

**REGULAR MEETING OF THE  
BOARD OF TRUSTEES  
BARTON COUNTY COMMUNITY COLLEGE**

**May 17, 2005  
U-219 (Upper Level of Student Union)**

**AGENDA**

<b>1.</b>	<b>Call to Order</b> .....	<b>1</b>
	Official Board Meetings	
<b>2.</b>	<b>Welcome by Chairman</b> .....	<b>2</b>
	Chairman Mermis will welcome the attendees and lead in the Pledge of Allegiance	
<b>3.</b>	<b>Public and/or Employee Comment</b> .....	<b>2</b>
<b>4.</b>	<b>Introduction of Guests</b> .....	<b>2</b>
<b>5.</b>	<b>Recognition of Former Trustee Gene O'Connor</b> .....	<b>2</b>
<b>6.</b>	<b>Comments from the Chairman</b> .....	<b>2</b>
<b>7.</b>	<b>Action Items</b> .....	<b>3</b>
	Schedule of 2005-2006 Board Meetings East Road Paving Replacement KBOR Performance Goals Acceptance of SSS Grant	
<b>8.</b>	<b>Consent Agenda</b> .....	<b>28</b>
	Minutes of regular meeting of the Board of Trustees, held on April 19, 2005 Minutes of special meeting of the Board of Trustees, held on April 14, 2005 Minutes of special meeting of the Board of Trustees, held on May 4, 2005 Personnel Financial Report	
<b>9.</b>	<b>KACCT/KBOR Report</b> .....	<b>43</b>
<b>10.</b>	<b>Information/Discussion Items</b> .....	<b>43</b>
	Monitoring Reports Upcoming Board Meetings/Activities President's Report of Monthly Activities Dr. Law will report on: <ul style="list-style-type: none"><li>▪ Progress on the institutional actions as a result of the Fall 2003 review</li><li>▪ Student employment changes</li><li>▪ Consultant's Compliance Report</li></ul>	
<b>11.</b>	<b>Notices and Communications</b> .....	<b>51</b>
<b>12.</b>	<b>Executive Session</b> .....	<b>53</b>

Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**OFFICIAL BOARD MEETINGS**

**Comments:** All official Board meetings are open to the public except executive sessions, which are convened in compliance with State law. The Board of Trustees welcomes the attendance and participation of citizens in regular meetings and upon recognition by the Chairman, encourages questions or comments pertaining to items on the agenda. Persons having other matters to be brought before the Board should submit these matters in writing to the President at least 72 hours in advance of the meeting, in order that items may be placed on the agenda. In accordance with time requirements, the Chairman reserves the right to limit comments, both in content and length of presentation.

1. No comments will be heard on matters which are not on the agenda without the consent of the Board.
2. Persons wishing to speak will identify themselves to the Chairman and state whether or not they represent the opinion of a group.
3. Each person may speak no longer than five (5) minutes.
4. Presentations containing information or comments related to College personnel or students may be referred for consideration in executive sessions.
5. The Chairman reserves the right to stop the proceedings and poll the Board to determine if a speaker may continue.

**Please Note:** Barton County Community College Trustees routinely hold a monthly Board study session for the purpose of setting goals, Board development, and future planning; discussion is informal and no votes are taken. Both the regularly scheduled monthly Board meeting and the monthly study session are subject to the Kansas Open Meetings Act and are open to the public.

**Information Only**

Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**WELCOME BY THE CHAIRMAN**

Chairman Mermis will welcome the attendees and lead in the Pledge of Allegiance.

**PUBLIC AND/OR EMPLOYEE COMMENT**

No requests for public and/or employee comment have been received.

**INTRODUCTION OF GUESTS**

The President or his designee will introduce guests, including new employees.

**RECOGNITION OF FORMER TRUSTEE GENE O'CONNOR**

Dr. Law will recognize former Trustee Gene O'Connor for his work as a member of the Board of Trustees.

**COMMENTS FROM THE CHAIRMAN**

Chairman Mermis will address the assembly.

**ACTION ITEMS**

**Schedule of 2005-2006 Board Meetings  
East Road Paving Replacement  
KBOR Performance Goals  
Acceptance of SSS Grant**

Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**SCHEDULE OF 2005-2006 BOARD MEETINGS**

**Detail:** Attached is a schedule of all regular Board meetings, study sessions and Advances for the 2005-2006 academic year for the Board's consideration. Please know that every attempt will be made to avoid alterations to this schedule; however, unexpected conflicts may necessitate revisions throughout the year. In addition, this schedule does not reflect any special meetings that may be scheduled at a later date. Required notifications of additional/revised meeting dates, times and/or locations will be communicated as these are identified.

**Recommendation:** It is recommended that the Board approve the schedule of Board meetings and study sessions for 2005-2006 as presented.

**Action:** President's Office

## **SCHEDULE OF 2005-2006 BOARD MEETINGS**

The following meeting schedule has been set for the Board study sessions and regular Board meetings for the 2005-2006 academic year. Unless otherwise noted, all meetings will be held in room U-219 (upper level of the Student Union.)

Please know that every attempt will be made to avoid alterations to this schedule; however, unexpected conflicts may necessitate revisions throughout the year. In addition, this schedule does not reflect any special meetings, which may be scheduled at a later date.

**Wednesday, July 06, 2005 – 12:00 p.m. – Special Board meeting, immediately followed by monthly study session**

**Tuesday, July 19, 2005 – 4:00 p.m. – BOT Meeting**

**(There will be no August study session)**

**Tuesday, August 9, 2005 – 4:00 p.m. – Budget Hearing/BOT Meeting**

**Wednesday, September 07, 2005 – 8:00 a.m.  
Board Advance at Camp Aldrich Classroom**

**Tuesday, September 20, 2005 – 4:00 p.m. – BOT Meeting**

**Wednesday, October 05, 2005 – 12:00 p.m. study session**

**Tuesday, October 18, 2005 – 4:00 p.m. – BOT Meeting**

**Wednesday, November 02, 2005 – 12:00 p.m. – study session**

**Tuesday, November 15, 2005 – 4:00 p.m. – BOT Meeting**

**Wednesday, December 07, 2005 – 12:00 p.m. – study session**

**Tuesday, December 13, 2005 – 4:00 p.m. – BOT Meeting**

**(There will be no January Study Session)**

**Tuesday, January 17, 2006 – 4:00 p.m. – BOT Meeting**

**Wednesday, February 01, 2006 – 12:00 p.m. study session**

**Tuesday, February 21, 2006 – 4:00 p.m. – BOT Meeting**

**Wednesday, March 01, 2006 – 8:00 a.m.  
Board Advance at Camp Aldrich classroom**

**Tuesday, March 21, 2006 – 4:00 p.m. – BOT Meeting**

**Wednesday, April 05, 2006 – 12:00 p.m. – study session**

**Tuesday, April 18, 2006 – 4:00 p.m. – BOT Meeting**

**Wednesday, May 3, 2006 – 12:00 p.m. – study session**

**Thursday, May 11, 2006 – 6:00 p.m. BOT Dinner  
(Board members and guests will be invited to a special celebration dinner, in  
conjunction with commencement on this date)**

**Tuesday, May 16, 2006 – 4:00 p.m. – BOT Meeting**

**Wednesday, June 07, 2006 – 12:00 p.m. – study session**

**Tuesday, June 20, 2006 – 4:00 p.m. – BOT Meeting**

Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**EAST ROAD PAVING REPLACEMENT**

**Detail:** The bids below are for the replacement of the East campus road. The road and sub-base is currently in need of major repairs. Architects Stecklein & Brungardt developed the specifications and a bid package for the paving replacement. Competitive bids were solicited for either concrete paving or asphalt paving.

The following were the results of the requests for bids:

	Bidder	Base Bid Asphalt	Base Bid Concrete	Unit Cost #1	Concrete Supplier	Asphalt Supplier	Dirtwork
1	Galyon Brothers Construction, Little River KS		\$134,056.50	\$3.00	G.B. Redimix		Dakota, G.B.
2	Nitzel Construction, G.B.		\$129,400.00	\$8.25	Concrete Service		Stone, G.B.
3	Suchy Construction, G.B.		\$162,013.30	\$3.00	G.B. Redimix		Dakota, G.B.
4	Strate Construction, Kinsley KS		\$118,320.00	\$3.00	Concrete Service, G.B.		Dakota, G.B.
5	Venture Corporation, G.B.	\$116,801.94		\$3.00	Eakin, G.B.	Venture, G.B.	Venture, G.B.

All local Concrete and Asphalt companies were contacted and asked to bid on the project. All 5 bidders will be using local subcontractors for the dirt work and concrete supply. Information dealing with the life cycle costs of both asphalt and concrete options has been supplied to the board. In addition, the recommendation from Stecklein and Brungardt p.a. Architects based on their professional experience has been provided.

**Recommendation:** After analyzing the bids for initial cost and life cycle costs of both products, it is recommended that the Board of Trustees accept the low concrete bid from Strate Construction, in the amount of \$118,320.00.

**Action:** Director of the Physical Plant



Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**KBOR PERFORMANCE GOALS**

**Detail:** The Kansas Board of Regents (KBOR) has directed that each institution of higher education under its auspices will annually submit performance goals for its approval. The goals for calendar year 2006 are due to KBOR on June 30, 2005. The following pages contain three goals recommended for submission to KBOR in fulfillment of this requirement. In accordance with the KBOR's guidance, the goals attached hereto are extensions of the goals the Board of Trustees approved at its June 15, 2004 meeting and ultimately submitted to KBOR.

It is important to note that once these goals are received by KBOR, they will be reviewed by the KBOR for compliance. KBOR may accept the goals as they are written or may require the College to modify one or more of the goals. The Board will be notified if Barton is required to modify the goals.

**Recommendation:** It is recommended that the Board of Trustees approve the Kansas Board of Regents performance goals as presented.

**Action:** Executive Assistant to the President for Planning, Organizational Development and Military Operations

## **Performance Agreement Application and Reporting Form**

In accordance with the direction of the Kansas Board of Regents (KBOR) the following goals for Calendar Year 2006 are submitted for Barton County Community College. In accordance with the KBOR's guidance, three of the goals attached hereto are extensions of the goals Barton submitted in 2005.

Barton has also decided to discontinue one of its previous goals. Specifically, Barton has decided to discontinue its goal to develop a partnership with other community colleges to deliver joint classes over instructional television. Through this goal, Barton intended to pool its resources with other community colleges to expand the course offerings and to increase the fiscal efficacy of offering sophomore level courses that have traditionally had low enrollments at the individual colleges (e.g.: calculus) through the medium of ITV. Over the last two years negotiating these joint courses, Barton and its partner community colleges have negotiated sufficient joint courses to meet the original intent of the goal. Therefore, Barton sees no benefit to continuing this goal when its purpose has been fulfilled.

Institution: Barton County Community College	Contact Person: Mike Weltsch	Contact phone & email: 785-784-6606 weltschm@bartonccc.edu	Date: 5/6/05
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<b>Regents' System Goal A: Efficiency/Effectiveness/Seamlessness</b>				
<b>Institutional Goal 1: Improve Barton's Dietetics partnership with Kansas State University (KSU).</b>				
<b>Key Performance Indicator (Data)<sup>1</sup></b>	<b>Baseline <sup>2</sup></b>	<b>Targets <sup>3</sup></b>	<b>Performance Outcome<sup>4</sup></b>	<b>Amount of Directional Improvement <sup>5</sup></b>
Attainment of this goal will be measured based on enrollment in the program. The goal is a 20% increase in enrollments over the prior year.	11	2006: 13 2007: 15 2008: 18		

<b>Regents' System Goal B: Improve Learner Outcomes</b>				
<b>Institutional Goal 3: Increase the readiness of developmental students for college level class work through an intensive summer Developmental Education Program (Jump Start).</b>				
<b>Key Performance Indicator (Data)<sup>1</sup></b>	<b>Baseline <sup>2</sup></b>	<b>Targets <sup>3</sup></b>	<b>Performance Outcome<sup>4</sup></b>	<b>Amount of Directional Improvement <sup>5</sup></b>
Indicator 1: Increased enrollments in Barton's intensive developmental education program (Jump Start) by 20% annually.	8	Target for 2006: 12 Target for 2007: 14 Target for 2008: 17		
Indicator 2: Matriculation of at least 80% of the Jump Start students into classes in the Fall Semester.	8	Target for 2006: 8 Target for 2007: 12 Target for 2008: 14		
Indicator 3: Placement of at least 60% of the Jump Start students into the next higher course in the math and/or English sequence.	7	Target for 2006: 8 Target for 2007: 9 Target for 2008: 11		

<b>Regents' System Goal C: Improve Workforce Development</b>				
<b>Institutional Goal 4: Increase Barton's service to the community and state by increasing the number of students served at the Utility and Pipeline Training Center.</b>				
<b>Key Performance Indicator (Data)<sup>1</sup></b>	<b>Baseline <sup>2</sup></b>	<b>Targets <sup>3</sup></b>	<b>Performance Outcome<sup>4</sup></b>	<b>Amount of Directional Improvement <sup>5</sup></b>
Attainment of enrollment goals in the regional Utility and Pipeline Training Center.	26	2006: 31 2007: 37 2008: 45		

# Baron County Community College Performance Agreement Application

**1. Institutional Goal 1:** Improve Barton's Dietetics partnership with Kansas State University (KSU).

**Key Performance Indicator 1:** The attainment of this goal will be measured based on enrollment in the program. Since this is a new program the baseline is currently zero. We had 11 enrollments for 2005. We set growth goals of 20% a year each year after the base year.

**a. Data Collection:** Self-explanatory

**b. Targets:**

2006: 13

2007: 15

2008: 18

**2. Institutional Goal 3:** Increase the readiness of developmental students for college level class work through an intensive summer Developmental Education Program (Jump Start).

**Key Performance Indicator 1:** Increase the enrollments in Barton's intensive developmental education program (Jump Start). Barton initiated its Jump Start Program in the Summer of 2004. Eight (8) students enrolled in the program in 2004. Barton's plan is to increase participation in by 20% annually.

**a. Data collection:** Self-explanatory.

**b. Targets:**

Target for 2006: 12

Target for 2007: 14

Target for 2008: 17

**Key Performance Indicator 2:** Matriculation of at least 80% of the Jump Start students into classes in the Fall Semester.

**a. Data collection.** Self-explanatory.

**b. Targets:**

Target for 2006: 8

Target for 2007: 12

Target for 2008: 14

**Comments:** None

**Key Performance Indicator 3:** Placement of at least 60% of the Jump Start students into the next higher course in the math and/or English sequence.

a. **Data collection.** Self-explanatory.

**b. Targets:**

Target for 2006: 8  
Target for 2007: 9  
Target for 2008: 11

**Comments:** None

**3. Institutional Goal 4:** Enhance Barton's service to the community and state by increasing the number of students served at the Utility and Pipeline Training Center.

**Key Performance Indicator 1:** Attainment of this goal will be measured based on enrollment in a training program at the regional Utility and Pipeline Training Center. We had 17 enrollments for 2004. We set growth goals of 50% in 2005 (26 students). We are looking at a 20% increase per year each year after 2005.

a. **Data Collection:** Self-explanatory

**b. Targets:**

2006: 31  
2007: 37  
2008: 45

Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**ACCEPTANCE OF SSS GRANT**

**Detail:** The College has received approval notifications for the Student Support Services (TRIO) Grant in the funding range of \$293,913 (for Year I) which exceeds the \$10,000 limit for which the President is authorized to accept without Board approval

**Recommendation:** It is recommended that the Board authorize the College to accept the Student Support Services (TRIO) Grant as presented, on behalf of the College.

**Action:** Director of Grants

**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Student Support Services (TRIO) – Great Bend
<b>Funding Agency</b>	U.S. Department of Education
<b>Summary</b>	The Student Support Services (SSS) program provides opportunities for academic development, assists students with basic college requirements, and serves to motivate students towards the successful completion of their postsecondary education. The goal of SSS is to increase the college retention and graduation rates of its participants and facilitate the process of transition from one level of higher education to the next.
<b>Services</b>	<ul style="list-style-type: none"> <li>• Instruction in basic study skills</li> <li>• Tutorial services</li> <li>• Academic, financial, or personal advisement/counseling</li> <li>• Assistance in securing admission and financial aid for enrollment in four-year institutions</li> <li>• Assistance in securing admission and financial aid for enrollment in graduate and professional programs</li> <li>• Information about career options</li> </ul>
<b>Relationship to College Mission</b>	The project will allow Barton to provide services that advances learning in the service area.
<b>Target Population</b>	Barton's SSS program will serve 200 eligible students. Only potential first-generation college students, low-income students, and students with disabilities evidencing academic need are eligible to participate in SSS projects. Two-thirds of the participants in any SSS project must be either disabled or potential first-generation college students from low-income families. One-third of the disabled participants must also be low-income students.
<b>Funding Range</b>	\$293,913 (for Year I)
<b>Indirect Cost Reimbursement</b>	8% of Grant
<b>Funding Period</b>	09/01/05 – 08/31/06 (Continuous for 4 years)
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Facilities, transportation, access to support services
<b>Personnel Required</b>	
<b>Existing</b>	Director, Counselor, Reading/Writing Specialist, Math Specialist, Evening Tutor, .50 Secretary (all funded by grant)
<b>New</b>	None

**Presidential Review**

The College has received notification that it has been awarded the above grant. I have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. I support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant, which is in excess of the funding range for which I am authorized to accept, on the College's behalf.

Veldon L. Law  
\_\_\_\_\_  
President's Approval

05-09-05  
\_\_\_\_\_  
Date



Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**CONSENT AGENDA**

**Comments:** In accordance with Barton's Board policy governance, the following items are presented to the Board for approval as a part of the Consent Agenda.

**Recommendation:** After reviewing the detail for each item, it is recommended that the Board approve the Consent Agenda as presented:

- Minutes of the regular meeting of the Board of Trustees, held on April 19, 2005
- Minutes of special meeting of the Board of Trustees, held on April 25, 2005
- Minutes of special meeting of the Board of Trustees, held on May 4, 2005
- Personnel
- Financial Report

**Action:** President's Office

**Regular Meeting of the Board of Trustees  
Barton County Community College  
April 19, 2005**

**CALL TO ORDER**

The regular meeting of the Board of Trustees of Barton County Community College was called to order at 4:00 p.m., April 19, 2005 in room U-219 of the Student Union.

**ATTENDANCE**

Trustees Present: Stephan J. Mermis, Mike Johnson, Marvin Sessler, Dan Soeken and J.B. Webster.

Trustees Absent: None

Other Attendees: Chuck Smrt of The Compliance Group; Susan Thacker of the *Great Bend Tribune*; Judy Murphy; Rebecca Seib of the *Interrobang*; Don Learned; Mike Dawes; Homer Kruckenberg; Gene Potts; Dr. Gillian Gabelmann; Randall C. Henry; Jim Vance, Robert Branan; Robert Feldt; Dick Wade; Neil Elliott; Dana Foss; Linda Haberman; Lori Crowther; Shanda Mull; Julie Knoblich; Betty Anderson; Mark Dean; Ryan Noonan of the *Great Bend Tribune*; Chris Green of the *Hutchinson News*; Dr. Veldon L. Law; Angie Brummer and Marilyn Beary.

Chairman Mermis led the attendees in the Pledge of Allegiance.

**PUBLIC AND EMPLOYEE COMMENT**

No requests for public and/or employee comment were received.

**INTRODUCTION OF NEW EMPLOYEES**

Betty Anderson, Benefits Specialist

**INTRODUCTION AND DISCUSSION – CHUCK SMRT OF THE COMPLIANCE GROUP**

Mr. Smrt introduced himself to the Board and gave a brief overview of the work he is doing relative to athletic compliance processes and his assistance with a self-report to the NJCAA for its consideration.

**ACTION ITEMS**

**Note: Chairman Mermis advised that an additional item would need to be added to the agenda following “Tenure” for discussion/possible action – replacement Trustee for the unexpired term of office created by the resignation of Gene O’Connor.**

**Replacement Lawn Mower**

At the April Board study session, Mark Dean presented information relative to a replacement lawn mower. He again presented the bids to the Trustees and recommended that the Board accept the low bid of \$12,224.25 from Pro-Green Lawn Care for this replacement purchase.

*Trustee Soeken moved that the Board approve the purchase of the replacement mower as presented. The motion was seconded by Trustee Webster. Following discussion, the motion carried.*

**Roofing Bids for Classroom Building**

Also at the April Board study session, Mark Dean presented bids for replacing the Classroom Building roof. He again presented the bids to the Trustees and recommended that the Board accept the low bid of \$55,700 from Garden City Roofing.

*Trustee Webster moved that the Board accept the low bid from Garden City Roofing in the amount of \$55,700.00 for the roof replacement of the Classroom Building as presented. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.*

### **Network Core Switch Upgrade**

At the April 6 Board study session, Gerald Resner shared the need to upgrade the College's network core switch and presented a detailed explanation of the switch requirements.

At today's meeting, it was recommended that the Board of Trustees approve the purchase of the 3COM 7700 switch from Yellow Dog Networks, Inc including components and training for a total cost of \$13,700. Annual maintenance will be \$1,250.

*Trustee Sessler moved that the Board approve the purchase of the 3COM 7700 switch from Yellow Dog Networks, including components and training, at a total cost of \$13,700 as presented. The motion was seconded by Trustee Webster. Following discussion, the motion carried.*

### **Carl Perkins Grant Application/Ratification Requests**

The Board was presented with a request to ratify the Leadership Grant in the funding range of \$20,000 and the Tech Prep Grant in the funding range of \$60,000 and to approve the Improvement Grant in the funding range of \$180,255 and the Regional Non-Traditional Centers in Kansas Grant in the funding range of \$37,500.

*Trustee Webster moved that the Board approve application of all four grants. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.*

### **2005-2006 Faculty Contracts**

The Board was presented a listing of 2005-2006 faculty contracts for consideration. It was the recommendation of the Dean of Learning and Instruction and the President that the Board approve the listing of 2005-2006 faculty contract renewals/non-renewal as presented.

*Trustee Johnson moved that the Board approve the listing of 2005-2006 faculty contract renewals and non-renewal as presented. The motion was seconded by Trustee Webster. Following discussion, the motion carried.*

### **2005-2006 Head Coaching Contracts**

The Board was presented with a listing of 2005-2006 head coaching contracts (except the Head Basketball Coaching positions which had been presented to the Board in February) for consideration. It was the recommendation of the Athletic Director and the President that the Board approve the listing of 2005-2006 head athletic coaches as presented.

*Trustee Webster moved that the Board approve the listing of 2005-2006 head athletic coaches' contracts as presented. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.*

### **2005-2006 Administrative Contracts**

The Board was presented with a listing of 2005-2006 administrative contracts for consideration. It was the recommendation of the President that the Board approve the listing of 2005-2006 administrative contracts as presented.

*Trustee Soeken moved that the Board approve the listing of 2005-2006 administrative contracts renewal list as presented. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.*

### **Granting Tenure**

The Board was presented with a list of faculty members who had gained eligibility for tenure. It was the recommendation of the Dean of Learning and Instruction and the President to award tenure to the following individuals:

Kathy Boeger	Linda Carson
Eugene Compton	Stephen Dayton
Ruth Moritz	Randy Smith
Reiley Watson	

*Trustee Webster moved that the Board award tenure to the listed personnel. The motion was seconded by Trustee Johnson.* Following discussion, the motion carried.

### **Discussion/Appointment of Replacement Trustee**

The Board discussed the Board vacancy which was created by the resignation of Trustee O'Connor. *Trustee Webster nominated Dr. Paul Maneth for the replacement position. Trustee Sessler seconded the nomination.* Following discussion, the motion carried.

### **CONSENT AGENDA**

The following items were presented for the Board's approval:

- Minutes of the regular meeting of the Board of Trustees, held on March 24, 2005
- Minutes of the special meeting of the Board of Trustees, held on April 14, 2005
- Personnel
- Financial Report

**Note:** Trustee Webster advised that the third line on page 25 of the Board book (page 4 of the March 24, 2005 minutes) needed to be revised from "Johnson Webster" to "Trustee Johnson."

*Trustee Soeken moved that the Board approve the consent agenda as revised. The motion was seconded by Trustee Johnson.* Following discussion, the motion carried.

**KACCT/KBOR REPORT** – Trustee Johnson again advised that the next KACCT meeting would be held at Johnson County Community College in June. Dr. Law reported on KBOR activities.

**INFORMATION/DISCUSSION ITEMS** – The following were presented for the Board's information and discussion:

- Monitoring Reports
- Upcoming Board Meetings/Activities
- President's Report of Monthly Activities
- Notices and Communications

### **EXECUTIVE SESSIONS**

Chairman Mermis advised that an executive session would be necessary to consult with legal counsel on a matter protected by attorney-client privilege. He asked that Randy Henry and Dr. Law join the Trustees in executive session.

*Trustee Sessler moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 10 minutes at 5:05 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room*

*U-219 of the Student Union at 5:15 p.m. In compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:15 p.m. in room U-219 of the Student Union. Chairman Mermis advised that the Board had consulted with legal counsel on a matter of attorney-client privilege and that, in compliance with KOMA, no action was taken.

Chairman Mermis advised that an executive session would be necessary to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed. He advised that in compliance with the Kansas Open Meetings Act, no action could be taken in executive session. He asked that Dr. Law and Randy Henry join the Trustees in executive session.

*Trustee Webster moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 30 minutes at 5:18 p.m. to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 5:48 p.m. In compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:48 p.m. in room U-219 of the Student Union. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and that, in compliance with KOMA, no action was taken.

Chairman Mermis advised that the Board would need to again recess to executive session to continue its discussion on matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed. He again asked that Randy Henry and Dr. Law to join the Trustees in executive session.

*Trustee Sessler moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 15 minutes at 5:52 p.m. to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 6:07 p.m. In compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Soeken. Following discussion, the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:07 p.m. in room U-219 of the Student Union. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and that, in compliance with KOMA, no action was taken.

#### **ADJOURNMENT**

Chairman Mermis called for a motion to adjourn.

*Trustee Soeken moved that the meeting adjourn at 6:08 p.m. The motion was seconded by Trustee Webster. Following discussion, the motion carried.*

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Stephan J. Mermis, Chairman

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Mike Johnson, Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees  
Barton County Community College  
April 25, 2005**

**CALL TO ORDER**

The special meeting of the Board of Trustees of Barton County Community College was called to order at 5:30 p.m., April 25, 2005 in room F-30 of the Fine Arts Building.

**ATTENDANCE**

Trustees Present: Stephan J. Mermis, Mike Johnson, Marvin Sessler, Dan Soeken and J.B. Webster.

Trustees Absent: None

Other Attendees: Evelyn Appel; Cleatus Appel; Ty Mull; Carol Dellinger; Dick Wade; Pastor Jim Strasen; Teresa Johnson; Rebecca Seib of the *Interrobang*; Alicia Wyatt; Michael Dawes; Amy Oelke; Michelle Kaiser; Douglas Kaiser; Daniel Nobles; Cathie Oshiro; Gene Potts; Mike Niedens; Dana R. Foss; Debbie Warren; Mike Warren; Lane Lord; Lori Crowther; Myrna Perkins; Lyles Lashley; Neil Elliott; Tedrick Housh; Linda Haberman; Brent Haberman; Pat Haberman; Kelsey Mollenkamp; Ron Vratil; Susan Thacker of the *Great Bend Tribune*; Joe Burger; Courtney Cason; Jerry Kaiser; Larry Kaiser; Toni Gross; Ryan Schmidt; Kathy Hanks of the *Hutchinson News*; Angie Maddy; Diane Engle; Julie Munden; Linda Dueser; Charles Perkins; Pat Schneewis; Judy Mason; Steve Tustin; Walter Underwood; Jackie Elliott; Josh Elliott; Lori Slater; Doc Slater; Bette Tranbarger; Gary Tranbarger; Jerry McCarty; Robert Feldt; Don Learned; Virginia Fullbright; Karen Kratzer; Jennifer Ankerholz; Taylor Kaiser; Amanda Ashmore; Ryan Zink; Jared Wilbanks; Ken Henderson; Sherry Langrehr; Jeff Langrehr; Ryan Noonan of the *Great Bend Tribune*; Tom Curtis; Gillian Gabelmann; Shanna Legleiter; Nathan Legleiter; Geoberiti Mack; Larry Pittman; Toni Robinson; Kelly Delgado; Joleen Tustin; Jeana Brack; Mike Flynn; Brian Howe; Nikole Jackson; Carly Bloomfield; Judy Murphy; Shawn Hein of the *Great Bend Tribune*; Todd B. Moore; Scott Holland; Homer Kruckenberg; Antanas Kavaliauskas; Crystal Scherer; Steve Dellinger; Andre Hicks; Sacha Sanguinetti of Eagle Radio; Kurt Kohler; Steve Dudek; Teal Meyer; Edmond Johnson; Jaedy Robidoux; Clinton Helms; Mike Marzolf; Sydney Bwalya; Lindsay Law; Nikki Holms; Austin Boyd; Stephen Smith; Karen Sessler; Kruno Despotovski; Mike Zinn; Richard Stalcup; Randall C. Henry; Veldon L. Law and Marilyn Beary.

**PUBLIC AND EMPLOYEE COMMENT**

Chairman Mermis recognized the guests and stated that the Board would need to recess to executive session. He advised that following the executive session, he would recognize those individuals who had contacted him previously and expressed their desire to address the Board. He also asked that others who wished to address the Board assign a spokesperson, as time would not permit the Board to hear each individual who may wish to speak.

**EXECUTIVE SESSION**

Chairman Mermis advised that an executive session would be necessary to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed. He advised that in compliance with the Kansas Open Meetings Act, no action could be taken in executive session. He asked that Randy Henry join the Trustees in executive session and that Dr. Law remain in close proximity in order to join the Trustees when called upon.

*Trustee Sessler moved that in compliance with K.S.A. 75-4319(a); the Board recess to executive session for 30 minutes at 5:35 p.m. to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed; to reconvene in room F-30 of the Fine Arts Building at 6:05 p.m. In compliance with this Act; no binding action may be taken in executive session. The motion was seconded by Trustee Soeken. Following discussion; the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:05 p.m. in room F-30 of the Fine Arts Building. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and that; in compliance with KOMA; no action was taken.

Chairman Mermis advised that the Board would need to again recess to executive session to continue its discussion on matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed. He asked that Randy Henry, Dr. Law, Neil Elliott and Tedrick Housh join the Trustees in executive session.

*Trustee Soeken moved that in compliance with K.S.A. 75-4319(a); the Board recess to executive session for 30 minutes at 6:10 p.m. to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed; to reconvene in room F-30 of the Fine Arts Building at 6:40 p.m. In compliance with this Act; no binding action may be taken in executive session. The motion was seconded by Trustee Webster. Following discussion; the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:38 p.m. in F-30 of the Fine Arts Building. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and that; in compliance with KOMA; no action was taken.

**ADJOURNMENT**

Chairman Mermis called for a motion to adjourn.

*Trustee Soeken moved that the meeting adjourn at 6:39 p.m. The motion was seconded by Trustee Webster. Following discussion; the motion carried. An individual then asked if the Board was going to recognize those who had asked to address the Board and Chairman Mermis stated that there was no reason to do that.*

\_\_\_\_\_  
Stephan J. Mermis; Chairman

\_\_\_\_\_  
Mike Johnson; Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees  
Barton County Community College  
May 4, 2005**

**CALL TO ORDER**

The special meeting of the Board of Trustees of Barton County Community College was called to order at 12:00 p.m., May 4, 2005 in room U-219 of the Student Union.

**ATTENDANCE**

Trustees Present: Stephan J. Mermis, Mike Johnson, Dr. Paul Maneth, Marvin Sessler, Dan Soeken and J.B. Webster.

Trustees Absent: None

Other Attendees: Kevin Cowan of Gilmore & Bell, P.C.; Mark Dean; Ron Vratil; Linda Dueser; Susan Thacker of the *Great Bend Tribune*; Judy Murphy; Robert Feldt; Randall C. Henry; Dr. Gillian Gabelmann; Elaine Simmons; Homer Kruckenber; Shawn Hines of the *Great Bend Tribune*; Sacha Sangiunetti of Eagle Radio; Ryan Noon of the *Great Bend Tribune*; Chris Green of the *Hutchinson News*; Veldon L. Law and Marilyn Beary.

Chairman Mermis led the attendees in the Pledge of Allegiance.

**OATH OF OFFICE**

The Oath of Office was administered to newly appointed Trustee Dr. Paul E. Maneth to complete the unexpired term of office due to resignation of Trustee Gene O'Connor.

**RESOLUTION TO REFINANCE CERTIFICATES OF PARTICIPATION**

At its regular meeting conducted on February 22, 2005, the Board approved Resolution #05-01, authorizing Piper Jaffray & Co., Inc. to offer for sale lease purchase agreement certificates of participation, series 2005. These were to be used to refinance the College's 1999 series certificates of participation. At today's meeting, the Board was asked to approve Resolution #05-02 to consummate the offering, utilizing the proceeds of the sale to refund prior certificates of participation. Mr. Kevin Cowan of Gilmore & Bell, P.C. presented details of this proposed transaction to the Trustees.

*Trustee Sessler moved that the Board approve a resolution to consummate the offering as presented. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.*

**EXECUTIVE SESSION**

Chairman Mermis advised that the Board would need to take action on a personnel matter and asked legal counsel, Randy Henry, if the Trustees could recess to executive session before taking action. Mr. Henry indicated that this could occur.

*Trustee Sessler moved that the Board recess to executive session for 10 minutes at 12:20 p.m., to reconvene in room U-219 at 12:30 p.m. in order to discuss non-elected personnel issues in order to protect the confidentiality of the individual to be discussed. The motion was seconded by Trustee Webster. Following discussion the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 12:30 p.m. in room U-219 of the Student Union. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and that, in compliance with KOMA, no action was taken.



**SEPARATION OF EMPLOYMENT AGREEMENT AND RESIGNATION**

Chairman Mermis advised that the Board would need to take action on a Separation of Employment Agreement and Resignation relative to Coach David (Soupy) Campbell.

*Trustee Sessler moved that the Board approves a Separation of Employment Agreement and accepts the resignation of Coach David "Soupy" Campbell. The motion was seconded by Trustee Webster. Following discussion, the motion carried.*

Questions from guests included whether Coach Campbell resigned or was terminated, the terms of the Separation of Employment Agreement, and whether the Board would release more specific details of Coach Campbell's departure from the College. Mr. Henry also reminded the audience that this was a personnel matter and would be treated confidentially as are all employment matters relating to College personnel.

The Board's legal counsel, Randy Henry, indicated that the terms of the agreement between the Board and Mr. Campbell prohibited the release of specific details and, after further questioning, he indicating that if interested parties wished to secure a copy of the agreement, they could request it through the open records procedures.

Chairman Mermis read Mr. Campbell's letter of resignation, as requested by one of the attendees.

**ADJOURNMENT**

Chairman Mermis called for a motion to adjourn.

*Trustee Soeken moved that the meeting adjourn at 12:38 p.m. The motion was seconded by Trustee Sessler. Following discussion; the motion carried.*

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Stephan J. Mermis; Chairman

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Mike Johnson; Secretary

Recorded by Marilyn Beary

## **PERSONNEL**

### **New Positions**

Instructor/Coordinator (full-time) – Incident Command Systems (Fort Riley)

### **Departing Employees**

Michael Grub – Instructor (Mathematics)

Dorothy Jackson – Administrative Assistant (Fort Riley)

Diana Swan – Math Tutor (part-time)

### **Replacement Positions**

Corry Fradd – Lead Care Provider

Linda Gobin – Instructor (Nursing)

### **Temporary Positions**

Corinna Bussen – Resident Assistant (part-time)

Andre Hicks – Resident Assistant (part-time)

Scott Holland – Grounds Helper (part-time)

Kyli Hufford – Resident Assistant (part-time)

Julie Kaiser – Resident Assistant (part-time)

Heather McCord – Resident Assistant (part-time)

### **Temporary Positions Ending**

Valarie Whistler - Paraprofessional

### **Supplemental Contracts**

Dorothy Arvizu

Cross Cultural Awareness

Dorothy Arvizu

Marriage & Family

Geraldine Ball

American History 1877-Present

George Bowman

Weapons Storage Facility Operations

George Bowman

Laser Sighting & Engage System

George Bowman

Weapons Storage Facility Operations

Gabriella Donley

Emergency 1<sup>st</sup> Aid Tact Operations

Karen Frick

Introduction to Counseling

Karen Frick

Abnormal Psychology

Dennis Hickmon

Detainee Operations

Dennis Hickmon

Detainee Operations

Marlene Kabriel

Language Lab

George Kneuper

Intro to Water/Waste Water Operation

Lynette Lee

Management of Supply Operation

Kenneth Martin

Military Passeng-Carry Vehicle

Locadio Perez

Emergency 1<sup>st</sup> Aid Tact Operations

Locadio Perez

Emergency 1<sup>st</sup> Aid Tact Operations

Locadio Perez

Emergency 1<sup>st</sup> Aid Tact Operations

Locadio Perez

Emergency 1<sup>st</sup> Aid Tact Operations

Locadio Perez	Emergency 1 <sup>st</sup> Aid Tact Operations
Shawn Rosenbaum	Emergency 1 <sup>st</sup> Aid Tact Operations
Thomas Smith	Intro to Exercise Science
Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations
Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations
Candace Teichman	Lifeguard Training
James Turner	English Study Skills/Math Learning Strategies

**Staff Supplemental Contracts**

Jennifer Ankerholz	Technical Communications
Winfried Butler	American Military History
Winfried Butler	Process Management

**Overload Contracts**

Dana Allison	Microcomputer Applications I
Kathy Boeger	Microcomputer Applications I
Kathy Boeger	Business Law I (ITV)
Jeana Brack	Microcomputer Applications I
Kimberly Bradney	Public Speaking
Kimberly Bradney	FAST CD-ROM Project
Walter Brown	HAZWOPER Refresher
Gretchen Lewis	FAST CD-ROM Project
Gretchen Lewis	English Study Skills/Math Learning Strategies
Patricia Wells	FAST CD-ROM Project

**Community Education**

Louise Masden	CNA - Russell (5/23/05 – 6/13/05)
Jane Howard	Pension Administration (5/23/05 – 8/29/05)
Rhonda Riedel	AD/SSD – Great Bend (6/3/05 – 7/16/05)
Linda Runge	CNA – Ellinwood (6/7/05 – 7/14/05)

**Outreach**

Daniel Winston

Christina Rathbun

Darrell Thrasher

Dan Heath

Ruth Moritz

**Summer 2005**

Public Speaking – Ellsworth  
(6/1/05 – 7/27/05)

English Comp I – Ellsworth  
(6/1/05 – 7/27/05)

Intro to Sociology – Ellsworth  
(6/1/05 – 7/27/05)

Public Speaking – Larned  
(6/1/05 – 7/27/05)

English Comp I – Larned  
(6/1/05 – 7/27/05)

Donnitta Plowman	Conversational Spanish – Larned (6/1/05 – 7/27/05)
Carie Rust	Intro to Sociology - Larned (6/1/05 – 7/27/05)
Ken Troyer	Public Speaking – Lyons (6/1/05 – 7/27/05)
Glenna Grinstead	English Comp I – Lyons (6/1/05 – 7/27/05)
Marilyn Michaelis	Basic Algebra – Lyons (6/1/05 – 7/27/05)
Martha Brungardt	Public Speaking – Russell (6/1/05 – 7/27/05)
Steve Dryden	Abnormal Psychology – St. John (6/1/05 – 6/29/05)
Jerome Heaven	College Algebra – St. John (6/1/05 – 7/6/05)
Carolyn Kern	College Algebra – Ellsworth (6/2/05 – 7/26/05)
Tamara Piper	College Algebra – Larned (6/2/05 – 7/26/05)
Terry Huff	General Psychology – Larned (6/2/05 – 7/26/05)
Joel Miller	Photography I – St. John (6/2/05 – 7/7/05)
Kim Heath	English Comp II – St. John (6/2/05 – 7/7/05)
Tara Kinnamon	Word Processing – St. John (6/2/05 – 7/7/05)
Steve Dryden	Death & Dying – St. John (6/2/05 – 7/26/05)
Steve Dryden	Abnormal Psychology – St. John (6/2/05 – 6/29/05)

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 30-APRIL-05

1111 GENERAL FUND

YEAR TO DATE  
ACTUAL

REVENUES:

FALL TUITION	1,324,417.50
SPRING TUITION	1,253,790.00
SUMMER TUITION	34,666.00
FALL OUT OF STATE TUITION	108,120.00
SPRING OUT OF STATE TUITION	65,654.00
SUMMER OUT OF STATE TUITION	(680.00)
ON LINE TUITION	438,144.00
INTERNATIONAL TUITION	109,040.00
UNDOC RES ALIEN TUITION	1,485.00
GENERAL STUDENT FEES	0.00
LAVTR	0.00
STATE GRANTS	3,000.00
STATE OPERATING GRANT	4,241,356.00
COUNTY OUT DISTRICT TUITION	241,878.00
BARTON COUNTY AD VALOREM TAX	3,445,885.35
MOTOR VEHICLE TAX	662,418.74
RECREATIONAL VEHICLE TAX	9,351.89
NEIGHBORHOOD REVIT PRG	7,902.33
DELINQUENT TAXES	86,263.44
TAXABLE SALES	1,592.19
INTEREST-GENERAL	74,004.99
MISCELLANEOUS REIMBURSEMENTS	284,527.92
INSURANCE REIMBURSEMENTS	0.00
GENERAL MISCELLANEOUS	58,970.82
MISCELLANEOUS SALE OF PROPERTY	26,160.66
TRANSCRIPT REVENUE	33,634.00
MISCELLANEOUS ELECTRONIC DEPT REV	20.92
DONATIONS	0.00
FARM HOUSE RENTALS	6,000.00
FARM LEASE/CROP SALES	13,500.00
PAYMENT PLAN FEES	17,280.00
CAREER CENTER REVENUE	500.00
EVALUATION FEES	275.00
ITV REVENUE	12,330.30
INTERNATIONAL STUDENT FEE	3,750.00
GAIN ON SALE	19,736.00
REFUNDS-GENERAL	33,721.13
ROOM RENTAL-GENERAL	27,901.25
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TOTAL REVENUES	12,646,597.43

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 30-APRIL-05

1111 GENERAL FUND

YEAR TO DATE  
ACTUAL

EXPENDITURES:

INSTRUCTION	4,160,732.17
PUBLIC SUPPORT	8,944.59
ACADEMIC SUPPORT	1,571,474.35
STUDENT SERVICES	649,044.37
INSTITUTIONAL SUPPORT	2,838,945.88
PHYSICAL PLANT OPERATION	1,764,650.82
STUDENT FINANCIAL SUPPORT	154,925.50
AUXILIARY SERVICES	9,963.07
	-----
TOTAL EXPENDITURES	11,158,680.75

TRANSFERS AMONG FUNDS:

TRANSFERS TO ABE FUND	0.00
TRANSFERS TO ATHLETIC FUND	400,000.00
TRANSFERS TO ATHLETIC ACTIVITY FUND	72,000.00
TRANSFERS TO STUDENT ACT ACTIV FUND	26,000.00
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TOTAL TRANSFERS AMONG FUNDS:	498,000.00

NET INCREASE/DECREASE IN NET ASSETS	989,916.68
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BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 30-APRIL-05

1112 VOCATIONAL FUND

YEAR TO DATE  
ACTUAL

REVENUES:

STATE OPERATING GRANT	1,817,723.00
BARTON COUNTY AD VALOREM TAX	0.00
MOTOR VEHICLE TAX	0.00
RECREATIONAL VEHICLE TAX	0.00
DELINQUENT TAXES	0.00
PRIVATE SOURCE GRANT REVENUE	0.00
REFUNDS-GENERAL	924.00
	-----
TOTAL REVENUES	1,818,647.00

EXPENDITURES:

INSTRUCTION	2,027,359.55
PUBLIC SERVICE	224.40
ACADEMIC SUPPORT	212,311.05
STUDENT SERVICES	0.00
INSTITUTIONAL SUPPORT	0.00
PHYSICAL PLANT OPERATION	0.00
AUXILIARY SERVICES	0.00
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TOTAL EXPENDITURES	2,239,895.00

NET INCREASE/DECREASE IN NET ASSETS	(421,248.00)
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BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 30-APRIL-05

1115 EMPLOYEE BENEFIT FUND

YEAR TO DATE  
ACTUAL

REVENUES:

BARTON COUNTY AD VALOREM TAX	0.00
MOTOR VEHICLE TAX	0.00
RECREATIONAL VEHICLE TAX	0.00
DELINQUENT TAXES	0.00
MISCELLANEOUS REIMBURSEMENTS	0.00
	-----
TOTAL REVENUES	0.00

EXPENDITURES:

INSTRUCTION	696,124.37
PUBLIC SERVICE	62,134.50
ACADEMIC SUPPORT	273,970.25
STUDENT SERVICES	170,816.80
INSTITUTIONAL SUPPORT	349,838.68
PHYSICAL PLANT OPERATION	98,395.67
AUXILIARY SERVICES	37,026.65
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TOTAL EXPENDITURES	1,688,306.92

NET INCREASE/DECREASE IN NET ASSETS	(1,688,306.92)
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BARTON COUNTY COMMUNITY COLLEGE  
GENERAL, VOCATIONAL, AND EMPLOYEE BENEFITS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED APRIL 30, 2005

	2004-05 BUDGET	PERIOD ENDED 04/30/05	YTD AVAILABLE	% AVAILABLE
Fund Balance, Beginning	\$4,363,507.00	\$4,363,507.00		
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Tuition-Out Of State	300,000.00	282,134.00	17,866.00	5.96%
Tuition-In State	3,954,000.00	3,052,503.00	901,497.00	22.80
Tuition-Out District	265,000.00	241,878.00	23,122.00	8.73
State Aid	6,053,000.00	6,059,079.00	(6,079.00)	(0.10)
Property Taxes	5,071,000.00	3,549,403.00	1,521,597.00	30.01
Other Taxes	830,000.00	662,419.00	167,581.00	20.19
Interest Income	70,000.00	74,005.00	(4,005.00)	(5.72)
Other	2,112,000.00	543,824.00	1,568,176.00	74.25
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Total Revenue	18,655,000.00	14,465,245.00	4,189,755.00	22.46
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Expenditures:				
Academic Salaries	6,296,000.00	5,372,353.00	923,647.00	14.67
Support Salaries	3,801,000.00	3,108,913.00	692,087.00	18.21
Supplies	3,983,000.00	2,900,094.00	1,082,906.00	27.19
Equipment	24,000.00	26,816.00	(2,816.00)	(11.73)
Advertising	50,000.00	45,510.00	4,490.00	8.98
Transfers & Other	480,000.00	400,000.00	80,000.00	16.67
Employee Benefits	2,071,000.00	1,748,307.00	322,693.00	15.58
General Insurance	215,000.00	207,874.00	7,126.00	3.31
Utilities	605,000.00	547,211.00	57,789.00	9.55
In County Scholarships	124,000.00	120,231.00	3,769.00	3.04
Capital Outlay	859,000.00	697,767.00	161,233.00	18.77
Maintenance	431,000.00	409,807.00	21,193.00	4.92
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Total Expenditures	18,939,000.00	15,584,883.00	3,354,117.00	17.71%
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Fund Balance, Ending	\$4,079,507.00	\$3,243,869.00		
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BARTON COUNTY COMMUNITY COLLEGE  
GENERAL, VOCATIONAL AND EMPLOYEE BENEFITS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED APRIL 30, 2005 & 2004

	YEAR ENDED		NET CHANGE INCREASE (DECREASE)	% CHANGE
	04/30/05	04/30/04		
Fund Balance, Beginning	4,363,507	2,271,636	2,091,871	1
Tuition-Out Of State	282,134	291,414	(9,280)	(3)
Tuition-In State	3,052,503	2,698,809	353,694	13
Tuition-Out District	241,878	282,261	(40,383)	(14)
State Aid	6,059,079	6,212,991	(153,912)	(2)
Out District State Aid	0	0	0	
Property Taxes	3,549,403	4,879,337	(1,329,934)	(27)
Other Taxes	662,419	649,529	12,890	2
Interest Income	74,005	53,230	20,775	39
Other	543,824	439,305	104,519	24
<b>Total Revenue</b>	<b>14,465,245</b>	<b>15,506,876</b>	<b>(1,041,631)</b>	<b>(7)</b>
Expenditures:				
Academic Salaries	5,372,353	4,964,180	408,173	8
Support Salaries	3,108,913	3,152,711	(43,798)	(1)
Supplies	2,900,094	2,784,247	115,847	4
Equipment	26,816	12,201	14,615	120
Advertising	45,510	40,646	4,864	12
Transfers & Other	400,000	400,000	0	0
Employee Benefits	1,748,307	1,482,843	265,464	18
General Insurance	207,874	209,035	(1,161)	(1)
Utilities	547,211	535,904	11,307	2
In County Scholarships	120,231	142,265	(22,034)	(15)
Capital Outlay	697,767	611,191	86,576	14
Maintenance	409,807	358,748	51,059	14
<b>Total Expenditures</b>	<b>15,584,883</b>	<b>14,693,971</b>	<b>890,912</b>	<b>6</b>
Fund Balance, Ending	3,243,869	3,084,541	159,328	0

BARTON COUNTY COMMUNITY COLLEGE  
AUXILIARY FUNDS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED APRIL 30, 2005

	STUDENT UNION	DORMITORIES	ATHLETICS	CAMP ALDRICH	TEN MONTH ACTIVITY	2003-04 BUDGET	YTD AVAILABLE	% AVAILABLE
Fund Balance, Beginning:	473,710	449,791	75,720	45,978	1,045,199	1,045,199		
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Revenues:								
Vending	956				956	2,000	1,044	52.20
Bookstore	656,761				656,761	800,000	143,239	17.90
Food service	363,773			0	363,773	482,000	118,227	24.53
Fees	0			0	0	268,000	268,000	100.00
Supplies & Services		17,305			17,305	28,000	10,695	38.20
Housing Rental		896,967		53,086	950,053	913,000	(37,053)	(4.06)
Transfers			400,000	50,000	450,000	480,000	30,000	6.25
Revolving					0	0	0	
Misc.	2,042				2,042	4,000	1,958	48.95
Gate Receipts			0		0	5,000	5,000	100.00
Entry Fees & Other			11,291	0	11,291	16,000	4,709	29.43
<hr/>								
Total Revenues	1,023,532	914,272	411,291	103,086	2,452,181	2,998,000	545,819	18.21
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Expenditures:								
Salaries	60,351	48,151	7,572	31,639	147,713	245,000	97,287	39.71
Books & Supplies	631,001				631,001	725,000	93,999	12.97
Maintenance	23,654	38,417		5,692	67,763	99,000	31,237	31.55
Food	444,156	296,736		0	740,892	850,000	109,108	12.84
Utilities	4,375	103,773		14,199	122,347	170,000	47,653	28.03
Lease payments & Int	0	191,334			191,334	202,000	10,666	5.28
Travel & Recruiting			119,945		119,945	138,000	18,055	13.08
Officials			28,239		28,239	30,000	1,761	5.87
Training Supplies			14,574		14,574	17,000	2,426	14.27
Insurance			77,220		77,220	60,000	(17,220)	(28.70)
Equipment	0	16,247	89,931	0	106,178	171,000	64,822	37.91
Clinics & Awards			8,995		8,995	10,000	1,005	10.05
Transfers & Refunds		0	0		0	1,000	1,000	100.00
Revolving					0	0	0	
Nationals & Fees			16,009		16,009	34,000	17,991	52.91
Supplies	16,625	4,113	75,675	844	97,257	76,000	(21,257)	(27.97)
Misc.		0			0	1,000	1,000	100.00
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Total Expenditures	1,180,162	698,771	438,160	52,374	2,369,467	2,829,000	459,533	16.24
<hr/>								
Fund Balance, Ending	317,080	665,292	48,851	96,690	1,127,913	1,214,199		
<hr/>								

BARTON COUNTY COMMUNITY COLLEGE  
STUDENT UNION  
FUNDS FLOW ACTIVITY  
PERIOD ENDED APRIL 30, 2005 AND 2004

	PERIOD ENDED		NET CHANGE	%
	04/30/05	04/30/04	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	\$473,710.00	\$663,935.00	(\$190,225.00)	(28.65)
<hr/>				
Revenues:				
Vending	956.00	1,568.00	(612.00)	(39.03)
Bookstore	656,761.00	707,794.00	(51,033.00)	(7.21)
Food service	363,773.00	315,896.00	47,877.00	15.16
Fees & Misc.	2,042.00	599.00	1,443.00	240.90
<hr/>				
Total Revenues	1,023,532.00	1,025,857.00	(2,325.00)	(0.23)
<hr/>				
Expenditures:				
Salaries	60,351.00	56,695.00	3,656.00	6.45
Books & Supplies	631,001.00	680,640.00	(49,639.00)	(7.29)
Maintenance	28,029.00	15,100.00	12,929.00	85.62
Food	444,156.00	419,015.00	25,141.00	6.00
Lease payments & Int.	0.00	11,871.00	(11,871.00)	(100.00)
Equipment	0.00	27,839.00	(27,839.00)	(100.00)
Supplies	16,625.00	10,111.00	6,514.00	64.42
<hr/>				
Total Expenditures	1,180,162.00	1,221,271.00	(41,109.00)	(3.37)
<hr/>				
Fund Balance, Ending	\$317,080.00	\$468,521.00	(\$151,441.00)	(32.32)
<hr/> <hr/>				

BARTON COUNTY COMMUNITY COLLEGE  
DORMITORIES  
FUNDS FLOW ACTIVITY  
PERIOD ENDED APRIL 30, 2005 AND 2004

	PERIOD ENDED		NET CHANGE INCREASE (DECREASE)	%
	04/30/05	04/30/04		
Fund Balance, Beginning	\$449,791.00	\$398,857.00	\$50,934.00	12.77
<hr/>				
Revenues:				
Supplies & Services	17,305.00	12,675.00	4,630.00	36.53
Rental & Other	896,967.00	815,097.00	81,870.00	10.04
<hr/>				
Total Revenues	914,272.00	827,772.00	86,500.00	10.45
<hr/>				
Expenditures:				
Salaries	48,151.00	41,216.00	6,935.00	16.83
Maintenance	38,417.00	30,797.00	7,620.00	24.74
Food	296,736.00	252,560.00	44,176.00	17.49
Utilities	103,773.00	90,657.00	13,116.00	14.47
Lease payments & Int.	191,334.00	196,474.00	(5,140.00)	(2.62)
Equipment	16,247.00	53,705.00	(37,458.00)	(69.75)
Transfers & Refunds	0.00	0.00	0.00	
Supplies	4,113.00	3,818.00	295.00	7.73
Misc.	0.00	0.00	0.00	
<hr/>				
Total Expenditures	698,771.00	669,227.00	29,544.00	4.41
<hr/>				
Fund Balance, Ending	\$665,292.00	\$557,402.00	\$107,890.00	19.36
<hr/> <hr/>				

BARTON COUNTY COMMUNITY COLLEGE  
ATHLETICS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED APRIL 30, 2005 AND 2004

	PERIOD ENDED		NET CHANGE	%
	04/30/05	04/30/04	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	\$75,720.00	\$42,786.00	\$32,934.00	76.97
-----				
Revenues:				
Transfers	400,000.00	400,000.00	0.00	0.00
Revolving	0.00	0.00	0.00	
Gate Receipts	0.00	0.00	0.00	
Entry Fees & Other	11,291.00	10,985.00	306.00	2.79
-----				
Total Revenues	411,291.00	410,985.00	306.00	0.07
-----				
Expenditures:				
Salaries	7,572.00	7,536.00	36.00	0.48
Travel & Recruiting	119,945.00	123,604.00	(3,659.00)	(2.96)
Officials	28,239.00	28,590.00	(351.00)	(1.23)
Training Supplies	14,574.00	12,790.00	1,784.00	13.95
Insurance	77,220.00	77,860.00	(640.00)	(0.82)
Equipment	89,931.00	93,201.00	(3,270.00)	(3.51)
Clinics & Awards	8,995.00	11,588.00	(2,593.00)	(22.38)
Transfers	0.00	0.00	0.00	
Nationals & Fees	16,009.00	14,496.00	1,513.00	10.44
Supplies	75,675.00	50,284.00	25,391.00	50.50
-----				
Total Expenditures	438,160.00	419,949.00	18,211.00	4.34
-----				
Fund Balance, Ending	\$48,851.00	\$33,822.00	\$15,029.00	44.44
=====				

BARTON COUNTY COMMUNITY COLLEGE  
 CAMP ALDRICH  
 FUNDS FLOW ACTIVITY  
 PERIOD ENDED APRIL 30, 2005 AND 2004

	PERIOD ENDED		NET CHANGE INCREASE (DECREASE)	%
	04/30/05	04/30/04		
Fund Balance, Beginning	75,720.00	71,154.00	4,566.00	6.42
<hr/>				
Revenues:				
Food Service	0.00	0.00	0.00	
Transfers	50,000.00	0.00	50,000.00	
Housing Rental	53,086.00	35,555.00	17,531.00	49.31
<hr/>				
Total Revenues	103,086.00	35,555.00	67,531.00	189.93
<hr/>				
Expenditures:				
Salaries	31,639.00	23,083.00	8,556.00	37.07
Food	0.00	0.00	0.00	
Utilities	14,199.00	13,366.00	833.00	6.23
Equipment	0.00	0.00	0.00	
Supplies	6,536.00	11,708.00	(5,172.00)	(44.17)
<hr/>				
Total Expenditures	52,374.00	48,157.00	4,217.00	8.76
<hr/>				
Fund Balance, Ending	126,432.00	58,552.00	67,880.00	115.93
<hr/>				

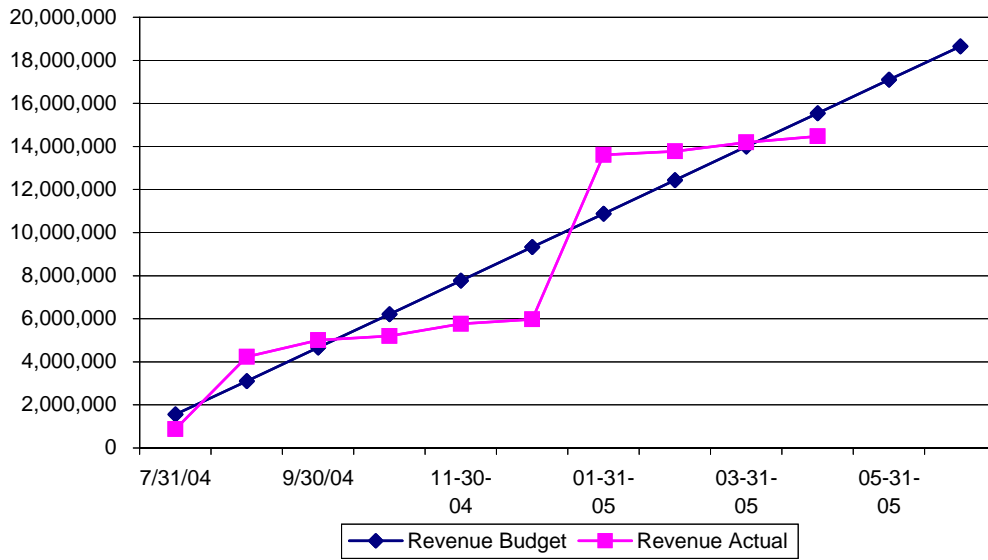
Date 9-MAY-05

BARTON COUNTY COMMUNITY COLLEGE  
 TREASURER'S REPORT  
 04/30/05

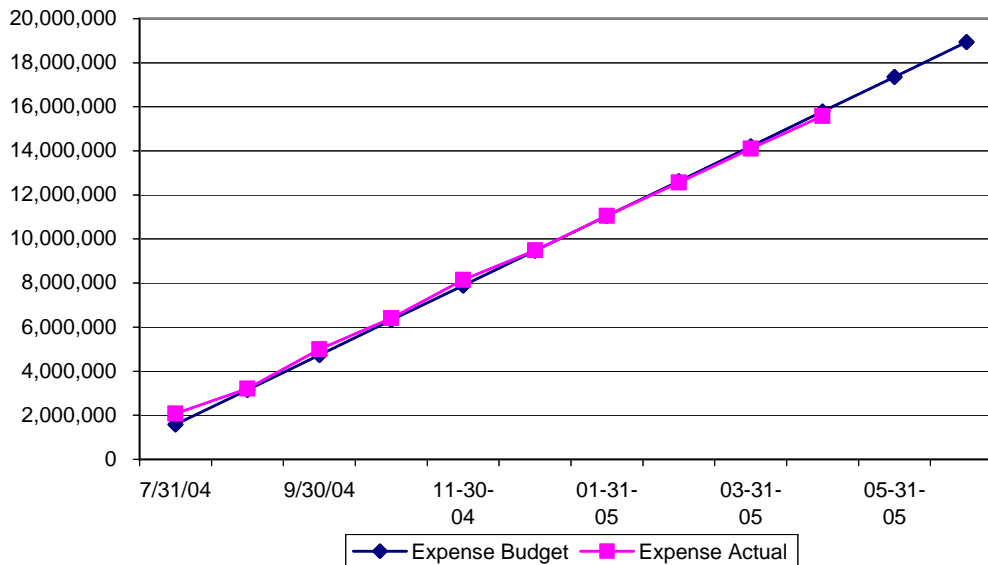
FUND-DESCRIPTION	BEGIN-BAL	MONTH-RCPT	MONTH-EXP	YTD RCPT	YTD-EXP	END-BAL	CHECKING	INVEST	CHANGE
GENERAL & VOC	3,740,805	873,423	1,334,213	14,474,338	13,560,042	4,655,101	4,261,001	350,000	44,100
EMPLOYEE BENEFITS	0	0	189,454	0	1,688,307	(1,688,307)	(1,688,307)	0	0
STUDENT UNION	473,710	43,663	94,017	1,023,533	1,160,523	336,720	235,720	100,000	1,000
DORMITORY	449,791	(4,167)	64,449	914,272	698,771	665,292	564,892	100,000	400
CAMP ALDRICH	45,978	6,433	2,364	103,086	52,076	96,988	96,988	0	0
ATHLETICS	75,720	0	37,583	411,291	437,642	49,369	49,369	0	0
	4,786,004	919,352	1,722,080	16,926,520	17,597,361	4,115,163	3,519,663	550,000	45,500



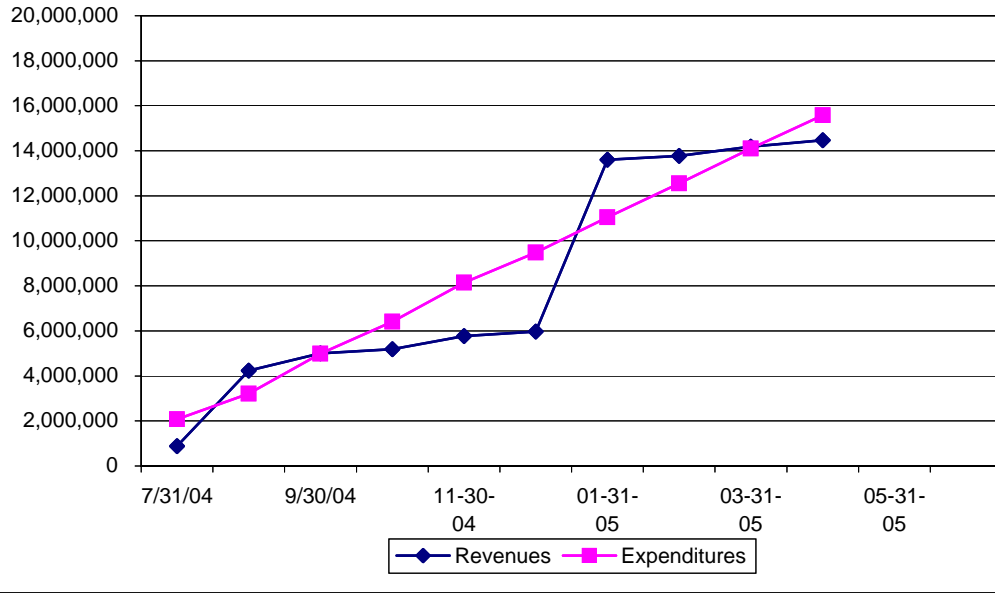
**BARTON COUNTY COMMUNITY COLLEGE  
Revenues---04-05**



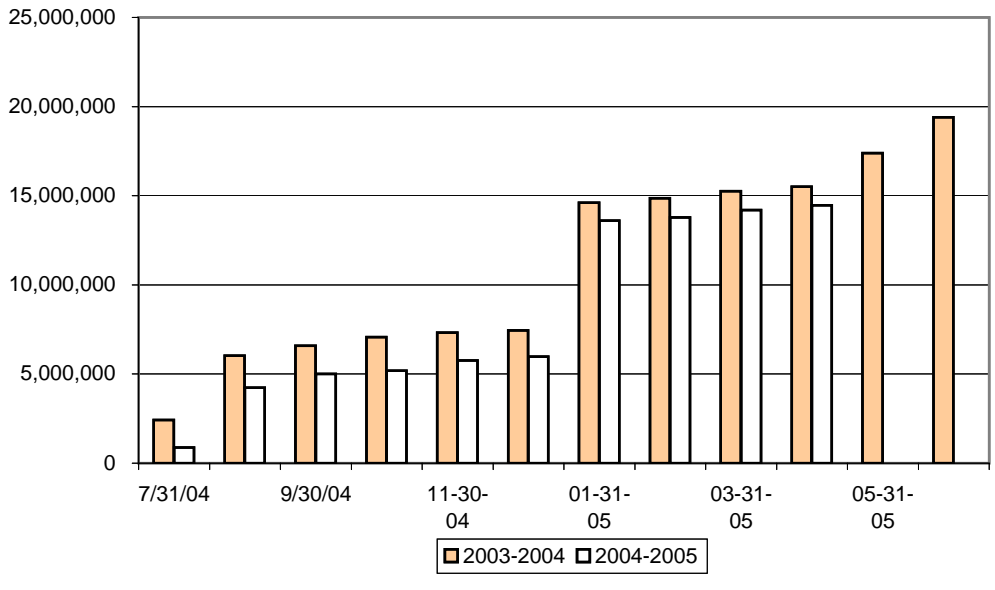
**BARTON COUNTY COMMUNITY COLLEGE  
Expenses---04-05**



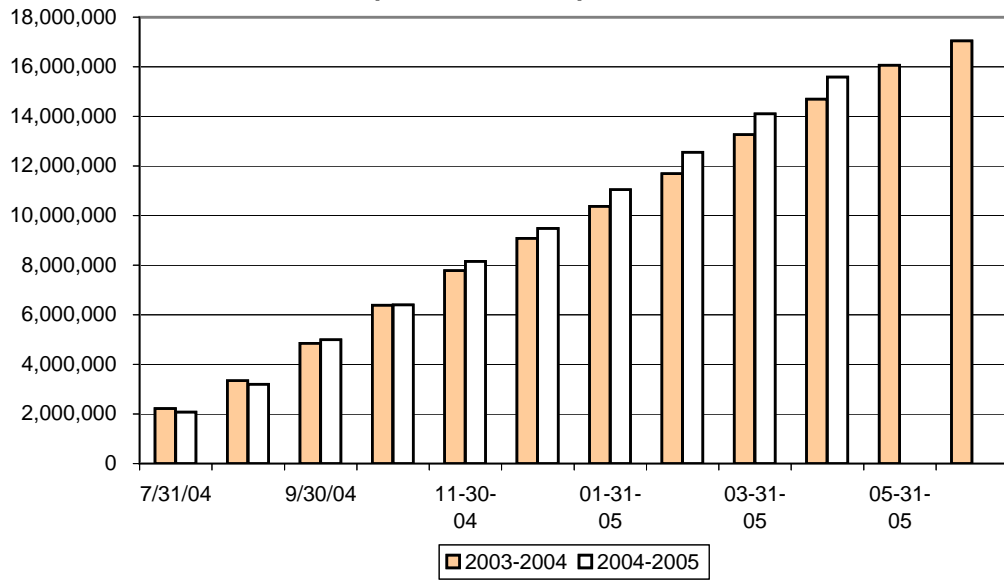
**BARTON COUNTY COMMUNITY COLLEGE  
Revenues and Expenses---04-05**



**BARTON COUNTY COMMUNITY COLLEGE  
Revenue Comparison**



### BARTON COUNTY COMMUNITY COLLEGE Expenditures Comparison



## **KACCT/KBOR REPORT**

Mike Johnson and Dr. Law will update the Board concerning Kansas Association of Community College Trustees and Kansas Board of Regents activities.

## **INFORMATION/DISCUSSION ITEMS**

Monitoring Reports

Upcoming Board Meetings/Activities

President's Report of Monthly Activities

Dr. Law will report on:

- progress on the institutional actions as a result of the Fall 2003 review
- student employment changes
- consultant's compliance report

## Monitoring Reports April 2005

### ***POLICY TYPE: EXECUTIVE LIMITATIONS***

#### **POLICY TITLE: GENERAL EXECUTIVE CONSTRAINTS**

The President shall act at all times in an exemplary manner consistent with the responsibilities and expectations vested in that office. The President shall act in a manner consistent with Board policies and consistent with those practices, activities, decisions, and organizational circumstances, which are legal, prudent, and ethical.

Accordingly, the President may not:

#### **General Executive Constraint #3**

Permit financial conditions which risk fiscal jeopardy, compromise Board ENDS priorities, or fail to show a generally acceptable level of foresight.

**Response:** In addressing the fiscal difficulties of the recent past, we have taken measures to place the College in as positive a position as possible in order to weather fiscal difficulties and continue to meet the Board's ENDS. As the Board is aware, our funding mechanisms are volatile. The budget presented for the current year will be tight, but will address our immediate needs. The state has provided a small increase for SB 345 funding as well as \$6 per credit for out of district tuition buy-down. I remain concerned that the future will remain challenging for us and as the Board has been apprised, we will have to constantly review and be prepared to make program/service, or go to the public and our students for increases to compensate for what I believe will be flat state funding for the foreseeable future.

To help us face the future our Planning Implementation Council has identified priorities for on campus growth and other initiatives that have potential to increase funds.

#### **General Executive Constraint #5**

Permit conflict of interest in awarding purchases or other contracts or hiring of employees.

**Response:** To my knowledge, no conflict of interest regarding purchases, contracts or hiring has occurred. I believe institutionally, we continue to demonstrate that our purchasing processes provide fairness, preference to local business whenever possible and encourage competition so the taxpayers receive the most for their money. Additionally, we continue to use personnel screening and selection processes that encourage qualified and quality applicants and fairness in appointments. As it relates to this last item, we maintain processes that allow us to expeditiously make appointments when it is thought to be in the best interest of the College.

**General Executive Constraint #9**

Allow assets to be unprotected, inadequately maintained, or unnecessarily risked.

**Response:** To my knowledge, all assets are protected with no or minimal risk. The only possible exception, of which the Board is already aware, is the institution’s fiscal position. In meeting our projected budget’s expenditure plan, you can continue to expect difficult and frugal decisions. We are at a point that in order to maintain our comprehensive nature and services, we will have to regularly seek local and consistent tax support or eliminate services and programs. This has the potential to risk assets, human resources, etc.

***POLICY TYPE: EXECUTIVE LIMITATIONS***

**POLICY TITLE: FINANCIAL CONDITIONS**

The President shall administer the Board approved budget without material deviation from Board priorities in ENDS policies, and shall protect the College from financial risk.

Accordingly, the President may not:

**Financial Condition #3**

Make any purchase: (a) without prudent protection against conflict of interest; (b) over \$10,000 without Board approval; (c) over \$10,000 without seeking at least three competitive quotes or sealed bids, submitted on prepared specifications. No purchase shall be made except on the basis of quality, cost, and service. Consideration shall be given to local vendors who can provide like quality products and services and who meet bid specifications..

**Response:** Following review of this constraint with the Dean of Business Services, I feel confident that the College is in compliance with the policy. We remain sensitive and judicious in balancing the need to support the local economy with making wise purchases in stretching limited tax dollars. We are discussing with the Board how it would like to handle routine expenditures that, when totaled at the end of the year, exceed \$10,000.

**Financial Condition #6**

Fail to maintain adequate reserves which allow the College cash reserve to drop below 8% of its annual budget, working toward a goal of 16%.

**Response:** The Board has been apprised that additional progress toward this goal was made over the course of the past year. The cash reserve is much nearer its goal than it was in the mid to late 1990’s. As you are aware, the reserve – though we had projected the need to use some of it this past year – has actually grown due to delayed spending and altered priorities. This is the fifth or sixth year in a row we have seen growth in the reserves, in spite of some extreme fiscal difficulties.

### **Financial Condition #8**

Fail to provide a monthly report of the College's current financial condition.

**Response:** Each month, as part of the Board's agenda, "Claims" and "Financial Reports" are presented for the Board's review and action. The reports accurately reflect the fiscal condition of the institution. Further, information regarding the Foundation's fiscal condition is provided to the Trustees from the Foundation Office each month. The clarifying questions asked by the Board are appreciated, as they help us to more fully discharge our accountability to the public.

## ***POLICY TYPE: EXECUTIVE LIMITATIONS***

### ***POLICY TITLE: COMMUNICATION & COUNSEL TO THE BOARD***

The President shall keep the Board adequately informed.

Accordingly, the President shall not:

#### **Communication & Counsel Constraint #1**

Fail to make the Board aware of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.

**Response:** All potential legal actions, material changes, and relevant trends have been shared with the Board. The Board has also been apprised of media coverage of those issues that may elicit calls from constituents. Personnel matters have been discussed through appropriate executive sessions. I continue to appreciate the Board's support of the strategic objectives that are being pursued, which I believe has placed the College in a much stronger position, both fiscally and organizationally. I am personally pleased with the growth we have seen in enrollments and the positive contributions that our efforts on the web have made to our bottom-line. We have tried to anticipate and share the challenges that may need to be overcome in order to achieve the changes planned. The Board's understanding, support, and direction to move forward, regardless of the hurdles, are sincerely appreciated.

#### **Communication & Counsel Constraint #2**

Fail to advise the Board if, in the President's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Staff Relationship, particularly in the case of Board behavior, which is detrimental to the working relationship between the Board and the President.

**Response:** The Board's individual and collective desires to see the College improve and succeed remain most encouraging. There have been no situations where, in the President's opinion, the Board has not been in compliance with its policies. I appreciate

the Board's efforts to clarify its desires and provide limitations, as those have been deemed necessary.

**Communication & Counsel Constraint #4**

Fail to report in a timely manner an actual or anticipated non-compliance with any Board policy.

**Response:** To my knowledge, there have been no non-compliance issues that need to be reported.



**UPCOMING BOARD MEETINGS/ACTIVITIES**

**Wednesday, June 1            12:00 noon   Monthly Board Study Session – U-219**

**Thursday, June 9            Fort Riley Graduation (details to follow)**

**Tuesday, June 21            4:00 p.m.     Regular Monthly Board Meeting – U-219**

**Friday June 24 –            KACCT Meetings/New Trustees Orientation –  
Saturday, June 25            Johnson County Community College**

**Note: The College will be closed on Monday, July 4 for Independence Day.**

**President's Monthly Activities  
April 01-30, 2005**

April 1	Faculty Facilitators' Bi-Weekly Meeting
April 3 & 4	Travel To/From and Meet with Potential Donor
April 5	Met with Randy Henry Attended Barton Softball Game vs. Cloud County
April 6	Facilitated President's Staff Meeting Facilitated Board Study Session Attended Barton Baseball Game vs. Colby
April 7	Gave Welcome at the Faculty Directors Conference Attended AACCC Convention – Boston, MA
April 8 - 12	Attended AACCC Convention – Boston, MA
April 13	Met with Steve Mermis Met with Randy Henry, Marilyn Beary and Dick Wade Attended Barton Softball game vs. Garden City Met With Nursing Faculty and Instructional Administrators Regarding Staffing Issues
April 14	Attended Barton Softball and Baseball Games Facilitated Special Board Meeting
April 15	Met with Steve Mermis and Randy Henry Met with Steve Mermis, Randy Henry and Employee
April 17	Participated In the Phi Psi Ceremony
April 18	Participated in Clements Group Training
April 19	Participated in Clements Group Training Met with Jan VanNote Lunch and Campus Tour with Don LackKamp Met with Chuck Smrt Facilitated Board of Trustees Meeting
April 20	Facilitated President's Staff Meeting
April 21 & 22	Vacation Days

April 24                    Attended the Zecha Recital

April 25                    Attended Breakfast Meeting with the Foundation Executive  
Committee  
Greeted Silver Cougars at their luncheon  
Presented Accreditation Information at General Staff Meeting  
Facilitated Special Board Meeting  
Dropped In On Access Us Informational Meeting

April 26                    Met with Paul Maneth  
Delivered Dessert of the Month to Coleen Cape  
Met with Judy Murphy  
Attended Night of One Acts

April 27                    Facilitated Presidents Staff Meeting  
Facilitated PIC Meeting

April 28                    Attended EduKan Joint Meeting in Dodge City

April 29                    Welcomed Pat Altwegg from the KBOR to Campus  
Met with Robert Feldt

**NOTICES AND COMMUNICATIONS**

**Letter from the Kansas State High School Activities Association, Inc.**

KANSAS • STATE • HIGH • SCHOOL  
**ACTIVITIES**  
ASSOCIATION, INC.



601 SW Commerce Place, Box 495 □ Topeka, KS 66601-0495 □ PH: 785 273-5329, FAX: 785 271-0236 □ E-Mail: kshsaa@kshsaa.org □ www.kshsaa.org  
GARY P. MUSSELMAN, EXECUTIVE DIRECTOR  
Assistant Executive Directors: Victor R. Sisk, Cheryl Gleason, Rick Bowden, David Cherry, Francine Martin; Karen Ruder, Personnel & Information Services  
*Member of the National Federation of State High School Associations*

April 21, 2005

RECEIVED

APR 25 2005

PRESIDENT'S OFFICE  
BCCC

Bob Loss  
Barton Co. Comm. College  
245 NE 30th Rd  
Great Bend, KS 67530

**THANK YOU!**

**Regional Speech & Drama Festivals:** *"A valuable classroom for our high school students."*

Saturday was a beautiful Kansas day. Thank you for providing great organization and facilities for the speech festival. For a variety of reasons, our overall speech festival participation was smaller this year. I'm sure it was a combination of school issues.

As this is my final year (its hard to believe it has been 17 years) with the KSHSAA, I want to express my appreciation for your support and willingness to help our high school students and for making my job very easy and enjoyable.

It has been my pleasure to support and work with you. On behalf of the Association, I would once again like to invite you to host. Will your facilities be available on **Saturday, April 15, 2006** for the Regional Speech & Drama Festival? Please FAX the enclosed form to advise us of your intentions.

With appreciation,

Victor R. Sisk  
Assistant Executive Director

dds

enc

cc Dr. Veldon L. Law, President

Meeting of the Board of Trustees  
Barton County Community College

May 17, 2005

**EXECUTIVE SESSION**

**Comments:** An executive session may be required.

**Recommendation:** It is recommended that the Board recess to executive session, should it be deemed necessary, in compliance with the Kansas Open Meetings Act.

**Action:** Board Chairman