



Guadalupe
Centers
EDUCATIONAL SYSTEM
AND
CHARTER SCHOOLS

Board of Directors Meeting
June 27, 2024 at 4:30pm
Hybrid: In Person at GCI Theater & Zoom
<https://zoom.us/j/95368923041>

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|-------------|------|--|-------------------|
| ACTION | 1 | Roll Call to Determine Quorum | |
| | | Beto Lopez | Phyllis Hernandez |
| | | Octavio Villalobos | Rosemary Martin |
| | | Manny Medina | Nickalas Collins |
| | | | Dr. Julia Vargas |
| | | | Corina Guzman |
| | | | Jennifer Barraza |
| INFORMATION | 2 | Welcome & Introductions | |
| ACTION | 3 | Consent Agenda | |
| | 3.1 | May 23, 2024 Board Meeting Minutes | |
| | 3.2 | June 2024 HR Board Staff Report | |
| | 3.3 | May 2024 Financial Statement | |
| | 3.4 | May 2024 Check Register | |
| | 3.5 | May 2024 Credit Card Statement | |
| | 3.6 | Computer Information Concepts- Infinite Campus Renewal 2024-2025 | |
| | 3.7 | Vector Solutions, School Bus Safety Training | |
| | 3.8 | Soliant MOU, Michelle Rossi | |
| | 3.9 | Dispatcher Position | |
| | 3.10 | 6 Additional, Bus Driver Positions | |
| | 3.11 | Purchase of Additional Buses | |
| | 3.12 | PowerSchool MOU 24/25 Renewal | |
| | 3.13 | SpED Paraprofessionals, 1 Middle School and 1 High School | |
| | 3.14 | Lunch Tables | |
| | 3.15 | Children's Services Fund Contract | |
| | 3.16 | Escalera MOU Renewal | |
| | 3.17 | SSKC, System of Care Omnibus Agreement | |
| | 3.18 | Data Analytics System, Ion Software Group | |
| | 3.19 | Summit Technology Academy Agreement Renewal | |
| | 3.20 | Read 180 | |
| | 3.21 | MTSS Systems MOU Renewal | |
| | 3.22 | Middle School Exterior Sealing | |
| | 3.23 | Middle School Carpet, Image Flooring | |
| | | ACTION RECOMMENDED: APPROVAL | |
| ACTION | 4 | Amergis- Dr. Miguel | |
| | | ACTION RECOMMENDED: APPROVAL | |
| ACTION | 5 | Revise Policy 4315, Vacation- Mr. Nasteff | |
| | | ACTION RECOMMENDED: APPROVAL | |
| ACTION | 6 | Revise Policy 4415, Tuition Reimbursement Program- Mr. Nasteff | |
| | | ACTION RECOMMENDED: APPROVAL | |
| ACTION | 7 | School Furniture- Dr. Miguel | |
| | | ACTION RECOMMENDED: APPROVAL | |
| ACTION | 8 | GCMS CertaPro Painters- Mr. Spradling | |
| | | ACTION RECOMMENDED: APPROVAL | |

ACTION	9	GCCS Board and Committee Calendar 24/25- Dr. Miguel ACTION RECOMMENDED: APPROVAL
ACTION	10	New Board Member Nomination- Mr. Lopez, Mr. Nasteff ACTION RECOMMENDED: APPROVAL
ACTION	11	Kindergarten Teacher Assistants- Dr. Miguel ACTION RECOMMENDED: APPROVAL
INFORMATION	12	Superintendent's Report 12.1 Summer School Update- Mr. Pistone 12.2 By the Numbers- Dr. Miguel
INFORMATION	13	Committee Reports 13.1 Instructional and Safety Committee 13.2 Executive Committee- Did not meet 13.3 Finance Committee
INFORMATION	14	Board Recognition
INFORMATION	15	Old Business
INFORMATION	16	New Business
INFORMATION	17	Public Comment
ACTION	18	Adjourn

Next Board of Directors Meeting: **July 25, 2024**

Guadalupe Educational System Inc.
Board of Director Meeting Minutes
May 23, 2024

Mr. Lopez was unable to attend in person. A motion was made to appoint board member, Nickalas Collins, as Chairperson for the meeting today.

Mr. Villalobos moved to accept appointing Mr. Collins as Chairperson, Ms. Barraza seconded the motion. **Motion carried unanimously.**

The meeting was called to order by Chairperson, Nickalas Collins, at 4:39pm at the GC High School and Zoom. The board members present established a quorum. Mr. Collins welcomed all those in attendance.

Board Members Present:	Beto Lopez	Nickalas Collins	Jennifer Barraza
	Manny Medina	Octavio Villalobos	Phyllis Hernandez
	Rosemary Martin		

Board Members Absent:	Corina Guzman	Dr. Julia Vargas
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Also present:	Dr. Alicia Miguel	Eduardo Mendez	Dr. Steven Lumetta	Charlotte Hawkins
Jennifer Clay	Daisy Myrick	Patricia Hernandez	Dr. April Soberon	Luis Posada
Michael Meaney	Shannon Spradling	Mark Nasteff	James Engelby	Edward Yerington
Brandon Wright	Theresa Torres	Lorena Patino		

High School Student Presentation

Mr. Collins introduced a few freshman students who are here today to present their project. The students created a game created during their coding class with the help from workers with Oracle.

Closed Session

Mr. Collins made the motion to closed session for legal, real estate, personnel and student issues at 4:55pm, Mr. Lopez seconded the motion.

The motion passes unanimously by roll call vote as follows:

Yes:	Beto Lopez	Nickalas Collins	Jennifer Barraza	Manny Medina
	Octavio Villalobos	Phyllis Hernandez	Rosemary Martin	

Consent Agenda

April 25, 2024 Board Meeting Minutes
May 2024 HR Board Staff Report
April 2024 Financial Statement
April 2024 Check Register
April 2024 Credit Card Statement
Proposed FY 24-25 Budget
Annual 990
String Sprouts renewal
SSKC Harvesters MOU renewal
Trauma Smart
Soliant MOU
Computer Information Concepts (CIC) SpedTrack
Imagine Learning
No Red Ink
Lexia
Learning A-Z
Talking Points
GCMS HVAC

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

Mr. Medina moved to accept the Consent Agenda, Ms. Martin seconded the motion. **Motion carried unanimously.**

Vista

Ms. Myrick discussed the Vista cost proposal for curriculum needed for the EL department for those classes that are working with newcomers level one students. The approximate cost is \$17,409.95.

Mr. Medina moved to accept Vista, Ms. Villalobos seconded the motion. **Motion carried unanimously.**

Scholastic, PreK On My Way

Mr. Mendez discussed PreK On My Way, this includes professional development and curriculum needed. The quote is for \$29,454.40.

Mr. Medina moved to accept Scholastic, PreK On My Way, Mr. Lopez seconded the motion. **Motion carried unanimously.**

Hispanic Development Fund (HDF) MOU 24/25

Mr. Mendez reviewed the HDF MOU renewal. The school will contribute \$17,500.00, of that amount, \$15,000 will go towards scholarship and learning opportunities. The HDF Family College Prep Program includes opportunities for parents to join their students on local universities campus visits, ACT prep, scholarship prep, admission assistance among other services that are beneficial to their students.

Mr. Villalobos moved to accept the Hispanic Development Fund MOU 24/25, Ms. Barraza seconded the motion. **Motion carried unanimously.**

GCMS Carpet Bids, Image Flooring Revised

Mr. Spradling stated upon further investigation, they noted the middle school had other areas that needed flooring as well. The addition of \$15,625.00 to the previous bid provided at the board meeting in April will change the work order from \$78,825.00 to \$94,450.00.

Mr. Medina moved to accept the GCMS Carpet Bids Image Flooring, Ms. Lopez seconded the motion. **Motion carried unanimously.**

Routing Services Proposal, First Student

Dr. Miguel presented the proposal from First Consulting to provide Routing Services for the district for the summer school and next school year. The cost for 1 year is \$12,000.00 which includes licensing for Versatran RP Routing system, up to 12 routed buses, user training on Versatrans lookup & reporting and up to 12 hours of additional routing analysis work.

Mr. Medina moved to accept the Routing Services Proposal First Student, Ms. Barraza seconded the motion. **Motion carried unanimously.**

Superintendent Report

60 Second Success-

Dr. Soberon shared some of the end of year celebrations. Each PreK classroom had their own celebration. Kindergarten through 5th grade had an awards ceremony, parents were welcomed to celebrate attendance, academic growth, academic achievement and their Aztec strong values. They also held a clap out for 5th graders who are moving on to middle school.

Mr. Posada mentioned they had their sports banquet celebrating their accomplishments. They had a dance for 8th graders this year, their award ceremony was held this past Tuesday and their market day was held this week as well.

Mr. Meaney stated in lieu of their traditional kick ball tournament, they started a new tradition of having a volleyball tournament in the gym.

By The Numbers- Dr. Miguel presented some slides showcasing events that took place on the last few days of school.

She noted there are 1,621 students enrolled for the 2024-25 school year and 410 on the waitlist. Enrollment continues as space becomes available. Summer school at the elementary and middle school will be held June 3-28, there will be 2 sessions at the high school, June 3-24 and June 25-July 17.

Committee Reports

Instructional & Safety Committee- Mr. Collins stated they did meet, everything discussed was noted on the board agenda.

Executive Committee- Did not meet.

Finance Committee- Mr. Spradling stated they did meet, items discussed included items on the consent agenda and action items. There will be a lot of changes for this upcoming school year, it will be a working budget this year and they will be submitting it to the board amending it as needed.

Old Business

None.

New Business

None.

Public Comment

None.

Adjourn

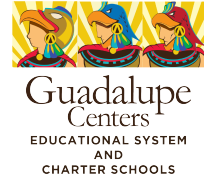
There being no further information to come before the Board, Mr. Collins adjourned the meeting at 5:23pm. There was a tour of the high school led by Mr. Meaney after the meeting adjourned.

Respectfully Submitted

Phyllis Hernandez, Board Secretary

The next Board of Directors Meeting is scheduled for June 27, 2024.

Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant to the Superintendent.



BOARD REPORT
June 27, 2024

HR UPDATES	
<ul style="list-style-type: none"> Continue Hiring New Staff for 2024-2025 SY 	

CURRENT VACANCIES & RECRUITING

Building	New/Existing Position	Position
1. High School	Existing	Building Paraprofessional
2. High School	New	SpEd Paraprofessional
3. High School	Existing	ELD Paraprofessional
4. High School	Existing	Biology Teacher
5. High / Middle School	Existing	Speech Language Pathologist
6. Middle School	Existing	SpEd Teacher
7. Middle School	Existing	Long-Term Substitute Teacher
8. Middle School	Existing	ELD Teacher
9. Middle School	New	SpEd Paraprofessional
10. Elementary	Existing	SpEd Teacher
11. Elementary	Existing	ELD Teacher
12. Elementary	Existing	Elementary Classroom Teacher
13. PreK	Existing	PreK Lead Teacher

GUADALUPE CENTERS CHARTER SCHOOLS
Human Resources Report

14. PreK	Existing	PreK Teacher Assistant
15. District	New	School Bus Driver
16. District	Existing	School Safety Officer
15. District	Existing	Part-Time Sub Nurse
16. District	Existing	Human Resources Assistant
17. District	Existing	Behavior Interventionist
18. District	Existing	Dual Language Coordinator
19. District	Existing	Director of Family Engagement and Support Services
20. District	New	School Bus Dispatcher
21. District	Existing	School Psychologist

NEW HIRES FOR SY 2024-2025

Name	Position
1. Kenneth Park	Dean of Students (ES)
2. Jacey Shoffner	Dean of Students (MS)
3. Danielle Raveendran	ELD Teacher (ES)
4. Joshua Harper	Classroom Teacher (ES)
5. Sophia Chavez	Registrar (ES)
6. Tara Tamburello	Instructional Coach (ES)
7. Alejandro Quiceno Garcia	Music Teacher (ES)
8. Jenessys Yuman	FACE Coordinator (MS)

GUADALUPE CENTERS CHARTER SCHOOLS**Human Resources Report**

9. Marianella Benavides	SPED Paraprofessional (ES)
10. Stacey Siefken Hinkle	Spanish Teacher (HS)
11. Tyler Turner	P.E/Health (MS)
12. Tanya Martinez	Classroom Teacher (ES)
13. Pang Yu Wang	Classroom Teacher (ES)
14. Michael Veal	Classroom Teacher (ES)
15. Rachel Langer	Building (Long-Term) Sub (HS)

INTERNAL TRANSFERS

Name	Position
1. Tabitha Guerrero	From Building Secretary to Early childhood receptionist/registrar
2. Jossmelly Ochoa	From Part-Time Hall Monitor to ELD Paraprofessional
3. Nieves Zelaya	From Building Paraprofessional to Elem. Building Receptionist/Attendance
4. Wendy Bonilla	From Kindergarten Teacher to Early Childhood Instructional Coach
5. Mayra Farias	From Student Services/ELD Admin. to Support Services and ELD Process Mgr.

RESIGNATIONS, RELEASED, TERMINATIONS

Name	Position	Resignation Date
1. Elva Medina	High School Counselor	6/12/2024
2. Jess Tonnies	Middle School ELL	5/31/2024
3. Monique Lozano	Elementary ELD	5/29/2024

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

Name	Duty
1.	
2.	
3.	
4.	
5.	

Guadalupe Educational System

2023-24 Balance Sheet

	<u>as of May 31, 2024</u>
Assets	
Cash & Cash Equivalents	14,962,949
Property & Equipment, net	5,476,685
Total Assets	<u><u>20,439,634</u></u>
Liabilities & Net Assets	
Fund Balance	20,439,634
Total Liabilities & Net Assets	<u><u>20,439,634</u></u>

Guadalupe Educational System

2023-24 Revenue & Expenses Compared to Annual Budget

		Approved Budget FY24	Actual as of 05.31.24	Budget Variance	% of Budget
Revenues					
5100	Local	\$ 3,632,174	\$ 4,265,678	\$ 633,504	117%
5300	State	25,746,027	25,162,444	(583,583)	98%
5400	Federal	3,224,243	2,505,123	(719,121)	78%
5899	GRAND TOTAL REVENUES	32,602,444	31,933,244	(669,200)	98%
Expenditures					
1111	Elementary Classroom Instruction	4,956,399	4,544,170	412,229	92%
1131	Middle School Classroom Instruction	2,680,869	2,466,533	214,336	92%
1151	High School Classroom Instruction	3,409,996	2,908,600	501,396	85%
1191	Summer School	641,500	872,618	(231,118)	136%
1221	Special Programs	1,033,747	1,162,738	(128,991)	112%
1251	Supplemental Education	1,994,685	1,625,980	368,705	82%
1411	Student Activity-Extracurricular	87,100	338,683	(76,938)	389%
1999	TOTAL INSTRUCTION	14,804,296	13,919,321	1,059,619	94%
2111	Support Services-Pupils	1,442,076	1,277,890	164,186	89%
2134	Health Services	336,743	302,915	33,828	90%
2152	Speech Pathology	163,858	237,173	(73,315)	145%
2191	Other Student Support	-	179,093	(179,093)	NA
2213	Professional Development	113,200	113,727	(527)	100%
2321	Executive Administration Services.	1,497,702	1,353,664	144,038	90%
2329	Special Education Administration	316,345	193,138	123,207	61%
2660	Technology Services	191,868	204,481	(12,613)	107%
2411	Building Principal Services	1,266,933	1,005,051	261,882	79%
2511	Business Support Services	727,265	810,435	193,892	111%
2541	Operation of Plant Services	6,078,967	6,917,515	(838,548)	114%
2551	Contracted Pupil Transportation	1,530,000	1,281,297	1,192,225	84%
2562	Food Services	1,632,001	1,510,449	782,036	93%
2642	Recruitment & Placement	79,075	197,045	77,962	249%
2998	TOTAL SUPPORT SERVICES	15,376,033	15,583,875	1,869,159	101%
3510	Early Childhood Program	862,432	745,138	161,349	86%
3610	Homeless & Disadvantaged	-	37,838	(37,838)	NA
3912	Parental Involvement	229,892	226,022	21,620	98%
3999	TOTAL COMMUNITY SERVICES	1,092,324	1,008,998	145,131	92%
4011	Facility Acquisition	1,293,500	837,706	455,794	65%
4999	TOTAL FACILITY ACQUISITION	1,293,500	837,706	455,794	65%
9999	GRAND TOTAL EXPENDITURES	32,566,153	31,349,899	3,529,704	96%
Total Revenue Over/(Under) Total Expenses		36,291	583,345	(547,054)	
Beginning Fund Balance, July 1		14,461,354	14,461,354		
Year-to-date change in payroll liabilities		-	(81,749)		
Ending Fund Balance, May 31		\$ 14,497,645	\$ 14,962,949		
Ending Cash Fund Balance %		45%	44%		

Guadalupe Educational System

2023-24 Revenue Compared to Annual Budget

Revenue	Approved Budget FY24	Actual as of 05.31.24	Budget Variance	% of Budget
5100 Local				
5113 Prop C	\$ 2,838,810	\$ 3,131,186	\$ 292,376	110%
5141 Interest	380,000	547,254	167,254	144%
5171 Student Activity	84,864	37,069	(47,795)	44%
5192 Gifts	310,000	434,321	124,321	140%
5198 Other	18,500	115,848	97,348	626%
Total Local	3,632,174	4,265,678	633,504	117%
5300 State				
5311-19 Basic Formula & CTF	25,532,667	24,154,848	(1,377,819)	95%
5312 Transportation	171,360	666,592	495,232	389%
5333 Food Service - State	7,000	5,272	(1,728)	75%
5338 MO Quality PreK	-	142,118	142,118	NA
5381 Special Ed High Need Fund	35,000	78,370	43,370	224%
5384 School Safety Grant	-	-	-	NA
5397 Other State Revenue	-	115,244	115,244	NA
Total State	25,746,027	25,162,444	(583,583)	98%
5400 Federal				
5412 Medicaid	90,168	159,430	69,262	177%
5422 CARES ESSER III	901,180	33,320	(867,860)	4%
5423 CRRSA - ESSER II	-	68,986	68,986	NA
5441 Special Ed Part B	286,336	402,034	115,698	140%
5442 ESCE - Special Ed (611 & 619)	7,181	16,256	9,075	226%
5445-48 Lunch/Breakfast/Snack	827,424	982,066	154,642	119%
5451-66 Consolidated Federal Funds	1,111,954	842,331	(269,623)	76%
5497 Other Federal Revenue	-	700	700	NA
Total Federal	3,224,243	2,505,123	(719,121)	78%
5899 Total Revenue	32,602,444	31,933,244	(669,200)	98%

Guadalupe Educational System

2023-24 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY24	Actual as of 05.31.24	Budget Variance	% of Budget
1111 Elementary Classroom Instruction				
6100 Salaries	3,211,139	\$ 2,843,167	\$ 367,972	89%
6200 Benefits	889,260	777,779	111,481	87%
6300 Purchased Services	108,000	95,753	12,247	89%
6400 Supplies & Materials	378,000	208,720	169,280	55%
6412 Technology	305,000	314,270	(9,270)	103%
6431 Curriculum/Textbooks	65,000	304,481	(239,481)	468%
6500 Equipment	-	-	-	0%
Total Elementary Instruction	4,956,399	4,544,170	412,229	92%
1131 Middle Classroom Instruction				
6100 Salaries	1,681,666	1,540,130	141,536	92%
6200 Benefits	478,353	422,369	55,984	88%
6300 Purchased Services	51,000	34,366	16,634	67%
6400 Supplies & Materials	97,850	95,142	2,708	97%
6412 Technology	160,000	260,702	(100,702)	163%
6431 Curriculum/Textbooks	212,000	113,824	98,176	54%
6500 Equipment	-	-	-	0%
Total Middle Instruction	2,680,869	2,466,533	214,336	92%
1151 High School Classroom Instruction				
6100 Salaries	2,143,083	1,814,546	328,537	85%
6200 Benefits	558,213	491,192	67,021	88%
6300 Purchased Services	229,500	281,686	(52,186)	123%
6400 Supplies & Materials	144,200	107,986	36,214	75%
6412 Technology	135,000	135,527	(527)	100%
6431 Curriculum/Textbooks	200,000	77,662	122,338	39%
6500 Equipment	-	-	-	0%
Total High School Instruction	3,409,996	2,908,600	501,396	85%
1191 Summer School				
6100 Salaries	150,000	107,586	42,414	72%
6200 Benefits	23,000	13,487	9,513	59%
6300 Purchased Services	463,500	751,235	(287,735)	162%
6400 Supplies & Materials	5,000	310	4,691	6%
6500 Equipment	-	-	-	0%
Total Summer School	641,500	872,618	(231,118)	136%
1221 Special Programs				
6100 Salaries	702,570	662,013	40,557	94%
6200 Benefits	197,927	189,740	8,187	96%
6300 Purchased Services	66,300	274,993	(208,693)	415%
6400 Supplies & Materials	66,950	35,992	30,958	54%
6500 Equipment	-	-	-	0%
Total Special Programs	1,033,747	1,162,738	(128,991)	112%
1251 Supplemental Education				
6100 Salaries	1,428,105	1,230,297	197,808	86%
6200 Benefits	399,950	325,360	74,590	81%
6300 Purchased Services	6,630	36,419	(29,789)	549%
6400 Supplies & Materials	160,000	33,905	126,095	21%
6500 Equipment	-	-	-	0%
Total Supplemental Education	1,994,685	1,625,980	368,705	82%

Guadalupe Educational System

2023-24 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY24	Actual as of 05.31.24	Budget Variance	% of Budget
1411 Student Activity-Extracurricular				
6100 Salaries	In Instruction	174,644	-	NA
6200 Benefits	-	22,925	(22,925)	NA
6300 Purchased Services	41,200	76,575	(35,375)	186%
6400 Supplies & Materials	45,900	64,538	(18,638)	141%
6500 Equipment (Capital Outlay)	-	-	-	0%
Total Student Activity-Extracurricular	87,100	338,683	(76,938)	389%
2111 Support Services-Pupils				
6100 Salaries	948,416	888,338	60,078	94%
6200 Benefits	187,130	215,173	(28,043)	115%
6300 Purchased Services	306,000	167,029	138,971	55%
6400 Supplies & Materials	530	7,350	(6,820)	1387%
6500 Equipment	-	-	-	0%
Total Support Services-Pupils	1,442,076	1,277,890	164,186	89%
2134 Health Services				
6100 Salaries	251,735	228,699	23,036	91%
6200 Benefits	69,608	59,977	9,631	86%
6300 Purchased Services	5,100	3,993	1,107	78%
6400 Supplies & Materials	10,300	10,246	54	99%
6500 Equipment	-	-	-	0%
Total Health Services	336,743	302,915	33,828	90%
2152 Speech Pathology				
6100 Salaries	131,169	201,352	(70,183)	154%
6200 Benefits	32,689	35,821	(3,132)	110%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Speech Pathology	163,858	237,173	(73,315)	145%
2191 Other Support Services				
6100 Salaries	-	32,291	(32,291)	NA
6200 Benefits	-	2,470	(2,470)	NA
6300 Purchased Services	-	144,332	(144,332)	NA
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Other Support Services	-	179,093	(179,093)	NA
2213 Professional Development				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	103,000	106,533	(3,533)	103%
6400 Supplies & Materials	10,200	7,194	3,006	71%
6500 Equipment	-	-	-	0%
Total Professional Development	113,200	113,727	(527)	100%
2321 Executive Administration Services				
6100 Salaries	720,802	627,183	93,619	87%
6200 Benefits	383,600	254,857	128,743	66%
6300 Purchased Services	331,500	419,471	(87,971)	127%
6400 Supplies & Materials	61,800	52,154	9,646	84%
6500 Equipment	-	-	-	0%
Total Executive Admin Services	1,497,702	1,353,664	144,038	90%

Guadalupe Educational System

2023-24 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY24	Actual as of 05.31.24	Budget Variance	% of Budget
2329 Special Education Administration				
6100 Salaries	267,860	151,486	116,374	57%
6200 Benefits	48,485	41,652	6,833	86%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
Total Special Education Administration	316,345	193,138	123,207	61%
2331 Technology Services				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	176,868	202,682	(25,814)	115%
6400 Supplies & Materials	-	-	-	0%
6412 Technology	15,000	1,799	13,201	12%
6500 Equipment	-	-	-	0%
Total Technology Services	191,868	204,481	(12,613)	107%
2411 Building Principal Services				
6100 Salaries	994,418	780,997	213,421	79%
6200 Benefits	257,165	208,281	48,884	81%
6300 Purchased Services	10,200	2,603	7,597	26%
6400 Supplies & Materials	5,150	13,169	(8,019)	256%
6500 Equipment	-	-	-	0%
Total Building Principal Services	1,266,933	1,005,051	261,882	79%
2511 Business Support Services				
6100 Salaries	478,590	409,346	69,244	86%
6200 Benefits	79,761	102,421	(22,660)	128%
6300 Purchased Services	153,000	277,062	153,000	181%
6400 Supplies & Materials	15,914	21,606	(5,692)	136%
6500 Equipment	-	-	-	0%
Total Business Support Services	727,265	810,435	193,892	111%
2541 Operation of Plant Services				
6100 Salaries	240,870	194,881	45,989	81%
6200 Benefits	18,427	14,899	3,528	81%
6300 Purchased Services	5,340,720	5,625,166	(284,446)	105%
6400 Supplies & Materials	478,950	460,116	18,834	96%
6500 Equipment	-	622,453	(622,453)	NA
Total Operation of Plant Services	6,078,967	6,917,515	(838,548)	114%
2551 Contracted Pupil Transportation				
6100 Salaries	-	86,732	(86,732)	NA
6200 Benefits	-	19,891	(19,891)	NA
6300 Purchased Services	1,530,000	943,522	1,530,000	62%
6400 Supplies & Materials	-	19,274	(19,274)	NA
6500 Equipment	-	211,880	(211,880)	NA
Total Contracted Transportation	1,530,000	1,281,297	1,192,225	84%

Guadalupe Educational System

2023-24 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY24	Actual as of 05.31.24	Budget Variance	% of Budget
2562 Food Services				
6100 Salaries	74,780	67,730	7,050	91%
6200 Benefits	5,721	5,181	540	91%
6300 Purchased Services	676,000	660,485	676,000	98%
6400 Supplies & Materials	875,500	777,054	98,446	89%
6500 Equipment	-	-	-	0%
Total Food Services	1,632,001	1,510,449	782,036	93%
2642 Recruitment & Placement				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	76,500	195,933	76,500	256%
6400 Supplies & Materials	2,575	1,113	1,462	43%
6500 Equipment	-	-	-	0%
Total Recruitment & Placement	79,075	197,045	77,962	249%
3510 Early Childhood Program				
6100 Salaries	653,260	554,148	99,112	85%
6200 Benefits	172,245	136,784	35,461	79%
6300 Purchased Services	10,404	44,055	10,404	423%
6400 Supplies & Materials	26,523	10,151	16,372	38%
6500 Equipment	-	-	-	0%
Total Early Childhood Program	862,432	745,138	161,349	86%
3610 Homeless & Disadvantaged				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	37,838	(37,838)	NA
6500 Equipment	-	-	-	0%
Total Parental Involvement	-	37,838	(37,838)	NA
3912 Parental Involvement				
6100 Salaries	172,874	154,012	18,862	89%
6200 Benefits	53,438	42,487	10,951	80%
6300 Purchased Services	2,550	17,750	2,550	696%
6400 Supplies & Materials	1,030	11,773	(10,743)	1143%
6500 Equipment	-	-	-	0%
Total Parental Involvement	229,892	226,022	21,620	98%
4011 Facility Acquisition				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Capital Outlay	1,293,500	837,706	455,794	65%
6600 Interest	-	-	-	0%
Total Facility Acquisition	1,293,500	837,706	455,794	65%
9999 GRAND TOTAL EXPENDITURES	\$ 32,566,153	\$ 31,349,899	\$ 3,567,542	96%

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Posted; Check Type Check; Processing Month 05/2024; Void False

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>
65969	05/03/2024	X			503STYLEPR	503 STYLE PRINTS - DO NOT USE THIS VENDOR	696.00
65970	05/03/2024	X			ATT	AT&T	2,300.29
65971	05/03/2024	X			ATT1	ATT	20.50
65972	05/03/2024	X			CHEMSEARCH	CHEMSEARCH FE	269.90
65973	05/03/2024	X			CUTRITE	CUTRITE LAWN CARE	10,714.17
65974	05/03/2024	X			ECOLABUSA	ECOLAB USA, INC.	184.50
65975	05/03/2024	X			GENERALPAR	GENERAL PARTS, LLC	1,423.80
65976	05/03/2024	X			GFLENVIRON	GFL ENVIRONMENTAL	486.49
65977	05/03/2024	X			GROUNDEDMO	GROUNDED MOBILE COFFEE LLC	575.00
65978	05/03/2024	X			KCPARKSREC	KC Parks & Recreation/GKCC	1,375.00
65979	05/03/2024	X			KVCBEHAVIO	KVC BEHAVIORAL HEALTHCARE MISSOURI, INC	3,008.00
65980	05/03/2024	X			LAPREAEDUC	LAPREA EDUCATION INC	300.00
65981	05/03/2024	X			MSBA	Missouri School Boards' Association	31.54
65982	05/03/2024	X			MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	7,238.06
65983	05/03/2024	X			RESEARCHTO	Research to Practice, Inc.	3,807.56
65984	05/03/2024	X			SOLIANTHE	SOLIAN HEALTH	9,392.00
65985	05/03/2024	X			THESTEPPIN	THE STEPPING STONES GROUP, LLC	4,992.00
65986	05/03/2024	X			TANDEMPAVI	TANDEM PAVING CO	3,300.00
65987	05/03/2024	X			TAPCOPRODU	Tapco Products Co	239.19
65988	05/03/2024	X			TKELEVATOR	TK ELEVATOR CORPORATION	6,119.00
65989	05/03/2024	X			UNITEDHEAR	UNITED HEARTLAND	478.00
65990	05/03/2024	X			WASTEMANAG	WASTE MANAGEMENT	472.90
65991	05/03/2024	X			WOODBART	BART WOODS	166.16
65992	05/10/2024	X			21STCENTUR	21st Century Therapy, PC	10,947.57
65993	05/10/2024	X			ABEEPLLC	A BEEP, LLC	243.00
65994	05/10/2024	X			AMERICAND1	AMERICAN DIGITAL SECURITY, LLC	31,063.99
65995	05/10/2024	X			ARCOIRISBO	ARCOIRIS BOTANERO LLC	1,000.00
65996	05/10/2024	X			ATT	AT&T	1,628.83
65997	05/10/2024	X			PAMAUGUST	PAMELA AUGUST	1,430.00
65998	05/10/2024	X			BPSATHLETI	BPS ATHLETICS & APPAREL	74.00
65999	05/10/2024	X			BUCKEYE	BUCKEYE CLEANING CENTERS	80.45
66000	05/10/2024	X			CARPKEL	KELSEY CARPENTIER	50.00
66001	05/10/2024	X			CLEANZONEL	CLEAN ZONE LLC	400.00
66002	05/10/2024	X			CUSTOMMEET	Custom Meeting Planners of MO, LLC	2,025.00
66003	05/10/2024	X			DESIGNMECH	DESIGN MECHANICAL INC	7,591.34
66004	05/10/2024	X			EVERDRIVEN	EVERDRIVEN TECHNOLOGIES, LLC	29,835.16
66005	05/10/2024	X			FIRSTSTUDE	FIRST STUDENT, INC.	232,150.95
66006	05/10/2024	X			GREATERKCH	GREATER KC HISPANIC DEVELOPMENT FUND	2,500.00
66007	05/10/2024	X			GUADALUPE	GUADALUPE CENTERS, INC.	278,171.21
66009	05/10/2024	X			HEARTLANDM	Heartland Macs LLC	17,828.18
66010	05/10/2024	X			HERFFTRIMB	Renee Trinble	143.84
66011	05/10/2024	X			HERFFJONE	HERFF JONES, INC	1,573.47
66012	05/10/2024	X			HERNPAT	PATRICIA HERNANDEZ	34.44
66013	05/10/2024	X			JUSTHOODSL	JUST HOODS LLC	1,095.00
66014	05/10/2024	X			KARLALARNO	KARLA L ARNOLD	5,887.50
66015	05/10/2024	X			LAKESIDENA	LAKESIDE NATURE CENTER	600.00
66016	05/10/2024	X			LOVINGGUID	LOVING GUIDANCE, INC	12,460.05
66017	05/10/2024	X			LUMESTE	STEVEN LUMETTA	44.49
66018	05/10/2024	X			MACGENERAL	MAC GENERAL CONTRACTING LLC	5,885.86
66019	05/10/2024	X			MYRIDAI	DAISY MYRICK	52.45
66020	05/10/2024	X			NASTEFF	NASTEFF & QUINN LLC	5,198.00
66021	05/10/2024	X			NWEA	NWEA	562.50
66022	05/10/2024	X			PERFORMANC	PERFORMANCE FOOD GROUP INC	9,144.38
66023	05/10/2024	X			PROSHREDSE	PROSHRED SECURITY	157.50
66024	05/10/2024	X			RASPADOMOR	MAYRA MORA	720.00
66025	05/10/2024	X			SCHOLASTI1	SCHOLASTIC INC	972.37
66026	05/10/2024	X			SOLIANTHE	SOLIAN HEALTH	6,518.00

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66027	05/10/2024	X			THESTEPPIN	THE STEPPING STONES GROUP, LLC	5,928.00
66028	05/10/2024	X			SUMNERONE	SumnerOne	9,735.28
66029	05/10/2024	X			TAPCOPRODU	Tapco Products Co	188.83
66030	05/10/2024	X			VERIZON	VERIZON	641.37
66031	05/10/2024	X			WASTEMANAG	WASTE MANAGEMENT	3,284.28
66032	05/10/2024	X			WESTBROOK	WESTBROOK & CO., P.C.	57.26
66033	05/10/2024	X			WHOLESALAS	WHOLESALE SCHOOLWEAR INC	29,358.00
66034	05/10/2024	X			YMCAOFGKC	YMCA OF GREATER KANSAS CITY	3,564.00
66035	05/10/2024	X			OFFICEESSE	Office Essentials	23,650.75
66036	05/10/2024	X			GUADALUPE	GUADALUPE CENTERS, INC.	116,737.18
66037	05/15/2024				KCPRS	KCPRS	113,608.05
66038	05/15/2024	X			UNITEDWAY	UNITED WAY	37.00
66039	05/17/2024				ALLSTATE	ALLSTATE	187.10
66040	05/17/2024				ALPHACARD	ALPHA CARD	405.35
66041	05/17/2024	X			ARCOIRISBO	ARCOIRIS BOTANERO LLC	460.00
66042	05/17/2024	X			AULT	CAMERON AULT	150.00
66043	05/17/2024	X			BPSATHLETI	BPS ATHLETICS & APPAREL	280.00
66044	05/17/2024	X			BUCKEYE	BUCKEYE CLEANING CENTERS	550.92
66045	05/17/2024	X			CARTERGATE	CARTER DOOR & GATE, LLC	275.00
66046	05/17/2024	X			CONCENTRA	Concentra Medical Centers	211.00
66047	05/17/2024	X			FAVORITEHE	FAVORITE HEALTHCARE STAFFING, INC	736.00
66048	05/17/2024	X			FIRSTSTUDE	FIRST STUDENT, INC.	153,567.29
66049	05/17/2024	X			GENERALPAR	GENERAL PARTS, LLC	8,394.77
66050	05/17/2024	X			KCPS	Kansas City Public Schools	1,750.00
66051	05/17/2024	X			MAESP	Missouri Association of Elementary School Principals	1,463.00
66052	05/17/2024	X			MSBA	Missouri School Boards' Association	64.89
66053	05/17/2024	X			MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	9,485.48
66054	05/17/2024	X			NUESYNERG1	NUESYNERGY, INC	334.50
66055	05/17/2024				OLIVSHE	SHEILA OLIVARES ZARATE	160.80
66056	05/17/2024	X			PRINCIPAL2	Principal Life Insurance Company	272.64
66057	05/17/2024	X			REILMOL	MOLLY REILLY	1,194.54
66058	05/17/2024	X			SHAFFERLOM	SHAFFER LOMBARDO SHURIN	420.00
66059	05/17/2024	X			SOLIANTHE	SOLIANT HEALTH	28,013.70
66060	05/17/2024				STLUKESHOS	ST LUKES HOSPITAL OF KANSAS CITY	4,469.67
66061	05/17/2024				STEWART	JASON STEWART	150.00
66062	05/17/2024	X			SUMNERONE	SumnerOne	57.00
66063	05/17/2024	X			TAPCOPRODU	Tapco Products Co	281.28
66064	05/17/2024				VIRGIL	LUIS VIRGIL	150.00
66065	05/17/2024	X			WESTSIDEA	WESTSIDE APPAREL	557.00
66066	05/17/2024	X			WINPROSOLU	WINPRO SOLUTIONS, INC	784.28
66067	05/21/2024				AGUILAR2	GABRIEL AGUILAR	200.00
66068	05/21/2024				AGUILAR1	HANNA AGUILAR	100.00
66069	05/21/2024				CALDERONRU	DANIELA CALDERON RUIZ	100.00
66070	05/21/2024				FEERREIA	JACQUELINE FEERREIA	100.00
66071	05/21/2024				GAMBOA	MATHEW GAMBOA	100.00
66072	05/21/2024	X			GARCIABECE	ALAHY GARCIA BECERRA	100.00
66073	05/21/2024				GUILLEN	KAREN GUILLEN	100.00
66074	05/21/2024	X			HINOTECAMP	ADRIAN HINOTE-CAMPOS	100.00
66075	05/21/2024				IBARRAALDA	DANIEL IBARRA ALDABA	100.00
66076	05/21/2024	X			IBARRA	LIDIA IBARRA	100.00
66077	05/21/2024				LAGUNESCAP	BELEM LAGUNES-CAPISTRAN	100.00
66078	05/21/2024				LAREDO	VALERY LAREDO	100.00
66079	05/21/2024				MAGDALENOL	CARLOS MAGDALENO LOPEZ	100.00
66080	05/21/2024				MEDINA	ARLET MEDINA	100.00
66081	05/21/2024				MEDRANOORT	ASHLEY MEDRANO ORTUNO	100.00
66082	05/21/2024	X			MENDOZACAS	JOSUE MENDOZA CASTRO	100.00
66083	05/21/2024				MOLINA	ALFREDO MOLINA	100.00
66084	05/21/2024				MORALES1	BENJAMIN MORALES	100.00

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Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
66085	05/21/2024	X			OLIVAREZ	ANABEL OLIVAREZ	100.00
66086	05/21/2024				PORTALES	ANTHONY PORTALES	100.00
66087	05/21/2024				RODRIGUEZV	MERCEDES RODRIGUEZ-VENTURA	100.00
66088	05/21/2024				TORRES	ANTHONY TORRES	100.00
66089	05/21/2024				VIEYRA	LITZY VIEYRA	100.00
66090	05/29/2024				ALANFRA	FRANCISCA ALANIZ	164.82
66091	05/24/2024	X			BPSATHLETI	BPS ATHLETICS & APPAREL	1,004.00
66092	05/24/2024	X			ENVISIONTE	Envision Technology Group, LLC	350.00
66093	05/24/2024	X			GUADALUPE	GUADALUPE CENTERS, INC.	86,666.01
66094	05/24/2024	X			HOSKCEL	CELIDA HOSKINS	44.75
66095	05/24/2024				MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	7,248.49
66096	05/24/2024	X			PERSONALTO	Michael Jones	576.00
66097	05/24/2024				THESTEPPIN	THE STEPPING STONES GROUP, LLC	5,680.00
66098	05/24/2024	X			TAPCOPRODU	Tapco Products Co	118.17
66099	05/24/2024	X			OFFICEESSE	Office Essentials	2,155.00
66100	05/24/2024				HOUGHTONMI	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO.	299,148.92
66101	05/24/2024	X			IMAGEFLOOR	IMAGE FLOORING	56,670.00
66104	05/31/2024				OFFICEESSE	Office Essentials	55.19
66105	05/31/2024				RODRIGUEZM	RODRIGUEZ MECHANICAL CONTRACTORS INC	736.71
66106	05/31/2024				ALTADESIGN	ALTA DESIGN STUDIO, LLC	3,740.00
66107	05/31/2024				ATT	AT&T	3,153.79
66108	05/31/2024				ATT1	ATT	850.34
66109	05/31/2024				MACGENERAL	MAC GENERAL CONTRACTING LLC	43,500.00
66110	05/31/2024				ATTMOBILE	AT&T MOBILITY	607.20
66111	05/31/2024				ATT1	ATT	20.50
66112	05/31/2024				CINTAS	CINTAS FIRE PROTECTION	908.55
66113	05/31/2024				COLLBRDNY	COLLEGE BOARD	4,557.00
66114	05/31/2024				CONCENTRA	Concentra Medical Centers	723.27
66115	05/31/2024				DESIGNMECH	DESIGN MECHANICAL INC	8,010.81
66116	05/31/2024				ECOLABUSA	ECOLAB USA, INC.	184.50
66117	05/31/2024				ERATEPROG	ERATE PROGRAM, LLC	7,099.22
66118	05/31/2024				FARHAROOFI	FARHA ROOFING KC, LLC	402.85
66119	05/31/2024				GUADALUPE	GUADALUPE CENTERS, INC.	26,352.13
66120	05/31/2024				OFFICEESSE	Office Essentials	234.38
66121	05/31/2024				PROSHREDSE	PROSHRED SECURITY	157.50
66122	05/31/2024				RODRIGUEZM	RODRIGUEZ MECHANICAL CONTRACTORS INC	674.52
66123	05/31/2024				SOLIANTHE	SOLIAN HEALTH	13,819.60
66124	05/31/2024				TAPCOPRODU	Tapco Products Co	337.63
66125	05/31/2024				UNIVERSIT5	UNIVERSITY OF MISSOURI- COLUMBIA AR	7,500.00
66126	05/31/2024				KCPRS	KCPRS	113,024.50
66127	05/31/2024				UNITEDWAY	UNITED WAY	37.00

Checking Account ID: 1	Void Total:	0.00	Total without Voids:	1,946,189.15
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Check Type Total: Check	Void Total:	0.00	Total without Voids:	1,946,189.15
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Payee Type Total: Vendor	Void Total:	0.00	Total without Voids:	1,946,189.15
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Grand Total:	Void Total:	0.00	Total without Voids:	1,946,189.15
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06/11/2024 10:52 AM

Posted - All; Batch Description CC 053124; Processing Month 05/2024 To 06/2024

User ID: ALANFRA

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: ADMIN 053124	Amount:	(289.00)
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2321 6411 0000 3 00000	RESIDENCE INN - CREDIT		(289.00)		N
10 2321 6411 0000 3 00000	RESIDENCE INN - CREDIT				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241387	Invoice Number: ADMIN 053124-1	Amount:	445.87
Description: Panera breakfast/lunch for mtg 5/7/24		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2321 6491 0000 3 00000	PANERA - Breakfast/Lunch Cabinet/Admin		271.70	0.00	N
10 2321 6491 0000 3 00000	PANERA - Breakfast/Lunch Cabinet/Admin		174.17		N
10 2321 6491 0000 3 00000	PANERA - Breakfast/Lunch Cabinet/Admin				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241370	Invoice Number: ADMIN 053124-2	Amount:	383.90
Description: Amazon- coffee for admin office		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2321 6491 0000 3 00000	AMAZON- coffee for admin office		383.90	0.00	N
10 2321 6491 0000 3 00000	AMAZON- coffee for admin office				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241359	Invoice Number: ADMIN 053124-3	Amount:	85.93
Description: pizza for Supt Advisory 4/30		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2321 6491 0000 3 00000	MINSKYS PIZZA - Supt Advisory Council		85.93		N
10 2321 6491 0000 3 00000	MINSKYS PIZZA - Supt Advisory Council				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241444	Invoice Number: ADMIN 053124-4	Amount:	274.31
Description: snacks and drinks		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2321 6491 0000 3 00000	SAMS CLUB - Beverages, Snacks		274.31	0.00	N
10 2321 6491 0000 3 00000	SAMS CLUB - Beverages, Snacks				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241385	Invoice Number: CURRICULUM 053124-1	Amount:	11.76
Description: BTAP Celebration		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2213 6411 0000 3 40001	WALMART - Tableclothes		11.76		N
10 2213 6411 0000 3 40001	WALMART - Tableclothes				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241375	Invoice Number: CURRICULUM 053124-2	Amount:	39.88
Description: BTAP Materials		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2644 6411 0000 3 40001	AMAZON - Teach like a Champion		39.88		N
10 2644 6411 0000 3 40001	AMAZON - Teach like a Champion				
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241396	Invoice Number: CURRICULUM 053124-3	Amount:	56.80
Description: PD Curriculum		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00

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Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2644 6411 0000 3 40001	AMAZON - Climbing the Ladder		56.80		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: FOOD SERV 053124	Amount:	20.10
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2562 6471 6905 3 00000	BREAD		20.10		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241284	Invoice Number: GCES 053124-1	Amount:	1,087.78
Description: trade books for kindergarten and ELD		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1111 6411 6905 3 40001 927	AMAZON - Book The Giganitic Turnip		8.91		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Little Red Gilding Hood		7.99		N
10 1111 6411 6905 3 40001 927	AMAZON - Book The Wump World		12.06		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Bird Who Fell, Thunder Ca		478.22		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Princess Hyacinth		34.95		N
10 1111 6411 6905 3 40001 927	AMAZON - Book The Outfoxed		9.99		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Duck for Turkey Day		21.13		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Rainbow Stew, Before we E		452.91		N
10 1111 6411 6905 3 40001 927	AMAZON - Book The Thanksgiving Turkey		14.83		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Why are you doing that		9.94		N
10 1111 6411 6905 3 40001 927	AMAZON - Book Grandpa's Girl		11.26		N
10 1111 6411 6905 3 40001 927	AMAZON - Book The Grand Harmony		25.59		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241406	Invoice Number: GCES 053124-10	Amount:	882.19
Description: BIST summer PD-education retention grant		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1111 6411 6905 1 40001 926	AMAZON - Gift Cards		200.00		N
10 1111 6411 6905 1 40001 926	AMAZON - Books Cultivating Behavioral Ch		395.30		N
10 1111 6411 6905 1 40001 926	GRANDMAS - Boxed Lunches		286.89		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241422	Invoice Number: GCES 053124-11	Amount:	180.00
Description: BLT celebration-educator retention grant		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1111 6411 6905 1 40001 926	AMAZON - Gift Cards		180.00		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241175	Invoice Number: GCES 053124-12	Amount:	138.68
Description: MAP Testing Snacks		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1111 6411 6905 3 40001	AMAZON - Gel Pens		8.02		N	Final
10 1111 6411 6905 3 40001	AMAZON - Scented highlighters		7.69		N	Final
10 1111 6411 6905 3 40001	PRICE CHOPPER - Ice Cream Bars		122.97		N	Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241171 Invoice Number: GCES 053124-13 Amount: 329.65						
Description: Library books and supplies. Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 6032401 Check Date: 06/03/2024 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 1111 6441 6905 3 40001	AMAZON - Library Books		17.09		N	Final
10 1111 6411 6905 3 40001	AMAZON - Library Books		312.56		N	Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241420 Invoice Number: GCES 053124-14 Amount: 979.88						
Description: recess supplies-from Arvest Bank checks Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 6032401 Check Date: 06/03/2024 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 1111 6411 6905 3 40001	AMAZON - Jump Ropes		23.64		N	Final
10 1111 6411 6905 3 40001	AMAZON - Storage Boxes		603.19		N	Final
10 1111 6411 6905 3 40001	AMAZON - Sidewalk Chalk, Outdoor Games		359.96		N	Final
10 1111 6411 6905 3 40001	AMAZON - CREDIT		(6.91)		N	Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241421 Invoice Number: GCES 053124-15 Amount: 1,227.60						
Description: dividers for testing-CSI funding Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 6032401 Check Date: 06/03/2024 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 1111 6411 6905 3 40001 927	AMAZON - Dividers		1,227.60		N	Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241223 Invoice Number: GCES 053124-16 Amount: 1,762.58						
Description: staff breakfast may 24-grant Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 6032401 Check Date: 06/03/2024 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 1111 6411 6905 1 40001 926	GRANDMAS - Hot Breakfasts, Coffee, Rolls		1,762.58		N	Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241305 Invoice Number: GCES 053124-2 Amount: 852.11						
Description: 1st grade trade books to supplement CKLA Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 6032401 Check Date: 06/03/2024 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 1111 6411 6905 3 40001 927	AMAZON - Book Elisapee and her Baby		9.84		N	Final
10 1111 6411 6905 3 40001 927	AMAZON - Book Lewis and Clark, Abuelo,		343.71		N	Final
10 1111 6411 6905 3 40001 927	AMAZON - Book The Rough-Face Girl		17.45	0.00	N	Final
10 1111 6411 6905 3 40001 927	AMAZON - Book Goldilocks, Adelta, Missio		406.19		N	Final
10 1111 6411 6905 3 40001 927	AMAZON - Book The White Nights of Ramada		19.47	0.00	N	Final
10 1111 6411 6905 3 40001 927	AMAZON - Book Tsunami		17.62		N	Final
10 1111 6411 6905 3 40001 927	AMAZON - Book Over and Under the Pond		17.28		N	Final

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10 1111 6411 6905 3 40001 927	AMAZON - Book The Girl with a Brave Hear	20.55	N	Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241311	Invoice Number: GCES 053124-3	Amount: 294.23
Description: kindergarten literacy materials -CSI		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 3 40001 927	AMAZON - Magnetic Letter Construction		294.23	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241328	Invoice Number: GCES 053124-4	Amount: 232.88
Description: 1st grade literacy materials-centers		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 3 40001 927	AMAZON - Percussion Chimes		232.88	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241338	Invoice Number: GCES 053124-5	Amount: 1,085.06
Description: MAP student incentives-daily for 3-5 CSI		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 3 40001 927	AMAZON - Hand Bells		292.86	N Final
10 1111 6411 6905 3 40001 927	AMAZON - Motivational Pencils		324.24	N Final
10 1111 6411 6905 3 40001 927	AMAZON - Takis, Fruit Snacks, Ring Pops		467.96	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241340	Invoice Number: GCES 053124-6	Amount: 110.99
Description: Raised Line Paper NarrowLines Paper		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 3 40001	AMAZON - Paper		110.99	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241353	Invoice Number: GCES 053124-7	Amount: 369.30
Description: MAP student incentives-daily for 5th-CSI		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 3 40001 927	AMAZON - Cookies, Takis		369.30	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241394	Invoice Number: GCES 053124-8	Amount: 2,636.25
Description: chair massages for staff-teacher appr.		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 1 40001 926	LODO CHAIR - Chair Massages		2,636.25	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241395	Invoice Number: GCES 053124-9	Amount: 352.99
Description: coffee for staff lounge		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1111 6411 6905 1 40001 926	AMAZON - Coffee K-cups		352.99	N Final

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Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: GCHS 053124	Amount:	125.00
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6411 1925 3 00000	ALL STAR - MISSING RECEIPT		125.00		N
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241304	Invoice Number: GCHS 053124-1	Amount:	300.06
Description: Sam's club. snacks for testing		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6398 1925 3 40001	SAMS - Variety snacks		300.06		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241367	Invoice Number: GCHS 053124-10	Amount:	2,241.25
Description: Final payment to Intercontinental for Pr		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6333 1925 3 00000	INTERCONTIENTAL - Prom Room Rental		2,241.25		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241383	Invoice Number: GCHS 053124-11	Amount:	113.85
Description: 2nd semester attendance celebration		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 3 40001	AMAZON - Candy, Sunglasses, Balls		113.85		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241386	Invoice Number: GCHS 053124-12	Amount:	2,296.65
Description: Impact Academy Student Stipends		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 920	VANILLAGIFT - Gift Cards		2,296.65		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241321	Invoice Number: GCHS 053124-13	Amount:	169.58
Description: GCHS Leadership Team EOY Celebration		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6398 1925 3 40001	THE BELFRY AND GERARD - Snacks		169.58		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241409	Invoice Number: GCHS 053124-14	Amount:	88.85
Description: Cheer Team lunch-Chipotle		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6398 1925 3 00000	CHIPOTLE - Lunch		78.85		N
10 1411 6398 1925 3 00000	CHIPOTLE - Lunch		10.00		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241391	Invoice Number: GCHS 053124-15	Amount:	36.82
Description: Express Medals Various 10 Pack Styles of		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00

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Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6398 1925 3 00000	AMAZON - Medals		36.82		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241392	Invoice Number: GCHS 053124-16	Amount:	74.01
Description: Nurse supplies		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2134 6411 1925 3 40001	AMAZON - Disposable Cups		59.97		N
					Final
10 2134 6411 1925 3 40001	AMAZON - Medicine Cups		14.04		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241296	Invoice Number: GCHS 053124-17	Amount:	184.34
Description: Food for senior picnic-Sam's club-May20		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6398 1925 3 00000	SAMS - Hamburgers/Hotdogs, Buns		184.34		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241364	Invoice Number: GCHS 053124-18	Amount:	422.75
Description: EOY celebration Escalera		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 915	PIGWICH - Boxed lunches		422.75		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241418	Invoice Number: GCHS 053124-19	Amount:	65.97
Description: cupcakes for the KC Scholars recipients		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6398 1925 3 40001	PRICE CHOPPER - Cupcakes		65.97		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241324	Invoice Number: GCHS 053124-2	Amount:	1,349.00
Description: Our Healthy Jackson County Clinic		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 920	LITTLE CEASARS - Pizza		749.00		N
					Final
10 1151 6411 1925 1 40001 920	DELUXE PHOTO - Face Painting		350.00		N
					Final
10 1151 6411 1925 1 40001 920	JOSE FIESTAS - Bouncy House		250.00		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241384	Invoice Number: GCHS 053124-20	Amount:	109.99
Description: food for attendance celebration		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6398 1925 3 00000	MINSKYS - Pizza		109.99		N
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241365	Invoice Number: GCHS 053124-21	Amount:	272.17
Description: EOY celebration 10th -Escalera		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00

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Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 915	WINGSTOP - Assortmant of Wings		272.17		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241397	Invoice Number: GCHS 053124-22	Amount:	2,407.60
Description: gift cards - pull from 11th grade Escal		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 915	VANILLA GIFT - Gift Cards		2,407.60		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241356	Invoice Number: GCHS 053124-23	Amount:	550.80
Description: ACE the test student guide		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 929	TAYLOR AND FRANCES - Guide to Learning		550.80		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241378	Invoice Number: GCHS 053124-24	Amount:	580.00
Description: EOY Celebration for Alvanzando		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 929	THE ANTLER ROOM - 4 Course Meals		580.00		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241201	Invoice Number: GCHS 053124-3	Amount:	278.19
Description: Teachers Appreciation-Walmart		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6411 1925 3 00000 209	WALMART - Candles, Candy		278.19		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241313	Invoice Number: GCHS 053124-4	Amount:	1,045.40
Description: end of year Escalera celebration at MCC		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6411 1925 1 40001 915	MCLAINS MARKET - Breakfasts Boxes		1,045.40		N
					In Full
					Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241231	Invoice Number: GCHS 053124-5	Amount:	310.50
Description: coffee cart for Teacher Appreciation Wee		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1151 6491 1925 3 40001	ESPRESSO AH LA CART - Coffee		310.50		N
					In Full
					Incomplete
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241357	Invoice Number: GCHS 053124-6	Amount:	90.00
Description: Senior Picnic		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 1411 6398 1925 3 00000	INDEPENDENCE PARKS - Pavillion Rental		90.00		N
					In Full
					Final

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Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241351	Invoice Number: GCHS 053124-7	Amount: 39.76
Description: candy for bus driver appreciation		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 6491 1925 3 40001	WALMART - Candy		39.76	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241299	Invoice Number: GCHS 053124-8	Amount: 102.31
Description: Party City-Senior signing ceremony		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6398 1925 3 00000	PARTY CITY - Balloons		102.31	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241200	Invoice Number: GCHS 053124-9	Amount: 283.00
Description: Donut King donuts and coffee		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6411 1925 3 00000 209	DONUT KING - Donuts, Coffee		283.00	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: GCMS 053124	Amount: 35.12
Description:		Invoice Date: 05/31/2024	Due Date: 06/04/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6411 3925 3 40001	WALMART - MISSING RECEIPTS		14.62	0.00 N
10 1131 6411 3925 3 40001	AMAZON - MISSING RECEIPTS		20.50	N
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241279	Invoice Number: GCMS 053124-1	Amount: 220.00
Description: For Book Club		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6398 3925 3 00000	PIZZA HUT - Pizza for Book Club		49.05	N Final
10 1411 6411 3925 3 00000	AMAZON - Earbuds		170.95	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241309	Invoice Number: GCMS 053124-10	Amount: 105.00
Description: Award Metals for sports Banquet		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6411 3925 3 00000	ABSOLUTE LAW - Medals		105.00	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241297	Invoice Number: GCMS 053124-11	Amount: 819.82
Description: FOR MAP TESTING		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6411 3925 3 40001	SAMS - Granola Bars		287.04	N Final
10 1131 6411 3925 3 40001	SAMS - Fruit Snacks		436.00	N Final
10 1131 6411 3925 3 40001	SAMS - Peppermints		96.78	N Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-240030	Invoice Number: GCMS 053124-12	Amount: 27.88
Description: Walmart for supplemental supplies		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6411 3925 3 40001	SAMS - Flowers		27.88	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241382	Invoice Number: GCMS 053124-13	Amount: 654.70
Description: For students on the last day of School		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6398 3925 3 40001	PALETAS - Popsicles		654.70	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241390	Invoice Number: GCMS 053124-14	Amount: 209.70
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6398 3925 3 40001	AMAZON - Book 7 ways to improve your sch		209.70	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241443	Invoice Number: GCMS 053124-15	Amount: 122.61
Description: Pizza & drinks for title 1 meeting		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 6491 3925 3 40001	PIZZA HUT - Pizza with Parents		122.61	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241325	Invoice Number: GCMS 053124-2	Amount: 1,849.01
Description: Supplies for Market Day		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6411 3925 3 40001	SAMS - Plates		19.33	N Final
10 1131 6411 3925 3 40001	SAMS - Bowles		10.28	N Final
10 1131 6398 3925 3 40001	WALMART - Ice Cream and Toppings		72.50	N Final
10 1131 6398 3925 3 40001	AMAZON - Doritos		20.50	N Final
10 1131 6398 3925 3 40001	AMAZON - Strawberry Syrup		12.18	N Final
10 1131 6398 3925 3 40001	AMAZON - Snow Cone Syrup		17.25	N Final
10 1131 6398 3925 3 40001	WALMART - Return Credit		(28.00)	N Final
10 1131 6398 3925 3 40001	WALMART - Powdered Drink Mix, Cilantro		56.61	N Final
10 1131 6398 3925 3 40001	WALMART - Fruit, Vanilla, Condensed Milk		110.76	N Final
10 1131 6411 3925 3 40001	SAMS - Cups, Bowls, Forks, Snacks		388.56	N Final
10 1131 6411 3925 3 40001	WALMART - Pitchers, Cookies, Chips		534.80	N Final
10 1131 6398 3925 3 40001	SAMS - Watermelon, Breakfasts Tray		82.12	N Final
10 1131 6411 3925 3 40001	WALMART - Refund Credit		(46.97)	N Final
10 1131 6398 3925 3 40001	SAMS - Cup Cake		76.86	N Final
10 1131 6411 3925 3 40001	SAMS - Bottle Water		125.62	N Final

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10 1131 6411 3925 3 40001	AMAZON - Gushers, Doritos, Craft Sticks	284.06	N	Final
10 1131 6411 3925 3 40001	WALMART - Evaporated Milk	42.32	N	Final
10 1131 6411 3925 3 40001	SAMS - Plates, Forks, Spoons, Bowls	70.23	N	Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241307 Invoice Number: GCMS 053124-3 Amount: 576.67				
Description: For students Sports Banquet Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00				
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6411 3925 3 00000	WALMART - Tablecloth		39.78	N Final
10 1411 6398 3925 3 00000	WALMART - Candy		50.08	N Final
10 1411 6411 3925 3 00000	WALMART - Picture		14.62	N Final
10 1411 6398 3925 3 00000	SAMS - Cookies, Water		167.15	N Final
10 1411 6398 3925 3 00000	PIZZA HUT - Pizza		305.04	N Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241369 Invoice Number: GCMS 053124-4 Amount: 50.00				
Description: Social Worker PD Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00				
Ms. Nora Brown				
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 2644 6319 0000 3 40001	PAYPAL - PD Registration		50.00	N Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241306 Invoice Number: GCMS 053124-5 Amount: 58.29				
Description: For GOTR end of the year party Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00				
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6398 3925 3 00000	PIZZA HUT - Pizza		58.29	N Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241344 Invoice Number: GCMS 053124-6 Amount: 61.27				
Description: Pizza and drinks for Aztec service club Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00				
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6398 3925 3 00000	PIZZA HUT - Pizza		61.27	N Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241285 Invoice Number: GCMS 053124-7 Amount: 67.03				
Description: Dance club End of the year Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00				
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6398 3925 3 00000	PIZZA HUT - Pizza		67.03	N Final
Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 23-241342 Invoice Number: GCMS 053124-8 Amount: 245.77				
Description: Decorations for 8th grade dance Invoice Date: 05/31/2024 Due Date: 06/03/2024 Status: AP 1099 Amount: 0.00				
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1411 6411 3925 3 00000	AMAZON - Table Decorations		131.41	N Final
10 1411 6398 3925 3 00000	SAMS - Chips, Snacks, Water		114.36	N Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241178	Invoice Number: GCMS 053124-9	Amount: 1,807.85
Description: Incentives for teacher appreciation week		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 1131 6491 3925 3 40001	SAMS - Ice Cream, Water, Sprite		274.03	N Final
10 1131 6491 3925 3 40001	GRANDMAS - Bagels		213.53	N Final
10 1131 6411 3925 3 40001	QT - Gift Cards		330.00	N Final
10 1131 6491 3925 3 40001	TAQUERIA MEXICO -		638.00	N Final
10 1131 6411 3925 3 40001	QT - Gift Cards		130.00	N Final
10 1131 6398 3925 3 40001	PIZZA HUT - Pizza		222.29	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: HR 053124	Amount: 503.25
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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	INDENTOGO - W Boyd		45.75	N
10 2642 6319 0000 3 00000	INDENTOGO - L Moss		45.75	N
10 2642 6319 0000 3 00000	INDENTOGO - K Neal		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - A Martinez		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - B Ahmad		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - M Williams		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - E Sanchez		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - N Shump		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - D Ocampo		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - K Moore		45.75	0.00 N
10 2642 6319 0000 3 00000	INDENTOGO - M Cota		45.75	0.00 N
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241312	Invoice Number: HR 053124-1	Amount: 418.23
Description: Succulents for Teacher Appreciation Week		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 2321 6411 0000 3 00000	Succulents for Teacher Appreacion Week		418.23	N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241362	Invoice Number: HR 053124-2	Amount: 1,225.33
Description: Ice Cream for teacher appeaction week		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 2321 6411 0000 3 00000	BETTY RAE'S - Ice Cream for Teacher App		1,225.33	0.00 N Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241354	Invoice Number: HR 053124-3	Amount: 3,500.00
Description: Teacher Appreciation week lunch		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 2321 6491 0000 3 00000	JASON'S DELI - lunch for teacher app		837.10	0.00 N Final

06/11/2024 10:52 AM

Posted - All; Batch Description CC 053124; Processing Month 05/2024 To 06/2024

User ID: ALANFRA

10 2321 6491 0000 3 00000	JASON'S DELI - lunch for teacher app	1,817.58	N	Final
10 2321 6491 0000 3 00000	JASON'S DELI - lunch for teacher app	845.32	N	Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241437	Invoice Number: HR 053124-4	Amount: 39.00
Description: JotForm		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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	JOTFORM - Monthly Subscription		39.00	0.00 N Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: MAINT 053124	Amount: 2,751.75
Description:		Invoice Date: 05/31/2024	Due Date: 06/04/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 0000 3 00000	CASEYS - DISPUTED		738.28	N
10 2541 6411 1925 3 00000	AMAZON - Exit Sign		51.39	N
10 2541 6411 6905 3 00000	AMAZON - Door Stoppers		35.34	N
10 2541 6411 6905 3 00000	AMAZON - Dead Latch, Thermostat		158.37	N
10 2541 6411 6905 3 00000	AMAZON - Vacuum Cleaners, Bags		611.46	N
10 2541 6411 3925 3 00000	AMAZON - Desk Lock, Hygiene Receptacle		104.07	N
10 2541 6411 6905 3 00000	AMAZON - Cylinder Core		156.28	N
10 2541 6411 6905 3 00000	AMAZON - Laptop Riser		18.99	N
10 2541 6411 6905 3 00000	AMAZON - LED Lights		245.98	N
10 2541 6411 3925 3 00000	AMAZON - Fire Sprinkler Sign		19.98	N
10 2541 6411 6905 3 00000	HOME DEPOT - Laundry Soap		151.43	N
10 2541 6411 3925 3 00000	HOME DEPOT - Furniture Polish		10.20	N
10 2541 6411 6905 3 00000	HOME DEPOT - Wood Filler and Paint		88.42	N
10 2541 6411 6905 3 00000	HOME DEPOT - Outlet Box		6.98	N
10 2541 6411 3925 3 00000	MR LOCK - Tailpiece/Fork Pin		61.35	N
10 2541 6411 3925 3 00000	BUY DOOR HARDWARE - Door Handles		146.70	N
10 2541 6411 3925 3 00000	KULLY SUPPLY - Flush Handles		134.98	N
10 2541 6411 0000 3 00000	REEVES - MISSING RECEIPT		11.55	N

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241317	Invoice Number: PREK 053124-1	Amount: 2,612.02
Description:		Invoice Date: 05/31/2024	Due Date: 06/04/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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 - Books For EC Grant Book Bags		2,612.02	0.00 N Final

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241225	Invoice Number: PREK 053124-2	Amount: 7.99
Description:		Invoice Date: 05/31/2024	Due Date: 06/04/2024	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024 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	FRESH MARKET - Pastries		7.99	0.00 N Final

06/11/2024 10:52 AM

Posted - All; Batch Description CC 053124; Processing Month 05/2024 To 06/2024

User ID: ALANFRA

Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: SS 053124	Amount:	101.98	
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00	
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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	
10 2511 6411 0000 3 00000	MCAFEE - Yearly Renewal Charge		99.99		N	
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-240621	Invoice Number: STUDENT SER 053124	Amount:	9.00	
Description: Expenses for Student Services Dept		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00	
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2111 6411 6905 3 40001	DOLLAR GENERAL - Crepe Kit		9.00		N	Final
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: TECH 053124	Amount:	735.00	
Description:		Invoice Date: 05/31/2024	Due Date: 06/03/2024	Status: AP	1099 Amount: 0.00	
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 6412 0000 3 40001	ZOOM - Additional Recording for Meetings		10.00		N	
10 2511 6412 0000 3 40001	TANDEM - Monthly Subscription		220.00		N	
10 1111 6412 6905 3 40001	GOOGLE - Monthly Subscription		252.50		N	
10 1131 6412 3925 3 40001	GOOGLE - Monthly Subscription		252.50		N	
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number:	Invoice Number: TRANS 053124	Amount:	418.25	
Description:		Invoice Date: 05/31/2024	Due Date: 06/04/2024	Status: AP	1099 Amount: 0.00	
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2552 6411 0000 3 00000	ADVANCE AUTO - Diesel Exhaust Fluid		51.96		N	
10 2552 6411 0000 3 00000	ADVANCE AUTO - Mini Bulb Replacement		7.36		N	
10 2552 6411 0000 3 00000	UNITY BUS PARTS - Mirror Head		90.53		N	
10 2552 6411 0000 3 00000	WALMART - Super Tech DEF 2.5 gal		88.80		N	
10 2552 6411 0000 3 00000	WALMART - Brake Cleaner, Starting Fluid		109.60	0.00	N	
10 2552 6411 0000 3 00000	MO ASSOC PUPIL TRANSPORTATION		70.00		N	
Vendor ID: SECURITYB	SECURITY BANKCARD CENTER, INC.	PO Number: 23-241412	Invoice Number: TRANS 053124-1	Amount:	25.71	
Description: TIRE REPLACEMENT - SHORT BUS		Invoice Date: 05/31/2024	Due Date: 06/04/2024	Status: AP	1099 Amount: 0.00	
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 6032401	Check Date: 06/03/2024	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 2552 6332 0000 3 00000	DISCOUNT TIRE - Tire Repair with Warrant		25.71		N	Final

Report 1099 Total: 0.00

Report Total: 46,347.80



2843 31st Avenue
Greeley, CO 80631
1-800-437-7457

Computer Information Concepts

INVOICE

Page: 1

Invoice Number: PSI38238
Invoice Date: 6/1/2024

Bill
To: Guadalupe Centers CS
1015 Avenida Cesar E Chavez
Kansas City, MO 64108

Ship
To: Guadalupe Centers CS
1015 Avenida Cesar E Chavez
Kansas City, MO 64108

Tax Ident. Type Legal Entity
Ship Via
Ship Date 6/1/2024
Due Date 6/1/2024
Terms Due On Receipt

Customer ID 1434
P.O. Number
P.O. Date 6/1/2024
Our Order No.
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Peopleware Agreement June 01, 2024 - May 31, 2025 Student Count = 1,609					
Infinite Campus Base Application	Each	1	1	9,654.00	9,654.00
Hosting - Cloud Choice	Each	1	1	2,500.00	2,500.00
Yearly Event Series (YES) Annual Subscrip	Each	1	1	2,650.00	2,650.00
Messenger Voice Software	Each	1	1	1,448.00	1,448.00
Annual Telecom Fee	Each	1	1	2,070.00	2,070.00
Campus Analytics	Each	1	1	3,218.00	3,218.00
Campus Workflow	Each	1	1	3,218.00	3,218.00
Campus Learning District License Campus	Each	1	1	3,218.00	3,218.00
Report Translation Module	Each	1	1	1,500.00	1,500.00
Food Service Software	Each	1	1	3,218.00	3,218.00
Online Registration Prime	Each	1	1	7,500.00	7,500.00
CIC Data Health Check - Missouri Software	Each	1	1	402.00	402.00
Support - 12 Months	Each	1	1	5,872.00	5,872.00
CIC Reports on the Portal	Each	1	1	1,609.00	1,609.00
Custom Programming: ICAP Tab	Each	1	1	150.00	150.00
CIC Ongoing Learning Plan Package - 12 Month Learning Lab Subscription - Included + 4 Professional Services Hours	Each	1	1	1,200.00	1,200.00
SSKC Consortium Discount	Each	1	1	-8,247.00	-8,247.00

Amount Subject to Sales Tax USD 0
Amount Exempt from Sales Tax 41,180.00

Subtotal: 41,180.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 41,180.00



**Scenario Learning, LLC Order Form
Schedule A****Date:** Tuesday, June 11, 2024**Client Information**

Client Name: Guadalupe Educational System	
Address: 5123 E Truman Rd, Kansas City, MO 64127	
Primary Contact Name: Brandon Wright	Primary Contact Phone: (816) 421-1015

Agreement Term

Effective Date: 07/08/2024	Initial Term: 12 months
-----------------------------------	--------------------------------

Invoicing Contact Information (Please fill in missing information)

Billing Contact Name: Carrie Smith		
Billing Address: 5123 E Truman Rd, Kansas City, MO 64127		Billing Phone: (816) 421-1015 Billing Email: csmith@guadalupecenters.org
PO#:	Billing Frequency: Annual	Payment Terms: Net 30

Annual Fee(s)

Product Code	Product	Description	Minimum Annual Commitment	Price	Sub Total
SLSBSC-DTC	School Bus Safety Company Driver Training Course	10 Drivers	10	\$150.00	\$1,500.00
SLSBSC-MAP21	School Bus Safety Company MAP 21 Module	10 Drivers	0	\$1.00	\$0.00

Annual Total: \$1,500.00

One-Time Fee(s)

Product Code	Product	Description	Qty	Price	Sub Total
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One-Time Total: \$0.00

Total (including Annual and One-Time): \$1,500.00

Order Form Terms and Conditions.

1. Additional Named Users added after the Effective Date (e.g., Named Users above the Effective Date Named Users) will be invoiced at the retail per Named User fee at the end of each calendar quarter thereafter (the "Measurement Date"). Such Additional Named Users shall be invoiced at the contracted per Named User fee for subsequent periods after the Measurement Date.
2. Fees, both during the Initial Term, as well as any Renewal Terms, shall be increased by 5.0% per contract year.
3. All undisputed invoices are due and payable Net 30 days after invoice date ("Due Date"). Any fees unpaid for more than 10 days past the Due Date shall bear interest at 1.5% per month or the highest applicable rate permitted by law.
4. **AUTOMATIC RENEWAL. UNLESS OTHERWISE AGREED OR WHERE PROHIBITED BY APPLICABLE LAW, UPON EXPIRATION OF THE ABOVE INITIAL TERM, THIS ORDER FORM WILL RENEW FOR A RENEWAL TERM EQUAL TO THE INITIAL TERM AT THE ORDER FORM'S THEN CURRENT FEES AND THEN CURRENT MAXIMUM NUMBER OF NAMED USERS (OR ACTUAL NUMBER OF NAMED USERS, IF GREATER), UNLESS NOTICE IS GIVEN BY EITHER PARTY OF ITS INTENT TO TERMINATE THE ORDER FORM AT LEAST SIXTY (60) DAYS PRIOR TO THE SCHEDULED TERMINATION DATE.**

Additional Terms and Conditions

1. This Order Form is governed by the Master Software as a Service Agreement at <https://www.vectorsolutions.com/master-software-as-a-service-agreement/> (the "Governing Contract"). Capitalized terms not otherwise defined in this Order Form have the meanings assigned to them in the Governing Contract.
2. To the extent any term(s) of the Governing Contract and this Order Form conflict, the term(s) of this Order Form will supercede the conflicting term(s) of the Governing Contract.
3. This Order Form will become effective when signed by both Parties. Unless both Parties sign this Order Form, the pricing and terms offered in this Order Form expire on the Offer Expiration Date stated above.
4. This Order Form and the pricing terms herein are specific to You and shall be considered Our Confidential Information. To the extent shared with any permitted third parties pursuant to the confidentiality terms between the Parties, such third party shall be bound by terms that prohibit their use of the information for any purpose

beyond providing services to You, including restricting their use of the information in any aggregated or anonymized format.

5. IF YOU ARE LOCATED OUTSIDE THE UNITED STATES, Your data, including Your and Your End Users' personally-identifiable data, will be exported to the United States to enable us to administer, operate and process the Services.

To proceed, please sign this Order Form

Signatures

Each undersigned hereby represents that he/she is an authorized representative of the respective Party, and is authorized to commit the respective Party to all terms and conditions in this Order Form, and each undersigned acknowledges that the Parties rely on such representation in their agreements set forth in this Order Form.

Scenario Learning , LLC d/b/a Vector Solutions
4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

Guadalupe Educational System
5123 E Truman Rd, Kansas City, MO 64127

By: _____

By: _____

Printed Name: Felicity Spicer

Printed Name: Beto Lopez

Title: Director of Sales

Title: Board President

Date: _____

Date: _____



CLIENT ASSIGNMENT CONFIRMATION

This Client Assignment Confirmation is entered into on the date first signed below and supplements the Client Services Agreement between Soliant Health, LLC ("Soliant" or "the Company") and the Client named below. The Soliant Consultant has been placed with Client and Client will pay Soliant for hours worked by Consultant according to the terms outlined in this confirmation.

ASSIGNMENT DETAILS

CLIENT NAME:	Guadalupe Educational System, Inc. dba Guadalupe Centers Charter Schools		PID:	-
Consultant:	Michelle Rossi	Position:	Speech Language Pathologist	
Assignment Start Date:	08/05/2024	Assignment End Date:	05/23/2025	
Bill Rate per hour:	\$95.00	Overtime Bill Rate per hour:	\$142.50	
Minimum Hours:	40			
Miscellaneous:	-			

It is the Client's responsibility to notify their Account Representative if a Teaching Certification will be required for this position.

Please note: Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.

If Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.

Option of virtual services will be offered by Soliant in lieu of onsite services.

All precautions will be taken by the Client to create a safe and healthy environment.

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by the Company for a period of (12) months after the latest date of introduction, referral, or end of contract placement. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$22,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to the Company upon start date.

-

Account Representative Contact Information: Gavin Callander
gavin.callander@soliant.com
470-375-9242

By: 365018 Guadalupe Centers Charter Schools

Print Name: _____

Title: _____

Date: _____

****Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Soliant is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.***



Soliant Health, LLC

By: _____

****Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Soliant is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.***

Item	Quantity	Dollar	High	Low	Comments
Thomas C-2 Buses	6	\$ 50,000.00	\$ 300,000.00	\$ 252,000.00	actual rate expected to be closer to 42k/bus, leaving flexibility to add cameras and radios in this cost
FT Bus Drivers	10	\$ 54,116.00	\$ 541,160.00	\$ 453,200.00	number assumes FT + Benefits at middle of payscale (step 7), low assumes step 1, assumes 11MO inc summer school @ 8hr/day. Most drivers will be under 8 hours most days.
FT Dispatcher	1	\$ 54,116.00	\$ 54,116.00	\$ 54,116.00	assumes dispatcher is near step 7 on driver scale (unsure of pay scale at this time)
Routing Service - 1 Year Contract	1	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
Annual Maintenance	10	\$ 4,000.00	\$ 40,000.00	\$ 20,000.00	HIGH estimate, assumes 5k per bus. In the past year we have spent a total of ~13k on all of our current fleet combined, including one complete engine replacement. Low estimate is assuming 2k per bus.
Fuel	10	\$ 5,530.00	\$ 55,300.00	\$ 39,930.00	Again, probably a high estimate. includes things such as field trips, athletics, etc. in addition to daily trips to Lee's Summit and MCC-Maple Woods which are further away.
Contract Routes (per day)	7	\$ 478.85	\$ 543,015.90	\$ 465,442.20	Assumes 7 contracted routes @ 4 hour minimum per day., 6 for low depending on how we can minimize route needs through optimization.
Year 1 estimate for in-house			\$ 1,545,591.90	\$ 1,296,688.20	First years will be expensive due to overestimates of costs on our end - with less capital expenditure required each year, the cost should drastically lower on year three.



Sales Order/Bill of Sale

Master's Location: KC

Date: 6/5/2024

Sold to Buyer: Guadalupe Educational Systems, Inc.

Phone: _____

Email: amiguel@guadalupecenters.org

Address: 5123 E Truman Rd

City/State/Zip: Kansas City Missouri 64127

CODE	YEAR	MAKE/BODY	SIZE	MILEAGE	VIN	AMOUNT
<u>18-118</u>	<u>2016</u>	<u>Freightliner THOMAS</u>	<u>71.0</u>	<u>76293.0</u>	<u>4UZABRDU9GCGT6584</u>	<u>\$ 49900.00</u>
<u>18-115</u>	<u>2016</u>	<u>Freightliner THOMAS</u>	<u>71.0</u>	<u>74259.0</u>	<u>4UZABRDU3GCGT6578</u>	<u>\$ 49900.00</u>
<u>17-251</u>	<u>2015</u>	<u>Freightliner Thomas</u>	<u>71.0</u>	<u>77878.0</u>	<u>4UZABRDU0FCGK9750</u>	<u>\$ 44900.00</u>
<u>18-117</u>	<u>2016</u>	<u>Freightliner Thomas</u>	<u>71.0</u>	<u>84211.0</u>	<u>4UZABRDU7GCGT6583</u>	<u>\$ 47900.00</u>

REBATES: _____ TOTAL REBATES: \$ _____
 _____ TOTAL SELLING PRICE: \$ 192,600.00
 Amount Amount Amount Amount

☐ All rebates and discounts have been applied

☐ After Market Seller's Warranty \$ _____

ESTIMATED TRADE-IN

TRADE-UNIT(S): _____ (\$ _____)
 Year/Make VIN Number

TAX-EXEMPT -

☒ YES ☐ NO

DELIVERY: NA

DELIVERY: \$ 00.00

DEL DATE: TBD

OPTIONAL ITEMS: \$ _____

FOB: _____

TAX: \$ _____

OPTIONAL ITEMS/SERVICE TO BE PERFORMED:

SUBTOTAL: \$ 192,600.00

DEPOSIT PAYMENT: \$ _____

MVI, SERVICE, DETAIL, LETTERING, PENDING BOARD APPROVAL & FINAL DELIVERY

TOTAL DUE: \$ 192,600.00

BUYERS CERTIFICATION

I hereby certify that:

(1) The face and reverse sides of this contract sets forth all of the terms and conditions of the Sales Contract; there are no other contracts or provisions, oral or written, supplementary or in addition to the provisions expressly set forth in this contract; this contract cancels and supersedes all other understandings and agreements of the parties prior to the signing hereof and as of the date hereof, when signed by the dealer, comprises the complete agreement of the parties, AND

(2) I have read the terms and conditions of this contract and have received a true copy thereof; AND

(3) I guarantee that the title of my trade-in-vehicle(s) is not and never has been a salvage title. If a salvage title is delivered, the selling dealer may elect to void this sale and/or elect to collect damages- (including by not limited to dealer's expenses and lost profits) for the difference in value had my title not been salvage and/or branded

SIGNATURE _____ DATE _____



Sales Order/Bill of Sale

Master's Location: _____

Date: 6/5/2024

Sold to Buyer: Guadalupe Educational Systems, Inc.

Phone: _____

Email: amiguel@guadalupecenters.org

Address: 5123 E Truman Rd

City/State/Zip: Kansas City Missouri 64127

CODE	YEAR	MAKE/BODY	SIZE	MILEAGE	VIN	AMOUNT
17-011	2014	Freightliner Thomas	71.0	76187.0	4UZABRDU9ECFF9790	\$ 39900.00
4UZABRDUXFCGK9755	2015	Freightliner Thomas	71.0	81257.0	4UZABRDUXFCGK9755	\$ 45900.00
_____	_____	_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	_____	_____	\$ _____

REBATES: _____ TOTAL REBATES: \$ _____
 _____ TOTAL SELLING PRICE: \$ 85,800.00
 Amount Amount Amount Amount

☐ All rebates and discounts have been applied

☐ After Market Seller's Warranty \$ _____

ESTIMATED TRADE-IN

TRADE-UNIT(S): _____ (\$ _____)

Year/Make

VIN Number

TAX-EXEMPT -

☒ YES ☐ NO

DELIVERY: na

DEL DATE: TBD

FOB: _____

DELIVERY: \$ 00.00

OPTIONAL ITEMS: \$ _____

TAX: \$ _____

SUBTOTAL: \$ 85,800.00

DEPOSIT PAYMENT: \$ _____

TOTAL DUE: \$ 85,800.00

OPTIONAL ITEMS/SERVICE TO BE PERFORMED:

MVI, SERVICE, DETAIL, LETTERING, PENDING BOARD APPROVAL AND FINAL
DELIVERY

BUYERS CERTIFICATION

I hereby certify that:

(1) The face and reverse sides of this contract sets forth all of the terms and conditions of the Sales Contract; there are no other contracts or provisions, oral or written, supplementary or in addition to the provisions expressly set forth in this contract; this contract cancels and supersedes all other understandings and agreements of the parties prior to the signing hereof and as of the date hereof, when signed by the dealer, comprises the complete agreement of the parties, AND

(2) I have read the terms and conditions of this contract and have received a true copy thereof; AND

(3) I guarantee that the title of my trade-in-vehicle(s) is not and never has been a salvage title. If a salvage title is delivered, the selling dealer may elect to void this sale and/or elect to collect damages- (including by not limited to dealer's expenses and lost profits) for the difference in value had my title not been salvage and/or branded

SIGNATURE _____ DATE _____



Sales Order/Bill of Sale

NOTICE TO BUYER:

DO NOT SIGN THIS INSTRUMENT BEFORE YOU READ IT, OR, IF IT CONTAINS BLANK SPACES. YOU ARE ENTITLED TO A COPY OF THIS SIGNED CONTRACT. BUYER ACKNOWLEDGES THAT THE AMOUNTS SHOWN ON THE INSTRUMENT WERE QUOTED TO HIM/HER BEFORE HE/SHE AGREED TO THE SALE. BUYER KNOWS THAT THE VEHICLE IS BEING SOLD "AS IS" BY THE SELLING DEALER. SHOULD THE MANUFACTURER'S WARRANTY APPLY TO THIS VEHICLE, IT IS DIRECTLY OFFERED BY THE MANUFACTURER TO THE BUYER. THE SELLING DEALER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. DEALER NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME ON ITS BEHALF ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS VEHICLE. BUYER SHALL NOT BE ENTITLED TO RECOVER FROM THE SELLING DEALER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.

CONTRACT CONDITIONS

NOTICE TO CUSTOMER/BUYER

THIS IS AN OFFER TO BUY A VEHICLE MADE BY A CUSTOMER/BUYER TO THE DEALER. IF THE OFFER IS ACCEPTED BY THE DEALER IT BECOMES THE COMPLETE CONTRACT OF SALE. THE DEALER HAS NO OBLIGATIONS OR RESPONSIBILITIES NOT EXPRESSLY SET FORTH IN THE OFFER. THE OFFER STATES THE TERMS AND CONDITIONS ADOPTED BY THE DEALER AS THE TERMS AND CONDITIONS UNDER WHICH THE DEALER WILL MAKE THE SALE. BEFORE YOU SIGN THE OFFER TO BUY. READ IT CAREFULLY.

1. CREDIT:

Should credit, as indicated on the front of this order, be part of this contract, all required information is a part of this instrument and is contained on the attached sheets.

2. BINDING EFFECT:

This Sales Order shall be binding on both parties upon the Buyer and Dealer signing and accepting this contract, subject to a price increase by Manufacturer and appraised value of trade-in.

3. DEPOSIT:

The Buyer agrees that the deposit is nonrefundable. The deposit shall be retained by the Dealer as liquidated damages in the event that, the Buyer fails to complete the purchase of the vehicle pursuant to the terms offered and accepted.

4. MANUFACTURER'S INCREASE:

The manufacturer has reserved the right to change the list price without notice. The purchase price would thus be subject to an increase because of the manufacturer's increase in price. All price increases by the Manufacturer will be added to the purchase price. The Buyer may, if dissatisfied with the increased price cancel this order.

5. TRADE-IN-VEHICLE:

If the trade-in has not been delivered to dealer at the time of executing this contract, the trade-in shall be appraised at the time of delivery and the amount of the appraised value shall be substituted for the estimated value indicated under the heading "trade allowance" on the front of the Sales Order. The Buyer may, if dissatisfied with the appraised value, cancel this order.

6. TRADE-IN-VEHICLE BUYER'S CERTIFICATION:

By my signature below, buyer represents and warranties that the only existing material defects known to me on the motor vehicle that is being traded in to the dealer are:

(if none, so state)

DEALER
MASTER'S TRANSPORTATION, INC.

DocuSigned by:

Doug Ward

Doug Ward

DATE: 6/5/2024

DocuSigned by:

Nathan Klinginsmith

Nathan Klinginsmith

DATE: 6/5/2024

632305454DA8479...

BUYER SIGNATURE: _____

PRINTED NAME: _____ DATE: _____



Remit Email: rakshitha.a@powerschool.com
 Quote Date: 10-MAY-2024
 Quote #: Q-964904-1

Sales Quote - This is Not An Invoice

Prepared By: Rakshitha A
 Customer Name: Guadalupe Educational System dba
 Guadalupe Center Charter Schools
 Contract Term: 12 Months
 Start Date: 20-SEP-2024
 End Date: 19-SEP-2025
 Billing Frequency: Annually

Customer Contact: Omar Fierros
 Title: Assistant Director, HR
 Address: 5123 E Truman Rd
 City: Kansas City
 State/Province: Missouri
 Zip Code: 64127
 Phone #: 8167027417

Product Description	Quantity	Unit	Extended Price
Initial Term 20-SEP-2024 - 19-SEP-2025			
License and Subscription Fees			
eFinancePlus Core SaaS	1,700.00	Students	USD 22,253.00

License and Subscription Totals: **USD 22,253.00**

Quote Total

Initial Term	20-SEP-2024 - 19-SEP-2025
Amount To Be Invoiced	USD 22,253.00

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at https://www.powerschool.com/MSA_Mar2024/, as may be amended.

By either (i) executing this quote or (ii) accessing the services described herein, Customer agrees that the subscription for such services will continue for succeeding subscription periods on the same terms and conditions as set forth herein (subject to a standard annual price uplift) unless Customer provides PowerSchool with a written notice of its intent not to renew at least sixty (60) days prior to the end of the current subscription period.



PowerSchool Group LLC
150 Parkshore Dr., Folsom, CA 95630
Quote #: Q-992993 - 1
Quote Expiration Date: 30-JUN-2024

Sales Quote - This Is Not An Invoice

Prepared By:	Jennifer Aronovici	Customer Contact:	Omar Fierros
Customer Name:	Guadalupe Educational System dba Guadalupe Center Charter Schools	Title:	Assistant Director, HR
Enrollment:	0	Address:	5123 E Truman Rd
Contract Term:	12 Months	City:	Kansas City
Start Date:	12-JUN-2024	State/Province:	Missouri
End Date:	11-JUN-2025	Zip Code:	64127
		Country:	United States
		Phone #:	816-702-7417

Product Description	Quantity	Unit	Extended Price
Initial Term 12-JUN-2024 - 11-JUN-2025			

Training Services

eFinancePlus Seminar Series - District	1.00	Each	USD 960.00
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Training Services Total: **USD 960.00**

Subscription Period Total

Total Discount	USD 960.00
Initial Term	12-JUN-2024 - 11-JUN-2025
Amount To Be Invoiced	USD 960.00

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. Customer understands the above Annual Ongoing Fees for the next subscription period do not include the annual uplift, which will be applied at the time of renewal. On-Going PowerSchool Subscription/Maintenance and Support fees are invoiced at the then current rates and enrollment per terms of the main agreement executed between PowerSchool and Customer ("Main Services Agreement"). Any applicable state sales tax has not been added to this quote. Subscription Start and End Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote. All invoices shall be sent to Customer upon or promptly after execution of this quote, unless otherwise set forth in the applicable statement of work or Main Services Agreement (e.g., services billed on time and material basis will be invoiced when such services are incurred). Notwithstanding anything to the contrary in the Main Services Agreement, if Customer pays in advance for any professional services, all professional services must be scheduled and delivered within twelve (12) months of the applicable quote start date, unless otherwise agreed in writing by PowerSchool; any portion of any prepaid amount for professional services that has not been used by Customer toward professional services rendered within such twelve (12) month period will be forfeited. Payment shall be due to PowerSchool before or on the due date set forth on the applicable invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for confirming this order and its own internal purposes, and no other. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months. Treatment of purchase orders are governed as provided in the Main Services Agreement. By execution of this quote, or its incorporation, this and future purchases of subscriptions or services from PowerSchool are subject to and incorporate the terms and conditions found at:

https://www.powerschool.com/MSA_Mar2024/

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Guadalupe Educational System dba Guadalupe Center Charter Schools

Signature:

Signature:

A handwritten signature in black ink, appearing to read "Eric Shander".

Printed Name: Eric Shander

Printed Name:

Title: Chief Financial Officer

Title:

Date: 12-JUN-2024

Date:

*****Sales Quote - This Is Not an Invoice*****

Lunch Tables 24-25								
School	Request	Qty	Options	Cost Per Unit	Sub Total	Est. Freight	Total Cost	Company
GCES	<i>Foldable Cafeteria Tables</i>	10	<i>Option 1</i>	\$5,119.00	\$51,190.00	Covered	\$51,190.00	SSI Furnishings
	12'L x 30"W x 27"H	10	<i>Option 2</i>	\$2,158.88	\$21,588.80			School Outfitters
	Seats 16	10	<i>Option 3</i>	\$1,949.00	\$19,490.00			Webstaurant
GCMS	<i>None needed at this time</i>		---	---	---			---
			---	---	---			---
GCHS	<i>Foldable Cafeteria Tables</i>	12	Option 1	\$2,279.40	\$27,352.80	Covered	\$27,352.80	SSI Furnishings
	10'L x 30"H x 29"H	12	Option 2	\$1,667.88	\$20,014.56			School Outfitters
	Seats 12	12	Option 3	\$1,489.00	\$17,868.00			Webstaurant
Request: We are requesting approval to purchase lunch tables for the elementary and high schools at a dollar amount not to exceed \$78,550 (including freight/shipping and installation). This will allow us to add ten tables at the elementary school and <i>replace</i> all tables at the high school.								



CHILDREN'S SERVICES FUND OF JACKSON COUNTY SERVICES CONTRACT

This contract is made and entered into by and between the Children's Services Fund of Jackson County, Inc., a Missouri nonprofit corporation, hereinafter referred to as CSF, and Guadalupe Educational System, Inc. hereafter referred to as the AGENCY.

Whereas, CSF is a nonprofit corporation formed under the provisions of Chapter 355, pursuant to sections 67.1775 and 210.861 of the Revised Statutes of Missouri and Jackson County, Missouri ordinance 4951, and has the right to expend monies under the direction of CSF's Board of Directors for the purposes of funding services to children and youth nineteen (19) years of age and younger and their families residing in Jackson County, Missouri; and

Whereas, the AGENCY has submitted a proposal for funding and necessary supporting documentation to CSF detailing the services and other support to be provided along with the expected cost to the AGENCY thereof in response to the Request for Proposals issued by CSF seeking services by AGENCY to further the programmatic objects of CSF for the 2024-2025 academic funding year; and

Whereas, CSF has approved the proposal submitted by AGENCY for funding in whole or in part as hereinafter set forth and subject to the express terms of this Contract (hereafter "Contract").

Now therefore, in consideration of the mutual promises, agreements, and covenants herein contained, the parties hereto agree to the following:

FUND ALLOCATION FOR SERVICES RENDERED BY THE AGENCY

1. FUNDING POLICIES

CSF has established certain parameters for the provision of funds to service providers that have demonstrated through their proposal the ability to provide public benefit services in accordance with the requirements of CSF as set forth in its request for proposal (RFP) and in accordance with the budget, outcomes, and target population served as outlined by AGENCY in its formal response to the RFP. AGENCY will perform the services and carry out the activities as set forth in the AGENCY's original proposal for funding and this Agreement, including limitations on eligibility for, and use of, funds as set forth in Section 14, herein. Any Contract changes will be sent to the AGENCY via written communication from CSF's Executive Director and shall thereafter be considered to be a part of this Contract between CSF and AGENCY.

The AGENCY agrees to and understands that services performed under this agreement are limited to the AGENCY's proposal for funding covered by the Term of this Agreement as more specifically set forth in Attachment A – Target Population Served, Program Outcomes, and Budget.

2. FUND ALLOCATION

During the period July 1, 2024, to June 30, 2025, CSF hereby expresses its non-binding intention and its goal to provide an amount of funding not to exceed the CSF approved budget (the “fund allocation amount”), in consideration of the direct performance by AGENCY of those services set forth in this Contract.

AGENCY shall only be paid for the actual services provided in accordance with this Contract. CSF will be billed in accordance with the units of service, rates, and any applicable funding contingencies as detailed in collective Schedule A - Program Outcomes, Budget, and Target Population Served. CSF reserves the right to monitor AGENCY performance and intervene, as necessary.

The parties agree that CSF shall have no responsibility for any costs incurred by AGENCY above the approved fund allocation amount. The obligation of CSF to provide the fund allocation amount for the Term of this Contract is further contingent upon sufficient funds having been appropriated or generated through sales tax collections for the purpose of funding CSF by Jackson County. In the event of failure of the County to appropriate or generate such funds, the obligations of the parties to this contract shall terminate.

CSF reserves the sole and exclusive right to make additional funds available to AGENCY based upon CSF Board review and determination, which shall include AGENCY's ongoing adherence to reports, audits, and other compliance requirements set forth in this Contract.

Although not contemplated based on the funding parameters established herein, in the event AGENCY has unspent funds provided by CSF, such funds shall be returned to CSF. Alternatively, at CSF's sole discretion, should AGENCY be approved to receive funding in the following, new contract year, the overpayment may be “repaid” by deduction from one or more payments due on any such new contract awarded to AGENCY.

3. BILLING

AGENCY agrees to submit an invoice on or before the 15th day of each month in which billing is due. Programs using units of service reimbursement will submit billing on a monthly basis. Programs using reimbursement for actual expenses will submit billing in October, January, April, and July for those services provided during each quarter. Should the 15th fall on a weekend day, submissions are due the first following business day. Transactions submitted to CSF by AGENCY on or after 120 days from the date of service provision shall be subject to denial. AGENCY agrees to utilize any invoice template and data collection tools provided by CSF.

4. PAYMENTS

CSF will process payments no later than thirty (30) days from the date the invoice is submitted. Exceptions to this timeframe may include errors in invoice submission, missing information, or processing and will be communicated to AGENCY.

REPORTING, MONITORING, AND MODIFICATION

5. REPORTING

All invoices submitted by AGENCY must include specific detail, including date(s) services were provided, type of service provided, and a description of the recipient of the services in a fashion sufficient to allow CSF to determine that the services are as contracted. AGENCY further agrees to submit to CSF those reports that CSF determines necessary and useful to the effectiveness of its ongoing programs including, but not limited to, the Target Population Served, cost of services per the Budget, and Outcomes Report, using the methods and manner requested and within the timeframe provided by CSF. Payments will be withheld from AGENCY if invoices do not provide sufficient detail or if designated and required reports are not submitted on time and no formal request for submission extension has been approved by CSF and until such reports are filed. In the event required reports are not filed within thirty (30) business days from the original due date established by CSF, CSF reserves the right to review the contract compliance status of AGENCY and determine if the contract is null and void for the remainder of the contract period.

AGENCY shall notify CSF immediately regarding any adverse action against it or any adverse situation related to a CSF funded program provided through or by AGENCY, including, but not limited to:

- Injury of any kind or death to client, staff, volunteer, or member of the public.
- Incident or allegation of consumer sexual abuse, physical abuse, or neglect alleged to have been engaged in by an AGENCY employee or volunteer, or by a foster parent, or another consumer while in the custody of AGENCY.
- Insolvency or bankruptcy.
- Governmental, regulatory, or other legal action against AGENCY or its staff.
- Any changes in license status.
- Change of executive leadership.

6. MERGERS/ASSIGNMENT

AGENCY agrees that at the time of the signing of this document, AGENCY is not in a pending or expected merger with any other entity. In the event that AGENCY becomes aware of a potential merger, AGENCY agrees to notify CSF immediately. This Contract is not assignable by AGENCY without the express written consent of CSF. In the event AGENCY does wish to merge or otherwise assign this Contract, AGENCY must obtain the advance written approval of CSF to such assignment.

7. FINANCIAL INFORMATION

AGENCY shall supply CSF with financial information, including, but not limited to, income and expense statements and statements of financial position for the two most recent fiscal years. If AGENCY has financial statements audited by an independent certified public accounting, then AGENCY shall provide a copy of same to CSF as soon as completed. Audited financial statements for any AGENCY or entity proposing to provide services are not necessarily required to qualify for funding from CSF. The determination of any audit requirement is at the sole discretion of CSF.

8. FEDERAL AND STATE REPORTING

Any AGENCY with federal tax-exempt status under Internal Revenue Code (IRC) section 501 agrees to submit to CSF a copy of its annual Federal Form 990, Federal Form 990-EZ, or evidence of the filing of Federal Form 990-N and (if applicable) Federal Form 990-T and/or Missouri Form 1120, or other similar or related documents required by law. All Missouri school districts, including charter schools, are required to be audited annually and to submit a copy of the audit report to the Department of Elementary and Secondary Education. Any AGENCY that is a Missouri school district shall provide to CSF a copy of this audit report. All other AGENCY contractors not required to file either a federal information return or audit shall provide to CSF that information set forth under paragraph 7, herein. If AGENCY will not be filing any required Federal and State reporting forms on time with the appropriate State or Federal agency, then a copy of its extension to file, Federal Form 8868 and/or Missouri Form 7004 must be submitted to CSF upon request by CSF. Payments may be withheld from the AGENCY if reports designated here are not submitted within the required timeframe or as requested by CSF.

9. MONITORING

CSF reserves the right to monitor the Contract and the programs or services provided by AGENCY throughout the effective period of the Contract to ensure compliance with contractual requirements. CSF shall utilize AGENCY's application for funding in addition to any mutually agreed to modifications and revisions as submitted by AGENCY to assist CSF with monitoring service delivery and program expenditures. AGENCY is expected to provide services and achieve outcomes as described in AGENCY's application for funding and detailed in this Contract and collective Schedule A, Outcomes Reporting, Budget, and Target Population Served.

AGENCY agrees to permit CSF to monitor and review any component of CSF funded programs, except as prohibited by laws protecting client confidentiality. CSF is not a health services organization or entity. CSF at no time will create, receive, maintain, or transmit any personally identifying information of AGENCY clients or any protected health information ("PHI") as defined under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") or that is otherwise limited from transmission and/or disclosure under HIPAA in the course of this Contract. In connection with any and all CSF funding and monitoring, AGENCY will ensure that CSF does not receive any personally identifying information of clients or any PHI. Should CSF receive any such information, it will return same to AGENCY

immediately upon discovery and shall maintain any such information in a strictly confidential fashion pending that return.

In addition, AGENCY hereby agrees that, upon notice of seven (7) business days, it will make available to CSF or its designee(s) all non-confidential, non-PHI records, personnel, and documentation for auditing, reviewing, and interviewing, to determine the status of the service, activities, and programs covered hereunder and all other matters set forth in the contract.

CSF reserves the right to survey clients served by the AGENCY with this funding regarding their level of satisfaction and engagement with the services.

10. MODIFICATION OR AMENDMENT

In the event AGENCY requests to make any changes, modifications, or amendments to funded services, activities, and/or programs covered by this Contract, a request for the proposed modification or amendment must be submitted to the assigned CSF representative for approval at least 30 days before the end of the contract period. Requests to CSF must be submitted in writing and any such requests may be denied at the discretion of CSF. Any amendment or modification of this Contract must be agreed to in a writing signed by all of the parties.

OTHER TERMS AND CONDITIONS

11. VIOLATION OF AGENCY'S CLIENT'S RIGHTS

Any alleged case of a violation of protected and/or legal rights of an AGENCY client in a program funded by CSF shall be investigated in accordance with the AGENCY's policies and procedures and in accordance with any local/state/federal regulations, as well as to the satisfaction of CSF.

The AGENCY agrees to notify CSF's representative of any such incidents that have been reported to any governmental body and must also authorize the governmental body to notify CSF of any substantiated allegations. The AGENCY must comply with Federal and Missouri law regarding confidentiality of client records.

12. NON-DISCRIMINATION

AGENCY shall not discriminate against any employee, applicant for employment, or any potential or actual recipient of AGENCY services because of race, creed, gender, sexual orientation, gender identity or national origin, age, marital status, or disability, or any other characteristic protected by federal, state, or local law. This prohibition may be amended to the extent that such provision is inconsistent with an immutable characteristic of the AGENCY's mission. In the event of AGENCY's noncompliance with the provisions of this paragraph, the Contract may be terminated or suspended in whole or in part, and AGENCY may be declared ineligible for future CSF contracts.

13. CHILD ABUSE SCREENING AND CRIMINAL BACKGROUND SCREENING

AGENCY must require and obtain background checks, including child abuse and neglect screenings, as well as criminal background checks for felony convictions involving moral turpitude, by the Family Care Safety Registry, law enforcement, or another screening approved by CSF, conducted annually on all employees and volunteers providing direct services to children and youth.

14. USE OF FUNDS

AGENCY agrees that CSF funds shall be used exclusively for direct public services and for associated administrative costs directly related to the AGENCY's provision of those services outlined in the AGENCY's application for funding, including any modifications or amendments, and in accordance with this Contract and all schedules. AGENCY further agrees that no portion of CSF funds provided under this Contract shall be used in support of any religious worship or instruction, or in the construction of any facility, which is or will be used for religious worship or instruction, it being the intent that CSF funds may only be used for secular, public benefit programs. State law prohibits the use of public funds in support of religious worship or instruction. If any provision of this Contract, including the prohibition of support for religious activities, would not be consistent with the religious tenets of an organization, such inconsistency shall be brought to the attention of CSF. The parties shall make good faith efforts to reconcile the provision of this Contract and such religious tenets, or else the AGENCY shall be disqualified from assistance.

15. TERMINATION

CSF shall have the right to terminate the Contract in the exercise of its absolute and sole discretion, upon written notice to AGENCY. No cause for termination is necessary for CSF to terminate. After receipt of such notice, the Contract shall automatically terminate without further obligation of the parties.

If AGENCY desires to terminate prior to the Contract end, CSF must receive a letter from AGENCY indicating they are withdrawing from the program and the reasons for doing so, and the projected date the program and/services will officially end. The AGENCY must provide thirty (30) days written notice to CSF of intent to terminate this contract unless CSF and AGENCY agree on an alternative timeframe. A final billing of all services delivered must be completed by AGENCY and received by CSF within thirty (30) days of the end of service.

CSF requires a termination plan which includes a description of the current clients served by the program and how services will end or be transitioned. The written plan should include organizations and/or resources for current and future clients who need the service. Failure to provide the plan will result in forfeiture of any amounts due and payable to AGENCY for services prior to termination.

16. FAILURE TO PERFORM/DEFAULT

Notwithstanding the provisions of Section 15, in the event that AGENCY, at any time, fails or refuses to perform according to the terms of this Contract and/or CSF's policies, as determined by CSF, such failure or refusal shall constitute a default hereunder, and CSF will be relieved of any further obligation to make payments to AGENCY as set out herein. This Contract may be terminated for cause at the option of CSF unless CSF determines that the nature of the infraction warrants immediate termination, as permitted by Section 15. AGENCY has thirty (30) days from the date of written notice of termination for cause to remedy the default.

In the event that CSF determines that AGENCY is not complying with the terms of this Contract, or at risk for non-compliance with contractual requirements, CSF may impose special conditions or restrictions prior to termination. Special conditions include, but are not limited to:

- Requiring technical assistance;
- Additional levels of approval for contracted activities;
- Providing more detailed financial reports or documentation;
- Additional monitoring; and
- Submission and implementation of a corrective action plan.

In the event that CSF requires the AGENCY to submit and implement a corrective action plan, the AGENCY shall submit the plan to CSF within the timeframe specified in the AGENCY notification.

17. STANDARDS

AGENCY will comply with all applicable local/state/federal certification and licensing requirements and all applicable federal, state, and local laws. National accreditation may be substituted in place of any required state/federal certification/licensure, in instances where no certification/licensure exists for the funded services. To the extent that the services require accreditation, licensure, or certification, AGENCY shall maintain such accreditation, licensure, or certification in the services for which it is receiving CSF funding. For agencies in the process of obtaining accreditation, licensure, or certification at the time of this Contract, such accreditation, licensure, or certification shall be obtained within fifteen (15) days of acceptance of the Contract or as otherwise agreed.

18. ELIGIBLE SERVICE RECIPIENTS

Recipients of services must be Jackson County, Missouri, residents ages nineteen (19) years of age and younger and their families. AGENCY shall not utilize CSF funds to provide services to non-Jackson County residents under any circumstances. For school-based services provided, the school must be located physically within Jackson County, Missouri.

19. MEDIA

AGENCY shall notify CSF of contact with the media regarding CSF funded programs or profiles of participants in CSF funded programs. At the request of CSF, and as appropriate in connection with the services provided by AGENCY, AGENCY agrees to acknowledge CSF as a funding source on the home page of its website and as may be appropriate on all written and electronic publications including brochures, letterhead, annual reports, and newsletters which reference the services being funded by CSF. The AGENCY will coordinate with CSF to inform the community about the ways its tax dollars are being invested in services and support.

20. INDEMNIFICATION

The AGENCY agrees to hold harmless, defend, and indemnify CSF for any and all liability, personal injury, or property damage stemming from any acts, negligence, misfeasance, or omissions arising out of the AGENCY's performance of the Contract agreement.

21. PROFESSIONAL LIABILITY INSURANCE

AGENCY agrees to carry one of the two following insurance coverages during the period of this Contract and will provide CSF with Certificates of Insurance for all required coverage prior to commencement of the work under this Contract.

Commercial General Liability (CGL): AGENCY shall agree to maintain for the duration of the Contract commercial general liability, (CGL) and, if necessary, commercial general umbrella insurance with a limit of no less than \$1 million per each occurrence. CGL insurance shall cover liability arising from premises, operations, independent contractors, products – completed operations, personal injury and advertising injury and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

General Liability (GL): AGENCY shall agree to maintain for the duration of the Contract general liability which may be obtained through a program of self-insurance (GL) and, if necessary, general umbrella insurance with a limit of no less than \$ 1 million per each occurrence. GL insurance shall cover liability arising from premises, operations, independent contractors, products -completed operations, personal injury and advertising injury and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Children's Services Fund of Jackson County, Inc., and Jackson County, Missouri, shall be endorsed on the policy as additional insured for CGL and provide for thirty (30) days written notice prior to any material changes or cancellation. Certificates of insurance, including the endorsement on behalf of CSF, shall be provided to CSF at or prior to the commencement of the Contract and updated accordingly throughout the Contract term should coverage change, expire, or renew.

In the event that Professional Liability Insurance coverage lapses for any reason and

AGENCY is left uninsured for any period of time, CSF reserves the right to determine the contract is null and void for the remainder of the contract period.

22. INDEPENDENT CONTRACTOR/NO JOINT VENTURE

This Contract does not create a partnership, joint venture, or any other form of joint relationship between CSF and AGENCY, which for the purposes of this Contract operates as an independent contractor. CSF does not recognize any of the AGENCY's employees, agents, or volunteers as those of CSF.

23. TERM

This contract commences on July 1, 2024, and remains in effect until June 30, 2025, unless sooner terminated pursuant to the early termination provisions contained herein. The laws of the State of Missouri shall govern the interpretation, validity, performance, and enforcement of this contract.

24. NOTICES

Any written notice or communication to CSF shall be mailed or delivered to:

2345 Grand Blvd, Suite 1450, Kansas City, MO 64108

With a Copy to:

Copilevitz, Lam & Raney, LLC
C/O Greg Lam
310 W. 20th Street, Suite 300
Kansas City, MO 64018

Any written notice or communication to AGENCY shall be mailed or delivered to:

5123 E Truman Road Kansas City, MO 64108

This Contract constitutes the complete understanding of the parties hereto with respect to the subject matter and may be modified or amended only by a written instrument executed by both parties.

IN WITNESS WHEREOF, the parties hereunto set their hands:

Guadalupe Educational System, Inc

Children's Services Fund of Jackson County

Signature

Title: _____

Date: _____



Signature

Title: Chief Executive Officer

Date: June 1, 2024

Children's Services Fund of Jackson County (CSFJC)

Guadalupe Centers Charter Schools

Healthy Minds, Thriving Students

Budget Worksheet & Narrative Template

July 1, 2024 - June 30, 2025

REVENUE	CSFJC	Total Project
CSFJC	\$350,000	\$350,000
Total Revenue	\$350,000.00	\$350,000.00

UNITS/PER UNIT COST

If requesting reimbursement based on actual expenses, please leave this section blank.

Unit Type	Per Unit Cost	Proposed Units	Cost
Psych: Consultation & Collaboration	\$77.22	784	\$60,540
Psych: Direct Student Services	\$77.22	1,120	\$86,486
Psych: Evaluation/Documentation	\$77.29	336	\$25,969
BI Direct Student Services	\$46.43	952	\$44,201
BI Consultation and Collaboration	\$46.43	168	\$7,800
Total			\$224,998

The Direct Budget Project section below must be completed as follows:

Unit Cost Reimbursement: Complete the sections below that support the per unit cost of providing service.

Actual Expense Reimbursement : Complete each section below for which funding is being requested.

DIRECT BUDGETED PROJECT EXPENSES

Salary

The project will pay the salary for the following staff: (e.g. Caseworker, Therapist, Intake Specialist, Immediate Supervisor, etc.)

	Annual Salary/Rate (eg. \$54,000)	Indicate FTE portion being requested from CSFJC (eg .50 FTE)	CSFJC Cost (eg \$27,000)	Total Project (eg. \$54,000)
School Psychologist	72,500	1.0 FTE	72,500	
School Psychologist	72,500	1.0 FTE	72,500	
Behavior Interventionist	42,000	1.0 FTE	42,500	

Total Salary **\$187,500.00** **\$0.00**

Fringe Benefits

The project will pay the following fringe benefits for the above staff (e.g. FICA, Health, Dental, Life Insurance, etc.):

	Benefit % rate of total salary expense (e.g. 20%)	CSFJC	Total Project
Insert Types of Benefits		14,500	
FICA, Health, Dental, etc	20.00%	14,500	
		\$8,500	

Total Benefits and Payroll Taxes **\$37,500.00** **\$0.00**

Other Direct Expense:

	CSFJC	Total Project
Insert Other Direct Expenses		
Professional Dev. / Training		\$0
mileage		\$0

Total Other Direct **\$0.00** **\$0.00**

Equipment & Supplies:

	CSFJC	Total Project
Informational lit.		\$0
Laptops/ printers, etc.		\$0
Misc. items for services		\$0
Software		\$0

Total Equipment/Supplies **\$0.00** **\$0.00**

SUBTOTAL **\$225,000.00** **\$0.00**

INDIRECT BUDGETED PROJECT EXPENSES

Indirect expense represents the project's share of Overhead Expenses and Administrative Costs. Applicants must limit the CSFJC portion of Indirect Expense to 15% of the Direct Expenses of the project represented by the sub-total above.

Insert Indirect Costs **\$0**

Total All Expenses **\$225,000.00** **\$0.00**

**HEADQUARTERS**

Raul Yzaguirre Building
1126 16th Street NW, Suite 600
Washington, DC 20036-4845

☎ 202.785.1670

📠 202.776.1792

🌐 unidosus.org

UnidosUS
Escalera Program

GRANT AND DATA SHARING AGREEMENT

June 3, 2024

Beto Lopez
CEO
Guadalupe Educational System (GES)
1015 Avenida Cesar E Chavez, Kansas City, Missouri 64108

Dear Guadalupe Educational System:
UnidosUS is pleased to award the fixed obligation grant described below to Guadalupe Educational System (GES)(the “Grantee”) subject to the following terms and conditions:

ARTICLE I. DESCRIPTION OF GRANT

Grantee: Guadalupe Educational System

Amount of Grant: \$55,000

Participants: 9th-25 students, 10th-23 students, 11th-56 students, 12th-50 students, per grade level

Name of Project:
(the “Project”) *Escalera Program*

Purpose of Grant: Implementation of *Escalera* program

Commencement Date: **June 2024**

Termination Date: **June 2025**

Programmatic Contact: Andrew Heimburger
Title: Freshman/Junior Seminar Teacher
E-mail: aheimburger@guadalupecenters.org

UnidosUS Contact: Daniel Ibarra
Title: Education Program Manager
E-mail: dibarra@unidosus.org

ARTICLE II. GENERAL CONDITIONS

1. Purpose. The fixed obligation grant (“Grant”) will be used solely for the purposes described in this agreement, substantially in accordance with the program activities and budget set forth in *Appendix A* (“Grant Purposes”), and in accordance with the data and reporting agreements set forth in *Appendix B* (“Data and Reporting Agreement”), both of which are hereby incorporated into this Agreement by reference, under the terms and conditions set forth in this agreement.
2. Funding Source and Availability of Funds. This agreement is funded through UnidosUS’s agreement with State Farm and UPS (the “Funder”). Disbursement of funds is contingent upon availability of funds from the Funder, satisfactory progress of the Project and its continued relevance to the Funder’s strategic objectives. Disbursement of total committed amount is contingent upon the Funder’s commitment to fund the total estimated costs approved in the agreement with UnidosUS.
3. Code of Ethics. UnidosUS believes in conducting its work with integrity, fairness and in accordance with the highest ethical standards and is committed to providing a safe, harassment-free environment for its staff, partners and beneficiaries. The Grantee is encouraged to make every effort to promote such an environment in its workplace. In particular, in accepting this agreement the Grantee acknowledges the following:
 - **Safety:** UnidosUS strives to create a culture within the organization that prioritizes the safety and security of all of its beneficiaries. By signing this agreement, the Grantee also commits to ensuring the safety and security of all project beneficiaries. To that end, UnidosUS may require that appropriate insurance policies be held to protect all beneficiaries in the event of an accident.
 - **Prohibition of Discrimination:** The Grantee shall comply with all requirements imposed by or pursuant to the regulations of Title VI of the Civil Rights Act of 1964 and shall specifically ensure that no person in the United States shall on the grounds of race, color, religion, national origin, and handicapping condition or disability be excluded from participation under any program or activity made possible by or resulting from this contract. The Grantee shall also comply with Executive Order 11246, entitled “Equal Employment Opportunity,” as amended by Executive Order 11375 and as supplemented in the Department of Labor regulations (41 CFR 60).
 - **Misconduct:** Failure of the organization or any of its staff to meet the conditions of this clause may result in immediate suspension of the Grant.
4. Fixed Obligation Grant Conditions. In no case may Grant funds be used for any of the following purposes:
 - a) To sub-grant, re-grant or subcontract to another organization;
 - b) To award grants to any individuals for foreign travel;

- c) To purchase any property/equipment with unit cost of \$5,000 or more and a useful life of one year or more.
5. Payment Schedule. Subject to the terms and conditions of this agreement, payments will be disbursed to the Grantee within 30 days of notification of the successful completion of each milestone, which is then certified by UnidosUS program manager, as specified in *Appendix A*; provided that the Grantee has signed this agreement, and completed the UnidosUS specified form indicating the name and address of the bank and the account number to which the money should be remitted.
 6. Grant Administration Fee. The Grantee agrees to pay a Program Partner Grant Administration Fee in the amount of \$500 for UnidosUS Affiliates or \$800 for non-Affiliates. The Grant Administration Fee is used to offset UnidosUS' support and administration of the grant and will be deducted from the grant's first disbursement of funds. Failure to pay the Grant Administration Fee will result in the termination of the agreement.
 7. Reporting. The Grantee will, throughout the grant period, submit to UnidosUS notification of successful accomplishment of each milestone/objective along with any required evidence and certification that the activities were completed as per the above provision. During the grant period, UnidosUS may also require Grantee to provide certain reports on an annual basis. In addition, a full financial accounting of the receipt and disbursement of all Grant funds by the Grantee and a final program report of the use of such funds as of the effective date of termination will be submitted to UnidosUS within 30 days of the of the Grant termination date or termination of this agreement, whichever comes first. The final program report will include major accomplishments, specific outcomes and learnings. Final program report templates and instructions will be sent electronically.
 8. Recordkeeping. Grantee shall maintain records of receipts and expenditures of the Grant funds, as well as copies of reports submitted to UnidosUS, and records must be kept for at least five years following completion of such receipts and expenditures. Grantee's books and records are to be made available for UnidosUS's inspection at reasonable times. UnidosUS retains the right to monitor and conduct a review of operations under this agreement. Such evaluation may include site visits by UnidosUS staff to review program and financial records pertaining to Grant activity.
 9. Required Notification. The Grantee shall provide UnidosUS with immediate written notification of any inability to expend the Grant funds for the Grant Purposes.
 10. Data Collection. The Grantee is responsible for the collection of data pertaining to all beneficiaries participating in the Project. UnidosUS will provide specific written instruction on data collection requirements and the Grantee will be responsible for providing complete and accurate data on a timely basis to UnidosUS for the duration of this agreement. In addition, the Grantee agrees to cooperate fully and as needed with any

external evaluator that may be hired by UnidosUS for the purposes of determining the Project's impact.

11. Marketing and Communication. UnidosUS will provide a Branding Strategy or Marketing Plan, which is hereby incorporated by reference and to which the Grantee shall comply. In all funding credits and references related to the Program, grantor acknowledgement should be noted as UnidosUS. The Grantee will seek permission from UnidosUS to use the Funder's logo on any marketing material.
12. Intellectual Property. UnidosUS shall own all rights, title, ownership, and interest (including all copyrights, publication and display rights, and all rights of electronic communication and transmission) of any kind in all works prepared and delivered by either UnidosUS or the Grantee under this agreement.
13. Charitable Purposes. The Grantee represents and warrants that use of Grant funds will at all times be wholly consistent with the Grant Purposes and that no Grant funds will be used for lobbying, political activity, private benefit or in any way inconsistent with UnidosUS' purposes and legal duties as a Section 501(c)(3) tax-exempt organization pursuant to the Internal Revenue Code.
14. Use of Funds. The Grantee agrees to i) expend all grant funds by the Maturity Date; ii) use funds only for activities and professional services approved under the Agreement; and iii) maintain proper documentation of expenses associated with this grant and maintain such records for a period of at least five years after the Agreement's termination. Any unexpended funds received in relation to this award must be returned to UnidosUS upon termination of the award. Any funds not yet expended and not yet received by Grantee in relation to this award are deobligated by UnidosUS upon termination of this agreement. UnidosUS retains the right to monitor and conduct a review of operations and expenditures under this Agreement. Such review may include site visits by UnidosUS staff to review program and financial records pertaining to grant activity, as needed. The Grantee agrees to comply with such requests as requested.
15. Termination of Agreement.
 - a) Termination for Material Breach. Either party may terminate this agreement within 15 days' written notice if (i) the other party fails to adhere to the terms and conditions of this Agreement or it becomes clear that milestones/objectives are not likely to be completed to satisfaction and the other party does not cure such failure within a period of thirty (30) calendar days after receipt of written notice from the party specifying such failure; or (ii) the other party has breached a representation or warranty as provided herein.
 - b) Termination by UnidosUS. UnidosUS may terminate this agreement by providing 15 days written notice to the Grantee if: (i) the Funder instructs UnidosUS to

terminate or suspend the agreement; (ii) the Grantee becomes insolvent; or (iii) the Funder discontinues funding for UnidosUS.

- c) Effect of Termination. Upon termination, any portion of Grant funds disbursed to the Grantee that remain unexpended shall be returned immediately to UnidosUS and any obligation of UnidosUS to fund any additional installments shall terminate.

16. Integrated Agreement. This Agreement (including any Attachments attached hereto) constitutes the entire understanding and agreement between UnidosUS and the Grantee with respect to its subject matter and supersedes and terminates all prior agreements and understandings between the parties with respect to the specific subject matter hereof, either oral or written, between the parties other than as set forth herein. This agreement may only be amended or modified by a written agreement signed by both parties.
17. Representations and Warranties. The Grantee represents and warrants that: (a) it shall comply with all applicable laws, regulations, and the requirements of any governmental, municipal, statutory, or regulatory authority, including United States laws, regulations, and administrative orders relating to this agreement and performance of the obligations herein; (b) it shall exercise due care and act in good faith at all times in performance of its obligations under this agreement; (c) it possesses all right, power and authority to enter into this agreement; and (d) all publications described under the Grant Purposes shall be original works of Grantee, and shall not infringe upon any patent, copyright, trademark, trade secret or other proprietary right of a third party. The provisions of this section shall survive any termination or expiration of this agreement.
18. Indemnification. Each entity remains solely responsible and liable for its respective claims, debts, obligations, and liabilities. Each entity hereby agrees to indemnify, defend, and hold harmless the other party with respect to any loss, claim, liability, or cost defending the same (including reasonable attorney fees and expenses), arising out of or caused by (a) the negligence, omissions, or willful misconduct of the other party and its directors, officers, members, agents, affiliates, employees, or agents; (b) the other party's breach of this agreement, or any covenants, representations or warranties herein; or (c) any infringement of the intellectual property rights of a third party including patent, copyright, trademark, trade secret, or other proprietary right by the other party.
19. No Right of Assignment or Delegation. The Grantee may not assign or otherwise transfer (whether by operation of law or otherwise) its rights or delegate any funds or its obligations under this agreement without prior written approval from UnidosUS.
20. Governing Law. This agreement shall be governed and construed in accordance with the laws of the District of Columbia. Grantee hereby irrevocably and unconditionally consent to submit to the exclusive jurisdiction of the courts of the District of Columbia in connection with any matters arising out of this agreement and to waive any objection to the propriety or convenience of venue in such courts.

ARTICLE III. SPECIAL CONDITIONS

- a. **Provision of Training and Technical Assistance.** UnidosUS will provide training to the Grantee to increase the capacity of the Grantee to provide the products/services described in an agreed-upon outcomes plan to be jointly developed. UnidosUS may also conduct site visits to monitor Grantee progress in carrying out the Project, review Project outcomes, and provide individualized capacity-building assistance as needed. Technical assistance will be specified in a separate Technical Assistance Plan, which will be developed on an as-needed basis.

This document will serve as an agreement between UnidosUS and the Grantee. If the Grantee agrees to the terms stipulated in this agreement, please sign in the space provided below and return the signed copy to UnidosUS.

UnidosUS

By:  Date: 6/21/2024

Elizabeth Zamudio
Vice President, Education
UnidosUS

GRANTEE ACCEPTANCE

The Grantee accepts the above-described document on the terms and conditions set forth in the foregoing agreement and agrees to perform its responsibilities under it.

Guadalupe Educational System (GES).

By:  Date: 6/13/2024

Beto Lopez
CEO

APPENDIX A—PROJECT DESCRIPTION

For this grant, the Grantee will take the lead role in locally implementing the *Escalera* program, including outreach, recruitment, assessment, training, case management, program implementation, data collection, and reporting.

Scope of Work:

The Escalera program is designed as a postsecondary access program, incorporating a culturally affirming curriculum and advising for mid-level achieving students. Students are enrolled based on selection criteria established by the Affiliate within the parameters of serving the population targeted by UnidosUS. Escalera uses culturally responsive materials and learning strategies to develop the following core competencies: education, career, leadership, and foundational skills. The Escalera curriculum builds skills and understanding in each of these areas through a series of 45-90-minute lessons with approximately six core modules delivered over the academic year. In addition, multiple supplemental modules are available for implementation.

Grant Period

The **12-month grant** period includes time for planning; training; recruitment and selection; implementation; and reporting. Each grantee will create a scope and sequence aligned with local academic and program calendars during initial training.

Participants

The participants will be a cohort of 9th-25 students, 10th-23 students, 11th-56 students, 12th-50 students, per grade level, beginning in the fall semester and carrying the same group of participants through the spring semester.

Escalera is designed for implementation with a population who historically lacked access to high-quality PK-12 education and face barriers to postsecondary success. Characteristics of the target population include but are not limited to individuals who identify as Latino, low-income, first-generation, and/or Multilingual Learners (MLLs).

Program Components

The *Escalera* participants must participate in program sessions and case management; experiential learning activities are optional.

Program sessions: The Escalera curriculum provides culturally affirming lessons that incorporate educational best practices to expose and aid students in preparing for their education and career plans after high school.	Case management: Each participant receives individual attention to address issues participants may face academically or in other areas of their lives. The <i>Escalera</i> instructor and or another staff member must provide regular case management sessions for program participants.	Experiential learning activities (optional): Experiential learning activities complement and reinforce knowledge and skills gained by the <i>Escalera</i> curriculum.
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Programmatic Checkpoints
UnidosUS will have the following programmatic checkpoints with the Grantee:

Welcome Webinar	Thursday, Sept. 5th, 2024
Program Training	Wednesday, Sept. 11th & Thursday, Sept. 12th, 2024
Participant Pre-Program Survey, Student Roster Submission, and Waiver Collection	Sept. 16th, 2024- Oct. 18th, 2024
Monthly Case Management Check-ins and Community of Practice Calls	Oct. 2024- May 2025
Participant Post-Program Survey	May 1, 2025- June 12, 2025
Final Program Report	June 19th, 2025

Participant recruitment, module delivery milestones, and monthly case management check-ins will be used as the basis for grant disbursements. If the Grantee is not able to recruit the minimum number of participants outlined under *Article 1. Description of Grant* of this Agreement, UnidosUS reserves the right to reduce the amount of the second grant disbursement to reflect the number of participants being served at the discretion of the Vice President, Education.

June 2024	First grant disbursement of \$27,000 is disbursed upon receipt of signed agreement, Electronic Payment Form, and W-9 (adjusted for \$500 PPA fee, see section 6 below)
June 2025	Second grant disbursement of \$27500 is disbursed upon receipt of the end-of -program report and completed post-program surveys

APPENDIX B – DATA AND REPORTING AGREEMENT

Section I: Purpose of Agreement

This agreement establishes the terms and conditions under which UnidosUS and Guadalupe Centers, Inc. (the Grantee) can acquire and use data from the other party. Either party may be a provider of data to the other, or a recipient of data from the other.

UnidosUS is a data-driven organization and relies on grantees to report accurate program data. This data allows UnidosUS and the grantee to measure the programmatic impact and share best practices and areas for improvement with the grantee network. Additionally, the data provided by grantees enables UnidosUS to report program success to our generous funders, which increases the likelihood of additional funding.

Section II: Duration of Agreement

The grantee will partner with UnidosUS to implement the program with fidelity and submit reports regarding activities executed and participant outcomes. For reporting, UnidosUS will request the submission of information and data from each grantee.

This agreement will commence at midnight the date of full agreement execution of the present agreement. This agreement will remain in place for the duration of the *Escalera* 2024-2025 grant agreement and reporting period and as long as UnidosUS has granted grantee organization access to the data.

Section III: Description of Data

UnidosUS will collect demographic and key performance indicator information from instructors/facilitators to assess the quality and effectiveness of training.

a: Program-Level Data

Each quarter, UnidosUS will request the submission of program implementation information and participant data from each selected grantee. Grantee program staff are responsible for completing grant reports and their appendices via Quickbase.

Requested data includes, but is not limited to:

- Program model & program staffing changes
- Cohort start & end dates
- Program feedback
- Outreach, enrollment & assessment strategies
- Best practices & challenges
- Participant success stories

- Budget update (upload)
- Other information, as requested

b: Participant-Level Data

Additionally, Grantee program staff will be required to submit a roster of participant names with other participant-level information. Facilitators will enter participant roster information into QuickBase. An UnidosUS Program Manager will provide login credentials and access to the folder for up to two program staff and/or administrator contacts. It is the grantee's responsibility to ensure no one else has access to this folder as it contains sensitive and personally identifiable information.

Participant rosters and individual-level participant data may include, but is not limited to:

- First and last name
- Date of birth
- Email address

In addition, participants will be required to complete pre- and post-program surveys that will ask demographic information, attitudes, perceptions, and key performance indicators. UnidosUS will provide instructions and support for tracking and collecting the necessary data and administering the pre- and post-program surveys.

c: Technical Assistance and Professional Development Data

UnidosUS Program Managers will also collect instructor/facilitator demographic, education, and other data via training surveys that will be kept confidential and securely stored.

Additional implementation data on technical assistance, professional development, and program fidelity may be collected by the Program Manager via phone calls and site visits and will be kept confidential and securely stored.

Section IV: Data Access

With participant consent, UnidosUS will share aggregated data, both program-wide and site-specific, with grantees for ongoing technical assistance and program improvement.

All data transferred to the grantee by UnidosUS remains the property of UnidosUS and shall be returned to UnidosUS upon termination of the grant agreement. Data transferred pursuant to the terms of this Agreement shall be utilized solely for the purposes set forth in the "Purpose" outlined in this Agreement.

The grantee will not share, publish, or otherwise release any findings or conclusions derived from analysis of data obtained from the data provider without prior approval from the data provider.

Any third party granted access to data, as permitted under the condition that UnidosUS must provide prior approval, shall be subject to the terms and conditions of this agreement. Acceptance of these terms must be provided in writing by the third party before the data is released.

Section V: Confidentiality and Data Security

The confidentiality of the data pertaining to individuals will be protected as follows:

1. When participant consent is denied, neither UnidosUS nor the grantee shall release the names of individuals or information that could be linked to an individual, nor will the recipient present the results of data analysis in any manner that would reveal the identity of individuals.
2. Training surveys collect feedback information from participants regarding program and training delivery feedback at an individual level.
3. Both UnidosUS and the grantee shall comply with all Federal and State laws and regulations governing the confidentiality of the information that is the subject of this Agreement.

Data containing individual names and other personally identifying information (PII) shall be transferred via encrypted mechanisms. It is the responsibility of the sender to ensure that the method is secure and that they have the correct contact details for the receiver. UnidosUS and the grantee will store data on secured servers. Access to disaggregated and PII data shall be password protected. Information will be shared on a strict need to know basis only and the data will only be processed by staff in order for them to perform their duties in accordance with one or more of the defined purposes. UnidosUS will limit access to disaggregated and PII data to the *Escalera* Program Manager, their supervisor, and UnidosUS data and digital services staff. Under no circumstances should personal data be processed in any way that is unsecure or left unattended.

Section VI: Agreement Modification

This Agreement may not be modified or amended except in writing signed by the parties. No term or condition of this Agreement will be deemed to have been waived except in writing by the party charged with waiver. A waiver shall operate only as to the specific term or condition waived and will not constitute a waiver for the future or act on anything other than that which is specifically waived.

UnidosUS and the grantee agree to meet the aforementioned terms and conditions.

**AGREEMENT
FOR THE DEVELOPMENT OF A MENTAL HEALTH SYSTEM OF CARE
FOR KANSAS CITY STUDENTS**

This Agreement is made as of May 20, 2024, between signatory PUBLIC CHARTER KC SCHOOLS in Kansas City, Missouri (hereinafter referred to as "KC Schools"), signatory COMMUNITY BASED MENTAL HEALTH AGENCIES (hereinafter referred to as "Mental Health Agencies"), and SCHOOL SMART KC, INC. (hereinafter referred to as "SSKC"). KC Schools, Mental Health Agencies, and SSKC are collectively referred to herein as "the Parties."

BACKGROUND AND PURPOSE

1. Beginning in early 2023, in consultation with the Jackson County Children's Services Fund, SSKC convened a series of meetings with a diverse group of stakeholders in Kansas City, Missouri, interested in developing a more effective system to better support the mental health needs of students in partnership and close coordination with their families, KC Schools, and other critical actors.
2. The group, composed of the KC Schools, Mental Health Agencies, SSKC, and caregivers, began by analyzing the level and depth of student mental health needs, current practices for student identification and assessment, available services, and parent perspectives on the provision of such services. In particular, the group focused on the provision of "Tier 3" mental health services, which are defined as those services provided to students with diagnosable behavioral health concerns that require one-on-one support from a mental health professional.
3. The group's findings were stark – since the pandemic, approximately 20% of students need Tier 3 mental health services, and most KC Schools lacked sufficient capacity to meet this need. The group also found that KC Schools often refer students to community-based mental health agencies that, despite their best efforts to support students, have long wait lists. More broadly, the group found there were limited or no feedback loops to understand the number of students receiving Tier 3 services and the outcome of those services.
4. These findings have made clear the need for a more holistic approach to address inequities in students' access to mental health services. To this end, the Parties have agreed on the critical need to build together a "System of Care for Mental Health" ("SOC/MH") that coordinates the efforts of participating KC Schools and Mental Health Agencies and thereby increases access to quality mental health services to public school students in the Kansas City Public School District boundaries (hereinafter referred to as the Kansas City Public Education System (KCPES)).
5. The Parties have now agreed to memorialize herein their commitment and define their obligations in the implementation and governance of the SOC/MH, all in furtherance of their mutual interests and desire to support the mental health needs of KCPES students more effectively.

NOW THEREFORE, the Parties agree as follows:

1. **SOC/MH Goals and Outcomes:** The Parties have agreed upon and committed to the common, central goal of providing KCPES students with easy access to mental health services through the KC Schools and the Mental Health Agencies. The parties are committed to achieving this common goal so that KCPES students' mental health needs are diagnosed and treated in an expeditious and effective manner so that these students can thrive in school and life.
2. **Implementation Framework and Processes:** To promote the consistent delivery of care to students, the Parties agree to implement clear, consistent, and standardized processes through which mental health services, including Tier 3 services, are delivered at school and, if needed, referred to and treated at a Mental Health Agency's off-campus facility. Each Party agrees to the following foundational elements of the process and commits to using reasonable best efforts to ensure the efficiency and effectiveness of this process:
 - a. **Identification of Students:** The process commences at a KC School with the identification of students who may require Tier 3 mental health services. This identification will be undertaken by KC school personnel or contractors or Mental Health Agency personnel working at KC School sites.
 - b. **Initial Screening Tool:** KC Schools will use a standardized screening tool designed for the SOC/MH to determine if the identified student needs social services, Tier 2 services, and/or Tier 3 mental health services.
 - c. **Tier 3 Assessment Tool, Treatment Plan:** For those students who are identified as potentially requiring Tier 3 mental health services, KC Schools and Mental Health Agency Partners located on campus will utilize the Child and Adolescent Functional Assessment (CAFAS) assessment tool (or other Mental Health Assessment tool mutually agreed upon by the Parties). Based on the assessment results, the KC School and/or the Mental Health Agency working at the school will develop a treatment plan for that student.
 - d. **Referrals for Select Students; System Hub:** If the student requires more mental health services than can be provided at school, the student will be referred to mental health services in the community. To support and coordinate these referrals, the Parties agree to work toward the development and support the governance and management of an office heretofore referred to as the "System Hub," that will be created and housed in a separate non-profit agency. The main functions of the System Hub will be to support the governance of the SOC/MH, ensure performance data are collected and shared, ensure that human and other resources are distributed equitably across KC Schools so that all students have access to Tier 3 services, ensure that the processes outlined in the Blueprint attached as Annex A ("Blueprint") hereto are consistently applied, and ensure there is close and effective coordination between KC Schools and Mental Health

Agencies, particularly regarding referrals from KC Schools to services in the community.

- e. **Caregiver Consent:** The KC Schools and their partner Mental Health Agencies will be responsible for securing caregiver consent for student screening, formal assessment, treatment, and referral.

3. **Specific Obligations and Roles of each Party:** Each Party agrees to the specific roles and responsibilities they will assume under the SOC/MH as specified below:

- A. **KC Schools:** KC Schools will serve as the front line of service provision under the SOC/MH. Their role includes identifying students who may need Tier 3 services, engaging their caregivers, managing the school's care team, providing Tier 3 services, and/or collaborating closely with the Mental Health Agency assigned to their school. They are also committed to establishing and using clear, standardized processes within their schools so that students' needs can be addressed in an expedient and effective manner and student outcomes can be tracked. Specific commitments include:
 - a. **Student Identification:** KC Schools will be responsible for creating and managing a process by which students, staff, and parents can identify students who may need to be screened for a mental health condition. The information should be kept safe, confidential, and easily accessible by the KC School's care team.
 - b. **Providing Information, Supporting Caregivers:** KC Schools also are responsible for 1) informing students and families about the SOC/MH process (e.g., identify, screen, assess, and treat/refer phases); 2) explaining the types of services that are available at school; and 3) ensuring that caregivers feel valued, engaged, and informed throughout the SOC/MH process.
 - c. **Student Screening:** KC Schools agree to screen students within 5 business days after being identified to determine if they need a formal mental health assessment and/or other types of support. A licensed mental health professional who may be an employee of the school may conduct the formal mental health assessment or the KC School may ask the Mental Health Agency working at the school to conduct this assessment.
 - d. **Staffing Support; Mental Health Liaison:** KC Schools also agree to hire at least one Mental Health Liaison ("Liaison") who will be an integral member of the KC School's care team and assigned to support those students who are assessed as needing Tier 3 services. The Liaisons will be a critical link between the school, family, and Mental Health Agencies. It will be the KC School's responsibility to ensure that a Liaison is assigned to each student identified as in need of Tier 3 services so that caregivers are kept informed and engaged as much as they can and written consent is secured. If a

student is assessed as needing Tier 3 services and the caregiver consents, the Liaison will follow the student until their case is closed.

- e. **Referral to Mental Health Agency:** If the KC School and Mental Health Agency partner determines that a student needs to be referred to mental health services in the community, the KC School shall be responsible for ensuring that all of the documentation needed for a referral (e.g., written consent, the reason for referral) is submitted to the System Hub so that an appointment can be expedited.
 - f. **Creation of Sustained, Embedded Structures:** KC Schools also agree to integrate the Stages and Modalities of Care described in the Blueprint into their regular operating protocols and their overall approach to providing students with consistent, high quality mental health support; such support shall be provided without regard to the SOC/MH providing financial support for the care team and mental health services.
- B. **Mental Health Agencies:** Mental Health Agencies agree to support students either at Schools where they have assigned staff and in their own locations where such services are delivered more broadly to patients.
- a. **Mental Health Agencies:** Mental Health Agencies agree to support students both at KC Schools, where they have assigned staff, and in their own locations, where such services are delivered more broadly to patients.
 - b. **Assignment of Staff, Integration into School Teams:** Mental Health Agencies with staff assigned to work at a KC School will be integral members of the KC Schools' care teams and, as such, commit to following the SOC/MH process. These processes are described in the section of the Blueprint entitled School-based Mental Health Services: Stages and Modalities.
 - c. **Assessment:** Mental Health Agencies agree to apply the CAFAS assessment tool, or another assessment tool mutually agreed upon by the Parties and use the results to define a treatment plan for those students who need Tier 3 services.
 - d. **Mental Health Service Delivery:** The Mental Health Agencies also agree to deliver short-term mental health services at school if caregiver written consent is secured and to coordinate closely with the school's Liaison while treatment is being provided at school. When the treatment plan is near completion, the Agency will reassess the student to determine whether additional treatment at school is needed, the student needs a referral to services outside of school, or the case can be closed.
 - e. **Referral Support:** If a student's mental health needs exceed what can be provided at school, the Mental Health Agencies will work with and through the System Hub to help secure an appointment for the student as expeditiously as

possible. To this end, each Mental Health Agency agrees to assign a qualified person within their organization to be the formal point of contact for the System Hub's referral manager. The System Hub manager will contact this person to secure the earliest possible appointment, introduce the Liaison and ensure all documentation is complete so that the referral is as seamless and efficient as possible.

- C. **SSKC:** SSKC will provide overall management and support in the launch and implementation of the SOC/MH. Specific commitments of SSKC include:
- a. **Steering Committee; Governance:** SSKC shall manage the initial selection and orientation of the SOC/MH Steering Committee, providing guidance and direction and defining common policies and procedures across the SOC/MH.
 - b. **Identifying and Supporting the System Hub:** SSKC shall select an existing organization to house it, help it hire and orient the Hub team, and provide the new team with ongoing technical and operational support. SSKC shall directly contract with the organization housing the System Hub, with such contract specifying the following core functions:
 - i. Coordinating the communications and activities of the members of the SOC/MH; while each KC School and Mental Health Agency will perform the roles described in this Agreement, the System Hub will ensure that they are operating in an interdependent and coordinated part of a unitary SOC/MH System;
 - ii. Managing the data collected and inputted by each member so that across the SOC/MH, decisions are data-driven and there is a firm foundation for identifying and resolving bottlenecks and for continuous learning;
 - iii. Supporting KC Schools and Mental Health Agencies in facilitating the referral of students who need mental health services that cannot be provided at school and need to be seen at one of the Mental Health Agency's facilities in the community;
 - iv. Providing support to the SOC/MH's Steering Committee, which will include recruiting and orienting Committee members, developing meeting agendas, convening meetings, and ensuring appropriate follow-up on any action items. This will also help the Steering Committee ensure strong representation and participation of caregivers in the system's governance.
 - c. **Fundraising Efforts:** During this Agreement, SSKC will coordinate ongoing efforts across all Parties to raise funds for the operation and expansion of the SOC/MH. This shall include working with the System Hub to develop and execute a fund-raising strategy aimed at diversifying and augmenting the sources of funding to sustain the System Hub and providing ongoing investment to strengthen and scale up the SOC/MH.
 - d. **Sustainability/Transition Planning:** As SOC/MH efforts are formalized during

this Agreement, SSKC will work with the Steering Committee and all Parties to define a common, long-term vision for the SOC/MH, including the transfer of full responsibility for governance and the planning, financing, and administration of the SOC/MH to an independent agency collectively managed and supported by the Parties.

4. **Additional SOC/MH Commitments:** The Parties also commit to these additional activities in support of the effective conduct of activities under the SOC/MH:
 - A. **Effective Caregiver Engagement:** The Parties commit to regular and effective engagement of students' caregivers as they support the mental health needs of students. This requires that all Parties articulate and implement practices that ensure caregivers and other family members are treated respectfully and sensitive to racial and cultural differences. KC Schools agree to educate caregivers about the types of mental health services available at school and how caregivers can be involved at each stage of the process. They also agree to add one or more Liaisons to their care teams to promote strong and effective communication with caregivers and families.
 - B. **Data Use, Storage, and Sharing:** The Parties commit to providing data relevant to and utilizing a SOC/MH information system, including that set forth in Annex B. This information system will not contain any clinical data that violates HIPPA regulations, and the Parties shall not share specific information related to student identities and health information. Aggregate, de-identified data will be provided to the Parties in aggregate form to monitor performance, identify SOC/MH bottlenecks, make informed decisions based on solid data, promote continuous improvement, and measure student outcomes. The Parties further agree that the Steering Committee shall be able to update data-sharing protocols continuously.
 - C. **Quality Assurance and Continuous Learning:** The Parties agree that critical to the success of the SOC/MH is a commitment and openness to learning and improving, and all Parties agree to provide the data described in Annex B of this Agreement in a timely and regular manner to Parties of the SOC/MH as appropriate. The Parties also agreed to provide and use the data described in Annex B to promote trust and engagement with caregivers and inform donors, policymakers, and other stakeholders about the scope and type of mental health services delivered through the SOC/MH.
 - D. **Medicaid; Insurance Payment for Services.** The Mental Health Agencies, with the ability to do so, agree to bill third-party insurance, primarily Medicaid, for services provided hereunder. It is understood that to bill Medicaid or other forms of insurance, Mental Health Agencies may require that they conduct the formal mental health assessment and provide the required mental health services at school and/or possibly in the community. For those Mental Health Agencies that do not have the capacity to bill Medicaid, SSKC and the System Hub commit to working with them to secure alternative funding sources. The System Hub, with SSKC support, will also provide technical support to those Mental Health Agencies

that are interested in developing the internal capacity to bill Medicaid.

5. **Steering Committee:** The SOC/MH will be governed by a Steering Committee whose purpose is to ensure that the system and all of its constituent elements are functioning in a consistent, well-coordinated, and effective manner so that students are being identified, assessed, and treated expeditiously and effectively.

Each Party hereto agrees to designate one individual from its enterprise to serve on this Steering Committee, which shall also comprise two or more caregivers.

The Parties recognize that the Steering Committee, as an Advisory body, does not possess formal legal authority. The provision of funds and formal commitments made by the SOC/MH will require the approval of SSKC in accordance with its normal protocols for committing funds and entering into financial and other obligations.

6. **Term of Agreement; Termination**

This Agreement covers the period of May 31, 2024, to May 31, 2027. Any Party may terminate its obligations hereunder by providing a two-week written notice to all of the other Parties hereto.

7. **Force Majeure.**

This Agreement is subject to cancellation or change on written notice in the event of causes beyond the Parties' reasonable control, including without limitation acts of God or war, terrorism, earthquakes, floods, other natural disasters, strikes, riots, curtailment of operations due to governmental orders or rulings, and the like.

8. **Confidentiality.**

Each Party agrees to maintain the confidentiality of all information ("Confidential Information") that it receives or learns of in connection with this Agreement. Such information shall include, but not be limited to, all financial information, information obtained in the course of conducting services hereunder, any surveys or questionnaires, other personal information, correspondence, intellectual property owned or jointly owned by the Parties, and program development or other internal program information related to the conduct of activities under the Agreement. Upon termination of this Agreement for any reason, the departing Party will immediately return to other relevant parties files, reports, data, documents, notes, surveys, survey responses, or other records or material of any kind (including electronic records) and all copies of such materials, whether in paper or electronic form, including all copies of such materials produced by subcontractors, concerning or pertaining to the other Parties or any of its affiliates and obtained in connection with, or in the course of providing the services or completing the work required under this Agreement and will make no further use of such Confidential Information without the written consent of the other Parties. The Parties agree to use such confidential information during the

term of this Agreement only in the performance of obligations under this Agreement, and to take reasonable measures to preserve its confidentiality. This Paragraph shall survive termination of this Agreement.

9. Public Statements; Common SOC/MH Branding and Identity

The Parties agree that any statements to third parties or other public statements this Agreement, must be approved in advance in writing by the other Parties. All parties agree to promote one unified brand and identity as a System of Care for School-based Mental Health. As such, the Parties to this agreement agree to comply with the branding guidelines to be developed by SSKC for the SOC/MH.

10. No Assignment.

The Parties acknowledge that services under this Agreement are unique and personal, and therefore neither this Agreement nor scope of work nor obligations hereunder may be assigned without prior written approval of the other Parties.

11. Notices.

All notices required to be given or made hereunder shall be made by confirmed facsimile, by personal delivery, by first class mail (postage prepaid), or by overnight delivery with receipt confirmed at the following addresses of the parties provided in the signature pages hereto, or at such other addresses as the Parties may from time to time designate by proper written notice. Notices shall be deemed given on the date of sending or mailing thereof.

12. Conflict Resolution.

All disputes arising in connection with this Agreement and its attachments shall be finally settled under the Rules of the American Arbitration Association and by the arbitrator appointed in accordance with the said Rules. Any arbitration proceedings shall take place in the State of Missouri. The parties agree that any arbitration award may be entered in any court having jurisdiction over the subject matter or parties. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this Agreement and expressly waive their right to file a lawsuit or claim against one another for such disputes, except to enforce an arbitration decision.

13. Miscellaneous Provisions.

This Agreement is the entire agreement between the Parties regarding this matter and supersedes any prior oral or written agreements or understandings. No amendments shall be valid unless in writing and signed by all Parties. If any provision of this Agreement is declared void or unenforceable by a court or arbitrator of competent jurisdiction, it shall not affect the validity or enforceability of any other provisions. In the event that any provision relating to the time period or scope of a

restriction shall be declared by a court or arbitrator of competent jurisdiction to exceed the time period or scope such court deems reasonable and enforceable, then the time period or scope of the restriction deemed reasonable and enforceable by the court shall become and shall thereafter be the maximum time period or the applicable scope of the restriction.

14. **Governing Law Provision.**

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Missouri, without regard to the choice or conflicts of law provisions.

**SIGNATURE PAGE TO THE AGREEMENT
FOR THE DEVELOPMENT OF A MENTAL HEALTH SYSTEM OF CARE
FOR KANSAS CITY STUDENTS**

KC SCHOOLS

Frontier KC Schools

Ugur Demircan, Superintendent
6800 Corporate Drive, Kansas City, MO 64120

Date

Guadalupe Centers Charter KC Schools

Jose Lopez, President, Board of Directors
5123 E Truman Road, Kansas City, MO 64127

Date

Crossroads Charter KC Schools

Tysie McDowell, Superintendent
1011 Central St., Kansas City, MO 64105

Date

KIPP KC

Rachel Phelps, Director of Support Services
2700 East 18th Street, Kansas City, MO 64127

Date

Brookside Charter School

Roger Offield, Superintendent
1815 East 63rd Street, Kansas City, MO 64130

Date

Citizens of the World Charter KC Schools

Danielle Miles, Executive Director
3435 Broadway Boulevard, Kansas City, MO 64111

Date

**SIGNATURE PAGE TO THE AGREEMENT
FOR THE DEVELOPMENT OF A MENTAL HEALTH SYSTEM OF CARE
FOR KANSAS CITY STUDENTS**

MENTAL HEALTH AGENCIES

University Health – Futures Program

Charlie Shields, President & CEO
300 West 19th Terrace, Kansas City, MO 64108

Date

Mattie Rhodes

John Fierro, CEO & President
148 North Topping Avenue. Kansas City, MO 64123

Date

Synergy

Dennis Meier, Ph.D., Co-Executive Director
400 East 6th Street, Parkville, MO 64152

Date

SWOPE

Jeron Ravin, JD., President & CEO
3801 Dr. Martin Luther King Jr. Boulevard, Kansas City, MO 64130

Date

Samuel Rodgers

Bob Theis, CEO
825 Euclid Avenue, Kansas City, MO 64124

Date

SIGNATURE PAGE TO THE AGREEMENT
FOR THE DEVELOPMENT OF A MENTAL HEALTH SYSTEM OF CARE
FOR KANSAS CITY STUDENTS

SSKC

SCHOOL SMART KC, INC.

Angelique Nedved, President and CEO
3105 Gillham Rd # 200, Kansas City, MO 64109

Date

**ANNEX A
SOC/MH BLUEPRINT**

**Blueprint for the System of Care for Mental Health: A
Systemic Solution to Increase Student Access
25 AUGUST 2023**

EXECUTIVE SUMMARY

School leaders in the Kansas City Public School Education System (KCPSES), caregivers and students identify mental health issues as contributing to poor school attendance and academic performance. Interviews with school personnel and mental health agencies revealed that,

- Since the pandemic, the percentage of students in need of individualized mental health services (Tier 3) hovers near 20%.
- Most schools lack sufficient capacity to meet this need, resulting in the referral of students to community-based mental health agencies that have long waiting lists with limited or no feedback loops.
- There is a lack of data on the number of students receiving school-based mental health service, the number referred to community-based agencies and on the outcomes of these services.

Design Process

In consultation with the Jackson County Children’s Services Fund (JCCSF), SchoolSmart KC (SSKC) convened a series of meetings between February and May 2023 with a diverse group of stakeholders to develop a blueprint for a System of Care for student mental health (SOC/MH) that included seven charter schools, six mental health agencies, five parents and one funding agency. The group developed system goals, objectives, values, and principles. They critically analyzed current practices for student identification and assessment, identified what services are available, and surfaced parents’ concerns about a lack of meaningful engagement.

Goals and Objectives

The goal for the SOC/MH is to provide students in KCPSES with easy access to mental health services through their schools and partnerships with community-based mental health agencies. The desired outcome is for students’ mental health needs to be diagnosed and treated in an expeditious and effective manner so that they can thrive in school and life. Supporting this goal are several main objectives,

- Caregivers will be engaged effectively throughout the process of delivering services to students;
- All parts of the system—schools, mental health agencies, caregivers, and other stakeholders— will generate and share information aimed at ensuring strong outcomes for students, quality assurance, and continuous improvement at all levels of the system; and,
- The system will be financially sustainable.

Essential Elements to Achieve Goals and Objectives

Protocol for the Delivery of Services

To promote consistent delivery of care to students, there will be a clear process for what and how Tier 3 services are delivered at school from the identification and screening of students to formal assessments,

school-based interventions, and referrals to community-based mental health agency, when necessary, as described in [Appendix B](#). Suggested screening tools, a formal assessment tool and school-based brief intervention modalities are presented in Appendices [D](#), [E](#), and [F](#).

Effective Engagement of Caregivers

As mentioned earlier, a key objective of the SOC/MH is to promote high levels of caregiver engagement. To this end, the SOC/MH will include a person with lived experience who will accompany the student throughout the process described in [Appendix B](#). The inclusion of a Family Support Liaison (FSL) will enhance the school's care team and also increase the likelihood of forming healthy partnership with students' caregivers. SOC/MH guidelines for engaging caregivers are found in [Appendix C](#).

Continuous monitoring and improvement

To ensure the SOC/MH is functioning effectively and meeting its targets (to be established each year by a governing board), an information system will be created so that data can be shared among members of the system to monitor progress, detect bottlenecks and other problems, and promote continuous reflection and learning among system members. It also will enable SOC/MH members to measure whether students' attendance and/or grades improved and to monitor issues such as,

- The flow of students from the point of identification until they receive mental health services and for each stage of the process how many students are identified, the length of time between and within stages, length of treatment provided at school, etc.
- The level of caregiver engagement; and,
- The efficacy and efficiency of the referral process.

Timeline

During the second half of SY 23-24, we hope to pilot the SOC/MH with at least 4 schools in order to test and refine the guidelines, tools and protocols. Prior to the launch of the pilot SSKC, in consultation with schools and agencies, will oversee the creation of a System Hub office that will be tasked with the management of the referral, information and financial functions of the System. A representative board of directors to ensure the good governance and accountability of the SOC/MH will also be created.

Final Note

Much like a blueprint for a house, this one describes how the design team, guided by SSKC, hopes to increase students' access to Tier 3 mental health services. It does not include details on how the system will be implemented or the mechanics for the proposed stages of care. These important operational details will be debated and defined in the months ahead. As with any blueprint, we anticipate that this one will need to be refined to reflect budget, staffing, legal and other realities. Our aim is to find a workable balance between allowing schools to be creative and flexible while ensuring consistency across all members of the system in terms of quality, student access and caregiver engagement.

BLUEPRINT for a SYSTEM OF CARE for STUDENT MENTAL HEALTH

Why Mental Health and Why a System?

In 2018 when SchoolSmart KC (SSKC) was refining its strategies to help schools address “out of school” factors that affected students’ ability to attend school regularly and perform well at school, student mental health was identified by school administrators and educators as an area of concern. The following year SSKC commissioned a study on chronic absenteeism for which researchers from the University of Missouri-Kansas City interviewed caregivers and students to get their perspectives. Problems related to emotional reasons (students) and family conflict (caregivers) were among the top reasons cited for students’ chronic levels of absenteeism. A follow up study in 2021, conducted by iBosswell, asked school teams to identify their greatest challenges in meeting students’ social service needs; a lack of access to mental health services was a top concern.

To better understand this issue, SSKC conducted interviews with 19 charter schools and 9 mental health agencies in 2022¹ and found the following:

- According to schools and agencies, the prevalence of mental illness among students has increased since the pandemic and hovers around 20%. These statistics are consistent with national trends.
- In the Kansas City Public School Education System (KCPSES), the distribution of mental health resources across schools is uneven. The majority of schools interviewed either have no one at the school who can provide one-on-one mental health counseling or have insufficient capacity.
- All schools indicated the need to refer students to mental health agencies in the community and a better system for referring students. They reported high levels of frustration connecting with agencies, long wait times, and no feedback loops after a student has been referred.
- There is a lack of data on how many students received mental health services at school, how many were referred for mental health services, if services were rendered, etc.
- No schools are satisfied with the status quo and agreed that a more systematic approach is needed.

These and other factors led SSKC, in consultation with the Jackson County Children’s Services Fund (CSF), to conclude that a **systematic approach** was needed to address;

- the lack of access to mental health services among students in the KCPSES;
- the inequitable distribution of mental health resources across KCPSES schools;
- schools’ lack of capacity to address the mental health needs of students; and,
- the lack of coordination among mental health agencies and between the education system and mental health agencies in the community.

Like any system, the basic idea behind this one which we call the **System of Care for Mental Health**

¹ Efforts to interview KCPS schools during this period were not fruitful.

(SOC/MH) was to,

- assemble the relevant pieces of the puzzle—schools, caregivers, mental health agencies, funders—into a cohesive whole;
- clarify the roles and relationships of reciprocity among and between the various parts of the system;
- ensure that as an inter-connected system, the members share the same goal, objectives and values; and,
- create mechanisms (training, data flows, coordination) to ensure the system functions as one synergistic entity and not a series of disconnected parts.

These ideas were presented to over 50 stakeholders (caregivers, schools, agencies and funders) at a meeting in February 2023, where the overwhelming reaction among those present was that a more systematic approach was needed and a stakeholder-driven design process was the best way to proceed.

DESIGN PROCESS

Seven (7) schools, 6 mental health agencies (agencies), 5 caregivers and 1 funding agency participated in the design process which began in April 2023. The first four meetings, held in person, allowed the design team to articulate system goals, principles and values; analyze current practices related to identifying and assessing students, share information about what services are available, and surface caregivers' concerns about a lack of meaningful engagement. In May, design team members met in smaller groups to address specific topics which allowed us to reach consensus on the ideas presented in this blueprint. For more information on the values and principles that guided the design team please see [Appendix A](#).

TIERS OF SUPPORT

The success of the SOC/MH is predicated on the ability of a school to implement a Multi-Tiered System of Supports (MTSS). This framework has been endorsed widely by many organizations in the US including the National Association of School Psychologists, US Department of Education, the National Center for School Mental Health, the US Department of Health and Human Services, and the Department of Elementary and Secondary Education of the state of Missouri. The MTSS helps schools ensure that they use their resources equitably and strategically so that each student receives the type and level of support they need to thrive in a school environment.

Tier 1 services are universal supports available to all students. These interventions are delivered either school-wide, grade-level, or classroom-based. They may include socio-emotional learning activities and other strategies to promote positive school climate and staff well-being.

Tier 2 services are targeted supports intended for some students who have been identified as experiencing mild emotional distress or functional impairment. This may include small group work around self-regulation or other socio-emotional skills, mindfulness classes and other brief, low-intensity interventions.

Tier 3 service are for the relatively fewer number of students with diagnosable behavioral health concerns, or those who experience significant distress or functional impairment and are delivered one-on-one most commonly.

We decided to focus on Tier 3 mental health services because it was the one that school staff identified as taking the most time and for which they felt they had the least capacity. Focusing the design of the SOC/MH on Tier 3 does not mean, however, that the other tiers are considered less important. To the contrary, the SOC/MH will succeed if schools help students build their protective assets (e.g self-esteem, a positive sense of self, good communication skills) through Tier 1 strategies and can effectively build students' socio-emotional skills under Tier 2.²

SYSTEM GOALS AND OBJECTIVES

The goal for the SOC/MH is to provide students in the Kansas City Public School Education System (KCPSES) with access to mental health services through their schools and partnerships with community-based mental health agencies. The desired outcome is for students' mental health needs to be diagnosed and treated in an expeditious and effective manner so that they can thrive in school and life. Supporting this goal are several main objectives,

- Caregivers will be engaged effectively throughout the process of delivering services to students;
- All parts of the system—schools, mental health agencies, caregivers and other stakeholders— will agree to generate and share information aimed at ensuring strong outcomes for students, quality assurance and continuous improvement at all levels of the system; and,
- The system will be financially sustainable.

SCHOOL-BASED MENTAL HEALTH SERVICES: STAGES AND MODALITIES

To ensure a high level of consistency and quality in how Tier 3 services are delivered at school, every SOC school will implement the following stages which are shown graphically as a flowchart found in [Appendix B](#). Having clear stages for the delivery of services helps school staff members, caregivers and students understand what occurs at school and how they will be engaged. Having a clear and more standardized sequencing of services also promotes accountability and continuous learning.

It is important to underscore the vital role that caregivers play at each stage of the process. The success of the SOC/MH is predicated on the assumption that schools, mental health agencies, and caregivers will work together to ensure students get the support they need to thrive.

The Caregiver Guidelines found in [Appendix C](#) are designed to,

- Ensure that schools are doing their utmost to keep caregivers informed about what is offered at school, how it is offered, how caregivers can help and be helped, and with clear information about their child at all stages of the SOC/MH process.
- Promote policies and practices that are racially and culturally sensitive and appropriate. If schools or providers do not have standards or norms around how to be

² Post-blueprint approval, SSKC will engage members of the design team in a discussion of minimal common standards for Tiers 1 and 2 so that all SOC/MH schools have a similar foundation.

culturally and racially sensitive, they need to correct that and ensure staff are trained and held accountable.

- Assist schools in implementing procedures through which caregivers can provide input related to the SOC/MH and any grievances or issues can be addressed and resolved.

Student identification: The process begins with the Identification of a student who may need Tier 3 services. Identification may be made at any time by a caregiver, school staff member, or by the student themselves or another student. Each school will communicate to caregivers, staff members, and students what to look for and who they need to notify if they think a student would benefit from mental health services. In a centralized and secure location at school, a designated staff member will log in basic information about the student. The latter section has more information on the type of information to be collected at each stage of the process.

Review/Screening: Once a student is identified, the school's care team conducts a review to determine if the student needs social services, Tier 2 and/or Tier 3 services. This should be done within 5 business days of the student being identified. [Appendix D](#) contains several behavioral checklists that schools should use to screen students. As a result of the review of the student in question the school will determine, in consultation with the caregiver³, which of the following pathway/s is best:

- No special action at this time or,
- A referral to social services⁴ and/or;
- Involvement in Tier 2 services; and/or
- A formal mental health assessment as a requirement for Tier 3 services.

Formal Assessment: This stage of the process involves a formal assessment by a qualified mental health professional using a validated tool such as the CAFAS questionnaires⁵ to make a diagnosis and develop a treatment plan. Ideally, if a team agrees that the student needs a formal assessment and the caregiver provides consent, it is done immediately following the review meeting. If that is not possible, it should be conducted within 5 business days. If the caregiver is unable to go to school to provide information for the assessment, the school send the Family Support Liaison (FSL) to the home to facilitate their involvement⁶. Once the assessment is completed, a member of the care team will discuss treatment options with the caregivers.

Services Delivered at School: The services delivered at school will focus on diminishing or eliminating symptoms of anxiety, depression or conduct concerns and helping students to manage their response to recent trauma. They are designed to be short-term in nature. If more complex, intensive and/or prolonged treatment is necessary, a referral will be made for treatment at a community-based mental health provider.

³ Depending upon the student's age, level of maturity and situation the school care team will determine whether and how best to engage the student in a discussion of his/her situation and possible options.

⁴ SOC will connect schools with Impact MO, a "one stop shop" arrangement whereby families can access a host of social services.

⁵ See [Appendix E](#) for more details on this tool.

⁶ It is important to note that the FSL s will not be administering the CAFAS tool but rather explaining to caregivers what they entail and ensuring the caregiver fills out which tool is used.

The services delivered at school will be provided by a qualified mental health professional⁷ and, on average, will be for 10-12 sessions. It is important to underscore that each school will determine what is best for the individual student including whether to extend the number of sessions beyond this range. The sessions will be scheduled by the school and efforts will be made to minimize the amount of time the student misses any core classes. Schools will be responsible for ensuring that Tier 3 services are provided in a designated space that is safe and secure.

The core modalities of care provided at school under the SOC/MH include,

- ❖ **Cognitive Behavioral therapy (CBT)** helps students learn how to identify and change destructive or disturbing thought patterns that adversely influence their behavior and emotions.
- ❖ **Solution-focused therapy** is a short-term, goal-focused, evidence-based therapeutic approach that incorporates positive psychology principles and practices. It helps students change by constructing solutions rather than focusing on problems.
- ❖ **Play therapy** which is attuned to the child's developmental level and looks for ways of helping in the "language" of the student, most often up to 12 years of age, to better express themselves and resolve their problems. For more information on the evidence and application of these therapies, please consult [Appendix F](#).

Schools may have the capacity to provide additional types of modalities such as occupational and/or music therapy which they are encouraged to offer. They also have the flexibility to utilize a combination of these core modalities depending upon the student's needs.

At or near the conclusion of a student's treatment plan, the care team will meet with the caregiver/s to review the student's status and discuss whether the behavioral concerns have diminished or been eliminated⁸. Prior to this meeting the student will be re-assessed⁹ and results will be shared in a collaborative review. In cases where the caregivers and care team believe the student has improved, Tier 3 service would be terminated. If, on the other hand, the care team and caregivers agree that the student would benefit from some additional sessions, the treatment plan will be amended, and additional sessions offered.

Delivery of Services in the Community: The care team, with caregiver consent, may recommend a referral for longer-term and/or more specialized services with a mental health provider in the community. The types of services for which schools most commonly seek a referral are for psychiatric evaluation and services, family therapy, in-home therapy or more intensive therapies such as those to address longer-term trauma. Based on the schools' experiences to date, one can anticipate that an estimated 5-10% of students who are assessed for Tier 3 will need services that go beyond what is provided at school. Cognizant of the fact that making a successful referral to an "outside" provider has been one of the biggest challenges for school mental health staff, the SOC/MH seeks to make the

⁷ They may be System-approved licensed mental health professionals or individuals who are in the process of meeting their licensure requirements and receiving supervision from a certified supervisor.

⁸ If, after the student has received the Tier 3 services as per their treatment plan, additional sessions at school are recommended, the treatment plan will be amended to add additional sessions. However, this is not a solution if a student requires more long-term services or a more robust mix of mental health modalities.

⁹ For the purposes of comparing the student's situation to baseline, a reapplication of CAFAS is highly recommended.

process more efficient for the schools and agencies and clear and satisfying for the students and their caregivers.

Each school will have one staff person who will serve as the point of contact (POC) for all referrals; a school can determine if this role is assigned to a social worker, administrative person, or some other member of the staff who is organized, understands how the schools' SOC operates and works well with the other members of the care team. This person will be responsible for ensuring that all the relevant data and documentation are ready for referral. The referral packet will include the results of the assessment conducted at school, caregiver consent, HIPPA forms and the recommendation of the referring person on the school's care team. The referral POC will contact a central office, referred to as the "hub", which will be created for the SOC/MH to assist all participating schools in securing an appointment with an appropriate provider. If a student is being seen at school by the mental health provider from the community agency and the student requires a referral at any point, every effort will be made to refer that student to that same provider.

REFERRAL SERVICES

The hub will be responsible for connecting the students referred by SOC/MH schools to the appropriate level of care in the shortest time possible. This will entail ensuring that the POC at the school has provided all of the information required, including a signed caregiver consent form, the results of the case review and formal assessment, Health Insurance Portability and Accountability Act (HIPPA) related forms, and any case notes. If the information is incomplete or unclear, the hub will work with the school to resolve the issue before making the connection to the provider in the community.

The hub will work with a pre-identified POC at each agency, who understands their role within the SOC/MH which includes helping the hub connect the student and family to services as soon as possible. For the hub referral manager to work effectively, they will need access to information about agencies' wait times and have a good understanding of what services are offered by each agency, catchment areas, and financial or other requirements for accessing their services.

Making a solid connection between a student (and their caregiver/s) and a community-based provider also will depend on the effectiveness of the Family Support Liaison (FSL). Among a FSL's responsibilities is maintaining clear and effective communication with the student's family. If a student needs to be seen by a provider outside of the school, the FSL can help the student and family understand why and what the referral entails and help them address any barriers or concerns. This may include transportation, child care, language or cultural issues, etc. and the FSL will work with the school care team, hub and/or provider to find creative ways to resolve any barriers to assessing mental health services in the community.

STAFFING AT SOC/MH SCHOOL

The table below displays the recommended type of staffing needed at a SOC/MH school by stage of service. Each school's care team may have a different configuration of personnel and the table below indicates what type of roles the care team needs to include for the SOC/MH. Some of these roles are not clinical, such as the point of contact for identified students, whereas other roles need to be performed by staff with clinical training and experience. Recognizing that job titles vary from school to school, schools are encouraged to focus on the functions and how they currently are being performed (or should be performed). The information shown in the table also aligns with

recommendations provided by the University of Maryland's School Social Work, the National Association of School Psychologists, and the Substance Abuse and Mental Health Services Administration (USHHS), among others.

There is one role that is critical for all stages of the SOC/MH, that of the Family Support Liaison (FSL). This person may be a former student, caregiver or a community member who has a desire and ability to relate effectively with students and their families. Their success is contingent on their ability to gain the trust of caregivers and students and work with the school's care team to bridge any communication, racial and/ or cultural gaps that may exist. This person does not need to have an undergraduate degree and can be trained on how to function successfully within the SOC/MH. The suggested ratio of students to provider is 20-25/1 and this ratio will be monitored to determine if it is optimal or needs to be adjusted.

Stage	Type of staff	Role/s
Student Identification	Administrative or clerical person	To names of identified students
Review/Screening of Identified Students	This should be done in a care team meeting with a Master's level person present to sign off on decision.	To complete the behavioral checklist and determine whether a student needs a formal assessment or a different pathway/s.
	Family support liaison	To work with caregivers and engage them in the review.
Formal Assessment	Licensed professional with a Master's degree (or higher) in a behavioral health discipline.	To complete a formal assessment and recommend a course of action based on the results.
	Family support liaison	To work with caregiver/s to ensure they are informed, provide their consent and are engaged in the assessment process.
Delivery of Services at School	Master's level in a behavioral health discipline; may be licensed or provisionally licensed with certified supervision. Number of service hours needed will depend on the size of the student population; on average one full-time therapist can see 20-25 students/week ¹⁰ .	To provide Tier 3 therapies at school.

¹⁰ This ratio is based on guidelines provided by the University of Maryland, SAMHSA and other national organizations and is corroborated by schools and community-based agencies who have worked in KCPSES over the past 2-3 years. This suggested ratio will be monitored to ensure quality of service and efficiency and adjusted as

Referral to Community-based agency	A point person who does not need to have clinical training or experience but is well integrated into the care team.	To ensure the referral packet is complete and transmit referral to the hub.
	Family support liaison	To engage with the family while the student is receiving care in the community.

DATA SHARING AND PERFORMANCE MONITORING

To ensure the effective and efficient implementation of the SOC/MH and measure its efficacy in terms of student attendance and performance, a robust information system will be created. During the System's pilot year, data will enable members to improve practices and build a strong foundation so it can be scaled up to include more schools and students. The type of data to be collected includes,

Identification of Student who may need care	<ul style="list-style-type: none"> • student unique number, age, grade, race, ethnicity, gender • date logged • person identifying student • reason (dropdown)
Case review/Screening	<ul style="list-style-type: none"> • student ID • date check list applied • participating caregiver/s • determination (which pathways) • reason, (dropdown) • name of staff involved • caregiver involvement (dropdown)
Assessment	<ul style="list-style-type: none"> • student ID • date of assessment • tool used • participating caregiver and staff member/s • results • treatment proposed (recommend referral see below) • name of person signing off on treatment plan • caregiver consent
Delivery of Service	<ul style="list-style-type: none"> • student ID • type of modality delivered, dates and duration • name of MH professional • data re-assessed • date treatment ended and why (dropdown) • if treatment extended, why (dropdown) • caregiver consent

needed.

Referral	<ul style="list-style-type: none"> • name of referring person • student ID • reason for referral (dropdown) • recommended service (dropdown) • preferred community-based provider (if relevant) • date of referral • caregiver consent • name of FSL • referral packet complete (drop down menus)
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The data to be provided by a mental health agency to whom a student is referred include,

- student name
- dates when student (and family) was seen,
- number of times the student/family missed scheduled appointments,
- whether the provider came up with a different diagnosis than the one suggested by school care team, and,
- when/whether the student was reassessed, and services terminated.

The SOC/MH information system will ensure the confidentiality of student information and unique student ID numbers would be assigned to each case. SSKC, in consultation with design team members, will work on performance indicators for the SOC/MH so that collectively we can measure our effectiveness in addressing students' mental health needs and enhancing their participation and performance at school. These may include,

- The flow of students from the point of identification until they receive Tier 3 services and for each stage of the flowchart, how many students are identified, the length of time between stages, length of treatment provided at school, etc.
- The level of caregiver engagement; and,
- The efficacy and efficiency of the referral process.

ENGAGING COMMUNITY-BASED MENTAL HEALTH AGENCIES

Community-based mental health agencies play a vital role in the SOC/MH by providing services at school and/or receiving and treating students and families referred to them by SOC/MH schools. Mental health staff assigned to provide services at school will be treated as integral members of the school's care team and follow the processes described in this blueprint. For students who need psychiatric services, family therapy, long-term trauma-focused therapy or some combination of these therapies, the agencies will play a critical role in providing timely and effective care at their facilities.

To facilitate referrals from SOC/MH schools, the agencies will designate a POC and work with the SOC/MH hub to connect the student to appropriate services in as short a time as possible. Agencies also will work with the hub to share information on their wait times so that the first available appointment can be scheduled. Additionally, the agencies recognize the role and value of the family support provider from the student's school as a vital asset in helping the family make appointments, comply with any recommendations, and communicating needs from the caregivers to the provider and vice versa.

Mental health agencies will make every attempt to facilitate their intake processes so that they are accessible to caregivers, efficient and effective. Agencies will explore doing intake at school, home or electronically so that caregivers do not have to make a separate trip to the provider's facility for the intake process. Where necessary the FSL from the school will work with the agency and family to resolve any issues in completing the intake process.

The agencies also will do their utmost to avoid collecting the same assessment information that was collected at the school in an effort to avoid a duplication of efforts. To this end the agencies will educate all relevant staff on the SOC/MH so that they take into account the data and services the individual student has received at school prior to being referred.

The agencies will use their normal billing and revenue practices to cover the costs of services provided at their facilities. The SOC/MH will work with agencies on a case by case basis to address any revenue gaps that they may experience in serving students and their families.

FINANCING AND INCENTIVES

SSKC, in consultation with design team members and content experts, will develop a long-term plan for the financing of the SOC/MH. As indicated earlier, one objective of this initiative is to ensure the long-term financial sustainability of the system. To this end, there are several important aspects of this issue;

- At present schools and agencies in the state of Missouri have not been successful in billing Medicaid for mental health services provided at school even though MO HealthNet (Medicaid in MO) changed its reimbursement policies in 2018 to allow for this. While organizations like the Medicaid Consortium of the Missouri School Board Association work with MO HealthNet to resolve barriers to school participation in this managed care program, the SOC/MH will seek financing from philanthropic organizations and public programs focused on mental health and school safety to jumpstart the system and lay the groundwork for scaling it up.
- Many agencies in the community do not receive reimbursement from Medicaid for the services they provide at their facilities and rely on grants and/or funding from the Community Mental Health Fund. The exceptions to this reality are federally qualified institutions such as University Health, SWOPE Health and Samuel Rodgers who are able to bill Medicaid.
- In order to maximize the use of MO Healthnet and other public sources of insurance, the SOC/MH will explore the cost-benefit of creating the capacity to support agencies who currently are not able to bill Medicaid, CHIP or other programs.
- Over time, SOC/MH plans to increase its revenue from renewable sources like Medicaid and other insurance programs and lessen its dependence on grants and short-term contracts.
- SSKC will explore the possibility of a cost-share arrangement whereby members of the SOC/MH pay a reasonable fee for the services provided through the hub (e.g. for referral services, billing, reporting, etc.)
- The short-term strategy is to raise funds for the first 2-3 years of the SOC/MH while SSKC develops a strategy for longer-term diversified revenue streams. As part of this initial 2-3 year launch phase several possible options are envisioned,
 - Supporting the salaries of mental health professionals and/or family support providers assigned to work at the school under the SOC/MH. SOC/MH may, for example, support these salaries for a defined period of time during which time the school or mental health agency makes plans to absorb those salaries after that period is over.
 - Creating a hub office to support the entire system with referrals, billing issues, data collection and analysis, coordination, and continuous improvement.
 - Sponsoring training and other capacity building activities for members of the SOC/MH so that they are able to provide the level of care envisioned to students and their families. The areas for capacity development also will include key topics for Tiers 1 and 2 in addition to ensuring the coordination and quality required for Tier 3 service delivery.

SOC GOVERNANCE AND ADMINISTRATION

The SOC/MH will have its own governance and administrative capacity. It will function for the wellbeing of the system and its constituent parts. As such it will not belong to any specific member of the system nor to SSKC, which is instrumental in overseeing the development of the SOC/MH. SSKC will continue to support the launch, implementation and scaling up of the SOC/MH and will gradually transfer responsibility for the planning, financing, and administration of the system to the system's board of directors.

Governance:

The SOC/MH will be governed by a board of directors representing key stakeholder groups (caregivers, schools, mental health agencies and experts, local authorities, philanthropic entities, etc.) that will serve in a voluntary capacity. Its purpose will be to ensure that the SOC/MH is functioning well as an inter-connected, coordinated entity and is continuously monitoring its performance and improving. Paramount to their role will be ensuring that students are benefiting from the functioning of the SOC/MH.

Like any governing body, the SOC/MH board will ensure the system has enough resources, strong accountability and that the hub is effectively and efficiently supporting the system. A key role of the board will be to build and maintain the community's trust. Key to trust building will be addressing any issues that undermine caregiver involvement in the SOC/MH. It is recommended that in addition to having caregivers serve on the board of directors, the SOC/MH also create a mechanism through which caregiver concerns and grievances can be addressed in a serious and timely manner.

Administration:

In addition to facilitating referrals and ensuring students connect with community mental health services, the SOC/MH hub is envisioned to perform the following functions:

- Ensure data are being entered consistently and correctly by participating schools and agencies and utilized to monitor performance. This will require,
 - Providing training to school staff on SOC data entry requirement
 - Doing regular data checks to make sure data are being entered correctly. Take corrective action as needed and do the same for participating agencies (data requirements are yet to be defined)
 - Running reports regularly to monitor performance of the SOC, e.g flows within school, from school to agency, and agency to school; caregiver engagement, etc. (all of this to be designed) and resolve any issues as able or bring to SOC governing body for resolution.
 - Providing data to SSKC and others as needed for fundraising and accountability purposes.
- Organize training and other capacity building activities for SOC members as identified and agreed upon by them.
- Provide support to the governing board of the SOC/MH.
- Coordinate the day-to-day operations of the SOC/MH and as issues arise either resolve them and/or bring them to the attention of the board.
- Maintain and manage communications among SOC players and ensure data flows and sharing among SOC active members (Protocols TBD)

Developing a Talent Pipeline

Students enrolled in graduate professional degree programs such as counseling, psychology, and social work are a potential source of talent for the SOCH/MH. Through the SOC/MH these Master's students could receive financial support for the hours they provide to the SOC/MH as part of their service requirements. The SOC/MH will explore opportunities to partner with local and regional universities so that Master's students are placed within our schools and/or with SOC/MH agencies and provided supervision and support. In exchange for SOC/MH's financial support, the students would sign an agreement whereby after graduation, they would be employed by a school or provider within the SOC/ MH for the same number of years they received that financial support. During the time they work for the SOC the graduates of these Masters programs would receive certified supervision, opportunities for networking and training, and other incentives. For more information on a similar approach used by UMKC for child welfare grant, please consult [Appendix G](#).

Currently, SOC/MH is in the process of exploring partnership options with Missouri Western University; Missouri State University, Park University, the University of Missouri- Kansas City, the University of Missouri- Columbia, the University of Kansas and Avila University.

Appendices

- A. [SOC/MH Values, Principles and Design Team Composition](#)
- B. [Flowchart of Delivery of Services to Students](#)
- C. [Caregiver Engagement Guidelines](#)
- D. [Screening Tools](#)
- E. [Formal Assessment Tools](#)
- F. [Recommended Modalities for School-based Services](#)
- G. [Strategies to Develop a Talent Pipeline for SOC/MH](#)

Appendix A - SOC/MH Values, Principles and Design Team Composition

VALUES

We value,

- Families and their communities.
- Keeping people healthy.
- Being proactive.
- Staff competence, confidence, and retention.
- A single point of contact for families at school.
- A shared understanding of our scope of services with clear roles and responsibilities among all members of the system of care.
- Timely and effective responses.
- Securing students and their families in a timely manner.

PRINCIPLES

- Students and their families will be at the center of the SOC/MH's processes, actions and plans.
- We should always assume the best intentions among SOC/MH members.
- There should be no racial bias within the SOC/MH.
- We will endeavor to ensure that students do not miss core classes to participate in the SOC/MH.
- We will endeavor to provide in-home services where possible.
- We will promote and ensure resource equity.
- We will endeavor to ensure that all families and staff understand SOC/MH values, principles, goals and processes.

PARTICIPATING CAREGIVERS, SCHOOLS, AND ORGANIZATIONS IN THE DESIGN PROCESS

Caregivers

- Dacia Martin
- Kynisha Reid
- Jillian Rainingbird
- Julie Holland
- Lauren Jenkins
- Tiffany Price

Schools

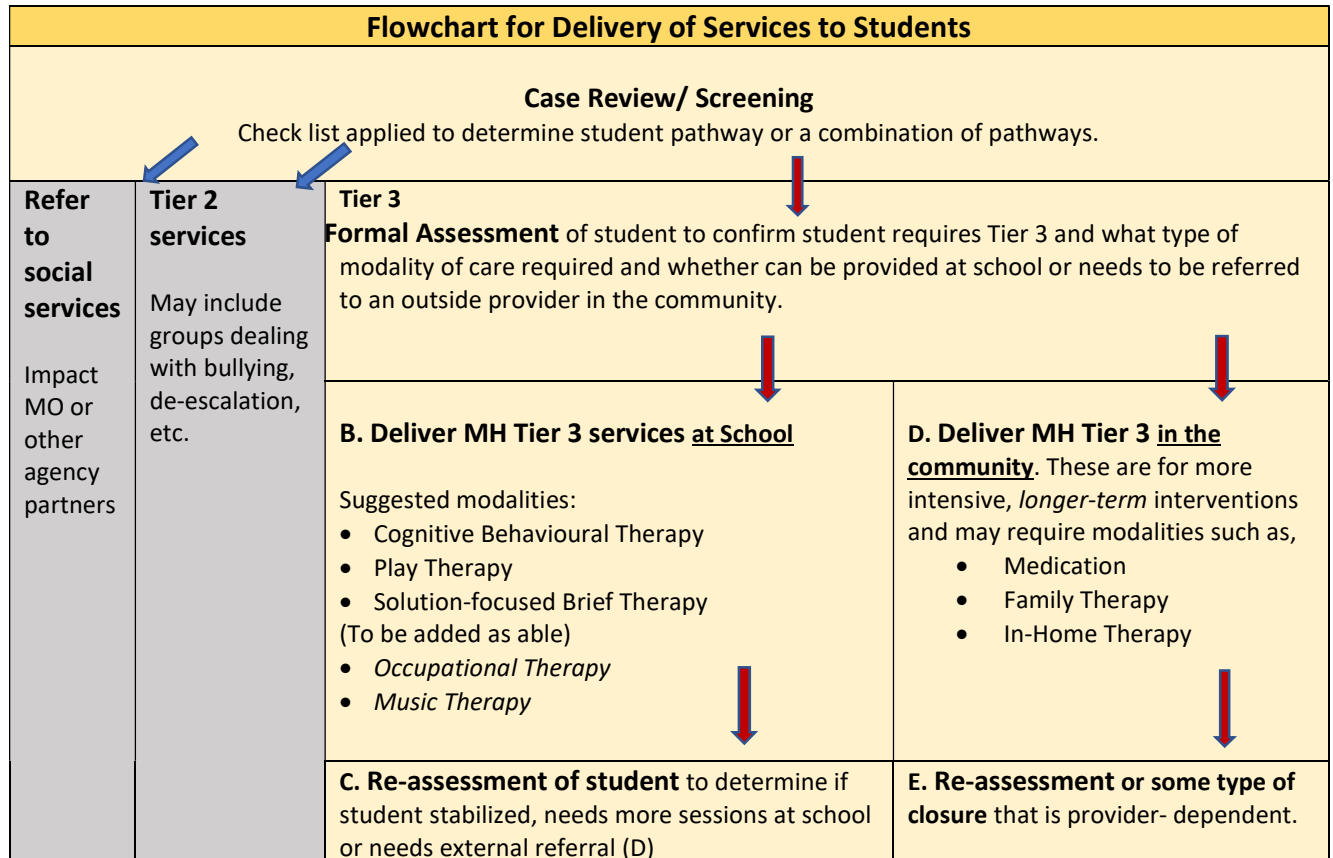
- Brookside Charter School
- Citizens of the World Charter School
- Crossroads Charter Schools
- Frontier Schools
- Guadalupe Centers
- KIPP Endeavor Academy
- University Academy

Institutions

- Burrell Behavioral Health
- Community Mental Health Fund
- Jewish Family Services

- Mattie Rhodes
- Samuel Rodgers
- Synergy Services
- SWOPE
- University Health

Appendix B - Flowchart of Delivery of Services to Students



Appendix C – Caregiver Engagement Guidelines

This document provides guidance to schools participating in the System of Care (SOC) on how to engage caregivers in the various stages of determining if a student needs **Tier 3** services for a behavioral/mental health issue and whether the student can be helped at school or needs to be referred to mental health services in the community.

This document does not describe the policies, procedures, and activities that a school should implement in order to build and maintain good relations with caregivers and families. The success with which schools engage caregivers in the SOC will depend, in large part, on the level of mutual trust and collaboration that has been and continues to be built between caregivers and the school. If schools and providers do not have guidelines and/or do not provide regular training and support on how to promote culturally and racially appropriate communications and interactions.

These guidelines are not meant to be used in cases of emergencies. If the school and/or caregiver deems that the student is a danger to themselves or to others, the school should activate its emergency policies and procedures. Explicit in these procedures should be clear instructions on how caregivers should be engaged in emergency situations.

ORIENTATION

For school staff

All school staff will be oriented on the System of Care for Mental Health (SOC/MH) so that any member of the staff is able to answer basic questions from caregivers and/or caregivers (will refer to both as “caregivers” for brevity’s sake) and know where to refer them for more information about the SOC. At a minimum, every member of the school staff should be able to tell caregivers who to contact if they have any questions about the SOC at their school and have easy access to a fact sheet. Additionally, the schools’ annual staff development plan should include an activity related to ensuring staff knowledge about the SOC.

For Caregivers

Information about the System of Care for Mental Health (SOC) should be included in the various, established school-home communication methods used by the school such as open house family presentations, school newsletters, school text/phone messages, backpack notes, etc. Schools should communicate with caregivers at the beginning of each school year and several times during the school year about the SOC to promote caregivers’ understanding and engagement. Schools also should ask a sample of caregivers at least once during the SY if they know about the SOC/BH in order to gauge how well the schools is getting the word out and to solicit input on how the school can improve its outreach efforts and better engage caregivers.

In terms of what type of information, the school should consider sharing with caregivers, some key elements include,

- simple description of the three tiers of care
- what is available at the school for each tier
- the essential roles and rights of caregivers in each tier, particularly Tier 3.
- what the school does when/if a student is identified as potentially benefiting from Tier 3 services.

Before describing each stage, it also is important to underscore the vital role that caregiver/s play

Appendix C continued

throughout the process; guidelines for their engagement can be found in Appendix C. With caregivers as partners throughout the process, the schools and community agencies have a much greater chance of providing the student with the support and services they need to address any mental health issues. The aim, therefore, of the Caregiver Guidelines is to help schools and providers engage with caregivers as partners. There are several pillars to the SOC/MH approach to caregiver engagement:

- Making sure the school and providers are doing their utmost to keep caregivers informed about what is offered at school, how it is offered, how caregivers can help and be helped, and clear information about their child at all stages of the SOC/MH process.
- Putting in place policies and practices that promote interactions with caregivers that are racially and culturally sensitive and appropriate. If schools or providers do not have standards or norms in this regard, there are many resources they can tap into to develop their own policy and standards.¹¹
- Instituting at each school a process by which caregivers can provide input to the school leadership regarding overall engagement with caregivers, the mental health services provided at school and any grievances or issues that emerge.
- Additionally, caregivers will be represented as part of the governance/oversight structure of the system as a whole so that collectively we address ideas, concerns and needs expressed by caregivers and families with regard to the SOC/MH.

DELIVERY OF CARE AT SCHOOL

Stage 1: Identification of a Student

Caregivers are often the first person to notice that their child may be struggling with a mental health issue and might benefit from extra support. The school needs to make it very clear to caregivers by what they say and do that caregivers are valued and vital in identifying students who may (or may not) need Tier 3 services. Staff should reiterate and model this in their written and spoken interactions with caregivers.

If a caregiver contacts the school whether it be through a teacher or another member of the staff, the following protocol should be followed:

- The staff person should thank the caregiver for sharing their concern.
- Inform the caregiver that this information will be shared with the care team at school (if possible, state the person who coordinates the team or their position) asap.
- Explain that the care team will review the student and would love to have the caregiver participate.
- Ask the caregiver what the best way and time is to get their input; tell them that a member of the care team will be in touch.
- Explain that the review is intended to determine what the student needs such as social services, group work or individual therapy.
- Make sure the caregiver understands that if one-on-one (Tier 3) services are recommended, the caregiver will be consulted and must agree to next steps.

If a student or a member of the staff identifies a student who might need more support, the school

¹¹ <https://eclkc.ohs.acf.hhs.gov/sites/default/files/pdf/family-engagement-cultural-perspectives.pdf>

should log in the information and contact the caregiver¹² and invite them to participate in the review and explain what that will entail.

Stage 2: Internal Review of a Student

Caregivers should be involved in the review process as their input will allow the school care team to better Appendix C continued

appreciate if the behaviors at school are mirrored at home or if there are other significant factors or events in the student's home or community life to take into account. The school's care team should use multiple methods to communicate with the caregivers in order to gain their input. If the usual methods of communication do not work, the school should schedule a home visit to interview the caregiver/s for the purposes of the case review. If the caregiver cannot be reached after multiple attempts or is not able to participate in the review, the school will contact the caregiver after the review is completed at school to share and discuss their findings.

As indicated by the SOC flowchart, after the review is completed, there are several possible pathways (or combination of pathways), the care team may recommend which include,

The student,

- does not need any particular behavioral health services or supports at this time;
- the family may benefit from social services;
- would benefit from group work (Tier 2); and/or,
- would benefit from one-on-one therapy either at school or in the community.

Heretofore, these guidelines will focus on what schools should do if the care team believes the student would benefit from Tier 3 mental health services. The review should occur within 3-5 business days after the student has been logged in as "potentially" needing Tier 3.

Stage 3: Formal Assessment

A formal mental health assessment requires caregiver consent. Until the student caregiver (or legal guardian) consents to a mental health assessment, the school cannot proceed with a formal assessment.

To ensure the student receives the support he/she needs, the school should make multiple attempts to explain to the caregiver why the care team believes their child would benefit from mental health services, what the assessment entails and what type of services are available at school and/or the community.

To maximize caregiver engagement and consent, the school should contact the caregivers and offer to have the Family Support Liaison (FSL) make a home visit or call them at a pre-arranged time. If the caregivers indicate that they do not want their child assessed, a member of the care team should try to ascertain why the caregiver is reluctant and try to work through their reservations. If after talking with the caregiver/s, they still are unwilling to provide consent, their response (and any reasons) should be documented by the school.¹³

¹² For the purposes of accountability and learning, all efforts to contact caregivers should be logged in.

¹³ In cases where the caregiver is not willing to provide consent the school should monitor the situation and in the event the student's condition continues or worsens the school should continue to reach out to the caregiver. If an acute or emergency situation should arise, the school should activate its emergency procedures.

Stage 4: The Delivery of Services

School-based Services

At this stage, the school should provide caregivers with information about the treatment plan prescribed for their child such as what type of service/s, number of sessions and estimated duration. It is important this is done in a way that maximizes caregivers' understanding and level of comfort with the school's recommendations so that caregivers are seen and treated as a member of the team. At this point in the process, it also is important that the school reassure the caregiver/s that the care team is available to answer any questions or concerns they may have at any point with the treatment, clinical and non-clinical staff, etc.

Appendix C continued

The SOC recommends that the care team provide the caregiver with an update at least once during the period of service delivery; however, the frequency and timing of interactions with caregivers will be determined on a case-by-case basis, in consultation with the caregiver/s.

Schools should contact the caregiver if the student does not show up for therapy and/ or is not cooperative to determine how the caregiver/s can help with this situation.

Additionally, if at any time the student's behavior changes and there is immediate concern for their safety and wellbeing, the caregiver should be notified immediately.

When Tier 3 services are winding down for a student, the care team will communicate with the caregiver to let them know that the treatment plan has been implemented and what, if any, next steps are recommended whether this entails how caregivers can support the student at home and/or if additional services may be needed.

DELIVERY OF SERVICES IN THE COMMUNITY

If, after the formal assessment is completed, the care team determines that the student's needs are greater than what can be offered at school, the team will meet with the family to discuss referral options. At this stage in the process the Family Support Liaison will play a vital role in ensuring the caregivers are clear as to why the student should be referred and how the SOC will support the student and the caregivers through the process.

For a referral to be effective, the school needs to obtain from the caregivers an approval to refer their child for services.

If the caregiver is unable to be contacted or does not give consent, a referral cannot be made. Again, the care team should continue to work with that family as they are able to try to ascertain why the caregivers do not want to have the child (or family) referred to services in the community and mitigate any barriers. If the caregiver/s have a concern about a particular provider, the school and hub office will work with the family to find a better match for them.

Once caregiver consent is secured, the school will ensure that the referral information is complete and transmit it to the SOC/MH hub that will facilitate the appointment with the receiving agency in the community.

The school also will ensure that each student (and their caregiver/s) who is referred for services in the community has an assigned a FSL by/from the school to help the family if any issues arise while the student (and potentially their family) is waiting to be seen or in treatment. The FSL will help "close the

loop” with the student and their caregivers so that if caregivers (and/or the student) have any questions or concerns about the treatment being provided in the community, these concerns are transmitted to the hub office, documented and addressed in an expeditious manner.

Appendix D - Screening Tools

These are suggested checklists that may be used to determine whether a student needs to move to the formal assessment stage of the process. Schools may determine which type of screening tool is most appropriate for their use.

Behavior and Feeling Survey

The Behavior and Feelings Survey (BFS) is a brief, 12-item rating scale designed to facilitate efficient progress-monitoring during youth psychotherapy. It was developed and evaluated in four samples, among youths ages 7-15 years, with results demonstrating a robust factor structure, internal consistency, test-retest reliability, convergent and discriminant validity, and utility for tracking change during youth psychotherapy (see Weisz et al., 2019).

Weisz, J. R., Vaughn-Coaxum, R. A., Evans, S. C., Thomassin, K., Hersh, J., Ng, M. Y., ... & Mair, P. (2020). Efficient monitoring of treatment response during youth psychotherapy: the behavior and feelings survey. *Journal of Clinical Child & Adolescent Psychology*, 49(6), 737-751.

The BFS offers parallel youth-report and caregiver-report forms. Items are rated on a scale from 0 (*not a problem*) to 4 (*a very big problem*).

Three scale scores can be derived: Internalizing Problems (sum of items 1-6), Externalizing Problems (sum of items 7-12), and Total Problems (sum of items 1-12). There is no manual for the BFS.

This measure is free and available to all who wish to use it. There is no fee and no requirement for licensure or formal approval.

Behavior and Feelings Survey (Youth Report)

https://weiszlab.fas.harvard.edu/files/jweisz/files/behavior_and_feelings_survey_-_youth_report_form.pdf.pdf

Behavior and Feelings Survey (Caregiver Report)

https://weiszlab.fas.harvard.edu/files/jweisz/files/behavior_and_feelings_survey_-_caregiver_report.pdf.pdf

Moods and Feelings Questionnaire

The Mood and Feelings Questionnaire (MFQ), developed by Adrian Angold and Elizabeth J. Costello in 1987, consists of a series of descriptive phrases regarding how the subject has been feeling or acting recently. Coding reflects whether the phrase was descriptive of the subject most of the time, sometimes or not at all in the past two weeks. Tested on ages 7-19 in various studies.

Should you wish to administer the MFQ to your clients or for your research study, you may download a PDF of any version of the MFQ free of charge. We ask only that you cite the authors in any published work.

Citations

Angold, A., Costello, E. J., Messer, S. C., Pickles, A., Winder, F., & Silver, D. (1995) The development of a short questionnaire for use in epidemiological studies of depression in children and adolescents. *International Journal of Methods in Psychiatric Research*, 5, 237 – 249.

Appendix D continued

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Messer, S. C., Angold, A., Costello, E.J., Loeber, R., Van Kammen, W., & Stouthamer-Loeber, M. (1995). Development of a short questionnaire for use in epidemiological studies of depression in children and adolescents: Factor composition and structure across development. *International Journal of Methods in Psychiatric Research*, 5, 251-262.

Article available in PDF format, with permission from Whurr Publishers Ltd. in English and Spanish.
Youth Report Long Version (33 items)

https://psychiatry.duke.edu/sites/default/files/2023-02/MFQ_Child%20Self-Report%20-%20Long.pdf

Youth Report Short Version (13 items)

https://psychiatry.duke.edu/sites/default/files/2023-02/MFQ_Child%20Self-Report%20-%20Short.pdf

Parent Report Long Version (34

items)https://psychiatry.duke.edu/sites/default/files/2023-02/MFQ_Parent%20Report%20on%20Child%20-%20Long.pdf

Parent Report Short Version (13 items)

https://psychiatry.duke.edu/sites/default/files/2023-02/MFQ_Parent%20Report%20on%20Child%20-%20Short.pdf

Strengths and Difficulties Questionnaire

The Strengths and Difficulties Questionnaire (SDQ) is a brief behavioral screening questionnaire addressing youth 2-17 years old. There are versions for caregivers, for educators, and for older youth (11-17 years old). All versions of the SDQ ask about 25 attributes, some positive and others negative. These 25 items are divided between 5 scales:

1. emotional symptoms (5 items)
2. conduct problems (5 items)
3. hyperactivity/inattention (5 items)
4. peer relationship problems (5 items) 1 to 4 added together generate a total difficulties score (based on 20 items)
5. prosocial behavior (5 items)

The same 25 items are included in questionnaires for completion by the caregivers or teachers of 4-17 year olds ([Goodman, 1997](#)).

Questionnaires for self-completion by adolescents ask about the same 25 traits, though the wording

is slightly different ([Goodman et al, 1998](#)). This self-report version is suitable for young people aged around 11-17, depending on their level of understanding and literacy.

Several two-sided versions of the SDQ are available with the 25 items on strengths and difficulties on the front of the page and an impact supplement on the back. These extended versions of the SDQ ask whether the respondent thinks the young person has a problem, and if so, enquire further about chronicity, distress, social impairment, and burden to others ([Goodman, 1999](#)).

The follow-up versions of the SDQ include not only the 25 basic items and the impact question, but also two additional follow-up questions for use after an intervention. Has the intervention reduced problems? Has the intervention helped in other ways, e.g. making the problems more bearable?

To increase the chance of detecting change, the follow-up versions of the SDQ ask about 'the last month', as opposed to 'the last six months or this school year', which is the reference period for the standard versions. Follow-up versions also omit the question about the chronicity of problems.

Free for Download and Use at: <https://www.sdqinfo.org/a0.html> Form Used in University Health Intake Packet

This is a half-page of 44 possible behaviors which the caregiver circles if their child is displaying such behavior. The items are similar to those evaluated by the previous instruments.

Appendix E - Formal Assessment Tool

Child and Adolescent Functional Assessment Scale (CAFAS)

Sometimes called the gold standard for assessing a youth's day-to-day functioning across critical life subscales and for determining whether a youth's functioning improves over time. CAFAS is backed by over 20 years of research supporting its validity and sensitivity to detecting change in behaviors. It is designed for youth ages 5-19. It is widely used to inform decisions about level of care, type and intensity of treatment, placement, and need for referral. It can be administered online. Since the software is web-based, there are no installation costs or setup fees. There is a low and fixed annual maintenance fee and a nominal fee for each assessment used. For more information on CAFAS visit, <https://www.fasoutcomes.com/Content.aspx?ContentID=12>.

The CAFAS is quickly completed by a practitioner (10 minutes) who “clicks” the behavior-based items that describe the youth’s functioning in each of the domains shown below. For each domain (subscale), the assessor can also quickly identify the youth’s strengths and goals.



CAFAS also includes a two domain for caregivers: materials needs and family support.

Results with interpretations are displayed instantaneously and include: CAFAS scale scores, CAFAS profile, alerts for critical items, risk behaviors, clinical markers, client types, and outcome indicators. The Client Assessment Report and the Family Report (which includes strengths and goals and shows progress) are generated entirely by the software. The assessor can add optional summary comments to appear on the Client Assessment report. Based on target behaviors, strengths and goals are selected.

After each assessment, a snapshot of the child's assessment results appear immediately on the Client Dashboard. If the CAFAS is re-administered to track progress (e.g., quarterly), outcome indicators focus attention to progress, or lack thereof.

The Supervisor Dashboard presents aggregated client data for subscale scores as well as a variety of clinical markers (e.g., risk behaviors, client types) and for outcome indicators (improving vs. not improving). It is easy to “drill down” to identify the specific youth who meet the criteria and then “click” to view the child's "Client Dashboard".

Other Advantages

- Automated assessment report and family “take home” report.

- Aggregated reports for program evaluation and quality assurance.
- Integrated export tool makes it easy to send data to funding sources.
- [Webservice interface](#) eliminates duplicate entry.

Appendix F - Recommended Modalities for School-based Services

The three modalities, described below, for school-based Tier 3 mental health services were reviewed, discussed, and confirmed by school and mental health services agency personnel during multiple group and individual meetings. Design team members agreed that school-based interventions should focus on diminishing or extinguishing symptoms of anxiety, depression or conduct concerns, as well as managing student response to recent trauma. Some participants suggested that for students who may initially be averse to talking interventions, occupational therapy or music therapy may prove useful to relax the student so that they may engage in these three modalities.

Solution-Focused Brief Therapy

The following description is drawn from the Institute for Solution-Focused Therapy (<https://solutionfocused.net/what-is-solution-focused-therapy/>).

Solution-Focused Brief Therapy (SFBT) (also called Solution-Focused Therapy) is a short-term, goal-focused, evidence-based therapeutic approach that incorporates positive psychology principles and practices. It helps students by constructing solutions rather than focusing on problems. In the most basic sense, SFBT is a hope-friendly, positive emotion eliciting, future-oriented vehicle for formulating, motivating, achieving, and sustaining desired behavioral change.

Therapists develop solutions by first generating a detailed description of how the student's life will be different when the problem is gone (or if their situation improved to a degree satisfactory to the student). They then carefully search through the student's life experience and behavioral repertoire to discover the necessary resources needed to construct a practical, sustainable solution. Typically, this process involves identifying and exploring previous "exceptions" (times when the student successfully coped with or addressed previous difficulties and challenges).

SFBT was developed inductively in an inner-city outpatient mental health service setting. Countless hours of therapy sessions observations over several years, identified questions, statements, and activities associated with client progress were incorporated into SFBT. Known for its usefulness and brevity, it is a practical, goal-driven approach that emphasizes clear, concise, realistic goal identification.

Goal Development Questions

Once a goal is identified, therapists ask questions to generate a detailed description of what the client's life will be like when the goal has been achieved. They begin searching through the student's experiences and behavioral repertoire for times when at least some parts of the goal have already occurred.

Looking for Previous Solutions

Most people have previously solved many, many problems and likely have some ideas of how

to solve the current problem. To help students discover these potential solution ingredients, the therapist may ask, “*Are there times when this has been less of a problem?*” Or they may ask, “*What did you (or others) do that was helpful?*” Or perhaps they may ask, “*When was the last time when something like this happened, even a little bit?*”

Present and Future-focused vs. Past-oriented Focus

SFBT focuses on identifying solutions for the present or in the future. This reflects the basic belief that problems are best solved by focusing on what is already working, and how a student would like their situation to be, rather than focusing on the past and the origin of problems. For example, a therapist may ask, “*What will you be doing in the next week that would indicate to you that you are continuing to make progress?*”

Compliments

Direct and indirect compliments based on careful observation of positive things the client has done or said are an essential part of this approach. Validating what the student is already doing well, and acknowledging how difficult their problems are encourages them to change. Compliments punctuate and validate what the student is doing that is working.

Do More of What is Working

Once previous solutions and exceptions to the problem are identified, the therapist gently invites the student to do more of what has previously worked, or to try changes they brought up to try. This is called an “experiment” or a “homework”.

Scaling Questions

Scaling questions allow both student and therapist to assess the situation, identify the current distance from the goal, and what will maintain current progress. Students can be invited to rate their level of motivation, confidence, as well as what specifically helps them progress on the scale in the direction of their goal or miracle.

Research Findings

Solution-focused brief therapy is an evidenced-based practice model. There have been close to 150 randomized clinical control studies with different control populations in different clinical settings in multiple countries, almost all showing positive benefits of SFBT. There have also been eight meta-analyses on a range of outcome studies with an overall effect size ranging from small to large, for child, adolescent, and adult populations, for presenting problems such as depression, stress, anxiety, behavioral problems, parenting, and psychosocial and interpersonal problems.

Franklin, C., Moore, K., & Hopson, L. (2008). Effectiveness of solution-focused brief therapy in a school setting. *Children & Schools*, 30(1), 15-26.

Gingerich, W. J., & Eisengart, S. (2000). Solution-focused brief therapy: A review of the outcome research. *Family Process*, 39(4), 477-498.

Kim, J. S., Smock, S., Trepper, T. S., McCollum, E. E., & Franklin, C. (2010). Is solution-focused brief therapy evidence-based?. *Families in Society*, 91(3), 300-306.

Kim, J., Jordan, S. S., Franklin, C., & Froerer, A. (2019). Is solution-focused brief therapy evidence-based? An update 10 years later. *Families in Society*, 100(2), 127-138.

Cognitive Behavioral Therapy

Cognitive behavioral therapy (CBT) helps people learn how to identify and change destructive or disturbing thought patterns that adversely influence their behavior and emotions. The underlying concept behind CBT is that thoughts and feelings play a fundamental role in behavior. CBT teaches people that while they cannot control every aspect of the world around them, they can take control of how they interpret and deal with things in their environment. CBT provides the following benefits:

- Healthier thought patterns develop by the student becoming aware of the negative and often unrealistic thoughts that dampen their feelings and moods.
- It is an effective short-term treatment option. Improvements can often be seen in five to 20 sessions.

Process

CBT usually starts with one or two sessions focused on assessment, during which the therapist helps the student identify the symptoms or behavior patterns that cause the most problems and sets goals for treatment.

In subsequent sessions, the student identifies negative or maladaptive thoughts they have about their current situation and determines whether these thoughts are realistic. If these thoughts are unrealistic, they learn skills to challenge and change those thoughts so they are more accurate in a given situation. Once their perspective is more realistic, the therapist helps them determine a more appropriate course of action. Students may be given homework to do between sessions. That typically includes exercises that help them learn to apply the skills and solutions developed in therapy to real-world situations in their day-to-day life. CBT usually concludes with a session or two of recapping, reassessing, and reinforcing what was learned. If necessary, someone may return to therapy for periodic maintenance sessions.

CBT combines cognitive therapy with behavior therapy by identifying maladaptive patterns of thinking, emotional responses, or behaviors and replacing them with more desirable patterns. It focuses on changing the automatic negative thoughts that can contribute to and worsen anxiety, depression, or emotional difficulties. These spontaneous negative thoughts also have a detrimental influence on mood. Through CBT faulty thoughts are identified, challenged, and replaced with more objective, realistic thoughts.

CBT uses different strategies to help students overcome these patterns. Here are a few examples.

Identifying Negative Thoughts: It is important to learn what thoughts, feelings, and situations are contributing to maladaptive behaviors. This process can be difficult, however, especially for people who struggle with introspection. Taking the time to identify these thoughts can lead to self-discovery and insights that are essential to treatment progress.

Self-Monitoring: Also known as journaling, self-monitoring involves tracking behaviors, symptoms, or experiences over time and sharing them with the therapist.

Goal Setting: CBT can help build and strengthen goal setting skills. This might involve teaching how to identify a goal or how to distinguish between short- and long-term goals. It may also include helping

set SMART goals (specific, measurable, attainable, relevant, and time-based), with a focus on the process as much as the outcome.

Problem-Solving: In CBT it often involves five steps:

- Identify the problem.
- Generate a list of potential solutions.
- Evaluate the strengths and weaknesses of each potential solution.
- Choose a solution to implement.
- Implement the solution.

Research

Cognitive behavioral therapy is also an evidence-based practice model. It is proven effective in treating symptoms of anxiety and depression in children and adolescents. A 2018 meta-analysis of 41 studies found that CBT helped improve symptoms in people with anxiety and anxiety-related disorders, including obsessive-compulsive disorder and post-traumatic stress disorder.

Carpenter, J. K., Andrews, L. A., Witcraft, S. M., Powers, M. B., Smits, J. A., & Hofmann, S. G. (2018). Cognitive behavioral therapy for anxiety and related disorders: A meta-analysis of randomized placebo-controlled trials. *Depression and Anxiety*, 35(6), 502-514.

Oud, M., Winter, L. D., Vermeulen-Smit, E., Bodden, D., Nauta, M., Stone, L., & Heuvel, M. van den, Taher, RA, Graaf, I. de, Kendall, T., Engels, R., & Stikkelbroek, Y. (2019). Effectiveness of CBT for children and adolescents with depression: a systematic review and meta-regression analysis. *European Psychiatry*, 57, 33-45.

Play Therapy

The Association for Play Therapy defines play therapy as "the systematic use of a theoretical model to establish an interpersonal process wherein trained play therapists use the therapeutic powers of play to help clients prevent or resolve psychosocial difficulties and achieve optimal growth and development."

Play therapy honors the child's developmental level and looks for ways of helping in the "language" of the child – play. Licensed mental health professionals therapeutically use play to help their clients, most often children ages three to 12 years, to better express themselves and resolve their problems. Play therapy works best when a safe relationship is created between the therapist and child, one in which the child may freely and naturally express both what pleases and bothers them.

Mental health agencies, schools, hospitals, and private therapists have utilized play therapy as a primary intervention or as supportive therapy for:

- Behavioral problems, such as anger management, grief and loss, divorce and abandonment, and crisis and trauma.
- Behavioral disorders, such as anxiety, depression, attention deficit hyperactivity (ADHD), autism or pervasive developmental, academic and social developmental, physical and learning disabilities, and conduct disorders.

Trained therapists use play to observe and gain insight into a child's difficulties to then help

the child explore emotions and deal with unresolved trauma. Through play, children can learn coping skills and how to redirect inappropriate behaviors. The Association for Play Therapy offers online specialized training programs and advanced credentials.

Research

Bratton, S. C., Ray, D., Rhine, T., & Jones, L. (2005). The efficacy of play therapy with children: A meta-analytic review of treatment outcomes. *Professional Psychology: Research and Practice*, 36(4), 376.

Burgin, E. E., & Ray, D. C. (2022). Child-centered play therapy and childhood depression: An effectiveness study in schools. *Journal of Child and Family Studies*, 1-15.

Appendix F continued

Post, P. B., Phipps, C. B., Camp, A. C., & Grybush, A. L. (2019). Effectiveness of child-centered play therapy among marginalized children. *International Journal of Play Therapy*, 28(2), 88.

Ray, D. C., Armstrong, S. A., Balkin, R. S., & Jayne, K. M. (2015). Child-centered play therapy in the schools: Review and meta-analysis. *Psychology in the Schools*, 52(2), 107-123.

Appendix G - Strategies to Develop a Talent Pipeline for SOC/MH

Academic professional degree programs place students in schools and in behavioral health organizations for their required field practicums for which they do not receive any financial support for the 16-24 hours a week they work under the supervision of a field practicum supervisor. Students and universities are beginning to question this. One of Colorado's graduate social work programs, One of Colorado's universities recently agreed to provide \$3000 to their students for their field practicum.

From 2014-2020, through a National Child Welfare Workforce Institute (NCWWI) university partnership grant, the University of Missouri-Kansas City's MSW program created a contractual basis for awarding a child welfare traineeship. Students were carefully screened and selected to receive full support for tuition and most fees. In return for this financial support, students were contractually obligated to work for a child welfare program for the same number of years they received that support. To get full exposure to child welfare settings and services, students rotated field practice replacements and were required to take specific electives addressing family organization and development, collaborative family-centered practice, and child trauma. The field practicum supervisors met every six weeks with the grant's principal investigator to share how each student was developing and to identify areas for further growth. Challenges and successful strategies for supervision, as well as content from student courses were freely shared. Evaluations of this model were consistently strong. Supervisors were developing their future workforce. NCWWI students were developing a wider professional network than their peers who were placed at the same field site for an entire year. This also provided NCWWI students with a good sense of the settings or services they preferred for post-grad employment.

The SOC/MH could offer a variation on this model for workforce development. Students enrolled in graduate professional degree programs such as counseling, psychology, and social work, could be provided financial support for their services in a school or behavioral health program. In return, they would contractually agree that after graduating, they would be employed by one of the schools or behavioral health programs in the SOC/MH for the same number of years they received that financial support.

Other key elements of UMKC's child welfare traineeship could also be woven into this approach to workforce development. In evaluations of that grant, supervisor collaboration in student development benefitted current staff employed by participating organizations. Simply put, the supervisors of student field practicums became better informed supervisors to their own staff.

ANNEX B SOC/MH DATA AND INFORMATION SYSTEM

Desired Information for the School-based System of Care/Mental Health

Note: To insure student confidentiality, schools will use the student's ID (DESE-generated). This will allow the SOC/MH database to track a student if they change schools.

Stage	Data collected for SOC/MH	Notes from SOC/MH reviewers
Identification of Student who may need Tier 3	For each case: gender, age, grade, race, ethnicity	
	Date student logged into the school's list of students who should be screened	
	Type of person who identified the student (drop down: self, other student, caregiver, teacher, care team member, other staff) Suggestion: if a school staff person, add their name	
	Reason (if given)	
Screening	Date of screening	
	Type of staff involved in screening (drop down: such as school nurse, social worker, etc.)	
	Caregiver engaged (Yes/No) if no, give reason why (drop down)	Be sure to define what "engaged" means
	Action recommended; (Drop down such as social Services, Tier 2, formal assessment)	
	If selected, " <i>needs formal assessment</i> ", indicate if capacity exists at school to do it either by school staff or a MH partner at the school (Y/N).	If the capacity does not exist, this case goes to the Hub so that we can match that student with a qualified, licensed MH professional.
	Date when request for formal assessment made	Regardless of whether school staff or a MH partner does the assessment we want to know when the request was made
	Reason for action recommended (dropdown)	
Formal Assessment	Date of assessment	
	Caregiver written consent on file (Y/N) if <i>no</i> , give reason <u>and process stops</u>	
	Caregiver engaged in assessment? (Y/N)	We will define what this means.
	Personnel conducting assessment (e.g. School MH professional, Agency MH professional)	
	If by MH agency, which (dropdown)	

	CAFAS tool used (Y/N) If “no”, reason:	We agreed to use CAFAS so we have comparable data across schools and students. “No” should be an exception.
	Was another tool used? (Y/N) If “yes”, indicate type and reason (potentially a dropdown)	This is in the event the MH professional deemed it prudent to do something in addition to CAFAS. Should be exception.
	Diagnosis (drop down of generic conditions)	We will need a group of MH professional to help us develop this menu.
	Intensity of condition (low, medium, high)	We need to provide indicators or parameters so we are consistent across all schools on how we make this determination
	Recommended treatment venue: (drop down: treat at school, treat in MH facility, both)	
	If recommending school-based Tier 3, describe treatment plan: Number of sessions Type of modalities (drop down, multiple choice)	
	If recommend a referral for services outside of school: Select the type of service/s recommended (drop down)	
	Caregiver consent secured (Y/N) if no, reason <u>and process ends</u>	
	Written consent on file? (Y/N)	
Family Support Liaison assigned (Y/N) If “yes”, provide name If “no” provide reason (dropdown)	Note: If MH agency is able to treat the student at school and they also provide case management, the FSL may not be needed at this time. If the situation changes, a FSL can be assigned at a later point.	
Services delivered at school	Date of each session	
	Duration of each session	
	Main modality/ies of each session (drop down)	
	Date of reassessment	
	Result of reassessment	
	Recommendation (dropdown such as: no further Tier 3 services needed at this time, student needs more sessions at	

	school, school needs to be referred to MH services in the community)	
	If “needs more sessions” select indicate proposed number and modality or modalities	
	Repeat data shown above: date of reassessment, result, etc.)	
Referral to Community based Services	Data when referral received by Hub	
	Date when first appointment secured and name of agency	
	FSL assigned (Y/N): Name:	
	Written caregiver consent on file? (Y/N)	
	Caregiver release of information on file (Y/N)	This is important so that MH agency can share the data listed below with SOC/MH information system.
	Information on therapeutic services rendered to the student (and family) such as, Number of sessions Type of modality or modalities of therapeutic services provided	This information would be provided by the MH agency to which student was referred.
	If MH services were suspended indicate Date Reason/s (dropdown such as Refusal or voluntary withdrawal, moved out of state, going to different provider,	
	Data student was reassessed:	
	Outcome of reassessment (dropdown)	

Data when referral received by Hub
Date when first appointment secured and name of agency
FSL assigned (Y/N): Name:
Written caregiver consent on file? (Y/N)
Caregiver release of information on file (Y/N)
Information on therapeutic services rendered to the student (and family) such as, Number of sessions Type of modality or modalities of therapeutic services provided
Data student was reassessed:
Outcome of reassessment (dropdown)



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 - 1.1. **Renewal Terms.** Following the Initial Term, the Subscription shall automatically renew on an annual basis for additional twelve (12) month terms (“Subsequent Term”) commencing on the anniversary of the Effective Date until this Agreement terminated pursuant to Section 9.
2. **License Fee.** Licensee shall pay Company an annual prepaid subscription and license fee based upon total annual reported student enrollment of licensee multiplied by a per student fee (collectively “Fee”).
 - 2.1. The per student fee shall be Five Dollars (\$5.00).

2.2. The total annual reported student enrollment shall be the number of students enrolled with Licensee as reported by Licensee to the Licensee's State Department of Public Instruction or similar reporting entity. ("Enrollment").

2.2.1. The Enrollment as publicly reported to the Licensee's State Department of Public Instruction, or through any similar program, shall be deemed conclusive for determining Enrollment of Licensee under this Agreement.

2.3. Licensee shall pay Company the Fee on annual basis based upon the per student fee multiplied by the most recently reported Enrollment (the "Recurring Annual Fees").

2.4. A one-time implementation fee of \$4,000 shall be assessed and applied to the initial invoice.

2.5. Company reserves the right to increase or decrease the per student fee for any Subsequent Term. If modified, Company shall provide Licensee with written notice of modification not less than sixty (60) days prior to commencement of any Subsequent Term renewal of this license.

3. **Payment.** The Fee for the Initial Term shall be paid by Licensee to Company within thirty (30) days of invoice. The Recurring Annual Fee for any Subsequent Term shall be paid by Licensee to Company within thirty (30) days of invoice.

3.1. **Late Payment.** If Company receives payment from Customer more than 30 days after the due date of the invoice, Company may impose a late fee of up to 10% of the invoice value. If Customer has not paid an invoice for more than 90 days, suspension of service will occur with no credit granted, and Company may refer collection of the unpaid amount to an attorney or collections agency. If Customer's unpaid invoices are referred to an attorney or collections agency, Customer shall pay all reasonable attorney's fees or collections agency fees. Restoration of service will be at the sole discretion of the Company.

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5. **Accuracy and Use of Software.** The use, accuracy and efficacy of the Software depend in large measure upon the accuracy and completeness of the student records, information and related materials or data provided to Company by Licensee through the Software or otherwise ("Data"). Licensee agrees that it will use the Software in a manner consistent with this Agreement, and will all applicable guidelines and directions from Company. Licensee shall be solely responsible for any interpretation and utilization of any Data, as well as any decision based in whole or in part upon utilizing the Software to aid in determining any services or placements of any students of Licensee.

6. **Student Records and Data** Notwithstanding anything to the contrary in this Agreement, any Data supplied by Licensee to Company shall not be considered public data and shall not be disclosed to any third party without the prior written consent of Licensee. However, Company may make use of Data to improve the Software, and for marketing or other commercial purposes, provided the Company does not in any manner disclose any personally identifiable information such that any individual students, teachers, schools or districts could be identified or derived from the Data.

6.1. Licensee will make every effort to provide access to all applicable data in a timely manner (within 30 days of effective date of this agreement). Access to applicable data includes one or more of the following: scheduled CSV extracts from a data system, a read-only ODBC (Open Database Connectivity) connection, plugin, or an API (Application Programming Interface) connection to a given source dataset. It is mutually agreed and understood that ion cannot provide the services outlined in this agreement without access to applicable data.

7. **Consents and Privacy.** Licensee acknowledges that prior to using the Software, Licensee may be obligated to obtain written consent from parents or students as required in accordance with any Federal, state or local laws, or by school district policies, in order to enable Licensee to enter Data into the Software or to permit use of the Data in accordance with the terms and conditions of this Agreement.

- 7.1. Licensee shall be solely responsible for obtaining all necessary and required consents for use of any Data prior to transmission of said Data to the Company. Licensee further represents and warrants to Company that all necessary consents shall be obtained by Licensee prior to use of the Software.
- 7.2. Licensee shall be solely responsible for compliance with any applicable federal, state or local law and any Department of Public Instruction or local school district policies regarding any Data supplied by Licensee to Company, including the Children's Online Privacy Protection Act of 1998 ("COPPA"), the Family Educational Rights and Privacy Act ("FERPA"), the Protection of Pupil Rights Amendment (the "PPRA").
- 7.3. Licensee agrees that the privacy of user information, score data and all other Data uploaded by Licensee to Company through the Software is the sole responsibility of Licensee and its authorized users. User names, user identification, passwords, and Data provided by Licensee are maintained by Company on a third party secure server.
- 7.4. Personal Information. Company understands and acknowledges that in providing the services, it will have access to certain personally identifiable information concerning Licensee's students, teachers, administrators staff and parents or guardians. ("Personal Information") For purposes of the Agreement, "Personal Information" means all data and information, however collected or received, through any means, pertaining to, identified to, or identifiable to an individual, including without limitation, name, address, phone numbers, email address, IP address, passwords, account numbers, personal preferences, or other identification data. For the avoidance of doubt, Personal Information shall include any data or information which is regulated under any data security or privacy law.
- 7.5. Limitations Use of Data. In providing the Services, Company and its employees or agents will have access to certain Personal Information held by Licensee. Company agrees that it will access and process the Personal Information only for the purposes authorized under this Agreement. Company represents, warrants, and agrees that Company and its employees or agents shall not access or process Personal Information except as permitted by Licensee.
- 7.6. Limitation on Use and Onward Transfers of Personal Information. Company shall not during the Term or thereafter in perpetuity, collect, use, retain, or otherwise process Personal Information and will not disclose, distribute, sell, share, rent, or otherwise transfer Personal Information to any third party, except as expressly provided in this Agreement or as Company may be expressly directed in advance in writing by Licensee.
- 7.7. Response to Data Security Breach. In the event that either party becomes aware of an actual or potential data security breach, which leads to unauthorized access to, disclosure of, viewing of or use of the Data, or any other event that compromises the security, confidentiality or integrity of the Data ("Incident"), That party will promptly communicate the nature of the Incident to other party, including: (i) a description of the Incident; (ii) the estimated impact on the Data; (iii) the investigation performed; and (iv) the suggested corrective action. Parties shall cooperate with each other in any investigation, and take corrective action to remedy such an Incident. In the event that applicable data privacy laws require notifications to individuals, a governmental authority or a credit reporting agency of an Incident, Parties shall cooperate with each other with the process of notifying those parties and mitigating damages, including, but not limited to, providing assistance with drafting the requested notifications. Parties to this agreement may not provide such notifications to third parties without prior communication, review and approval from the other party. Parties shall cooperate to promptly mitigate the cause of the Incident and shall take reasonable corrective measures to prevent future Incidents.
8. **Indemnification.** Licensee shall indemnify, defend, and hold harmless the Company, and its respective employees, officers, directors, and affiliates, from any and all claims, losses, liabilities, damages, fees, expenses and costs (including attorneys' fees, court costs, damage awards, and settlement amounts) in connection with or arising out of Licensee's use of the Software, violation of any terms or conditions of this Agreement, violation of any applicable law, or the violation of any rights of another person or entity.

9. **Agreement Termination.** This Agreement may be terminated as follows:
- 9.1. Subsequent to the initial term, either party may terminate this Agreement, with or without cause, by providing no less than thirty (30) days written notice.
 - 9.2. Either party may immediately terminate this Agreement if the other party fails to fully perform any material obligation under this Agreement after having been provided written notice and given a ten (10) day opportunity to cure such failure.
 - 9.3. Notwithstanding the foregoing, if the Licensee violates the payment provisions of this Agreement, Company may immediately suspend access to the Software without further notice until such time as the breach is cured.
 - 9.4. In the event of Licensee terminates this Agreement pursuant to 9.1 above during any Subsequent Term, Company shall not make any pro rata refund of any Recurring Annual Fee paid by Licensee prior to the effective date of the termination.
 - 9.5. In the event Licensee fails to provide timely access to source data pursuant to 6.1 above, company may terminate the agreement after providing Licensee with a written notice and given a ten (10) day notice to cure such failure. No refund of any recurring annual fees will be provided if Licensee fails to provide access to source data pursuant to 6.1 above.
10. **Responsibilities in the Event of Termination.** Upon any termination of this Agreement and/or the license to use any Software by either party:
- 10.1. Licensee shall cease to use the Software and shall promptly return to Company all Software, Documentation and all copies thereof, along with all proprietary and confidential property of Company.
 - 10.1.1. Failure to comply with this Section within thirty (30) days of Termination shall constitute continued use of the Software, and Licensee will be subject to further charges until in compliance.
 - 10.2. Company shall promptly return all Data provided to Company by Licensee within thirty (30) days of receipt of written request from Licensee for the Data.
 - 10.2.1. Data shall be transferred back to Licensee in electronic form and in a raw data format only. Company makes no representations or warranties regarding the compatibility of the raw electronic data with any other software program
11. **Protection of Software and Documentation.** Licensee shall not directly, nor shall it allow any third party, to do any of the following:
- 11.1. Adapt, modify, change, maintain, translate, decompile, disassemble, reconstruct, or reverse engineer the Software or the Documentation, or any portion thereof.
 - 11.2. Identify or discover any source code of the Software.
 - 11.3. Distribute, sell or sublicense copies of the Software or Documentation.
 - 11.4. Create copies of the Software or the Documentation.
 - 11.5. Incorporate any portion of Software or Documentation into or with any other software or system.
12. **Downtime.** Licensee acknowledges and agrees that user names, user identification, passwords, and reporting data are maintained by Company on a third party secure server. From time to time, the Software may be inaccessible or inoperable for various reasons, including (i) equipment malfunctions; (ii) periodic maintenance procedures or repairs which Company or third party hosting services may undertake from time to time; or (iii) causes beyond the control of Company or which are not reasonably foreseeable by Company, including interruption or failure of telecommunications or digital transmission links, hostile network attacks, network congestion or other failures (collectively "Downtime"). Company shall not be liable for period Downtime nor shall any refund be provided to Licensee for same.
- 13.

Joint Venture. Nothing contained in this Agreement shall be construed to imply a joint venture, partnership, or principal-agent relationship between the parties; and no party by virtue of this Agreement shall have any right, power, or authority to act or create any obligation, expressed or implied, on behalf of the other party.

14. **Warranty.** EXCEPT AS EXPRESSLY SET FORTH IN THIS PARAGRAPH, COMPANY MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ANY WARRANTIES OF QUALITY OR PERFORMANCE, OR AS A RESULT OF A COURSE OF DEALING OR USAGE OF TRADE, WITH RESPECT TO THE SOFTWARE AND ANY MAINTENANCE, SUPPORT OR OTHER SERVICES.
15. **Limitations of Remedies and Liability.** NEITHER ION SOFTWARE GROUP, LLC NOR ANYONE ELSE WHO HAS BEEN INVOLVED IN THE CREATION, PRODUCTION OR DELIVERY OF THE PROGRAMS OR USER MANUALS SHALL BE LIABLE TO YOU FOR ANY DAMAGES OF ANY TYPE, INCLUDING BUT NOT LIMITED TO, ANY LOST PROFITS, LOST SAVINGS, LOSS OF ANTICIPATED BENEFITS, OR OTHER INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE USE OR INABILITY TO USE THE SOFTWARE, WHETHER ARISING OUT OF CONTRACT, NEGLIGENCE, STRICT TORT, OR UNDER ANY WARRANTY, OR OTHERWISE, EVEN IF ION SOFTWARE GROUP HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR FOR ANY OTHER CLAIM BY ANY OTHER PARTY. ION SOFTWARE GROUP LLC'S TOTAL LIABILITY FOR DAMAGES IN NO EVENT SHALL EXCEED THE LICENSE FEE PAID FOR THE RIGHT TO USE THE SOFTWARE FOR A TWELVE (12) MONTH TERM. Some states do not allow limitations on how long an implied warranty lasts and some states do not allow the exclusions or limitations of incidental or consequential damages, so the above limitations or exclusions may not apply to you.
16. **General Terms and Conditions.**
 - 16.1. **Assignment.** Licensee shall not, voluntarily or involuntarily, sublicense, sell, assign, give or otherwise transfer this Agreement. Any such transfer or attempted transfer shall be null and void. Company has the right to assign or otherwise transfer its rights and obligations under any of this Agreement, whether voluntarily, involuntarily, or by operation of law.
 - 16.2. **Survivorship.** Those sections that by their nature survive expiration or termination of this Agreement will survive such expiration or termination.
 - 16.3. **Governing Law.** This Agreement will be governed and interpreted under the laws of the State of Wisconsin without regard to its conflict of law's provisions.
 - 16.4. **Limitation on Claims.** Any action arising out of or related to this Agreement must be brought exclusively in Waukesha County Circuit Court within one (1) year from the first date such action accrues, notwithstanding any longer period provided by statute. If a longer period is provided by statute, the parties hereby expressly waive it.
 - 16.5. **Amendments.** This Agreement shall not be amended or modified except in writing by duly authorized representatives of the parties that refer specifically to this Agreement.
 - 16.6. **Waiver.** The failure of either party to enforce at any time or for any period of time the provisions hereof shall not be construed to be a waiver of such provisions or of the right to enforce each and every such provision.
 - 16.7. **Severability.** If a court of competent jurisdiction holds that any provision of this Agreement is invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect, and the parties will replace the invalid or unenforceable provision with a valid and enforceable provision that achieves the original intent of the parties and economic effect of the Agreement.
 - 16.8. **Headings and Construction.** Paragraph headings are for reference only and will not be considered as parts of this Agreement. Wherever the singular is used, it includes the plural, and, wherever the plural is used, the singular is included.
 - 16.9.

Force Majeure. Except for the obligation to make payments, neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of Company), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

- 16.10. Entire Agreement. This Agreement supersedes all previous agreements and representations of, by or between of the parties in regard to the subject matter herein. Any document, instrument, or agreement issued or executed contemporaneous or subsequent to this Agreement shall not alter the terms and conditions of this Agreement unless specifically indicated in writing and mutually agreed to by both parties. This Agreement contains all of Company's and Licensee's agreements, warranties, understandings, conditions, covenants and representations. Neither Company nor Licensee will be liable for any warranties, understandings, conditions, covenants or representations not expressly set forth or referenced in this Agreement. Licensee acknowledges that Company reserves the right to refuse any different or additional provisions in subsequent purchase orders, invoices or similar documents, and such refused provisions will be unenforceable.

IN WITNESS WHEREOF, this ion Software Group, LLC Subscriber Agreement and End User License Agreement is hereby executed by the duly authorized representative of Company and Licensee on this day, .

By: Larry Schwartz, CRO

Of: ion Software Group, LLC

By:

Of: Guadalupe Centers Charter School

ion Costs

Services and charges

Our fees are based on your current student enrollment as reported to your state's Department of Public Instruction. We include up to 16 hours of training. The minimum term is 36 months. You can terminate the agreement at any time after this period by giving at least one month's written notice to us.

Year 1 - 2024-2025	Price	QTY	Subtotal
ion Subscription Annual Subscription Fee	\$5.00	1675	\$8,375.00
Implementation Services One Time Fee	\$4,000.00	1	\$4,000.00

Subtotal	\$12,375.00
Discount	\$0.00
Tax	\$0.00
Total	\$12,375.00

Years 2-3	Price	QTY	Subtotal
ion Subscription Annual Subscription Fee	\$5.00	1675	\$8,375.00

Subtotal	\$8,375.00
Discount	\$0.00
Tax	\$0.00
Total	\$8,375.00



Stansberry Leadership Center

301 N.E. Tudor Road

Lee's Summit, Missouri 64086-5702

(816) 986-1019 Fax (816) 986-1161

Office of Secondary Instruction

Sending Districts Procedures and Agreement Form 2024-25

Lee's Summit R-7 School District will allow sending districts of Summit Technology Academy (STA) to enroll students in semester or full-year programs as space allows. Summit Technology Academy administration strives to share access to programs among sending districts that typically send to the Academy. The online application process for attending STA is available at <https://sta.lsr7.org/apply/>. Here is the [STA school Calendar](#) for your reference. Sending districts may also access R7 Online courses as space allows. For more information about R-7 Online Academy, visit <http://r7online.lsr7.org>.

R7 District Procedures

- Course enrollment limited to sending districts of STA. Private school and home school students will enroll through their school of residence.
- ADA, if applicable, will stay with the sending district.
- Sending district will agree to send students according to the STA calendar. However, STA will adhere to each sending district's last day of attendance for the second semester even if it is earlier than the STA calendar. STA requests advance notice for the last day of attendance for juniors and for seniors respectively.
- In situations where the sending district is providing transportation, the district agrees to transport students so that they arrive on time for class. Morning session starts promptly at 7:55 a.m. and ends at 10:00 a.m. Afternoon session starts promptly at 11:50 a.m. and goes to 1:55 p.m.
- Sending districts can approve or not approve for students to drive themselves as appropriate.
- For 2024-25, program tuition for a semester program is calculated at \$1,750 per student. A full-year program is calculated at \$3,500 per student. A .5 credit online course fee is \$200 per student. Internship in STEM Careers course fee is \$500 per semester. Tuition invoices are sent to sending districts based upon enrollment at the second week of each semester.
- LSR7 School District is responsible for course instructors or internship coordinator; including training, curriculum, and evaluation.
- Sending district agrees to accept credit for a student successfully completing a Summit Technology Academy program or an LSR7 online course.
- DESE Core Data information, such as follow-up placement, IRC, TSA, etc. will be provided to sending districts at the appropriate time or as requested.
- A student grade report will be sent by the LSR7 School District for documentation purposes along with the percentage grade. Sending district will determine the value and letter grade based upon sending district grading guidelines and class rank procedures.
- The final grade report will be sent to the registrar's office at the sending district within one week of the course ending date.
- A student will not earn credit for STA courses if they have missed more than 9 days without "recovering" time for hours missed. Once the time has been recovered, the credit and grade will be released.
- All procedural communication and grade reports will be through the administration of Summit Technology Academy or the R7 Online Academy.
- As needed, the sending district will provide IEP and 504 accommodation information.
- The student of the Sending District hereby agrees he/she will be bound by the LSR7 School District's policies, procedures, regulations and guidelines regarding the use of the internet and various electronic mediums. Students must abide by the Code of Conduct for academic integrity.
- Confidentiality of student information shall be maintained by the LSR7 School District in accordance with FERPA.
- All services provided by the LSR7 School District are available without regard to race, sex, creed, national origin, color, or disability.

SENDING DISTRICT: GUADALUPE EDUCATIONAL SYSTEM INC.

SENDING DISTRICT ADMINISTRATOR: _____ **DATE:** _____

LSR7 DISTRICT ADMINISTRATOR: _____ **DATE:** _____



Houghton Mifflin Harcourt

Proposal #009054133

Prepared For

Guadalupe Centers Middle Sch

Attention:

Jennifer Clay

jclay@guadalupecenters.org

For the Purchase of:

Read 180 Stage B: 1YR Subscription

Prepared By

Heather Graham

heather.graham@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

For greater detail, the complete Terms of Purchases may be reviewed here:

<http://www.hnhco.com/common/terms-conditions>

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14046 Collections Center Drive
Chicago, IL 60693

Attention:
Jennifer Clay
jclay@guadalupecenters.org

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orders@hnhco.com
FAX: 800-269-5232

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Page 1 of 6

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Proposal for Guadalupe Centers Middle Sch

ISBN	Title		Price	Quantity	Value of All Material	Free Materials Quantity
<u>Stage B</u>						
Student Licenses						
1866600	9780358937265	Read 180 on Ed Student Digital Subscription 1 Year Includes: Read 180 on Ed Student License 1 Year Implementation Success	\$109.00	120	\$13,080.00	
Total for Student Licenses			\$13,080.00			
Teacher Licenses						
1835546	9780358740643	Read 180 on Ed Teacher Digital Subscription 1 Year Includes: Read 180 on Ed Teacher License 1 Year Access to Teacher's Corner	\$299.00			2
Total for Teacher Licenses			\$0.00			
A la Carte Items Available for Purchase						
Classroom Materials						
1847497	9780358804727	Read 180 Stage B Teacher Bookshelf Includes: Read 180 Stage B Getting Started Book 1 Teaching Guide Read 180 Stage B Getting Started Book 2 Teaching Guide Read 180 Code Book 1 Teaching Guide Read 180 Code Book 2 Teaching Guide Read 180 Code Book 3 Teaching Guide Read 180 Code Book 4 Teaching Guide Read 180 Stage B Real Book Workshop 1 Teaching Guide Read 180 Stage B Real Book Workshop 2 Teaching Guide Read 180 Stage B Real Book Workshop 3 Teaching Guide Read 180 Stage B Real Book Workshop 4 Teaching Guide Read 180 Stage B Real Book Workshop 5 Teaching Guide Read 180 Stage B Real Book Workshop 6 Teaching Guide Read 180 Stage B Real Book Workshop 7 Teaching Guide Read 180 Stage B Real Book Workshop 8 Teaching Guide Read 180 Stage B Real Book Workshop 9 Teaching Guide Read 180 Stage B Real Book Workshop 10 Teaching Guide Read 180 Stage B Real Book Workshop 11 Teaching Guide Read 180 Stage B Real Book Workshop 12 Teaching Guide Read 180 Stage A Classroom Poster Pack Read 180 Classroom Poster Pack A-C, National	\$710.00	2	\$1,420.00	
1798805	9780358363002	HMH Word Building Kit	\$49.95	2	\$99.90	
Student Materials						
1840249	9780358766377	Read 180 Stage B Real Book Workshops 1-3 Student Edition Bundle Includes: Read 180 Stage B Real Book Workshop 1-3 Student Edition Read 180 Stage B Getting Started Book 1 Student Edition	\$30.00	60	\$1,800.00	
1843211	9780358789963	Read 180 Code Books 1-4 Student Edition Bundle for Stage B Includes: Read 180 Code Books 1-4 Student Edition Read 180 Stage B Getting Started Book 1 Student Edition	\$30.00	120	\$3,600.00	
Total for A la Carte Items Available for Purchase			\$6,919.90			

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Jennifer Clay
jclay@guadalupecenters.org

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Proposal for
Guadalupe Centers Middle Sch

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
<u>Total for Stage B</u>		\$19,999.90			

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Proposal for Guadalupe Centers Middle Sch

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
Professional Services - Read 180 Implementation Success Plan					
1833602	9780358732082 Getting Started Introduction to Read 180 on Ed Live Online 2-Hour Grade 3-12 This two-hour Getting Started session introduces teachers to their new program's structure, essential resources, and implementation recommendations. Teachers will also explore Ed, HMH's teaching and learning platform, and the professional learning pathway on Ed. Getting Started is the initial step toward a successful first 30 days. Ongoing training and support will be also provided on Ed. There, teachers will access a guided learning pathway based on their grade level and implementation timeline. A recommended sequence of topics, which includes live sessions, videos, interactive media, and related resources, will help teachers plan, teach, and assess student learning using their new HMH program. After teachers complete each pathway topic, they receive a certificate of completion.		1		
Coaching and Courses					
1866772	9780358933694 Read 180 on Ed Coachly Digital License 1 Year Grades 3-12 Coachly provides one-on-one coaching to teachers to build their program expertise, support lesson planning, and discuss data-driven, actionable strategies to grow teacher practice. Each teacher is matched with a certified coach with whom they can schedule virtual sessions and message via the Ed platform. Coachly licenses are a one year digital subscription.	\$1,500.00	1	\$1,500.00	
Total for Coaching and Courses		\$1,500.00			
Leader Support for Read 180					
1852471	9780358841821 Read 180 Leader Success Live Online 1-Hour Grade 3-12 During this one-hour live online session, leaders learn about the design and resources of their HMH program. To help leaders develop a plan to guide implementation and set up teachers for a successful start, HMH Coaches share tools and best teaching and student learning practices to observe in the classroom. Leaders also preview the Teacher Success Pathways and resources on HMH Ed for ongoing support.		1		
Total for Leader Support for Read 180		\$0.00			
Getting Started with Read 180					
1639083	9780544790094 Read 180 on Ed Getting Started In-Person (One, 3 HR Session Plus Planning) 6-Hour Grade 3-12 This three-hour Getting Started session introduces teachers to their new program's structure, essential resources, and implementation recommendations. Teachers will also explore Ed, HMH's teaching and learning platform, and the professional learning pathway on Ed. An HMH Coach will provide the introductory Getting Started session to teachers in the morning and offer facilitated planning and Q&A time in the afternoon. Getting Started is the initial step toward a successful first 30 days. Ongoing training and support will be also provided on Ed. There, teachers will access a guided learning pathway based on their grade level and implementation timeline. A recommended sequence of topics, which includes live sessions, videos, interactive media, and related resources, will help teachers plan, teach, and assess student learning using their new HMH program. After teachers complete each pathway topic, they receive a certificate of completion.	\$4,200.00	1	\$4,200.00	
Total for Getting Started with Read 180		\$4,200.00			
<u>Total for Professional Services - Read 180</u>		\$5,700.00			

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Chicago, IL 60693

Attention:
Jennifer Clay
jclay@guadalupecenters.org

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Guadalupe Centers Middle Sch**Total Cost of Proposal (PO Amount): \$26,807.08**

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development

Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:

Guadalupe Centers Middle School
2640 Belleview Ave
Kansas City, MO 64108-2325

Sold to:

Guadalupe Centers Middle School
2640 Belleview Ave
Kansas City, MO 64108-2325

- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point.
- Any proposed shipping or tax amount provided on this proposal, is based on the Ship To account location quoted within.
- If the location of your delivery changes, please include the proper sales tax and shipping charges for that location in the applicable Purchase Order
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 6/14/2024**Proposal Expiration Date: 7/29/2024****Houghton Mifflin Harcourt**

Send **Check Payments** to:
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14046 Collections Center Drive
Chicago, IL 60693

Attention:
Jennifer Clay
jclay@guadalupecenters.org

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orders@hnhco.com
FAX: 800-269-5232

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PAMELA AUGUST, PHD
EDUCATION AND MTSS

Pamela August, PhD, Licensed Psychologist
August Behavioral Consulting, LLC
3209 W. 81st Street, Prairie Village, KS 66206
pamaugust@gmail.com
(816)-663-0816

June 1st, 2024

Guadalupe Centers Charter Schools
1015 Avenida Cesar E Chavez, Kansas City, MO 64108
barrio@guadalupecenters.org

Consulting Services Agreement

This Consulting Services Agreement ("Agreement") is made and entered into on the date specified above (the "Effective Date") between Pamela August of August Behavioral Consulting, LLC ("Consultant") and Guadalupe Centers Charter Schools ("Client").

Scope of Services

Consultant agrees to provide services to Client that may include:

- Evaluating and planning Multi Tiered System of Supports services with district staff
- Developing forms, guidance documents, and other tools to support MTSS implementation
- Reviewing data and documents provided by the Client
- Preparing and providing trainings and presentations
- Other services requested by Client to support implementation of MTSS

Consultant will perform the Services to the best of their ability, using reasonable skill and care.

Fees and Expenses

Client agrees to pay Consultant at an hourly rate of \$125/hour for the services provided. Consultant will provide a minimum of 60 hours of services (up to a maximum of 120 hours of services) between June 1st 2024 - May 31st 2025. If travel outside of the Kansas City Metro area is required, Consultant will charge 50% of hourly rate for travel time from home to work site. Consultant will track all hours dedicated to Client (including preparation and planning that occur offsite) and Client may ask to review time logs at any time. Consultant will invoice Client monthly for the Services rendered. Client will pay all invoices

within 60 days of the invoice date. Consultant is responsible for their own expenses related to the performance of the Services.

Term and Termination

This Agreement will commence on June 1st and continue until the Services have been completed. Either party may terminate this Agreement at any time, with 30 days notice. Unpaid invoices may result in immediate termination of the contract.

Confidentiality

Consultant acknowledges that they may have access to confidential information about Client and agrees to keep such information confidential and not to disclose it to any third party without Client's prior written consent.

Independent Contractor Status

Consultant is an independent contractor and not an employee of Client. Consultant is responsible for paying their own taxes and obtaining any necessary licenses or permits required for the performance of the Services.

Limitation of Liability

Consultant's liability to Client for any damages or losses arising from the performance of the Services will be limited to the fees paid by Client to Consultant under this Agreement.

Governing Law and Jurisdiction

This Agreement will be governed by and construed in accordance with the laws of Kansas City, Missouri. Any disputes arising out of or related to this Agreement will be resolved in the courts of Kansas City, Missouri.

Entire Agreement

This Agreement, including any attached exhibits, constitutes the entire agreement between the parties and supersedes all prior or contemporaneous negotiations, discussions, or agreements, whether written or oral.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

August Behavioral Consulting, LLC

Pamela August, PhD

Date

Guadalupe Educational Systems

Board President

Date



Flynn Midwest LP

8601 E US Highway 40
Kansas City, MO 64129

Quotation Contract

Quote #: 820-004977-QQQ

Date Apr 03, 2024

To

Guadalupe Center
1015 West 23rd Street
Kansas City, MO 64108
Tel: 816-472-4770

Project

Guadalupe Center Metal Caps
Guadalupe Center Middle School
2640 Belleview Avenue
Kansas City, MO 64108-2325

FLYNN IS PLEASED TO PROVIDE THIS QUOTE FOR THE FOLLOWING WORK AT THE ABOVE NOTED LOCATION

LEAK INVESTIGATION REPORT:

System: (Curtainwall)

- Supply labor, material and equipment required to complete the below noted scope of work.
- After conducting a full visual inspection of the curtain wall system at the Guadalupe Center Middle School for obvious visible signs of deficiencies relevant to leak area, we are happy to provide a proposal to fix the leaking areas.
- Create a cap for all vertical mullions.
- Install caps over existing Mullions, rivet and caulk into place.
- Seal all edges of caps to prevent water from entering.
- Touch up caulking around windows where necessary
- Remove weep hole caps and clean out weep holes
- Complete a general clean-up at the work areas and leave the site in a clean and presentable condition.

**OUR PRICE TO COVER THE ABOVE:
ONE HUNDRED TWELVE THOUSAND EIGHT HUNDRED FORTY TWO DOLLARS**

\$112,842.00

Please Note:

- Tax was not included in this proposal
- Work to be completed during normal business hours.
- 2 lifts are included in this proposal, will need to use parking lot during this job as well as the mulched area but the sports courts.
- This proposal includes work on all the windows on the school.

The acceptance of this Offer shall be signified by the return of a copy hereof duly accepted. If any of the work is proceeded with, it shall be deemed that the work is being done subject to the terms and conditions hereof even if no formal acceptance has been received. This quotation is subject to conditional acceptance. General Conditions form part of this contract.

Guadalupe Center

Flynn Midwest LP

Nicholas Bax

Accepted this

day of

136

A.D.



8601 E US Highway 40
Kansas City, MO 64129

Quotation Contract

Quote #: 820-004977-QQQ

Date Apr 03, 2024

To

Guadalupe Center
1015 West 23rd Street
Kansas City, MO 64108
Tel: 816-472-4770

Project

Guadalupe Center Metal Caps
Guadalupe Center Middle School
2640 Bellevue Avenue
Kansas City, MO 64108-2325

GENERAL CONDITIONS

Customer: Guadalupe Center hereinafter referred to as "Customer".

Credit : Company reserves the right to require Customer to complete a Credit Application notwithstanding Customer's acceptance of the Quote. In such case, Company reserves the sole and exclusive right to terminate this Quote if Customer's credit is not approved by Company or if Customer's creditworthiness materially changes.

Expiration of Offer : The price of the Work is the price stated on the face of this Quote (the "Price"). If Customer does not accept this Quote in writing within thirty (30) days of the Effective Date, then the Price is subject to increase by Company, but all other terms of the Quote (including the General Conditions) shall remain the same.

Terms of Payment: Customer shall pay Company in full within thirty (30) days after Customer's receipt of Company's invoice, without set-off, deduction or back-charges other than retention, if any. Customer shall pay interest on all amounts not paid within thirty (30) days of the date of Company's invoice at a rate of 18% per annum, calculated on a daily basis from such date. If Company should incur collection costs or institutes any action or suit to collect any unpaid amount it is owed, then Customer shall be responsible to pay all such collection costs, charges and expenses, including, but not limited to, Company's attorneys' fees.

Force Majeure and Price Increases: Company is not responsible for delays in providing the services, material or labor caused in whole or in part by transportation tie-ups or delays, strikes, picketing, boycotts, labor disputes, floods, ice storms, hurricanes, tornados, other inclement weather, acts of terrorism, fire, accidents, riots, war, acts of God, or other causes beyond the Company's control. Company shall be entitled to a reasonable extension of time in which to complete the Work in the event of a delay caused by any such force majeure. If any delay in Company's ability to provide the Work as a result of such force majeure continues for a period of three (3) months, or for sixty (60) days in any one hundred and twenty (120) day period, Company shall be entitled to terminate the Quote immediately, upon giving written notice to Customer. In such case, Company shall be paid for all materials fabricated or all Work provided as of the date of its giving notice of the termination. Company shall be entitled to increase the Price in the event of unforeseen escalation in the price of materials or products.

Insurance: Customer shall carry customary all-risk insurance to insure against perils of fire, tornados, earthquakes, floods, ice storms, vandalism, theft, collapse, windstorm and other hazards, as well as liability insurance sufficient to cover claims of bodily injury and other physical injury or property damage which are caused in whole or in part by Customer, at Customer's sole expense. Company shall carry liability insurance with coverage up to \$2,000,000 aggregate, to cover claims of bodily injury and other physical injury or property damage which are caused in whole or in part by Company, at Company's sole expense. All such insurance shall be maintained throughout the period in which the Work is performed. Except as otherwise stated herein, the parties hereto mutually waive claims for liquidated damages, incidental damages, consequential damages, loss of profits, and delay of use or occupancy other than direct damages to physical property or injury to persons.

Installation and Work Site : Company's method of installation shall be consistent with the specifications provided by the Customer prior to the date of the Quote, if any, unless otherwise mutually agreed to in writing by the parties. Customer shall provide a lay down area, at no charge to Company, for the purpose of temporary storage of equipment and supplies which are part of the Work. The laydown area shall be considered part of the Project for purposes of this Quote. If Customer requires variations to the materials or labor for the Project or if the Work is delayed by an act or omission of the Customer or by a stop work order not attributable to the Company, then Company shall be paid for such variations or the reasonable costs resulting from such delay and shall be entitled to additional time sufficient for Company to perform the Work.

Roofing Warranty: Company's warranties of any roofing products and materials included as part of the Work are set forth in the Limited Warranty attached hereto as "Attachment A," which is incorporated herein by this reference.

Mediation and Arbitration: Any claims arising out of or related to any of the Contract Documents ("Claims") shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable or other binding dispute resolution proceedings by either party. Mediation shall be conducted by a neutral third-party agreed to by Company and Customer, and shall be held in the place where the Project is located, unless another location is mutually agreed upon. Any demand for arbitration and legal or equitable proceeding instituted by or against either Company or Seller shall be stayed pending the outcome of the mediation. The parties shall share the mediator's fee equally. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. Any Claims that are not resolved through mediation shall be decided by arbitration which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect at the time of the arbitration. The demand for arbitration shall be filed in writing with the other party and with the American Arbitration Association. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party. The Arbitration shall be conducted by a neutral third-party agreed to by Company and Customer, and shall be held in the place where the Project is located, unless another location is mutually agreed upon. The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. The Federal Arbitration Act shall govern this clause.

Amendments and Changes: Customer may, from time to time, request amendments to or changes in the Work within the general scope of the Quote, without invalidating the Quote. If such change causes an increase or decrease in the cost of or the time required for performance of the Work, an adjustment will be made to the Price and to the delivery schedule, as agreed to by these parties.

Waivers: Any failure by Company to insist upon strict performance of any of these General Conditions shall not be deemed a waiver of any rights or remedies that Company may have unless expressed in writing and, in any event, shall not be deemed a waiver of any subsequent breach or default by Customer of the terms and conditions contained herein.

Governing Law: The Quote shall be interpreted in accordance with the laws of the state where the Project is located. The parties hereby submit to the jurisdiction of the courts of such state, and acknowledge that venue is proper in the County where the Project is located.

Assignment or Transfer: The Quote shall not be assigned, sold or transferred by Customer without the prior written consent of the Company.

COMPANY IS NOT A LICENSED ENGINEER. CUSTOMER IS ADVISED TO CONSULT WITH A DESIGN OR DESIGNATED BUILDING PROFESSIONAL PRIOR TO PERFORMING ROOFING WORK OR REPAIRS.

Customer Initials

IMAGE FLOORING

14720 W. 105th St, Lenexa, KS 66215
Phone 913-888-7600

QUOTE

22364

QUOTE DATE:
6/12/2024

QUOTE EXPIRATION:
8/5/2024

CLIENT:
Guadalupe Centers
1015 Avenida Cesar E Chavez
Kansas City, MO 64108

PROJECT:
Guadalupe Center LL Room Add

PROPOSAL NOTES

CHANGE ORDER #1
INCLUDES - ADD LOWER LEVEL ROOM TO RECIEVE NEW CARPET AND WALL BASE
INCLDUES - 6" WALL BASE REPLACEMENT IN ALL CLASSROOMS AND OFFICES
INCLUDES - RETURN AT LATER DATE TO INSTALL CLOSETS MOBILIZATION

DESCRIPTION

BASE: STYLE: ROPPE 700 SERIES 4" COVE | COLOR: NIGHT HAWK (ONLY LOCATED IN BAND ROOM) - NO OTHER WALL
BASE REQUIRED - LF
2110 Base Adhesive - TB
WALL BASE LABOR (LL ROOM ADD)
TRANSITION | CPT TO NOTHING | ROPPE #38 | COLOR: NIGHT HAWK - LF
TRANSITION LABOR
1110 Ardex Feather Fin XF - BG
MINOR FLOOR PREP LABOR
Install Materials - EA
Shaw 9050 Primer - EA
Floor Primer Labor
SUPERVISION
BASE: STYLE: ROPPE 700 SERIES 6" COVE | COLOR: NIGHT HAWK - LF
2110 Base Adhesive - TB
WALL BASE LABOR
Freight - EA
Delivery Labor
CPT: PHILADELPHIA | CURIOUS WONDER | COLOR: DELIGHT | 18" X 36" | MONOLITHIC - SY
Shaw 5000 Adhesive - PL
CARPET TILE LABOR
Freight - EA

Subtotal	9,203.00
Tax EXEMPT	0.00
Grand Total	9,203.00

Image Flooring LLC. is pleased to present the following proposal for your review and acceptance. This proposal includes minor floor prep consisting of filling saw cuts, and ¼" holes. Unless specifically included in this proposal, the following flooring services are excluded: overtime, moisture remediation, demolition, vacuuming, damp mopping, buffing, waxing protection, excessive floor prep, floating, leveling, sealing, cleaning, feathering at transitions, grinding, adhesive removal, encapsulation or removal of foreign substances. This proposal does not include moving furniture, equipment, or other objects unless specifically listed. This price also excludes any addenda beyond this dated proposal. Any of the excluded services/items above would be at an additional material &/or labor charge. Seller retains a security interest. Terms and Conditions of Sale are attached. By accepting this proposal, you are agreeing to our full Terms and Conditions.

Submitted By: _____
ML - Maggie Loveall (913) 227-7750

Accepted By: _____



Install Warranty – Two Year 3rd Party Warranty

TERMS & CONDITIONS OF SALE

All orders are subject to the following terms & conditions of sale, which must be signed by the Buyer.

CANCELLATION & CHANGES. In the event that this proposal is accepted (confirmed) by the Buyer & becomes an order, it is understood & agreed that it **cannot be cancelled except by mutual consent**. The Seller's order acknowledgement is final & binding & any subsequent changes are subject to Seller's ability to conform & are dependent upon factory approval. Changes in quantity or specifications are subject to approval by Seller & manufacturer. Resulting additional charges from the manufacturer shall be paid by the Buyer. All requests for changes in quantity or specification shall be delivered to the Seller in writing.

PAYMENT & SECURITY INTEREST. A deposit of 60% is required upon acceptance of the order.

The Buyer agrees to **pay each invoice within fifteen (15) days** of the invoice date. Merchandise will be invoiced on delivery. Acceptance of delivery constitutes acceptance of the merchandise as delivered. **No payment shall be withheld on any invoice because of partial delivery of the entire order unless special terms are negotiated prior to order placement.** Customer shall make final inspection immediately following completion of installation & before occupancy & at that time provide Seller with a final list of items to be corrected (punch list). **Failure to make any claim for defect of any kind at the time such inspection should have been made shall constitute acceptance of the labor materials provided & waiver of such claims.** Buyer retains the right to withhold 5% of payment due until correction of all punch list items is completed. All Credit Card Transactions will be charged a convenience fee. The Buyer agrees to pay a finance charge of 1 ½ percent per month at the annual percentage rate of 18% on all delinquent invoices as well as expenses, attorney fees & court costs which Seller incurs by reason of Buyer's default. In the event that special materials or services (such as COM, COL, etc.) must be ordered by the Seller from a secondary vendor for delivery to the primary vendor, the Buyer will consider such materials or services acceptable for purposes of payment at the time of delivery to the primary vendor. **To secure full payment & performance of all Buyer's obligations to Seller, however arising, Buyer hereby grants to Seller a security interest in all the merchandise and labor sold hereunder, & in any proceeds thereof & any present & future attachments or additions thereto.** Buyer agrees that a copy of this contract may be filed & will be sufficient as a financing statement under the Uniform Commercial Code in order to perfect such security interest, & further agrees Seller may execute any other documents deemed necessary by Seller to give full legal affect to the provisions of this paragraph. All of the rights & remedies of Seller provided herein shall be cumulative & in addition to any other rights & remedies provided by law. Waiver by Seller of any breach of any provision hereof shall not constitute a waiver of any other breach.

CLAIMS. The Seller will file claims for transportation damage for all furniture delivered by Seller & damaged merchandise will be repaired or replaced. **Freight claims that are non-reimbursable as a result of Buyer's delays or other causes not within Seller's control are the responsibility of the Buyer.** On drop shipments, it will be the Buyer's responsibility to inspect the merchandise & to file freight claims in the event of damage.

DELAYS. In the event that construction delays or other causes not within Seller's control force postponement of delivery or installation, the materials will be stored until delivery or installation can be resumed, & will be considered accepted by the Buyer for purpose of payment. In such event, the Buyer shall reserve the right to withhold 10% (for 60 days max.) of the invoice amount of such shipments against the completion of the contract. The Buyer shall pay transfer & storage charges incurred after 10 days from receipt of goods on LTL orders. On truckload or greater orders, storage charges will be incurred based on receipt of goods.

PRICES SUBJECT TO CHANGE WITHOUT NOTICE. Some manufacturers & suppliers are following the "price prevailing at time of shipment policy," therefore, when applicable, we will invoice the price prevailing at time of shipment.

RETURN GOODS: All merchandise, stock or otherwise, may be returned only with approved written authority by Seller & will be subject to a minimum 50% restocking charge plus freight & handling costs.

WARRANTY. Manufacturer warranty terms are available at your request & through your sales representative.

DESIGN: All Seller design proposals, including space plans, color schemes, drawings, blueprints & presentation boards are the exclusive property of Seller & use of them by other parties is prohibited until a contract is consummated.

TAXES. Prices are subject to appropriate sales, use, excise or any other tax or surcharge. Buyers exempt from taxes will furnish Certificates of Exemption at time of execution of this agreement.

FREIGHT. Freight charges are included in pricing unless otherwise indicated.

DELIVERY & INSTALLATION. In the event that delivery &/or installation is required as a part of this proposal, & in order to provide the most cost-effective bid for furniture installation & delivery, we have based our price on the following provisions which shall apply:

1. **Condition of Job Site** – The job site shall be clean, clear & free of debris prior to installation.
 - A. **Premises shall be in readiness to receive goods.** All construction work, painting, ceiling installation, utility installation & other work, shall be complete prior to the start of delivery of materials to the job site. On large projects, "complete" refers to the phase for which we are receiving product at that time.
 - B. Doorways, openings & elevators, shall be of sufficient size & carrying capacity to permit delivery of goods.
 - C. Installation shall be performed in accordance with plan specifications (if provided) or with adequate personal directions of the authorized representative of the Buyer. We will review our schedule for delivery of product with the General Contractor or the authorized representative of the Buyer prior to receipt of product at the site. In order to facilitate timely movement of product, exclusive use of an elevator & dock during receipt of product will be required. Exceptions to these stated conditions could/will result in additional charges.
2. **Job Site Services** –
 - A. Electric current, heat, hoisting &/or elevator service will be furnished to the installer without charge. Adequate facilities for offloading, staging, moving & handling of merchandise shall be provided to the Seller.
 - B. Parking space shall be available for loading & unloading vehicles at a point immediately adjacent to the loading platform or service entrance.
 - C. Materials delivered & brought onto the job site as scheduled shall be inspected & conditionally accepted by the Buyer. Security & safeguarding of the delivered materials will be the responsibility of the Buyer.
 - D. The authorized representative of the Buyer will walk the completed space, prior to installation, with the Seller Project Manager, Seller Salesperson & Installation Foreman to note building conditions. If a walk-thru is not done, Seller and Seller Subcontractors will not be responsible for damages to the building.
 - E. The contract time for completion is stated in terms of working days. We will complete the project in this agreed-to time frame. If the start date is delayed because of any job site conditions, it will affect the completion date & may involve additional installation charges.
3. **Special Packaging or Handling** – If special packaging or handling is required that is not contained in the specifications, it will be subject to extra charge to the Buyer.
4. **Delivery During Normal Business Hours** – Delivery & installation will be made during normal working hours. Additional labor costs resulting from overtime work performed at the Buyer's request or resulting from labor or building conditions will be paid by the Buyer. Additional cost issues will be brought to the attention of the General Contractor or the authorized representative of the Buyer at the time they occur.
5. **Storage Space** – Provided the merchandise does not arrive at the site earlier than the date requested, safe & adequate storage space will be provided by the Buyer. If the space provided is inadequate & requires excessive sorting or storage cost, such excess cost will be reimbursed by the Buyer. If the merchandise must be moved due to progress of other trades or other reason, the extra cost of such moving will be reimbursed by the Buyer.
6. **Damage** – After arrival at the site, any loss or damage by weather, other trades such as painting or plastering, fire, theft, or other elements out of the control of the buyer &/or seller shall be the responsibility of the Buyer, & the Buyer agrees to hold the Seller harmless from loss for such reasons.
7. **Insurance** – Public Liability, Workmen's Compensation, Property Damage, Automotive & Occupational Disease insurance are carried by the Seller & certificates will be delivered upon request. Fire, Tornado, Flood & other insurance at the site will be provided & paid for by the Buyer.

NO OTHER AGREEMENTS: There are no other agreements expressed or implied other than those specified herein & those set forth in the agreement, proposal or sales or specifications or delivery & installation schedules. The terms & conditions set forth herein & in the above-mentioned documents may not be varied except upon written approval both Buyer & Seller.

Authorized Buyer Signature

Print Name/Title
140

Date



This Education Master Services Agreement (hereinafter “Agreement”) is entered into on this **Effective Date** June 27, 2024, by and between **Guadalupe Educational System Inc. D/B/A Guadalupe Centers Charter Schools** located at 1015 Avenida Cesar E Chavez Kansas City, Missouri 64108, referred to in this Agreement as (“Customer”), and **Amergis Healthcare Staffing, Inc. d/b/a Amergis Educational Staffing**, a Maryland Corporation including its affiliates and subsidiaries, with an office located at 11602 West Center Road, Omaha, NE, 68144, United States of America referred to in this Agreement as (“Amergis”). Customer or Amergis may be referred to herein as a “Party” or jointly as the “Parties.”

RECITALS

WHEREAS, Customer operates a School located in Missouri and wishes to engage Amergis to provide personnel to supplement Customer’s staff;

WHEREAS, Amergis operates a staffing agency that provides supplemental healthcare staffing services to Customer; and

THEREFORE, in consideration of the above premises set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties, and intending to be legally bound, Customer and Amergis hereby agree to the following terms and conditions.

ARTICLE I. DEFINITIONS

1.1. Definitions. As used in this Agreement, the following terms shall have the meanings specified below unless the context otherwise requires. Capitalized terms, acronyms and phrases used in the staffing industry (i.e. HR) and business process outsourcing services industries or other pertinent business context that are not defined will be interpreted in accordance with their then-generally understood meaning:

“Assignment Confirmation” is a document specifying additional details and Bill Rate for any individual Personnel matched for the Customer.

“Bill Rate” means the rates billed to Customer for services performed by Personnel pursuant to this Agreement, any Statement of Work, subsequent Amendment or any Assignment Confirmation.

“On Call/Call Back Rates” means those rates, as applicable and as more specifically set forth on the Assignment Confirmation, for hours where Personnel may be called back for previously unscheduled hours to the Work Site to perform assigned duties.

“Behavior Intervention Plan” or “BIP” is defined as a written improvement plan created for a student based on the outcome of the functional behavior assessment (FBA).

“Contractor” means either independent contractor(s) or legal entity(ies) being utilized by Amergis to provide Services. An Amendment to this Agreement will be executed if 1099 Contractors are requested to be provided to Customer.



“Individual Education Program” or “IEP” is a plan developed as required under the Individuals with Disabilities Education Act (“IDEA”) providing eligible students with special education and related services that is reasonably calculated to enable the student to make progress appropriate in light of the child’s unique circumstances.

“Individual Health Plan” or “IHP” is defined as a health plan focusing specifically on student(s)’ medical needs, it may contain physician orders. If the services for a student’s medical needs can be performed during the school day for the student to benefit from the education, the medical services may be incorporated into the 504 Plan or IEP.

“Medical Services” services provided by a licensed physician to determine a student’s medically related disability that results in the student’s need for a 504 Plan or an IEP. These services include determining the health or related services needed for a particular student, developing the plan, changes to the plan, and level of healthcare or professional required.

“Out of School Time and Off-Site School Time Educational Services” is defined as educational services that would be rendered outside of school time, whether that be after the school day or during any breaks in the school year, or any services rendered off-site during school time. These types of requests include school day length field trips, extended field trips surpassing the length of the school day, overnight field trips, weekend field trips, summer and weekend camps, one-day field trips.

“Personnel” means clinical and other school based professionals, behavioral, educational assistance, and instructional employees of Amergis, providing temporary staffing services to Customer under Customer’s direction and control pursuant to the terms of this Agreement.

“Placement” is defined to mean where the student receives the school based services listed in the 504 Plan or the IEP.

“Related Services” means transportation and such developmental, corrective, and other supportive school based services as are required to assist a child with a disability to benefit from special education, and includes speech-language pathology and audiology services, interpreting services, psychological services, physical and occupational therapy, recreation, including therapeutic recreation, early identification and assessment of disabilities in children, counseling services, including rehabilitation counseling, orientation and mobility services, and medical services for diagnostic or evaluation purposes.

“School Health Services” means health services that are designed to enable a child with a disability to receive FAPE as described in the child’s IEP. School health services are services that may be provided by either a qualified school nurse or other qualified person as requested by the Customer.

“Services” means collectively School Health Services, Special Education Services, and/or Related Services provided by Amergis to Customer, as more specifically set forth herein.

“Special Education Services” means specially designed instruction to meet the unique needs of a child with a disability.



“Supplies” means any and all necessary supplies to be used in administering and/or providing Services to student(s), including, but not limited to personal protective equipment (“PPE”).

“Travel-Expense Payment” is an allowance paid to Travel Personnel per day or per diem for lodging, meals, and/or incidental expenses incurred when travelling.

“Travel Personnel” means Personnel providing Assignment Services whose home of record is greater than or equal to fifty (50) miles from the Work Site.

“Week”, pursuant to Section 6.1, **“Invoicing Week”** means a seven-day period beginning Sunday and ending Saturday. Amergis timekeeping considers all shifts as occurring completely on the day in which the shift begins.

“Work Site” means any location Customer assigns Personnel to render Services.

ARTICLE II. TERM

Section 2.1 Term. This Agreement will commence on the Effective Date and will continue for a school calendar year.

Section 2.2 Renewal. This Agreement may be renewed at the end of the term for one (1) year terms, if both parties agree to the renewal in writing.

ARTICLE III. NATURE AND SCOPE OF SERVICES

Section 3.1 Scope of Services.

(a) Staffing. Amergis is responsible for recruiting, screening, and hiring its Personnel as set forth herein to provide temporary staffing Services to Customer, with such Services provided by Personnel under Customer’s management and supervision at a School Work Site or in an environment controlled by Customer, and as permissible by any applicable scope of practice law(s) or standards of nursing. Amergis will use its best efforts to provide Personnel who shall perform Services in accordance with the terms of this Agreement, as requested in “Attachment A.” Services include School Health Services, Related Services, and/or Special Education Services. Amergis will provide Personnel specific to the requirements provided by the Customer, following receipt of the BIP, IEP, IHP or 504 Plan (the “Plan”), as applicable, from the Customer. Amergis will use its best efforts to provide Personnel who meet the qualifications as specified by the Customer and shall perform services in accordance with the terms of this Agreement. Customer shall provide Amergis with the skill level, experience and services to be provided by Personnel to any student(s), and details from the applicable Plan for School Health Services or Related Services, necessary to perform Services hereunder.

(b) Out of School Time and Off-Site School Time Educational Services. Customer may request Personnel to provide Services that would be rendered Out of School Time and Off-Site during School Time. Customer is responsible for overseeing and directing placement for the Out of School Time or Off-Site School Time Service if requested. Customer will provide supplies and resources needed to implement the requested Out of School Time



and Off-Site School Time Services at its own expense. Customer is responsible for maintaining a safe environment for all Out of School Time and Off-Site School Time Services.

(c) Changes. From time to time, requests for additions, deletions, or revisions to this Agreement or the Statement(s) of Work may be made. The Party that wishes to make a Change shall deliver to the other Party a written request that contains as much detail as is reasonably practicable regarding the nature and scope of the Change and the fees associated with any proposed Change (each such request, a “**Change Request**”). The Parties shall work together to agree on the terms that will govern any Change, provided, however, that no Change shall be implemented until such time as the Parties agree to the applicable Change Request in writing. The Parties will negotiate in good faith to reach agreement on applicable development costs and/or operational fees, if any, that will apply to such Change.

Section 3.2 School Health Services Requirements. Amergis will perform the screening for School Health Services Personnel who meet the criteria as indicated in Attachment “B” hereto.

Section 3.3 Related Services or School Based Services. Amergis will perform the screening for Related Services and Special Education Personnel who meet the criteria as indicated in Attachment “B” hereto.

Section 3.4 Special Education Services. Amergis will perform the screening Special Education Services Personnel who meet the criteria as indicated in Attachment “B” hereto.

Section 3.5 Amergis as Employer. Amergis acknowledges and agrees that its Personnel are Amergis employees and shall be treated as such and not as employees of Customer. Amergis agrees that it (i) is responsible for providing any wages or other benefits to its Personnel; (ii) will make all appropriate tax, social security, Medicare, and other withholding deductions and payments with respect to its Personnel; (iii) will provide workers’ compensation insurance coverage for its Personnel; (iv) will make all appropriate unemployment tax payments with respect to its Personnel; and (v) will take any additional actions legally required to establish that the Personnel whose Services are provided under this Agreement are employees of Amergis.

Section 3.6 Availability of Personnel. The Parties agree that Amergis’ duty to supply Personnel is subject to the availability of qualified Personnel. The failure of Amergis to provide Personnel shall not constitute a breach of this Agreement if the requested Personnel are not available. To the extent that Amergis is unable to provide the modality of Personnel requested by Customer, Amergis will provide Customer with a higher skilled Personnel. Amergis will bill Customer at that Personnel’s fair market value rate for the modality provided.

ARTICLE IV. SCHOOL WORK SITE REQUIREMENTS AND OBLIGATIONS

Section 4.1 Plan Implementation. Customer is responsible for the Medical Services provided to its students. Customer will provide supervision of Personnel for Services provided to any student with a medical disability. Customer will make available to Amergis and any Personnel the applicable Plan(s), as requested. Customer shall provide student specific orientation for the requirements of the Plan(s). If the student requires school transportation, Customer shall assess whether the student’s disability would allow for safe transport by Customer, and will make all determinations on Placement of Personnel to implement safe transport of both student(s) and Personnel. Customer shall provide all assessments and protocols to Amergis prior to Personnel accompanying a



student for transport. Amergis reserves the right to deny a transportation request, in the event there is a concern for safety or other circumstances. In the event, Customer determines transport is safe, Customer shall orient Amergis Personnel on the transportation and emergency protocol(s).

Section 4.2 Orientation and Evaluation. Customer will provide Personnel with orientation of Customer's policies, procedures and School Work Site specific training. Customer will provide School Work Site specific emergency protocol training for all student's with a medically related disability. Customer will perform evaluations of Personnel annually and provide documentation of the evaluation to Amergis. If Customer identifies area for improvement for any Personnel, Customer will collaborate with Amergis to provide additional recourses for training and orientation. Personnel, despite being employees of Amergis, will be held accountable to all personnel policies and the employee handbook related to workplace and content and behaviors.

Section 4.3 Supplies. Customer will provide all necessary Supplies to Personnel in performance of this Agreement. Customer shall be responsible for disposing of all medical waste and biohazard produced by the Services and will comply with all applicable local, state, and federal rules, regulations, and laws governing such disposal.

Section 4.4 Float Policy. Subject to prior written notification, Customer may Float Personnel, if Personnel satisfies the Customer's requisite specialty qualifications. If Customer Floats Personnel, the Personnel must perform the duties of the revised assignment as if the revised assignment were the original assignment. Customer will provide the Personnel with additional orientation regarding the Float assignment as necessary. If Personnel Floats to a staff classification that has a lower Base Rate, then the Base Rate that was applicable to the original Personnel assignment remains the applicable Base Rate despite the Float. If Personnel Floats to a staff classification that has a higher Base Rate, then the Base Rate that is applicable to the newly assigned staff classification is the applicable Base Rate for as long as the Personnel continues to work in that staff classification.

Section 4.5 Right to Dismiss. If at any time Customer, in its reasonable judgment, determines that the staffing Services provided any Personnel provided hereunder is inadequate, unsatisfactory or has failed to comply with Customer's rules, regulations, or policies, Customer shall immediately advise Amergis. Amergis will remove Personnel from Customer's School Work Site as requested. Customer will cooperate with Amergis and provide reasonable detail(s) for the dismissal. Customer will provide Amergis with any reports it provides to any governing oversight agency(ies) as a result of Amergis Personnel's conduct, including all drug screens conducted, results of peer review and/or documentation of Customer's investigation(s).

Section 4.6 Work Environment and OSHA. Customer will provide a clean and properly maintained workspace(s) for Amergis to conduct the Services that will enable Amergis to safely provide Services to student(s). Customer will provide furniture at its sole risk to include, but not limited to, tables and chairs, and allow Personnel reasonable access to telephones for business use. Amergis will not be responsible for the proper maintenance of any property supplied by Customer. Customer will orient Personnel to the specific exposure control plan(s), emergency action plan(s), and/or protocol(s) of the Customer as it pertains to all federal OSHA requirements and equivalent state agency requirements, directives, or standards, with respect to blood borne pathogens, other emergent matters, and any of the Customer's specific policies and procedures for safety, hazardous communications and/or operations instructions. Customer will be responsible for all OSHA recordkeeping, logging, and reporting responsibilities required by law pertinent to Services provided under this Agreement.



Section 4.7 Notification of Incidents and Claims. Customer agrees to notify Amergis of any incident involving Amergis Personnel within forty-eight (48) hours of its occurrence. Customer agrees to provide Amergis documentation of any investigation conducted. Amergis and Customer agree to notify each other in writing of any asserted claim relating to this Agreement within ten (10) days of either discovery of the occurrence upon which the claim may be based or learning of the claim. Indemnity to Customer shall not cover any claims or liabilities in which there is a failure to give the indemnifying party prompt notice of any incident within forty-eight (48) hours of its occurrence.

Section 4.8 MaxView. The Parties acknowledge and agree that notwithstanding any Customer manuals, instructions, or other Customer policies, Amergis reserves the right to utilize MaxView, a proprietary web-based timekeeping system, for the provision of Services and is not required and/or mandated to use paper-based timekeeping records, unless otherwise required by applicable law. Personnel will submit hours worked to Customer via MaxView. Customer will be notified via electronic mail regarding the hours submitted and agrees to review and approve the submitted hours on a weekly basis, each Monday by noon local time. Customer approved hours will be utilized for the weekly payroll and billing. Any non-approved hours will be discussed between Customer and Amergis; notwithstanding this, Customer and Amergis agree to cooperate in good faith to ensure that all Personnel time is properly captured to ensure compliance with applicable local, state, and federal wage and hour laws.

ARTICLE V. HIRING OF PERSONNEL

Section 5.1 Non-Solicitation. To the extent allowed by applicable law, for a period of twelve (12) months following the date on which any Personnel either: (i) interviewed with Customer for purposes of Customer qualifying a candidate or applicant for a role or position or (ii) last worked a shift under this Agreement, or a subsequent Assignment through this Agreement, Customer agrees that it will take no steps to solicit, recruit, hire, or employ as its own employees, or as a contractor, those Personnel provided or introduced by Amergis during the term of this Agreement. Customer understands and agrees that Amergis is not an employment agency and that Personnel are assigned to the Customer to render temporary service(s) and are not assigned to become employed by the Customer. Customer further acknowledges and agrees that there is a substantial investment in business related costs incurred by Amergis in recruiting, onboarding, training, and employing Personnel, which necessarily includes recruiting, qualifying, credentialing, training, retaining, and supervising Personnel. In the event that Customer, or any Customer affiliate, subsidiary, department, division, School Work Site, or any other agent of Customer or agent acting on behalf of Customer solicits, hires, or employs any Personnel, Customer will be in material breach of this Agreement.

Section 5.2 Conversion Fee. To the extent allowed by applicable law, with advanced written notice of thirty (30) business days, Customer may hire or contract with any Amergis Personnel provided by Amergis once each Personnel has completed a minimum number of hours of work for Customer through Amergis, according to the Conversion Table below:



Aggregate Hours Worked By Amergis Personnel for Customer in a Twelve Month Period	Conversion Fee
Prior to completing 450 hours	20% of annualized starting salary
After Completion of 750 hours	15% of annualized starting salary
After Completion of 900 hours	10% of annualized starting salary
After Completion of 1140 hours	5% of annualized starting salary
After Completion of 1500 hours	0% of annualized starting salary

Section 5.3 Breach of Conversion of Personnel Section. In the event that Customer hires or contracts with any Personnel but does not notify Amergis, the Placement Fee that applies is the lesser of 150% of the amount set forth above or the highest amount allowed by applicable law.

Section 5.4 Compliance with Staffing Laws. Amergis and Customer acknowledge that certain states have enacted, and in the future may enact, laws, rules and regulations governing Amergis, Customer and/or the Services contemplated by this Agreement (collectively, "State Staffing Laws"). Accordingly, the terms of the Agreement are hereby amended to the extent necessary to comply with applicable State Staffing Laws and any terms contrary to such State Staffing Laws are deemed void and unenforceable. If Customer has Worksites located in multiple states, the laws of the state in which that Worksite resides shall determine whether any State Staffing Law applies to such Worksite.

ARTICLE VI. INVOICING, PAYMENT, AND TAXES

Section 6.1 Invoicing. Amergis will supply Personnel under this Agreement at the rate(s) listed in the Statement of Work or Assignment Confirmations for this Agreement. Amergis will submit invoices to Customer every week for Personnel provided to Customer during the preceding week. Customer Invoices shall be submitted to the following electronic mail address or by the applicable agreed upon Timecard Application.

Invoicing E-mail: cbray@guadalupecenters.org, slumetta@guadalupecenters.org

Invoicing Contact: Christa Bray, Dr. Steve Lumetta

Invoicing Address: 5123 E Truman Rd Kansas City, MO 64127

Section 6.2 Payment. All amounts are due and payable within thirty (30) days from the date of invoice. Amergis' preferred payment is via electronic payment (EFT). If Customer is unable to pay electronically, Customer will send all payments to the address set forth on the invoice. Amergis reserves the right to accept or deny payment via credit card on a case-by case basis. Customer will be responsible for an additional surcharge of the lesser of 4% or the maximum amount allowed under applicable law for administrative/processing fee on all accepted payments made via credit card. If any portion of an amount billed by Amergis under this Agreement is subject to a good faith dispute between the Parties, Customer shall give written notice to Amergis of the amounts it disputes ("Disputed Amounts") upon the discovery of the billing dispute and include in such written notice the specific details and reasons for disputing each item. Written notice of a dispute must be provided within fourteen (14) days from date



of invoice or the invoice amount is presumed to be valid. Customer shall pay by the due date all undisputed amounts, including, in the event of a billing rate dispute, the amount of the Services at the lower billing rate. Billing disputes shall be subject to the terms of Article XIII, Dispute Resolution.

Section 6.3 Late Payment. Payments not received within thirty (30) days from the applicable invoice date will accumulate interest, until paid, at the rate of one and one-half percent (1.5%) per month on the unpaid balance, equating to an annual percentage rate of eighteen percent (18%), or the maximum rate permitted by applicable law, whichever is less.

Section 6.4 Annual Rate Increases. Customer agrees to and accepts annual rate increases at the percentage listed on "Attachment A" of this Agreement.

Section 6.5 Customer Bankruptcy or Insolvency. Customer agrees that in the event Customer files bankruptcy, (i) to the extent Amergis pays the salary and other direct labor costs of Personnel it provides to Customer and such amounts incurred within one-hundred eighty (180) days prior to bankruptcy are not paid by Customer to Amergis prior to bankruptcy, and/or (ii) Customer is the assignee of claims held by such Personnel against Customer for such amounts incurred within one-hundred eighty (180) days prior to bankruptcy, then Amergis has a claim against Customer in bankruptcy for the amount of such salary and other direct labor costs, which is entitled to a priority under 11 U.S.C. §507(a)(4). All pre-bankruptcy conduct, including amounts due and actions related to payment that could be brought by Customer are released.

Section 6.6 Assurances. In the event Amergis in good faith becomes concerned about impending bankruptcy or other insolvency by Customer, the Parties agree that Amergis may request in writing from Customer a prepayment deposit in the amount equal to the average of two weeks of Services, which Amergis may apply to outstanding invoices in the event that Customer fails to timely pay such invoices. Customer agrees to provide the requested prepayment deposit within five (5) days. In the event that Amergis applies the prepayment deposit in accordance with this Section at such time that concern about Customer's impending insolvency remains, Customer agrees to replenish the prepayment deposit within five (5) days of receipt of written notice of its application.

Section 6.7 Transaction Taxes. Customer shall be responsible for any sales tax, gross receipts tax, excise tax or other state taxes applicable to the Services provided by Amergis. If Customer provides Amergis with a valid tax exemption certificate in accordance with local laws covering the Services provided by Amergis, Amergis will not collect Transaction Taxes.

ARTICLE VII. RELATIONSHIP OF THE PARTIES

Section 7.1 Independent Legal Entities. Amergis and Customer are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Neither Amergis nor Customer nor any of their respective agents or employees shall control or have any right to control the activities of the other Party in carrying out the terms of this Agreement.



Section 7.2 Use of Contractors. Amergis may utilize the services of Contractors if Customer (i) requests practitioners who are contracted with Amergis Locum Tenens, LLC in accordance with Article IX hereof; or (ii) in the event Customer makes a request for an urgent volume of staff and the use of Contractors is necessary to meet the requirements under this Agreement. Amergis will ensure that any Contractor Personnel provided to Customer by a Contractor will comply with the Personnel Requirements set forth in Section 3.2 and timely perform Services under this Agreement.

Section 7.3 Conflict of Interest. By entering into this Agreement, the Parties agree that all conflicts of interest shall and have been disclosed to the other Party for review in accordance with that Party's policies and procedures. A conflict of interest occurs when a Customer employee or Personnel has professional or personal interests that compete with his/her/their ability to provide Services to or on behalf of Amergis or Customer. Such competing interests may make it difficult for the Customer employee or Personnel to fulfill his/her/their duties impartially.

ARTICLE VIII. TRAVEL DELIVERY AND ADDITIONAL OFFERINGS

8.1 Travel Delivery Services. In addition to the Services outlined herein and any applicable Statement of Work, Amergis can provide travel delivery services through its national delivery hubs.

8.2 Travel Personnel Coordination. Amergis will be solely responsible for coordinating Travel Personnel's travel assignments to Customer including housing, payroll, and related functions. Amergis reserves the right to cancel the term of Travel Personnel with written notification to Customer. Amergis will endeavor to provide a qualified replacement for cancelled Travel Personnel within fourteen (14) days from the date of notification.

8.3 Travel Personnel Expense Reimbursement. The rates paid to Amergis by Customer for Travel Personnel include amounts to reimburse Amergis for Travel-Expense Payments Amergis makes to Travel Personnel. Amergis will provide Customer with sufficient information regarding such Travel-Expense Payments in accordance with section 274(d) of the Internal Revenue Code. Customer is subject to any applicable limitations on deduction under section 274 of the Internal Revenue Code and regulations promulgated thereunder.

8.4 Per Diem Personnel. Customer will use its best efforts to request Per Diem Personnel at least twenty-four (24) hours prior to reporting time in order to assure prompt arrival of assigned Per Diem Personnel. All information regarding reporting time and assignment will be provided by Customer to Amergis at the time of the initial call.

(a) Per Diem Personnel Short-notice Requests. Amergis will bill Customer for the entire shift if an order for Per Diem Personnel is made less than two (2) hours prior to the start of the shift, as long as the Per Diem Personnel report for work within a reasonably prompt period of time under existing conditions after receiving notice of the assignment.

(b) Per Diem Personnel Order Cancellation. If Customer changes or cancels an order for Per Diem Personnel less than two (2) hours prior to the start of a shift, Amergis will bill Customer for two (2) hours at the established fee for each scheduled Per Diem Personnel. Amergis will be responsible for contacting Per Diem Personnel prior to reporting time.

ARTICLE IX. ASSIGNMENT OR SUBCONTRACTING



9.1 Assignment or Subcontracting. Amergis can assign or subcontract this Agreement with written notice to Customer. Should Customer request Locum Tenens providers from Amergis, the Parties shall enter into a separate Agreement, Statement of Work for Locum Tenens coverage, or Assignment Confirmation to define the scope and duration of Contractor Assignments.

(a) **Sunburst.** Should Customer request utilization workforce solutions, the Parties shall enter into a Master Services Agreement with Amergis' subsidiary, Sunburst Workforce Advisors, LLC. The terms set forth in the separate Master Services Agreement will govern the scope of work for the MSP services.

(b) **Locum Tenens division.** Amergis may utilize the services of Contractors if Customer (i) requests practitioners who are contracted with Amergis Locum Tenens, LLC ("Locum Tenens division"); or (ii) in the event Customer makes a request for an urgent volume of staff and the use of Contractors is necessary to meet the requirements under this Agreement.

ARTICLE X. INSURANCE

Section 10.1 Amergis Insurance. Amergis will maintain (at its sole expense), or require the Contractors it utilizes under this Agreement to maintain, valid policies of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate, covering temporary staffing Services provided by Personnel. Amergis will provide a certificate of insurance evidencing such coverage upon written request by Customer.

Section 10.2 Customer Insurance. Customer will maintain at its sole expense valid policies of general and professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$2,000,000 annual aggregate. Customer will give Amergis prompt written notice of any material change in Customer coverage. Customer shall name Amergis as an additional insured on its general liability policy.

ARTICLE XI. INDEMNIFICATION

Section 11.1 Indemnification by Amergis. Amergis agrees, at its own expense, to indemnify, defend, and hold harmless Customer and its parent, subsidiaries, Affiliates, directors, officers, employees, and agents against any and all third-party losses, liabilities, judgments, awards, and costs (including reasonable attorneys' fees and expenses) to the extent arising out of or relating to:

(a) bodily injury (including death) or any real or tangible property loss or damage as a direct result of Amergis' employees' negligent acts or omissions in the performance of Services under this Agreement; or

(b) any breach by Amergis of Section 3.2 or Section 3.3.

Section 11.2 Indemnification by Customer – Customer agrees, at its own expense, to indemnify, defend, and hold harmless Amergis and its parent, subsidiaries, affiliates, directors, officers, employees, and agents against any and all third-party losses, liabilities, judgments, awards, and costs (including reasonable attorneys' fees and expenses) to the extent arising out of or relating to:



- (a) bodily injury (including death) or any real or tangible property loss or damage as a direct result of Customer's employees' negligent acts or omissions in the performance of Services under this Agreement; or
- (b) any Transaction Taxes levied, assessed, or imposed by any taxing authority as a result of, or in connection with this Agreement, whatever the source and regardless of whether invoiced to or remitted by Customer.

Section 11.3 Indemnification Procedures – The Party seeking indemnification under this Article XI (the “**Indemnified Party**”) shall notify the other Party (the “**Indemnifying Party**”) promptly after the Indemnified Party receives notice of a claim for which indemnification is sought under this Agreement; provided, however, that no failure to so notify the Indemnifying Party shall relieve the Indemnifying Party of its obligations under this Agreement except to the extent that it can demonstrate damages directly attributable to such failure. To the extent permitted by law, the Indemnifying Party shall have authority to defend or settle the claim; provided, however, that the Indemnified Party, at its sole discretion and expense, shall have the right to participate in the defense and/or settlement of the claim, and provided further, that the Indemnifying Party shall not settle any such claim imposing any liability or other obligation on the Indemnified Party without the Indemnified Party's prior written consent.

ARTICLE XII. LIMITATION OF LIABILITY

Section 12.1 Limitation on Liability. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY, RELIANCE OR SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING DAMAGES FOR LOST PROFITS, LOSS OF USE, BUSINESS INTERRUPTION, OR LOSS OF DATA IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT REGARDLESS OF THE FORM OF ACTION WHETHER IN CONTRACT, WARRANTY, STRICT LIABILITY OR TORT AND EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Section 12.2 Cap on Damages. THE TOTAL AGGREGATE LIABILITY OF EACH PARTY TO THE OTHER PARTY FOR DAMAGES UNDER THIS AGREEMENT OR OTHERWISE SHALL NOT EXCEED THE SUM OF ALL FEES PAID OR PAYABLE TO AMERGIS BY CUSTOMER UNDER EITHER THE APPLICABLE STATEMENT OF WORK OR FOR SERVICES RENDERED DURING THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE MONTH IN WHICH SUCH LIABILITY AROSE, WHICHEVER IS LESS. MULTIPLE CLAIMS UNDER THIS AGREEMENT WILL NOT ENLARGE THIS LIMIT. THIS LIMITATION OF LIABILITY SHALL APPLY NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY EXCLUSIVE REMEDY HEREIN.

ARTICLE XIII. DISPUTE RESOLUTION

Section 13.1 Dispute Resolution. Except as otherwise provided in this Agreement, any dispute between the Parties regarding the interpretation or enforcement of this Agreement or any of its terms shall be addressed by good faith negotiation between the Parties.



Section 13.2 Dispute Resolution Process. To initiate such negotiation, a Party must provide to the other Party written notice of the dispute that includes both a detailed description of the dispute or alleged nonperformance and the name of an individual who will serve as the initiating Party's representative in the negotiation. The other Party shall have ten (10) business days to designate its own representative in the negotiation. The Parties' representatives shall meet at least once within forty-five (45) days after the date of the initiating Party's written notice in an attempt to reach a good faith resolution of the dispute. Upon agreement, the Parties' representatives may utilize other alternative dispute resolution procedures such as private mediation to assist in the negotiations.

Section 13.3 Inability to Resolve. If the Parties have been unable to resolve the dispute within forty-five (45) days of the date of the initiating Party's written notice, either Party may pursue any remedies available to it under this Agreement, at law, in equity, or otherwise, including, but not limited to, instituting an appropriate proceeding before a court of competent jurisdiction.

ARTICLE XIV. CONFIDENTIALITY AND USAGE OF DATA

Section 14.1 Confidentiality.

(a) **Amergis/Customer Information**. The Parties recognize and acknowledge that, by virtue of entering into this Agreement and providing Services hereunder, the Parties will have access to certain information, which may be considered confidential or trade secret information (collectively "Information") such that a Party may derive independent economic value, actual or potential, from the Information not being generally known to the public or to other persons or entities, which are not a party to this Agreement. This Information may include, without limitation, information with respect to the Party's customers, vendors, cost structure, and/or business strategy, or business methods at any time used, developed, or disclosed by the Party. Each of the Parties agree that neither it, nor its staff shall, at any time either during or subsequent to the termination of this Agreement, disclose the Information to others, use, copy, or permit the Information to be copied, except pursuant to duties for or on behalf of the other Party as defined within this Agreement. A Party may disclose the Information pursuant to a governmental, judicial, or administrative order, subpoena, discovery request, regulatory request or similar request, provided that the other Party promptly notifies the non-disclosing Party, in writing of such request or demand for disclosure, and no later than within forty-eight (48) hours of receipt of such request, so that the non-disclosing Party, at its sole expense, may seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of the Information.

(b) **Disclosure of Amergis/Customer Partnership**. From time to time, Amergis lists or mentions its customers in its marketing, communication, and business initiatives barring any restrictions and obligations as set forth in Section 14.1(C) and/or Section 14.2 of this Agreement. Customer agrees that Amergis may disclose the partnership between Amergis and Customer, and use Customer's name for such marketing, communication, and business purposes and initiatives. The Parties will make all commercially reasonable efforts to facilitate and coordinate press announcements, press releases, and other joint-marketing efforts related to this Agreement and the Amergis /Customer partnership. If either Party reasonably objects to use or disclosure of said partnership in such initiative(s), the other Party may ask the Party that developed the marketing or promotional content to edit or adjust such materials, and such Party will not unreasonably disagree.



(c) **Student Information.** In the event that Amergis receives student information, which may include student financial or medical information (collectively “Student Information”), Amergis shall not disclose any Student Information for which Services are provided under this Agreement to any third-party, except where permitted or required by law or where such disclosure is expressly approved by Customer, Amergis, and if required, student in writing. Further, each Party and its employees shall comply with the other Party’s policies and obligations. Amergis may maintain and use Student Education Records to perform the Services under this Agreement and may disclose de-identified data to third parties in performance of services under this Agreement. If Amergis is provided access to students’ records, Amergis shall limit its personnel’s access to the records to those persons for whom access is essential to the performance of the Services under this Agreement. Amergis shall, at all times and in all respects, comply with the terms of the Family Rights and Privacy Act of 1974, as amended. Amergis reserves the right to retain any Student Education super for the length of time necessary to meet Amergis’ contractual and legal commitments.

Section 14.2 Data Security. Customer will be responsible for establishing and overseeing all access, maintenance, and transmission of Customer and Student data and information, including privacy and security measures required under Law, which may further be needed to maintain and protect the security of all Customer computer systems, networks, and/or data related to the Services under this Agreement. Customer will be responsible for providing all education and training to Personnel as it relates to Customer’s privacy and security measures and processes, including, without limitation the Customer’s processes and expectations for collecting, storing, securing, and transferring Customer or Student data and information accessed, collected, and maintained under this Agreement.

Customer acknowledges and understands and agrees that no Personally identifiable information (“PII”) or Protected Health Information (“PHI”) PHI will be relayed, transmitted, or otherwise provided to or stored by Amergis or Amergis Personnel, unless necessary to be provided in performance of Services under this Agreement. Customer further acknowledges that it will provide Amergis with deidentified data, whenever possible, including removal of direct identifiers. Customer shall indemnify and hold harmless Amergis, its directors, officers, shareholders, employees, and agents from and against any and all claims, losses, liabilities, costs and other expenses resulting from, or relating to, the negligent handling of PII or PHI, including the unauthorized use, access, or disclosure by Customer, its employees, agents, and subcontractors.

Section 14.3 Aggregate Statistical Usage. Customer acknowledges and agrees that Amergis will collect data related to the performance of the Services for the purposes of aggregation and the creation of a centralized benchmarking mechanism, such data does not contain student data or identifying student information. Notwithstanding anything to the contrary in this Agreement, Customer acknowledges and agrees that Amergis shall have a perpetual right to collect, use, and disclose the data collected relating to the Services and derived from Customer’s use of Amergis, Amergis Personnel, and Contractors affiliated with Amergis under this Agreement for the analysis, benchmarking, analytics, marketing, or other business purposes as long as all data collected is done in an anonymized aggregated manner, with Customer’s data aggregated with data of other Amergis customers, so as to be non-specific to any individual Customer.

Section 14.4 Survival. All obligations set forth in this Article XIV shall survive the termination of this Agreement.

ARTICLE XV. TERMINATION



Section 15.1. Termination for Convenience. Either Party may terminate this Agreement for any reason by providing at least thirty (30) days advance written notice of the termination date to the other Party.

Section 15.2. Termination for Cause. If payment default occurs, Amergis may terminate this Agreement upon seven (7) days advance written notice of the termination date to Customer.

Section 15.3 Post Termination Obligations. Termination will have no effect upon the rights and obligations resulting from any transactions occurring prior to the effective date of the termination.

ARTICLE XVI. GENERAL TERMS

Section 16.1 Non-discrimination. Neither Amergis nor Customer will discriminate on the basis of race, color, religion, creed, national origin or ancestry, ethnicity, sex (including gender, pregnancy, sexual orientation, and gender identity), age, physical or mental disability, citizenship, past, current, or prospective service in the uniformed Services, genetic information, or any other characteristic protected under applicable federal, state, or local law.

Section 16.2 Compliance with Laws. Amergis agrees that all Services provided pursuant to this Agreement shall be performed in compliance with all applicable federal, state, and/or local rules and regulations. In the event that applicable federal, state, or local laws and regulations or applicable accrediting body standards are modified, Amergis reserves the right to notify Customer in writing of any modifications to the Agreement in order to remain in compliance with such law, rule, or regulation.

Section 16.3 Governing Law, Jurisdiction. This Agreement will be governed by and construed in accordance with the laws of the State of Missouri, without regard to its principles of conflict of laws. Any dispute or claim from this Agreement shall be resolved exclusively in the federal and state courts of the State of Missouri and the parties hereby irrevocably submit to the personal jurisdiction of said courts and waive all defenses thereto.

Section 16.4 Assignment of Agreement. Customer may not assign this Agreement without the prior written consent of Amergis, and such consent will not be unreasonably withheld. Amergis may assign this Agreement without consent and/or notice for assignment to either: (i) an entity owned by or under common control with assignor, (ii) in connection with any acquisition of all of the assets or capital stock of Amergis, and/or (iii) a name change by Amergis.

Section 16.5 Attorneys' Fees. In the event either Party is required to obtain legal assistance (including in-house counsel) to enforce its rights under this Agreement, or to collect any monies due to such Party for Services provided, the prevailing Party shall be entitled to receive from the other Party, in addition to all other sums due, reasonable attorney's fees, court costs, and expenses, if any, incurred enforcing its rights and/or collecting its monies, including any fees and costs incurred on an appeal.

Section 16.6 Notices. Any notice or demand required under this Agreement will be in writing; will be personally served or sent by certified mail, return receipt requested, postage prepaid, or by a recognized overnight carrier



which provides proof of receipt; and will be sent to the addresses below. Either Party may change the address to which notices are sent by sending written notice of such change of address to the other Party.

**Guadalupe Educational System Inc.
D/B/A Guadalupe Centers Charter
Schools**

5123 E. Truman Road
Kansas City Missouri, 64127

ATTN: Dr. Alicia Miguel
Email Copy to:
amiguel@guadalupecenters.org

Copy to:

R. Mark Nasteff, Jr.
Nasteff & Quinn LLC
118 N. Water St
Liberty, MO 64068
Email copy to: mark.nasteff@naqlaw.com

**Amergis Healthcare Staffing, Inc. d/b/a
Amergis Educational Staffing**

7223 Lee DeForest Drive
Columbia, MD 21046
ATTN: Contracts Department
Email copy to: contracts@amergis.com

COPY TO:
Amergis Healthcare Staffing, Inc. d/b/a Amergis
Educational Staffing
11602 West Center Road, Omaha, NE, 68144,
United States of America

ATTN: Nicholas Mitchell

Section 16.7 Headings. The headings of sections and subsections of this Agreement are solely for reference only and will neither affect nor control the meaning or interpretation of this Agreement.

Section 16.8 Merger. This Agreement constitutes the entire contract between Customer and Amergis regarding the Services to be provided hereunder. Any agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect. All terms of a later signed Agreement will supersede a prior signed Agreement. This Agreement may be executed in any number of counterparts, each of which will be deemed to be the original, but all of which shall constitute one and the same document.

Section 16.9 Amendment. No changes and/or amendments to this Agreement will be effective unless made in writing and signed by duly authorized representatives of both Parties except as provided in Section 3.1(a), Section 16.2, and Attachment(s).

Section 16.10 Severability. In the event that one or more provision(s) of this Agreement is deemed invalid, unlawful, and/or unenforceable, then only that provision will be omitted, and will not affect the validity or enforceability of any other provision; the remaining provisions will be deemed to continue in full force and effect.



Customer and Amergis have acknowledged their understanding of and agreement to the mutual promises written above by executing and delivering this Agreement as of the Effective Date set forth above.

**Guadalupe Educational System Inc.
D/B/A Guadalupe Centers Charter
Schools**

AMERGIS HEALTHCARE STAFFING, INC. D/B/A
AMERGIS EDUCATIONAL STAFFING:

Jose "Beto" Lopez

Signature of Authorized Representative

Printed Name

Printed Name

PREIDENT OF BOARD OF DIRECTORS

Title

Title

Date

Date



STATEMENT OF WORK
ATTACHMENT "A"

- 1. Scope of Services.** Amergis is responsible for recruiting, screening, and hiring its Personnel as set forth herein to provide temporary staffing Services to Customer, with such Services provided by Personnel under Customer's management and supervision at a Work Site or in an environment controlled by Customer. Upon Customer's request for supplemental personnel, Amergis will use commercially reasonable efforts to provide Personnel to Customer. Customer shall communicate duties, shifts, unit assignments and other working details to Personnel during their Assignment.
- 2. Length of Assignment.** Personnel will be assigned to the Customer specified Work Site(s) exclusively for at least 90 days or 13 weeks. If Per Diem Personnel are requested, Customer and Amergis will use commercially reasonable efforts to document the length of the assignment(s) in a Customer Assignment Confirmation.
- 3. Personnel Requirements and Screening.** Amergis will supply Customer with Personnel who meet the criteria set forth in the Assignment Onboarding Attachment "B". Amergis will provide Personnel who have the necessary and appropriate skills, education, knowledge and experience for the positions to be filled, subject to the approval of the Customer.
- 4. Interview.** Customer may request to conduct a telephone interview with any Personnel candidate prior to the Services commencing. If Customer requests a face-to-face interview for Travel Personnel, Amergis will bill Customer for cost of travel, lodging, and reasonable per diem expenses.
- 5. Bill Rates.** Bill Rates are agreed to between the Customer and Amergis for the following positions. If Customer and Amergis execute a subsequent Assignment Confirmation(s) per individual Personnel the Bill Rates in the Assignment Confirmation will apply to the named Personnel therein and for the timeframe indicated.

Positions	Rate \$ (per hour)
Audiologist	\$100.00
BCBA	\$100.00
Amergis Behavior Tech/Paraprofessional II	\$40.00
CNA	\$35.00
Counselor	\$70.00
Custodial Staff	\$32.00
Food/Nutrition Service Staff	\$32.00
Intervention Specialist	\$60.00
LPN	\$56.00
LPN 1:1 Care	\$60.00
Orientation & Mobility Specialist	\$75.00
Paraprofessional	\$32.00
Physical Therapist	\$85.00



Physical Therapist Assistant	\$65.00
Occupational Therapist	\$85.00
Occupational Therapist Assistant	\$65.00
RN	\$60.00
RN 1:1 Care	\$65.00
School Psychologist	\$100.00
SLP	\$90.00
SLP CFY	\$70.00
Sign Language Interpreter	\$60.00
Licensed Clinical Social Worker	\$80.00
Social Worker (Masters)	\$65.00
Special Education Teacher	\$68.00
TDHH	\$68.00
TVI	\$68.00
General Education Teacher	\$62.00

*The Travel Bill Rate (per hour) includes reimbursement by Customer for Travel-Expense Payments Amergis makes to Travel Personnel.

6. **Out of School Time and Off-Site School Time Educational Services.** Rates charged for educational services rendered outside of school time or off-site during school time will be in accordance with the local and/or state regulatory wage laws. Overtime Rates are also charged for all hours worked in excess according to applicable state law.
7. **Weekend Rates.** Customer and Amergis may agree in individual Assignment Confirmations to Weekend Rates that differ from the Bill Rate. As applicable, Weekend Rates will apply to shifts beginning at 11:00 p.m. on Friday and will apply through shifts ending at 7:00 a.m. on Monday.
8. **Orientation.** Bill Rate(s) will be billed for all time spent in required Customer orientation.
9. **Overtime.** Overtime Rates are charged for all hours worked in excess of forty (40) per week or according to applicable state law. The overtime rate is a one and one-half times (1.5x) multiplier of the Bill Rate for such hours, unless applicable state law requires a different multiplier.
10. **Holidays.** Holiday Rates will apply to all hours worked in the time period beginning at 11:00 p.m. the night before the holiday through 11:00 p.m. the night of the holiday. The Holiday Rate is a one and one-half times (1.5x) multiplier of the Bill Rate for the following holidays:

New Year's Day	Labor Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

11. **Work Site.** This Statement of Work and underlying Agreement shall apply to the following Work Site(s) or Customer locations:



Work Site Name	Address	Work Site Contact
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12. Invoicing. Amergis will supply Personnel under this Agreement at the Bill Rates listed herein or in any Assignment Confirmation. Amergis will submit invoices to Customer every week for Personnel provided to Customer during the preceding week. The specified contacts for individual Work Sites is set forth below:

Work Site Name	Address	Work Site Invoice Contact
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13. Changes. Pursuant to Section 3.2 of the Agreement, the Parties agree that Changes may be made to this Statement of Work by execution of a subsequent Statement of Work(s) or Assignment Confirmation(s), or Change Request.

14. On Call. Hours for Personnel that are placed on call will be invoiced to Customer at the “On-Call Hourly Rate” as specified in herein, if applicable, and if called in will be billed at the overtime rate, unless a greater rate such as double time must be used under federal and/or state law.

15. Construction. Except as expressly set forth by this Statement of Work, the Agreement shall continue in full force and effect in accordance with the provisions thereof. Nothing in this Amendment to the Agreement is intended to modify, alter, reduce, or change the right or obligations in the Agreement executed except as expressly stated in this Statement of Work.



ATTACHMENT "B"
PRE-ASSIGNMENT SCREENING

- a. **School Health Services, Related Services, and Special Education Personnel Requirements.** Amerris will supply Customer with School Health Services, Related Services and Special Education Services Personnel requested in Attachment "A" who meet the following criteria, if the role involves the provision of health and mental health services. These roles include, but are not limited to: RN Certified Nurse, RN, LVN/LPN, BCBA, Behavior Tech, Occupational Therapist, Occupational Therapy Assistant, Physical Therapist, Physical Therapist Assistant, Psychologist. Customer agrees any additional screening that may be required not listed herein, may take place following Personnel's placement. Amerris will:
- a. Conduct a criminal background screening in accordance with applicable law, including any state exclusion review as applicable;
 - b. Verify current license, registration, or certification for the Services to be provided, if applicable to role;
 - c. Verify skills checklist of competencies for the position and exam;
 - d. Verify that a current diagnostic Tuberculosis (TB) test or screening is on file, in accordance with state regulations;
 - e. Verify relevant professional and specialty experience, as requested by Customer;
 - f. Confirm Personnel are authorized to work;
 - g. Perform federal exclusion and abuse check(s) including but not limited to, List of Excluded Individuals/Entities (LEIE) and the Excluded Parties List System (EPLS) and the National Sex Offender Registry.
- b. **Education Personnel Requirements.** Amerris will supply Customer with requested school based professional Personnel as detailed in the Statement of Work performing school based services who meet the following criteria. These roles include but are not limited to the following: Special Education Teacher, Social Worker, School Counselor, Sign Language Interpreter, Admin Teacher Orientation and Mobility, Behavioral Classroom Aide (WA), Speech Language Pathologist. Customer agrees any additional screening that may be required not listed herein, may take place following Personnel's placement. Amerris will:
- a. Conduct a criminal background screening in accordance with applicable law, including any state exclusion review as applicable;
 - b. Receive proof of previous employment;
 - c. Verify, license, certification or certification, if applicable to the role;
 - d. Verify relevant professional and specialty expertise as requested by Customer;
 - e. Confirm Personnel are authorized to work;



- f. Perform federal exclusion checks including but not limited to, List of Excluded Individuals/Entities (LEIE), Excluded Parties List System (EPLS) and the National Sex Offender Registry.
- c. **Customer Criminal Background Report.** In the event that Customer requires its own criminal background screening, which may include fingerprinting, for Amergis Personnel, Customer shall provide Amergis with a copy of the results and/or report, or the “Clear” or “Not Clear” status. Providing first day instructions for Amergis Personnel following Customer required background screening will constitute a “Clear” status. Customer agrees that Personnel may begin assignment following completion of a successful Customer background screening.

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, in order to provide flexibility for employees to use vacation 4315 requires 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 4315 - Vacation a copy of which is attached hereto.
2. The Board amends and readopts 4315 with an immediate effective date.

PASSED THIS ____ DAY OF JUNE 2024 BY THE BOARD OF DIRECTORS OF THE GUADALUPE EDUCATIONAL SYSTEM, INC.

Jose Beto Lopez, President of the
Board of Directors

ATTEST:

Secretary
To the Board of Directors

4000 PERSONNEL SERVICES

Vacation

Policy 4315

Vacation time off with pay is available to eligible full-time employees to provide opportunities for rest, relaxation, and personal pursuits. An employee's vacation schedule is based upon their position with GCCS and GCCS's operating schedule. Part-time employees working at least 20 hours a week will received pro-rated vacation benefits based upon the number of hours they regularly work. The vacation time schedule is based upon the school year. The vacation permitted is as follows:

Position	Vacation Time Allotment		
Certified staff and Student Support Professionals (Teachers, Paraprofessionals, Counselors, Social Workers, Special Education Support and Instructional Coaches)	Scheduled breaks during the school year		
Non-Instructional Staff	Years of service	Days allotted	
		Full-time	Part-Time
	After 6 months from hire date	5 days	2 days
	1-4 years	10 days	5 days
	5-9 years	15 days	7 days
	10+ years	20 days	10 days
Finance	In accordance with their respective employment Agreements		
Administrators and Directors	Scheduled breaks when school is in session and in accordance with their employment agreements when school is not in session		

August 2019; Amended June 2024

Requests for vacation must be submitted two weeks in advance of the planned vacation scheduled. GCCS reserves the right to deny vacation requests to ensure proper staffing. Unused vacation shall be carried forward to the next school year; however, at no time will an employee be permitted to exceed a total of 30 accumulated vacation days.

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 GCCS;;

WHEREAS, in order to allow GCCS to be competitive in soliciting employees to join the system GES Board Policy 4415 Tuition Reimbursement Program requires 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, amends and readopts its Board Policy 4415-Tuition Reimbursement Program consistent with the copy of which is attached hereto.
2. The Board amended and readopted Policy 4415 has an immediate effective date.

PASSED THIS ____ DAY OF JUNE 2024 BY THE BOARD OF DIRECTORS OF THE GUADALUPE EDUCATIONAL SYSTEM, INC.

Jose Beto Lopez, President of the
Board of Directors

ATTEST:

Phyllis Hernandez, Secretary
To the Board of Directors

4000 PERSONNEL SERVICES

Tuition Reimbursement Program

Policy 4415

GCCS provides tuition assistance for active full-time teachers, Administrators, and support staff who are in good standing. Those eligible may receive up to an aggregate amount of \$10,000 in pursuit of an undergraduate degree or advanced degree in a field of study pre-approved by the Superintendent. Any employee who wishes to participate in this program should consult with Human Resources to obtain program eligibility and requirements.

In order to earn forgiveness of the debt associated with the reimbursement, the employee must continue to be employed for at least four years with GCCS after the last coursework completed for which they receive reimbursement. If the employee fails to continue in the employment for four years, GCCS may seek the repayment of the tuition reimbursement paid to the employee.

Recommendation

The Guadalupe Educational System Inc. Board of Education approves the purchase of furniture for schools for an amount up to \$75,000 as submitted and recommended by Dr. Alicia Miguel, Interim Superintendent of Schools.

Jobsite:

Guadalupe Center Middle School
2640 Belleview Ave 0
Kansas City, MO 64108

Prepared By:

Name: Jack Zupan
Title: Franchise Owner
Office: 816-226-0681
Cell: 816-786-4524
Email: jzupan@certapro.com



Client:

Type of Contact	Primary	On-site	Maintenance
Name	Tony Dolezal	Jenifer Peralta	
Telephone	(816) 764-3756	(816) 304-6151	
Cell			
Email	adolezal@guadalupecenters.org	jenifer@altadesignstudio.com	
Address			

General Scope of Work: This project is for the prep and painting of hallways, classrooms, restrooms, stairwells, risers, baseboards in hallways, doors and door frames.

Questionable Areas: Previous paint was not prepped or applied properly therefore it is peeling throughout the building. We will prep on a best effort basis and apply the appropriate paint. However, peeling will continue to occur due to past painting. We cannot guarantee against peeling as this will continue to happen.

Includes:

1. Classroom painting
2. 2 coats of Sherwin Williams Superpaint in colors provided.
3. Paint doors and frames
4. Paint baseboards everywhere but classrooms
5. Paint columns in classrooms
6. Paint ceilings in hallways that have paint on them.
7. Entryway next to gym

Excludes:

1. Metal cabinets in classrooms (option below)
2. Baseboards in classrooms
3. Windows and frames
4. Areas where murals are present

Product and Color Specifications:

Surface/Item	Product	# of Coats	Color
Walls	Superpaint satin	Coverage	Provided
Doors	DTM	2 coats	Provided
Spot prime	Extreme bond Primer	Bare spots	

Surface Preparation:

Scraping	Scrape all loose and peeling paint to ensure a firm base for the new paint. Spot prime bare areas.
Caulking	Puttying, caulking, and wood filling as needed. We only caulk areas that were previously caulked and are missing or failing. We only remove caulking that is failing.
Repairs	No repairs on this project
Other	This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Resculpting trim and siding where damaged.
- Stripping existing surface coating

Setup:

CertaPro will set up in an area most convenient for the customer.

Clean Up:

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the customer's preference. Upon Completion: All tools, supplies & equipment will be removed from the property.

Additional Notes:

This Proposal is for the rear of the following building:

Guadalupe Middle School

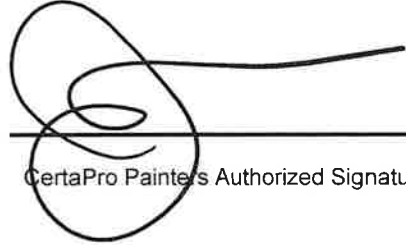
Terms & Conditions:

Payment of 40% due as deposit prior to work. Full payment due net 30 days after completion of project.

Pricing:

All Labor, Paint, Materials & Equipment for Included Items:	\$76,893
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Total	\$76,893
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CertaPro Painters Authorized Signature

Date

Authorized Client Signature

Date

Authorized Client Representative Name & Title

Client

ADDITIONAL OPTIONS:**NOTE: NOT INCLUDED IN THE ABOVE PRICE**

			ACCEPTANCE OF ADDITIONAL CHARGES	
Item	Description	Price	CertaPro Initials	Client Initials
Classroom metal cabinets	Light sanding and painting	\$1525.00 per		
TOTAL OF OPTIONS SELECTED		\$		

		Acceptance of NEW PROJECT PRICE	
FINAL NEW PROJECT PRICE WITH OPTIONS:		CertaPro Initials	Client Initials
\$000,000,000.00			

The Certainty Pledge®:

<<Text>>

Definitions & Conditions of this Contract:

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **CertaPro of** _____

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement. Stucco peeling and failing below our topcoat.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:



- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.

Each CertaPro Painters® business is independently owned and operated.

 Guadalupe Centers EDUCATIONAL SYSTEM AND CHARTER SCHOOLS	2024-2025												 Guadalupe Centers EDUCATIONAL SYSTEM AND CHARTER SCHOOLS				
	Board Meeting 4:30pm (4th Thu)																
	Finance Comm. 12:00pm (Thu week before Board)																
	Instructional / Safety 8:00am (Monthly Tue week before Board)																
	Executive Comm. 12:00pm (Wed week before Board)																
July										January							
S	M	T	W	T	F	S	<u>July 2024</u>			<u>January 2025</u>	S	M	T	W	T	F	S
	1	2	3	4	5	6	16- Instructional & Safety		14- Instructional & Safety					1	2	3	4
7	8	9	10	11	12	13	17- Executive		15- Executive	5	6	7	8	9	10	11	
14	15	16	17	18	19	20	18- Finance		16- Finance	12	13	14	15	16	17	18	
21	22	23	24	25	26	27	25- Board		23- Board	19	20	21	22	23	24	25	
28	29	30	31							26	27	28	29	30	31		
August										February							
S	M	T	W	T	F	S	<u>August 2024</u>		<u>February 2025</u>	S	M	T	W	T	F	S	
				1	2	3	13- Instructional & Safety		18- Instructional & Safety								1
4	5	6	7	8	9	10	14- Executive		19- Executive	2	3	4	5	6	7	8	
11	12	13	14	15	16	17	15- Finance		20- Finance	9	10	11	12	13	14	15	
18	19	20	21	22	23	24	22- Board		27- Board	16	17	18	19	20	21	22	
25	26	27	28	29	30	31				23	24	25	26	27	28		
September										March							
S	M	T	W	T	F	S	<u>September 2024</u>		<u>March 2025</u>	S	M	T	W	T	F	S	
1	2	3	4	5	6	7	17- Instructional & Safety		11- Instructional & Safety								1
8	9	10	11	12	13	14	18- Executive		12- Executive	2	3	4	5	6	7	8	
15	16	17	18	19	20	21	19- Finance		13- Finance	9	10	11	12	13	14	15	
22	23	24	25	26	27	28	26- Board		20- Board	16	17	18	19	20	21	22	
29	30									23	24	25	26	27	28	29	
October										April							
S	M	T	W	T	F	S	<u>October 2024</u>		<u>April 2025</u>	S	M	T	W	T	F	S	
		1	2	3	4	5	15- Instructional & Safety		15- Instructional & Safety			1	2	3	4	5	
6	7	8	9	10	11	12	16- Executive		16- Executive	6	7	8	9	10	11	12	
13	14	15	16	17	18	19	17- Finance		17- Finance	13	14	15	16	17	18	19	
20	21	22	23	24	25	26	24- Board		24- Board	20	21	22	23	24	25	26	
27	28	29	30	31						27	28	29	30				
November										May							
S	M	T	W	T	F	S	<u>November 2024</u>		<u>May 2025</u>	S	M	T	W	T	F	S	
					1	2	12- Instructional & Safety		13- Instructional & Safety					1	2	3	
3	4	5	6	7	8	9	13- Executive		14- Executive	4	5	6	7	8	9	10	
10	11	12	13	14	15	16	14- Finance		15- Finance	11	12	13	14	15	16	17	
17	18	19	20	21	22	23	21- Board		22- Board	18	19	20	21	22	23	24	
24	25	26	27	28	29	30				25	26	27	28	29	30	31	
December										June							
S	M	T	W	T	F	S	<u>December 2024</u>		<u>June 2025</u>	S	M	T	W	T	F	S	
1	2	3	4	5	6	7	10- Instructional & Safety		17- Instructional & Safety	1	2	3	4	5	6	7	
8	9	10	11	12	13	14	11- Executive		18- Executive	8	9	10	11	12	13	14	
15	16	17	18	19	20	21	12- Finance		19- Finance	15	16	17	18	19	20	21	
22	23	24	25	26	27	28	19- Board		26- Board	22	23	24	25	26	27	28	
29	30	31								29	30						
Committee Updates:										First/Last day of school							
										8/20 PreK, K, 6th & 9th							
										8/21 All Grades							

Recommendation

The Guadalupe Educational System Inc. Board of Education approves 6 Kindergarten Teacher Assistant positions as submitted by Dr. Steven Lumetta, HR Director and Mr. Shannon Spradling, CFO and as recommended by Dr. Alicia Miguel, Interim Superintendent of Schools.



By the Numbers

Enrollment Report As of 6/18/24

2024/2025 School Year			SAKC Waitlist	total enrollment in IC
	Target Enrollment 23-24	Target Enrollment by School		
GES Pre-K	80	80	26	82
K	125		29	127
1	125		37	128
2	122		25	125
3	116		41	122
4	120		29	119
5	116	724	25	124
6	120		25	119
7	125		32	123
8	125	370	25	125
9	125		53	124
10	120		32	118
11	115		27	117
12	110	470	4	107
Totals	1644	1644	410	1660