

ACTION	1	<b>Roll Call to Determine Quorum</b> Justine Del Muro      Beto Lopez      Jaime Guillen Phyllis Hernandez      Dr. Julia Vargas      Sandra Garcia Valerie Coyazo      Octavio Villalobos
INFORMATION	2	<b>Welcome &amp; Introduction</b> 2.1      Scott Hummel
ACTION	3	<b>Consent Agenda</b> 3.1      June 30, 2022 Emergency Board Meeting Minutes 3.2      July 6, 2022 Special Board Meeting Minutes 3.3      Board Staff Report July 2022
ACTION	4	June 2022 Financial Statement <b>ACTION RECOMMENDED: APPROVAL</b>
ACTION	5	June 2022 Check Register <b>ACTION RECOMMENDED: APPROVAL</b>
ACTION	6	June 2022 Credit Card Statement <b>ACTION RECOMMENDED: APPROVAL</b>
ACTION	7	21st Century Therapy 2022-23 Service Agreement <b>ACTION RECOMMENDED: APPROVAL</b>
ACTION	8	DESE Special Education Compliance Plan <b>ACTION RECOMMENDED: APPROVAL</b>
ACTION	9	Revise Policy 2770- Seclusion and Restraint <b>ACTION RECOMMENDED: APPROVAL</b>
ACTION	10	Hourly Rate for Security, \$47.50 <b>ACTION RECOMMENDED: APPROVAL</b>
INFORMATION	11	<b>Superintendent Report/Misc.</b> 11.1      Summer School~ Mr. Mendez 11.2      By The Numbers 11.2      Beginning of the school year 22/23~ Dr. Hammen 11.3      Strategic Plan Update ~ Dr. Hammen 11.4      Back To School~ Dr. Hammen
INFORMATION	12	<b>Operations Report-</b> Mr. Olson

INFORMATION	13	<b>Committee Reports</b> 13.1 Finance Committee 13.2 Executive Committee 13.3 Instructional Committee 13.4 Safety Committee
INFORMATION	14	<b>Old Business</b>
INFORMATION	15	<b>New Business</b> 15.1 Board Training <a href="https://www.youtube.com/watch?v=SO8jilpQmyo">https://www.youtube.com/watch?v=SO8jilpQmyo</a> 15.2 Safe School Training
INFORMATION	16	<b>Public Comment</b>
ACTION	17	<b>Executive Session</b>
ACTION	18	<b>Adjourn</b>

Next Board of Directors Meeting: **Thursday, August 25, 2022**

“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 Education System Inc.  
Emergency Board of Director Meeting Minutes  
June 30, 2022

The meeting was called to order by the President, Mr. Beto Lopez, at 5:30pm at the GCI Theater room and via Zoom. The board members present established a quorum. Mr. Lopez thanked all those in attendance.

Board Members Present:	Beto Lopez	Justine Del Muro	Octavio Villalobos
	Jaime Guillen	Phyllis Hernandez	

Board Members Absent:	Valerie Coyazo	Sandra Garcia	Dr. Julia Vargas
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Also present:	Dr. Jim Hammen	Mark Nasteff	Shannon Spradling
	James Engelby	Patricia Hernandez	

Due to lack of quorum at the regular board meeting on June 30, 2022 at 4:30pm, there was an Emergency Board Meeting held to only approve the action item listed below. There is a Special Board Meeting scheduled July 6, 2022; all remaining items on the original agenda will resume at that time.

**Proposed FY22-23 Budget**

Mr. Spradling discussed the Proposed FY22-23 Budget. Revenues have increased compared to the FY21-22 Budget. Expenditures went up due to facility upgrades primarily to the high school. The budget will be reviewed again in August or September to possibly amend if needed at that time. Mr. Villalobos moved to accept the Proposed FY22-23 Budget, Judge Del Muro seconded the motion.

**Motion carried unanimously**

**Adjournment**

Judge Del Muro motioned to adjourn the meeting at 5:40pm, seconded by Mr. Villalobos

Respectfully Submitted

Sandra Garcia, Board Secretary

Special Board of Directors Meeting is scheduled for **Wednesday, July 6, 2022.**  
Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant

Guadalupe Education System Inc.  
Special Board of Director Meeting Minutes  
July 6, 2022

The meeting was called to order by the President, Mr. Beto Lopez, at 12:04pm at the GCI Theater room and via Zoom. The board members present established a quorum. Mr. Lopez welcomed all those in attendance.

Board Members Present:	Beto Lopez	Justine Del Muro	Octavio Villalobos
	Sandra Garcia	Phyllis Hernandez	Jaime Guillen

Board Members Absent:	Valerie Coyazo	Dr. Julia Vargas
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Also present:	Dr. Jim Hammen	Eduardo Mendez	Dr. Alicia Miguel
Samantha Novak	Mark Nasteff	Patricia Hernandez	Shannon Spradling
Alan Olson	Frances Alaniz	Bob Poirier	

Due to lack of quorum at the regular board meeting on June 30, 2022 at 4:30pm, there was a Special Board Meeting scheduled for today.

**Consent Agenda**

May 2022 Meeting Minutes

Board Staff Report June 2022

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

**May 2022 Financial Statement**

Mr. Spradling discussed the May 2022 Financial Statement.

Judge Del Muro moved to accept the May 2022 Financial Statement, Mr. Guillen seconded the motion. **Motion carried unanimously.**

**May 2022 Check Register**

Mr. Spradling discussed the May 2022 Check Register.

Judge Del Muro moved to accept the May 2022 Check Register, Mr. Villalobos seconded the motion. **Motion carried unanimously.**

**May 2022 Credit Card Statement**

Mr. Spradling discussed the May 2022 Credit Card Statement.

Mr. Villalobos moved to accept the May 2022 Credit Card Statement, Ms. Garcia seconded the motion. **Motion carried unanimously.**

**Nasteff & Quinn, LLC Flat Fee Arrangement**

Judge Del Muro stated previous conversation about incorporating the agenda into part of the agreement or at least having the agenda be referenced in the agreement.

Ms. Phyllis Hernandez moved to accept the Nasteff & Quinn Arrangement, Judge Del Muro seconded the motion. **Motion carried unanimously.**

### **Annual 990**

Mr. Spradling mentioned approving the Annual 990 is a requirement by our new charter sponsor. This information was presented in December 2021 in a different format. Mr. Lopez stated that auditors and funders request this document at times given that we are a non-profit organization. Mr. Villalobos moved to accept the Annual 990, Mr. Guillen seconded the motion. **Motion carried unanimously.**

### **Hard to Fill Positions**

Dr. Hammen stated there are significant teacher shortages especially in areas such as science, math, special education and English language development. He would like to offer a \$1000 signing bonus for those hired into those positions.

### **School Smart KC- New Grant Opportunities**

Dr. Hammen mentioned there are two grant opportunities that are new to the school through School Smart KC. The Code Recover grant, which is to the \$250,000 of which we have received approval for some items supporting ELD services and or instruction. The other grant is for recruitment and retention in the amount of \$30,000, this will help our efforts to secure great quality educators for our organization.

### **Superintendent Report**

**By The Numbers-** Dr. Hammen noted this report will highlight numbers in different areas throughout the school year and will be presented on a more regular basis. Ms. Novak, our Communications Director, presented By The Numbers.

**GCCS Education Acronym Dictionary/Master Grant List-** Ms. Novak compiled a list of acronyms that the school uses daily and updated regularly. Dr. Hammen talked about the Master Grant List spreadsheet which will contain information pertaining to any grants the school has at the time.

**Strategic Plan Update-** Ms. Novak created a comprehensive version of the Strategic Plan. This will be an easy to use reference for parents or anyone that would like to review the Strategic Plan, it will be available in Spanish as well.

**Student Attendance/Enrollment Update-** Mr. Mendez indicated the current enrollment of 1566 for this coming school year, the target was 1553 of which we are exceeding our target at this time.

**School Opening Plans-** Dr. Hammen provided a list of important dates for the upcoming school year. Goals for the building focused around student achievement and attendance. They are making sure staff have the skill set and professional development to make sure they're able to meet student needs and grow themselves.

### **Operations Report**

Mr. Olson stated the vendor for the HCAV project at the high school has materials on site and is looking to have 95% completion by the end of July. They are looking to replace high school classroom doors with steel doors and new hardware to help provide a safer environment.

### **Committee Reports**

**Finance Committee-** Mr. Lopez stated they did meet however no quorum was established.

**Executive Committee-** Mr. Lopez stated they did meet.

**Instruction Committee-** Ms. Garcia stated they did meet.

**Safety Committee-** Mr. Mendez stated they did meet. He stated that Mr. Villalobos will be joining surrounding monthly area safety meetings from different school districts. They will discuss different safety concerns that are happening in their school districts and how they are responding to those.

**Old Business**

Dr. Hammen mentioned the state conference, MCPSA, is coming up on October 13-14 in Columbia, MO. Any board members interested in attending, please reach out to Patricia Hernandez.

**New Business**

None.

**Public Comment**

None.

**Motion to Closed Session**

There being no further information to come before the Board, Mr. Lopez made the motion to adjourn the meeting, second by Ms. Phyllis Hernandez to closed session for legal, real estate, personnel and student issues at 12:50pm. The motion was approved as follows:

Ayes: Beto Lopez	Phyllis Hernandez	Absent: Valerie Coyazo
Jaime Guillen	Octavio Villalobos	Sandra Garcia
Justine Del Muro		Dr. Julia Vargas

Respectfully Submitted

Sandra Garcia, Board Secretary

The next Board of Directors Meeting is scheduled for **Thursday, July 28, 2022.**

Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant

**BOARD REPORT**  
**July 28 , 2022**

**HR UPDATES**

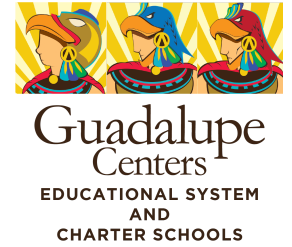
- Monitor Employee Covid-19 Reporting
- Continue Hiring New Staff for the SY 2022-2023
- Pursuing the hiring of Long-Term Subs(2 for each building)
  - Coordination of Open Enrollment Benefits
  - Preparing to start career fair events for the fall
- Begin the transfer process of Paycom to PowerSchool HRMS

**CURRENT VACANCIES & RECRUITING**

Building	New/Existing Position	Position
1. Elementary	New	Paraprofessional (Grant)
2. Middle School	New	Paraprofessional (Grant)
3. High School	New	Paraprofessional (Grant)
4. All Locations	Exisiting	Long-Term Substitute Teacher (5)

**NEW HIRES for SY 2022-2023**

Name	Position
1. Blanca Villa Alva Lopez	Family Advocate - PreK
2. Halle Hewitt	Classroom Teacher - Elementary
3. Danielle Buchanan	ELA Teacher - Middle School
4. Jasmine Herrera Mora	Social Worker - .5 Middle School / .5 High School
5. Martin Mulligan	Spanish - High School
6. Dolores Padilla	Lunch Monitor - Elementary



### INTERNAL TRANSFERS

Name	Position
1.	
2.	
3.	

### RESIGNATIONS

Name	Position
1. Nellie Enneking	Middle School - ELA Teacher
2. Yesenia Lagomercine	Elementary School - Lunch Monitor

### RELEASED

Name	Position
1.	

### TERMINATIONS

Name	Position
1.	
2.	
3.	



# Guadalupe Educational System

## 2021-22 Balance Sheet

	<u>as of June 30, 2022</u>
<b>Assets</b>	
Cash & Cash Equivalents	11,702,626
Property & Equipment, net	4,269,100
<b>Total Assets</b>	<u><u>15,971,726</u></u>
<b>Liabilities &amp; Net Assets</b>	
Fund Balance	15,971,726
<b>Total Liabilities &amp; Net Assets</b>	<u><u>15,971,726</u></u>

## Guadalupe Educational System

### 2021-22 Revenue & Expenses Compared to Annual Budget

		Approved Budget FY22	Actual as of 06.30.22	Budget Variance	% of Budget
<b>Revenues</b>					
5100	Local	\$ 3,539,602	\$ 4,922,045	\$ 1,382,443	139%
5300	State	18,609,285	18,076,366	(532,919)	97%
5400	Federal	3,572,972	4,413,069	840,097	124%
<b>5899</b>	<b>GRAND TOTAL REVENUES</b>	<b>25,721,859</b>	<b>27,411,480</b>	<b>1,689,620</b>	<b>107%</b>
<b>Expenditures</b>					
1111	Elementary Classroom Instruction	3,536,457	3,518,259	18,198	99%
1131	Middle School Classroom Instruction	2,042,267	2,007,974	34,293	98%
1151	High School Classroom Instruction	2,865,414	2,752,846	112,568	96%
1191	Summer School	785,195	504,089	281,106	64%
1221	Special Programs	915,965	978,442	(62,477)	107%
1251	Supplemental Education	927,250	792,822	134,428	86%
1411	Student Activity-Extracurricular	65,000	210,160	(145,160)	323%
1999	TOTAL INSTRUCTION	11,137,548	10,764,593	372,955	97%
2111	Support Services-Pupils	901,170	691,150	210,020	77%
2134	Health Services	255,530	250,781	4,749	98%
2213	Professional Development	110,000	82,729	27,271	75%
2321	Executive Administration Services.	1,055,823	1,352,269	(296,446)	128%
2329	Special Education Administration	200,481	103,756	96,725	52%
2660	Technology Services	194,200	162,257	31,943	84%
2411	Building Principal Services	1,098,282	1,068,125	30,157	97%
2511	Business Support Services	702,708	678,352	24,356	97%
2541	Operation of Plant Services	5,779,479	6,367,826	(588,347)	110%
2551	Contracted Pupil Transportation	1,450,000	1,378,911	71,089	95%
2562	Food Services	829,791	1,154,838	(325,047)	139%
2642	Recruitment & Placement	45,000	70,616	(25,616)	157%
2998	TOTAL SUPPORT SERVICES	12,622,464	13,361,610	(739,146)	106%
3510	Early Childhood Program	537,665	536,351	1,314	100%
3912	Parental Involvement	201,718	203,764	(2,046)	101%
3999	TOTAL COMMUNITY SERVICES	739,383	740,115	(732)	100%
4011	Facility Acquisition	-	-	-	0%
4999	TOTAL FACILITY ACQUISITION	-	-	-	0%
<b>9999</b>	<b>GRAND TOTAL EXPENDITURES</b>	<b>24,499,395</b>	<b>24,866,318</b>	<b>(366,923)</b>	<b>101%</b>
<b>Total Revenue Over/(Under) Total Expenses</b>		<b>1,222,464</b>	<b>2,545,162</b>	<b>(1,322,698)</b>	
<b>Beginning Fund Balance, July 1</b>		<b>9,297,688</b>	<b>9,297,688</b>		
Year-to-date change in payroll liabilities		-	(140,223)		
<b>Ending Fund Balance, June 30</b>		<b>\$ 10,520,152</b>	<b>\$ 11,702,627</b>		
<b>Ending Cash Fund Balance %</b>		<b>43%</b>	<b>45%</b>		

## Guadalupe Educational System

### 2021-22 Revenue Compared to Annual Budget

Revenue	Approved Budget FY22	Actual as of 06.30.22	Budget Variance	% of Budget
<b>5100 Local</b>				
5113 Prop C	\$ 2,236,348	\$ 2,629,145	\$ 392,797	118%
5141 Interest	400	1,397	997	349%
5151 Student Food Sales	15,000	343	(14,657)	2%
5161 Adult Food Sales	7,500	-	(7,500)	0%
5171 Student Activity	80,000	24,216	(55,784)	30%
5192 Gifts	250,000	518,093	268,093	207%
5195 E-Rate	150,354	-	(150,354)	0%
5198 Other	800,000	1,748,850	948,850	219%
<b>Total Local</b>	<b>3,539,602</b>	<b>4,922,045</b>	<b>1,382,443</b>	<b>139%</b>
<b>5300 State</b>				
5311-19 Basic Formula & CTF	18,408,304	17,928,578	(479,726)	97%
5312 Transportation	150,000	41,325	(108,675)	28%
5333 Food Service - State	7,000	2,816	(4,184)	40%
5381 Special Ed High Need Fund	43,981	57,493	13,512	131%
5397 Other State Revenue	-	46,153	46,153	NA
<b>Total State</b>	<b>18,609,285</b>	<b>18,076,366</b>	<b>(532,919)</b>	<b>97%</b>
<b>5400 Federal</b>				
5412 Medicaid	85,000	199,096	114,096	234%
5422 CARES ESSER III	607,065	1,123,883	516,818	185%
5423 CARES ESSER II	589,225	589,225	-	100%
5425 CARES - Connectivity	37,951	37,951	-	100%
5441 Special Ed Part B	247,867	243,995	(3,872)	98%
5442 ESCE - Special Ed (611 & 619)	6,419	10,685	4,266	166%
5445-48 Lunch/Breakfast/Snack	780,000	1,062,156	282,156	136%
5451-66 Consolidated Federal Funds	1,011,685	1,005,299	(6,386)	99%
5471 CNEOC Child Nutrition Emerg. Op. Cost	-	140,778	140,778	NA
5497 Other Federal Revenue	207,760	-	(207,760)	0%
<b>Total Federal</b>	<b>3,572,972</b>	<b>4,413,069</b>	<b>840,097</b>	<b>124%</b>
<b>5899 Total Revenue</b>	<b>25,721,859</b>	<b>27,411,480</b>	<b>1,689,620</b>	<b>107%</b>

## Guadalupe Educational System

### 2021-22 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY22	Actual as of 06.30.22	Budget Variance	% of Budget
<b>1111 Elementary Classroom Instruction</b>				
6100 Salaries	2,252,659	\$ 2,308,564	\$ (55,905)	102%
6200 Benefits	675,798	632,942	42,856	94%
6300 Purchased Services	105,000	113,003	(8,003)	108%
6400 Supplies & Materials	168,000	118,542	49,458	71%
6412 Technology	335,000	345,208	(10,208)	103%
6500 Equipment	-	-	-	0%
<b>Total Elementary Instruction</b>	<b>3,536,457</b>	<b>3,518,259</b>	<b>18,198</b>	<b>99%</b>
<b>1131 Middle Classroom Instruction</b>				
6100 Salaries	1,335,205	1,342,206	(7,001)	101%
6200 Benefits	400,562	381,149	19,413	95%
6300 Purchased Services	75,000	57,112	17,888	76%
6400 Supplies & Materials	96,500	55,387	41,113	57%
6412 Technology	135,000	172,120	(37,120)	127%
6500 Equipment	-	-	-	0%
<b>Total Middle Instruction</b>	<b>2,042,267</b>	<b>2,007,974</b>	<b>34,293</b>	<b>98%</b>
<b>1151 High School Classroom Instruction</b>				
6100 Salaries	1,731,088	1,619,054	112,034	94%
6200 Benefits	519,326	430,009	89,317	83%
6300 Purchased Services	225,000	264,800	(39,800)	118%
6400 Supplies & Materials	105,000	136,055	(31,055)	130%
6412 Technology	285,000	302,928	(17,928)	106%
6500 Equipment	-	-	-	0%
<b>Total High School Instruction</b>	<b>2,865,414</b>	<b>2,752,846</b>	<b>112,568</b>	<b>96%</b>
<b>1191 Summer School</b>				
6100 Salaries	150,000	134,767	15,233	90%
6200 Benefits	11,475	18,882	(7,407)	165%
6300 Purchased Services	620,720	350,440	270,280	56%
6400 Supplies & Materials	3,000	-	3,000	0%
6500 Equipment	-	-	-	0%
<b>Total Summer School</b>	<b>785,195</b>	<b>504,089</b>	<b>281,106</b>	<b>64%</b>
<b>1221 Special Programs</b>				
6100 Salaries	616,127	709,902	(93,775)	115%
6200 Benefits	184,838	210,323	(25,485)	114%
6300 Purchased Services	100,000	44,469	55,531	44%
6400 Supplies & Materials	15,000	13,748	1,252	92%
6500 Equipment	-	-	-	0%
<b>Total Special Programs</b>	<b>915,965</b>	<b>978,442</b>	<b>(62,477)</b>	<b>107%</b>
<b>1251 Supplemental Education</b>				
6100 Salaries	692,500	600,030	92,470	87%
6200 Benefits	207,750	179,287	28,463	86%
6300 Purchased Services	2,000	2,505	(505)	125%
6400 Supplies & Materials	25,000	11,000	14,000	44%
6500 Equipment	-	-	-	0%
<b>Total Supplemental Education</b>	<b>927,250</b>	<b>792,822</b>	<b>134,428</b>	<b>86%</b>

## Guadalupe Educational System

### 2021-22 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY22	Actual as of 06.30.22	Budget Variance	% of Budget
<b>1411 Student Activity-Extracurricular</b>				
6100 Salaries	In Instruction	131,048	-	na
6200 Benefits	-	17,325	(17,325)	na
6300 Purchased Services	50,000	39,136	10,864	78%
6400 Supplies & Materials	15,000	22,652	(7,652)	151%
6500 Equipment (Capital Outlay)	-	-	-	0%
<b>Total Title I</b>	<b>65,000</b>	<b>210,160</b>	<b>(14,113)</b>	<b>323%</b>
<b>2111 Support Services-Pupils</b>				
6100 Salaries	546,669	414,635	132,034	76%
6200 Benefits	164,001	110,422	53,579	67%
6300 Purchased Services	190,000	166,093	23,907	87%
6400 Supplies & Materials	500	-	500	0%
6500 Equipment	-	-	-	0%
<b>Total Support Services-Pupils</b>	<b>901,170</b>	<b>691,150</b>	<b>210,020</b>	<b>77%</b>
<b>2134 Health Services</b>				
6100 Salaries	190,408	198,204	(7,796)	104%
6200 Benefits	57,122	43,093	14,029	75%
6300 Purchased Services	3,000	5,010	(2,010)	167%
6400 Supplies & Materials	5,000	4,474	526	89%
6500 Equipment	-	-	-	0%
<b>Total Support Services-Pupils</b>	<b>255,530</b>	<b>250,781</b>	<b>4,749</b>	<b>98%</b>
<b>2213 Professional Development</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	105,000	81,994	23,006	78%
6400 Supplies & Materials	5,000	736	4,264	15%
6500 Equipment	-	-	-	0%
<b>Total Professional Development</b>	<b>110,000</b>	<b>82,729</b>	<b>27,271</b>	<b>75%</b>
<b>2321 Executive Administration Services</b>				
6100 Salaries	495,823	657,858	(162,035)	133%
6200 Benefits	320,000	312,383	7,617	98%
6300 Purchased Services	225,000	323,612	(98,612)	144%
6400 Supplies & Materials	15,000	58,415	(43,415)	389%
6500 Equipment	-	-	-	0%
<b>Total Executive Admin Services</b>	<b>1,055,823</b>	<b>1,352,269</b>	<b>(296,446)</b>	<b>128%</b>
<b>2329 Special Education Administration</b>				
6100 Salaries	169,169	83,383	85,786	49%
6200 Benefits	31,312	20,373	10,939	65%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
<b>Total Special Education Administration</b>	<b>200,481</b>	<b>103,756</b>	<b>96,725</b>	<b>52%</b>
<b>2331 Technology Services</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	170,000	162,257	7,743	95%
6400 Supplies & Materials	-	-	-	0%
6412 Technology	24,200	-	24,200	0%
6500 Equipment	-	-	-	0%
<b>Total Technology Services</b>	<b>194,200</b>	<b>162,257</b>	<b>31,943</b>	<b>84%</b>

## Guadalupe Educational System

### 2021-22 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY22	Actual as of 06.30.22	Budget Variance	% of Budget
<b>2411 Building Principal Services</b>				
6100 Salaries	830,986	840,827	(9,841)	101%
6200 Benefits	249,296	224,873	24,423	90%
6300 Purchased Services	10,000	1,111	8,889	11%
6400 Supplies & Materials	8,000	1,313	6,687	16%
6500 Equipment	-	-	-	0%
<b>Total Building Principal Services</b>	<b>1,098,282</b>	<b>1,068,125</b>	<b>30,157</b>	<b>97%</b>
<b>2511 Business Support Services</b>				
6100 Salaries	362,952	344,126	18,826	95%
6200 Benefits	74,756	89,376	(14,620)	120%
6300 Purchased Services	250,000	220,290	250,000	88%
6400 Supplies & Materials	15,000	24,559	(9,559)	164%
6500 Equipment	-	-	-	0%
<b>Total Business Support Services</b>	<b>702,708</b>	<b>678,352</b>	<b>244,647</b>	<b>97%</b>
<b>2541 Operation of Plant Services</b>				
6100 Salaries	225,000	170,348	54,652	76%
6200 Benefits	17,213	13,032	4,181	76%
6300 Purchased Services	4,989,266	4,813,331	175,935	96%
6400 Supplies & Materials	398,000	452,409	(54,409)	114%
6500 Equipment	150,000	918,707	(768,707)	612%
<b>Total Operation of Plant Services</b>	<b>5,779,479</b>	<b>6,367,826</b>	<b>(588,347)</b>	<b>110%</b>
<b>2551 Contracted Pupil Transportation</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	1,450,000	1,378,911	1,450,000	95%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
<b>Total Contracted Transportation</b>	<b>1,450,000</b>	<b>1,378,911</b>	<b>1,450,000</b>	<b>95%</b>
<b>2562 Food Services</b>				
6100 Salaries	45,788	32,345	13,443	71%
6200 Benefits	3,503	2,474	1,029	71%
6300 Purchased Services	780,000	299,672	780,000	38%
6400 Supplies & Materials	500	820,347	(819,847)	164069%
6500 Equipment	-	-	-	0%
<b>Total Food Services</b>	<b>829,791</b>	<b>1,154,838</b>	<b>(25,375)</b>	<b>139%</b>
<b>2642 Recruitment &amp; Placement</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	42,500	70,463	42,500	166%
6400 Supplies & Materials	2,500	154	2,346	6%
6500 Equipment	-	-	-	0%
<b>Total Recruitment &amp; Placement</b>	<b>45,000</b>	<b>70,616</b>	<b>44,846</b>	<b>157%</b>
<b>3510 Early Childhood Program</b>				
6100 Salaries	367,957	370,439	(2,482)	101%
6200 Benefits	134,708	110,949	23,759	82%
6300 Purchased Services	10,000	4,425	10,000	44%
6400 Supplies & Materials	25,000	50,538	(25,538)	202%
6500 Equipment	-	-	-	0%
<b>Total Early Childhood Program</b>	<b>537,665</b>	<b>536,351</b>	<b>5,739</b>	<b>100%</b>

## Guadalupe Educational System

### 2021-22 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY22	Actual as of 06.30.22	Budget Variance	% of Budget
<b>3912 Parental Involvement</b>				
6100 Salaries	150,937	156,865	(5,928)	104%
6200 Benefits	45,281	46,798	(1,517)	103%
6300 Purchased Services	2,500	-	2,500	0%
6400 Supplies & Materials	3,000	102	2,898	3%
6500 Equipment	-	-	-	0%
<b>Total Parental Involvement</b>	<b>201,718</b>	<b>203,764</b>	<b>(2,046)</b>	<b>101%</b>
<b>4011 Facility Acquisition</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Capital Outlay	-	-	-	0%
6600 Interest	-	-	-	0%
<b>Total Facility Acquisition</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>9999 GRAND TOTAL EXPENDITURES</b>	<b>\$ 24,499,395</b>	<b>\$ 24,866,318</b>	<b>\$ 1,737,885</b>	<b>101%</b>

**Check Register by Type**

Posted; Check Type Check; Processing Month 06/2022

<b>Payee Type:</b>	<b>Vendor</b>	<b>Check Type:</b>	<b>Check</b>	<b>Checking Account ID:</b>	<b>1</b>		
<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>
63280	06/03/2022	X			ACTINC	ACT, INC	3,828.00
63281	06/03/2022	X			ATT	AT&T	5,953.41
63282	06/03/2022	X			CINTAS	CINTAS FIRE PROTECTION	495.57
63283	06/03/2022	X			COMMUNITIE	Communities in Schools	6,500.00
63284	06/03/2022	X			DESIGNMECH	DESIGN MECHANICAL INC	15,370.72
63285	06/03/2022	X			EBERBRI	BRIANNA EBERLE	75.40
63286	06/03/2022	X			ERATEPROG	ERATE PROGRAM, LLC	11,887.62
63287	06/03/2022	X			FARHAROOFI	FARHA ROOFING KC, LLC	743.15
63288	06/03/2022	X			GOMEZ	JESSE GOMEZ	996.00
63289	06/03/2022	X			GUADALUPE	GUADALUPE CENTERS, INC.	19,400.04
63290	06/03/2022	X			GUADALUPE	GUADALUPE CENTERS, INC.	270,455.48
63291	06/03/2022	X			GUADALUPE	GUADALUPE CENTERS, INC.	2,628.61
63292	06/03/2022	X			HUMANAINSU	Humana Insurance Co	103,794.89
63293	06/03/2022	X			HUMANAINSU	Humana Insurance Co	1,136.79
63294	06/03/2022	X			JTMFOODGRO	JTM FOOD GROUP	396.27
63295	06/03/2022	X			MSBA	Missouri School Boards' Association	5.86
63296	06/03/2022	X			MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	6,385.50
63297	06/03/2022	X			MSHSAA	MSHSAA	25.00
63298	06/03/2022	X			NOVAK	SAMANTHA NOVAK	20.01
63299	06/03/2022	X			OFFICEESSE	Office Essentials	891.73
63300	06/03/2022	X			PROSHREDSE	PROSHRED SECURITY	126.00
63301	06/03/2022	X			ROMABAKERY	ROMA BAKERY	123.54
63302	06/03/2022	X			SPRINGFIEL	SPRINGFIELD PUBLIC SCHOOLS	229.50
63303	06/03/2022	X			KCSTARTUP	STARTLAND	2,000.00
63304	06/03/2022	X			TAPCOPRODU	Tapco Products Co	90.46
63305	06/03/2022	X			WASTEMANAG	Waste Management	3,220.70
63306	06/07/2022	X			TASTYBRAND	TASTY BRANDS LLC	1,220.85
63307	06/10/2022	X			LUMESTE	Steven Lumetta	47.79
63308	06/10/2022	X			ALCSOLUTIO	American Logistics Company, LLC	11,820.00
63309	06/10/2022	X			BACMUSICAL	BAC MUSICAL INSTRUMENTS, LLC	40.00
63310	06/10/2022	X			BEHRMEG	MEGHAN BEHREND	41.75
63311	06/10/2022	X			CUSTOMMEET	Custom Meeting Planners of MO, LLC	1,800.00
63312	06/10/2022	X			DESIGNMECH	DESIGN MECHANICAL INC	6,189.84
63313	06/10/2022	X			GOLDSTARFO	GOLD STAR FOODS, INC	4,090.24
63314	06/10/2022	X			GUADALUPE	GUADALUPE CENTERS, INC.	44,553.82
63315	06/10/2022	X			HERNPAT	Patricia Hernandez	62.52
63316	06/10/2022	X			HOLLISMILL	Hollis + Miller Architects, Inc	48,127.33
63317	06/10/2022	X			KCPRETRAN	KC Premier Transportation LLC	25,864.70
63318	06/10/2022	X			KELLMIR	Mirta Kelley	1,138.50
63319	06/10/2022	X			LOVINGGUID	LOVING GUIDANCE, INC	6,000.00
63320	06/10/2022	X	X	06/10/2022	LUMESTE	Steven Lumetta	47.79
63321	06/10/2022	X			MINDDRIVE	MINDDRIVE INC.	22,000.00
63322	06/10/2022	X			MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	2,394.67
63323	06/10/2022	X			NASTEFF	NASTEFF & QUINN LLC	7,236.25
63324	06/10/2022	X			PROTRAINI1	ProTrainings, LLC	129.85
63325	06/10/2022	X			SOFTWAREUN	Software Unlimited Inc.	8,072.00
63326	06/10/2022	X			SOLIPRINT	Tim Shields	501.00
63327	06/10/2022	X			SUMNERONE	SumnerOne	8,159.18
63328	06/10/2022	X			TAPCOPRODU	Tapco Products Co	70.66
63329	06/10/2022	X			UNIVERSIT1	UNIVERSITY HEALTH PHYSICIANS	222.00
63330	06/10/2022	X			VOTYERI	ERIN VOTYPKA	41.75
63331	06/10/2022	X			WINPROSOLU	WINPRO SOLUTIONS, INC	3,735.82
63332	06/14/2022	X			SOBEAPR	April Soberon	88.50
63333	06/15/2022	X			KCPRS	KCPRS	77,859.36
63334	06/15/2022	X			UNITEDWAY	UNITED WAY	89.65
63335	06/14/2022	X			GUADALUPE	GUADALUPE CENTERS, INC.	100.00
63336	06/17/2022	X			21STCENTUR	21st Century Therapy, PC	4,451.52
63337	06/17/2022	X			APSOFWAR	AP SOFTWARE SERVICES, INC.	11,910.44
63338	06/17/2022	X			ATT	AT&T	1,425.78



07/25/2022 1:08 PM

Posted; Check Type Check; Processing Month 06/2022

User ID: ALANFRA

Payee Type: Vendor

Check Type: Check

Checking Account ID: 1

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
63339	06/17/2022				DESIGNMECH	DESIGN MECHANICAL INC	29,181.13
63340	06/17/2022		X	07/06/2022	ESTUARDOGA	ESTUARDO GARCIA MEDIA	400.00
63341	06/17/2022				FHEGMCCPEN	FHEG METROPOLITAN COMM COLLEGE-PENN VALLEY	260.54
63342	06/17/2022				GFLENVIRON	GFL ENVIRONMENTAL	100.46
63343	06/17/2022				HAWKCHA	Charlotte Hawkins	254.52
63344	06/17/2022				HEARTLANDM	Heartland Macs LLC	49,323.12
63345	06/17/2022				KENTONBROT	Kenton Brothers Inc.	17.00
63346	06/17/2022				MODEPTSAFE	Missouri Department of Public Safety	25.00
63347	06/17/2022				MSBA	Missouri School Boards' Association	29.62
63348	06/17/2022				MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	144.31
63349	06/17/2022				NUESYNERG1	NUESYNERGY, INC	248.25
63350	06/17/2022				OFFICEESSE	Office Essentials	2,459.82
63351	06/17/2022				P1GROUP	P1 Group, Inc.	397,388.00
63352	06/17/2022				PRINCIPAL2	Principal Life Insurance Company	332.04
63353	06/17/2022				PROSHREDSE	PROSHRED SECURITY	31.50
63354	06/17/2022				SOFTWAREUN	Software Unlimited Inc.	150.00
63355	06/17/2022				SOLIPRINT	Tim Shields	104.00
63356	06/17/2022				SUMNERONE	SumnerOne	138.16
63357	06/17/2022				TAPCOPRODU	Tapco Products Co	306.70
63358	06/17/2022				TRANSEO	TRANSEO	5,535.00
63359	06/17/2022				UNITEDHEAR	UNITED HEARTLAND	3,801.38
63360	06/17/2022				UNITEDHEAR	UNITED HEARTLAND	12,948.42
63361	06/29/2022				UNIVERSIT7	UNIVERSITY OF MISSOURI - KANSAS CITY AR	40.00
63362	06/30/2022				KCPRS	KCPRS	75,426.80
63363	06/30/2022				UNITEDWAY	UNITED WAY	87.65
63364	06/30/2022				A1SEWER	A-1 SEWER & SEPTIC SERVICE	380.00
63365	06/30/2022				ATT	AT&T	5,427.32
63366	06/30/2022				ATTMOBILE	AT&T MOBILITY	1,498.59
63367	06/30/2022				BACMUSICAL	BAC MUSICAL INSTRUMENTS, LLC	1,578.00
63368	06/30/2022				COMMCHRIST	Community Of Christ	7,950.00
63369	06/30/2022				CUTRITE	CUTRITE LAWN CARE	15,984.93
63370	06/30/2022				FHEGMCCPEN	FHEG METROPOLITAN COMM COLLEGE-PENN VALLEY	1,426.70
63371	06/30/2022				FIRSTSTUDE	FIRST STUDENT, INC.	109,083.88
63372	06/30/2022				GUADALUPE	GUADALUPE CENTERS, INC.	42,325.51
63373	06/30/2022				HELTMIC	Michael Helton	140.27
63374	06/30/2022				PEARSONED2	PEARSON EDUCATION - NCS PEARSON, INC.	1,795.50
63375	06/30/2022				PREPKC	Prep KC	4,512.50
63376	06/30/2022				ROMABAKERY	ROMA BAKERY	72.42
63377	06/30/2022				TAPCOPRODU	Tapco Products Co	90.46
63378	06/30/2022				TOBAROS	ROSALINDA TOBAR	41.75
63379	06/30/2022				WINPROSOLU	WINPRO SOLUTIONS, INC	4,187.41
63380	06/30/2022				APSOFTWARE	AP SOFTWARE SERVICES, INC.	11,932.94
Checking Account ID: 1					Void Total:	447.79	Total without Voids: 1,543,027.62
Check Type Total: Check					Void Total:	447.79	Total without Voids: 1,543,027.62
Payee Type Total: Vendor					Void Total:	447.79	Total without Voids: 1,543,027.62
Grand Total:					Void Total:	447.79	Total without Voids: 1,543,027.62

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220797 Invoice Number: CH 063022-1 Amount: 151.50**  
 Description: Paneras - Breakfast for Sped Inst Camp Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2321 6411 0000 3 00000 PANERA - Breakfast for SPED Camp 151.50 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220069 Invoice Number: CH 063022-2 Amount: 79.77**  
 Description: Independent Living Supplies Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 1221 6411 1925 3 12210 PANADERIA - Independent Living Supplies 4.23 N Final  
 10 1221 6411 1925 3 12210 ALDIS - Independent Living Supplies 26.18 N Final  
 10 1221 6411 1925 3 12210 WALMART - Independent Living Supplies 49.36 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: GCHS 063022 Amount: 853.02**  
 Description: Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 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 TRELLO - Prorated Fee 59.83 0.00 N  
 10 1151 6411 1925 3 40001 TRELLO - Annual Fee 119.99 0.00 N  
 10 1411 6411 1925 3 00000 HYVEE ARENA - Volleyball Court Rental 673.20 0.00 N

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220760 Invoice Number: GCHS 063022-1 Amount: 549.00**  
 Description: MoASSP/NASSP/GKCPMA Membership Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 1151 6319 1925 3 40001 MoASSP/NASSP/GKCPMA Membership 549.00 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: HR 063022 Amount: 1,943.24**  
 Description: Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2642 6319 0000 3 00000 INDEED - Job Posting 12.76 N  
 10 2642 6319 0000 3 00000 INDEED - Job Posting 71.00 N  
 10 2642 6319 0000 3 00000 MO DEPT OF HEALTH - H Skretta 15.25 N  
 10 2642 6319 0000 3 00000 MO DEPT OF HEALTH - S Uhlenkamp 15.25 N  
 10 2642 6319 0000 3 00000 IDENTOGO - A Noguera 42.75 N  
 10 2642 6319 0000 3 00000 IDENTOGO - A Welch 42.75 N  
 10 2642 6319 0000 3 00000 IDENTOGO - J Anderson 42.75 N  
 10 2642 6319 0000 3 00000 IDENTOGO - C Meyer 42.75 N  
 10 2642 6319 0000 3 00000 IDENTOGO - C Suchy 42.75 N  
 10 2642 6319 0000 3 00000 IDENTOGO - J James 42.75 N  
 10 2642 6319 0000 3 00000 IDENTOGO - A Miguel 42.75 N  
 10 2321 6411 0000 3 00000 SINKERS LOUNGE - Team Building Event 975.48 N

10 2321 6411 0000 3 00000 SINKERS LOUNGE - Team Building Event 554.25 N

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220786 Invoice Number: JH 063022-1 Amount: 378.00**  
 Description: Constant Contact subscription Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2321 6411 0000 3 00000 EIG\*CONSTANT CONTACT - Subscription 378.00 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 22-230007 Invoice Number: JH 063022-2 Amount: 561.97**  
 Description: Southwest Flight ticket Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2213 6343 1925 3 40001 SOUTHWEST-Student Reporting Lab-Hellhake 561.97 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220817 Invoice Number: JH 063022-3 Amount: 77.55**  
 Description: Amazon supplies for Convocation 8/9/22 Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2321 6411 0000 3 00000 AMAZON - Supplies for Convocation 8/9/22 77.55 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220819 Invoice Number: JH 063022-4 Amount: 224.39**  
 Description: coffee for break room Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2321 6411 0000 3 00000 AMAZON - Coffee for break room 224.39 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: MAINT 063022 Amount: 2,922.88**  
 Description: Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2541 6411 6905 3 00000 AMAZON - Sign Holders 42.99 0.00 N  
 10 2541 6411 6905 3 00000 AMAZON - Double sided tape 56.95 N  
 10 2541 6411 6905 3 00000 AMAZON - Part for blinds 18.49 N  
 10 2541 6411 6905 3 00000 AMAZON - Step Ladder 38.51 N  
 10 2541 6411 1925 3 00000 AMAZON - Exterior Light 656.00 N  
 10 2541 6411 1925 3 00000 AMAZON - Exterior Light 594.52 N  
 10 2541 6411 6905 3 00000 AMAZON - Back Pack Hooks 59.95 N  
 10 2541 6411 6905 3 00000 AMAZON - Power Washer Accessories 192.38 N  
 10 2541 6411 6905 3 00000 AMAZON - Mini Blinds 92.61 N  
 10 2541 6411 6905 3 00000 HOTBLINDS - Blinds 411.60 N  
 10 2541 6411 1925 3 00000 HOME DEPOT - Paint Supplies 566.91 N  
 10 2541 6411 6905 3 00000 HOME DEPOT - Laundry Soap 127.04 N  
 10 2541 6411 6905 3 00000 WESTLAKE - Door Bell 64.93 N

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220789 Invoice Number: MM 063022 Amount: 200.00**  
 Description: Art PD PO Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2213 6319 1925 3 40001 KCAI - Art Lab 200.00 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: RN 063022 Amount: 77.59**  
 Description: Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2562 6411 1925 3 00000 SCHOOL NUTRITION - MISSING RECEIPT 5.10 N  
 10 2562 6411 3925 3 00000 SCHOOL NUTRITION - MISSING RECEIPT 3.74 N  
 10 2562 6411 6905 3 00000 SCHOOL NUTRITION - MISSING RECEIPT 8.16 N  
 10 2562 6411 1925 3 00000 OFFICE DEPOT - Folders for Summer School 18.18 N  
 10 2562 6411 3925 3 00000 OFFICE DEPOT - Folders for Summer School 13.33 N  
 10 2562 6411 6905 3 00000 OFFICE DEPOT - Folders for Summer School 29.08 N

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220814 Invoice Number: SL 063022-1 Amount: 18.10**  
 Description: postage Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2321 6361 0000 3 00000 USPS - Postage mailed 2 SPED records 18.10 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220046 Invoice Number: SL 063022-2 Amount: 77.96**  
 Description: Wall Street Journal All Access Digital Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 1151 6412 1925 3 40001 WALL ST JOURNAL - Monthly Subscription 77.96 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220739 Invoice Number: SL 063022-3 Amount: 217.86**  
 Description: lodging at Hilton Garden Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 2644 6343 6905 3 40001 HILTON - Leadership Academy-Soberon 217.86 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 21-220798 Invoice Number: SL 063022-4 Amount: 39.98**  
 Description: Amazon - Wood Tip Drumsticks Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 10 1111 6411 6905 3 40001 AMAZON - Wood Tip Drumsticks 39.98 N Final

**Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: SS 063022 Amount: 1.99**  
 Description: Invoice Date: 06/30/2022 Due Date: 07/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 7262201 Check Date: 07/26/2022 CC: X  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

10 2511 6412 0000 3 40001      GOOGLE - Storage Support Monthly Charge      1.99      N

**Vendor ID: SECURITYB      SECURITY BANKCARD CENTER, INC.      PO Number:      Invoice Number: TECH 063022      Amount:      719.99**

Description:      Invoice Date: 06/30/2022      Due Date: 07/26/2022      Status: AP      1099 Amount: 0.00

Sequence: 1      Check Type: Automatic Payment      Checking Account ID: 1      Check Number: 7262201      Check Date: 07/26/2022      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>
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10 1151 6411 1925 3 40001	AMAZON - TV for Impact academy		499.99		N	
10 2511 6412 0000 3 40001	TANDEM - Monthly Subscription		220.00		N	

**Vendor ID: SECURITYB      SECURITY BANKCARD CENTER, INC.      PO Number: 21-220806      Invoice Number: TECH 063022-1      Amount:      2,699.84**

Description: pre-k tech-FROM GRANT      Invoice Date: 06/30/2022      Due Date: 07/26/2022      Status: AP      1099 Amount: 1,999.96

Sequence: 1      Check Type: Automatic Payment      Checking Account ID: 1      Check Number: 7262201      Check Date: 07/26/2022      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>
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10 3512 6411 6905 1 00000 909	AMAZON - TV's and mounts		2,699.84	1,999.96	N	Final
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Report 1099 Total:      1,999.96

Report Total:      11,794.63

## SERVICE AGREEMENT

**THIS SERVICE AGREEMENT** (the “Agreement”) is entered into between 21ST CENTURY THERAPY, P.C., a Missouri professional corporation (“Contractor”) and Guadalupe Centers Charter Schools (“Institution”).

**WHEREAS**, the Institution desires to have contractor provide certain occupational, physical, speech therapy, and/or other services to certain persons associated with and designated by Institution (collectively called the “Designees”), all upon the terms, conditions, and mutual promises hereinafter contained.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements of the parties hereto, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

**1. TERM AND TERMINATION:** Unless sooner terminated as hereinafter provided, the term of this Agreement shall be as follows:

- (a) It shall commence on or about August 8, 2022
- (b) It shall terminate on or about August 9, 2023

**2. SERVICES TO BE PROVIDED BY CONTRACTOR:** Institution hereby engages Contractor to provide the Services (as hereinafter defined) by and through such occupational, physical, and/or speech therapist(s) and other health care professionals and administrative employees as satisfy the qualifications and criteria herein set forth. For purposes of this Agreement, the term “Services” shall mean:

- (a) Providing such occupational, physical, speech therapy, and other services as deemed appropriate; direct and indirect services as will meet the needs of the Designees to the reasonable satisfaction of the Institution;
- (b) Demonstrating effective collaborative working relationships with staff at Institution; and
- (c) Preparing and maintaining all appropriate records of the Services provided by Contractor’s therapist(s).

Contractor shall arrange to have the following therapists available to provide the Services to the designees during the term of this Agreement:

Occupational and Physical Therapy Services, as needed.

**3. SERVICES AND ITEMS TO BE PROVIDED BY INSTITUTION:** To facilitate the provision of Services, and as a condition precedent to the provision of such Service, Institution shall provide the following services and items to Contractor:

- (a) **REFERRAL DOCUMENTATION:** Institution shall provide Contractor with all records and information relevant to the Designee which is necessary or appropriate for the professional performance of the Services by Contractor.
- (b) **TREATMENT LOCATION:** Institution shall provide a suitable location for the professional performance of the Services by Contractor.
- (c) **RENTAL EQUIPMENT:** Unless otherwise provided, Institution shall provide, at its sole cost and expense, all rental equipment which is necessary or appropriate, in the reasonable discretion of the Contractor, for professional performance of the Services.

In all events, the services and items to be provided by Institution shall meet the reasonable requirements of Contractor and comply with standards and requirements set forth in applicable federal, state, and local laws and professional standards pertaining to the practice of occupational, physical, and speech therapy as well as the maintenance of health, safety, and welfare of the Designees with respect thereto.

**4. COMPENSATION:** In consideration of the provision of the Services of Contractor, Institution shall make the following payment to Contractor:

- (a) **HOURLY BASIS:** Institution shall pay contractor at \$67.50 per hour with a \$135.00 minimum charge per trip, for the services provided including, but without limitation, for all direct/indirect Designee therapy activities, preparation and maintenance of documentation of Designee therapy, and all time devoted to travel between locations of the Institution when students are physically in the schools or students are transported to the schools for “in-person learning/therapy”. During periods of remote/distance learning, Institution shall not be charged mileage or a trip charge and will only be billed at the regular hourly rate. The parties agree that such rate of payment reflect Institution’s fair judgment of the fair and marketable value of the Services to be provided. Such rates are subject to review from time to time by Contractor and modification by thirty (30) days’ advance written notice to Institution.
- (b) **MILEAGE REIMBURSEMENT:** Institution shall reimburse Contractor for travel at a rate of 58.5¢ per mile for all travel between locations of the Institution associated with the provision of Services or other activities called for under this Agreement.
- (c) **STATEMENTS:** Not less frequently than monthly, Contractor shall provide Institution with an itemized statement for all services rendered, the date or dates of all such Services, including, without limitation, services fees, mileage, equipment rental, as well as such other information as Institution may reasonably request. The parties agree that a statement in the form of Exhibit A attached hereto and incorporated herein by

reference shall be acceptable. Such statement will set forth the amount owing by Institution, which amounts shall be paid in full not later than 30 days after submission of such statement by Contractor to Institution. Unless otherwise agreed by the parties in writing, payments shall be payable in cash, cashier's check or company check of Institution. Late payment will result in a 2% per month late fee to be compounded monthly.

**5. SCHEDULING:** The timing for appointments for provision of Services to the Designees shall be agreed upon between Institution and Contractor; provided, however, that Contractor shall have the option to decline to provide Services at any given time, so long as it shall have made its best effort to accommodate the needs of Institution and Designees with respect to the timing of provision of such Services.

**6. QUALIFICATIONS OF CONTRACTOR:** Each therapist providing the service hereunder shall:

- (a) Be duly licensed or certified to provide the relevant therapy in the State of Missouri; and
- (b) Comply with the laws of the State of Missouri, applicable laws of the United States and the standards of the profession being practiced.

**7. QUALIFICATIONS OF CONTRACTOR'S EMPLOYEES:** Contractor agrees that all of its employees who provide or will provide Services, or parts thereof, under this Agreement will be qualified and competent to perform and provide such Services. Contractor further agrees that if Institution objects to any of contractor's employees who, in Institution's reasonable judgment, do not demonstrate acceptable competence in his or her field and/or do not conduct themselves compatibly with Institution employees and those of Contractor to assure appropriate therapy, Contractor shall remove any such employee of whom Institution so objects from the provision of Services hereunder. Institution agrees that it shall not act arbitrarily or capriciously in exercising such right of objection.

**8. NATURE OF RELATIONSHIP:** It is expressly agreed that no relationship of principal/agent or employer/employee, joint venture or partnership or shall be construed to be created by this Agreement between Institution and Contractor, or between Institution and any employees of Contractor. At all times during the term herein, Contractor shall be solely responsible for the action of its employees and for the payment of any and all compensation, salaries, wages and benefits for any of its employees providing any of the Services herein to be provided by Contractor, and such employees shall be and remain at all times hereunder the employees of Contractor. At no time shall any such employee of Contractor hold himself or herself out to be an employee of Institution.

**9. NON-COMPETITION:** Institution shall not, during the term of this Agreement, and for a period of two (2) years from the date of termination of this Agreement, solicit for employment, offer employment to, employ or engage, either as an independent contractor, or



otherwise, any employee or subcontractor of Contractor, without the prior written consent of Contractor.

**10. TERMINATION:** Either Contractor or Institution may terminate this Agreement, for any reason and without cause by providing thirty (30) days' written notice to the other party.

**11. TERMINATION FOR NONPAYMENT/DEFAULT:** In the event Institution fails to make payment to Contractor within ten (10) days from the date any payment hereunder is due, Contractor shall have the right to issue written notice to Institution providing Institution with five (5) days to cure by making payment to Contractor. In the event Institution does not make such payment within ten (10) days after receiving such written notice from Contractor, Contractor shall have the right to terminate this Agreement.

**12. CONTRACTOR'S MAINTENANCE OF DOCUMENTS:** Until the expiration of four (4) years after the furnishing of Services pursuant to this Agreement, Contractor agrees to maintain and make available, upon request from the Secretary of Health and Human Services, the Comptroller General, or any of their duly authorized representatives (including Medicare, Medicaid, or authorized insurance companies), this Agreement and its books, documents and/or records that are necessary to certify the nature and extent of the costs claimed to Medicare, Medicaid, or authorized insurance companies with respect to such Services. Contractor further agrees that upon subcontracting any of the Services which Contractor is to perform under this Agreement, Contractor shall require a similar provision requiring such subcontractors to make available books, documents and/or records until the expiration of four (4) years after furnishing such Services under this Agreement in the same manner as set forth above.

**13. NONDISCRIMINATION:** Contractor agrees that it will not discriminate on the basis of race, color, religion, sex, age, national origin, disability, or veteran status in the provision of the Services or any goods, services, programs, activities, or privileges, nor against any employee or applicant for employment, in compliance with applicable federal, state, and local laws.

**14. NOTICES:** All notices and other communications required or permitted to be given hereunder shall be in writing and shall be either personally delivered or mailed by certified or registered mail, postage prepaid, addressed as follows:

If to Institution: Guadalupe Centers Charter Schools  
1015 Avenida Cesar E Chavez  
Kansas City, MO 64108

If to Contractor: 21ST CENTURY THERAPY, P.C.  
8951 East 60th Street  
Raytown, Missouri 64133

or at such other address or addresses as either party may designate in writing in the manner set forth above. Any such notice given in aforesaid manner shall be deemed effective at the earlier

of actual receipt or, in the event United States mail is utilized in the manner provided above, the date delivery is first attempted by the United States Postal Services as reflected on the notice given pursuant to this paragraph

**15. CONFIDENTIALITY:** Institution acknowledges and agrees that any records and documentation produced by Contractor regarding the Designees or the Services is the sole property of the Contractor and that Contractor may require Institution to provide written assurances of confidentiality to Contractor and/or Designees prior to disclosing any information, documentation or records contained therein to Institution; provided, however that under no circumstances shall Institution require Contractor to disclose any information, documentation or records without the prior written consent of the relevant Designee(s) or when doing so would be contrary to law or Contractor's professional standards.

**16. ASSIGNMENT:** Neither this Agreement nor any of the rights and obligations hereunder may be assigned by any party without the prior, express written consent of the other party.

**17. AMENDMENTS IN WRITING:** This Agreement may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative or valid, it shall be in writing and signed by both parties.

**18. ENTIRE AGREEMENT:** This Agreement contains the entire agreement between Institution and Contractor, and there are no other terms, conditions, promises, understandings, statements or representations, express or implied, concerning the obligations or rights of the parties. This Agreement supersedes all prior agreements between the parties concerning the subject matter hereof.

**19. APPLICABLE LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri, without regard to conflict of laws principles.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the day and year first above written.

CONTRACTOR

21ST CENTURY THERAPY, P.C.

By: Deborah K Wagner

Name: Deborah K. Wagner

Title: President

INSTITUTION

GUADALUPE CENTERS CHARTER SCHOOLS

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT A**

**FORM OF CONTRACTOR STATEMENT**

SERVICE(S) PROVIDED	MONTH OF SERVICE	TOTAL # OF HOURS WORKED PER BILLING PERIOD	TOTAL # OF MILES TRAVELED PER BILLING PERIOD
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**TOTAL AMOUNT DUE:**

**DATE DUE:**

**MAKE PAYMENT TO:** *21ST CENTURY THERAPY, P.C.  
8951 E. 60TH STREET  
RAYTOWN, MO 64133*

## **Substantive Changes to the Missouri State Plan Regulations for Implementing Part B of the Individuals with Disabilities Act (IDEA)**

### **Written Parent Consent for Re-Evaluations:**

- **Clarification**
  - **Add sentence describing an exception to the consent requirement included in 34 CFR § 300.300(c) to make this section consistent with IDEA regulations.**
    - **Informed parental consent need not be obtained if the public agency can demonstrate it made reasonable efforts to obtain such consent and the child's parent failed to respond.**
    - **There will be no substantive impact on current GCCS procedure(s).**

### **Eligibility Categories:**

- **Other Health Impairment**
  - **Added two additional titles to the list of qualified personnel who can evaluate and identify a health impairment. Both physician assistants and nurse practitioners are authorized to evaluate and treat patients, including prescribing medications, under the direct supervision of a licensed medical doctor. Accepting diagnostic reports from physician assistants and nurse practitioners will make it easier for parents and school staff to get access to medical personnel qualified to evaluate their children.**
  - **There will be no substantive impact on current GCCS procedure(s).**

### **Parent Participation:**

- **Addition to In Person and Phone Conference**
  - **The parent of a child with a disability and a public agency may agree to use alternative means of meeting participation, such as video conferences and conference calls**
    - **There will be no substantive impact on current GCCS procedure(s).**

Please use the link provided to review the [2022-2023 Local Compliance Plan](#) in its entirety.



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
OFFICE OF SPECIAL EDUCATION-COMPLIANCE

**LOCAL COMPLIANCE PLAN CERTIFICATION STATEMENT**

SCHOOL DISTRICT NAME <b>Guadalupe Centers Charter School</b>		COUNTY-DISTRICT CODE <b>048-902</b>
DISTRICT CONTACT <b>Charlotte Hawkins</b>	DISTRICT PHONE NUMBER <b>(816) 994-0313</b>	DISTRICT FAX NUMBER <b>(816) 253-6269</b>

**INSTRUCTIONS**

Complete the Adoption and Certification sections below. The form must be signed by the Board President, Superintendent, and Compliance Plan Contact.

**Submit form via MAIL or FAX to:** Special Education Compliance  
Missouri Department of Elementary and Secondary Education  
PO Box 480  
Jefferson City, MO 65102 or Fax 573-751-3910

**QUESTIONS:** Contact Special Education Compliance at 573-751-0699 or [secompliance@dese.mo.gov](mailto:secompliance@dese.mo.gov)

**ADOPTION**

The Responsible Public Agency has chosen the following (check only one) in regard to adoption of a local plan for compliance with state and federal regulations implementing the Individuals with Disabilities Education Act (IDEA):

- Option A: Adopt the Model Compliance Plan made available by the Department of Elementary and Secondary Education (DESE).
- Option B: Adapt the Model Compliance Plan made available by the Department with agency revisions. All pages on which revisions have been made to the Model Compliance Plan with highlighted revisions are enclosed. These revisions must be approved by DESE before the agency's plan becomes final.
- Option C: Agency developed Compliance Plan (plan enclosed for DESE's approval).

**CERTIFICATION**

The Responsible Public Agency assures that the agency's Compliance Plan and applicable state and federal regulations constitute the basis for operation and administration of the activities to be carried out in the agency under Part B of the IDEA, to provide special education services for all children with disabilities between the ages of three (3) and twenty-one (21) who meet the eligibility criteria as stated in this plan and under the jurisdiction of the agency.

The Responsible Public Agency assures that programs administered under Part B of the IDEA are in accordance with the assurances provided in 34 CFR 76.301 of the General Education Provision Act (GEPA) and that federal funds made available under Part B of the IDEA are used in accordance with the excess cost and maintenance of fiscal effort and comparable services requirements of 34 CFR Sections 300.202 - 300.205 of the federal regulations governing the IDEA.

**The local compliance plan was adopted by the Governing Board of the agency on \_\_\_\_\_ (mm/dd/yy).**

SIGNATURE OF BOARD PRESIDENT	DATE
SIGNATURE OF SUPERINTENDENT	DATE
SIGNATURE OF COMPLIANCE PLAN CONTACT PERSON	DATE

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, gender identity, sexual orientation, national origin, age, veteran status, mental or physical disability, or any other basis prohibited by statute in its programs and activities. Inquiries related to department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Director of Civil Rights Compliance and MOA Coordinator (Title VI/Title VII/Title IX/504/ADA/ADAAA/Age Act/GINA/USDA Title VI), 5th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).

RESOLUTION

A RESOLUTION ADOPTING REVISIONS TO EXISTING BOARD POLICY

WHEREAS, the Board of Directors of Guadalupe Educational System, Inc. has policies that provide the Board, School Administrators, staff, students and patrons with organizational structure, rules and procedures for the operation of the Guadalupe Centers Charter Schools;;

WHEREAS, the Missouri Legislature revised certain provisions in Section 160.263 of the Revised Statutes of Missouri.

WHEREAS, in order to adhere to Section 160.263 Board Policy 2770 required amendment;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GUADALUPE EDUCATIONAL SYSTEM, INC. AS FOLLOWS:

1. The Board of Directors hereby revises, incorporates, and amends its Board Policy 2770-Seclusion and Restraint Policy a copy of which is attached hereto.

2. The Board amends and readopts 2770 with an immediate effective date.

PASSED THIS \_\_\_\_ DAY OF JULY 2022 BY THE BOARD OF DIRECTORS OF THE GUADALUPE EDUCATIONAL SYSTEM, INC.

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Jose Beto Lopez, President of the  
Board of Directors

ATTEST:

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Secretary  
To the Board of Directors

**Definitions**

**Authorized School Personnel** means GCCS personnel who have received annual training in: (1) De-escalation practices; (2) Appropriate use of physical restraint; (3) Professionally-accepted practices in physical management and use of restraints; (4) Methods to explain the use of restraint to the student who is to be restrained and to the individual's family; (5) Appropriate use of isolation; (6) Appropriate use of seclusion, and, (6) Information on the policy and appropriate documentation and notification procedures.

**Assistive Technology Device** means any item, piece of equipment or product system that is used to increase, maintain, or improve the functional capacities of a child with a disability.

**Aversive Behavioral Intervention** means an intervention that is intended to induce pain or discomfort to a student for the purpose of eliminating or reducing maladaptive behaviors, including such interventions as: contingent application of noxious, painful, intrusive stimuli or activities; any form of noxious, painful or intrusive spray, inhalant or tastes; or other stimuli or actions similar to the interventions described above. The term does not include such interventions as voice control, limited to loud, firm commands; time-limited ignoring of a specific behavior; token fines as part of a token economy system; brief physical prompts to interrupt or prevent a specific behavior; interventions medically necessary for the treatment or protection of the student.

**Behavior Intervention Plan (BIP)** sets forth specific behavior interventions for a specific student who displays chronic patterns of problem behavior.

**Emergency Situation** is one in which a student's behavior poses a serious, probable threat of imminent physical harm to self or others.

**Functional Behavior Assessment** a formal assessment to identify the function or purpose the behavior serves for the student so that classroom interventions and behavior support plans can be developed to improve behavior. The assessment could include observations and charting of the behavior and interviews with family, teachers, and the student, so as to determine the frequency, antecedent and response of the targeted behavior.

**IEP** means a student's Individualized Education Program as defined by the Individuals with Disabilities Education Act (IDEA, 2004).

**Isolation** means the confinement of a student alone in an enclosed space without locking hardware.

**Law Enforcement Officer** means any public servant having both the power and duty to make arrests for violations of the laws of this state.



**Locking Hardware** means mechanical, electrical or other material devices used to lock a door or to prevent egress from a confined area.

**Mechanical Restraint** means a device or physical object that the student cannot easily remove that restricts a student's freedom of movement of or normal access to a portion of his or her body. This includes but is not limited to straps, duct tape, cords or garments. The term does not include assistive technology devices.

**Physical Escort** means the temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student who is acting out or eloping to walk to a safe location.

**Physical Restraint** means the use of person-to-person physical contact to restrict the free movement of all or a portion of a student's body. It does not include briefly holding without undo force for instructional or other purposes, briefly holding a student to calm them, taking a student's hand to transport them for safety purposes, physical escort or intervening in a fight or using an assistive or protective device prescribed by an appropriately trained professional.

**Prone restraint** means the use of mechanical and/or physical restraint to restrict a student's freedom of movement of or normal access to a portion of his or her body with their frontal part or face is placed in a downward and/or lying position while touching any surface for any amount of time.

**School Personnel** means (1) Employees of GCCS; (2) Any person, paid or unpaid, working on GCCS property in an official capacity; (3) Any person working at a school function under a contract or written agreement with GCCS to provide educational or related services to students; and (4) Any person working on GCCS property or at a school function for another agency providing educational or related services to students.

**Seclusion** means the confinement of a student alone in an enclosed space from which the student is physically prevented from leaving by locking hardware. It does not include time-out, in-school suspension, detention, or other appropriate disciplinary measures.

**Section 504 Plan** means a student's individualized plan developed by the student's Section 504 multidisciplinary team after a pre-placement evaluation finding the student is disabled within the meaning of Section 504 and its implementing regulations.

**Time-Out** means a brief removal from source(s) of reinforcement within instructional context(s) that does not meet the definition of seclusion or isolation. Time out includes both of the following:

1. Non-exclusionary time out: removal of reinforcers from the student without changing the physical location of the student (e.g., asking the student to put his/her head down on the desk); and

2. Exclusionary time-out: removal of the student from participation in an activity or removal from the instructional area.

### **Use of Restrictive Behavioral Intervention(s):**

#### **Time-Out as defined in this Policy is permissible.**

#### **Physical Restraint shall only be used in one of the following three circumstances:**

(1) In an emergency situation, as defined in this policy; (2) When less restrictive measures have not effectively de-escalated the situation; or (3) When otherwise specified in an IEP, Section 504 Plan or other parentally agreed-upon, plan to address a student's behavior.

#### Physical restraint shall:

1. Only be used by authorized school personnel, as defined in this policy;
2. Only be used for as long as necessary to resolve the actual risk of danger or harm that warranted the use of the physical restraint;
3. Use no more than the degree of force necessary to protect the student or other persons from imminent bodily injury;
4. Not place pressure or weight on the chest, lungs, sternum, diaphragm, back, neck or throat of the student which restricts breathing or respiratory capacity; and,
5. Not obstruct from the student's circulation of blood;
6. Not restrict the student from communicating. If a student's primary mode for communication is through the use of sign language or an augmented device, the student shall be permitted to have their hands free of restraint for brief period unless an employee determines that such freedom will result in imminent harm to self or others.
7. Not restrict the student from communicating. If a student's primary mode for communication is through the use of sign language or an augmented device, the student shall be permitted to have their hands free of restraint for brief period unless an employee determines that such freedom will result in imminent harm to self or others.
8. Only be done by school personnel trained in the proper use of restraint.

Any school personnel using physical restraint shall:

1. Use only methods of restraint in which the person has received GCCS approved training.
2. Conduct restraint with at least one additional adult present and in line of sight, unless other school personnel are not immediately available due to the unforeseeable nature of the emergency situation.

Physical restraint should never be used as a form of punishment or for the convenience of GCCS personnel.

**Mechanical Restraint** shall only be used as specified in a student's IEP or Section 504 plan **as prescribed by an appropriate medical or related services professional** with two exceptions: (1) Vehicle safety restraints shall be used according to state and federal regulations; and, (2) Mechanical restraints employed by law enforcement officers in school settings should be used in accordance with law enforcement policies and procedures and appropriate professional standards.

**Prone Restraint** shall never be used by GCCS personnel.

**Isolation** may only be used by authorized school personnel (1) After de-escalating procedures have failed; (2) In an emergency situation as defined in this section; or (3) As specified in a student's Individualized Education Program (IEP), Section 504 plan, or other parentally agreed-upon plan to address a student behavior.

Use of isolation requires all of the following:

1. The student to be monitored by an adult in close proximity who is able to see and hear the student at all times. Monitoring shall be face-to-face unless personal safety of the child or staff member is significantly compromised, in which case technology-supported monitoring may be utilized;
2. The total time in isolation is to be reasonably calculated by GCCS personnel on a case-by-case basis based on the age of the child and circumstances, and is not to exceed 40 minutes without a reassessment of the situation and consultation with parents or administrative staff, unless otherwise specified in an IEP or Section 504 Plan or other parentally agreed-upon plan to address a student's behavior;
3. The space in which the student is placed should be a normal-sized meeting or classroom commonly found in a school setting;
4. The space in which the student is confined is comparable in lighting, ventilation, heating, cooling, and ceiling height to those systems that are in use in other places in the school.

5. The space in which the student is placed must be free of objects that could cause harm.

Isolation shall never be used as a form of punishment or for the convenience of school personnel.

**Seclusion** is prohibited except for an emergency situation while awaiting the arrival of law enforcement personnel.

Aversive behavioral interventions that compromise health and safety shall never be used by GCCS personnel.

**Students with Disabilities** If the IEP team determines that a form of restraint or isolation or aversive behavior intervention may be appropriate in certain identified and limited situations, the team may set forth the conditions and procedures in the IEP or Section 504 plan. Any use of restraint, isolation or aversive behavior interventions must be limited to what is set forth in the IEP or Section 504 plan. Before adding the use of student must have undergone appropriate assessments to include, but not limited to, a formal functional behavior assessment and a positive behavior intervention plan must be developed, which indicates a plan to eliminate the use of the restraint, isolation or aversive behavior intervention over time.

### **Communication and Training:**

**Written Report on Use of Seclusion, Isolation, Restraint or Aversive Behavior Interventions:** GCCS shall maintain a confidential educational record documenting the use of seclusion, isolation or restraint.

1. Date, time of day, location, duration, and description of the incident and de-escalation interventions;
2. Any event(s) that led up to the incident and the reason for using seclusion, isolation or restraint;
3. The nature and extent of any injury to the student;
4. The names, roles and certifications of ~~the~~ each GCCS employees involved in the use of seclusion, isolation or restraint;
5. The name, role, and signature of the GCCS employee who prepared the report;
6. The name of a GCCS employee to contact if the parent and/or guardian wishes to file a complaint;

7. A statement directing parents and legal guardians to a sociological, emotional, or behavior support organization and a hotline number to report child abuse and neglect; and;

8. Indicates if the student has an IEP, Behavior Intervention Plan (BIP) or personal safety plan.

**School Personnel Debriefing** - Following any situation involving the use of seclusion, isolation or restraint, as defined in this policy, a debriefing shall occur as soon as possible but no later than two (2) school days after the emergency situation. The debriefing shall include, at a minimum, a discussion of the events that led to the emergency and why the de-escalation efforts were not effective; any trauma reactions on the part of the student, other students, or school personnel; what, if anything, could have been done differently; and an evaluation of the process.

**Parental Notification** - Except as otherwise specified in a student's IEP or Section 504 plan: Following a situation involving the use of seclusion, isolation or restraint the parent or guardian of the student shall be notified through verbal or electronic means of the incident as soon as possible, but no later than the end of the school day of the incident.

The parent or guardian shall receive a written report of the emergency situation within five (5) school days of the incident.

**Annual Training** - All *school personnel* are trained annually regarding the policy and procedures involving the use of seclusion, isolation and restraint. All *authorized school personnel* are trained annually as defined in this policy



**Guadalupe  
Centers**  
EDUCATIONAL SYSTEM  
AND  
CHARTER SCHOOLS

## By The Numbers

### Staff

- 30 Staff BIST Certified as of the end of this week
- 0 Vacancies for Classroom teachers for 2022- 2023

### Summer School

- Total enrollment : 1583

As of Tuesday 190 Students have signed up for FRAM.



# **See You Soon!**

# **¡Nos Vemos Pronto!**

## Guadalupe Centers Charter Schools

### **School Starts in August**

Hello Aztec Families! The summer is flying by, and the GCCS staff is in full swing preparation for a special and successful 2022-23 school year. In this newsletter you will find some important and meaningful information to assist you with your planning for the start of this school year. We are very excited to all of you again. Please take a moment to read through the materials included. If you have any questions, make sure to touch base with your school! Thanks again for your support, Enjoy the remainder of your summer, and GO AZTECS!

### **La Escuela Comienza en Agosto**

¡Hola Familias Aztecas! El verano se pasa volando y el personal de GCCS está en plena preparación para un año escolar 2022-23 especial y exitoso. En este boletín habrá información importante y significativa para ayudarlo con su planificación para el comienzo de este año escolar. Estamos muy emocionados de verlos nuevamente. Tómese un momento para leer los materiales incluidos. Si tiene alguna pregunta, ¡asegúrese de ponerse en contacto con su escuela! Gracias de nuevo por su apoyo, disfruten el resto de su verano y ¡VAMOS AZTECAS!

## **Dr. Jim Hammen**

Interim Superintendent  
Superintendente Interino



### **Guadalupe Centers Prek and Elementary School**

**August 11th from 5:00 pm - 6:30 pm**

**11 de agosto de 5:00 pm - 6:30 pm**

Kindergarten

2nd Grade/ 2º grado

4th grade/ 4º grado

**August 15th from 5:00 pm - 6:30 pm**



**15 de agosto de 5:00 pm - 6:30 pm**

PreK

1st grade/ 1º grado

3rd grade/ 3º grado

5th grade/ 5º grado

## **Guadalupe Centers Middle School**

**August 10th from 4:00 pm - 6:00 pm**

**10 de agosto de 4:00 pm - 6:00 pm**

6th grade/ 6º grado

**August 11th from 4:00 pm - 6:00 pm**

7th grade/ 7º grado

8th grade/ 8º grado

## **Guadalupe Centers High School**

**\*\*Required for all New Students and 9th graders\*\***

**\*\*Obligatorio para todos los estudiantes nuevos y estudiantes de 9º grado\*\***

**August 11th from 5:00 pm to 7:30 pm**

9th grade and 10th grade (5:00 pm - 6:00 pm)

11th grade and 12th grade (6:30 pm - 7:30 pm)

**11 de agosto de 5:00 pm - 7:30 pm**

9º grado y 10º grado (5:00 pm - 6:00 pm)

11º grado y 12º grado (6:30 pm - 7:30 pm)

# **First Day of School Primer Día de Escuela**



School starts on August 16th for  
Kindergarteners, 6th, and 9th  
graders.

Remember, this is an Early Dismissal  
Day!

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Las clases comienzan el 16 de  
agosto para los estudiantes de  
kinder, 6º y 9º.

Recuerda, ¡este es día de salida  
temprano!

School starts on August 17th for all  
grades Kindergarten - 12th  
graders.

This is a full day of class!

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Las clases comienzan el 17 de  
agosto para todos los grados de  
kinder a 12º.

¡Este es día completo de clase!

School CalendarCalendario Escolar



**Guadalupe  
Centers  
Elementary  
School and Pre-K**

**7:30 am**

**2:35 pm**



**Guadalupe  
Centers Middle  
School**

**8:40 am**

**3:45 pm**



**Guadalupe  
Centers High  
School**

**8:40 am**

**3:45 pm**

**Meet your New Administration  
Team**

**Conoce a tu nuevo equipo de  
administración**



**Mr. Eduardo Mendez  
Assistant Superintendent**



**Jennifer Clay**

Mr. Mendez has transitioned into the role of Assistant Superintendent. This is Mr. Mendez' 24th year at GCCS. He started his career at GCHS as a teacher, then transition to the role of Principal. He recently served as the Director of Student Services before taking on this new position. Thank you for your hard work and dedication to our schools Mr. Mendez!

El Sr. Méndez ascendió al papel de Asistente del Superintendente. El Sr. Méndez cumple 24 años trabajando para GCCS. Comenzó su carrera en GCHS como maestro, luego hizo la transición al puesto de director. Recientemente se desempeñó como Director de Servicios Estudiantiles antes de asumir este nuevo puesto. ¡Gracias por su arduo trabajo y dedicación a nuestras escuelas, Sr. Méndez!

## **Coordinator of Curriculum and Instruction**

With 24 years of experience, Ms. Clay has worked in a wide variety of educational positions. Ms. Clay comes to this position as a recommended promotion of an internal candidate. This is her eighth year serving the charter school community and she has just finished first year with GCCS. She is eager to continue growth and success in this new role.

Con 24 años de experiencia, la Sra. Clay ha trabajado en una amplia variedad de puestos educativos. La Sra. Clay llega a este puesto bajo la recomendación y promoción de un candidato interno. Este es su octavo año sirviendo a la comunidad de escuelas chárter y acaba de terminar el primer año con GCCS. Ella está emocionada por continuar con su crecimiento y éxito en este nueva posición.



## **Dr. Alicia Miguel Director of Student Services**

Dr. Miguel has spent over 30 years in education and has affiliations with multiple professional memberships such as the School Superintendents Association, Teachers of English to Speakers of Other Languages, the International Reading Association, and the National Association for Bilingual Education. She is eager to extend and apply her experience in education and her dedication to advocacy, excellence, and student achievement to improve student opportunity and success at GCCS.

La Dra. Miguel ha pasado más de 30 años en educación y tiene afiliaciones con múltiples membresías profesionales como la Asociación de Superintendentes Escolares, Profesores de Inglés para Hablantes de Otros Idiomas, la Asociación Internacional de Lectura y la Asociación Nacional para la Educación Bilingüe. Está emocionada por ampliar y aplicar su experiencia en educación y su dedicación a la excelencia, el rendimiento y la defensa estudiantil para mejorar las oportunidades y el éxito de los estudiantes en GCCS.

# **Aztec Upda**

## **What have we been up to this summer?**



# ¿Qué hemos estado haciendo este verano?

## Instructional Camps

This summer, our awesome staff have been preparing for the 2022-2023 school year! On the right, take a look at our English Language Development department working through some team building exercises. Having a strong team will benefit our students during the year!



¡Este verano, nuestro increíble personal se ha estado preparando para el año escolar 2022-2023! A la derecha, observe a nuestro departamento de desarrollo del idioma inglés trabajando en algunos ejercicios de formación de equipos. ¡Tener un equipo fuerte beneficiará a nuestros estudiantes durante el año!



On the left, our Special Services team went through different techniques of communication together, working towards achieving various goals.

A la izquierda, nuestro equipo de Servicios Especiales pasaron por diferentes técnicas de comunicación, trabajando para lograr varios objetivos.

## Central Air at Guadalupe Centers High School

This summer, Guadalupe Centers High School went through a renovation of removing the window AC units to central air. We are excited for this upgrade to our building as it will give our students a more comfortable space to learn.

Este verano, en Guadalupe Centers High School se llevaron a cabo servicios de renovación para cambiar las unidades de aire acondicionado de ventana al aire acondicionado central. Estamos entusiasmados con esta actualización de nuestro edificio, ya que brindará a nuestros estudiantes un espacio más cómodo para aprender.

## Board Report June 2022

### Maintenance

- 114 work orders were submitted and closed.
- Beginning of June, we arranged and moved all of the summer school classrooms around for the first 8 days.
- We have begun the summer maintenance request by the school leadership.
- Utilizing this time to touch up classroom paint that are not being used by the schools for summer school.
- Welcomed Harley Dennis back to the maintenance department.

### Custodial

- We are continuing our daily cleaning and disinfecting during the process of summer school, and youth programs for now.
- Principal Soberons will be spending her list of things that she is requesting we take care of during the summer break.
- I am still looking to hire Full and part time staff to complete our custodial team.
- Last but not least I attended the PuroZone Custodial Training classes on June 14th, and I was impressed with some new things learned in the classes, and the new and update equipment that I would love to purchase for our custodial department and overall cleaning process in our district now and in the future that will be great step to improve our quality of cleaning and efficiency of time cleaning. I am excited and hope to continue to introduce safe, effective and efficient cleaning with training service to our district and custodial staff members.

### Construction & Projects

- Working with Croft Trailers to clean up the shared tree line to reduce trash and security concerns behind the Family Support building.
- New card access and intrusion services contractor has ordered materials and we are waiting install.
- Met designer for update to Admin theater and dining areas. Anticipate work this fall.
- Contracting Architect for Admin Tile roof replacement. This process will need Historical and City approval.