512 6411 6905 3 00000 705	AMAZON - Book		5.95		N	Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250832 Invoice Number: GCHS 013125-10 Amount: 118.11
 Description: 1st semester attendance celebration Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1151 6411 1925 3 40001	MINSKY'S - Pizza		118.11		N	Incomplete

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250979 Invoice Number: GCHS 013125-11 Amount: 75.00

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250836 Invoice Number: GCHS 013125-4 Amount: 51.38
 Description: Early college Academy office supplies Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1151 6411 1925 3 40001 AMAZON - Lamp, Area Rug 51.38 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250849 Invoice Number: GCHS 013125-5 Amount: 143.97
 Description: Equipment room -wall racks Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1151 6411 1925 3 40001 AMAZON - Clothes Rack 143.97 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250833 Invoice Number: GCHS 013125-6 Amount: 174.42
 Description: Monthly attendance celebration Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1151 6411 1925 3 40001 AMAZON - Popcorn, Popcorn bags 174.42 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250778 Invoice Number: GCHS 013125-7 Amount: 118.79
 Description: H-Qprobd Dry Erase White Board 48"x36" G Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X

Description: Items needed. for the school year.
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1131 6411 3925 3 40001 AMAZON - Pens 16.39 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250961 Invoice Number: GCMS 013125-10 Amount: 34.94
 Description: Items need for classrooms per Ms. Pistol Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1131 6411 3925 3 40001 AMAZON - Eyepieces for Microscopes 34.94 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250988 Invoice Number: GCMS 013125-11 Amount: 301.44
 Description: 5 composite volleyballs, and 2 mens vol Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1131 6411 3925 3 40001 AMAZON - Volleyballs 92.00 N Final
 10 1131 6411 3925 3 40001 AMAZON - Volleyballs 209.44 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250680 Invoice Number: GCMS 013125-2 Amount: 157.22
 Description: Items for Art teachers Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025	CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 1131 6411 3925 3 40001	SAMS - Coffee, Sugar, Cupcakes		97.89		N

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250880 Invoice Number: GCMS 013125-6 Amount: 40.43
 Description: Items for Spanish class Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1131 6411 3925 3 40001 AMAZON - Dry Erasers 40.43 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250706 Invoice Number: GCMS 013125-7 Amount: (80.33)
 Description: Items for Soccer Mr. Holmes Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1411 6411 1925 3 00000 AMAZON - Return Whistle CREDIT (30.23) N Final
 10 1411 6411 1925 3 00000 AMAZON - Return Pinnies CREDIT (50.10) N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250743 Invoice Number: GCMS 013125-8 Amount: 15.00
 Description: Counselors membership renewal Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
 10 1131 6371 3925 3 40001 VINEMO - Membership 15.00 N Final

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2642 6491 0000 3 00000	ROASTERIE - Lunch meeting 1/17/25		59.44		N	Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 24-251041	Invoice Number: HR 013125-4	Amount: 133.50
Description: Identogo background checks		Invoice Date: 01/31/2025	Due Date: 02/10/2025	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2642 6319 0000 3 00000	IDENTOGO - C Nading		44.50		N	Final
10 2642 6319 0000 3 00000	IDENTOGO - N Rodriguez		44.50		N	Final
10 2642 6319 0000 3 00000	IDENTOGO - P Umana		44.50		N	Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: MAINT 013125	Amount: 3,103.52
Description:		Invoice Date: 01/31/2025	Due Date: 02/10/2025	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2541 6411 6905 3 00000	AMAZON - Elevator Frame		105.81		N	
10 2541 6411 3925 3 00000	AMAZON - Printer		169.99		N	
10 2541 6411 1925 3 00000	AMAZON - Printer		169.99		N	
10 2541 6411 6905 3 00000	AMAZON - Drop-In Repair Kit		173.20		N	
10 2541 6411 6905 3 00000	AMAZON - File Folders		12.37		N	
10 2541 6411 6905 3 00000	HOME DEPOT - Maintenance Supplies		46.96		N	
10 2541 6411 3925 3 00000	HOME DEPOT - Maintenance Supplies		340.36		N	

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2644 6343 0000 3 40001	ROYAL SONESTA - MCPSA Conf 1/27-28		160.88		N	Final
10 2644 6343 0000 3 40001	ROYAL SONESTA - MCPSA Conf 1/27-28		546.18		0.00 N	Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-250977 Invoice Number: MIGUEL 013125-2 Amount: 1,873.92
Description: Southwest-flight Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
10 2644 6343 0000 3 40001 SOUTHWEST - Phoenix School Visits 1,823.92 N Final
10 2213 6343 0000 3 40001 SOUTHWEST- Early Bird added to flight fo 50.00 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 24-251054 Invoice Number: MIGUEL 013125-3 Amount: 18.00
Description: Mayflower Cab for Phoenix trip Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
10 2644 6343 0000 3 40001 MAYFLOWER - Cab Phoenix School Visits 18.00 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: PREK 013125 Amount: (267.62)
Description: Invoice Date: 01/31/2025 Due Date: 02/10/2025 Status: AP 1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 2102501 Check Date: 02/10/2025 CC: X
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
10 3512 6411 6905 3 00000 705 AMAZON - DISPUTED CHARGE CREDIT (58.01) N

Description: Supplies for SLP's	Invoice Date: 01/31/2025	Due Date: 02/10/2025	Status: AP	1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025	CC: X	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1221 6411 6905 3 12210	AMAZON - Tongue Depressors, Headphones		79.60	N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: SS 013125	Amount: 1.99
Description:	Invoice Date: 01/31/2025	Due Date: 02/10/2025	Status: AP 1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025	CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2511 6411 0000 3 00000	GOOGLE - Storage Support Monthly Charge		1.99 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC.	PO Number: 24-250642	Invoice Number: STUDENT SER 013125-1	Amount: 480.00
Description: Padres Comprometidos Gift Cards	Invoice Date: 01/31/2025	Due Date: 02/10/2025	Status: AP 1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025	CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 3912 6411 6905 1 40001 914	ALDI - Gift Cards for Perfect Attendance		80.00 N Final
10 3912 6411 6905 1 40001 914	ALDI - Gift Cards for Perfect Attendance		200.00 N Final
10 3912 6411 6905 1 40001 914	ALDI - Gift Cards for Perfect Attendance		200.00 N Final

Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: TECH 013125	Amount: 735.00
Description:	Invoice Date: 01/31/2025	Due Date: 02/10/2025	Status: AP 1099 Amount: 0.00
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1	Check Number: 2102501	Check Date: 02/10/2025	CC: X



Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Invoice

Invoice Number	315154543
Invoice Date	29-JAN-2025
Customer No.	433872
Reference No.	
Internal Account	4265476
Payment Terms	NET 30
Payment Due Date	28-Feb-2025
Discount Date	

For questions please contact:

Kansas City TCS SO, MO
Tel: 913-599-4664
Fax: 913-599-4669

Remit Payment To

Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Bill To

GUADALUPE EDUCATIONAL SYSTEM INC
5123 E TRUMAN ROAD
KANSAS CITY, MO 64127
UNITED STATES

Customer Tax ID	
Inco Terms	
Supply Location	Kansas City TCS SO, MO
Shipping Method	
Tracking No.	
Freight Terms	
Bill of Lading	

Sold To

GUADALUPE EDUCATIONAL SYSTEM I
5123 E TRUMAN ROAD
KANSAS CITY, MO 64127
UNITED STATES

Ship To

GUADALUPE CENTER MIDDLE SCHOOL
2640 BELLEVIEW AVE
KANSAS CITY, MO 64108

<https://www.tranetechnologies.com/customer>

CERTifyTax - for submittal of tax exemption certificates.

iReceivables - access invoice copies, account balances & make payments.

1167953550

Tax/GST ID: 25-0900465	State Tax: 0.00 0.0000%	County Tax: 0.00 0.0000%	City Tax: 0.00 0.0000%	District Tax: 0.00 0.0000%
PST/QST ID:	MO	JACKSON	KANSAS CITY	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	37772.17	0.00	0.00	0.00	37772.17

Special Instructions
For invoice questions please contact Cheryl Chahcoi at 913-599-4664 ext 8653
CALL SCOPE DESCRIPTION: CONTROLS ISSUES. SOME ROOMS VERY COLD. - SERVICE REQUESTED BY: THOMAS CRAFTON - WORK PERFORMED: FOUND ZONE TEMPS IN CLASSROOMS EITHER VERY HIGH OR VERY LOW MAKING ENVIRONMENT UNCOMFORTABLE. MADE REPAIRS AND ADJUSTMENTS. REPLACED PARTS WHERE NECESSARY. VERIFIED OPERATIONS. - WE APPRECIATE YOUR BUSINESS!

Contract/Call No.	Order Date	Ship Date	Purchase Order
2411273380		29-JAN-2025	297929

Date	Description	Quantity	UOM	Unit Price	Extended Price
	*Company Parts				
12/26/2024	SENSOR; W/ TRANE LOGO FAHRENH	3	EA	446.210	1,338.63
01/16/2025	CONTROL; HIGH LIMIT 25A NC SP	1	EA	124.170	124.17
01/16/2025	SWITCH; DIFFERENTIAL PRESSURE	1	EA	579.040	579.04
01/28/2025	SWITCH; DIFFERENTIAL PRESSURE	-1	EA	579.040	-579.04
01/28/2025	CONTROL; HIGH LIMIT 25A NC SP	-1	EA	124.170	-124.17
	Subtotal				1,338.63
	*Repair - Installation Labor				
12/05/2024	OT John Howen	5	HRS	329.000	1,645.00
12/13/2024	ST Job Howen	2	HRS	219.000	438.00
12/12/2024	OT Kurt Twiehaus	5	HRS	329.000	1,645.00
12/16/2024	ST Job Howen	3	HRS	219.000	657.00
12/23/2024	ST Job Howen	8	HRS	219.000	1,752.00
12/27/2024	ST Job Howen	8	HRS	219.000	1,752.00
12/26/2024	ST Job Howen	8	HRS	219.000	1,752.00
01/03/2025	ST CLAYTON JOHNSON	56.25	HRS	181.000	10,181.25
01/08/2025	ST Kurt Twiehaus	3	HRS	229.000	687.00
01/09/2025	ST Kurt Twiehaus	9	HRS	229.000	2,061.00
01/09/2025	ST Kurt Twiehaus	8	HRS	229.000	1,832.00
01/09/2025	ST John Howen	8	HRS	229.000	1,832.00
01/11/2025	ST John Howen	8.5	HRS	229.000	1,946.50
01/13/2025	ST Kurt Twiehaus	9	HRS	229.000	2,061.00
01/23/2025	ST Kurt Twiehaus	10	HRS	229.000	2,290.00
01/23/2025	ST John Howen	2	HRS	229.000	458.00
01/27/2025	ST John Howen				
	Subtotal				32,989.75
	*Materials				
01/14/2025	KET SHEAVES,BELTS.BUSHINGS	1	EA	2,527.670	2,527.67
01/16/2025	KET BELT.SHEAVE	1	EA	1,029.010	1,029.01
01/29/2025	KET 2 BELTS RETURNED NOT USED	-1	EA	227.890	-227.89
	Subtotal				3,328.79
	*Other				
12/05/2024	TRIP CHARGE	1	EA	115.000	115.00
	Subtotal				115.00





Guadalupe Centers PURCHASE ORDER

Check: Mail Call When Ready Pick Up By: _____ Name

Paid with: Visa American Express Card Name: _____

Payee: Trane U.S. Inc	Date Submitted: 1/30/24	Date Needed: (minimum 7 days notice)
Address: P. O. Box 98167	Program: GES (Mid-School)	Funding Source/Contract
City, St., Zip: CHICAGO, IL 60693	Expense Coding: 5103	

Description of Item (s)

Cost

#	Description	Invoice Date	Cost
1	Invoice: 315154543 Middle School	1/29/25	\$37,772.17
2	CALL SCOPE DESCRIPTION: CONTROLS ISSUES. SOME ROOMS VERY COLD.		
3	SERVICE REQUESTED BY: THOMAS CRAFTON		
4	WORK PERFORMED: FOUND ZONE TEMPS IN CLASSROOMS EITHER VERY		
5	HIGH OR VERY LOW MAKING ENVIRONMENT UNCOMFORTABLE.		
6	MADE REPAIRS AND ADJUSTMENTS. REPLACED PARTS WHERE		
7	NECESSARY. VERIFIED OPERATIONS.		

GRAND TOTAL: \$37,772.17

Allan E. Meyer 1/30/25 [Signature] 2/4/25
 Requested By Date Approved By Date

Accounting Use Only

Received by accounting on: _____
Date

NOTES: _____ CODE: _____

IT Statement of Work

This IT Statement of Work (“**Statement of Work**”) is entered into as of the Effective Date provided below, between Company (which may also be referred to as “**Smart Pro**”, “**Service Provider**”, or “**Provider**”) and Client (which may also be referred to as “**Customer**”), and is incorporated into and made a part of that certain Master Services Agreement between the Parties (the “**Agreement**”) which governs the relationship of the Parties. All terms and conditions in the Agreement shall apply to this Statement of Work. If there is a conflict between the terms of the Agreement and this Statement of Work, the terms of this Statement of Work shall supersede and govern. Capitalized terms used but not defined herein shall have the respective meanings given to them in the Agreement.

Introduction:

Company: **SMART PRO TECHNOLOGIES, LLC ("Provider")**
 Company Address: 9660 Legler Road, Lenexa, Kansas 66219
 Client Name: **Guadalupe Educational System**
 Client Address: 5123 E. Truman Rd., Kansas City, MO 64127
 2641 Belleview Ave., Kansas City MO 64108
 1524 Paseo Blvd., Kansas City, MO 64108
 1512 Van Brunt Blvd, Kansas City, MO 64127
 3201 SW Trafficway, Kansas City, MO 64111
 Effective Date: To Be Determined

WHEREAS: Service Provider is a provider of Information Technology and Services Solutions.

WHEREAS: Client desires to contract with Service Provider for the provision of certain services, as more particularly detailed herein.

NOW THEREFORE: for and in consideration of the premises contained herein and good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

1.0 Service Summary

Onboarding Fee

Description:		Price	Quantity	Extended Price
Onboarding Fee	Discovery, Documentation and Labor to onboard Client to the Smart Pro platform*	\$22,500.00	1	\$22,500.00
			Subtotal	\$22,500.00

Monthly Services

Gold
24x7 Network Alerts and Security Monitoring and Remediation of Network/Server Alerts
Server and Desktop System Optimization
Patch and Firmware Management
Automated Asset Management Database
Anti-Virus Included
Spam Filtering Included
Online Backup Included (To 1TB)
Technical Reporting Showing Tickets, Alerts, Patch and Anti-virus Status
Apple /MacBook Pro Support (253)
Support for Listed 3rd Party and ISP Applications *
Cybersecurity Awareness /Phishing Training
User Training Services
Ticket Management System
7 -5, Monday-Friday Unlimited Helpdesk

Managed Service Pricing

(GES) Gold Service Plan	\$20,500.00
(GES) Network Device Mgmt.	\$ 2,000.00
Total GES Monthly	\$22,500.00
TOTAL for Managed Service	\$22,500.00/Mo

SMART PRO TECHNOLOGIES LICENSING

Device	Qty	Licenses & Support	Total
GES Staff Mac	275	\$5.50	\$1,512.50
Student MacBook	608	\$8.00	\$4,864.00
Chromebook	814	\$8.00	\$6,512.00
iPad	380	\$5.50	\$2,090.00

Smartboard	74	n/a	n/a
iPhone	35	\$3.00	\$105.00
GES Windows Computers	19	\$7.00	\$133.00
GES License Total	2205		\$15,216.50

Onsite Hours per Month	Rate	Onsite Monthly Total
120	\$65.00	\$7,800.00

TOTAL MONTHLY COSTS

MANAGED SERVICES	\$22,500.00
LICENSING	\$15,216.50
ONSITE HOURS	\$7,800.00**
TOTAL	\$45,516.50

This agreement covers the current users (253)

Smart Pro will manage the Microsoft, Google and Apple Tenant for GES

Smart Pro will provide turnkey desktop and network support for GES.

User-based quantities listed in the table above cover the applicable license regardless of user device.

Taxes, shipping, handling, and other similar type fees may apply. We reserve the right to cancel this Statement of Work in the event of price changes or errors in quote prices by third-party suppliers or vendors.

*All Third-party applications specifically identified as part of the initial onboarding process detailed in Section 3.2 will receive Tier 1 support.

** All additional onsite hours will be billed monthly at \$65.00/hour for Tier 1 support. Any additional hours unused in any given month will roll over to a future period and the credit does not expire but is not reimbursable.

Service Rates:

Project and Consulting Fees:		
Description	Unit	Price
IT Staff Support		
On-Site Support	(T1/hr. & T2/hr.)	\$65 / \$90 per Hour
Architect (CMMC, NIST, ISO)	Per hour	\$195
Microsoft Azure Architect	Per hour	\$195
Network Engineer	Per hour	\$195
Cloud Engineer	Per hour	\$195

Hours of Coverage

Hours of Coverage				Included Service On Covered Asset	
Period	Dates & Time			Remote	Onsite
<i>Business Hours (local time)</i>	Monday – Friday, 7:00am – 5:00pm			<i>Included</i>	1x
<i>After Hours (local time)</i>	Monday – Friday, 5:00pm – 11:00pm			1.5x	2x
<i>Nights and Weekends (local time)</i>	Monday – Friday, 11:00pm – 8:00am Friday 11:00pm – Monday 8:00am			2x	2x
<i>Holidays</i>	<i>As listed in Observed Holidays</i>			2x	2x
Observed Holidays					
New Year's Day	Memorial Day	Independence Day, US	Labor Day	Thanksgiving Day	Christmas Day
January 1 st	Last Monday in May	July 4 th	1 st Monday September	4 th Thursday & Friday in November	December 25 th

1.1 Service Level Expectations

Helpdesk Service Level Expectations ¹				
	Severity 1 Critical <small>(Note 2)</small>	Severity 2 High	Severity 3 Medium	Severity 4 Low
Business/Financial Risk	Catastrophic exposure	Major exposure	Moderate exposure	Minimal exposure
Work Stoppage	Full; All work has ceased.	Significant; Most work has ceased.	Some work has ceased.	Minor: Little work has ceased.
Percentage of End Users Affected	75 – 100%	30 – 75%	15 – 30%	0 – 15%
Workaround	Non-acceptable	Semi-acceptable. Short term	Acceptable. Medium term	Acceptable. Long term
Response Time	1 hour or less	2 hours or less	8 hours – 1 business day	8 hours – 1 business day
Resolution Time	24 hours or less from first response	36 hours or less from first response	5 business days or less from first response	30 business days or less from first response

There may be situations that do not fit these definitions perfectly. Service level expectations for Owners/Officers will automatically be Severity 1.

1.2 Support Tiers

Support Tiers	
SUPPORT TIER	DESCRIPTION OF SUPPORT ESCALATION
Tier 1 Support (Service Desk)	All support incidents begin in Tier 1 in the Smart Pro Technologies LLC Service Desk, where the initial trouble ticket is created; the issue is identified and clearly documented, and basic hardware/software troubleshooting is initiated for single user issues. Immediate escalation occurs if it is identified that the issue is affecting multiple users or is a direct impact to Owners/Officers For all third-party applications, current application support agreements must be current and maintained. Service Provider will troubleshoot to determine if the issues are hardware- or software-related. If the issue is identified as third-party software related, the Client is ultimately responsible for resolving it with the third-party technical support. In certain limited cases, the Service Provider will act as an intermediary between the third-party software support and the Client to facilitate the resolution process.
Tier 2 Support (Service Desk/ System Engineers)	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers with experience in both single user issues and multiple user network issues. Immediate escalation to Tier 3 occurs if it is identified that the issue is affecting a direct impact to Owners/Officers

Tier 3 Support (Director IT)	Support incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3 the IT Director Smart Pro Technologies LLC, where support is provided by the most qualified and experienced Engineers to resolve the most complex issues.
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1.3 Service Escalation Process

Service Escalation Process	
1.	Support Request is Received (By E-mail, or Phone Request)
2.	Trouble Ticket is reviewed
3.	Issue is Identified and documented in Ticketing System
4.	Priority is established, and immediate escalation occurs if necessary
5.	Issue is qualified to determine if it can be resolved through Level 1 Support (if not the matter is escalated)
6.	Issue is reviewed to determine if direct contact is with client or vendor is required to resolve
7.	Issue is reviewed to identify if work can be done remotely or if an onsite visit is required
8.	Contact is made either via email or phone to identify when the affected user is available to work with the issue
9.	Level 1 Help Desk – issue is worked to successful resolution
10.	Level 1 Help Desk – Quality Control, issue is verified to be resolved
11.	Trouble Ticket is closed, after complete problem resolution details have been updated in Ticketing System
If Issue Cannot Be Resolved Through Tier 1 Support:	
12.	Issue is escalated to Tier 2 Support all notes, and conditions are transferred with the service ticket
13.	Issue is qualified to determine if it can be resolved by Tier 2 Support (if not the matter is escalated)
14.	Tier 2 Resolution - issue is worked to successful resolution
15.	Tier 2 Quality Control –Issue is verified to be resolved
16.	Trouble Ticket is closed, after complete problem resolution details have been updated in Ticketing System has been performed
If Issue Cannot Be Resolved Through Tier 2 Support:	
17.	Issue is escalated to Tier 3 Support all notes, and conditions are transferred with the service ticket
18.	Issue is qualified to determine if it can be resolved through Tier 3 Support
19.	Quality Control –Issue is verified to be resolved
20.	Tier 3 Resolution - issue is worked to successful resolution
21.	Trouble Ticket is closed, after complete problem resolution details have been updated in Ticketing System and Quality Assurance has been performed
22.	Tier 3 Resolution - issue is worked to successful resolution
23.	Trouble Ticket is closed, after complete problem resolution details have been updated in Ticketing System and Quality Assurance has been performed
If Issue Cannot Be Resolved Through Tier 3 Support:	
24.	Issue is escalated to IT Director Support
25.	Issue is qualified to determine if it can be resolved through IT Director Support
26.	IT Director Resolution – issue is worked to successful resolution
27.	Quality Control – Issue is verified to be resolved.
28.	Trouble ticket is closed, after complete problem resolution details have been updated in Ticketing System and Quality Assurance has been performed

2.0 General Coverage Provisions

2.1 Period of Service

This Statement of Work shall commence on the Effective Date stated above, in accordance with the terms hereof, for the term length of one (1) year (the “**Initial Term**”) consistent with rates established in section Service Summary. The client and Service Provider reserve the right to review the Service Level Expectations monthly and to assess whether the established benchmarks were met. Client and Service Provider agree that changes to the count or quantity set out at section Service Summary or term predicated on assets will be made by way of work-tickets or

instruction from Client's authorized representative. Resulting changes will be represented and reflected in the monthly invoice.

This Statement of Work shall renew automatically at the end of the Initial Term unless terminated in accordance with Section 2.2. At the end of the Initial Term or any Renewal Term (as defined below), this Statement of Work shall automatically renew for additional one (1) year terms (each a "Renewal Term") unless terminated in accordance with Section 2.2. For each Renewal Term, the rates established in section Service Summary shall increase at a rate of five percent (5%) above the pricing for the prior Initial Term or Renewal Term, as applicable.

2.2 Modification or Termination of Statement of Work

The Service Provider reserves the right to increase rates based on additions of locations, hardware, software, hardware support requirements, service adjustments, service enhancements, upon thirty (30) days' prior written notice. However, the Parties may only modify this Statement of Work (or any portion thereof) by written modification signed by the Parties.

The Client may request, in writing to the Service Provider, modifications to this Statement of Work (or any portion thereof). The Service Provider will implement any reasonable requested modifications within 90 days of receiving such a written request from the Client.

This Statement of Work may be terminated by either Party upon written notice to the other received at least ninety (90) day prior to the end of the Initial Term or Renewal Term, as applicable. Client may terminate this Statement of Work for cause with immediate effect in circumstances where the Service Provider:

- i. Fails to fulfill in any material respect its obligations under this Statement of Work and does not cure such failure within thirty (30) days of receipt of written notice from Client to do so.
- ii. Breaches any material term or condition of this Statement of Work and fails to remedy such breach within (30) days of receipt of written notice from Client to do so.
- iii. Terminates or suspends its business operations unless it is succeeded by a permitted assignee under the Agreement.
- iv. Is subject to bankruptcy, insolvency, dissolution, or liquidation proceedings being instituted against it or otherwise discontinues a significant part of its business operations.

Action taken by Service Provider at the direction of Client shall not be considered a "cause" for termination.

2.3 Disengagement Period

Due to the complexity of the services provided, a minimum of ninety (90) days is required to disengage and transfer vital subscriptions and other managed services. If either Party terminates this Statement of Work, Service Provider will assist Client in the orderly termination of services, including timely transfer of services to another designated provider as determined by Client. Client shall be responsible for the costs related to Service Provider's assistance with the termination and/or transfer of the services.

Once termination is activated, Client must settle all outstanding invoices and ensure all re-occurring costs are moved from the Service Provider obligations. If the Client refuses or fails to settle outstanding invoices or move re-occurring Client costs from the Service Provider within

thirty (30) days, the Service Provider reserves the right to cancel all re-occurring costs associated to the Client. Client agrees to pay Service Provider all cloud software or hardware subscription services until which time those are cancelled or moved to a new Service Provider, regardless of contract cancellation or termination date.

Service Provider acknowledges that all Client data and information stored on Service Provider owned or controlled hardware, if any, is the sole property of the Client. If this Statement of Work is terminated, all Client data and information will be returned to the Client in a timely manner and in a widely recognized format selected by Client. The Service Provider will also provide the Client with a final set of monthly reports on the Client's IT environment.

2.4 Nondiscrimination and Workplace Safety

The Service Provider agrees to abide by all federal, state, and local laws, and rules and regulations applicable to its provision of services hereunder, including, without limitation, prohibiting discrimination in employment and controlling workplace safety. Any violations of applicable laws or rules or regulations may result in termination of this Statement of Work.

2.4.1 Code of Conduct Assurance

The highest level of professional conduct is expected by both Parties. If Client becomes offensive, abusive, hostile to Service Provider staff, volatile or who take unpredictable actions or demands may be grounds, as determined solely by Service Provider, for termination of this Statement of Work.

2.5 Covered IT Assets and Client Locations

For purposes of this Statement of Work, the covered IT Environments and IT assets shall include all locations and IT assets as outlined in Section **1.0 Service Summary**. The specific IT Asset and location details are recorded in the Service Provider's Remote Monitoring and Management (RMM) and/or Professional Services Automation (PSA) tools.

It is expected that changes will be made to the configuration of the IT environment over time. Events causing such changes may include hiring of new personnel, addition of IT assets, and physical movement of components. Adjustments to the IT assets covered by this Statement of Work may require an addendum to this Statement of Work and may adjust the monthly cost of service. At the Service Provider's discretion, new IT assets can be added to coverage and the cost of services will adjust the Client's monthly charges, initially being prorated on the first invoice received post addition.

Any additional IT assets added to the IT environment without the consent or acknowledgement of the Service Provider will not be honored or supported by the Service Provider under this Statement of Work. The Service Provider reserves the right to renegotiate service terms with respect to any addition of IT assets by the Client.

It is expected that the use of auxiliary devices with covered IT assets may be necessary for Client. No support or service is included for any undocumented auxiliary devices unless detailed in **Section 3.2 II**. All auxiliary devices that require coverage must meet the Service Provider's serviceability standards, be supported, and warranted by the manufacturer/vendor, and be in reasonable condition. Any coverage of auxiliary devices may adjust the monthly cost of service. It is at the sole discretion of the Service Provider to cover these devices at an agreed upon monthly rate.

2.5.1 Conditions for Service

The current Client IT environment is in good condition and meets Service Provider's serviceability requirements/standards. Any new locations of Client IT environment are eligible for service, monitoring, and support under this Statement of Work if it is in good condition and the Service Provider's serviceability requirements/standards as defined and site environmental conditions as defined herein are met.

2.5.2 Minimum Standards Required for Services

For Client's existing environment to qualify for Service Provider's Managed Services, the following requirements must continue to be met and Service Provider will without delay notify Client in writing where any of the following aspects become a source of concern:

- I. All Servers with Microsoft Windows Operating Systems must be running Windows 2019 Server or later and have all the latest Microsoft Service Packs and Critical Updates installed.
- II. All Desktop PC's and Notebooks/Laptops with Microsoft Windows Operating Systems must be running Windows 10 PRO professional or later and have all the latest Microsoft Service Packs and Critical Updates installed.
- III. All Server and Desktop Software must be Genuine, correctly Licensed and Vendor-Supported.
- IV. The environment must have a currently licensed, up-to-date and Vendor-Supported Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
- V. The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution that can be monitored and send notifications on job failures and successes.
- VI. The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.
- VII. All Wireless data traffic in the environment must be securely encrypted.
- VIII. There must be an outside static IP address assigned to a network device, allowing VPN access.
- IX. All workstation and network equipment must be newer than five (5) years old and no older than five (5) years. Servers must be newer than five (5) years old and no older than five (5) years old. All equipment must be covered by a manufacturer's warranty.

The Service Provider reserves the right to suspend or terminate this Statement of Work if in its reasonable demonstrable discretion, conditions at the service site pose a health or safety threat to any Service Provider representative.

Continued coverage for existing IT assets under this Statement of Work is contingent upon:

- I. The IT assets meeting the Service Provider's serviceability standards.
- II. For remote service, a covered IT Asset must have the Service Provider's RMM agent installed and be remotely accessible over a reliable internet connection.

- III. The IT asset's physical condition, physical configuration, and/or digital configuration are supported by the manufacturer or vendor.
- IV. The IT asset's physical condition, physical configuration, and/or digital configuration remains economically reasonable for service.
- V. For onsite service, the covered IT assets are at a covered and serviceable location listed in Section **1.0 Service Summary**.

2.5.3 Included On-site Services

The Service Provider strives to provide remote service because it is less invasive to the end user, has faster turnaround, and helps the Service Provider control its costs. The Service Provider will offer on-site service when:

- I. Physical movement or configuration of IT assets is necessary.
- II. Remote accessibility is limited.
- III. Service Provider's representative expects that an on-site repair will be faster.

The specific on-site coverages, rates, and any On-site 'Dispatch' Fees provided under this Statement of Work are defined in Section **1.0 Service Summary**.

The Service Provider reserves the right to refuse requests for an on-site resource when the incident can be addressed remotely with reasonable effort and involvement from the Service Provider and/or Client.

It is at the sole discretion of the Service Provider to determine if an on-site 'dispatch' of a Service Provider's representative is necessary to resolve a monitor alert, service, or support request.

If the Client would like a representative from the Service Provider to come on-site and the Service Provider believes that the incident can be addressed remotely, on-site out of scope rates and dispatch fees as defined in Section **1.0 Service Summary** will apply.

On-site 'dispatch' fees are designed to help the Service Provider manage its representatives' travel costs. They are determined by distance, time, tolls, parking fees, and other environmental factors and the specifics for each Client site are defined in Section **1.0 Service Summary**. This fee is applicable each time a representative from the Service Provider visits the client site to address a monitor alert, service or support request unless otherwise agreed by the Service Provider.

The Client has the right to refuse all on-site services, even those the Service Provider determines are required to address a Client support/service request or monitor alert. In the event the Client refuses on-site services that are determined to be necessary by the Service provider, the Client agrees that all required service levels and coverages that apply to that request under this Statement of Work will no longer apply.

Included services may have pre-requisites, conditions, serviceability standards, and other requirements that must be met before the service can be completely effective. The costs associated with any/all these requirements, conditions, pre-requisites, and

serviceability standards will not be covered by this Statement of Work unless otherwise noted herein.

2.6 Managed Backup System Coverage

The Service Provider agrees to provide the client with priority service on the products registered only in Section **1.0 Service Summary**. This service provides priority response time that includes the following:

- i. Management and verification of data backup.
- ii. Custom near line disaster recovery plan with storage encrypted end to end.
- iii. Secured backup and storage on-site of client location.
 - a. Onsite backup of server assets every 2 hours to Client managed backup appliance.
 - b. Backups classified as Daily, Weekly, Monthly and Yearly and retained in compliance with HIPPA and IRS regulations.
 - c. Quarterly test virtualization of data completed at on-site location.

2.7 General Coverage Exclusions

In addition to other limitations and conditions set forth in this Statement of Work, this Statement of Work does not cover any work, services, products, licenses, costs, or fees unless explicitly detailed herein. All out-of-scope requests, services, or costs must be defined in a separate agreement or Addendum and are subject to the terms, conditions, and fees detailed Section **1.0 Service Summary**.

This Statement of Work does not cover any costs, expenses, or fees not detailed herein. Uncovered costs include but are not limited to:

- I. The cost to bring the Client's IT environment up to the Service Provider's serviceability standards.
- II. The cost of any IT assets, replacement parts, equipment, or shipping charges of any kind.
- III. The cost of any software upgrades, renewals, or licenses.
- IV. The cost of any third-party vendor or manufacturer's support, service fees, incident fees, assurance fees.
- V. The cost of all IT assets classified as consumables. (toner ink, service kits, etc.).
- VI. Service on parts, equipment, or software not covered by vendor manufacturer warranty or support.
- VII. Service, repair, and support made necessary by the alteration or modification of equipment other than that authorized by the Service Provider, including but not limited to configuration adjustments, software installations, upgrades, or any modifications of IT assets made by anyone other than the Service Provider.
- VIII. All service, maintenance, and support for IT assets not covered by this Statement of Work, including but not limited to, software, hardware, or infrastructure.
- IX. Travel to and from uncovered locations and covered locations where travel time and distance exceed limitations and any applicable fees will be listed in Section **1.0 Service Summary**.
- X. Failure and/or irreparable damage to covered IT assets due to acts of God, building modifications, power failures or other adverse environmental conditions or factors.
- XI. Project work.
- XII. The cost to repair, replace, or service IT Assets damaged accidentally or maliciously.

- XIII. IT assets with damage induced to equipment by environmental extremes (water, lightning, etc.).
- XIV. The cost to replace stolen or missing IT assets.
- XV. Restoration of lost data caused by inadequate backups, uncovered or unsupported backups, systems/hardware failure.
- XVI. Client data.

IT Services and support can experience issues with software, applications, hardware, and other IT assets that are unexpected and uneconomic or excessively timely to address. If a timely and/or economical repair is not possible, the Service Provider will recommend a work-around, a replacement, an additional service, or project to alleviate the issue. The recommendation the Service Provider offers will only be covered by this Statement of Work if defined explicitly herein and may incur fees or other out of scope charges to be mutually agreed on by the Parties before work is completed.

Client approval for all uncovered services/incidents is necessary when the charges or fees for those services exceed 10% of the Client's covered base monthly charges, unless otherwise detailed within this Statement of Work.

The Client agrees to pay all service/incident charges that do not exceed 10% of the Client's covered base monthly charges without providing formal approval. If the Client incurs multiple individual charges that do not exceed 10% of the Client's covered base monthly charges but collectively exceed 25% of the Client's base monthly service charges, Client approval becomes required for any/all additional uncovered expenses for the remainder of that service period (month).

2.7.1 Included Service Levels

The Service Provider strives to provide the service levels defined within this Statement of Work. General service levels are defined in in section **1.0 Service Summary**.

Priorities that determine the response and resolution time's targets are defined using the following characteristics:

- I. Business and financial exposure (Cost)
- II. Percentage of end-users at Client affected (Impact)
- III. How debilitating the incident is for end-user and the Client (Severity)
- IV. Is there a workaround available?

The Service Provider recognizes that requests, even those with minimal impact or severity could be urgent for the Client or end-user. The Service Provider will provide best effort to accommodate these incidents but cannot guarantee an adjustment to the agreed upon service levels defined within this Statement of Work. All urgency driven prioritization of requests are at the sole discretion of the Service Provider.

The response and resolution times defined within this Statement of Work behave like timers (e.g., like a stopwatch) and are tracked and managed within the Service Provider's ticketing system. The following conditions and behaviors apply to the service level response/resolution time timers:

- I. The response and resolution time timers begin to track time when the ticket is created within the Service Provider's ticketing system.

- a. Emails are not guaranteed to open tickets immediately, but they will typically be opened within fifteen 15 minutes of emailing.
 - b. Opening tickets with the tray icon is the preferred and immediate method of submitting requests.
- II. During periods when the Service Provider is working with or waiting for vendors/manufacturers, or the Client to make progress on a client request the timers are paused. The Service Provider will continue to follow up with and escalate requests with vendors, manufacturers, and/or the Client to ensure resolution of the request.
- III. All service level timers for requests that are reliant on a third party and are not within the control of the Service Provider to resolve will remain paused until the responsible party shifts back to the Service Provider.
- IV. The timers will be paused outside the covered hours defined in section **1.0 Service Summary**.

2.8 General Service Level Exceptions

The service levels provided as part of this Statement of Work are not applicable with the following situations:

- I. In the event the Service Provider is collaborating remotely with a Client's end user who is not identified as the on-site technical contact and lacks the necessary technical aptitude to work with the Service Provider's technician efficiently.
- II. Service and support requests that require or are resolved by organizations other than the Service Provider.
- III. The first 90 days after the Effective Date while the Service Provider collaborates with the Client to onboard the Client.
- IV. All uncovered, out of scope, after hours, overnight, or excluded services as defined within this Statement of Work.
- V. All services provided on an observed holiday as defined within this Statement of Work.

3.0 Service Process

3.1 Requesting Support

All Client end-users are authorized to request service using the processes and provisions detailed within this Statement of Work unless otherwise noted herein.

3.1.1 General Information to Include with Request

When you call, email, or submit a request using any approved method, Client shall include the following detailed and complete information:

- I. Your name and location and where and how to contact you in case of a problem.
- II. A description of the problem including any error messages or actions being taken at the time the problem occurred.
- III. The impact, severity, and urgency of the problem
 - a. What is the business and financial effect? (How costly?)
 - b. How many users is it affecting? (How impactful?)
 - c. Can the end-user(s) remain productive or are they halted? (How severe?)
 - d. Do the end-user(s) have a viable workaround currently?
 - e. How urgent is the request?
 - f. Any relevant applications and versions with which you are working.
 - g. Any changes made recently.

3.1.2 Requesting Support during Regular Business Hours (7am-5pm)

It is expected that the monitoring software provided by the Service Provider will identify problems with the Client's IT assets and environment prior to the Client's end-users. In the event problems are first noticed by the Client, they are to be reported in one of the following manners:

- I. If the Client has an existing IT support phone extension and email address, the Service Provider with best efforts will collaborate with the Client's systems to forward requests to the Service Provider's systems. The Client can then use existing phone extensions and email addresses to request support.
- II. For requests of high importance, cost, severity, impact, and/or urgency please:
 - a. Contact the Service Provider over the phone at: **913-228-1334** or;
- III. For less critical requests please:
 - b. Use the Service Provider's agent software or client portal to open the request. Instructions will be provided during onboarding (preferred method).
 - c. Contact the Service Provider over email at: Help@smartprokc.com
 - i. Emails are not guaranteed to open tickets immediately, but they will typically be opened within fifteen (15) minutes of emailing. Using this method can delay service and service level tracking does not begin until the ticket has been opened.

3.1.3 Requesting Support outside Regular Business Hours (5pm-7am)

Requests for support outside regular business hours or on holidays are subject to the terms, conditions, fees, and charges specified within this Statement of Work. The specific charges and fees will be outlined in Section **1.0 Service Summary**.

The Service Provider's on-call resource(s) can be contacted after hours by contacting the Service Provider at **913-228-1334**. You will be prompted to leave a message for the Service Provider's after-hours on-call messaging system.

Once the Service Provider's on-call resource receives an after-hours request for service from the Client or an alert from a critical service monitor, they will ensure that the request is within the scope of this Statement of Work before proceeding. If the request is not covered by this Statement of Work, the Service Provider's resource will contact the after-hours Client authorized representative for approval.

The Client after-hours representative can:

1. Ask the Service Provider's resource to defer the request for regular business hours.
2. Approve the request and any charges for out-of-scope services and support.
3. Decline the request for out-of-scope services and support.

3.2 Service Onboarding Process

The Service Provider will begin to enable and provision the services defined within this Statement of Work, upon execution of this Statement of Work. This process is referred to as 'onboarding.' This process takes place over the first 45-90 days of a relationship for new locations, employees and/or services.

The summary of steps the Service Provider will take to provision the Client for service include but are not limited to:

- I. Addition of Client details to the Service Provider's professional services automation/ticketing tools and remote monitoring and management tools.
- II. Deployment of the Service Provider's remote monitoring and management (RMM) technology and/or Professional Services Automation (PSA) tools to the Client's IT assets (workstations and servers). Results of RMM/PSA process will establish the IT assets covered under **Section 2.5, Covered IT Assets and Client Locations**.
- III. Assessment of Client's business, needs, pain points, technology and third-party applications.
- IV. Documentation of Client's business, needs, technology and third-party applications requiring Tier 1 support.
- V. Configuration of Service Provider's tools to meet the contractual obligations defined within this Statement of Work.
- VI. Maintenance windows, key contacts, reporting requirements, and communication requirements are established between the Client and the Service Provider.
- VII. A scheduled business and service review is scheduled around forty-five (45) days following the Effective Date.
- VIII. Documentation on the support request, onboarding, and escalation process are provided to the Client.
- IX. The Service Provider's team is brought up to speed on the Client's environment and business.
- X. The Client's end-users are informed and educated on how to successfully work with the Service Provider and service expectations are shared.
- XI. The Service Provider develops and proposes a project plan to bring the Client up to the Service Provider's current serviceability standards.
- XII. The Service Provider begins to execute all approved proposals to bring the Client to meet the current serviceability standards.
- XIII. The Service Provider continues to collaborate with the Client to alleviate any known or discovered pain points with the Client's IT assets or IT environment.
- XIV. Recurring reporting requirements are established and configured within the Service Provider's tools.
- XV. A forty-five (45) day business and service review will be completed. Upon the completion of this review and the mutual agreement of the Parties, the onboarding period ends.

4.0 Party Responsibilities

4.1 Client General Responsibilities

- I. The Client will conduct business with the Service Provider in a professional and courteous manner.
- II. The Client will provide the Service Provider with payment for all service and support costs at the agreed interval.
- III. The Client shall obtain and maintain all necessary licenses for software, IT asset(s), or services (including cloud services) being leveraged within the Client's IT environment(s).
- IV. The Client will provide adequate workspace and facilities for use by the Service Provider's representatives as reasonably required by the Service Provider.
- V. The Client shall inform the Service Provider of all health and safety rules and regulations that apply at its locations and co-operate with the Service provider.
- VI. The Client agrees to pay all agreed upon charges, fees, and/or costs upon the schedule, terms and conditions defined within this Statement of Work and the Agreement.

- VII. Client agrees to provide high-speed access to the internet and adequate electrical power, cooling, and space necessary to operate hardware and monitoring software.
- VIII. Client agrees to grant access to data for the Service Provider to perform service responsibilities.

4.2 Service Provider General Responsibilities

- I. The Service Provider will conduct business with the Client in a professional and courteous manner.
- II. The Service Provider shall provide reasonable effort to accommodate any changes to offered services that may be requested by the Client, and any adjustments made to the services defined within this Statement of Work can result in changes to the fees and charges detailed herein. Any changes to this Statement of Work, including adjustments to fees, are subject to the Client and Service Provider's mutual acceptance.
- III. The Service Provider is responsible for ensuring that it complies with all statutes, regulations, bylaws, standards, codes of conduct, compliances, and any other rules relevant to the provisioning of the services defined within this Statement of Work.
- IV. The Service Provider will leverage several software applications to provide the services defined within this Statement of Work and will attempt to comply with all end user license agreements which relate to those software applications.

5.0 Monthly Charges, Fees, and Payment

5.1 Monthly Service Charges

Client is purchasing the Service Provider's information technology services under this Statement of Work for the charges and fees outlined in Section **1.0 Service Summary**. Said charges shall be invoiced by the Service Provider and paid in monthly installments by the Client with the first installment due upon execution of this Statement of Work. Each payment thereafter shall be due the first day of each calendar month, with payment expected within thirty 30 days following the due date. Any additional billing charges will be invoiced at the end of each month, with payment expected within thirty (30) days, unless otherwise specified by the Service Provider.

5.2 Invoice and Payment

The Service Provider will invoice the Client for covered service charges due in accordance with this Statement of Work on the first (1st) of the month, with payment to be received within thirty (30) days following the invoice date and processed via automatic clearing house (ACH) transaction. Any additional billing charges will be invoiced at the end of each month, with payment expected within thirty (30) days, unless otherwise specified by the Service Provider.

The Client will pay all legitimate and/or agreed upon service fees and charges due upon receipt of the relevant invoice from the Service Provider.

When a payment under this Statement of Work is not on a business day (Monday to Friday), it may be paid on the next following business day.

Excluding any relevant taxes or fees withheld by law, all sums due under this Statement of Work shall be paid in full without any set-off, counterclaim, deduction, or withholding, specifically excluding any amounts that are the subject of a bona fide dispute which may be withheld pending resolution.

The Service Provider reserves the right to refuse, suspend, or even terminate service under this Statement of Work in the event the client has failed to pay any invoice within Sixty (60) days of

said invoice date, whether it be an invoice for services provided under this Statement of Work or any other agreement between the Service Provider and Client.

6.0 Acceptance

This Statement of Work covers only the locations, IT assets, services, onsite services, service hours, and covered days specified in this Statement of Work. The addition of locations, IT assets, services, onsite services, service hours, and covered days not outlined in Section **1.0 Service Summary** on the Effective Date, if acceptable to Service Provider, shall result in an equitable adjustment to the Client’s monthly charges.

IN WITNESS WHEREOF, the Parties hereto have caused this Statement of Work to be signed by their duly authorized representatives as of the date set forth below. Further, Client hereby acknowledges that they have received a copy of the Terms and Conditions to the Agreement, and that the Client has read, understood, and hereby agrees to all the terms contained therein as if set forth fully in the Agreement.

Accepted by:

SMART PRO TECHNOLOGIES, LLC (Service Provider)	(Client)
Signature:	Signature:
Printed Name:	Printed Name:
Title:	Title:
Date:	Date:

	Cabinet	\$76,726			
	Principals	\$69,612.06			
	Epworth Staff	\$36,444			
	Non-Certified Staff	\$138,352.57			
	Total Increases	\$321,134			

Building Substitute Teacher	Elementary				
Building Paraprofessional	Elementary		\$22.66	\$33,899.36	\$36,272.32
Building Substitute Teacher	Elementary		\$22.66	\$33,899.36	\$36,272.32
Early Childhood Teacher Assistant	Elementary		\$22.00	\$26,224.00	\$28,059.68
Library and Media Paraprofessionan	Elementary			\$0.00	\$0.00
SPED Paraprofessional	Elementary		\$23.69	\$35,440.24	\$37,921.06
Early Childhood Teacher Assistant	Elementary		\$21.50	\$18,404.00	\$19,692.28
ELD Paraprofessional	Elementary		\$21.51	\$32,173.57	\$34,425.72
Elementary School Administrative Assistant/Receptionist	Elementary		\$22.00	\$45,760.00	\$48,963.20
Building Substitute Teacher	Elementary		\$19.31	\$28,891.50	\$30,913.91
Part-Time School Lunch Monitor	Elementary		\$18.45	\$25,678.64	\$27,476.15
Part-Time School Lunch Monitor	Elementary		\$18.45	\$25,678.64	\$27,476.15
Early Childhood Teacher Assistant	Elementary		\$22.00	\$30,976.00	\$33,144.32
Building Substitute Teacher	Elementary		\$22.66	\$33,899.36	\$36,272.32
Early Childhood Teacher Assistant	Elementary		\$21.50	\$33,024.00	\$35,335.68
ELD Paraprofessional	Elementary		\$21.51	\$32,173.57	\$34,425.72
ELD Paraprofessional	Elementary		\$31.22	\$46,704.07	\$49,973.36

Early Childhood Receptionist/Registrar	Pre-K		\$24.50	\$50,960.00	\$54,527.20
Early Childhood Teacher Assistant	Pre-K		\$22.66	\$33,899.36	\$36,272.32
Early Childhood Teacher Assistant	Pre-K		\$22.66	\$33,899.36	\$36,272.32
Early Childhood Teacher Assistant	Pre-K		\$22.00	\$33,792.00	\$36,157.44
Early Childhood Teacher Assistant	Pre-K		\$21.50	\$18,576.00	\$19,876.32
Early Childhood Teacher Assistant	Pre-K			\$1,976,465.31	\$2,114,817.89
Alternative Settings Facilitator	Middle			Total Increase	\$138,352.57
Building Paraprofessional					
Educational Diagnostician					
ELD Paraprofessional					
Building Substitute Teacher					
Building Substitute Teacher					
Part-Time Hall Monitor					
Part-Time School Lunch Monitor					
SPED Paraprofessional					

Proposed New Positions
2025-2026

Middle School

- 1 Electives teacher (to provide plan time)
- 1 Science teacher (to reduce class size in science classes)

SPED Positions: We have put in place improved processes to identify students with disabilities which has resulted in an increase in numbers. To serve those additional students with IEPs, we will need the following new positions:

- 2 SPED Resource (1 at elementary and 1 at middle)
- .5 SLP
- 2 SPED paras at elementary
- 1 Occupational Therapy position

Now that we are committing to in-housing operations, it is in our best interests to purchase newer buses going forward instead of continuing to buy used buses as we did to start off.			

Submission Upload

Organization	Missouri Charter Public School Commission
Entity Type	Board
Submission Type	Annual Information - Board Acknowledgement of Closure Assurance - Certification
Entities	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Guadalupe Centers Schools</div> Guadalupe Centers Schools
Requirement	Annual Information - Board Acknowledgement of Closure Assurance - Certification 7/1/2024
Due	Saturday
Description	The board acknowledges that they have read and agree to MCPSC's closure requirements. Performance Framework: Governance and Reporting MCPSC contract: 1.5
Resources	3.07_Revocation_and_Closure_approved_11_17_2021.pdf KEY - MCPSC Closure Manual.docx
Instructions	By clicking certify you acknowledge that the board has reviewed and agrees to MCPSC's closure requirements.
Responsible Roles	Commission Closure Coordinator School Staff

Certification of Completion

Board Meeting Date To be determined by actual event date

I certify that this requirement has been completed.

Policy

Revocation

1. Commission staff may recommend revocation of a charter prior to the expiration of the school's current performance contract for any of the following reasons:
 - Continued failure to comply with or make significant progress on elements of an action plan proscribed through Commission intervention (e.g., from a Letter of Concern or placement on Probation by the Commission).
 - One or more material violations or breach of any part of the current performance contract.
 - Failure to meet requirements for student performance as outlined in the performance contract.
 - Failure to meet generally accepted standards of fiscal management or audit requirements.
 - Significant concerns for the health and safety of students, staff, and community members visiting the school.
 - Violation of any provision of law from which the charter school has not been exempted, including federal laws and regulations governing children with disabilities.
 - Conviction of fraud.

2. Whenever the Commission staff has reason to believe that a charter should be revoked, staff shall notify the charter school's governing board in writing of the prospect of revocation. The notification shall be served by email and certified mail. The notice shall include the following:
 - The reason why revocation is contemplated
 - The date by which the charter school shall respond, which shall be not less than thirty (30) days from the date of the notification
 - A statement that the charter school may, in its response, request an administrative hearing.
 - An explanation that if the school does not request a hearing before the Commission, it thereby also waives its appeal rights to the State Board of Education as outlined in RSMo 160.405.

3. If the charter school does not pursue an administrative hearing, the Commission will vote on the recommendation in closed session. A vote by a majority of the commissioners present is required for revocation. The Commission's vote on the recommendation to revoke is final.

4. If the charter school pursues an administrative hearing pursuant to RSMo160.405, the Commission shall conduct the administrative hearing as follows:
 - a. The chair of the Commission will set a date, time, and place for the hearing, which shall take place within 15 days of the date of written notification.
 - b. Notice of the hearing and the hearing itself will be conducted according to State open meeting laws.
 - c. The staff of the Commission will provide evidence of the reason(s) for the revocation.
 - d. The charter school may be represented by legal counsel, present evidence, and call witnesses. However, the Commission may exclude irrelevant or unduly repetitious evidence.
 - e. The hearing shall be recorded.
5. The Commission will make a final decision in closed session, within thirty (30) days of the hearing. A vote by a majority of the commissioners present is required for revocation.
6. The Commission will notify the charter school of its final decision by email and certified mail. Notification of the decision shall be simultaneously transmitted to the State Board of Education. The charter school may appeal a decision by the Commission to revoke the charter to the State Board of Education.
7. Following a decision to revoke the charter, the Commission will also send a letter informing parents of the decision, the rationale, and the process available to parents to choose a new school for their children.

Closure

Pursuant to statute and each school's performance contract with the Commission, charter schools are obligated to adhere to the statutory closure requirements, this policy and the Commission's closure plan.

Following a revocation decision, the Commission will commence closure proceedings in accordance with RSMo 160.405 and the Commission's closure plan. The closure process is guided by a commitment to minimize disruption to students' education, to protect the public funds generated for educating students, and to preserve assets acquired through operation of the charter school.

The Commission will appoint a School Closure Committee that includes the following individuals:

- School Closure Coordinator (designated by the Commission),
- School Board Chair,
- Board Treasurer,
- Chief Executive Officer,
- Chief Financial Officer,
- A parent of a current student at the school,
- School Leader,
- A Field Representative from the Department of Elementary and Secondary Education (DESE), and
- Representative(s) from a local education advocacy organization (optional).

The School Closure Coordinator will chair the School Closure Committee, manage the closure process, and assure all elements of the School Closure Plan are completed.

The School Closure Plan has three phases with defined completion dates:

- Phase I – to be completed by the end of the academic year,
- Phase II – to be completed by the end of the fiscal year, and
- Phase III – to be completed between July 1 and September 30.