

Vision: The Mountain View-Birch Tree School District is two communities working as one to develop caring and responsible citizens.



Mission: Our mission is to empower and inspire all students to be successful before and after graduation. We strive to improve the quality of life through rigor, relevance, and relationships.

Mountain View-Birch Tree R-III School District

To: Board of Education Members
From: Mrs. Lanna Tharp, Superintendent
Re: Board Meeting Materials
Date: January 17, 2025
Board Meeting Date: January 23, 2025

Enclosed please find the following Board of Education packet information:

1. School Board Meeting Agenda
2. Explanation of School Board Meeting Agenda Items
3. Minutes of Previous Meeting
4. Copy of Monthly Bills
5. Monthly Financial Report
6. Proposed 2025-2026 School Year Calendar
7. Parameters for Negotiations with MVBT Bus Drivers
8. MSBA Policy Updates
9. Administrative Reports

502 N. Elm, Mountain View, MO 65548 Phone: 417-934-5408

website: <https://home.liberty.mvbt.k12.mo.us/>

Superintendent: Mrs. Lanna Tharp email: ltharp@liberty.mvbt.k12.mo.us

Assistant Superintendent: Mr. Ryan Chowning email: rchowning@liberty.mvbt.k12.mo.us

Marsha Webb: Secretary to the Superintendent Rhonda Henry: Bookkeeper Tressa Henry: Accountant

**MOUNTAIN VIEW-BIRCH TREE R-III SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING
Thursday, January 23, 2025
6:00 P.M.
Birch Tree Elementary School Media Center**

I. Determination of Quorum/Call Meeting to Order

II. Pledge of Allegiance: Mrs. Renshaw

III. Public Comment: The Board will listen to the statement of any person speaking his/her opinion on any given agenda item.

IV. Approval of Consent Agenda Items

- A. Minutes of Previous Meeting: Approval of last month's board meeting minutes
- B. Approval of Payment of Monthly Bills.
- C. Monthly Administrative/Principal Reports

V. Adoption of Agenda

VI. Student Time

- A. Birch Tree Elementary Students

VII. Committee Reports

- A. MSBA Delegate Report/Training and Meetings - - MSBA Board Delegate

VIII. Old Business

- A. None

IX. New Business

- A. Items extracted from consent agenda
- B. Exceptions to monthly bills: Payment related to individuals related to Board members
- C. Monthly Financial Report and Budget Amendments
- D. Board Candidate Filing Update and Ballot Approval
- E. School Calendar Approval for 2025-2026 School Year
- F. Goals, Objectives, and Parameters for Negotiations with MVBT Bus Drivers
- G. Policy Updates

X. Other Business

- A. None

XI. Monthly Program Report/Review

- A. Technology Program Review

XII. Administrators' Reports

- A. Principals report on each of their buildings

XIII. Move To Closed Session, Closed Vote, Closed Record

The Board hereby gives notice to meeting in Closed Session to consider the following items pursuant to RSMo 610.021 (3) (9) (13) (14)

XIV. Return to regular session

XV. Adjourn

MOUNTAIN VIEW-BIRCH TREE R-III BOARD OF EDUCATION MEETING
Explanation of Agenda Items
REGULAR SESSION
Thursday, January 23, 2025
6:00 P.M.
Birch Tree Elementary School Media Center

The information found on the following pages is provided for the Board Members to have advanced preparation to assist in making decisions and voting on issues relating to the publicly posted School Board Agenda. Information regarding state law and board policy have been included, as applicable, as well as an explanation of agenda items and the superintendent's recommendation for the agenda items.

I. Determination of Quorum/Call Meeting To Order

II. Pledge of Allegiance

- a. Mr. Bennett will lead the pledge

III. Public Comment

According to Board policy BDDH: "A specifically designated time will be set aside for public comments at regular meetings of the Board of Education. The following rules will be applied to the public comment portion of the meeting:

- The Board will establish a time limit for the public comment period.*
- No individual will be permitted to speak more than once during this period.*
- The individual must reside in the district or be a landowner of the district.*
- The Board will establish a uniform time limit for each speaker.*
- Only items from the posted agenda may be discussed."*

IV. Approval of Consent Agenda Items

"The consent agenda allows members to vote on a group of items (en bloc) without discussion. This is a good way to dispose of business that is noncontroversial. "The presentation of the consent agenda is established by a special rule of order and should be taken up before committee reports.....If the consent agenda includes the approval of the minutes, then it should be taken up before any business is transacted."

Consent Agenda Items include:

Minutes of previous meeting
Monthly bills- - Identify and remove bills that must be approved individually
Monthly Administrative/Principal Reports'

V. Adoption of Agenda

"The agenda shouldn't tie the hands of the assembly, prevent members from bringing up business, or enable a small group to railroad through their pet projects." "Agendas should have flexibility to provide for unseen things that may come up in a meeting."

VI. Student Time

- a. Birch Tree Elementary Student Time

VII. Committee Reports

"If a committee report includes a recommendation of action that it wants the organization to take, its report should include a motion at the end of the report by the committee chairperson." "A motion from a committee of more than one does not need a second....."

- a. MSBA delegate report regarding meetings or issues related to MSBA

VIII. Old Business

Discuss items tabled from previous school board meetings or issues ongoing from meeting to meeting.

- a. None

IX. New Business

a. Items extracted from consent agenda

Exceptions to monthly bills and any other item that was extracted from the consent agenda

b. Exceptions to monthly bills

This is where bill payment is approved for individuals related to board members. Additionally, any bill paid to an entity where a board member or a board member's relative is at least a part-owner should be paid here.

c. Monthly Financial Report and Budget Amendments

The board packet also includes a new financial report statement showing fund balances at the end of the prior month which reflects our current balances. It is summarized as follows:

Month ending December 2024

Balances: Incidental Fund (Fund 1): \$6,354,231.11
 Teacher's Fund (Fund 2): \$7,672.24
 Debt Service Fund (Fund 3): \$0
 Capital Projects Fund (Fund 4): \$2,816,116.76

Total (All Funds): \$9,178,020.11

Previous Year's Total (All Funds): \$8,343,118.75

d. Board Candidate Filing Update and Ballot Approval

Board policy (BBBB- School Board Ballot Issues) states the following:

Certification of Ballot Language

The Board will approve ballot language before any ballot issue is submitted to the election authority for inclusion on the ballot. The superintendent is authorized to have ballot language drafted or reviewed by an attorney prior to Board approval. In accordance with law, the superintendent or designee will notify the election authority of the ballot issue and provide the language for the ballot no later than 5:00 p.m. on the tenth Tuesday prior to the election. The superintendent or designee may send the required notices by facsimile transmission as long as the election authority receives the original copy of the notice within three business days of the facsimile.

Certifying the Election

Not later than 5:00 p.m. on the tenth Tuesday prior to the election, the district must notify the election authority (county clerk or election commission) in writing of the election, specifying the name of the school district and providing the legal notice required to be published prior to the election (date and time of the election and sample ballot). The notice may be accepted by facsimile if the original copy of the notice and certified copy of the legal notice to be published are received within three business days from the facsimile transmission.

Board policy stipulates several things that must be done regarding board elections:

1. The board has already approved the board candidate filing period of December 10 to December 31.
2. The board must approve the ballot language (the names that will appear on the ballot) prior to 5:00 p.m. on the tenth Tuesday prior to the election. The tenth Tuesday prior to the election is January 28. We have three individuals signed up for two vacancies, so we will need an election.
3. The district must certify the ballot language in the county courthouses of the counties represented in the district by 5:00 p.m. on the tenth Tuesday prior to the election—January 28.
4. The individuals who win the election must be sworn in, within 14 days after the election.

We've taken care of #1. For #2, we need vote to approve the names of the individuals that have signed up for the school board election. I will need to take care of #3 by going to the three county clerk's offices prior to January 28. My intentions are to go to the courthouses on January 24.

Our scheduled school board meeting in April is on the 10th. By law, the winners of the election need to be sworn in as board members on or before April 22. We will swear in the new board members on April 10th,

According to state law, the annual organizational meeting of the Board of Education shall be held within 14 days after the annual Board election. The newly elected members shall qualify by taking the oath of office as prescribed in Article VII, Section 11 of the Constitution of Missouri. The Board secretary shall administer the oath to the new members.

The Board shall organize by the election of a president and vice president, and the Board shall, on or before July 15 of each year, elect a secretary and a treasurer who shall assume their respective duties on July 15. The secretary and treasurer may or may not be members of the Board. The superintendent, who will serve as temporary chairperson, shall conduct the election of the president and vice president.

Recommendation: Approve the names of the individuals that have signed up for the board election in the order in which they signed up (Mikael Orchard, Logan Walkup, Josh Roberts) and certify that an election is needed since three candidates signed up for two vacancies.

e. School Calendar Approval for the 2025-2026 School Year

The 2024-2025 school calendar consisted of attending 8 Mondays, strategically arranged on the calendar to provide more consistency than the 2023-2024 school calendar. Last year we started on August 19. Our last day of the 24-25 school year will be May 23. The calendar scheduled one full week off for Thanksgiving and 2 full weeks for Christmas/New Years. The calendar consisted of 3 full days off (plus the weekend) for Spring Break/Easter.

We received input from the community, students, and staff regarding the Thanksgiving Break and Spring Break. The majority of 474 respondents wanted a week-long Spring Break and a 3 day Thanksgiving Break.

Over the past two years, our district has transitioned to a 4-day school week with occasional Monday attendance. In order to create greater consistency in our calendar from year to year, we narrowed our focus to determining the length of Thanksgiving Break and Spring Break, keeping everything else in line with last year's calendar. It is important to maintain a stable and predictable calendar for families, staff, and students.

The proposed calendar:

- 1st day of school will be Monday, August 18. The last day of school will be Friday, May 22. We will attend the first 2 Mondays of each semester. We will attend the last 4 Mondays of the 1st Semester and the last 3 Mondays of 2nd Semester. We will release for a ½ day of school for Homecoming. Our last day of school will also be ½ day. Thanksgiving Break will be November 26-28, plus the weekend. Christmas Break will be 2 full weeks, plus weekends. Spring Break/Easter Break will be from March 30 to April 3, plus weekends.
- # of Days in 1st Semester and 2nd Semester
 - 1st Semester: 74.5
 - 1st Quarter: 33.5 days
 - 2nd Quarter: 41 days
 - 2nd Semester: 80.5 (We typically have some snow days during this semester, a few field trip days at the end of the semester, and Seniors do not return to school after commencement)
 - 3rd Quarter: 38 days
 - 4th quarter: 42.5 days

Recommendation: I recommend that the board approve the proposed school calendar for the 2025-2026 school year.

f. Goals, Objectives, and Parameters for Negotiation with MVBT Bus Drivers

Each year the school board must approve the goals, objectives and parameters relating to the bus driver negotiation process. The goals, objectives and parameters are as follows:

Mountain View-Birch Tree (MVBT) R-III School District
Board of Education
Goal, Objectives, and Parameters for Negotiation with
Missouri National Education Association (MNEA)-Springfield MVBT Bus Drivers
January 21, 2025

Goal

Engage in respectful negotiations with the employee representatives in a manner that aligns with the mission, vision, and values of the Mountain View-Birch Tree Public Schools. The ultimate goal of all negotiations is to secure the services necessary to deliver an excellent education to the district's students in a safe environment based on a sound, realistic budget.

Objectives

1. Prioritize student needs when considering decisions within the bargaining unit.
2. Negotiate using respectful communication.
3. Be good stewards of the District's time and resources.

Parameters

1. *Negotiator:* The Board shall employ an experienced negotiator to serve on the administrative bargaining team.
2. *Note-Taker:* The Board will designate a person who is not a member of either bargaining team to be present at each meeting to document the proceedings.
3. *Composition of the Bargaining Teams:* The core administrative bargaining team shall consist of the Assistant Superintendent and Human Resources Director and Accountant hired by the Board of Education. The MNEA-Springfield MVBT Bus Drivers bargaining team shall consist of members selected by MNEA-Springfield. Neither team shall consist of more than three participants at a time.
4. *Spokespeople :* Prior to the beginning of the first bargaining meeting, both the administrative and the MNEA-Springfield teams will appoint one of its members to serve as their team's official spokesperson.
5. *Communication of Proposals:* All proposals, counter-proposals, concessions, and agreements, from either bargaining team, shall be provided in writing.
6. *Meetings:* Consistent with the Board of Education's goal of transparency with all processes, bargaining sessions will be conducted in meetings that are open to the public. Observers may not comment or participate in the bargaining proceedings.
7. *Timeline:* Bargaining sessions with MNEA-Springfield will be conducted with a maximum of four meetings limited to 1.5 hours, unless mutually agreed to by the negotiating teams. The meetings will occur between February 3 and May 16, 2025.

8. *Meeting Schedule and Location:* All bargaining sessions will be held in the District Administration Building. Each team will have a designated, private meeting space in which to caucus. The dates and times of the meetings will be mutually agreed upon by both teams.

Adopted by the Board of Education: _____

Board of Education President: _____

Board of Education Secretary: _____

A copy of these parameters have been included in the board packet.

Recommendation: Approve the Goals, Objectives, and Parameters as presented.

g. Policy Updates

The following policies have been updated by MSBA. Those policy updates are included in the board packet.

BBBB-1: School Board Ballot Issues
BDC: Closed Meetings, Records, and Votes
DF-1: Setting Tuition for District Programs
GCBA: Professional Staff Compensation
GCD-1: Professional Staff Recruiting and Hiring
GDC-1: Support Staff Recruiting and Hiring
IGBI: Home Schooling
IGCD: Virtual Courses
IGCDA: Full-time MOCAP Virtual Courses
JEA: Compulsory and Part-time Attendance
JED: Student Absences and Excuses
JED-R1: Student Absences and Excuses
JED-R2: Student Absences and Excuses
JHDF: Suicide Awareness and Prevention

The policies have been summarized in the board packet. I will answer any questions you have about individual policies.

Recommendation: Approve the changes, additions, and deletions made by MSBA to the board policies above.

X. Other Business

a. None

XI. Monthly Program Report/Review

- a. Technology Services A report will be given by Mike McAfee and Mason Tharp, providing an overview of our technology services

XII. Administrators' Reports

Administrators' Reports are enclosed in board packet. Additions or questions regarding Administrators' Reports should be discussed at this time.

- a. Each administrator will report on things occurring at their school.

XIII. Move To Closed Session, Closed Vote, Closed Record

"I make a motion to go into closed session for the purpose of consideration of agenda items as authorized in RSMo Section 610.021 (3), (9),(13), & (14)
RSMo 610.021.

(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. However, any vote on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy-two hours of the close of the meeting where such action occurs; provided, however, that any employee so affected shall be entitled to prompt notice of such decision during the seventy-two-hour period before such decision is made available to the public. As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees;

(9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source;

(14) Records which are protected from disclosure by law;

Recommendation - - Move to go into Closed Session, Closed Record, Closed Vote
pursuant to RSMo 610.021 (3), (9), (13), (14).

XIV. Return to regular session

XV. Adjourn



**Mountain View – Birch Tree R-III
School District**
502 N Elm Street
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5405

MINUTES OF BOARD MEETING

Meeting Place: Liberty Middle School Media Center
Type of Meeting: Regular Meeting
Time and Date: 6:00 p.m. December 12, 2024

Present	Members	Absent
<u>Eric Wells</u> Board President, Presiding		
<u>Mikael Orchard</u> Board Vice-President/Delegate		
<u>Shelly Mantel</u>		
<u>Gaylon Noble</u>		
<u>Josh Roberts</u>		
<u>Mike Smith</u>		
<u>John Thompson</u>		
<u>Lanna Tharp</u> Superintendent of Schools		
<u>Rhonda Henry</u> Board Secretary/Treasurer		

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**Mountain View – Birch Tree R-III
School District
502 N Elm Street
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5405**

Continuation of regular district board meeting held on December 12, 2024

I. Determination of Quorum

The Mountain View-Birch Tree R-III Board of Education met in regular session at 6:00 p.m. on December 12, 2024, in the Liberty Middle School Media Center. A quorum was present with Shelly Mantel, Gaylon Noble, Mikael Orchard, Josh Roberts, Mike Smith, John Thompson and Eric Wells in attendance.

II. Mrs. Heiney led The Pledge of Allegiance.

III. Public Comment

There were no requests for public comment.

IV. Consent Agenda

Mikael Orchard made a motion, seconded by Josh Roberts, to approve the following items on the consent agenda. The motion passed unanimously.

- A. Minutes of the November 21 Regular Board meeting
- B. Payment of bills in the amount of \$386,653.94
- C. Monthly Administrative/Principal Reports

V. Adoption of Agenda

Shelly Mantel made a motion, seconded by John Thompson, to approve the Adoption of Agenda as presented. The motion passed unanimously.

VI. Student Time

- A. Mrs. Heiney and 6 students presented Flourishing and Focused Fridays at LMS.

VII. Committee Reports

- A. Shelly Mantel gave a MSBA report.

VIII. Old Business

- A. None



Mountain View – Birch Tree R-III School District

**502 N Elm Street
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5405**

Continuation of regular district board meeting held on December 12, 2024

IX. New Business

- A. There were no items extracted from the consent agenda.
- B. Josh Roberts made a motion, seconded by John Thompson, to approve payment of \$241.00 for shirts to Lois Wood. The motion passed with six members in favor. Gaylon Noble abstained.

John Thompson made a motion, seconded by Josh Roberts, to approve payment of \$999.89 for supply to Brown's Farm & Garden. The motion passed with six members in favor. Mikael Orchard abstained.
- C. Mrs. Tharp presented the November 2024 financial report. The balance in all funds for November 2024 was \$8,943,637.19.
- D. Mrs. Tharp discussed the CSIP and building level improvement plans.
- E. Mrs. Tharp provided an overview of the Annual Performance Report released by DESE.
- F. Mikael Orchard made a motion, seconded by Gaylon Noble, to approve the MVBT Communication Plan as presented. The motion passed unanimously.

X. Other Business

- A. None

XI. Monthly Program Reports

- A. Mr. Chowning presented a program review for the transportation department

XII. Administrators' Report

- A. There were no additions to the administrative reports listed in the board packet

XIII. Drayton Wells gave a student representative report.

Adjournment to Closed Session

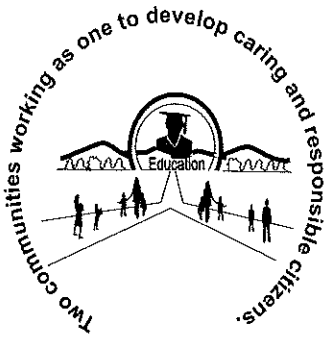


**Mountain View – Birch Tree R-III
School District**
502 N Elm Street
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5405

Continuation of regular district board meeting held on December 12, 2024

Josh Roberts made a motion at approximately 7:01 p.m., seconded by Mikael Orchard, to go into closed session for the purpose of consideration of agenda items as authorized in RSMo Section 610.021, subsection (1), (2), (3), (6), (8) and (9). The motion passed as follows:

Shelly-yea	Mikael-yea	Mike-yea	Eric-yea
Gaylon-yea	Josh-yea	John-yea	



**Mountain View – Birch Tree R-III
School District**
502 N Elm Street
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5405

Continuation of regular district board meeting held on December 12, 2024

CLOSED SESSION

Josh Roberts made a motion, seconded by Shelly Mantel, to accept the resignations from Lisa Holmes, MS Teacher effective June 30, 2025 and Bob Irvin, PT Driver effective December 2, 2024. The motion passed as follows:

Shelly-yea	Mikael-yea	Mike-yea	Eric-yea
Gaylon-yea	Josh-yea	John-yea	

John Thompson made a motion, seconded by Mikael Orchard, to accept a forced resignation from Amanda Hollis, HS Counselor effective June 30, 2025. The motion passed as follows:

Shelly-yea	Mikael-yea	Mike-yea	Eric-yea
Gaylon-yea	Josh-yea	John-yea	

Mikael Orchard made a motion, seconded by Mike Smith, to employ James Blunk, PT Driver effective January 6, 2025 and to approve the reassignment transfer for Rebecca Smotherman to MV Counselor for the 2025-2026 school year. The motion passed as follows:

Shelly-yea	Mikael-yea	Mike-yea	Eric-yea
Gaylon-yea	Josh-yea	John-yea	

Rhonda Henry left the meeting at 7:10 p.m. Eric Wells recorded the minutes.

John Thompson left the meeting at 7:31 p.m. and returned at 7:43 p.m.

Josh Roberts made a motion, seconded by Gaylon Noble, to return to regular session. The motion passed as follows:

Shelly-yea	Mikael-yea	Mike-yea	Eric-yea
Gaylon-yea	Josh-yea	John-yea	

Eric Wells, Board President

Rhonda Henry, Board Secretary



**Mountain View – Birch Tree R-III
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Continuation of regular district board meeting held on December 12, 2024

Mikael Orchard made a motion at approximately 8:14 p.m., seconded by Josh Roberts, to adjourn the meeting. The motion passed as follows:

Shelly-yea
Gaylon-yea

Mikael-yea
Josh-yea

Mike-yea
John-yea

Eric-yea

Eric Wells, Board President

Rhonda Henry, Board Secretary

Mountain View-Birch Tree R-III
502 N Elm St
Mountain View, MO 65548

Board Monthly Report

Selection Criteria : Check # = 160855 |

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160855	ANGEL GARDEN	BE/MV PLANTS	90.00	40.00
				50.00

Mountain View-Birch Tree R-III
502 N Elm St
Mountain View, MO 65548

Dated : 1/17/2025 2024-2025
Time : 13:59 Page 1

Board Monthly Report

Selection Criteria : Check # = 160856 |

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160856	BROWNS FARM & GARDEN	FFA SUPPLY	428.90	428.90

Mountain View-Birch Tree R-III
502 N Elm St
Mountain View, MO 65548

Dated : 1/17/2025 2024-2025
Time : 13:58 Page 1

Board Monthly Report

Selection Criteria : Check # = 160708 |

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160708	WOOD LOIS	HS G BB SHIRTS	378.00	378.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160706	MASA	PT CONF	60.00	60.00
0000160707	OZARKS MEDICAL CENTER	PT NOV SE SVC	3,880.40	899.83
0000160707	OZARKS MEDICAL CENTER	PT NOV SE SVC		187.33
0000160707	OZARKS MEDICAL CENTER	PT NOV SE SVC		843.58
0000160707	OZARKS MEDICAL CENTER	PT NOV SE SVC		1,181.08
0000160707	OZARKS MEDICAL CENTER	PT NOV SE SVC		768.58
0000160709	SIMMONS BANK CARD	PD ADMIN CONF	6,992.82	125.00
0000160709	SIMMONS BANK CARD	PD ADMIN CONF		0.00
0000160709	SIMMONS BANK CARD	PD ADMIN CONF		0.00
0000160709	SIMMONS BANK CARD	PD ADMIN CONF		301.60
0000160709	SIMMONS BANK CARD	PD ADMIN TRAVEL		74.98
0000160709	TAN-TAR-A	PD HS TRAVEL		378.00
0000160709	TAN-TAR-A	PD HS TRAVEL		0.00
0000160709	TAN-TAR-A	PD HS TRAVEL		15.00
0000160709	SIMMONS BANK CARD	PD ADMIN TRAVEL		75.15
0000160709	SIMMONS BANK CARD	PD ADMIN/SP TRAVEL		747.84
0000160709	SIMMONS BANK CARD	PD ADMIN TRAVEL		122.84
0000160709	MIDWEST SYM LDRSHIP BD	PD MV CONF		240.00
0000160709	MIDWEST SYM LDRSHIP BD	PD MV CONF		0.00
0000160709	TAN-TAR-A	PD MS TRAVEL		0.00
0000160709	TAN-TAR-A	PD MS TRAVEL		0.00
0000160709	TAN-TAR-A	PD MS TRAVEL		274.00
0000160709	TAN-TAR-A	PD MS TRAVEL		0.00
0000160709	TAN-TAR-A	PD MS TRAVEL		0.00
0000160709	SIMMONS BANK CARD	EA SUPPLY		25.75
0000160709	SIMMONS BANK CARD	EA SUPPLY		347.00
0000160709	WALMART	EA SUPPLY		19.68
0000160709	SIMMONS BANK CARD	NAT NOTARY R HENRY		347.00
0000160709	SIMMONS BANK CARD	NAT NOTARY R HENRY		25.75
0000160709	DRURY INN - COLUMBIA	HS BAND TRAVEL		172.84
0000160709	DRURY INN - COLUMBIA	HS BAND TRAVEL		345.68
0000160709	HOBBY LOBBY	HS SUPPLY		125.68
0000160709	SIMMONS BANK CARD	BETA CLUB TRAVEL		735.39
0000160709	SIMMONS BANK CARD	BETA CLUB TRAVEL		0.00
0000160709	UNLEASH THE BEATS	HS BB CHEER		20.00
0000160709	CHEER SOUNDS	HS BB CHEER		275.00
0000160709	SIMMONS BANK CARD	PT TRAVEL		34.21
0000160709	SIMMONS BANK CARD	PT SUPPLY		110.79
0000160709	SIMMONS BANK CARD	PT SUPPLY		35.90
0000160709	SIMMONS BANK CARD	HC BUS PARTS REFUND		(108.82)
0000160709	SIMMONS BANK CARD	OM SUPPLY		32.68
0000160709	SIMMONS BANK CARD	SECURITY CONF		79.00
0000160709	SIMMONS BANK CARD	SECURITY CONF		79.00
0000160709	LOS AMIGOS	EA TRAVEL		139.08
0000160709	SIMMONS BANK CARD	PD ADMIN TRAVEL		48.08

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160709	SIMMONS BANK CARD	PD ADMIN/SP TRAVEL		373.92
0000160709	SIMMONS BANK CARD	ATH SITE IMPROVEMENT		1,374.80
0000160710	PEPSI MID AMERICA	REPLACE LOST CH 1604:	1,497.60	1,497.60
0000160710	PEPSI MID AMERICA	REPLACE LOST CH 160425		0.00
0000160711	BIG RIVER COMMUNICATIONS	OM TELEPHONE	390.00	390.00
0000160712	CITY OF BIRCH TREE	BT WATER/SEWER/TRA:	660.41	295.00
0000160712	CITY OF BIRCH TREE	BT WATER/SEWER/TRASH		365.41
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH	7,435.24	1,070.40
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		808.00
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		40.00
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		1,260.24
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		454.67
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		2,830.60
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		86.66
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		819.67
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		38.00
0000160713	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		27.00
0000160714	HEARTLAND BUSINESS SYSTEMS	TECH SERVICES	4,494.53	4,494.53
0000160715	PITNEY BOWES BANK INC PURCH	OM POSTAGE	900.00	900.00
0000160716	RICOH USA INC	COPIER USAGE	2,294.15	2.74
0000160716	RICOH USA INC	COPIER USAGE		41.40
0000160716	RICOH USA INC	COPIER USAGE		168.13
0000160716	RICOH USA INC	COPIER USAGE		507.68
0000160716	RICOH USA INC	COPIER USAGE		329.60
0000160716	RICOH USA INC	COPIER USAGE		725.80
0000160716	RICOH USA INC	COPIER USAGE		518.80
0000160717	SHO-ME TECHNOLOGIES LLC	PT/EA TECH SVC	150.00	100.00
0000160717	SHO-ME TECHNOLOGIES LLC	PT/EA TECH SVC		50.00
0000160718	SPECTRUM RESEARCH INC	BE TIMECLOCK SVC	113.00	113.00
0000160766	CARE TO LEARN	Payroll Dated : 01/09/2.	80.00	20.00
0000160766	CARE TO LEARN	Payroll Dated : 01/15/25		10.00
0000160766	CARE TO LEARN	Payroll Dated : 12/20/24		10.00
0000160766	CARE TO LEARN	Payroll Dated : 12/20/24		10.00
0000160766	CARE TO LEARN	Payroll Dated : 12/20/24		5.00
0000160766	CARE TO LEARN	Payroll Dated : 12/20/24		10.00
0000160766	CARE TO LEARN	Payroll Dated : 12/20/24		15.00
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/2.	783.32	58.33
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/24		83.33
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/24		208.33
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/24		125.00
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/24		50.00
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/24		75.00
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 12/20/24		50.00
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 01/15/25		50.00
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 01/09/25		66.66

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160767	JTS FINANCIAL SERVICES, LLC	Payroll Dated : 01/15/25		16.67
0000160768	LEGALSHIELD	Payroll Dated : 12/20/24	25.90	25.90
0000160769	LIVELY	Payroll Dated : 12/20/24	689.42	20.00
0000160769	LIVELY	Payroll Dated : 12/20/24		14.00
0000160769	LIVELY	Payroll Dated : 12/20/24		42.00
0000160769	LIVELY	Payroll Dated : 12/20/24		47.42
0000160769	LIVELY	Payroll Dated : 12/20/24		14.00
0000160769	LIVELY	Payroll Dated : 12/20/24		113.00
0000160769	LIVELY	Payroll Dated : 01/15/25		40.00
0000160769	LIVELY	Payroll Dated : 01/15/25		14.00
0000160769	LIVELY	Payroll Dated : 01/15/25		14.00
0000160769	LIVELY	Payroll Dated : 01/15/25		50.00
0000160769	LIVELY	Payroll Dated : 01/15/25		14.00
0000160769	LIVELY	Payroll Dated : 01/15/25		4.33
0000160769	LIVELY	Payroll Dated : 01/15/25		14.00
0000160769	LIVELY	Payroll Dated : 12/20/24		14.00
0000160769	LIVELY	Payroll Dated : 12/20/24		135.00
0000160769	LIVELY	Payroll Dated : 12/20/24		14.00
0000160769	LIVELY	Payroll Dated : 12/20/24		50.00
0000160769	LIVELY	Payroll Dated : 12/20/24		28.00
0000160769	LIVELY	Payroll Dated : 12/20/24		33.67
0000160769	LIVELY	Payroll Dated : 12/20/24		14.00
0000160770	MANDARICH LAW GROUP, LLP	Payroll Dated : 01/15/25	309.06	309.06
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25	1,257.00	14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		42.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/09/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		49.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		139.80
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		140.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		179.20
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		28.00
0000160771	MASA GLOBAL	Payroll Dated : 01/09/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		7.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		58.80
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		28.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		42.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 01/15/25		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		25.20
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		28.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		28.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		14.00
0000160771	MASA GLOBAL	Payroll Dated : 12/20/24		28.00
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24	6,581.95	76.85
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		117.80
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		33.04
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		8.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		38.85
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		3.67
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		1.00
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		22.27
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		138.86
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		43.82
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		38.85
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		72.62
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		136.87
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		102.15
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		38.85
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		72.62
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		19.95

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		102.15
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		52.07
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		104.44
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		32.25
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		91.35
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		22.27
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		104.44
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		26.45
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		94.81
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		15.96
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		19.95
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		91.35
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		22.27
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		138.86
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		72.62
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		19.95
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/09/25		72.62
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/09/25		29.93
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		18.35
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.97
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		18.36
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		52.07
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		110.13
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		19.96
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		109.33
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		307.73
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		92.10
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		26.45
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		73.42
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		904.61
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		123.64
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		9.98

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		26.45
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		72.62
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		19.95
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		808.02
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		215.91
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		367.94
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 12/20/24		53.88
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		166.54
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		54.88
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		18.35
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		4.99
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		19.96
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		209.20
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		39.91
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		26.45
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		36.71
0000160772	METROPOLITAN LIFE INSURANCE	Payroll Dated : 01/15/25		9.98
0000160773	MSTA	Payroll Dated : 12/20/24	1,376.56	224.60
0000160773	MSTA	Payroll Dated : 12/20/24		207.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		294.40
0000160773	MSTA	Payroll Dated : 12/20/24		46.00
0000160773	MSTA	Payroll Dated : 12/20/24		96.60
0000160773	MSTA	Payroll Dated : 01/15/25		9.00
0000160773	MSTA	Payroll Dated : 01/15/25		9.00
0000160773	MSTA	Payroll Dated : 01/15/25		9.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		41.40
0000160773	MSTA	Payroll Dated : 12/20/24		46.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160773	MSTA	Payroll Dated : 12/20/24		46.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		23.00
0000160773	MSTA	Payroll Dated : 12/20/24		25.56
0000160774	ONE AMERICA	Payroll Dated : 12/20/24	904.87	9.69
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		20.80
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		87.41
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		26.88
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		30.00
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		21.70
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		24.01
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		49.20
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		17.76
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		16.50
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		40.80
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		1.74
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		9.00
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		13.60
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		3.40
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		3.40
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		5.30
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		5.50
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		11.00
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		15.30
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		13.50
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		2.85
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		65.40
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		15.60
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		59.67
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		160.60
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		16.50
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		40.00
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		4.48
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		51.60
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		3.39
0000160774	ONE AMERICA	Payroll Dated : 12/20/24		21.30
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		11.00
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		2.40
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		18.09
0000160774	ONE AMERICA	Payroll Dated : 01/15/25		5.50
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25	3,601.55	7.32
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		13.35
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		33.82

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		9.50
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		6.25
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		2.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		13.50
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		3.84
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		7.65
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.59
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.45
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		11.20
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		2.70
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		11.20
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		39.55
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		3.66
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		139.10
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		10.80
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.77
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		3.94
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		5.49
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		118.32
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		19.62
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		14.58
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		13.50
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		14.64
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		87.05
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		38.38
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		17.10
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		58.00
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		19.70
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		14.00
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		5.58

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		2.70
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		9.85
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		16.00
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		222.40
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		5.49
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		144.61
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		39.40
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		9.15
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		96.19
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		18.88
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		30.85
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.45
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		4.50
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.59
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.45
0000160775	RELIANCE STANDARD	Adjust reliance insurance		(0.45)
0000160775	RELIANCE STANDARD	accidently rejected batch		910.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		39.40
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		6.40
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		2.70
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		2.70
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.59
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		3.66
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		21.55
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		78.80
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		69.60
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		158.20
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/09/25		115.50
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.45
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.92
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.45
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.91

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		38.50
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 01/15/25		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		37.76
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		16.50
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		59.10
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		13.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		32.85
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		25.26
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		42.03
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		18.88
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.62
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		6.35
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		29.35
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		35.35
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.59
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		39.40
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		4.05
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		9.10
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		2.70

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		29.60
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		29.65
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		39.40
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		21.75
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.90
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		52.20
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		5.80
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.71
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		0.09
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		19.70
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		68.00
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		19.70
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		1.83
0000160775	RELIANCE STANDARD	Payroll Dated : 12/20/24		39.10
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24	91,780.00	204.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		50.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		950.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		8.20
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		73.80
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		94.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		93.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		1,000.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		173.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		1,000.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		826.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		486.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		82.00

[illegible]

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		684.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		111.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		82.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		250.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		41.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		250.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		41.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/09/25		333.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		111.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		82.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		334.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		1,500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		486.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		1,000.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		164.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		1,500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		290.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/09/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		250.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		82.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		111.00
0000160776	Show-Me Health Administrators Payroll	Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		1,129.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		290.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		2,607.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		1,500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		3,000.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		82.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		111.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		82.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		207.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		111.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		7,000.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		486.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		111.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		5,100.00
0000160776	Show-Me Health Administrators Payroll	Dated : 12/20/24		1,458.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		2,024.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		1,427.20
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		8,500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 12/20/24		486.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		453.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		1,000.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		82.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/09/25		1,500.00
0000160776	Show-Me Health Administrators	INS ADMIN FEE		2,820.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		193.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		82.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		82.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		3,250.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		486.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/09/25		500.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/09/25		82.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/09/25		93.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		41.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		2,000.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		486.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		486.00
0000160776	Show-Me Health Administrators	Payroll Dated : 01/15/25		1,169.00
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/15/25	1,104.25	33.50
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/15/25		77.85
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/09/25		25.25
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/15/25		16.50
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		112.60
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		17.10
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		28.00
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		20.25
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		27.10
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		93.75
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		24.80
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		189.15
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		86.70
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/15/25		21.70
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/15/25		34.90
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 01/15/25		31.90
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		22.25
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		34.00
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		10.40

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		13.60
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		46.50
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		74.00
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		44.00
0000160777	TEXAS LIFE INSURANCE CO	Payroll Dated : 12/20/24		18.45
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24	2,399.94	37.07
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		23.88
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		38.33
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		47.28
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		5.25
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		37.07
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		27.82
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		38.33
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		31.67
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		68.26
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		37.07
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		99.93
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		38.33
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		27.64
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		37.07
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		24.37
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		17.80
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		21.47
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		104.77
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		23.02
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		93.83
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		117.08
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		361.06
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		89.08
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		38.33
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		139.42
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		21.47
0000160778	TRANSAMERICA	Payroll Dated : 12/20/24		351.24
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		21.47
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		49.74
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		37.07

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160778	TRANSAMERICA	Payroll Dated : 01/09/25		59.80
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		18.43
0000160778	TRANSAMERICA	Payroll Dated : 01/15/25		22.26
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24	2,005.00	1,000.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		180.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		175.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		25.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		75.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 01/09/25		100.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		200.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		125.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		25.00
0000160779	US OMNI & TSACG COMPLIANCE	Payroll Dated : 12/20/24		100.00
0000160780	QUALITY STAGE CURTAINS	MVE STAGE CURTAINS	6,098.00	6,098.00
0000160781	ALL PEST & TERMITE	OM PEST CONTROL	2,570.00	2,570.00
0000160782	ALLEN CHARLOTTE	S/L MS TRAVEL	84.80	84.80
0000160783	APPLE MARKET	BSB FIELD WORKERS MI	577.88	94.81
0000160783	APPLE MARKET	BSB FIELD WORKERS MEAL		0.00
0000160783	APPLE MARKET	HOSP ROOM LIB TOURN		33.78
0000160783	APPLE MARKET	HOSP ROOM LIB TOURN		24.30
0000160783	APPLE MARKET	HOSP ROOM LIB TOURN		77.98
0000160783	APPLE MARKET	FACS SUPPLY		63.94
0000160783	APPLE MARKET	SR CONCESSIONS		11.10
0000160783	APPLE MARKET	FFA SUPPLY		19.96
0000160783	APPLE MARKET	FFA SUPPLY		29.45
0000160783	APPLE MARKET	MS SUPPLY		96.93
0000160783	APPLE MARKET	MS STUCO SUPPLY		3.19
0000160783	APPLE MARKET	MS STUCO SUPPLY		3.19
0000160783	APPLE MARKET	MS STUCO SUPPLY		3.19
0000160783	APPLE MARKET	MS STUCO SUPPLY		3.19
0000160783	APPLE MARKET	MS STUCO SUPPLY		6.59
0000160783	APPLE MARKET	MS STUCO SUPPLY		6.59
0000160783	APPLE MARKET	MS STUCO SUPPLY		7.29
0000160783	APPLE MARKET	MS STUCO SUPPLY		5.85
0000160783	APPLE MARKET	MS STUCO SUPPLY		5.85
0000160783	APPLE MARKET	MS STUCO SUPPLY		6.59
0000160783	APPLE MARKET	MS STUCO SUPPLY		10.47
0000160783	APPLE MARKET	MS STUCO SUPPLY		3.99
0000160783	APPLE MARKET	MS STUCO SUPPLY		14.97
0000160783	APPLE MARKET	MS STUCO SUPPLY		12.58
0000160783	APPLE MARKET	FACS SUPPLY		32.10
0000160784	APPTGEY INC	THRILLSHARE MEDIA SU	9,870.00	9,870.00
0000160785	ATCHISON ROMAN	MS B/G BB OFFICIAL	315.00	130.00
0000160785	ATCHISON ROMAN	MS B/G BB OFFICIAL		100.00
0000160785	ATCHISON ROMAN	MS B/G BB OFFICIAL		35.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160785	ATCHISON ROMAN	MS B/G BB OFFICIAL		50.00
0000160786	BEESON DAVID	HS BB OFFICIAL	222.00	72.00
0000160786	BEESON DAVID	HS BB OFFICIAL		150.00
0000160787	BERRY CLINTON	HS BB OFFICIAL	627.00	150.00
0000160787	BERRY CLINTON	HS BB OFFICIAL		235.00
0000160787	BERRY CLINTON	HS BB OFFICIAL		170.00
0000160787	BERRY CLINTON	HS BB OFFICIAL		24.00
0000160787	BERRY CLINTON	HS BB OFFICIAL		24.00
0000160787	BERRY CLINTON	HS BB OFFICIAL		24.00
0000160788	BRAZEAL LEE	HS B/MS G BB OFFICIAL	595.00	60.00
0000160788	BRAZEAL LEE	HS B/MS G BB OFFICIAL		30.00
0000160788	BRAZEAL LEE	HS B/MS G BB OFFICIAL		80.00
0000160788	BRAZEAL LEE	HS B/MS G BB OFFICIAL		425.00
0000160789	BSN SPORTS LLC	HS LETTER JACKET	6,288.62	347.00
0000160789	BSN SPORTS LLC	HS LETTER JACKET		15.00
0000160789	BSN SPORTS LLC	HS BB SUPPLY		935.00
0000160789	BSN SPORTS LLC	HS BB SUPPLY		56.10
0000160789	BSN SPORTS LLC	HS BSB SUPPLY		780.00
0000160789	BSN SPORTS LLC	HS BSB SUPPLY		46.80
0000160789	BSN SPORTS LLC	HS BB SUPPLY		395.00
0000160789	BSN SPORTS LLC	HS BB SUPPLY		23.70
0000160789	BSN SPORTS LLC	HS BB SUPPLY		312.00
0000160789	BSN SPORTS LLC	HS BB SUPPLY		31.20
0000160789	BSN SPORTS LLC	HS BB SUPPLY		403.00
0000160789	BSN SPORTS LLC	HS BB SUPPLY		33.68
0000160789	BSN SPORTS LLC	LIB TOURN SUPPLY		1,376.00
0000160789	BSN SPORTS LLC	LIB TOURN SUPPLY		82.56
0000160789	BSN SPORTS LLC	HS SBT SUPPLY		630.00
0000160789	BSN SPORTS LLC	HS SBT SUPPLY		39.68
0000160789	BSN SPORTS LLC	MS BSB SUPPLY		335.00
0000160789	BSN SPORTS LLC	MS BSB SUPPLY		33.50
0000160789	BSN SPORTS LLC	HS BSB SUPPLY		390.00
0000160789	BSN SPORTS LLC	HS BSB SUPPLY		23.40
0000160790	BUCKNER KAYLON	HS G BB OFFICIAL	200.00	50.00
0000160790	BUCKNER KAYLON	HS G BB OFFICIAL		150.00
0000160791	BYERLEY BRADY	HS B BB OFFICIAL	386.00	300.00
0000160791	BYERLEY BRADY	HS B BB OFFICIAL		86.00
0000160792	BYRNE ENTERPRISES INC	HS FB SHIRTS	371.05	371.05
0000160793	CABOOL R-IV	HS BB ENTRY	200.00	200.00
0000160794	CATTELL LARRY	OM WATER SAMPLE	500.00	500.00
0000160795	CDWG	BL MS MONITOR	3,162.28	89.99
0000160795	CDWG	EA TONER		0.00
0000160795	CDWG	EA TONER		0.00
0000160795	CDWG	EA TONER		0.00
0000160795	CDWG	EA TONER		391.99

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160795	CDWG	EA TONER		0.00
0000160795	CDWG	EA TONER		407.78
0000160795	CDWG	EA TONER		385.44
0000160795	CDWG	EA TONER		496.92
0000160795	CDWG	EA TONER		496.92
0000160795	CDWG	EA TONER		396.32
0000160795	CDWG	EA TONER		496.92
0000160796	CLAIM CARE INC	MEDICAID	4,621.17	2,186.03
0000160796	CLAIM CARE INC	MEDICAID		640.29
0000160796	CLAIM CARE INC	MEDICIAD		1,794.85
0000160797	COUNTY FUELS LLC	OM GAS	3,299.25	3,299.25
0000160798	CURRENT INC	OM HEAT REPAIR	3,036.52	3,036.52
0000160799	CURRENT WAVE	NEWSPAPER RENEWAL	24.00	24.00
0000160800	CUSTOM MEETING PLANNERS	PD MV/MS CONF	1,100.00	275.00
0000160800	CUSTOM MEETING PLANNERS	PD MV/MS CONF		275.00
0000160800	CUSTOM MEETING PLANNERS	PD MV/MS CONF		275.00
0000160800	CUSTOM MEETING PLANNERS	PD MV/MS CONF		275.00
0000160800	CUSTOM MEETING PLANNERS	PD MV/MS CONF		0.00
0000160801	DANIELS JOHN	BL HS/HS BB TRAVEL	142.40	79.20
0000160801	DANIELS JOHN	BL HS/HS BB TRAVEL		63.20
0000160802	DATAKEEPER TECHNOLOGIES	PAT ANNUAL TRACKER	580.00	580.00
0000160802	DATAKEEPER TECHNOLOGIES	PAT ANNUAL TRACKER		0.00
0000160803	DENNIS COULTER HEATING	OM REPAIR	4,514.00	4,514.00
0000160804	DONIPHAN HIGH SCHOOL	HS GB ENTRY	250.00	250.00
0000160805	DUDLEY LYNDESEY	GU BT TRAVEL	28.80	28.80
0000160806	DUGGER EDDIE	HS BB OFFICIAL	240.00	70.00
0000160806	DUGGER EDDIE	HS BB OFFICIAL		170.00
0000160807	FIRST ONSITE	MV GYM FLOOR	14,573.18	14,573.18
0000160808	FROST SANDRA	HS SUPPLY	16.10	16.10
0000160809	GLOBAL CHEMICALS INC	OM SUPPLY	2,548.89	2,548.89
0000160810	GODFATHERS PIZZA EXPRESS	MS MEETING SUPPLY	118.91	118.91
0000160811	HEINEY TAMMY	BL MS/HS BB TRAVEL	69.60	30.40
0000160811	HEINEY TAMMY	BL MS/HS BB TRAVEL		39.20
0000160812	HENRY TRACY	HS/MS BB CLOCK	210.00	25.00
0000160812	HENRY TRACY	HS/MS BB CLOCK		50.00
0000160812	HENRY TRACY	HS/MS BB CLOCK		135.00
0000160813	HOLLOWAY DISTRIBUTING	SR CONCESSIONS	1,693.69	1,027.93
0000160813	HOLLOWAY DISTRIBUTING	MS CONCESSIONS		665.76
0000160814	LOOK AT THAT ENGRAVING	LIB TOURN PLAQUES	107.25	26.25
0000160814	LOOK AT THAT ENGRAVING	LIB TOURN PLAQUES		38.00
0000160814	LOOK AT THAT ENGRAVING	LIB TOURN PLAQUES		24.00
0000160814	LOOK AT THAT ENGRAVING	LIB TOURN PLAQUES		9.00
0000160814	LOOK AT THAT ENGRAVING	LIB TOURN PLAQUES		10.00
0000160815	LOVELESS BRAD	HS/MS BB OFFICIAL	325.00	50.00
0000160815	LOVELESS BRAD	HS/MS BB OFFICIAL		25.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160815	LOVELESS BRAD	HS/MS BB OFFICIAL		150.00
0000160815	LOVELESS BRAD	HS/MS BB OFFICIAL		100.00
0000160816	MANN KYLE	HS BB OFFICIAL	410.00	45.00
0000160816	MANN KYLE	HS BB OFFICIAL		170.00
0000160816	MANN KYLE	HS BB OFFICIAL		150.00
0000160816	MANN KYLE	HS BB OFFICIAL		45.00
0000160817	MARTIN CANDRA N	MV TRAVEL	67.20	67.20
0000160818	MARTIN ED	HS BB ANNOUNCER	90.00	90.00
0000160819	MASA	PD ADMIN CONF	410.00	120.00
0000160819	MASA	PD ADMIN CONF		290.00
0000160820	MCCLELLAN CLAY	HSB/MSG BB OFFICIAL	270.00	150.00
0000160820	MCCLELLAN CLAY	HSB/MSG BB OFFICIAL		120.00
0000160821	METALWELD INC	PT/VO AG TANK RENT	77.80	62.95
0000160821	METALWELD INC	PT/VO AG TANK RENT		14.85
0000160822	MIDWEST TRANSIT EQUIP INC	PT BUS PARTS	1,380.39	1,380.39
0000160823	MOORE JIM	MS GB OFFICIAL	170.00	130.00
0000160823	MOORE JIM	MS GB OFFICIAL		40.00
0000160824	MSBA	MEDICAID	308.84	308.84
0000160825	MSHSAA	HS GOLF/FB/ GAMETIM	1,569.40	1,592.40
0000160825	MSHSAA	HS GOLF/FB/ GAMETIME		5.00
0000160825	MSHSAA	HS GOLF/FB/ GAMETIME		(28.00)
0000160826	MTN VIEW AUTO PARTS INC	PT BUS PARTS	275.69	275.69
0000160827	MTN VIEW LUMBER CO	ATH SITE IMP/OM SUPP	885.10	866.14
0000160827	MTN VIEW LUMBER CO	ATH SITE IMP/OM SUPPLY		18.96
0000160828	MV-BT CLASS OF 25	HOCO 1ST PL BANNER	200.00	200.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY	1,278.97	46.99
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		49.98
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		0.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		9.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		735.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		300.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		0.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		3.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		75.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		5.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		50.00
0000160829	PALEN MUSIC CENTER	HS BAND SUPPLY		5.00
0000160830	PERMA BOUND BOOKS	LB HS BOOKS	315.77	118.86
0000160830	PERMA BOUND BOOKS	LB MS BOOKS		196.91
0000160831	PHOENIX HOME CARE & HOSPIC SE BT PR NURSE		4,195.20	2,432.00
0000160831	PHOENIX HOME CARE & HOSPIC SE BT PR NURSE			0.00
0000160831	PHOENIX HOME CARE & HOSPIC SE BT PR NU			1,763.20
0000160831	PHOENIX HOME CARE & HOSPIC SE BT PR NU			0.00
0000160832	PITNEY BOWES GLOBAL FINANCIAL	OM POSTAGE METER	501.78	501.78
0000160833	PITTS SHAUNA L	MS BB CHEER SUPPLY	140.15	140.15

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160834	PRICE KEVIN	HS BB OFFICIAL	250.00	170.00
0000160834	PRICE KEVIN	HS BB OFFICIAL		80.00
0000160835	RESPRESS MELVIN	HS BB OFFICIAL	623.00	198.00
0000160835	RESPRESS MELVIN	HS BB OFFICIAL		425.00
0000160836	RICHTER LYNN	HS BB OFFICIAL	222.00	150.00
0000160836	RICHTER LYNN	HS BB OFFICIAL		72.00
0000160837	SANDERS NATHAN	HS BB OFFICIAL	1,100.00	60.00
0000160837	SANDERS NATHAN	HS BB OFFICIAL		30.00
0000160837	SANDERS NATHAN	HS BB OFFICIAL		595.00
0000160837	SANDERS NATHAN	HS BB OFFICIAL		235.00
0000160837	SANDERS NATHAN	HS BB OFFICIAL		150.00
0000160837	SANDERS NATHAN	HS BB OFFICIAL		30.00
0000160838	SCHULTZ WOOD & RAPP PC	BE AUDIT	6,900.00	6,900.00
0000160839	SCHWALM LINDSEY M	S/L MV TRAVEL	56.00	56.00
0000160840	SUMMERSVILLE BEACON	BE ADV BE ELECTION	108.80	108.80
0000160841	SWAN DOUGLAS	HS GB OFFICIAL	155.00	35.00
0000160841	SWAN DOUGLAS	HS GB OFFICIAL		120.00
0000160842	TAHER INC - BIN #135092	FD CONTR SVC	40,587.24	40,587.24
0000160843	THARP LANNA	PD ADMIN /EA TRAVEL	564.40	196.40
0000160843	THARP LANNA	PD ADMIN /EA TRAVEL		368.00
0000160844	THE ANCHOR C-STORE LLC	HOSP ROOM LIB TOURN	37.94	37.94
0000160845	THE STEEL YARD	VO AG STEEL	238.36	121.72
0000160845	THE STEEL YARD	VO AG STEEL		116.64
0000160846	TNT WIFI	ATH COMPLEX WIFI	100.00	100.00
0000160847	TROTTER MERRI BETH	OT SVC DEC	4,486.40	1,725.87
0000160847	TROTTER MERRI BETH	OT SVC DEC		286.93
0000160847	TROTTER MERRI BETH	OT SVC DEC		545.07
0000160847	TROTTER MERRI BETH	OT SVC DEC		1,404.80
0000160847	TROTTER MERRI BETH	OT SVC DEC		523.73
0000160848	TYLER TECHNOLOGIES INC	SISFIN SUPPORT PAYRO	6,325.28	5,271.95
0000160848	TYLER TECHNOLOGIES INC	SISFIN SUPPORT PAYROLL/ ACCT		1,053.33
0000160849	UNIVERSITY OF MO	PD MS CONF	100.00	20.00
0000160849	UNIVERSITY OF MO	PD MS CONF		30.00
0000160849	UNIVERSITY OF MO	PD MS CONF		0.00
0000160849	UNIVERSITY OF MO	PD MV CONF		50.00
0000160850	VALADE JEFFREY	HS BB OFFICIAL	180.00	150.00
0000160850	VALADE JEFFREY	HS BB OFFICIAL		30.00
0000160851	WELCH LOGAN	HS /MS BB OFFICIAL	636.00	100.00
0000160851	WELCH LOGAN	HS /MS BB OFFICIAL		150.00
0000160851	WELCH LOGAN	HS /MS BB OFFICIAL		300.00
0000160851	WELCH LOGAN	HS /MS BB OFFICIAL		22.00
0000160851	WELCH LOGAN	HS /MS BB OFFICIAL		22.00
0000160851	WELCH LOGAN	HS /MS BB OFFICIAL		42.00
0000160852	WHITTIER PAUL B	MS GB OFFICIAL	244.00	44.00
0000160852	WHITTIER PAUL B	MS GB OFFICIAL		200.00

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000160853	WILLIAM V. MACGILL & CO	NU MV SUPPLY	329.99	97.00
0000160853	WILLIAM V. MACGILL & CO	NU MV SUPPLY		223.00
0000160853	WILLIAM V. MACGILL & CO	NU MV SUPPLY		9.99
0000160854	WOODS ALLEN	HS BB OFFICIAL	740.00	110.00
0000160854	WOODS ALLEN	HS BB OFFICIAL		55.00
0000160854	WOODS ALLEN	HS BB OFFICIAL		340.00
0000160854	WOODS ALLEN	HS BB OFFICIAL		235.00
			287,864.06	287,864.06

MOUNTAIN VIEW-BIRCH TREE R-III SCHOOL DISTRICT

MONTHLY FINANCIAL REPORT

MONTH ENDING DECEMBER 2024

FUND	OPENING BALANCE	RECEIPTS	TRANSFER RECEIPTS	EXPENDITURES	TRANSFER EXPENDITURES	CLOSING BALANCE
INCIDENTAL	\$ 6,181,138.72	\$ 532,251.34		\$ (359,158.95)		\$ 6,354,231.11
TEACHERS	\$ 11,038.16	\$ 583,242.96		\$ (586,608.88)		\$ 7,672.24
DEBT SERVICE						
CAPITAL PROJ	\$ 2,751,460.31	\$ 152,634.30		\$ (87,977.85)		\$ 2,816,116.76
TOTAL	\$ 8,943,637.19	\$ 1,268,128.60		\$ (1,033,745.68)		\$ 9,178,020.11

PREVIOUS YEAR	\$ 8,580,021.17	\$ 1,313,268.03		\$ (1,545,043.97)		\$ 8,348,245.23
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DEPOSITS

SIMMONS BANK OF MV	\$ 1,160,341.34
ALTON BANK	\$ 8,083,423.25
ALTON BANK SENIOR	\$ 99,354.16
TOTAL	\$ 9,343,118.75
PREVIOUS YEAR	\$ 9,166,074.56

RECONCILIATION

BANK BALANCE	\$ 9,343,118.75
OUTSTANDING CHECKS	\$ (165,098.64)
OUTSTANDING DEPOSITS	\$ -
ENDING BALANCE	\$ 9,178,020.11

Mountain View-Birch Tree R-III Schools

Proposed School Calendar

2025-2026 School Year

	M	TU	W	TH	F	
August					1	Aug. 11 & 12: New Teacher Orientation
	4	5	6	7	8	Aug. 12: All teachers work day in p.m. & Back-To-School Kickoff from 5:00-8:00 p.m.
	11	12	13	14	15	Aug. 11-15: Teachers' Inservice/Workshops
	18	19	20	21	22	Aug. 14: School Board Meeting & Tax Rate Hearing @ LMS 6:00
	25	26	27	28	29	Aug. 18: First Day of School 10 School Days
September	1	2	3	4	5	Sept. 1: Labor Day
	8	9	10	11	12	Sept. 18: School Board Meeting @ BTE 6:00
	15	16	17	18	19	
	22	23	24	25	26	
	29	30				17 School Days
October			1	2	3	Oct. 10: Homecoming Parade/Game (half Day)
	6	7	8	9	10	Oct. 10: End of First Quarter (33.5 school days)
	13	14	15	16	17	Oct. 23: School Board Meeting @MVE at 6:00
	20	21	22	23	24	Oct. 20: Parent/Teacher Conferences 1:00 to 8:00 p.m.
	27	28	29	30	31	18.5
November	3	4	5	6	7	Nov. 10: Teacher Professional Development All Day-- Ed. Camp
	10	11	12	13	14	Nov. 20: School Board Meeting @ LHS 6:00
	17	18	19	20	21	Nov. 26-28: (No School) Thanksgiving Break
	24	25	26	27	28	
						14 School Days
December	1	2	3	4	5	
	8	9	10	11	12	Dec. 18: School Board Meeting @ LMS 6:00
	15	16	17	18	19	Dec. 19: End of First Semester (41 Days in 2nd Quarter)
	22	23	24	25	26	Dec. 22-31: (No School) Christmas Break
	29	30	31			15 School Days
January				1	2	Jan. 1-2: (No School) New Years Day Break
	5	6	7	8	9	Jan. 5: Beginning of Second Semester
	12	13	14	15	16	Jan. 15: School Board Meeting @ BTE 6:00
	19	20	21	22	23	
	26	27	28	29	30	18 Sch
February	2	3	4	5	6	Feb. 9: Teacher Professional Development All Day
	9	10	11	12	13	Feb. 19: School Board Meeting @ MVE 6:00
	16	17	18	19	20	
	23	24	25	26	27	
						16 School Days
March	2	3	4	5	6	Mar. 6: End of Third Quarter (38 School Days)
	9	10	11	12	13	Mar. 19: School Board Meeting @ LHS 6:00
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				16 School Days
April			1	2	3	
	6	7	8	9	10	Apr. 16: School Board Meeting @ LMS 6:00
	13	14	15	16	17	March 30-April 6: Spring Break/Easter Break
	20	21	22	23	24	
	27	28	29	30		15 School Days
May					1	May 14: School Board Meeting @ BTE 6:00
	4	5	6	7	8	May 15: Commencement @ 7:00 p.m.
	11	12	13	14	15	May 22: Last day of school & end of 2nd Semester
	18	19	20	21	22	
	25	26	27	28	29	15.5 Sch 80.5 days in 2nd Semester

The minimum number of hours of instructional time in a school calendar is 1,044. We have scheduled 155 full days of school during the school year.

This gives us 1087.5885 hours of instructional time. Six (6) Snow Days (42.1002) are built into the calendar and will not need to be made up if missed.

That leaves us with a total of 1,045.4883 instructional hours. After missing the 6 built-in snow days, the following days will be used as makeup days:

1st: Feb.2; 2nd: Feb. 16; 3rd: Feb. 23; 4th: Mar. 2, and 5th: March 9. If more than 6 days are not missed prior to the scheduled makeup day,

then that day will not be used as a make-up day. Additional makeup days will be added to the end of the calendar (starting on May 22) if needed.

Mountain View-Birch Tree (MVBT) R-III School District
Board of Education
Goal, Objectives, and Parameters for Negotiation with
Missouri National Education Association (MNEA)-Springfield MVBT
Bus Drivers

January 23, 2025

Goal

Engage in respectful negotiations with the employee representatives in a manner that aligns with the mission, vision, and values of the Mountain View-Birch Tree Public Schools. The ultimate goal of all negotiations is to secure the services necessary to deliver an excellent education to the district's students in a safe environment based on a sound, realistic budget.

Objectives

1. Prioritize student needs when considering decisions within the bargaining unit.
2. Negotiate using respectful communication.
3. Be good stewards of the District's time and resources.

Parameters

1. *Negotiator:* The Board shall employ an experienced negotiator to serve on the administrative bargaining team.
2. *Note-Taker:* The Board will designate a person who is not a member of either bargaining team to be present at each meeting to document the proceedings.
3. *Composition of the Bargaining Teams:* The core administrative bargaining team shall consist of the Assistant Superintendent and Human Resources Director and Accountant hired by the Board of Education. The MNEA-Springfield MVBT Bus Drivers bargaining team shall consist of members selected by MNEA-Springfield. Neither team shall consist of more than three participants at a time.

4. *Spokespeople* : Prior to the beginning of the first bargaining meeting, both the administrative and the MNEA-Springfield teams will appoint one of its members to serve as their team's official spokesperson.
5. *Communication of Proposals*: All proposals, counter-proposals, concessions, and agreements, from either bargaining team, shall be provided in writing.
6. *Meetings*: Consistent with the Board of Education's goal of transparency with all processes, bargaining sessions will be conducted in meetings that are open to the public. Observers may not comment or participate in the bargaining proceedings.
7. *Timeline*: Bargaining sessions with MNEA-Springfield will be conducted with a maximum of four meetings limited to 1.5 hours, unless mutually agreed to by the negotiating teams. The meetings will occur between February 3 and May 16, 2025.
8. *Meeting Schedule and Location*: All bargaining sessions will be held in the District Administration Building. Each team will have a designated, private meeting space in which to caucus. The dates and times of the meetings will be mutually agreed upon by both teams.

Adopted by the Board of Education: _____

Board of Education President: _____

Board of Education Secretary: _____

MSBA 2024D POLICY UPDATE CHECKLIST
12/18/2024

District: Mtn. View-Birch Tree R-III

Please indicate below what action your board has taken on the policy drafts in Simbli. Please include a board adoption date for every policy that has been adopted and email a copy of any revisions made by the district.

POLICY CODE	BOARD ACTION	ADOPTION DATE
Policies		
BBBB-1	School Board Ballot Issues Click here	
BDC	Closed Meetings, Records, and Votes Click here	
DFI-1	Setting Tuition for District Programs Click here	
GCBA	Professional Staff Compensation Click here	
IGBI	Home Schooling Click here	
IGCD	Virtual Courses Click here	
IGCDA	Full-Time MOCAP Courses Click here	
JEA	Compulsory and Part-Time Attendance Click here	
JED	Student Absences and Excuses Click here	
JHDF	Suicide Awareness and Prevention Click here	
Procedures		
JED-R1	Student Absences and Excuses – Grades K-8 Click here	
JED-R2	Student Absences and Excuses – Grades 9-12 Click here	

Name of district personnel filling out checklist

Date checklist completed

Please return to your MSBA Full Maintenance editor at: williams@mosba.org

Policy BBBB-1: SCHOOL BOARD BALLOT ISSUES

Status: DRAFT

Original Adopted Date: 05/15/2008 | Last Revised Date: 02/21/2019

24D UPDATE EXPLANATION
(Version 1)

MSBA has updated this policy to be more comprehensive and to include references to new laws.

Section 162.563, RSMo., now allows school boards to create subdivisions for the purpose of electing board members. The district board of directors or district voters can initiate the process.

MSBA has also added a reference to a ballot issue to rescind a tax levy intended to pay for the transportation of students not otherwise entitled to transportation. That election is discussed in detail in § 167.232, RSMo.

MSBA has added a section on changing a district's name. Many districts might not be aware that there is a formal, legal process to do so. In general, boards that would like to make this change must notify the public as detailed in state statute. If at least 20 resident voters sign a petition challenging a name change, the issue will be put on the ballot. Otherwise, the board may vote to change the name, but the vote must be unanimous. For more information, see § 162.321, RSMo.

The school board of the district may place issues on the ballot as needed or as required by law.

Certification of Ballot Language

The board will approve ballot language before any ballot issue is submitted to the election authority for inclusion on the ballot. The superintendent is authorized to have ballot language drafted or reviewed by an attorney prior to board approval. In accordance with law, the superintendent or designee will notify the election authority of the ballot issue and provide the language for the ballot no later than 5:00 p.m. on the tenth Tuesday prior to the election. The superintendent or designee may send the required notices by facsimile transmission as long as the election authority receives the original copy of the notice within three business days of the facsimile.

If there will be no additional cost for printing or reprinting the ballots, or if the board agrees to pay any costs incurred, the board may seek a court order to add an issue to or remove an issue from the ballot, as long as the notification occurs no later than 5:00 p.m. on the eighth Tuesday before the election.

Accepting Election Results

The board will be presented with official election results at the next regular meeting scheduled after the district receives the results. The board will accept the results or, alternatively, decide whether to take action to challenge the results.

Types of Ballot Issues Submitted by the District

Bond Issues

When the board deems it necessary to raise capital funds, the board may vote to submit a bond issue to the voters. All bond issues must be in furtherance of the district's facility plan and should only be submitted only after careful study of the district's needs and after consultation with members of the public and the professionals necessary to accurately determine the cost and feasibility of the project. A bond issue passes with a four-sevenths vote at the general municipal election (April), primary election (August of even-numbered years), or a general election (November of even-numbered years). A two-thirds majority is required for all other elections. Following approval by the voters, the disposition of the bonded indebtedness will be in accordance with law.

Levy Issues

By law, the board may set a tax rate of \$2.75 on the hundred-dollar assessed valuation without an election. The board may vote to submit a levy issue to the voters when the board deems it necessary to levy taxes in excess of that amount. In addition, the board must submit a proposition to the voters as to whether the rate of taxation shall be increased by the board if the board receives a written petition signed by voters requesting the proposition. The

petition must include voter signatures numbering at least ten percent of the votes cast for the member of the school board receiving the greatest number of votes cast at the last school election in which board members were elected. Levy issues pass with a majority vote if the proposed levy is under \$6.00. A proposed levy in excess of \$6.00 requires a two-thirds vote to pass.

Waiver of Proposition C Rollback

By law, the board must reduce the total operating levy of the district to decrease the revenue the district would receive by an amount equal to 50 percent of the previous fiscal year's state sales tax receipts, with some exceptions. The board may submit an issue to the voters to forgo all or part of this reduction when the board deems it necessary to increase the revenue received by the district. This issue passes with a majority vote.

Transportation of Students Living Less than One Mile from School

If the district wishes to transport students living less than one mile from school and if an increase in the tax levy of the district is required to provide transportation, the board shall submit the issue at an election. This issue passes with a two-thirds majority. This levy may be rescinded after another ballot issue is submitted to the voters, in accordance with law.

Boundary Change

The board must submit a proposition to change the boundary of the school district if it receives a written petition signed by voters requesting the proposition. The petition must include voter signatures numbering at least ten percent of the votes cast for school board members in the last annual school election in the district. A petition meeting this criteria must be submitted to the school boards of all districts affected by the proposed boundary change. Once the boards have received a petition meeting this criteria, the question will be submitted at the next election, except as allowed by law. If a board of arbitration appointed by the State Board of Education has previously rejected a boundary change, a petition to change the same or substantially same boundary cannot be filed with the district until the expiration of two years from the date of the election at which the previous boundary change was submitted to the voters of the district.

The boundary will be immediately changed if a majority of those voting in all districts affected vote for the boundary change. If the voters in one of the districts approve the change and voters in another do not, any of the districts affected or a majority of the signers of the petition may appeal in writing to the State Board of Education within 15 calendar days of the election. The State Board will appoint a board of arbitration to settle the matter.

The board of arbitration will base its decision on the following factors:

1. The presence of school-age children in the affected area.
2. The presence of actual educational harm to school-age children, either due to a significant difference in the time involved in transporting students or educational deficiencies in the district that would have its boundary adversely affected.
3. The presence of an educational necessity, not of a commercial benefit to landowners or to the district benefiting from the proposed boundary adjustment.

Changing the District Name

If the board seeks to officially change the name of the district, it will first give notice to the public, as required by law, of the date the board will vote to change the name. If a petition protesting the change and signed by 20 resident voters is filed on or before that date, the board will submit the question at the next April election. The issue will pass with a majority vote. If a petition is not submitted, the board may vote to change the name with a unanimous vote.

Creating Subdistricts

The board must submit a proposition to voters to determine whether the district should be divided into subdistricts for the election of school board members when the board receives a written petition signed by the appropriate number of voters, as required by law. The board may also initiate a ballot issue on this subject as allowed by law.

Consolidation

The board, by a majority vote, may call for an election on a proposal to consolidate with one or more adjacent districts. The issue will be put on the ballot if the school board(s) of the district(s) with which the board seeks to consolidate likewise vote(s) to put the issue on the ballot.

The board must submit a proposition to consolidate the district with one or more adjacent districts if it receives a written petition signed by voters requesting the proposition. The petition must include voter signatures numbering at least ten percent of the votes cast for school board members in the last election in which board members were elected, or 100 voters, whichever is the higher number. A petition meeting ~~this~~ these criteria must be submitted to the school boards of all districts involved in the consolidation. Once the board has received a petition meeting ~~this~~ these criteria, the question will be submitted at the next election.

A plat of the proposed new district will be published and posted with the notices of election. The results of the election will be certified to the state commissioner of education by the board secretary of each district or by the election authority charged with conducting the elections. If the measure passes with a majority vote in each affected district, the state commissioner will declare the new district formed as of July 1 following the submission of the question.

Annexation to One or More Adjacent Districts

The board must submit a proposition for the district to be attached to one or more adjacent districts if it receives a written petition signed by voters requesting the proposition. The petition must include voter signatures numbering at least ten percent of the votes cast for school board members in the last election in which board members were elected, or a majority of the voters of the district, whichever is the lesser.

Alternatively, the board may, by a majority vote, submit a plan to the voters of the Mountain View-Birch Tree R-III School District to attach the Mountain View-Birch Tree R-III School District to one or more adjacent districts and call for an election.

A plat of the proposed new district will be published and posted with the notices of election. If a majority of the votes cast in the election favor annexation, the board secretary will certify the fact, with a copy of the record, to the board and to the school boards of the districts to which annexation is proposed. If a majority of all the members of the school boards of each district the Mountain View-Birch Tree R-III School District seeks to be attached to vote in favor of annexation, the boundary lines of the affected districts shall be changed to include the Mountain View-Birch Tree R-III School District.

Expanding a Community College District to Include the School District Boundaries

If the board receives a petition to expand the boundaries of a community college district to include the boundaries of the school district, and the petition has ~~received a sufficient number of enough~~ signatures, the board will submit the question to voters as required by law. The petition must be signed by voters equal in number to ten percent of those voting in the last school election at which board members were elected or must be signed by a majority of the voters of the district, whichever is the lesser.

Dissolution

The board must submit a proposition to dissolve the district if it receives a written petition signed by voters requesting the proposition. The petition must include voter signatures numbering at least ten percent of the votes cast for school board members in the last election in which board members were elected, or 100 voters, whichever is greater. The question will be submitted at a municipal election. If a majority of voters voting favor dissolution, the district will be dissolved and may be annexed to one or more other districts by the State Board of Education, in accordance with law.

Elections Not Restricted by Date

School districts do not have to wait until an official election date and may call a special election for:

1. Bond elections necessitated by fire, vandalism[§] or natural disaster.
2. Special elections to decide tie votes or election contests.

3. Tax elections necessitated by a financial hardship due to a five percent or greater decline in per-pupil state revenue to a school district from the previous year.

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Version BBBB-1C.1D (10/24)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

§ 115.123, RSMo.	<u>State Statute</u>
§ 115.125, RSMo.	<u>State Statute</u>
§ 115.646, RSMo.	<u>State Statute</u>
§ 162.223, RSMo.	<u>State Statute</u>
§ 162.321, RSMo.	<u>State Statute</u>
§ 162.431, RSMo.	<u>State Statute</u>
§ 162.441, RSMo.	<u>State Statute</u>
§ 162.451, RSMo.	<u>State Statute</u>
§ 162.563, RSMo.	<u>State Statute</u>
§ 164.013, RSMo.	<u>State Statute</u>
§ 164.031, RSMo.	<u>State Statute</u>
§ 164.121, RSMo.	<u>State Statute</u>
§ 164.151, RSMo.	<u>State Statute</u>
§ 167.231, RSMo.	<u>State Statute</u>
§ 167.232, RSMo.	<u>State Statute</u>
Mo. Const. art.VI § 26(b)	<u>State Constitution</u>
Mo. Const. art.X §§ 11(c)	<u>State Constitution</u>

Description

Cross References

DC-1	<u>TAXING AND BORROWING AUTHORITY AND LIMITATIONS</u>
DC-1-AP(1)	<u>TAXING AND BORROWING AUTHORITY AND LIMITATIONS - (Bond Compliance—Includes a Continuing Disclosure Provision)</u>
DCB	<u>POLITICAL CAMPAIGNS</u>
IC-1	<u>ACADEMIC CALENDAR</u>

Policy BDC: CLOSED MEETINGS, RECORDS, AND VOTES

Status: DRAFT

Original Adopted Date: 12/16/1993 | Last Revised Date: 06/20/2024

24D UPDATE EXPLANATION

This policy was changed to reflect the amendments made to the Sunshine Law under House Bill 2111 (2023).

This new law expands the state auditor's authority to audit political subdivisions, such as school districts, for "improper governmental activity." This term is defined very broadly as "official misconduct, fraud misappropriation, mismanagement, waste of resources, or a violation of state or federal law, rule, or regulation." Because of this broad definition, school districts should prepare for more state audits based on patron complaints.

Part of the bill amends the Sunshine Law and adds to the reasons to close a record or meeting, "Records relating to reports of allegations of improper governmental activities under section 29.221." The legal reference is to a statute that allows members of the public to report concerns to the state auditor.

MSBA believes that the intent of this statute was to allow the state auditor to close the complaints made by citizens. However, because the amendment includes records "relating to reports" of improper activities, it is possible that this provision would apply to school districts as well. For that reason, MSBA is including this amendment in this policy.

MSBA has also included an existing provision regarding the confidentiality of foster home or kinship placements by the Missouri Department of Social Services. Because districts serve many foster care students, this provision is relevant.

MSBA is also updating the statutory references in this policy to align with the amended law.

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

Closed Meeting Notice

The board will give public notice of closed meetings in accordance with board policy and law. The motion and the vote to authorize closed session must occur in open session. The motion must include the specific reason for closing the meeting with reference to a specific section of the statute, and the vote on the motion must be taken by roll call and entered into the minutes. The motion will pass if a majority votes in the affirmative.

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

Objection

Board members who believe that closing a meeting, record, or vote would violate the Missouri Sunshine Law may state their objection to the motion to close before or at the time the vote is taken. The board secretary will enter the objection in the minutes. Board members shall be allowed to fully participate in the meeting, record, or vote even if it is closed over their objection. Board members who also vote against the motion to close the meeting, record, or vote will have an absolute defense against a Missouri Sunshine Law violation claim.

Meeting Location

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

Confidentiality

The board members, employees, and others in attendance at closed meetings are honor bound not to disclose the details or discussions of the closed meetings, records, or votes or any other information that is deemed confidential

by law, board policy, or district procedures. It is an essential job function of all district employees to follow confidentiality laws and district confidentiality policies and procedures. District employees who fail to keep closed information or closed meetings confidential may be disciplined or terminated. District employees are required to report to their supervisors when they accidentally disclose confidential information or reasonably believe another person is disclosing confidential information in violation of law, board policy, or district procedures.

Board members who violate confidentiality laws, board policies, or district procedures may be removed from all district committees and publicly admonished by the board, and the board may take legal action against the member by seeking an injunction or monetary damages. The board may also seek legal action from the local prosecutor or the Missouri Attorney General's Office. In addition, it is a crime, punishable by a fine of up to \$500 or a year in jail, for any school board member or district employee to willfully neglect or refuse to perform a duty imposed by certain state statutes applicable to school districts, some of which contain confidentiality requirements.

Closed Topics

Pursuant to the Missouri Sunshine Law, the board of education hereby closes all meetings, records, and votes pertaining to:

1. Legal actions, causes of action, or litigation involving the district and any confidential or privileged communication between the district or its representatives and its attorneys. Any minutes, vote, or settlement agreement relating to legal actions, causes of action, or litigation involving the district or an agent or entity representing the district, including any insurance company acting on the district's behalf, shall become available to the public upon final disposition of the matter voted upon or upon the signing of a settlement agreement by the parties. A settlement agreement may be ordered closed by a court; however, the amount of any moneys paid by or on behalf of the school district, pursuant to the settlement agreement, must be available to the public. When the district makes a decision involving the exercise of eminent domain, the vote shall become public immediately following the meeting in which the vote was taken to authorize institution of such legal matter. Legal work product is considered a closed record. § 610.021(1), RSMo.
2. The lease, purchase, or sale of real estate by the district where public knowledge of the transaction might adversely affect the amount to be received or spent by the district. Any minutes, vote, or public record approving such a contract shall become available to the public upon execution of the lease, purchase, or sale of the real estate. § 610.021(2), RSMo.
3. Hiring, firing, disciplining, or promoting of particular employees by the district when personal information about the employee is discussed or recorded. Any vote on a final decision to hire, fire, promote, or discipline an employee must be made available to the public, with a record of how each member voted, within 72 hours of the close of the meeting where the action occurred. The district will attempt to notify the affected employee during the 72-hour period before the decision is made available to the public. The term "personal information" means information relating to the performance or merit of individual employees. § 610.021(3), RSMo.
4. Proceedings involving the mental or physical health of an identifiable individual. § 610.021(5), RSMo.
5. Scholastic probation, expulsion, or graduation of identifiable persons, including records of individual tests or examination scores. However, personally identifiable student records maintained by public educational institutions shall be open for inspection by the parents/guardians or other custodians of students under the age of 18 and by the parents/guardians or other custodians and the student if the student is over 18. § 610.021(6), RSMo.
6. Testing and examination materials until the test or examination is given for the final time. § 610.021(7), RSMo.
7. Welfare cases of identifiable individuals. § 610.021(8), RSMo.
8. Preparations on behalf of the district or its representatives for negotiations with employee groups, including any discussion or work product. § 610.021(9), RSMo.
9. Software codes for electronic data processing and documentation thereof. § 610.021(10), RSMo.
10. Competitive bidding specifications until officially approved or published. § 610.021(11), RSMo.
11. Sealed bids and related documents until the bids are opened; sealed proposals and related documents until all

proposals are rejected; or any documents related to a negotiated contract until a contract is executed.
§ 610.021(12), RSMo.

12. Individually identifiable personnel records, performance ratings, or records pertaining to employees or applicants for employment. However, the names, positions, salaries, and lengths of service of district officers and employees shall be available to the public. § 610.021(13), RSMo.
13. Records protected from disclosure by law. § 610.021(14), RSMo.
14. Scientific and technological innovations in which the owner has a proprietary interest. § 610.021(15), RSMo.
15. Records relating to municipal hotlines established for reporting abuse and wrongdoing. § 610.021(16), RSMo.
16. Records relating to reports of allegations of improper governmental activities made to the state auditor. § 610.021(17), RSMo.
17. Confidential or privileged communications between the board and its auditor, including all auditor work product. However, all final audit reports issued by the auditor are to be considered open records. § 610.021(17), RSMo.
18. Operational guidelines, policies, and specific response plans developed, adopted, or maintained by the district for use in responding to or preventing any critical incident that has the potential to endanger individuals or public health or safety. The board affirmatively states that disclosure would impair its ability to protect the health or safety of persons and that the public interest in nondisclosure outweighs the public interest in disclosure of the records. Financial records related to procurement or expenditures related to operational guidelines, policies, or plans shall be open records. § 610.021(18), RSMo.
19. Any information or data provided to a tip line for the purpose of safety or security at an educational institution that, if disclosed, has the potential to endanger the health or safety of an individual or the public. § 610.021(18), RSMo.
20. Any information contained in any suspicious activity report provided to law enforcement that, if disclosed, has the potential to endanger the health or safety of an individual or the public. § 610.021(18), RSMo.
21. Existing or proposed security systems and structural plans of real property owned or leased by the district where public disclosure would threaten public safety. Procurement records or expenditures relating to security systems purchased with public funds shall be open. The board affirmatively states that disclosure would impair the district's ability to protect the security or safety of persons or real property and that the public interest in nondisclosure outweighs the public interest in disclosure of the records. § 610.021(19), RSMo.
22. The portion of a record that identifies security systems, access codes, or authorization codes for security systems of real property. § 610.021(20), RSMo.
23. Records that identify and would allow unauthorized access to or unlawful disruption of the configuration of components or the operation of a computer, computer system, computer network, or telecommunications network of the district if released. This exception shall not be used to limit or deny access to otherwise public records in a file, document, data file, or database containing public records. Records related to the procurement of or expenditures for such computer, computer system, computer network, or telecommunications network shall be open. § 610.021(21), RSMo.
24. Credit card numbers, personal identification numbers, digital certificates, physical and virtual keys, access codes, or authorization codes that are used to protect the security of electronic transactions between the district and a person or entity doing business with the district. However, the record of a person or entity using a district credit card or any record of a transaction that is reimbursed by the district will be open. § 610.021(22), RSMo.
25. Records relating to foster home or kinship placements of children in foster care provided to the district by the Children's Division of the Missouri Department of Social Services. § 610.021(25), RSMo.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

§ 162.091, RSMo.

§§ 610.010-.030, RSMo.

Description

State Statute

State Statute

Cross References

DIE

DIE-AP(1)

EBCA

ECA

ECA-AP(1)

EHBC

EHBC-AP(1)

EHBC-AP(2)

EHBC-AP(3)

EHBC-AP(4)

GBCBB

GBLB

IGBE

IGBE-1

IGBE-1-AP(1)

IGCD

IGCDA

JECA-1

JECA-1-AP(1)

JO-1

JO-1-AP(1)

JO-1-AP(2)

KDA

KKB

Description

AUDITS

AUDITS - (Audit Process)

CRISIS INTERVENTION PLAN

BUILDING AND GROUNDS SECURITY

BUILDING AND GROUNDS SECURITY

DATA GOVERNANCE AND SECURITY

DATA GOVERNANCE AND SECURITY - (Incident and Data Breach Response Plan)

DATA GOVERNANCE AND SECURITY - (Data Management)

DATA GOVERNANCE AND SECURITY - (Account Management)

DATA GOVERNANCE AND SECURITY - (Security Controls)

PROTECTED STAFF COMMUNICATIONS

REFERENCES

STUDENTS IN FOSTER CARE

STUDENTS IN FOSTER CARE

STUDENTS IN FOSTER CARE - (Dispute Resolution Process)

VIRTUAL COURSES

FULL-TIME MOCAP VIRTUAL COURSES

ELIGIBILITY TO ENROLL

ELIGIBILITY TO ENROLL - (Foreign Exchange Students)

STUDENT RECORDS

STUDENT RECORDS - (K-12 Districts)

STUDENT RECORDS - (Disclosure of Photographs, Images and Recordings Maintained by the District)

CUSTODIAL AND NONCUSTODIAL PARENTS

AUDIO AND VISUAL RECORDING

Policy DFI-1: SETTING TUITION FOR DISTRICT PROGRAMS

Status: DRAFT

Original Adopted Date: 10/15/2020 | Last Revised Date: 06/20/2024

24D UPDATE EXPLANATION

(Version 1)

MSBA has removed from this policy language that is no longer relevant. State statute § 167.151, RSMo., has been amended to remove the requirement to allow enrollment of any nonresident student whose parents pay school taxes in the district.

Now only a very narrow subset of property owners is eligible to send their nonresident student to the district. To be eligible, a student's parent must:

- Currently own residential or agricultural real property in the district or is a named beneficiary of a trust that owns such property;
- Provide proof of ownership, or proof of the trust's ownership, of the property for at least the previous four consecutive years;
- Provide proof that the parent or the trust has annually paid a minimum of \$2,000 in school taxes to the school district levied on the property;
- Reside in the same county as the district; and
- Provide 30 days' written notice to the district of their intent to enroll the child.

Parents may send up to four children to another district under this provision. If a student qualifies under the new exception, the law no longer requires payment of tuition even if the amount of school taxes paid is less than the cost of educating the nonresident student. Therefore, the deleted section is no longer needed. See policy JECA.

(District Allows Tuition-Paying Nonresident Students to Enroll and Attend)

The Mountain View-Birch Tree R-III School District School Board recognizes that there are situations where nonresident students and residents who are not otherwise entitled to free education may be allowed by law to attend the Mountain View-Birch Tree R-III School District or district programs on a tuition basis. In these situations, the board will set tuition in an amount that, minimally, recoups the costs of the program and meets any applicable legal requirements.

The superintendent will make recommendations to the board annually to set tuition rates for the following year. The board will set all applicable tuition rates no later than February 1.

Per-Pupil Cost

When used in this policy, "per-pupil cost" refers to the cost of maintaining the district's grade-level grouping in the school the student will attend divided by the average daily pupil attendance. In no case will the per-pupil cost exceed the amounts spent for teachers' wages, incidental purposes, debt service, maintenance, and replacements. The term "debt service" means expenditures for the retirement of bonded indebtedness and expenditures for interest on bonded indebtedness. The per-pupil cost may be offset by any state or federal funding received for the attendance of the nonresident student.

Collecting Tuition

The board expects the superintendent or designee to take action to minimize delinquent or uncollected tuition payments including, but not limited to, securing binding contracts with the persons responsible for paying tuition and requiring prepayment of tuition from individuals when appropriate. If a party is delinquent in payment, the board authorizes the superintendent or designee to contact the district's attorney and take all available legal action to recoup tuition payments owed to the district. Unless otherwise prohibited by law, the district may exclude students from the district's education programs after the responsible party is notified of the delinquency and given a reasonable amount of time to pay the district.

Tuition for the Education of Nonresident Students

The district allows nonresident students to attend the district on a tuition basis even in situations where enrollment

is not required by law. The tuition will be set at the per-pupil cost of maintaining the district's grade-level grouping in the school the student will attend.

Early Childhood Tuition (§ 161.213, RSMo.)

The tuition for any district-operated early childhood programs that charge tuition will be set at the per-pupil cost of maintaining the early childhood program.

Summer School Tuition (§ 167.227, RSMo.)

The district has the option of charging tuition for nonresidents to attend its summer school program. If the district selects this option, tuition will be set at the per-pupil cost of operating the summer school program.

Career and Technical Education Tuition (§ 178.510, RSMo.)

If the district has a career and technical education program open to neighboring districts, the district may contract to provide those services to students in other districts and will charge those districts tuition set at the per-pupil cost of the program.

Disputes between the Mountain View-Birch Tree R-III School District and the student's resident district may be submitted to the State Board of Education for resolution.

Tuition for Children Placed in the District (§ 167.126, RSMo.)

For nonresident students placed by the Department of Mental Health, the Department of Social Services (DSS), or a court order in facilities or programs located within the district or who temporarily reside (for more than three days) in a children's hospital or psychiatric residential treatment facility located in the district, the Mountain View-Birch Tree R-III School District will charge the student's resident district tuition equal to the average sum produced per student by the local tax efforts of the student's resident district. A special school district will pay the average sum produced per child by the local tax efforts of the domiciliary districts. If the resident district fails to pay the appropriate amount to this district within 90 days of billing, this district will notify the Department of Elementary and Secondary Education (DESE) so that the appropriate amounts may be withheld from the resident district's state aid and paid to the Mountain View-Birch Tree R-III School District. In addition, the district may receive payments from DESE in lieu of receiving the local tax effort from the domiciliary district in some situations.

The district will seek additional payments from DESE for students placed in programs or facilities operated by the Department of Mental Health, DSS, or a court or placed by DSS or a court into a publicly contracted residential site in Missouri when the per-pupil costs of the education services provided to the student exceed the amounts received from the student's resident district.

Tuition Charged to K-6 or K-8 School Districts (§ 167.131, RSMo.)

For students who enroll in the Mountain View-Birch Tree R-III School District because they reside in a school district located in the same county as the Mountain View-Birch Tree R-III School District or an adjoining county that does not provide education through grade 12, the district will set tuition at the per-pupil cost of maintaining the district's grade-level grouping in the school the student will attend, which will be charged to the student's resident school district as required by law. Disputes between this district and the student's resident district may be submitted to the State Board of Education for resolution.

Tuition for Students of Nonresident Taxpayers to the District (§ 167.151, RSMo.)

A parent/guardian who pays a school tax in the Mountain View-Birch Tree R-III School District may receive as a credit on the amount charged for tuition the amount of school tax paid to the district. The deduction will be prorated among the number of students per family attending the district's schools. The tuition will be set at the per-pupil cost of maintaining the district's grade-level grouping in the school the student will attend. The parent/guardian must submit a tax statement to the superintendent or designee before a student will be admitted. The district and the parent/guardian will enter into a contract outlining the payment schedule for any remaining tuition owed. Attendance will not begin until the parent/guardian makes the first payment, and the district may remove a student from attendance if the parent/guardian is delinquent with tuition payments.

Tuition Charged for Two-Year College Courses (§§ 178.370 - .400, RSMo.)

If the district establishes a program for two-year college courses as allowed by law, the district may charge tuition to enroll in such courses to all nonresident students as well as resident students who are ineligible for free education. The tuition will be set at the per capita costs of the courses. Tuition may be paid by individual students or the school district of residence.

Tuition for Night School (§ 178.290, RSMo.)

If the district establishes a night school as allowed by law, the district will charge tuition to all nonresident students and any resident students who are ineligible for free education. The tuition will be set at a rate that recoups the costs associated with the program.

Tuition for Students Assigned with a Hardship Transfer (§§ 167.121, .125, RSMo.)

If the commissioner of education assigns a nonresident student to the district due to a transportation hardship under § 167.121, RSMo., the district will enroll the student and charge the student's resident district the pro rata cost of instruction for the student. If the commissioner of education assigns a student living in St. Elizabeth, St. Albans, or Maries County to the district under § 167.125, RSMo., the school district of residence will pay the Mountain View-Birch Tree R-III School District the pro rata cost of instruction. However, if the Mountain View-Birch Tree R-III School District's tuition is greater than the tuition of the student's school district of residence, the student's parent/guardian will pay the difference in tuition.

Tuition Charged for Transfers from Unaccredited School Districts (§§ 167.132, .895, RSMo.)

In situations where DESE assigns students residing in an unaccredited district to be educated in the Mountain View-Birch Tree R-III School District, the board will set tuition in accordance with law that will be either the state adequacy target plus the average sum produced per child by the sending district's local tax effort or a lesser amount as determined by the board.

If costs associated with the provision of special education and related services to a student with a disability exceed the tuition amount set by the board, the unaccredited district will pay the excess cost to the Mountain View-Birch Tree R-III School District. For districts served by a special school district, the unaccredited district will contract directly with the special school district for special education and related services.

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Version DFI-1C.1C (10/24)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References	Description
§ 161.151, RSMo.	State Statute
§ 161.213, RSMo.	State Statute
§ 167.121, RSMo.	State Statute
§ 167.125, RSMo.	State Statute
§ 167.126, RSMo.	State Statute
§ 167.131, RSMo.	State Statute
§ 167.132, RSMo.	State Statute
§ 167.151, RSMo.	State Statute
§ 167.227, RSMo.	State Statute
§ 167.895, RSMo.	State Statute
§ 168.151, RSMo.	State Statute
§ 171.131, RSMo.	State Statute
§ 178.290, RSMo.	State Statute

State References

§ 178.370-.400, RSMo.

§ 178.510, RSMo.

Cross References

IHB

JEC-1

JECA-1

JECA-1-AP(1)

Description

State Statute

State Statute

Description

CLASS SIZE

SCHOOL ADMISSIONS

ELIGIBILITY TO ENROLL

ELIGIBILITY TO ENROLL - (Foreign Exchange Students)

Policy GCBA: PROFESSIONAL STAFF COMPENSATION

Status: DRAFT

Original Adopted Date: 08/14/1997 | Last Revised Date: 10/15/2020

24D UPDATE EXPLANATION

Senate Bill 727 (2024) allows school boards to place certain teachers employed in "hard-to-staff schools" or "hard-to-staff subject areas" higher on the salary schedule to attract and retain teachers in those positions. A "hard-to-staff" school is one where more than ten percent of certificated positions were left vacant or were filled with a teacher who was not fully qualified in the prior academic year. A "hard-to-staff subject area" is a content area for which positions were left vacant or were filled with a teacher who was not fully qualified in the prior academic year. Schools that use this provision must report certain information to the Department of Elementary and Secondary Education.

It is MSBA's position that this was always legal to do, and some districts are already placing teachers with particular certification higher on the salary schedule. It is unclear whether the new law impacts this practice—particularly if the certification does not technically meet the definition of "hard to staff." MSBA encourages districts to discuss this issue with their private attorney. This new language is not required in the district's policy, but it is a legal requirement.

Please note that Senate Bill 727 also dramatically modified the minimum teacher's salary required by law. Beginning in the 2025–26 school year, teachers must earn at least \$40,000. The amount will be modified by inflation in subsequent years, capped at three percent per year.

Beginning in the 2025–26 school year, any full-time teacher with a master's degree and at least ten years of experience will earn at least \$46,000. In 2026–27, they will earn at least \$47,000, and in 2027–28 they will earn at least \$48,000. In subsequent years, the minimum salary will be modified by inflation, capped at three percent.

The policy currently states that, "All full-time teachers will be paid at least the minimum teacher's salary as required by law." Therefore, a policy change is not necessary. That said, MSBA strongly encourages districts to plan carefully for implementing this important legislative change.

The district needs highly qualified employees to accomplish its education mission and must offer competitive compensation to attract and maintain experienced professional staff in the district. The board directs the superintendent or designee to annually research regional and statewide trends in employee compensation and consult with district employees to prepare competitive salary schedules and salary recommendations for the board to consider within the constraints of the district's finances. Only the board has the authority to increase an employee's regular compensation or grant employees an extra-duty position or stipend.

As required by law, teachers will be paid in accordance with a board-adopted salary schedule. All full-time teachers will be paid at least the minimum teacher's salary as required in state law. Noncertificated professional staff and certificated staff members other than teachers will be compensated in accordance with a board-approved salary schedule or will receive the amount of compensation approved by the board for particular positions or particular employees.

All Professional Staff Salary Schedules

The board is required to adopt salary schedules for the compensation of teachers and may use a salary schedule to compensate administrative and noncertificated professional staff. When creating a salary schedule, the board may recognize characteristics beneficial to the district, such as certification in high-need areas, in addition to traditional factors, such as experience and education.

The following rules apply to all district professional staff salary schedules unless determined otherwise by the board:

1. The board will make every effort to adopt salary schedules prior to the statutory deadline for issuing teacher and administrator contracts, but salary schedules and other compensation must be determined along with the district budget no later than June 30. Any board-adopted salary schedule will remain in effect and continue to operate until the board takes action to change or eliminate the salary schedule.
2. The board may freeze the operation of the salary schedule when warranted by the financial condition of the district or for other relevant reasons, as determined by the board. Once a salary schedule is frozen, employees

will not advance on the salary schedule until the board votes to authorize movement on the salary schedule. If the salary schedule is frozen for more than one year before the board authorizes movement, employees will advance to the next step for which they were eligible at the time the schedule was frozen unless the board determines that it is financially feasible to allow employees to move through all steps missed while the schedule was frozen. Alternatively, the board may adopt a new salary schedule that accurately reflects the salary associated with the appropriate years of service.

3. All certificated staff will be placed on the salary schedule increment in accordance with ~~their~~^{his or her} full years of teaching experience and graduate hours or degree earned. An employee may not advance more than one step vertically and one column horizontally per year on the salary schedule unless such movement is allowed by the board-adopted rules and is uniformly applicable to that particular salary schedule or is otherwise approved by the board.
4. An employee cannot progress on the salary schedule after entering into a contract for a school year unless such movement is specifically authorized in the contract.
5. Education courses and other professional development may not be used to advance on a salary schedule unless the employee had prior administrative approval to take the course or participate in the professional development and count it for advancement on the salary schedule. Above the B.S. step, graduate hours must have been since a bachelor degree was earned. Above the M.S. step, graduate hours must have been taken since one's master degree was earned.
6. The district may recognize an employee's previous experience when placing that employee on the salary schedule. The board delegates to the superintendent or designee the authority to set guidelines on which previous experiences qualify. In addition, the district may recognize military service or work experience that the district considers beneficial to the position. Employees are responsible for fully apprising the district of their relevant background experiences when first employed in the position. Once the employee is initially placed on the salary schedule, the district is under no obligation to review the placement.

Teacher Salary Schedules

Salary Schedule Placement for Hard-to-Staff Schools and Hard-to-Staff Subject Areas

The school board may differentiate placement of teachers on the salary schedule to increase compensation in order to recruit and retain teachers in "hard-to-staff schools" or "hard-to-staff subject areas."

A "hard-to-staff" school is one where more than ten percent of certificated positions were left vacant or were filled with a teacher who was not fully qualified in the prior academic year. A "hard-to-staff subject area" is a content area in which positions were left vacant or were filled with a teacher who was not fully qualified in the prior academic year. The district may annually review and revise the schools and subject areas that are considered "hard to staff," but no modification to these classifications will result in the demotion of a teacher.

If the district elects to place certain teachers higher on the salary schedule to fill positions in hard-to-staff schools or in hard-to-staff subject areas, the district will report information to the Department of Elementary and Secondary Education as required by law.

Credit for Externship

In accordance with law, participation in a certified teacher externship program will qualify for movement on the salary schedule to the same extent and in the same manner as other graduate-level course credit.

Compensation for Extra Duties

Additional duties, such as supervising activities, may be assigned to professional staff without additional compensation. In some situations and with board approval, the district may provide an employee with extra-duty compensation or a stipend to compensate the employee for performing additional duties. In those situations, the board will determine the amount of compensation, which may be set by adopting an extra-duty salary schedule or approving a specific amount for the position.

Employee Responsibility

Employees are responsible for verifying that their salary schedule placement, compensation rate¹⁵ and paychecks are accurate. Employees are required to notify the district within 30 days of receiving an inaccurate payment, and failure to do so could lead to discipline, forfeiture of amounts owed¹⁶ or deductions for excess pay received, as allowed by law.

Compensation Disbursement

In general, professional staff will be paid in equal installments over 12 months even if the employee's regular work schedule is less than 12 months. However, payment for extra duties that are seasonal or limited to a specific timeframe may be paid in the month the work was performed.

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References	Description
§ 163.172, RSMo.	<u>State Statute</u>
§ 168.025, RSMo.	<u>State Statute</u>
§ 168.110, RSMo.	<u>State Statute</u>
§ 168.126, RSMo.	<u>State Statute</u>
Federal References	Description
29 U.S.C. § 206(d)	<u>Federal Statute</u>
Cross References	Description
AC	<u>PROHIBITION AGAINST ILLEGAL DISCRIMINATION, HARASSMENT AND RETALIATION</u>
DLB	<u>SALARY DEDUCTIONS</u>

Policy GCD-1: PROFESSIONAL STAFF RECRUITING AND HIRING

Status: DRAFT

Original Adopted Date: 12/16/1993 | Last Revised Date: 09/17/2020

EXPLANATION

MSBA has moved language from GBEBB that is more appropriate for this policy code.

Because an effective educational program requires quality staff members, the board and the administration of the Mountain View-Birch Tree R-III School District will make every effort possible to attract and retain qualified, highly skilled and experienced personnel.

The district's hiring procedures will comply with all federal and state laws, including laws prohibiting discrimination. The district is an equal opportunity employer and hires only citizens of the United States and persons who are legally authorized to work in the United States. The Mountain View-Birch Tree R-III School District will enroll and actively participate in a federal work authorization program in accordance with law.

A majority of the board must vote affirmatively to employ any person or enter into an employment contract.

Recruiting and Advertising

The district will recruit the best-qualified candidates for open positions. New or vacant positions will be posted for at least five business days in the district's buildings and publicized externally by other means as determined appropriate by the superintendent or designee. However, if the superintendent or designee determines that it would be detrimental to wait five business days or that a longer period is necessary, the position will be advertised for the number of days deemed appropriate. Further, if the same or similar position was recently advertised, the superintendent or designee may utilize applications previously received without re-advertising the vacancy. A position is not considered vacant if the superintendent or designee transfers or reassigns an existing employee to the position. Board approval is required when a transfer or reassignment results in a change to the employee's compensation, benefits or contract.

Recruitment procedures will not overlook the talents and potential of individuals already employed by the school district. Any current, qualified employee meeting the stated requirements may apply for new or vacant positions in the district.

All requests for information concerning professional staff vacancies in the district shall be directed to the superintendent or designee.

Screening Process

Applicants must complete a formal application and provide all required information. The superintendent or designee shall conduct interviews, review references and obtain other information as deemed necessary.

The superintendent or designee will conduct background checks on employees and applicants for employment in accordance with law and board policy and will check references in accordance with law and policy GBLB.

As required by law, before offering employment to any teacher who is or was employed by a Missouri school district or charter school, the superintendent or designee will contact the Department of Elementary and Secondary Education to determine the school districts or charter schools that previously employed the applicant. The superintendent or designee shall request information about the applicant's previous job performance from the most recent school district or charter school that employed the teacher.

Generally, all teachers and administrators must have valid certification to teach in Missouri schools, and the superintendent or designee will verify that applicants currently possess the required certification or license before the board votes to employ them in a position that requires a certificate or other professional license. The superintendent or designee will also reverify licenses and certifications once they are renewed. When the district determines that employing someone without the appropriate certificate or license is necessary or unavoidable, the employee will be required to obtain the appropriate certificate or license by a district-specified deadline.

Any applicant who provides false information or inaccurate academic credentials will immediately be removed from consideration.

Hiring

A position other than the superintendent's position will be filled by the board only after receiving the recommendation of the superintendent or designee. It is the policy of the board to employ qualified teachers with postsecondary degrees from fully accredited universities and the appropriate teaching certificates. In making recommendations, the superintendent or designee shall give first consideration to applicants who, in addition to proper general education qualifications, have special training and other qualifications for the particular type of vacancy to be filled.

The district requires applicants for employment to submit to an alcohol and drug test after the person has received an offer of employment, but before employment has begun. The district will revoke any offer of employment if the applicant refuses to submit to a drug test, tests positive for prohibited substances, or takes deliberate action with the intent to falsify test results.

All applicants for a particular position will be promptly notified once the position has been filled.

Board Members

The district will not accept an employment application from a Board member, consider a Board member for employment or decide to employ a Board member while the member remains on the Mountain View-Birch Tree R-III School District Board of Education. Board members who wish to apply for employment in the district must first resign from the Board.

Spouses of Board Members

In accordance with law, a Board member's spouse will be hired to fill a vacant or new position only if the position has been advertised in accordance with this policy and the superintendent has submitted a written recommendation supporting the employment of the spouse. If a Board member's spouse is hired, the names of all applicants for that position and the name of the individual hired will be included in the appropriate Board meeting minutes.

Retirees

The district may employ persons who are retired and currently receiving a retirement allowance from a public retirement system as permitted by law.

Employment Contracts

The district will offer employment contracts only to certificated employees who are required by law to receive a contract. All other professional staff employees will be considered at-will employees and will not be offered contracts.

All employment contracts will comply with applicable law. The superintendent or designee is authorized to seek legal advice regarding district employment contracts.

When an employee is initially offered employment, he or she will be given a written copy of the applicable contract and a deadline by which the signed contract must be returned to the district.

Eligibility for Public Service Loan Forgiveness

In accordance with law, the district will provide current, accurate and complete information to each new employee regarding eligibility for public service loan forgiveness. The notice will be provided within ten days following the start of employment.



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

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

	Description
§ 105.255, RSMo.	State Statute
§ 161.855, RSMo.	State Statute
§ 162.068, RSMo.	State Statute
§ 162.261, RSMo.	State Statute
§ 162.301, RSMo.	State Statute
§ 169.596, RSMo.	State Statute
§ 213.010, RSMo.	State Statute
§ 213.055, RSMo.	State Statute
§ 213.070, RSMo.	State Statute
§ 285.530, RSMo.	State Statute
§ 335.075, RSMo.	State Statute
§§ 105.1445, RSMo.	State Statute
§§ 168.101-.133, RSMo.	State Statute
§§ 169.331, RSMo.	State Statute
§§ 290.400-.410, RSMo.	State Statute

Federal References

	Description
20 U.S.C. § 1681	Title IX of the Education Amendments of 1972
29 U.S.C. §§ 621-634	Age Discrimination in Employment Act
29 U.S.C. § 206(d)	Federal Statute
29 U.S.C. § 2615	Federal Statute
29 U.S.C. § 794	Section 504 of the Rehabilitation Act of 1973
42 U.S.C. §§ 12101-12213	Americans with Disabilities Act
42 U.S.C. §§ 2000d-2000d-7	Title VI of the Civil Rights Act of 1964
42 U.S.C. §§ 2000e-1-2000e-17	Title VII of the Civil Rights Act of 1964
42 U.S.C. §§ 2000ff-2000ff-11	Genetic Information Nondiscrimination Act
42 U.S.C. §§ 6101-6107	Age Discrimination Act
8 U.S.C. § 1324	Immigration Reform and Control Act

MSIP References

	Description
L-6	MSIP STANDARDS
L-9	MSIP STANDARDS

Cross References

	Description
AC	PROHIBITION AGAINST ILLEGAL DISCRIMINATION, HARASSMENT AND RETALIATION

Cross References**Description**

BBFA

BOARD MEMBER CONFLICT OF INTEREST AND FINANCIAL
DISCLOSURE

DD

GRANTS

DD-AP(1)

GRANTS - (State and Federal Programs Administration)

Policy GDC-1: SUPPORT STAFF RECRUITING AND HIRING

Status: DRAFT

Original Adopted Date: 12/16/1993 | Last Revised Date: 09/17/2020

EXPLANATION

MSBA has moved language from GBEBB that is more appropriate for this policy code.

The superintendent or designee is responsible for determining the district's support staff personnel needs and locating suitable support staff candidates. The superintendent will make employment recommendations to the board, and the board will employ personnel in accordance with law.

The district's hiring procedures will comply with all federal and state laws, including laws prohibiting discrimination. The Mountain View-Birch Tree R-III School District is an equal opportunity employer and hires only citizens of the United States and persons who are legally authorized to work in the United States. The Mountain View-Birch Tree R-III School District will enroll and actively participate in a federal work authorization program in accordance with law.

A majority of the board must vote affirmatively to employ any person or enter into an employment contract.

Recruiting and Advertising

The district will recruit the best-qualified candidates for open positions. New or vacant positions will be posted for at least five business days in the district's buildings and publicized externally by other means as determined appropriate by the superintendent or designee. However, if the superintendent or designee determines that it would be detrimental to wait five business days or that a longer period is necessary, the position will be advertised for the number of days deemed appropriate. Further, if the same or similar position was recently advertised, the superintendent or designee may utilize applications previously received without re-advertising the vacancy. A position is not considered vacant if the superintendent or designee transfers or reassigns an existing employee to the position. Board approval is required when a transfer or reassignment results in a change to the employee's compensation, benefits or contract.

Recruitment procedures will not overlook the talents and potential of individuals already employed by the school district. Any current, qualified employee meeting the stated requirements may apply for new or vacant positions in the district.

All requests for information concerning vacancies in the district shall be directed to the superintendent or designee.

Screening Process

Applicants must complete a formal application and provide all required information. The superintendent or designee shall conduct interviews, review references and obtain other information as deemed necessary.

The superintendent or designee will conduct background checks on employees and applicants for employment in accordance with law and board policy.

The superintendent or designee will verify that applicants currently possess the appropriate certification or license before the board votes to employ them in a position that requires a certificate or other professional license. The superintendent or designee will also reverify licenses and certifications once they are renewed. When the district determines that employing someone without the appropriate certificate or license is necessary or unavoidable, the employee will be required to obtain the appropriate certificate or license by a district-specified deadline.

Any applicant who provides false information or any document referencing false information will immediately be removed from consideration.

Hiring

The board will fill a vacancy after receiving a recommendation from the superintendent or designee. All candidates will be selected on the basis of qualifications, training, experience and ability to fulfill the requirements of the position.

The district requires applicants for employment to submit to an alcohol and drug test after the person has received

an offer of employment, but before employment has begun. The district will revoke any offer of employment if the applicant refuses to submit to a drug test, tests positive for prohibited substances, or takes deliberate action with the intent to falsify test results.

All applicants for a particular position will be promptly notified once the position has been filled.

Board Members

The district will not accept an employment application from a board member, consider a board member for employment or decide to employ a board member while the member remains on the Mountain View-Birch Tree R-III School District Board of Education. Board members who wish to apply for employment in the district must first resign from the board.

Spouses of Board Members

In accordance with law, a board member's spouse will be hired to fill a vacant or new position only if the position has been advertised in accordance with this policy and the superintendent has submitted a written recommendation supporting the employment of the spouse. If a board member's spouse is hired, the names of all applicants for that position and the name of the individual hired will be included in the appropriate board meeting minutes.

Retirees

The district may employ persons who are retired and currently receiving a retirement allowance from a public retirement system as permitted by law.

Eligibility for Public Service Loan Forgiveness

In accordance with law, the district will provide current, accurate and complete information to each new employee regarding eligibility for public service loan forgiveness. The notice will be provided within ten days following the start of employment.

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§ 105.255, RSMo.	State Statute
§ 161.855, RSMo.	State Statute
§ 162.261, RSMo.	State Statute
§ 162.301, RSMo.	State Statute
§ 168.133, RSMo.	State Statute
§ 169.596, RSMo.	State Statute
§ 213.010, RSMo.	State Statute
§ 213.055, RSMo.	State Statute
§ 213.070, RSMo.	State Statute

State References

§ 285.530, RSMo.
 § 335.075, RSMo.
 §§ 105.1445, RSMo.
 §§ 168.101-.126, RSMo.
 §§ 290.400-.410, RSMo.

Federal References

20 U.S.C. § 1681
 29 U.S.C. §§ 621-634
 29 U.S.C. § 2615
 29 U.S.C. § 794
 42 U.S.C. §§ 12101-12213
 42 U.S.C. §§ 2000d-2000d-7
 42 U.S.C. §§ 2000e-1-2000e-17
 42 U.S.C. §§ 2000ff-2000ff-11
 42 U.S.C. §§ 6101-6107
 8 U.S.C. § 1324

MSIP References

L-9

Cross References

AC
 BBFA
 DD
 DD-AP(1)

Description

State Statute
State Statute
State Statute
State Statute
State Statute

Description

Title IX of the Education Amendments of 1972
Age Discrimination in Employment Act
Federal Statute
Section 504 of the Rehabilitation Act of 1973
Americans with Disabilities Act
Title VI of the Civil Rights Act of 1964
Title VII of the Civil Rights Act of 1964
Genetic Information Nondiscrimination Act
Age Discrimination Act
Immigration Reform and Control Act

Description

MSIP STANDARDS

Description

PROHIBITION AGAINST ILLEGAL DISCRIMINATION, HARASSMENT AND RETALIATION
BOARD MEMBER CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE
GRANTS
GRANTS - (State and Federal Programs Administration)

Policy IGBI: HOME SCHOOLING

Status: DRAFT

Original Adopted Date: 12/16/1993

24D UPDATE EXPLANATION

This policy was updated for clarity and to conform with legal changes under Senate Bill 727 and House Bill 2287 (2023).

These bills, read together, created a formal (and quite detailed) definition of home schooling for some legal purposes, but not all. Likewise, these bills created the term "Family Paced Education" or FPE, which is a home school that receives public funds through the state's tax-credit voucher program, the Missouri Empowerment Scholarship Accounts Program. These vouchers can be used for tuition to attend private schools, but they can also be used by homeschooling families for curriculum, educational therapies, tutors, test fees, and other educational expenses.

The legislature adopted this term to separate home schools that accept public funds (FPEs) from home schools that do not because some homeschooling families are concerned that accepting vouchers will lead to more government regulation of students educated at home.

The difficulty with these definitions is that they do not apply to all state and federal statutes that reference homeschooling and have the potential to confuse district staff and the public who are not familiar with what an FPE is. For this reason, MSBA has decided to reference an FPE in this policy, as opposed to all of the policies that reference homeschooling in the district's manual.

In addition, §167.042, RSMo., allows parents/guardians, or custodians who are lawfully providing homeschooling instruction to their child the option to submit a declaration of enrollment to the local school district or local recorder of deeds to minimize any unnecessary investigations for educational neglect. It should be emphasized that this declaration is optional and is not required by law.

For many years, MSBA has had a sample declaration form (see IGBI-AF1). MSBA forms can be found on its website at <https://www.mosba.org/page/policy> under "Policy Samples." The standard forms are also available on MSBA's Simbli Core Manual.

The district recognizes the right of parents/guardians to choose to educate their children outside the public school system but encourages parents/guardians who homeschool their children to meet with district staff and explore educational opportunities within the district. District staff are directed to conduct outreach to homeschooling families to ensure that they have knowledge of all the district's programs.

In lieu of regular school attendance in the district, a child may be excused from compulsory school attendance if the child is provided with home schooling as authorized by Missouri law. Any alleged violation of the compulsory education law shall be referred to the prosecuting attorney of the county where the child legally resides. For the purposes of this policy, the term "home schooling" will include both formal education of a student in their home or other private setting by parents/guardians or a tutor as well as Family Paced Education (FPE), where the student is home schooled but also participates in the state's tax credit voucher program, the Missouri Empowerment Scholarship Accounts Program.

Written Declaration

To minimize unnecessary truancy investigations, parents/guardians or others who home school a child living in the district may provide the district with a written and signed declaration of enrollment. Such declaration should state their intent for the child to attend a home school, be provided to the district within 30 days of establishing the home school, and be resubmitted annually by September 1. District staff who receive a declaration of enrollment must forward it to the district's central office.

State References

§ 167.031, RSMo.

§ 167.042, RSMo.

§ 210.167, RSMo.

Description

State Statute

State Statute

State Statute

Cross References

JEA

JEA-AP(1)

Description

COMPULSORY AND PART-TIME ATTENDANCE

COMPULSORY AND PART-TIME ATTENDANCE - (Part-Time Attendance)

Policy IGCD: VIRTUAL COURSES

Status: DRAFT

Original Adopted Date: 10/11/2018 | Last Revised Date: 11/16/2023

24D UPDATE EXPLANATION

MSBA has updated this policy to reflect changes made to the law by Senate Bill 727 (2024) and in Department of Elementary and Secondary Education (DESE) regulations pertaining to the Missouri Course Access and Virtual School Program (MOCAP).

The most substantive changes in the law were to the section regarding approving or denying enrollment in a virtual course. The DESE regulations specify that districts cannot deny enrollment in a MOCAP course simply because district staff members prefer a different program or do not approve of virtual learning. The regulations also specify that districts have ten business days to make a decision about MOCAP enrollment unless the student has an individualized education program or a Section 504 plan.

The regulations also broaden the right to appeal for a student who is denied access to a virtual course. The regulations seem to allow for an appeal to the school board, which must make a decision on an appeal "within 30 days." It is unclear from the regulations' language when that 30-day window begins. MSBA believes it begins when a request for an appeal to the board is made and has stated so in the policy. However, because this is not explicitly stated in the regulations, the district may want to discuss this question with its private attorney.

Please note that this policy allows students who are to be enrolled in MOCAP courses to participate in district extracurricular activities. This is not required by law. The district may change the "Eligibility for Extracurricular Activities" to comply with district practice. Given the increase in virtual education—particularly in a staffing shortage—MSBA recommends that all students enrolled in the district be allowed to participate in extracurricular activities.

This policy governs part-time enrollment with a hosted Missouri Course Access and Virtual School Program (MOCAP) provider, full- and part-time enrollment with other MOCAP providers, and enrollment in other virtual course options provided through the district. Students who seek full-time enrollment with a hosted MOCAP provider must enroll pursuant to policy IGCD.A.

Definitions

Full-Time Virtual Course Enrollment – The instructional equivalent of six credits per regular term.

Hosted MOCAP Provider – A public school district, charter school, or higher education institution that is registered through the Department of Elementary and Secondary Education (DESE) to provide virtual education through the MOCAP program to Missouri students. A host district may provide the courses directly or contract with a course provider to provide the courses.

MOCAP Provider – An entity listed by DESE as part of the virtual course program under § 161.670, RSMo., that provides virtual courses for elementary and/or secondary students.

Virtual Course – A single class that is designed to deliver all or most of the curriculum electronically. Students may be separated from their instructor or teacher of record by time, location, or both.

General

The district may offer virtual courses to students through district staff or by contracting for those services as part of the district-sponsored curriculum. Students may also enroll in virtual courses offered through MOCAP providers. This could result in entire course loads that are provided through virtual courses from the district, district-selected, and/or MOCAP providers while the student remains enrolled in the district.

Students may also take virtual courses from other sources at their own expense. Before a student independently enrolls in and pays for virtual courses not otherwise accessible through the district, the district recommends that the student meet with district staff to ensure that the course aligns with the student's education goals and that the district will accept the course credit.

Virtual Course Enrollment

A student or parent/guardian must receive district approval before the student may enroll in virtual courses provided by or paid for by the district or through MOCAP.

Enrollment in courses offered through MOCAP may be denied only if the principal or designee, in consultation with the student's parents/guardians and relevant staff, determines that it is not in the student's best educational interest to enroll in the course. The principal or designee will consider available opportunities for in-person instruction and the student's prior participation in virtual courses when making this decision. As required by law, the district allows for continuous enrollment in MOCAP courses throughout the year. District staff will not deny enrollment in a MOCAP course because they do not approve of virtual learning in general or because they prefer a different virtual course or program.

The principal or designee will approve or deny requests to enroll in a MOCAP course within the timeframe required by law ten business days from when the district receives the request unless the student has an individualized education program (IEP) or a Section 504 plan. If the principal or designee fails to make a decision about an enrollment request within ten business days, the request will be deemed approved.

When denying student enrollment in a virtual course, the principal or designee will provide good cause reason for the decision, as well as information on how to appeal the denial.

Enrollment Decision Review/Appeal

The principal or designee will notify the student and the parents/guardians in writing when declining student enrollment in a virtual course and provide an explanation for the decision. The student or parent/guardian may request that the superintendent review the decision, but the superintendent's decision is final. Students or their parents/guardians may appeal to the superintendent. If the superintendent affirms the principal's decision, students or their parents/guardians may appeal the decision to the school board. The school board will make a decision within 30 days of the request for an appeal to the board.

Students with Disabilities

A student's individualized education program (IEP) team or Section 504 team will make the virtual course enrollment decisions for students with IEPs or Section 504 plans. If enrollment is appropriate, the IEP or Section 504 team will determine the services, aids, supports, and accommodations and modifications required. Any review of a decision made by an IEP or Section 504 team must go through the process provided under federal law.

If the course enrollment is approved, the district staff will work closely with the virtual course provider to develop and implement a monitoring protocol or process to ensure that the provider is implementing the IEP or Section 504 plan. If the provider fails to implement the IEP or Section 504 plan, or the IEP or Section 504 team otherwise determines that the online program is not appropriate for the student, the IEP or Section 504 team may reconsider approval for the virtual course at any time. In all cases in which the IEP or Section 504 team determines that the provider has failed to provide the required accommodations or modifications, the district will provide to the virtual course provider the reasons for discontinuing the online program.

Continuous Enrollment

As required by law, the district allows for continuous enrollment in MOCAP courses throughout the year.

Attendance and Completion

Students who enroll in district-sponsored virtual courses or MOCAP courses through the district are expected to actively participate in those courses with the goal of completing the course. If a student does not actively participate in a course or is not progressing in the course, the district may remove the student from the virtual course and consider the student's performance when making decisions regarding future virtual course enrollments.

Students enrolled in a district-sponsored course or MOCAP course through the district will be considered in attendance for state aid purposes in accordance with law. A completed virtual course or MOCAP course shall be counted as no less than 95 percent attendance for purposes of A+ Scholarship Program eligibility.

Eligibility for Extracurricular Activities

Students enrolled in virtual courses offered through the district or through MOCAP under this policy are considered district students and are eligible to participate in extracurricular activities unless restricted by the Missouri State High School Activities Association.

State Assessments

Students are required to take the state assessments, including district-administered EOC examinations, regardless of whether the course for which the examination is required was taken virtually or in person.

Credit

The district will accept all grades and credits earned through district-sponsored virtual instruction and MOCAP providers. Credits obtained from other sources will be recognized in accordance with policy JECC.

Notice

District-provided and district-sponsored virtual courses will be advertised in the district's course catalog.

The district will inform students and parents/guardians of MOCAP program availability in parent/guardian handbooks and registration documents and feature the program on the homepage of the district's website, as required by law. The district will provide every student enrolled in the district and parents/guardians with a copy of DESE's MOCAP guidance document at the beginning of the each school year or upon at the time of enrollment for students who enroll after the start of the school year. In addition, the district will provide a readily viewable link to the guidance document on the main page of its website.

Payment

The district will pay the tuition for MOCAP courses when required by law to do so but is not otherwise required to pay the tuition for a student to attend a virtual course unless the course is approved by the district as part of the district's course offerings.

Virtual Course Behavior and Expectations

Students taking courses virtually are subject to district policies, procedures, and rules applicable to students enrolled in traditional courses including, but not limited to, the district's code of conduct and prohibitions on academic dishonesty, discrimination, harassment, bullying, and cyberbullying.

When students are participating in virtual courses, what can be seen and heard electronically from the student's location becomes part of the district's education environment. Students are responsible for ensuring that what is seen, heard, or otherwise communicated is appropriate for the learning environment and not disruptive. The district's code of conduct applies to virtual in-class behavior. Student speech that is prohibited on campus is also prohibited in the virtual classroom.

Students may electronically display everyday items that they would be prohibited from possessing at school (such as pets, toys, or objects forming typical room décor) as long as the display does not disrupt learning.

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

§ 161.670, RSMo.

Description

State Statute

Federal References

20 U.S.C. § 1400-1417

Description

Individuals with Disabilities Education Act

Federal References

29 U.S.C. § 794
34 C.F.R Part 104
34 C.F.R Part 300
42 U.S.C. §§ 12101-12213

Description

Section 504 of the Rehabilitation Act of 1973
Section 504 of the Rehabilitation Act of 1973
Individuals with Disabilities Education Act
Americans with Disabilities Act

Cross References

AC
BDC
BDDH-1
JEA
JEA-AP(1)
JECC-1
JFCF
JHD

Description

PROHIBITION AGAINST ILLEGAL DISCRIMINATION, HARASSMENT AND RETALIATION
CLOSED MEETINGS, RECORDS, AND VOTES
PUBLIC PARTICIPATION AT BOARD MEETINGS
COMPULSORY AND PART-TIME ATTENDANCE
COMPULSORY AND PART-TIME ATTENDANCE - (Part-Time Attendance)
ASSIGNMENT OF STUDENTS TO GRADE LEVELS/CLASSES
BULLYING
STUDENT COUNSELING PROGRAM

Policy IGCD: FULL-TIME MOCAP VIRTUAL COURSES

Status: DRAFT

Original Adopted Date: 06/10/2021 | Last Revised Date: 11/16/2023

24D UPDATE EXPLANATION

MSBA has modified this policy to reflect changes in the law made by Senate Bill 727 (2024) and DESE regulations pertaining to the Missouri Course Access and Virtual School Program (MOCAP). Keep in mind that this policy applies to students seeking to enroll full-time in MOCAP with a course provider that is a public school district, charter school, or higher education institution (a "hosted MOCAP provider"). At the time of this publication, the hosted MOCAP providers are:

- Greenways Academy-Boonville R-1 School District
- Launch-Springfield Public Schools
- Missouri Connections Academy-Sturgeon R-V School District
- Missouri Digital Academy-Laquey R5 School District
- Missouri Virtual Academy-Grandview R-II School District
- R7 Online Academy-Lee's Summit R-7 School District

If a student is not enrolling full-time in one of these districts, see policy IGCD for part-time enrollment with a hosted MOCAP provider, full- or part-time enrollment with other MOCAP providers, or enrollment in other virtual course options provided through the district.

Some key changes:

1. Senate Bill 727 requires parents/guardians and students to enroll directly in full-time virtual schooling through hosted MOCAP programs. Previously, all students had to go through the resident district to establish residency before enrolling. Now the host district is responsible for determining whether the student is a resident and whether the student can enroll. The district may submit relevant information and input about the enrollment to the host district but must do so within ten business days of notice that the student is seeking enrollment.
2. The host district will initiate the individualized education program (IEP) team process. While an IEP team will still determine whether enrollment is appropriate, the host district, rather than the resident district, will initiate that process and determine which services are necessary. The resident district is not required to provide these services. However, the law does allow for the host district to contract with the resident district to provide services if the resident district is compensated. MSBA strongly recommends that districts consult with their private attorneys prior to entering into such an agreement.
3. If a hosted MOCAP provider "disenrolls" a student, the provider is required to notify the district. The district then has five business days to provide parents/guardians with a list of available education options within the district.
4. MSBA encourages districts to examine the "Eligibility for Extracurricular Activities" section. This paragraph is not required by law and may be removed or modified. Students attending MOCAP under this policy are not considered to be enrolled in the district, and it therefore makes sense to exclude them from participating in extracurricular activities to the same extent that other unenrolled students are excluded. However, legislators have filed bills to mandate that districts allow these students to participate. These bills have NOT passed, but districts should be aware that this area may be regulated in the future. Your district may want to consider allowing resident MOCAP students to participate in some district extracurricular activities. If so, this section will need to be customized.

This policy applies to students seeking to enroll full-time in the Missouri Course Access and Virtual School Program (MOCAP) with a course provider that is a public school district, charter school, or higher education institution (a "hosted MOCAP provider"). See policy IGCD for part-time enrollment with a hosted MOCAP provider, full- or part-time enrollment with other MOCAP providers, or enrollment in other virtual course options provided through the District.

Definitions

District – The Mountain View-Birch Tree R-III School District.

Education Services Plan and Collaborative Agreement (ESP) – A plan for providing educational services to virtual students. The plan may require the resident school district to provide the student with support services or access to school facilities.

Full-Time MOCAP Student – A student who is enrolled in a MOCAP program for the instructional equivalent of six credits per regular term.

Hosted MOCAP Provider – A public school district, charter school, or higher education institution that is registered through the Department of Elementary and Secondary Education (DESE) to provide virtual education through the MOCAP program to Missouri students. A host district may provide the courses directly or contract with a course provider to provide the courses.

Missouri Course Access and Virtual School Program (MOCAP) Course – A virtual course that is offered by a course provider listed by DESE as part of the virtual course program under § 161.670, RSMo.

Hosted MOCAP Providers

Resident students who seek to enroll with a hosted MOCAP provider on a full-time basis without paying tuition must first enroll with the District enroll directly with the MOCAP provider and host district offering the program. Students who are accepted by the hosted MOCAP provider will have their enrollment transferred to the host district, and the student will be considered a student of the host district for all purposes.

The District will collaborate in good faith with the virtual program and the host district to determine whether it is in the best educational interest of the student to enroll full-time in a MOCAP program and will cooperate to create an education services plan and collaborative agreement for a resident student. The superintendent or designee will may provide relevant information and input on the student's enrollment within ten business days of notice of the student's enrollment application. The collaborative team will consider all relevant factors, including available opportunities for in-person instruction.

Students who are denied enrollment by the MOCAP provider may utilize the state process for reviewing the decision.

Students with Disabilities

A student's individualized education program (IEP) or Section 504 team will make the initial decision on whether the student with an IEP or Section 504 plan is approved to enroll full-time in virtual courses, including MOCAP courses. Any appeal of a decision made by an IEP or Section 504 team must follow the process provided under federal law. It is the hosted MOCAP provider's responsibility to accommodate students with disabilities and implement students' individualized education programs (IEPs) or Section 504 plans. The District may enter into a contract to provide services to resident students enrolled in these programs if fully compensated by the enrolling host district, but it is not required to do so.

Education Services Plan and Collaborative Agreement

Once enrollment is approved, the District will work with the host district and MOCAP course provider to create an education services plan and collaborative agreement for support of the student. For special education students, the student's IEP governs the plan. If the plan requires the District to provide the student with services or access to District facilities, the District will seek reimbursement by the host district as allowed by law.

Access to District Facilities

Students of full-time hosted MOCAP providers may be allowed access to District facilities for all or some portion of instructional activity if the hosting district reimburses the District for any costs.

Eligibility for Extracurricular Activities

Resident students enrolled full-time with a hosted MOCAP provider are considered students of the host district. The District will allow these students to participate in District extracurricular activities if the District allows other unenrolled students, such as homeschooled or private school students, to participate in the activity. Otherwise, participation will be allowed only as required by law.

Notice

The District will inform students and parents/guardians of the availability of the MOCAP program in parent/guardian handbooks and registration documents and feature the program on the homepage of the District's website, as required by law. The District will provide every student enrolled in the District and parents/guardians with a copy of DESE's MOCAP guidance document at the beginning of the school year or upon enrollment. In addition, the District will provide a readily viewable link to the guidance document on the main page of its website.

Re-Enrollment in the District

If the District is notified that a resident, full-time MOCAP student has been disenrolled by a MOCAP provider, the District will provide a written list of available educational options in the District to the parents/guardians of the student within five business days and will promptly re-enroll the student when notified by the parent/guardian.

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

§ 161.670, RSMo.
§ 610.021, RSMo.
5 C.S.R. 20-100.230

Description

State Statute
State Statute
State Regulation

Federal References

20 U.S.C. § 1400-1417
29 U.S.C. § 794
34 C.F.R Part 104
34 C.F.R Part 300
42 U.S.C. §§ 12101-12213

Description

Individuals with Disabilities Education Act
Section 504 of the Rehabilitation Act of 1973
Section 504 of the Rehabilitation Act of 1973
Individuals with Disabilities Education Act
Americans with Disabilities Act

Cross References

AC
BDC
BDDH-1
JEA
JEA-AP(1)
JECC-1
JED
JFCF
JG-R1
JHD

Description

PROHIBITION AGAINST ILLEGAL DISCRIMINATION, HARASSMENT AND RETALIATION
CLOSED MEETINGS, RECORDS, AND VOTES
PUBLIC PARTICIPATION AT BOARD MEETINGS
COMPULSORY AND PART-TIME ATTENDANCE
COMPULSORY AND PART-TIME ATTENDANCE - (Part-Time Attendance)
ASSIGNMENT OF STUDENTS TO GRADE LEVELS/CLASSES
STUDENT ABSENCES AND EXCUSES
BULLYING
STUDENT DISCIPLINE
STUDENT COUNSELING PROGRAM

Policy JEA: COMPULSORY AND PART-TIME ATTENDANCE

Status: DRAFT

Original Adopted Date: 12/16/1993 | Last Revised Date: 03/18/2014

24D UPDATE EXPLANATION

This policy was updated for clarity and to conform with legal changes under Senate Bill 727 and House Bill 2287 (2024).

These bills, read together, created a formal (and quite detailed) definition of home schooling for some legal purposes, but not all. Likewise, these bills created the term "Family Paced Education" or FPE, which is a home school that receives public funds through the state's tax-credit voucher program, the Missouri Empowerment Scholarship Accounts Program. These vouchers can be used for tuition to attend private schools, but they can also be used by homeschooling families for curriculum, educational therapies, tutors, test fees, and other educational expenses.

The legislature adopted this term to separate home schools that accepted public funds (FPEs) from home schools that do not because some homeschooling families are concerned that accepting vouchers will lead to government interference in their education choices.

The difficulty with these definitions is that they do not apply to all state and federal statutes that reference homeschooling and have the potential to confuse district staff and the public who are not familiar with what an FPE is. For this reason, MSBA has decided to reference an FPE in this policy, as opposed to all of the policies that reference homeschooling in the district's manual.

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

The district provides educational programming for all students between the ages of 5 and 21 years of age. In addition, students as young as three may qualify for and receive special education services. The district may also provide preschool and adult education programs.

Compulsory Attendance

While the board seeks to provide educational services beyond the mere minimum requirements of the law, the law requires all children within the compulsory attendance age to regularly attend a public, private, parochial, parish, home school, family paced education school, or a combination of such schools for the duration of the entire school term. The compulsory attendance age is between 7 and 17 years of age or, if under 17, until the student successfully completes 16 credits toward high school graduation.

Once enrolled in the district, the district expects the student to attend regularly and for the student's parents/guardians or other adults having charge, control, or custody of the student to communicate regularly and honestly with the district regarding the student's absences. Because the district board and district staff strongly believe that regular attendance is important in gaining the most from the educational experience and because state law requires district staff to report all instances of abuse and neglect, including educational neglect, the district will make every effort to ensure students are attending school as required by law. These efforts include, but are not limited to: accurately recording attendance, creating procedures for regular communication with parents/guardians regarding attendance, investigating truancy, and reporting suspected incidences of educational neglect to the Children's Division (CD) of the Department of Social Services.

Part-Time Attendance

Although the district believes that all students will benefit from attending the Mountain View-Birch Tree R-III School District full-time, state law allows students to attend public school part-time, as long as their total educational experience meets the requirements of the state compulsory education law and the student is not already enrolled full-time in another public school. The superintendent or designee will create procedures on enrollment of part-time students to ensure that such enrollments do not jeopardize the discipline, health, and academic standards of the district. The board also directs the superintendent to annually analyze the number of students attending school part-time and to create vocational, dual-credit, advanced placement, or other programs and incentives to encourage these students to attend school full-time. Eligible students may also participate in the School Flex Program per district policy.

Students Withdrawing from or Dropping Out of School

Once enrolled, the student will be considered a district student until the district is directed to withdraw the student or until multiple unsuccessful attempts have been made to contact the parents/guardians or student to confirm continued enrollment after several absences. The district will encourage all families and students to consult with district staff prior to withdrawing a student.

Any student age 16 years or older who drops out of school for any reason other than to attend another school, college, or university, or to enlist in the armed services, shall be reported to the state literacy hotline office.

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

§ 160.539, RSMo.
§ 161.670, RSMo.
§ 163.011, RSMo.
§ 163.012, RSMo.
§ 167.042, RSMo.
§ 167.275, RSMo.
§ 211.034, RSMo.
§§ 167.031-.111, RSMo.

Description

State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute

Cross References

IGBD
IGBI
IGCD
IGCDA
IGCE-1

Description

AT-RISK STUDENTS
HOME SCHOOLING
VIRTUAL COURSES
FULL-TIME MQCAP VIRTUAL COURSES
NONTRADITIONAL INSTRUCTION OPTIONS

Policy JED: STUDENT ABSENCES AND EXCUSES

Status: DRAFT

Original Adopted Date: 03/07/1994 | Last Revised Date: 04/15/2010 | Last Reviewed Date: 04/15/2010

24D UPDATE EXPLANATION

MSBA has updated this policy to align with new legislation.

MSBA has amended the language describing the legal standard that requires the school district to report educational neglect from "reasonable suspicion" to "reasonable cause to suspect," which is more consistent with state statute.

Regular and punctual patterns of attendance will be expected of each student enrolled in the school district. Students should strive to maintain a good attendance record, because there is a direct relationship between school attendance and grades, citizenship, and success in school.

It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parents/guardians, teachers, and administrators to keep absences and tardiness to a minimum.

Frequent absences of students from regular classroom learning experiences disrupt the continuity of the instructional process. The benefit of regular classroom instruction is lost, and cannot be entirely regained. The school cannot teach students who are not present. The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and study in order to reach the goal of maximum educational benefits for each individual student. The regular contact of the students with one another in the classroom and their participation in well-planned instructional activities under the supervision of a competent teacher are vital to this purpose.

The superintendent, with the assistance of the administrative and professional staff, shall establish rules and procedures for student attendance within the district. Such rules and procedures shall be published in the various student and parent/guardian handbooks, and shall be subject to review by the board of education. Irregular student attendance shall be checked by the building principal or ~~their~~^{his or her} designee to determine the cause of absence. Causes for absences may be obtained by telephone calls, verified notes from parents or guardians, contacts with other members of the student's family, or home visits.

The district will maintain a comprehensive system of attendance records for each student. Each teacher is responsible for the accurate reporting of daily attendance in the classroom. The building principal is responsible for supplying information to parents/guardians about student absences and for submitting attendance information to the superintendent's office.

The district will contact the Children's Division (CD) of the Department of Social Services or the local prosecutor in cases where the district has a reasonable ~~cause to suspect~~^{suspicion} that a student's lack of attendance constitutes educational neglect on the part of the parents/guardians or that parents/guardians are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

If a student in foster care is absent from school due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity, the grades and credit of the student will be calculated as of the date the student left school, and no lowering of the student's grades shall occur as a result of the absence under these circumstances.

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References	Description
§ 160.2000, RSMo.	State Statute
§ 167.018, RSMo.	State Statute

State References

§ 167.019, RSMo.
 § 167.031, RSMo.
 § 171.011, RSMo.
 § 171.053, RSMo.
 § 171.151, RSMo.
 § 210.115, RSMo.
 § 452.375, RSMo.
 § 595.209, RSMo.
 §§ 167.031-.111, RSMo.

Description

State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute

MSIP References

CC-2
 DB-1
 TL-1
 TL-10
 TL-7

Description

MSIP STANDARDS
MSIP STANDARDS
MSIP STANDARDS
MSIP STANDARDS
MSIP STANDARDS

Cross References

IC-1
 IGBD
 IGBE
 IGBE-1
 IGBE-1-AP(1)
 IGCDA

Description

ACADEMIC CALENDAR
AT-RISK STUDENTS
STUDENTS IN FOSTER CARE
STUDENTS IN FOSTER CARE
STUDENTS IN FOSTER CARE - (Dispute Resolution Process)
FULL-TIME MOCAP VIRTUAL COURSES

Regulation JED-R1: STUDENT ABSENCES AND EXCUSES

Status: DRAFT

Original Adopted Date: 06/13/1996 | Last Revised Date: 06/20/2024 | Last Reviewed Date: 06/20/2024

24D UPDATE EXPLANATION

MSBA has amended this procedure for clarity and to align with new legislation.

Senate Bill 727 (2024) requires districts to excuse students from attendance requirements if the child is unable to attend school due to mental or behavioral health concerns, provided that the school receives documentation from a licensed mental health professional that the child is not able to attend.

Senate Bill 727 also prohibits school districts from disciplining a student for failure to comply with the district's attendance policy when the child is honoring a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of such a proceeding. While attendance consequences are not technically discipline—particularly for elementary students—MSBA believes the intent of this language is to protect these absences and has added this to the excused absence category.

In addition, MSBA has added the requirements of § 167.019, RSMo., that protect absences of foster care students and prohibit the student's grade from being lowered due to these absences.

MSBA has also amended the language describing the legal standard that requires the school district to report educational neglect from "reasonable suspicion" to "reasonable cause to suspect," which is more consistent with state statute.

MSBA encourages districts to take the time to review this procedure against actual district practices and modify this procedure as needed to reflect the district's actual process. For example, the written documentation required under this procedure's "Attendance Standards" section is optional except for #9. Districts that are no longer requiring written documentation should adjust this procedure accordingly.

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(Grades K - 8)

Promptness and regular attendance are imperative for students to receive full benefits of the school program. The educational loss resulting from absences from class, which cannot be adequately measured or cannot be entirely regained through make-up work, is the rationale for this attendance policy.

Students who are absent and/or tardy are not able to participate in class discussions, small group activities, or class experiments, which cannot be made up; they miss explanations of concepts and ideas that will appear on homework assignments and tests. Poor attendance can result in poor work habits, lower grades, reduced self-esteem, and a lack of self-discipline.

The parent or guardian has the responsibility to decide times and reasons why a student should not come to school. However, it becomes the school's responsibility to set limits upon a student being absent from school because of the high correlation between attendance and success in school.

It shall be the policy of Mountain View-Birch Tree Schools to permit an elementary student to accumulate without penalty a total of four absences per semester. These absences are not approved skip days or vacation days, but are to be used for illnesses, medical, or other professional appointments, serious personal or family problems, or the death of a close personal relative. The following absences will be excused. Documentation must be provided as indicated.

1. Illness or injury of the student, with written excuse from parent.
2. Illness or injury of a member of the student's family when the student's presence is necessary or expected, with written excuse from parent.

3. Medical appointments, with written appointment confirmation by medical provider.
4. Funeral, with written excuse from parent. The principal may require a program or other evidence of attendance as additional verification.
5. Religious observances, with written excuse from parent.
6. Other appointments that cannot be scheduled outside attendance hours, such as court appearances, with written excuse from parent.
7. Out-of-School suspension.
8. Absence of a student in foster care due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity.
9. Absence due to mental or behavioral health concerns, with written documentation from a licensed mental health professional stating that the student is not able to attend school due to such concerns.
10. Visits with a parent or legal guardian who is an active-duty member of the military who has been called to duty for, is on leave from, or is immediately returned from deployment to a combat zone or combat support posting, with permission of the superintendent or designee.
11. Complying with a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of a criminal proceeding.

All other absences and any absence for which required documentation is not provided are unexcused.

In order that parents may be kept informed of the student's attendance record, the school will periodically attempt to contact the parents of students who are absent from school. On the third day (or approximately 24th hour) and eighth day absent from school during the semester, excused or unexcused, the principal's office shall advise the parents by letter or by phone that the student's absenteeism is becoming excessive.

If a student is going to be out due to illness or any other reason, it is the parent's/guardian's responsibility to notify the school before 9:00 a.m. If the student has an extended illness or will be absent for more than one day, the parent/guardian will need to contact the school for the entire time that the child will be out of school. In some cases homebound teaching can be arranged in order that students can keep up with their studies.

An extension of the four-day limit may be made by the principal. It is the parent's responsibility to contact the principal to discuss the possibility of an extension. Chronic absenteeism will result in a review of the student's academic progress and could result in non-promotion to the next grade. Excessive cases of absenteeism may be reported to the Children's Division (CD) of the Department of Social Services, the prosecuting attorney, and/or the juvenile office as educational neglect.

When a student is absent from school, it is the student's responsibility to make up all school assignments and tests. This is done by contacting the teacher for those assignments. If the parent/guardian would like to pick up the student's schoolwork for one day, they will need to contact the school office in the morning and plan to pick up the homework at the end of the school day. When a student is going to be absent for an extended period of time, prior notice is required in order for assignments to be compiled. Students are usually granted one day to complete assignments for each excused day missed.

Any further appeal will be accommodated according to district policy KL of the board policy manual.

Perfect attendance will be awarded to any student who has not missed any school hours or days.

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Version JED-R1.MVB (10/24)

Cross References

IC-1

Description

ACADEMIC CALENDAR

Regulation JED-R2: STUDENT ABSENCES AND EXCUSES

Status: DRAFT

Original Adopted Date: 04/13/1995 | Last Revised Date: 06/20/2024 | Last Reviewed Date: 06/20/2024

24D UPDATE EXPLANATION

MSBA has amended this procedure for clarity and to align with new legislation.

Senate Bill 727 (2024) requires districts to excuse students from attendance requirements if the child is unable to attend school due to mental or behavioral health concerns, provided that the school receives documentation from a licensed mental health professional that the child is not able to attend.

Senate Bill 727 also prohibits school districts from disciplining a student for failure to comply with the district's attendance policy when the child is honoring a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of such a proceeding. While attendance consequences are not technically discipline—particularly for elementary students—MSBA believes the intent of this language is to protect these absences and has added this to the excused absence category.

In addition, MSBA has added the requirements of § 167.019, RSMo., that protect absences of foster care students and prohibit the student's grade from being lowered due to these absences.

MSBA has also amended the language describing the legal standard that requires the school district to report educational neglect from "reasonable suspicion" to "reasonable cause to suspect," which is more consistent with state statute.

MSBA encourages districts to take the time to review this procedure against actual district practices and modify this procedure as needed to reflect the district's actual process. For example, the written documentation required under this procedure's "Attendance Standards" section is optional except for #9. Districts that are no longer requiring written documentation should adjust this procedure accordingly.

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(Grades 9-12)

Attendance Requirement for Course Credit

Students will be permitted a maximum of four absences per class per semester. It is important that students realize the four absences per class included in the policy are provided for times when circumstances make it necessary for a student to miss school. Students missing more than four allowed days in any class will not earn credit for that class until they have written a letter of request to make up all hours and have made up all of the hours. In addition, a student who is absent for unacceptable reasons may also be subject to disciplinary action. Examples of unacceptable absences include oversleeping, babysitting, unexplained personal reasons, missing the bus, errands in town, etc. Truancies and out-of-school suspensions are considered absences. If a student owes make-up hours, course credit will not be earned.

There are no longer "excused" and "unexcused" absences. All absences will be counted towards the attendance policy and will require make-up hours in order to earn those credits. In order to earn credit by making up hours, the student must write a request letter to the principal explaining the reasons for the absences and how their attendance will improve. Exceptions may be found in policy JED concerning foster care, IEP's, and 504 plans. Further exceptions are as follows:

1. Illness or injury of the student, with written excuse from parent.
2. Illness or injury of a member of the student's family when the student's presence is necessary or expected, with written excuse from parent.
3. Medical appointments, with written appointment confirmation by medical provider.

4. Funeral, with written excuse from parent. The principal may require a program or other evidence of attendance as additional verification.
5. Religious observances, with written excuse from parent.
6. Other appointments that cannot be scheduled outside attendance hours, such as court appearances, with written excuse from parent.
7. Out-of-School suspension.
8. Absence of a student in foster care due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity.
9. Absence due to mental or behavioral health concerns, with written documentation from a licensed mental health professional stating that the student is not able to attend school due to such concerns.
10. Visits with a parent or legal guardian who is an active-duty member of the military who has been called to duty for, is on leave from, or is immediately returned from deployment to a combat zone or combat support posting, with permission of the superintendent or designee.
11. Complying with a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of a criminal proceeding.

Attendance Hours Make-Up

Before school detention (BSD), after school detention (ASD), and evening alternative are options available to make up hours. Once the request letter is written, turned in, and approved by the principal, the student will have to make up ALL hours to earn course credit. First semester attendance make-up hours are required to be completed within the first ten school days of the second semester that school is in session. If they are not made up within that time period students will be required to attend two weeks of summer school unless they owe more than 56 hours. If the student owes more than 56 hours, there is not enough time to make up hours and the student will receive a failing grade. Second semester attendance make-up hours are required to be completed by the end of school or the student will be required to attend summer school for two weeks. The student will receive an "NC" (no credit) until all hours are made up. If the hours are not made up within the specified time frame, credit has not been earned and student will fail the class.

Appeals

If a student receives an "NC" (no credit) or an "F," the student or the student's parents/guardians, may appeal this decision to the principal. The principal will make the final decision. Any further appeal will be accommodated according to district policy KL of the board policy manual.

Appeals Process

If a student misses more than the four allotted days in any class per semester, the student will receive an attendance request letter from the principal's office. The letter consists of writing an essay stating three things: 1) what were the reasons for the absences; 2) why attendance is important to success at school; and 3) how the student will improve attendance. Once this is turned in to the office and approved, the student may begin making up hours in order to receive credits.

If a student misses more than ten class periods in a semester, the parent may be hotlined for education neglect.

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Version JED-R2.MVB (10/24)

Cross References

IC-1

Description

ACADEMIC CALENDAR

Policy JHDF: SUICIDE AWARENESS AND PREVENTION

Status: DRAFT

Original Adopted Date: 03/15/2018 | Last Revised Date: 11/16/2023

24D UPDATE EXPLANATION

Senate Bill 727 (2024) expanded the requirements for schools to print certain information on identification cards issued to students, including the nonemergency telephone number of the local police department. The law also states that districts "may" print on either side of the cards the Crisis Text Line number (741741) and the telephone number of a local suicide prevention hotline, if available. This created ambiguity about whether the word "either" means "both" or just provides the option to use one side of the card or the other. MSBA has not specified the option in the policy to print the numbers on both sides of the card, but districts should be aware of that option.

Purpose

Suicide is a leading cause of death among youths in Missouri and is a public health concern impacting all Missouri citizens. The district is committed to maintaining a safe environment to protect the health, safety, and welfare of students.

This policy outlines key protocols and procedures the district will use to raise awareness of suicide and the steps that can be taken to prevent it. The goal of the district is to help students, including students receiving their education virtually, who may be at risk of suicide without stigmatizing students or excluding them from school. The board will provide the resources necessary to meet this goal. No student will be excluded from school based solely on the district's belief that the student is at risk of suicide.

Definitions

Crisis Response Team (CRT) – A team of district employees trained in suicide awareness and prevention.

Student at Risk of Suicide – A student who is demonstrating individual, relationship, community, or societal factors that are associated with suicide and that in combination indicate that an individual might be contemplating suicide.

Suicide Crisis – A situation in which a person is attempting suicide or is seriously contemplating or planning suicide. Planning may include, but is not limited to, a timeframe and method for attempting suicide or obtaining or attempting to obtain the means to attempt suicide. A suicide crisis is considered a medical emergency requiring immediate intervention.

Crisis Response Team

The district will establish a district-level CRT and, if practical, a team in each building. CRT members will include administrators, counselors, and the school nurse and may also include school social workers, school resource officers, teachers, and community members as appropriate. The CRT will be responsible for implementation of the district's response plan.

The district will use an evidence-based/informed tool for determining whether a student is at risk of suicide or is having a suicide crisis. The CRT members and the building administrator will receive training and coaching in using this tool to assist in making determinations as to whether a student may be at risk of suicide and the appropriate response. Any such determination shall be made by multiple team members. If the district has a behavioral risk assessment team, a threat assessment team, or any similar team that monitors students considered "at risk," those teams must immediately contact the CRT if the team has identified a student who might be at risk for self-harm or suicide.

Response Plan

District employees will respond immediately in situations where they have a reasonable belief that a student may be at risk of suicide or may be having a suicide crisis.

Students Who May Be at Risk of Suicide

Any district employee who has a reasonable belief that a student may be at risk of suicide, even though the student

is not having a suicide crisis as defined in this policy, will take the following steps:

1. Find another employee and make every effort to locate the student immediately. One of the employees must stay with the student.
2. While one employee stays with the student, the other will notify a CRT member or the building administrator or designee. If the employee cannot reach the building administrator, designee, or any of the CRT members, the employee will contact the student's parent/guardian. If the parent/guardian is also unavailable, or at the parent's/guardian's request, the employee will contact emergency services.

When a CRT member or the building administrator or designee receives notification that a student may be at risk of suicide, the CRT member, administrator, or designee will take the following steps:

1. If the student cannot be located or leaves after being located, contact the parent/guardian to explain the district's concern.
2. If the student has been located, use an evidence-based/informed tool to determine whether the student is at risk of suicide and the appropriate response. Regardless of the determination, the building administrator or designee will contact the student's parent/guardian to discuss the concern.
3. If it is determined that the student may be at risk of suicide, appropriate members of the CRT will meet with the student and the student's parents/guardians to discuss support and safety systems, available resources, coping skills, and collaborative ways to support the student.

Students Who May Be Having a Suicide Crisis

If an employee reasonably believes that a student is having a suicide crisis, the employee will take the following steps:

1. Find another employee and make every effort to locate the student immediately. One of the employees must stay with the student.
2. Immediately report the situation to a CRT member or the building administrator or designee. If the employee cannot reach the building administrator, designee, or any of the CRT members, the employee will notify the student's parent/guardian and contact emergency services. The employee may also contact the National Suicide Prevention Lifeline (800-273-8255) or 988 for assistance. As soon as practical, the employee will notify the building administrator or designee.

When a CRT member or the building administrator or designee receives notification that a student is believed to be having a suicide crisis, the CRT member, administrator, or designee will take the following steps:

1. If the student cannot be located or leaves after being located, a CRT member or the building administrator or designee will contact the parent/guardian to explain the district's concern.
2. If the student has been located, the CRT member and the building administrator or designee will, based on their training and an assessment of the student, determine the appropriate action, including whether to call emergency services, and implement the appropriate response.
3. At an appropriate time after the crisis has passed, appropriate CRT members will meet with the student and the student's parents/guardians to discuss support and safety systems, available resources, coping skills, and collaborative ways to support the student.

Students Attending Virtually

In addition to monitoring the attendance and academic progress of students receiving education virtually (virtual learners), the district must also monitor virtual learners who may be at risk for suicide. Building administrators will develop procedures for monitoring the social/emotional health, including suicide risk, of virtual learners in conjunction with monitoring attendance and academic progress that will include:

1. Identifying staff members who will contact virtual learners on a regular basis;
2. Providing hard copies of student contact information to those assigned to contact virtual learners as a backup

to Internet access of student records;

3. Creating a few questions designed to assess a virtual learner's social and emotional health that will be asked in conjunction with questions about academic progress;
4. Creating a written set of instructions for employees to follow if the employee suspects the virtual learner may be at risk of suicide or self-harm; and
5. Notifying the CRT.

To the extent possible, the superintendent or designee will work with the teachers hired by Missouri Course Access and Virtual School Program (MOCAP) providers to solicit information about the social and emotional health of the virtual learners in their courses.

Confidentiality

Employees are required to share with the CRT and administrators or their designees any information that may be relevant in determining whether a student is at risk of suicide, is having a suicide crisis, or is otherwise at risk of harm. Employees are prohibited from promising students that information shared by the student will be kept secret when the information is relevant to the student's safety or the safety of another person.

Release of a student's individually identifiable education records will be made in accordance with the Family Educational Rights and Privacy Act (FERPA). In accordance with FERPA, information contained in a student's education records may be revealed at any time to the student's parents/guardians and school personnel who have a legitimate interest in the information. Education records may be shared with other appropriate persons when necessary to protect the health or safety of the student or others.

Abuse and Neglect

If any employee of the district has reasonable cause to believe a student has been or may be subjected to abuse or neglect or observes the student being subjected to conditions or circumstances that would reasonably result in abuse or neglect, the employee will contact the Child Abuse and Neglect Hotline in accordance with law and board policy.

Accommodating a Disability

If at any time a parent/guardian informs the district that a student has a medical condition or impairment that could require accommodation, district employees will contact the district's compliance coordinator to determine whether the student has a disability.

School and Community Resources

The district will, in collaboration with local organizations and the Missouri Department of Mental Health, identify local, state, and national resources and organizations that can provide information or support to students and families. Copies of or links to resources will be available to all students and families on the district's website and in all district schools.

A CRT member will follow up with students who have been identified as being at risk of suicide or who have had a suicide crisis and their parents/guardians to offer additional assistance. The CRT will determine the number and frequency of follow-up visits. If a student transfers to virtual learning or is otherwise not present in school, the district will, to the extent possible, continue providing any supportive services the student was receiving from the district while in physical attendance.

The district will request permission from the parent/guardian to consult with the student's outside medical provider to assist in determining what interventions the district should use.

Beginning July 1, 2023, identification badges/cards issued to students in grades 7-12 shall include the three-digit dialing code that directs calls and routes text messages to the Suicide and Crisis Lifeline, 988, and the nonemergency phone number of the local police department. ~~Beginning July 1, 2023, identification badges/cards issued to students in grades 7-12 shall include the three-digit dialing code that directs calls and routes text messages to the Suicide and Crisis Lifeline, 988, and the nonemergency phone number of the local police department. Suicide and Crisis Lifeline three-digit phone number, 988, on both sides of the badge. Badges-Cards~~ purchased prior to this date may be used until the supply is depleted.

Response to Incidents Impacting the School

When the school community is impacted by the attempted suicide or death by suicide of a student, staff member, or other person in the school community, the superintendent or designee will confer with the district-level CRT and, when appropriate, confer with local community resources and professionals to identify and make available supports that may help the school community understand and process the behavior or death.

The CRT and the superintendent or designee will determine appropriate procedures for informing the school community of an attempted suicide or death by suicide and the supports that will be offered. Staff and students who need immediate attention following an attempted suicide or death by suicide will be provided support and resources available through the district and will be given information about other resources.

Return to School Following a Suicide Attempt

Students who have attempted suicide are at greater risk to attempt to harm themselves again and require support when returning to school. The building administrator will designate an appropriate employee to serve as a case manager for a student returning to school after a suicide attempt. The case manager will:

1. Meet with the student and family prior to the return date;
2. Study the student's records, including the events that precipitated the attempt if available;
3. Provide information about the student to teachers and other staff members to the extent necessary to support the student's return;
4. Meet with the student regularly; and
5. Assist the student and family in finding supportive services outside of the school.

Staff Education on Suicide Prevention and Response Protocol

All district employees will receive information regarding this policy and the district's protocol for suicide awareness, prevention, and response. This information will be provided to current employees and each new employee hired. The information will focus on the importance of suicide prevention, recognition of suicide risk factors, strategies to strengthen school connectedness, and response procedures and will include:

1. Strategies that can help identify students who are at possible risk of suicide;
2. Strategies and protocols for helping students at possible risk of suicide; and
3. Protocols for responding to a suicide death.

The district will also provide opportunities for district staff to participate in professional development regarding suicide awareness and prevention. Opportunities may include district-led training, access to web-based training, or training provided in other school districts or by local organizations or health professionals.

Suicide Prevention Education for Students

Starting no later than fifth grade, students will receive age-appropriate information and instruction on suicide awareness and prevention. Information and instruction may be offered in health education, by the counseling staff, or in other curricula as may be appropriate.

Policy Publication

The district will notify employees, students, and parents/guardians of this policy by posting this policy on the district's website and providing information about the policy to district employees. The district may also include information about the policy in appropriate district publications and student handbooks.

for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References	Description
§ 170.047-.048, RSMo.	<u>State Statute</u>
MSIP References	Description
CC-1	<u>MSIP STANDARDS</u>
TL-10	<u>MSIP STANDARDS</u>
TL-7	<u>MSIP STANDARDS</u>
Cross References	Description
EBCA	<u>CRISIS INTERVENTION PLAN</u>

Mountain View-Birch Tree (MVBT) R-III School District
Board of Education
Goal, Objectives, and Parameters for Negotiation with
Missouri National Education Association (MNEA)-Springfield MVBT
Bus Drivers

January 21, 2025

Goal

Engage in respectful negotiations with the employee representatives in a manner that aligns with the mission, vision, and values of the Mountain View-Birch Tree Public Schools. The ultimate goal of all negotiations is to secure the services necessary to deliver an excellent education to the district's students in a safe environment based on a sound, realistic budget.

Objectives

1. Prioritize student needs when considering decisions within the bargaining unit.
2. Negotiate using respectful communication.
3. Be good stewards of the District's time and resources.

Parameters

1. *Negotiator:* The Board shall employ an experienced negotiator to serve on the administrative bargaining team.
2. *Note-Taker:* The Board will designate a person who is not a member of either bargaining team to be present at each meeting to document the proceedings.
3. *Composition of the Bargaining Teams:* The core administrative bargaining team shall consist of the Assistant Superintendent and Human Resources Director and Accountant hired by the Board of Education. The MNEA-Springfield MVBT Bus Drivers bargaining team shall consist of members selected by MNEA-Springfield. Neither team shall consist of more than three participants at a time.

4. *Spokespeople* : Prior to the beginning of the first bargaining meeting, both the administrative and the MNEA-Springfield teams will appoint one of its members to serve as their team's official spokesperson.
5. *Communication of Proposals*: All proposals, counter-proposals, concessions, and agreements, from either bargaining team, shall be provided in writing.
6. *Meetings*: Consistent with the Board of Education's goal of transparency with all processes, bargaining sessions will be conducted in meetings that are open to the public. Observers may not comment or participate in the bargaining proceedings.
7. *Timeline*: Bargaining sessions with MNEA-Springfield will be conducted with a maximum of four meetings limited to 1.5 hours, unless mutually agreed to by the negotiating teams. The meetings will occur between February 3 and May 16, 2025.
8. *Meeting Schedule and Location*: All bargaining sessions will be held in the District Administration Building. Each team will have a designated, private meeting space in which to caucus. The dates and times of the meetings will be mutually agreed upon by both teams.

Adopted by the Board of Education: _____

Board of Education President: _____

Board of Education Secretary: _____

Mountain View-Birch Tree (MVBT) R-III School District
Board of Education
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Missouri National Education Association (MNEA)-Springfield MVBT
Bus Drivers

January 21, 2025

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Adopted by the Board of Education: _____

Board of Education President: _____

Board of Education Secretary: _____

Administrative Procedure JED-AP(1): STUDENT ABSENCES AND EXCUSES - (Grades K-8)

Status: DRAFT

Original Adopted Date: 01/23/2020 | Last Revised Date: 01/31/2022 | Last Reviewed Date: 09/20/2024

24D UPDATE EXPLANATION

MSBA has amended this procedure for clarity and to align with new legislation.

Senate Bill 727 (2024) requires districts to excuse students from attendance requirements if the child is unable to attend school due to mental or behavioral health concerns, provided that the school receives documentation from a licensed mental health professional that the child is not able to attend.

Senate Bill 727 also prohibits school districts from disciplining a student for failure to comply with the district's attendance policy when the child is honoring a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of such a proceeding. While attendance consequences are not technically discipline—particularly for elementary students—MSBA believes the intent of this language is to protect these absences and has added this to the excused absence category.

In addition, MSBA has added the requirements of § 167.019, RSMo., that protect absences of foster care students and prohibit the student's grade from being lowered due to these absences.

MSBA has also amended the language describing the legal standard that requires the school district to report educational neglect from "reasonable suspicion" to "reasonable cause to suspect," which is more consistent with state statute.

MSBA encourages districts to take the time to review this procedure against actual district practices and modify this procedure as needed to reflect the district's actual process. For example, the written documentation required under this procedure's "Attendance Standards" section is optional except for #9. Districts that are no longer requiring written documentation should adjust this procedure accordingly.

As directed by the board, the following procedures will be used to implement the District's attendance policy.

Definitions

Attendance – A student is considered to be in attendance if the student is physically present in a class; participating in a District-sponsored or District-approved activity; participating in a class through alternative methods or media as allowed by board policy; receiving homebound services; or receiving services at another location pursuant to law or by arrangement of the District.

Parent – A parent, guardian, or person acting as a parent in the absence of the parent or guardian if the student is under 18. If the student is 18 or otherwise emancipated, the student will serve as the parent for purposes of this procedure.

Tardy – A student is tardy if the student arrives after the expected time class or school begins, as determined by the District. Tardiness will be counted as an absence in situations where the student arrives too late to have meaningful participation in the class, lesson, or activity.

Truancy – A student is truant if the student is absent from class or school without the knowledge and consent of the parents and the administration. A student is also considered truant if the student leaves school without the consent of the principal or accumulates excessive unjustifiable absences, even with parental consent. Truancy is a type of unexcused absence.

Attendance Standards

The following absences will be excused. Documentation must be provided as indicated.

1. Illness or injury of the student, with written excuse from parent.
2. Illness or injury of a member of the student's family when the student's presence is necessary or expected, with written excuse from parent.

3. Medical appointments, with written appointment confirmation by medical provider.
4. Funeral, with written excuse from parent. The principal may require a program or other evidence of attendance as additional verification.
5. Religious observances, with written excuse from parent.
6. Other appointments that cannot be scheduled outside attendance hours, such as court appearances, with written excuse from parent.
7. Out-of-School suspension.
8. Absence of a student in foster care due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity.
9. Absence due to mental or behavioral health concerns, with written documentation from a licensed mental health professional stating that the student is not able to attend school due to such concerns.
10. Visits with a parent or legal guardian who is an active-duty member of the military who has been called to duty for, is on leave from, or is immediately returned from deployment to a combat zone or combat support posting, with permission of the superintendent or designee.
11. Complying with a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of a criminal proceeding.

All other absences and any absence for which required documentation is not provided are unexcused.

Consequences for Violations

Grades K-5

Attendance in early grades is crucial to later academic development. In addition, attendance habits are formed in early grades, and many later attendance problems can be averted with intensive family and student interventions in early grades. For this reason, principals, with the assistance of building staff, will closely monitor student attendance and implement intervention strategies and other actions as follows:

1. Any time a student is absent and the parents have not contacted the school, the principal or designee will notify the teacher. The teacher will contact the parent by phone or in person.
2. When a student has accumulated five excused absences or one unexcused absence in any semester, the principal or designee will set up a conference with the parent at a time convenient for the parent to discuss the student's attendance and current level of academic performance. One or more of the student's teachers will be in attendance. The purpose of the conference is to clarify the school's expectations regarding attendance and elicit suggestions from the parent on how to improve the student's attendance, including identifying reasons why the student is not attending school regularly.
3. When a student has accumulated eight excused absences or two unexcused absences in a semester, the principal will schedule a conference with the parents at a time convenient for the parents. All of the student's teachers will be present, and the parents will be encouraged to bring other family members. The purpose of this conference is to determine why the student is not attending school regularly; to examine the student's academic performance; to communicate District attendance expectations; to provide information about compulsory attendance laws and educational neglect; to elicit suggestions from family members about increasing the student's engagement with school; and to create an attendance plan that includes specific intervention strategies designed to improve the student's attendance.
4. When a student has accumulated ten excused absences or three unexcused absences in a semester, a staff member from the District will arrange an in-home visit to discuss the student's attendance plan and any necessary modifications to the student's attendance plan.
5. When a student has accumulated 12 excused absences or three unexcused absences in a semester, the District will determine whether there is reason to suspect educational neglect or whether the parent is violating the

compulsory attendance laws. If so, the District will contact the Children's Division (CD) of the Department of Social Services or the local prosecutor.

6. More than 12 excused absences or three unexcused absences in a semester will be a factor in determining whether the student may be retained or required to attend summer school as a condition of promotion.

Students are expected to make up assignments from missed classes within the time period established by their teachers. Students who do not complete missed assignments in the required time may be required to attend academic support sessions outside of the regular school day.

Any conference may be waived by the principal if the absences were caused by a specific event or long-term illness. In cases where the District is aware that a student must be absent for an extended period of time, the District will arrange for the student to receive instruction by other appropriate means.

Grades 6-8

The school may implement any of the consequences and interventions outlined above for students in grades six through eight. Because students in grades six through eight are expected to take more responsibility for their actions, students will be included in conferences and interventions.

Students will be expected to make up all work regardless of whether an absence is excused or unexcused. Each teacher may set reasonable limits regarding the timeframe in which missed work may be completed. Attendance and participation are part of a successful learning experience. Except in certain situations with foster care children in accordance with law, students with more than nine excused absences or any unexcused absences in any class in a semester will be issued an academic penalty in the form of grade reductions as follows:

Excused Absences	Grade Reduction	Unexcused Absences	Grade Reduction
10	2%	1	4%
11	4%	2	8%
12	8%	3	16%
13	16%	4	32%
14	32%	5 +	50%
15 +	50%		

This academic penalty represents the participation portion of the student's grade and is intended as a deterrent to excessive absences. Academic consequences accumulate more quickly for unexcused absences, since they are completely avoidable. Penalties are cumulative so that a student with ten excused absences and one unexcused absence would be penalized six percent. Unexcused absences will not count in the excused total, so a student with nine excused absences and one unexcused absence would only receive a four percent penalty.

Any student may reduce accrued absences by attending make-up study or counseling sessions scheduled by the principal during noninstructional times. The student must notify the principal that he or she wishes to make up attendance days, and the principal will provide the student's information on the next available session. Make-up sessions do not match the educational value of actual class attendance, so no student will be allowed to make up more than five absences by attending make-up sessions.

The district will contact the CD or the local prosecutor in cases where the district has a reasonable suspicion cause to suspect that a student's lack of attendance constitutes educational neglect on the part of the parents or that parents are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

Notice and Due Process

A summary of the board-adopted attendance policy and related procedures will be published in student and other handbooks and posted on the District's website. In addition, students and their parents will be notified prior to the imposition of any consequence and given the opportunity to appeal the imposition of the consequence to the superintendent. On appeal, the students and his or her parents may present evidence that the student has

missed fewer days than the District's records show or that an absence recorded as unexcused should have been recorded as excused. An appeal will not be taken based on whether the reason for the absence justifies an exception to this rule.

Intervention and Engagement Strategies

The District will utilize the following intervention and engagement strategies as part of the District's overall approach to improve student attendance and achievement. The superintendent or designee will:

1. Conduct community-wide public relations efforts that stress the importance of school attendance.
2. Collaborate with community groups and other organizations that engage youth in activities to create a consistent message about the importance of education.

Building-level administrators and staff will:

1. Post daily attendance in a prominent place by number, percentage, and fraction so students and staff can monitor attendance levels. Individual student attendance information will not be publicly posted.
2. Provide recognition in the form of ribbons, book certificates, special recognition, or other non-food rewards to students with improved attendance.
3. Assign truant students to academic support, detention, or in-school suspension rather than out-of-school suspension.
4. Assign students who are frequently absent to a staff mentor or participation in a group advisory program.
5. Assign students to tutoring outside of the regular academic day.
6. Provide access to behavioral counseling, including information about community resources.

Evaluation

Principals, with the assistance of building staff, will conduct annual evaluations of all strategies used to improve student attendance. The evaluations will include:

1. A summary of which strategies are being implemented.
2. The number of participants.
3. Records of targeted interventions for particular students.
4. Changes in overall attendance rates.
5. Changes in attendance rates and academic achievement of students participating in the various strategies.
6. Changes in attendance rates and academic achievement of individual students receiving targeted intervention.
7. Any other data that can be used to assess the effectiveness of strategies and interventions.

Strategies found to be ineffective will be modified or replaced. The principal will provide evaluation information to the superintendent.

State References

§ 160.2000, RSMo.
§ 167.018, RSMo.
§ 167.019, RSMo.
§ 167.031, RSMo.
§ 171.011, RSMo.
§ 171.053, RSMo.
§ 171.151, RSMo.
§ 210.115, RSMo.
§ 452.375, RSMo.
§ 595.209, RSMo.
§§ 167.031-.111, RSMo.

Description

State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute
State Statute

MSIP References

CC-2
DB-1
TL-1
TL-10
TL-7

Description

MSIP STANDARDS
MSIP STANDARDS
MSIP STANDARDS
MSIP STANDARDS
MSIP STANDARDS

Cross References

IC
IGBD-1
IGBD-2
IGBE-AP(1)
IGBE-1
IGBE-2
IGCDA

Description

ACADEMIC CALENDAR
AT RISK STUDENTS
AT RISK STUDENTS
STUDENTS IN FOSTER CARE - (Dispute Resolution Process)
STUDENTS IN FOSTER CARE
STUDENTS IN FOSTER CARE
FULL-TIME MOCAP VIRTUAL COURSES

Administrative Procedure JED-AP(2): STUDENT ABSENCES AND EXCUSES - (Grades 9-12)

Status: DRAFT

Original Adopted Date: 01/23/2020 | Last Revised Date: 01/31/2022 | Last Reviewed Date: 09/18/2024

24D UPDATE EXPLANATION

MSBA has amended this procedure for clarity and to align with new legislation.

Senate Bill 727 (2024) requires districts to excuse students from attendance requirements if the child is unable to attend school due to mental or behavioral health concerns, provided that the school receives documentation from a licensed mental health professional that the child is not able to attend.

Senate Bill 727 also prohibits school districts from disciplining a student for failure to comply with the district's attendance policy when the child is honoring a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of such a proceeding. While attendance consequences are not technically discipline—particularly for elementary students—MSBA believes the intent of this language is to protect these absences and has added this to the excused absence category.

In addition, MSBA has added the requirements of § 167.019, RSMo., that protect absences of foster care students and prohibit the student's grade from being lowered due to these absences.

MSBA has also amended the language describing the legal standard that requires the school district to report educational neglect from "reasonable suspicion" to "reasonable cause to suspect," which is more consistent with state statute.

MSBA encourages districts to take the time to review this procedure against actual district practices and modify this procedure as needed to reflect the district's actual process. For example, the written documentation required under this procedure's "Attendance Standards" section is optional except for #9. Districts that are no longer requiring written documentation should adjust this procedure accordingly.

As directed by the board, the following procedures will be used to implement the district's attendance policy.

Definitions

Attendance – A student is considered to be in attendance if the student is physically present in a class; participating in a district-sponsored or district-approved activity; participating in a class through alternative methods or media as allowed by board policy; receiving homebound services; or receiving services at another location pursuant to law or by arrangement of the district.

Parent – A parent, guardian, or person acting as a parent in the absence of the parent or guardian if the student is under 18. If the student is 18 or otherwise emancipated, the student will serve as the parent for purposes of this procedure.

Tardy – A student is tardy if the student arrives after the expected time class or school begins, as determined by the district. Tardiness will be counted as an absence in situations where the student arrives too late to have meaningful participation in the class, lesson, or activity.

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4. Funeral, with written excuse from parent. The principal may require a program or other evidence of attendance as additional verification.
5. Religious observances, with written excuse from parent.
6. Other appointments that cannot be scheduled outside attendance hours, such as court appearances, with written excuse from parent.
7. Out-of-School suspension.
8. Absence of a student in foster care due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity.
9. Absence due to mental or behavioral health concerns, with written documentation from a licensed mental health professional stating that the student is not able to attend school due to such concerns.
10. Visits with a parent or legal guardian who is an active-duty member of the military who has been called to duty for, is on leave from, or is immediately returned from deployment to a combat zone or combat support posting, with permission of the superintendent or designee.
11. Complying with a subpoena to testify in a criminal proceeding, attending a criminal proceeding, or participating in the preparation of a criminal proceeding.

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Students will be expected to make up all assignments from missed classes regardless of whether an absence is excused or unexcused. Each teacher may set reasonable limits regarding the timeframe in which missed work may be completed. Attendance and participation are part of a successful learning experience. Except in certain situations with foster care children in accordance with law, students with more than nine excused absences or any unexcused absences in any class in a semester will be issued an academic penalty in the form of grade reductions as follows:

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14	32%	5 +	50%
15 +	50%		

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Any student may reduce accrued absences by attending make-up study or counseling sessions scheduled by the principal during noninstructional times. The students must notify the principal that he or she wishes to make up attendance days, and the principal will provide the students information on the next available session. Make-up sessions do not match the educational value of actual class attendance, so no student will be allowed to make up more than five absences by attending make-up sessions.

The district will contact the Children's Division (CD) of the Department of Social Services or the local prosecutor in

cases where the district has a reasonable suspicion cause to suspect that a student's lack of attendance constitutes educational neglect on the part of the parents or that parents are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

Notice and Due Process

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Intervention and Engagement Strategies

The district will utilize the following intervention and engagement strategies as part of the district's overall approach to improve student attendance and achievement. The superintendent or designee will:

1. Conduct community-wide public relations efforts that stress the importance of school attendance.
2. Collaborate with community groups and other organizations that engage youth in activities to create a consistent message about the importance of education.

Building-level administrators and staff will:

1. Contact the family any time a student is absent.
2. Assign truant students to academic support, detention, or in-school suspension rather than out-of-school suspension.
3. Assign students who are frequently absent to a staff mentor or participation in a group advisory program.
4. Assign students to tutoring outside of the regular academic day.
5. Provide access to behavioral counseling, including information about community resources.
6. Facilitate family counseling sessions focusing on the power of the family to provide solutions.
7. Conduct in-home visits.
8. Post attendance numbers and percentages each day to make students and staff aware of the attendance rate. Create friendly competition by posting attendance rates by grade level or class. Individual student attendance information will not be publicly posted.

Evaluation

Principals, with the assistance of building staff, will conduct annual evaluations of all strategies used to improve student attendance. The evaluations will include:

1. A summary of which strategies are being implemented.
2. The number of participants.
3. Records of targeted interventions for particular students.
4. Changes in overall attendance rates.
5. Changes in attendance rates and academic achievement of students participating in the various strategies.
6. Changes in attendance rates and academic achievement of individual students receiving targeted intervention.

7. Any other data that can be used to assess the effectiveness of strategies and interventions.

Strategies found to be ineffective will be modified or replaced. The principal will provide evaluation information to the superintendent.

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Version JED-AP2.1D (10/24)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

	Description
§ 160.2000, RSMo.	<u>State Statute</u>
§ 167.018, RSMo.	<u>State Statute</u>
§ 167.019, RSMo.	<u>State Statute</u>
§ 167.031, RSMo.	<u>State Statute</u>
§ 171.011, RSMo.	<u>State Statute</u>
§ 171.053, RSMo.	<u>State Statute</u>
§ 171.151, RSMo.	<u>State Statute</u>
§ 210.115, RSMo.	<u>State Statute</u>
§ 452.375, RSMo.	<u>State Statute</u>
§ 595.209, RSMo.	<u>State Statute</u>
§§ 167.031-.111, RSMo.	<u>State Statute</u>

MSIP References

	Description
CC-2	<u>MSIP STANDARDS</u>
DB-1	<u>MSIP STANDARDS</u>
TL-1	<u>MSIP STANDARDS</u>
TL-10	<u>MSIP STANDARDS</u>
TL-7	<u>MSIP STANDARDS</u>

Cross References

	Description
IC	<u>ACADEMIC CALENDAR</u>
IGBD-1	<u>AT RISK STUDENTS</u>
IGBD-2	<u>AT RISK STUDENTS</u>
IGBE-AP(1)	<u>STUDENTS IN FOSTER CARE - (Dispute Resolution Process)</u>
IGBE-1	<u>STUDENTS IN FOSTER CARE</u>
IGBE-2	<u>STUDENTS IN FOSTER CARE</u>
IGCDA	<u>FULL-TIME MQCAP VIRTUAL COURSES</u>

January BOARD REPORT

ADMINISTRATOR: Renshaw

K-5 CURRENT ENROLLMENT: 165

Focusing on Leadership (CSIP Goal 1)

- *Acceleration for All*
- *High Road Leadership*

Focusing on Alignment of Standards, Curriculum, and Assessment (CSIP Goal 4)

- Ensuring i-Ready is aligned with our Building Improvement Plan
- i-Ready Math Mid Diagnostic
Green was 8%, now 19%
Yellow was 61%, now 64%
Red was 31%, now 18%
- i-Ready Reading Mid Diagnostic
Green was 23%, now 39%
Yellow was 45%, now 39%
Red was 9%, now 11%
- Parent called, RSPs updated

Focusing on Effective Teaching and Learning (CSIP Goal 2)

- LETRS Year 2
- Early Childhood LETRS

Focusing on Equity and Access (CSIP Goal 5)

- *Sora & EPIC (Books)
- *LIFE360
- *Food backpacks
- *Care To Learn
- *Attendance
- *Creating high expectations for all
- *Staff coaching a basketball team

Focusing on Collaborative Climate and Culture (CSIP Goal 3)

- Soup Potluck for staff

CALENDAR

1/10	Grade Cards sent home
1/23	Twin Pines (Eagles)
1/23	School Board Meeting
1/28	BTE Library Literacy Week

MVE JANUARY BOARD REPORT

ADMINISTRATOR(S): Jester/Marriott

CURRENT ENROLLMENT: 439
December Attendance: 90.97%
YTD: 93.84%

Focusing on Leadership (CSIP Goal 1)

- Working with our staff to help meet their needs and the needs of our students.
- Eagle Walk and Growth Plan review
- Researching different behaviors and strategies to try with some of our students.
- Reading "The Anxious Generation"
- Team Meetings 01/22
- 3 Conferences coming up in February/March

Focusing on Effective Teaching and Learning (CSIP Goal 2)

- Routines and expectations are still being hit hard and lots of reminders
- Growth Plan Review, Observations
- Finish the year strong!

Focusing on Collaborative Climate and Culture (CSIP Goal 3)

- Lift Crew: Drink Station
- Random Drawings
- Attendance Drawing before Christmas break
- Lots of encouragement

Focusing on Alignment of Standards, Curriculum, and Assessment (CSIP Goal 4)

- Teachers are all within a week or 2 of pacing guides
- Item Analysis review to improve MAP performance
- Focus on being on track for MAP testing
- MAP Practice tests
- MAP Testlets to nail down standards mastery

Focusing on Equity and Access (CSIP Goal 5)

- Continuing to hold high standards for behavior.
- Removing students who disrupt the instructional environment to Focus Room.

January:

1/22: Team Meetings

1/31: Eagle Coin Shopping/Progress Reports

JANUARY BOARD REPORT

ADMINISTRATORS: Tammy Heiney and Justin Johnson

CURRENT ENROLLMENT: 263

Attendance Year: 94.35%

December: 93.25%

Focusing on Leadership (CSIP Goal 1)

- Mrs. Heiney is attending the 2025 Powerful Learning Conference with Lisa Pruett, Elizabeth Robertson, and Angie Jester on February 2-4.
- Mrs. Peggy Moore was awarded the VFW Teacher of the Year award for her dedication to citizenship.
- LMS Staff has been given a survey to complete about the climate and culture at LMS. It focuses on building, administration, counselor, secretaries, and self-assessment. We are excited to review the results and set goals.
- We are conducting walk-through evaluations.

Focusing on Effective Teaching and Learning (CSIP Goal 2)

- The BIP Task Team met in December to assess the LMS BIP progress and write new strategy steps based on data from the building APR. One new strategy step is *develop and implement a structured rotation schedule for targeted Tier 2 and Tier 3 interventions during Eagle Time Focus Groups*. This schedule will ensure that all identified students receive consistent, data-driven support at least once a week, with progress monitored monthly to evaluate the effectiveness of interventions and make necessary adjustments. A plan has been developed and has been implemented.
- In January we are having a 5th hour attendance competition called, "Chill Out and Show Up Challenge!": Each class will choose their incentive, and we will keep track on a bulletin board by the front office. In December, Mrs. Moore and Mr. McAfee's first hours won.
- Teachers will finish Eagle Walks by January 31. They have been meeting with Mrs. Heiney to review. Positive feedback has been shared.

Focusing on Collaborative Climate and Culture (CSIP Goal 3)

- The LMS Communication Plan is complete and a link has been added to our BIP and Information Sheet. Key items added and implemented this year and for the future are:
 - Hallway calendar to keep students and teachers updated of weekly events. We have a weekly slideshow and calendar in the cafeteria; however, having another spot for our stakeholders to look for information is key in communication.
 - Informations submitted to the local newspapers. Emails were sent to Howell County News and The Summersville Beacon introducing our team and updating them on our goal. The Beacon Staff replied and expressed excitement to help get our story out. The Howell County News has not responded.
- The last week of December was fun-filled and focused on all of our hard work during the first semester. Some of our activities were:
 - Fall/Winter PEP Assembly
 - Donuts for Math Diagnostic Growth
 - Sonic Drinks for Math Stretch Growth
 - Popcorn and Sodas for Reading Diagnostic Growth
 - Free Gym Time for Reading Stretch Growth
 - Dodgeball Tournament for 95% attendance during 2nd quarter
 - Rock, Paper, Scissors Tournament for Great Citizenship for 2nd quarter
 - 1st Semester Awards Assembly
 - Patriot's Pen Awards Assembly
- Community volunteers served our AR incentive of root beer floats last week.

Focusing on Alignment of Standards, Curriculum, and Assessment (CSIP Goal 4)

- As we analyzed our APR and data at our December meeting, the LMS BIP Task Team identified the following strategy step: *Develop and implement a comprehensive writing curriculum for grades 6-8 that includes clear grade-level expectations, aligned standards, and accountability measures. This curriculum will be collaboratively created with input from teachers during monthly professional development meetings and will include rubrics, sample assessments, and pacing guides to ensure consistency and measurable student progress.*
- Another strategy step written is *Integrate purposeful literacy strategies into all core subjects*
 - Year 1: Implement two purposeful literacy activities per month in each core subject, focusing on integrating literacy into the content of each discipline.
 - Year 2 and beyond: Increase to four literacy-focused activities per month, ensuring literacy practices become a routine and essential part of the curriculum.
- With these strategy steps, we will be consistent with our expectations, analyze data and make decisions as a team, and help our students feel success in all areas. It was an exciting BIP meeting and development of building-wide steps for student success.
- Core Teachers charted iReady Diagnostic Growth. This data will be used for intervention and enrichment, along with goal-setting for students.

Focusing on Equity and Access (CSIP Goal 5)

- Mrs. Davis, Officer Wilbanks, Mr. Johnson, and Mrs. Heiney met to review discipline referrals for the 1st semester. Our goal is to create growth and success plans for independent student success.
- Gifted and talented students enjoyed a morning of enrichment on January 17 which will continue on January 31. Mrs. Tipton prepared activities focusing on researching and documenting their community through photographs and oral histories. This project will help students gain a deeper understanding of the social, cultural, political, and historical contexts of their surroundings. In addition to developing important research, communication, and critical thinking skills, they will also explore ways to preserve and share the stories of their community. Guest speakers, Verlon Thompson and Jeremy Burks, from Mountain View and Birch Tree met with the students on January 17.

CALENDAR

- Self-Management, Lego and Puzzle Parent Involvement Night: January 28
- MAP Parent Night: April 24
- 8th Grade Lock-In: May 9
- 8th Grade Promotion: May 20

Why did the middle schooler bring a ladder to class?

Because they heard the math test was going to be over *their heads!*

LIBERTY HIGH SCHOOL

JANUARY BOARD REPORT

ADMINISTRATOR(S): John Daniels and JC Hoagland

CURRENT ENROLLMENT: 331
Attendance: 94.82%

Focusing on Leadership (CSIP Goal 1)

- Working with CTE departments to get creative in order to broaden our offerings and provide more opportunities for our students
- Meeting w/ Department heads, counselors to discuss upcoming activities, EOC, Graduation, Schedules, etc.

Focusing on Alignment of Standards, Curriculum, and Assessment (CSIP Goal 4)

- STAR assessments
- Preparing for EOC teachers to do practice tests with students
- Keeping curriculum up-to-date
- Feb. 4 - going to Rolla to learn about Apprenticeships for High School Students
- JAG Potential
- Votech Tours for 10th grade scheduled for 3/6

Focusing on Effective Teaching and Learning (CSIP Goal 2)

- Teachers have completed or are completing their "Eagle Walks". This helps teachers to see other styles of teaching and classroom management that could possibly help improve their own teaching and/or classroom environment.
- LHS has 42 students attending vocational courses at the SCCC in West Plains. This is up from 24 the previous year.

Focusing on Equity and Access (CSIP Goal 5)

- Many things happening for student involvement opportunities.
- Beta (21 students competing in Branson - 1/16-18)
- FFA gearing up for FFA Week and RAD Night and then back to competitions
- Chess Club is booming and competing again 1/18 and practices 2x/week
- Had attendance/grade/behavior incentive day before Christmas Break

Focusing on Collaborative Climate and Culture (CSIP Goal 3)

- Liberty Science Dept. will be having their Science Fair again this year for the public on Saturday, February 1st in the gym.
- Spirit Week for Hoop Queen will be during the week of February 4-7 with Hoop Queen actually taking place on Monday, 2/10.
- We do small things throughout the year for our faculty to show appreciation whether it is breakfast, lunch, snacks, positive notes.

CALENDAR

1/16-18 Beta @ Branson
1/18 Chess Club @ Willow
1/20 Ed Rising Competition Practice 3:30-5:30 in LHS Library
1/20-25 Girls BB Tourn. @ Thayer
1/21 SCA Band @ Grove
1/27-2/1 Boys BB Tourn. @ Grove
1/30-2/1 Girls BB Tourn. @ Seymour
2/1 Science Fair
2/5 FFA State Degree Selection
2/8 SCA Band Clinic/Concert @ Ava
2/8 Liberty Legends Shootout



Athletics Board Report: 1/17/25

- Winter sports are halfway through and we will be starting district tournaments in just 5 weeks.
- Thanks to West Plains Bank for the sponsorship of the Liberty Tournament, we had great games and some really good crowds and look forward to next season.
- The Liberty Legends shootout has been rescheduled to the 8th of February. We did have to replace a few teams that schedule is also attached.
- The Champs Fitness Wood Bat Weekend will showcase 15 schools this year and will be played on March 21 22 schedule attached
- Spring sports practices will begin the first week of March, baseball, softball, for JH and HS along with tennis, boys golf, soccer, and track and field JH and HS. There will be several activities going on and bus trips. I will have those final schedules in a few weeks

Liberty Legends Shootout Feb 8th

Houston V Couch girls 9:30

Liberty V Sumner girls 11:00

Alton V Licking boys 12:30

Liberty jv South Pem jv boys

Winona V Galena boys 3:30

Liberty V South Pem girls 5:00

Bunker V South Pem boys 6:30

Liberty V Marshfield boys 8:00

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SEAT NUMBER

129

BASEBALL

TICKET

CHAMPS FITNESS WOOD

BAT WEEKEND 3/21-22



0 1 2 3 4 5 6 7 8 9

2025 CHAMPS FITNESS WOOD BAT WEEKEND

FRIDAY AT ELLINGTON

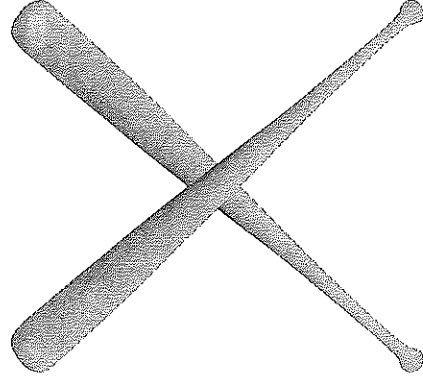
3:00 JACKSON JV V ST PIUS X
5:00 ELLINGTON V ST PIUS X
7:00 JACKSON JV EAST CARTER

AT LIBERTY

11:00 LIBERTY V DORA
1:00 DORA V WINONA
3:00 NAYLOR V WINONA
5:00 NAYLOR V PORTAGEVILLE
7:00 PORTAGEVILLE V LIBERTY

AT HOUSTON

3:00 MEXICO V HOUSTON
5:00 HOUSTON V HALFWAY
7:00 MEXICO V HALFWAY



2025 CHAMPS FITNESS WOOD BAT WEEKEND

SATURDAY AT HOUSTON

1:00 HOUSTON V EAST CARTER
3:00 MEXICO V NAYLOR
5:00 ST PIUS X V HOUSTON

AT LIBERTY

10:00 MEXICO V ELLINGTON
12:00 MILLER V ELLINGTON
2:00 PORTAGEVILLE V MILLER
4:00 PORTAGEVILLE V JACKSON JV
6:00 HALFWAY V EAST CARTER
8:00 LIBERTY V WINONA