



Mission Statement: Inspire individuals & enrich our community one student at a time.



Vision Statement: Be a national leader in academic excellence & partner of choice in the communities we serve.

**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting
December 15, 2020 – 5:00 P.M.**

Virtual Meeting

Amended Budget Hearing

1. Call to Order
2. Roll Call
3. Audience to Patrons and Petitioners (5-minute limit)
4. Approval of the 2020-2021 Budget:
 - Notice of Public Budget Hearing. Presented by Mr. Michael Beach.
 - AMENDED Final Proposed Budget FY2021. Presented by Mr. Michael Beach.
5. Adjournment

**Board of Trustees Meeting
(Immediately Following Budget Hearing)**

Agenda

1. Call to Order & Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Audience to Patrons and Petitioners (5-minute limit)
5. Recognitions/Presentations – None scheduled.

6. **Communications** – None scheduled.
7. **Board Committee Reports**
8. **Consent Agenda:**
 - (Item A) - Approval of Minutes of the November 17, 2020 Meeting
 - (Item A1) - Approval of Minutes of the November 17, 2020 Special Meeting
 - (Item A2) - Approval of Minutes of the December 7, 2020 Special Meeting
 - (Item B) - Approval of Recommendations for Payment
 - (Item C) - Approval of Ratification Items
 - (Item D) - Approval of Personnel Items (H.R.)
9. **Student Senate Report** – Mr. Destin Williams, President & Mr. Oscar Alvarez-Alonzo, Vice-President
10. **President's Report** – Dr. Greg Mosier
11. **Vice President Academic Affairs Report** – Mr. Jerry Pope, Interim
 - Special Presentation on Saturday Academy. Presented by Ms. Jessica Rodas, Director of Saturday Academy.
12. **Vice President Student Affairs Report** – Ms. Tina Church Lewandowski on behalf of Dr. Delfina Wilson
13. **Vice President Strategic Initiatives & Outreach Report** – Ms. Tami Bartunek
14. **Chief Financial Officer Report** – Mr. Michael Beach
15. **Chief Human Resources Officer Report** – Ms. Christina McGee
16. **Chief Information Officer Report** – Mr. Peter Gabriel
17. **Unfinished Business** – None scheduled.
18. **New Business:**
 - Approval of Student Housing Bond Resolution. Presented by Mr. Michael Beach. **<Attachment>**
 - Approval of FY2020 Financial Audit. Presented by Mr. Michael Beach. **<Attachment>**
 - Approval of Policies. Presented by Trustee Linda Sutton. **<Attachments>**
 - Tuition Appeal
 - Student Code of Conduct
 - College Email Signature
 - Photography & Video Recording Use

- College Emergency Communication
- Social Media
- Satisfactory Academic Progress
- Credit Hour
- Grading System
- Student Classification
- Payroll Information
- Missing Residential
- Flexible Benefit Plan (removal of policy)
- Approval of High School Fee for 2021 – 22 Academic Year. Presented by Mr. Jerry Pope. <Attachment>
- Discussion of Board Finance Training. Presented by Dr. Greg Mosier.

19. **Executive Session(s)** – None scheduled.

20. **Adjournment**

Next Meeting of the Board of Trustees:

Tuesday, January 19, 2021 - 5:00 p.m. – Virtual Meeting

**NOTICE OF HEARING ON
AMENDING THE 2021 BUDGET**


The governing body of
Kansas City Kansas Community College
will meet on the 15th day of December, 2020 at 5:00 P.M., at
Virtually (www.kckcc.edu/events)

for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at
the KCKCC Business Office
and will be available at this hearing.

SUMMARY OF AMENDMENTS

Fund	Adopted Budget 2020-2021			Proposed Amendment 2020-2021 Budget
	Actual Tax Rate	Amount of Tax to be Levied	Expenditures and Transfers	Expenditures and Transfers
General Fund	25.112	\$36,360,165	\$57,496,212	\$58,978,212


Signature and Title

Approved FY 2021 Budget
Budgeted Revenues, Reserves, and Operating Expenses

Updated 12/3/2020

<u>m Description</u>	<u>Original Budget 2021</u>	<u>Budget Amendment 2021</u>	<u>Amended Budget 2021</u>
<u>Revenues</u>			
Tuition & Fees	\$ 9,733,000		\$ 9,733,000
Federal Grants & Contracts	11,875,000	\$ 1,482,000	13,357,000
State Grants	568,000		568,000
Private Grants	263,000		263,000
Auxillary Enterprises	2,520,000		2,520,000
Other Operating	375,600		375,600
Total Projected Operating Revenue	25,334,600	\$ 1,482,000	26,816,600
County Property Tax (2% increase over 20	44,019,850		44,019,850
State Aid	10,377,364		10,377,364
SB 155 Aid	3,535,000		3,535,000
Investment Income	175,000		175,000
Interest Expense	(786,971)		(786,971)
Transfer from Reserves for Capital Project	-		-
Total Projected Non-Operating Revenue	57,320,243		57,320,243
Total Projected Revenues	\$ 82,654,843	\$ 1,482,000	\$ 84,136,843
<u>Operating Expenses</u>			
Salaries & Benefits	\$44,776,095		\$44,776,095
Contractual Services	1,736,000		1,736,000
Supplies & Other Operating Expenses	11,565,209	\$ 1,482,000	13,047,209
Utilities	1,992,600		1,992,600
Repairs & Maintenance to Plant (Includes Cap	3,419,255		3,419,255
Scholarships & Financial Aid	10,148,500		10,148,500
Strategic Opportunities	1,250,000		1,250,000
Contingency	250,000		250,000
Debt Service	2,525,000		2,525,000
Total operating expenses	\$77,662,659	\$ 1,482,000	\$79,144,659
Budgeted Changes in Net Position	\$ 4,992,184	\$ -	\$ 4,992,184

Budget Amendment Description

The budget amendment is due to the College receiving \$1,482,000 in Federal Funds for COVID-19 broken down in the following amounts:

SPARKS I Funds passed through the UG	\$900,000
SPARKS I Funds passed through Leavenworth County	\$25,000
SPARKS II Funds passed through KBOR	\$557,000
Total Budget Adjustment	\$1,482,000

All funds will allocated to additional expenses for Supplies and Other Operating Expenses.



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**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting Minutes
November 17, 2020 – 5:00 P.M.**

Meeting Location: Virtual - Zoom Webinar Meeting

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 5:00 p.m. The Pledge of Allegiance was led by Trustee Rosalyn Brown.

Chair Daniels called for a moment of silence to honor two current KCKCC employees who passed away – Ms. Wendy Lombardi (Adult Education) and Mr. Jose Matias Cantu (Facility Services).

Chair Daniels read the College's mission statement.

2. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Brune, Criswell, Daniels, McIntyre, Sutton. All members present.
3. **Approval of Agenda:** Chair Daniels called for a motion to accept the Agenda with approved amendments, making note that there were no errors that needed a vote to change. Vice-Chair Criswell made the motion to accept the agenda. Trustee Brown seconded the motion. **The Motion Carried.**
4. **Audience to Patrons and Petitioners:** There were no patrons or petitioners to address the Board.
5. **Recognitions/Presentations:** Presentations of “I See You” Spotlight Awards, instituted by the Office of Student Activities, were made by Dr. Delfina Wilson, Vice-President of Student Affairs and Mr. Jerry Pope, Interim Vice-President of Academic Affairs.
 - Mr. Robert Beach, Assistive Technology Specialist in Student
 - Ms. Ashley Irvin, Student Success Advisor in Student Success Center at TEC
 - Ms. Carrie Dimino, Coordinator of Tutoring – Writing Center
 - Ms. Adoria Wilson, Technical Assistant in the Learning Commons
 - Ms. Angie Biando, Adjunct Faculty member in Arts, Communications and Humanities and a faculty tutor in the Writing Center

Chair Daniels congratulated and thanked the awardees for their services on behalf of the

Board. Dr. Mosier echoed the sentiments and extended many thanks for attending the Board meeting.

Additionally, the 2nd Annual KCKCC Board of Trustees Food Drive was presented by Chair Ray Daniels. Dr. Mosier shared a photo of the food collected by the Board to assist with minimizing food insecurity at KCKCC. Dr. Mosier extended many thanks to the Board, KCKCC administration, and MVP Law for their generous contributions.

6. **Communications:** With no scheduled communications, Chair Daniels moved to the next agenda item.

7. **Board Committee Reports:** Chair Daniels called for reports from the Board Committees.

- On behalf of the Board Finance Committee, Vice-Chair Criswell stated the following items were discussed in their meeting on Tuesday, November 10th –
 - Update on Downtown project
 - Update of financial impact of COVID-19
 - SPARKS Funding transfers to College budget
 - Course Fees
 - Introduced a one-page summary report that will be presented by Mr. Michael Beach, Chief Financial Officer, during his report.

Vice-Chair Criswell concluded that the key theme for the College is that it continues to perform very well, particularly with expense tracking and being financially responsible as an organization.

- On behalf of the Board Policy Committee, Trustee Sutton stated there are policies currently being vetted by all senates. There will be policies to approve at the December Board meeting.
- Trustee Ash presented the KACCT Update. He shared that he would be forwarding the information regarding the ACCT National Legislative Summit occurring in February 2021. The ACCT Legislative Summit will be virtual and offers a group rate to attend. Trustee Ash invited the Board members to inform Ms. Risala Allen, Executive Administrative Partner to the President and Board of Trustees, if they would like to attend. He shared that there would be anticipated changes in Washington, D.C. shared and that the summit offers an opportunity to talk with Kansas senators. Trustee Ash plans to work with Dr. Mosier and Ms. Allen to set up Zoom meetings with Kansas legislatives which includes Rep. Sharice Davids, Sen. Jerry Moran, and Sen. Roger Marshall or their aids. The upcoming KACCT Quarterly Meeting will be held virtually on Saturday, Dec. 5th. He invited the Board members to email him for more information.

8. **Consent Agenda:** Chair Daniels called for a motion to accept the Consent Agenda. Trustee Brown moved to accept the Consent Agenda. Trustee McIntyre seconded the motion.

The Motion Carried.

9. **Student Senate Report:** Chair Daniels called for the Student Senate report. Mr. Destin Williams, Student Senate President, reported the following –

- Hosted 2 Student Senate meetings.

- Hosted the Kids Halloween Drive-In Movie event; there were 20 vehicles in attendance. There were 13 clubs and organizations that helped support this event.
- A third meeting is scheduled with Dr. Shawn Derritt, Dean of Student Success, to discuss student success and other concerns.
- Reviewed 11 new policies since Oct. 23rd.
- Participated and hosted in the Student Town Hall Meeting where the topic was, “Race and Racial Disparities: How is KCKCC Addressing These Topics as an Urban Community College?”.
- Final Student Senate meeting of the semester will be held on Nov. 20th at 1:30 p.m.
- Will host 2 Virtual Breakfast with Santa events; the dates are Saturday, Dec. 5th and Saturday, Dec. 12th.
- Campus Wonderland Gift bags will be created for the 34 families.
- Student Veterans Organization hosted a Battle of Branches Food Drive at all campuses.
- Active Minds have been hosting weekly, virtual club meetings.
- Gamers Club meeting twice weekly both face-to-face and virtually.
- The ASL and OQS clubs have been posting weekly virtual meetings.
- Music Club will host the Impact Virtual Music Festival.

Mr. Williams concluded his report and asked the Board for any questions. Trustee Sutton asked for more information concerning the Campus Wonderland donations. Mr. Williams answered that he would confirm the details for donation and follow up with the Board members.

Chair Daniels asked for any final comments or questions. Hearing none, he called for a motion to accept the Student Senate report. Trustee Sutton made a motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

10. **President’s Report:** Chair Daniels called for the President’s report. Dr. Mosier reported the following –

- Thanked everyone who participated in the Board’s annual food drive.
- HLC Update – the College is still fully accredited; the status is now Accredited-Probation. There is a good plan in place to address the deficiencies identified by HLC. The plans are in place for program review and assessment to ensure that the College is able to collect the desired body of evidence HLC requires. Dean of Academic Support and Assessment, Ms. Cecelia Brewer, and Director of Assessment, Dr. Cynthia Goudeau, have been doing a great job in moving the College forward in this process. It is important the College continues this great work. The HLC follow-up visit will occur in May 2022. All areas discussed in the report will be reviewed. KCKCC’s HLC Liaison is Mr. Jerry Pope. Dr. Mosier expressed confidence that the College will improve where needed and will be here for the next 100 years.
- Strategic Plan 3-year review cycle – discussing with President’s Cabinet members the need to revisit the plan’s KPIs due to COVID-19 impact.

- Mentioned the Student Senate Town Hall meeting on racial inequities was a success and should lead to many more important discussions with the students.
- The College held the Annual President Leadership Circle Breakfast virtually. There was great attendance and follow up with that meeting. Dr. Mosier shared slides about the new economic opportunities coming to Wyandotte County that were shared during the President's Leadership Circle. Student Housing images were also shared. The College is looking to break ground at the end of January or beginning of February 2021. Dr. Mosier also shared updated photos of KCKCC Downtown Community Education Center. The construction cost has been reduced from \$52 million dollars to \$47 million dollars. There is a potential partner to add a third level on partner building.
- With uptick in COVID-19 cases, each President's Cabinet member will go to a 50/50 mix of virtual and on-site staffing after Fall Break. Staff will be rotating to reduce the physical number of people on-site, but not reducing hours.

Dr. Mosier concluded his report and asked the Board for any questions. Chair Daniels asked how the College is marketing to the businesses that are coming to Wyandotte County regarding the ways in which KCKCC can contribute to their needs. Dr. Mosier answered that the College works closely with the Wyandotte EDC, where the College's program offerings, workforce development and specialized training programs are shared in meetings with these businesses.

Chair Daniels asked for any final comments or questions. Trustee Ash made a motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

11. Vice President Academic Affairs Report: Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope, Interim VPAA, highlighted the following items from the Board report –

- Mr. Tom Grady, Director of Center for Teaching Excellence, added a list of professional development opportunities available for faculty to include the Blue Devil Faculty training, Kansas City Professional Development Council's Faculty Development Program, First Fridays Faculty Mentoring sessions, and Two for Tuesdays Mentoring webinars.
- The Digital Imaging and Design students and faculty attended the annual Adobe Max conference. With it being offered virtually this year, more students were able to attend.
- Professor Tasha Haas (English) and Dr. Brian Whitehead (Journalism) have curated the newest edition of *The Scenic Route*, a beautiful magazine that features fine arts and literary contributions from the students and faculty of KCKCC. Student intern, Mr. Caleb Goldbeck, assisted with the publishing of this edition.
- The Culinary Arts students are using CAD to design their own kitchens. There are some amazing pictures from the building projects and community work being done by the students in the Building Maintenance and Technology program.

- Ms. Janel Sanders, Community Education/Continuing Education Coordinator, is developing a partnership with Cornerstones of Care to deliver well-being classes for teenage foster kids.
- The Adult Education department is currently developing a business ESL class in partnership with Plastic Packaging in Kansas City, KS. Classes are planned to begin in January 2021.
- The Health Professions departments are doing a great job in mitigating the effects of COVID among their student and faculty. In fact, KCKCC is doing a good job as an institution in keeping one another safe.
- The PN program is collaborating with Media Services to develop a virtual pinning for the Fall 2020 graduates.
- Math, Science, and Business Technology – the division has collected over 240 items for the KCKCC food pantry, “Blue’s Kitchen”.
- The KCKCC Enactus team is working with faculty and staff of the college to host Virtual Zoom interviews with seniors from F.L. Schlagle High School on November 19 & 20. The purpose of the interviews is to help prepare them for life skills after high school.
- Aerotek, a regional staffing agency, is partnering with KCKCC to host a virtual career fair.
- Adjunct professor, Dr. Mary Patterson and her team, worked on completing 180 kits to be distributed to the Saturday Academy participants as they go virtual with the Academy this year.
- Social and Behavioral Science – Dan Stluka, Coordinator of the Early Childhood Development and Education program, is currently working on an academic pipeline to allow our Early Childhood Education students to earn their associates degree here and go on to Washburn University to earn their bachelors degree and then on further to K-State to earn their masters degree.

Mr. Pope informed the Board, regarding a few questions they asked about the developmental education student data, that he and Dr. Wilson are working with faculty to make a brief presentation in December 2020 or January 2021. Mr. Pope concluded his report and asked for any questions from the Board.

Vice-Chair Criswell commended Mr. Pope for the CAD design project for the Culinary students. He extended the kudos to Dean Cheryl Runnebaum. Trustee Sutton offered kudos to Ms. Sanders for offering courses to the teenagers in the foster system. She asked whether the classes were virtual. Dean Runnebaum answered that the courses will be offered onsite unless COVID prevents it. She added that in-person courses are more impactful for the foster care students.

Chair Daniels thanked Mr. Pope for his report and for the future report on developmental education. He asked for any final comments or questions. Hearing none, he called for a motion to accept the Vice President of Academic Affairs report. Vice-Chair Criswell made

a motion to accept the report. Trustee McIntyre seconded the motion. **The Motion Carried.**

12. **Vice President Student Affairs Report:** Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Dr. Delfina Wilson highlighted the following items from the Board report –

- Kudos to Student Accessibility and Support Services department who were featured in Community College Daily (CC Daily) to share their provision of accessible materials for students.
- New College Nurse, Ms. Sylvia Gillis, introduced. In early December, the College will have an Associate College Nurse, an LPN, join the ranks to complete the College Nursing Team.
- All campuses are open after Thanksgiving Break. The staff and faculty are here to serve the students. President's Cabinet is looking for the best fit in each area to ensure all areas are covered.
- Extremely proud of the students that participated in the "Race and Racial Disparities" Town Hall. It was a great experience and opportunity to share with and learn with them. KCKCC administration is looking forward to continuing to work with the students and continue these conversations.
- Dr. Mihir Chand and Dr. Wilson have been invited to do a "KC Live" show taping with KSHB. More details to come following Fall Break.
- Emphasized the importance of looking at changes and responding in positive ways to the needs of the College community. One thing that the College is looking to do is to invest time and money to enhance services offered to the diverse community that we serve. One way to do this is via a restructuring of the Intercultural Center to enhance services offered to the students and employees so that everyone feels as though KCKCC is a place where they belong.

Dr. Wilson concluded her report and asked the Board for any questions. Trustee Ash commented on the nice job Dr. Wilson did with the report. He asked if there were any early indications on enrollment for next spring from the high school partners. Dr. Wilson answered that it is still a bit soon to tell. At the December meeting she will share the spring enrollment report and should have a better idea of what is to come with the spring enrollment.

Chair Daniels asked whether the vacancies in Student Affairs division were creating issues to providing services to students. Dr. Wilson answered that the Student Affairs staff were stepping up and supporting one another to be there for the students, although the reduced volume of students it has been manageable. Chair Daniels asked Dr. Wilson to pass on the Board's gratitude for all the staff is accomplishing with fewer people.

Trustee Sutton asked about policies and procedures coming for review by the Board Policy Committee. The Military Policy was previously approved on April 21, 2020. She asked if Dr. Wilson would speak to this and the other policies and procedures to come?

Dr. Wilson answered that the Military Policy needs to go through the process for proper policy numbering. The other policies and procedures are new.

Chair Daniels thanked Dr. Wilson and called for approval of the Vice President of Student Affairs report. Trustee Ash made a motion to accept the report. Trustee Sutton seconded the motion. **The Motion Carried.**

13. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach (VPSIO) report. Ms. Tami Bartunek highlighted the following items from the Board report –

- The link to the article from CC Daily is included in report. Collaboration between departments increasing more and more for supporting students' needs.
- Received link to National Council for Marketing & Public Relations (NCMPR) Awards Ceremony in October 2020. The area for our district consists of Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, the Canadian province of Manitoba, Puerto Rico and Virgin Islands.
- Tomorrow online event, "Leveraging LinkedIn," in partnership with KCKCC Foundation occurs. There are more than 200 registrations.
- "KC Live" show was recorded this morning with Mr. Jerry Pope and Dean Cheryl Runnebaum. They did a fantastic job! As soon as the show is publicly shared, the College will share it as well. Tomorrow, Dr. Mosier and Ms. Bartunek will record KC Live show offering updates about KCKCC programs and projects.
- Partnering with Kansas State Chamber of Commerce for the 2nd Annual Minority Business Summit on Tuesday, Dec. 8th.
- KC Scholars cobranding digital billboard in Leavenworth, KS.
- Shared new tv commercial and radio advertisement.

Ms. Bartunek concluded her report and asked the Board for any questions. Vice-Chair Criswell offered kudos continued progress and expressed gratitude for everything Ms. Bartunek and her team does.

Chair Daniels asked for any final comments or questions. Hearing none, he called for a motion to accept the Vice President of Strategic Initiatives & Outreach (VPSIO) report. Vice-Chair Criswell made a motion to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

14. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer (CFO) report. Mr. Michael Beach highlighted the following items from the Board report –

- Expressed appreciate for the Board's recognition of Mr. Jose Matias Cantu. He was only 31 years young and was admired by many. He chose to share himself and his talents with KCKCC.
- Final report from Novaks Burks will be shared at the December Board Finance and Board General meetings.

- Announced new Payroll Coordinator, Ms. Angela Maslowski and New Police Officer, Mr. Jonathan Berry.
- Student Housing Update – completed all community charettes with good results.
- Engaged special bonds counsel and expect to offer final resolution for the issuance for the bonds at the December Board meeting.
- In December, there is a need for a separate Board meeting, a budget hearing to amend the 2020-2021 budget to include the SPARKS funding through CARES Act initiatives from the government in the amount of just under \$1.5 million dollars. Dr. Mosier added that KCKCC received \$25K from Leavenworth County through the CARES Act. The grant will be put to good use at the Pioneer Career Center.
- Bookstore moves forward in preparation for spring.
- Facilities Crew continues to complete great projects across campus.
- Police officers attending and completing training. In efforts to become more financially sustainable, it has been approved to hire security guards to replace some police officer positions. Security guard will be working with the police officers.
- Shared and reviewed the Monthly Financial Summary for November. In the future, the report will be included with the other finance reports.

Mr. Beach concluded his report and asked the Board for any questions. Board members discussed their appreciation for the clarity and ease of use of the new report as well as Mr. Beach's explanations. Vice-Chair Criswell added that she wanted to make sure the Board Finance Committee shares details about the tools being used and provide information.

Chair Daniels asked for any final comments or questions. Hearing none, he called for a motion to accept the Chief Financial Officer report. Vice-Chair Criswell made a motion to accept the report. Trustee McIntyre seconded the motion. **The Motion Carried.**

15. Chief Human Resources Officer Report: Chair Daniels called for the Chief Human Resources Officer (CHRO) report. Ms. Christina McGee highlighted the following items from the Board report –

- Benefits information meetings currently happening for the employees. Employees and students are being informed about the Employee Assistance Program (EAP) and Student Assistance Program (SAP) opportunities.
- Several open-enrollment information sessions have been scheduled. New benefit cycle begins on January 1st.
- The COVID Shared Leave pilot program for staff launched Friday. There are currently 370 hours donated to the shared leave program.

Ms. McGee addressed the question from Vice-Chair Criswell last month concerning annual training for information security being offered. It is not offered in the current training platform, Knowledge City, but other means are being explored. Ms. McGee concluded her report and asked the Board for any questions.

Vice-Chair Criswell offered gratitude for the update and for the employees who stepped up to donate leave as a beautiful reflection of hearts of KCKCC employees. Dr. Mosier added that the EAP and SAP are great for the institution and for the people who are here. They are important.

Chair Daniels asked for any final comments or questions. Hearing none, he called for a motion to accept the Chief Human Resources Officer report. Trustee Sutton made a motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

16. **Chief Information Officer Report:** Chair Daniels called for the Chief Information Officer (CIO) report. Mr. Peter Gabriel highlighted the following items from the Board report –
- Expressed thanks to Mr. Beach for the new paint and lighting in the Humanities building.
 - Talking with other colleges in Kansas and investigating company, Know Before, on information security training for the College.
 - Thanked Information Services teams for their hard work.
 - Working on standard operation procedures (SOPs) for technology and other Information Services processes.
 - Network connectivity rate on the rise.
 - PaperCut upgrade should be completed this week. This service provides the College a means to securely print and retrieve print jobs anywhere on campus.

Mr. Gabriel concluded his report and asked the Board for any questions.

Chair Daniels thanked Media Services for support with Board meetings each month and all meetings in between. He asked for any final comments or questions. Hearing none, Chair Daniels called for a motion to accept the Chief Information Officer report. Trustee McIntyre made a motion to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

17. **Unfinished Business:** Chair Daniels acknowledged that there was no unfinished business scheduled. The Board moved to the next agenda item.

18. **New Business:**

- a. Mr. Darren Elliott presented the KCKCC Racial Equity Statement to the Board for approval. Trustee Sutton made the motion to adopt the statement. Vice-Chair Criswell seconded the motion. **The Motion Carried.**
- b. Mr. Jerry Pope presented for approval the affidavit for Lansing Correctional Facility as an additional KCKCC educational location. Trustee Brune made the motion to adopt the affidavit. Vice-Chair Criswell seconded the motion. **The Motion Carried.**
- c. Mr. Jerry Pope presented three new academic programs (Diesel Technician Certificate B and AAS; Surveyor Technician Certificate B and AAS; and Automation Engineer (Advanced Manufacturing) Certificate B and AAS) for approval. Trustee

Sutton made a motion to approve the three new academic programs. Trustee Brune seconded the motion. The Motion Carried.

d. Dr. Mosier shared the HLC Institutional Actions plan for KCKCC.

19. **Executive Session(s):** Chair Daniels acknowledged that there were no executive sessions action needed for the general meeting.

20. **Adjournment:** Vice-Chair Criswell made a motion to adjourn the meeting. Trustee Ash seconded the motion. The Motion Carried.

The meeting of the Board of Trustees adjourned at 7:14 p.m.

ATTEST: _____
Chairperson, Dr. Ray Daniels

Secretary, Dr. Greg Mosier



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**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Special Meeting Minutes
November 17, 2020 – 4:00 P.M.**

Meeting Location: Virtual - Zoom Webinar Meeting

CONSENT AGENDA – Item A1
Meeting Minutes

The Board of Trustees met virtually on Tuesday, November 17, 2020 on the KCKCC Zoom Webinar meeting platform.

Members Present: Chairman Ray Daniels, Vice-Chairwoman Evelyn Criswell, Mr. Don Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Janice McIntyre, and Ms. Linda Hoskins Sutton were present in the virtual meeting.

The meeting was called to order at 4:02 p.m. by Board Chair, Dr. Ray Daniels.

Chair Daniels announced that Dr. Mosier shared prior to the meeting that there is no longer a need for the first executive session listed on the meeting agenda. The Board would move forward with the second executive session.

At 4:05 p.m., Chair Daniels called for a motion for the Board to enter an executive session for 5-minutes duration to discuss personnel matters of nonelected personnel with possible action to follow in open session. Vice-Chair Criswell made a motion to enter in executive session for 5-minutes. Trustee Ash seconded the motion. **The Motion Carried.**

All Board members transitioned into the Executive Session meeting room at 4:07 p.m.

At 4:12 p.m., the Board returned to open session. Trustee Sutton made the motion to accept the resignation of Professor Billie Leonard without penalty per the Master Contract. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

At 4:16 p.m., Chair Daniels called for a motion for the Board to enter the last executive session for 20-minutes duration for consultation with an attorney for the public body or agency which would

be deemed privileged in the attorney-client relationship with possible action to follow in open session. Vice-Chair Criswell made a motion to enter in executive session for 20-minutes. Trustee Brown seconded the motion. The Motion Carried.

At 4:36 p.m., the Board returned to open session. Chair Daniels shared that the Board determined that they would need a separate special meeting to further discussion some ideas expressed during executive session. The Board decided that meeting would be about an hour and a half in length and would occur sometime during the first or second week of December. Dr. Mosier and Ms. Allen will schedule the meeting for the Board.

Chair Daniels began the presentations by reintroducing the recommendation from the HLC Review Team that visited KCKCC in March 2020, to not have a Board member participate on College Senate. After further discussion, Chair Daniels and Dr. Mosier recommended that the Board continue their participation on the College Senate. After meeting with the leadership of the senates, Dr. Mosier learned that they would like to continue having a Board member on the committee. The Board decided that there would continue to be a Board member serving on College Senate with the understanding that this practice would continue as long as their presence is beneficial to the shared governance process and that the Board member would excuse themselves if ever their presence might influence the discussion.

Chair Daniels continued to the next presentation topic of the preparation for the president's annual evaluation. He shared that during Dr. Mosier's last review, the Board agreed to add a mid-year review of the annual goals to the evaluation checklist tool. Dr. Mosier agreed to provide the Board with an update on his goals.

Chair Daniels acknowledged that the wording in the Board handbook concerning the schedule for the president's evaluation needed to be changed to reflect the timetable of late January and early February 2021. Chair Daniels recommended that the Board have one or two special meetings to work on the evaluation.

Vice-Chair Criswell offered to prepare the updated version of the evaluation tool that allows the Board members easier use and ensure accuracy in the tabulation of the results. She will send the updated evaluation to Chair Daniels ready to send out in December 2020 to the Board members. Trustee McIntyre asked about including the community portions of a 360-degree review in Dr. Mosier's evaluation to add to the scope of his evaluation. Chair Daniels answered that although this is a good idea, it would be best to implement at the beginning of the evaluation period. Vice-Chair Criswell added that with the evaluation being an instrument of Human Resources, it may not be best to include the feedback from the community here. Chair Daniels reiterated that this discussion may be revisited prior to the next evaluation period.

Chair Daniels asked for any further questions or comments. Hearing none, he called for a motion to adjourn the meeting. Trustee McIntyre made the motion. Vice-Chair Criswell seconded. The Motion Carried.

The meeting adjourned at 4:50 p.m.

ATTEST:

Chairperson, Dr. Ray Daniels

Secretary, Dr. Greg Mosier



Mission Statement: Inspire individuals & enrich our community one student at a time.



Vision Statement: Be a national leader in academic excellence & partner of choice in the communities we serve.

**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Special Meeting Minutes
December 7, 2020 – 5:00 P.M.**

Meeting Location: Virtual – Microsoft Teams Live Meeting

CONSENT AGENDA – Item A2
Meeting Minutes

The Board of Trustees met virtually on Monday, December 7, 2020 on the KCKCC Microsoft Teams Live meeting platform.

Members Present: Chairman Ray Daniels, Mr. Don Ash, Ms. Pat Brune, Dr. Janice McIntyre, and Ms. Linda Hoskins Sutton were present in the virtual meeting. Vice-Chairwoman Evelyn Criswell and Ms. Rosalyn Brown were absent.

The meeting was called to order at 5:12 p.m. by Board Chair, Dr. Ray Daniels.

At 5:13 p.m., Chair Daniels called for a motion for the Board to enter an executive session for 40-minutes duration for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with no action to follow in open session. Trustee Sutton made a motion to enter in executive session for 40-minutes. Trustee Ash seconded the motion. **The Motion Carried.**

All Board members transitioned into the Executive Session meeting room at 5:23 p.m.

At 6:03 p.m., the Board returned to open session. Chair Daniels shared that Trustee Sutton had to depart the executive session at 6:00 p.m.

Chair Daniels called for a motion to adjourn the meeting. Trustee Ash made the motion. Trustee McIntyre seconded. **The Motion Carried.**

The meeting adjourned at 6:04 p.m.

ATTEST:

Chairperson, Dr. Ray Daniels

Secretary, Dr. Greg Mosier

Recommendations for Payment

Amendment as of 12/7/20

CONSENT AGENDA – Item B

December 15, 2020

- 1) Approval in the amount of \$28,314.00 to **Ellucian Inc** for the Touchnet software annual subscription renewal. Requested by Peter Gabriel.
- 2) Approval in the amount of \$33,495.46 to **Cengage Learning** for textbooks. Requested by Michael Beach.
- 3) Approval in the amount of \$42,000.00 to **Shawnee Mission Ford** for purchase of police vehicle for College Police department. Requested by Michael Beach.
- 4) Approval in the amount of \$39,799.42 to **Olympus America Inc** for lab equipment for Biology department. Requested by Jerry Pope.
- 5) Approval in the amount of \$80,028.49 to **Chef's Depot** for Baking program equipment. Requested by Jerry Pope.
- 6) Approval in the amount of \$28,000.00 to **Assessment Technologies Institute, LLC (ATI)** for testing preparation materials for Nursing program. Requested by Jerry Pope.
- 7) Approval in the amount of \$45,716.02 to **Avigilon** for new card access and door security system. Requested by Peter Gabriel.
- 8) Approval in the amount of \$40,000.00 to **Cisco** for new firewall hardware and software for KCKCC College Police department. Requested by Peter Gabriel.

November bills totaling \$2,044,740.58 includes October VISA bills of \$169,920.08.

Items for Ratification

CONSENT AGENDA – Item C

December 15, 2020

1. **\$19,170.00** to **Ellucian Inc** for program management and CRM Advise software consulting (Voucher #0258754 submitted 11/16/20). Requested by Peter Gabriel.
2. **\$10,863.00** to **Ellucian Inc** for off-site program management and CRM Advise software consulting (Voucher #0258746 submitted 11/19/20). Requested by Peter Gabriel.
3. **\$16,050.00** to **Martz Bros** for de-icing lots and sidewalks (10/25 & 10/26/20). Requested by Michael Beach.
4. **\$24,870.00** to **Watermark Insights, LLC** for annual license renewal for TaskStream software. Requested by Peter Gabriel.
5. **\$ 10740.97** to **Art & Frame Warehouse** for the framing of the Rita Blitt collection at TEC. Requested by Michael Beach.
6. **\$11,259.15** to **The Spyglass Group, LLC** for annual contingency service fees for land line services. Requested by Peter Gabriel.

HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D

December 15, 2020

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
Resignation	Barreth, Pamela	Adjunct- ESOL	ESOL	Academic Affairs	11/16/2020
Resignation	Clark Evans, Barbara	Center for Equity, Inclusion & Multicultural Engagement (CEIM)	Center for Equity, Inclusion & Multicultural Engagement	Student Affairs	12/18/2020
Resignation	England, Deborah	PT Food Prep Aide	Cafeteria	Career and Technical Education	11/25/2020
Resignation	Goodman, Denise	Adult Education Instructor	Adult and Continuing / Community Education	Career and Technical Education	11/30/2020
Resignation	Molloy, Stephen (Steve)	Adjunct- Fine Arts	Arts, Communications, & Humanities	Academic Affairs	12/15/2020
Resignation	Tague, Meggan	Cosmetology Lab Assistant	Cosmetology	Career and Technical Education	11/12/2020
Resignation	Wainwright, David	Police Sergeant	College Police	Financial & Facility Services	12/31/2020
Separation	Cordill, Brian	PT Tool Room Attendant	Automotive Tech	Academic Affairs	11/06/2020

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE	SALARY
Correction	Roblee, Jefferson	Assistant Women's Soccer Coach	Athletics	Student Affairs	07/18/2020	\$35,000 annually

New Hire	Neighbors, Loriann	PT Driver's Education Instructor	Adult and Continuing / Community Education	Academic Affairs	12/09/2020	\$25 per hour for classroom instruction and \$100 per student driver
New Hire	Ramsey, Ian M.	PT Professional Math Tutoring	Library and Learning Services	Academic Affairs	11/30/2020	\$14.42 per hour
Promotion	Irvin, Ashley	Associate Dean of Career and Technical Education	Career and Technical Education	Academic Affairs	01/04/2021	\$90,203 annually
Salary Adjustment	Almanza, Brian	LMS Technical and Database Manager	Learning & Library Services	Academic Support and Assessment	07/03/2020	\$74,420 annually
Salary Adjustment	Bradford, Wayne	Administrative Assistant to the Dean	Arts, Communications and Humanities	Academic Affairs	07/03/2020	\$44,570.40 annually
Salary Adjustment	Browar, Jason	Sports Information and Athletic Events Coordinator I	Athletics	Student Affairs	07/03/2020	\$48,690.90 annually
Salary Adjustment	Christensen, Rodney	Head Athletic Trainer	Athletics	Student Affairs	07/03/2020	\$67,948.65 annually
Salary Adjustment	Esteban, Rick	Network Engineer	Network Services	Information Services	07/03/2020	\$67,840 annually
Salary Adjustment	Fehlhafer, Thomas	HVAC Specialist II	HVAC	Career and Technical Education	07/03/2020	\$51,148.95 annually
Salary Adjustment	Fultz, John	Senior Network Engineer	Network Services	Information Services	07/03/2020	\$66,978 annually
Salary Adjustment	Goldbeck, W. Matthew	Head Coach - Men's Baseball	Athletics	Student Affairs	07/03/2020	\$67,948.65 annually
Salary Adjustment	Griffin-Myers, Desiree	Administrative Assistant I	Technical Education Center	Career and Technical Education	07/03/2020	\$34,926.30 annually
Salary Adjustment	Holliday, Theresa	Registrar	Registrar Office	Student Affairs	07/03/2020	\$84,334.95 annually
Salary Adjustment	Irvine, Marcia	Director of Pioneer Center	Pioneer Center	Student Affairs	07/03/2020	\$84,334.95 annually
Salary Adjustment	Johnson, Felicia	Financial Aid Coordinator I	Financial Aid	Student Affairs	07/03/2020	\$51,395.95 annually
Salary Adjustment	McGivern, William	Maintenance Specialist I	Facility Services	Financial and Facility Services	07/03/2020	\$42,448 annually
Salary Adjustment	McGuirt, Rebecca	Science Lab Manager	Math, Science, & Computer Technology	Academic Affairs	07/03/2020	\$61,477.35 annually
Salary Adjustment	Page, Robert	Maintenance Specialist I	Facility Services	Financial and Facility Services	07/03/2020	\$40,325.60 annually
Salary Adjustment	Roberson, Katrena	Administrative Assistant I	Registrar Office	Student Affairs	07/03/2020	\$38,807 annually

Salary Adjustment	Rogge, Kelly	Public Information Manager	Public Information	Strategic Initiatives and Outreach	07/03/2020	\$58,241.70 annually
Salary Adjustment	Runnebaum, Cheryl	Dean of Technology and Workforce Development	Career and Technical Education	Career and Technical Education	07/03/2020	\$102,375 annually
Salary Adjustment	Sharp, William	Assistant Coach - Baseball	Athletics	Student Affairs	07/03/2020	\$36,518.18 annually
Salary Adjustment	Shrader, Gary	Head Coach - Golf	Athletics	Student Affairs	07/03/2020	\$50,961.49 annually
Salary Adjustment	Smith, Jeffrey	Director of EMT and Paramedic Programs	Health Profession	Academic Affairs	07/03/2020	\$83,130.30 annually
Salary Adjustment	Suggs, Roger	Student Activities Specialist II	Student Affairs	Student Affairs	07/03/2020	\$44,477.10 annually
Salary Adjustment	Weaver, Patricia	Instructor - ESL	Adult Education	Career and Technical Education	07/03/2020	\$39,818.93 annually
Salary Adjustment	Wendt, Roberta	Instructor - ESL	Registrar Office	Student Affairs	07/03/2020	\$39,818.93 annually
Salary Adjustment	Wesley, Dena	Media Distribution Coordinator I	Adult Education	Career and Technical Education	07/03/2020	\$51,395.95 annually
Salary Adjustment	Williams, Amanda	Director of Learning Commons	Media Services	Information Services	07/03/2020	\$80,319 annually
Salary Adjustment	Wilson, An'Drienna	Records Coordinator II	Learning & Library Services	Academic Support and Assessment	07/03/2020	\$56,041.45 annually

Action Definitions

- **New Hire**- an individual who enters an employment relationship with the College that has never worked for us.
- **Rehire** – an individual that reenters into an employment relationship with the College.
- **Transfer** - a staff transfer to another position that does not result in an increase to a higher job grade. A faculty transfer is from the 182 to 212 designation and vice versa.
- **Promotion**- is the advancement of a staff's grade or increase to their salary.
- **Retirement**- refers to permanently leaving one's job in conjunction with KPERS.
- **Reassignment**- a change to an employee's current position. It may result in movement within the same organizational unit or another organizational unit, a change in duties, work location, days of work, salary or hours of work.
- **Resignation**- a formal way an employee is voluntarily ending their employment.
- **Separation**- the employee's work performance or conduct is deemed sufficiently unsatisfactory as to merit involuntary separation.
- **Interim** - An interim appointment is defined by an employee filling a vacant position on a temporary basis until a competitive search process is completed.
- **Additional Position** – an additional position that is given to an individual that is actively employed at the college.
- **Master Contract**- Completion of degree changing the faculty members class and salary horizontally on the contract.

Academic Support and Assessment – Dean Cecelia Brewer

Center for Teaching Excellence: Mr. Tom Grady

The Center for Teaching Excellence (CTE) implemented a new Workshop Feedback form for the 2020-2021 academic year. The Microsoft Form link is sent to participants to complete after each event. The questions on the feedback form pertain to the impact the professional development opportunities have had on teaching and learning. The data collected to date during the 2020-2021 academic year clearly indicates the professional development opportunities have been well-received by the participants and have had a strong impact on instructional practices. Note: Data is shared with academic deans monthly and an end of year report will be created to share with faculty.

Online Education Services: Ms. Susan Stuart

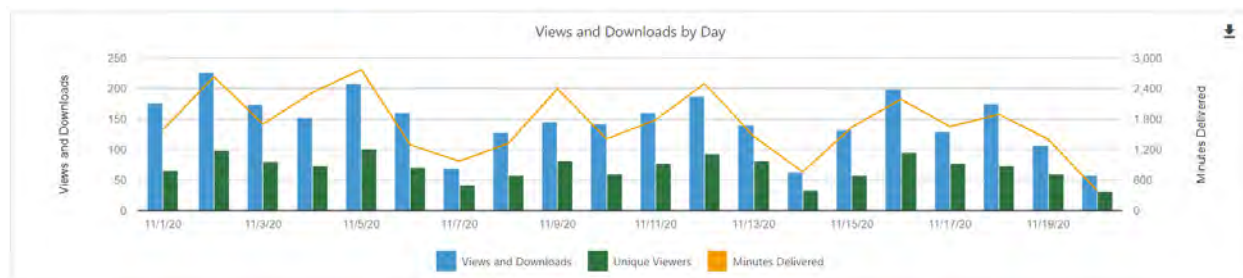
Online Education Services (OES) had 3,230 Zoom meetings with 20,554 participants (over multiple sessions) clocking 1,657,074 combined minutes for November 1-20, 2020. As noted in the graph below, the use remains consistent from week to week. Participation rates continue steadily, though slightly lower due to an early reporting timeline with Thanksgiving break.



Along with a steady use of Zoom, we also are seeing a steady rate of utilization of the class capture software, Panopto. The peak use was 226 views for one day and the peak number of

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minutes accessed in a single day was 2,770 minutes. The use of Panopto has stayed consistently high for the semester with regular use by both students and faculty, although the numbers are slightly lower due to a shortened reporting month.



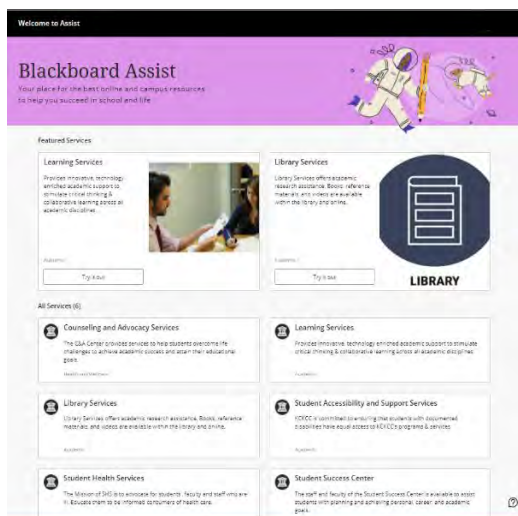
OES staff resolved approximately 178 tickets, calls or email support requests through November 20, 2020. The majority of these were call-in, email, or helpdesk request.

Online Education continues to support the Zoom Webinar product to facilitate the availability that the Board of Trustees Public Meeting could be delivered remotely and online for up to 100 participants.

Working with IT and Blackboard, OES has completed the update for the Analytics for Learn system that was several years overdue for an update. The change is significant. Training for support and analytics staff was complete in November.

OES scheduled 10 professional development events for November.

OES Staff implemented a new feature from Blackboard called Blackboard Assist. This feature offers a one-stop location for access to a variety of institutional services and could be used with partner services such as tutoring.



Director Stuart is a member of the Open Education Resources Steering Committee through Kansas Board of Regents and has joined one of eight members on the taskforce to go through OER Ambassador training. OER encourages a reduction of costs for learning materials paid for

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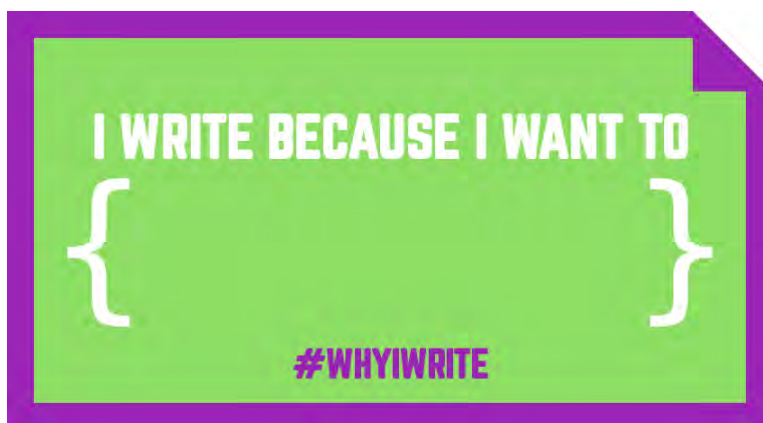
by the students and the institutions. The OER taskforce for KCKCC met in September and December.

Learning Commons: Ms. Amanda Williams

Tutor Appreciation Week was held the second week of October. Throughout the month, tutors were spotlighted on social media and posts were made in celebration of tutor appreciation.



The Writing Center celebrated the National Day of Writing on October 20th.



The students from the Myanmar study group, Lah and Pah, stopped by for a visit. They have graduated from Ottawa University and spoke about how much the tutors helped them attain their goals. This group of former KCKCC students and community members met at the Learning Commons in previous years.

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Fnu, previous Library & Learning Service employee, and CRLA Level 1 certified tutor, came for a Zoom visit and mentioned he will be going to Baker next semester.

Learning & Library Services published its second newsletter, On Common Ground. Check it out at https://kckcc.libguides.com/Learning_Commons/publications.

ASA Dean: Ms. Cecelia Brewer

Dean Brewer was invited to serve as a scorer for the new AAC&U Critical Thinking Assignment Alignment Research Project. For the past few months, AAC&U has engaged in a process of developing an assignment alignment tool that mirrors the process used to create the VALUE rubrics. The new tool, entitled "AAC&U VALUE ADD (Assignment Design and Diagnostic) Tool - Critical Thinking", was designed to help faculty develop and/or revise an assignment designed to produce student work which develops and accurately demonstrates students' critical thinking abilities. Dean Brewer, and about 30 other scorers from institutions across the country, will use this VALUE ADD Tool to examine critical thinking assignments submitted to the VALUE Institute.

Arts, Communication and Humanities – Dr. Aaron Margolis

KCKCC's Music Department was featured in the January 2021 issue of *DownBeat* Magazine as the monthly "Jazz on Campus" profile. Professors John Stafford, Jim Mair, and Dr. Justin Binek, along with Interim Vice President of Academic Affairs Jerry Pope, were interviewed by *DownBeat* about how KCKCC has delivered in-person music instruction in the time of COVID-19. The article can be found on Page 73 of the January *DownBeat*; additionally, a full-page advertisement for KCKCC designed by Taylor Bolts can be found on Page 71. Digital link: http://www.downbeat.com/digitaledition/2021/DB21_01/art/DB21_01.pdf

Dr. Binek has joined the roster of Artist Access, a new venture of Caleb Chapman's renowned Soundhouse jazz education program. Artist Access connects clinicians with schools, arts organizations, and individual students to provide online master classes, group lessons, individual lessons, and clinics. Dr. Binek joins a roster that contains some of the most prominent names in jazz and classical music, including several Grammy-winning performers. Artist Access's website will launch in mid-December.

Professor John Stafford was selected by the Jazz Education Network National Conference to present a clinic called "Creating the Optimal Sound: Voice Matching for the Large Vocal Jazz Ensemble" on Saturday, January 6th. This virtual conference will be based in Louisville, KY, from January 6 through 9, 2021. KCKCC's The Standard Vocal Ensemble will be the demonstration ensemble for the presentation.

KCKCC Music and Media Services Departments hosted the 2nd Annual M-pact Vocal Festival in a virtual format on November 19 and 20. The event was presented on Twitch and internationally received 2,400 views. Twenty-five high school, collegiate, community and semi-pro vocal ensembles performed and received a clinic by the LA-based professional acappella ensemble, M-pact. M-pact also had special guest artist, Aubrey Logan, join them for their

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performances. Ms. Logan is an internationally acclaimed jazz vocalist and trombonist in Los Angeles. The 25 guest ensembles came from ten states and three countries, including Kansas, Missouri, Illinois, Nebraska, Iowa, Rhode Island, Texas, North Carolina, California, Minnesota, London (UK), Manchester (UK), and Vancouver (Canada). The festival was organized by members of m-pact, the KCKCC Music Department and the KCKCC Media Services Department, under the supervision of Randy Royer.

On November 1, Professor Stafford completed his commission of the jazz standard “I Want To Be Happy”. The musical arrangement was written for women’s vocal jazz ensemble and rhythm section, and it was commissioned by the Jazz Education Network. The work will premiere at the Jazz Education Network National Conference in Dallas, TX, in January 2022.

Professor Stafford presented a virtual jazz choir masterclass to high school participants at the Illinois Music Education Association Senior Day Festival on Saturday, November 21. The subject of the presentation was solo vs. ensemble jazz singing for male vocal high school students.

Career and Technical Education – Dean Chef Cheryl Runnebaum

KCKCC-TEC HVAC students had the opportunity for some service calls in November. Students worked on a furnace that was not heating. It was determined the gas valve was bad and there were problems with the control board.



The HVAC students made new electrical diagnostics boards. HVAC instructors created a template and the students created 10 copies of it. These more modern and clean electrical boards help students understand the fundamentals of electrical and troubleshooting. The students also created a switch and an electrical outlet box that could be mounted on the side of a furnace. According to code, every furnace installed is now required to have an outlet and a switch installed on the side of the cabinet.

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KCKCC-PCC HVAC students demonstrated how to measure, cut, bend, lock-form, and build from the material typically used to form a residential Plenum that is most commonly used in a residential HVAC system.



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KCKCC-PCC students, staff, and faculty participated in the Veterans Day parade in Leavenworth on November 11.



KCKCC-PCC Culinary Arts students learned how to prepare many different recipes during November: Strawberry pretzel salad, Soondobu Jjiggae, oatmeal, grits, pineapple chicken with cashews, chicken francese, crème brule, pancakes, beef wellington, and tacos al pastor, among others.



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Health Professions – Dean Dr. Tiffany Bohm

Nursing

RN: Finished developing final semester of new curriculum. There are no graduates this December due to the transition to the new curriculum.

PN: Proposing two new one credit classes to help students improve their clinical judgment. Will be taking these to KSBN for approval this spring.

Both groups have done an outstanding job with managing COVID. Students have been compliant with safety guidelines in class, clinical, and lab. Both programs are working on preparations for accreditation and approval visits next fall by ACEN and KSBN.

Mortuary Science

Mortuary Science hosted their Advisory Board on November 19, 2020. After being greeted with a song by Rick Sprick and creating a Haiku about themselves, members were informed of the HLC status change and COVID compliance at KCKCC. They continue to provide excellent feedback regarding the program and opportunities for advancement.

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There are currently 21 students in the program. We will have 7 graduates and anticipate 10-12 new students in spring 2021. COVID has impacted enrollment, especially for our out-of-state students.

The program is looking at opportunities to transition some courses to online delivery mode to best serve students and increase enrollment. There will continue to be a need for on-campus learning experiences but there is potential these could be streamlined. Sigma Phi Sigma, National Mortuary Fraternity, has 19 members and continues to be active in many KCKCC events.

The program was notified by ABFSE that they will begin the accreditation process soon with the anticipated visit in Spring 2022.

2019 board exam pass rates			
Section	# takers	# passed	%
Arts	16	13	81
Sciences	17	14	82

Physical Therapist Assistant

Thirteen students will graduate this semester and sit for the board exam in January. Twenty students will be starting the program in January. Clinical placement continues to be difficult due to COVID. The program will be collaborating with Amanda Bergman, Simulation Specialist and PTA graduate, to develop learning opportunities for simulated clinical activities in January 2021.

Mathematics, Science, Business and Technology – Dean Dr. Ed Kremer

The 2021 Saturday Academy is virtual this year and focused on the following four modules shown below. Please save the date 3/20/2021 so you can attend the virtual Parent Breakfast and see how the Academy is progressing.

This year, students are exploring Epidemiology!

Check out what the students are learning in the modules this year.



Data Science



Risk Factors



Physiology



Bioethics

Several faculty attended a webinar presented by Lrnr, a company that builds and integrates digital-interfaced OpenStax textbooks. Faculty are considering ways to ensure quality curricular content at a low cost to our students.

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Dr. Rochelle Beatty, Professor of Math, attended the American Mathematical Association of 2-Year Colleges (AMATYC) Developmental Math Planning Committee Meeting for this summer's National Math Summit.

Associate Professor Chad Marmon, Associate Professor Teri Huggins, and Professor Lakshmy Sivaratnam attended the ACBSP Region 5 virtual annual conference on November 19.

Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

The SBSPPS Division was approached by Mr. Robert Buescher, Director of the Criminal Justice program at Tabor College in Hillsboro, KS, to inquire about the possibility of establishing a transfer articulation agreement for police science students. Mr. Buescher mentioned that Tabor offers a 25% discount to veterans and first responders. Suzie Tousey, Coordinator of the KCKCC Criminal Justice program, is in the process of responding to Mr. Buescher and should have an update in a couple of months.

Dr. Ronald Malcolm's latest article on autism and children made the cover of the most recent edition of Autism Parenting Advice. The article, entitled "Explaining Racism to Your Child with Autism", encourages parents to begin the conversation about racism with their child early, to examine their own biases, and to not shy away from difficult conversations. Considering some of the events of this year in particular, Dr. Malcolm's article is very timely. A link to the article is [here \(https://kckccedu-my.sharepoint.com/:b:/g/personal/jpope_kckcc_edu/ETpxk0CFcVVAii6nkhUqA2QBYYY3xwnZVUPSK8_o_5srEQ?e=lZDdwM\)](https://kckccedu-my.sharepoint.com/:b:/g/personal/jpope_kckcc_edu/ETpxk0CFcVVAii6nkhUqA2QBYYY3xwnZVUPSK8_o_5srEQ?e=lZDdwM).

BOARD OF TRUSTEES REPORT DECEMBER 2020

STUDENT AFFAIRS - DR. DELFINA WILSON, VICE PRESIDENT OF STUDENT AFFAIRS

Dr. Mihir and I are excited to start the process of designing and executing our strategic data project. During the week of December 6, 2020, we completed (virtually) the first series of workshops hosted by SDP-CTE and ECMC Foundation.

The SDP-CTE workshops guided and helped us start planning our project. We were provided a toolkit consisting of four main tools: 1) a problem statement template; 2) a root cause analysis; 3) a logic model; and 4) a project proposal. The toolkit will help use design our analysis plan and we be used by ECMC to match us with a project faculty advisor.

Towards the end of the week, we participated in the 2020 CTE Leadership Collaborative hosted by ECMC Foundation. We virtually attended several roundtable conversations: 1) COVID's Impact on CTE; 2) The Role of CTE in Closing Equity Gap's; and 3) The Policy Environment: Making CTE Actionable. This was a great opportunity to network with past CTE fellows.

Next series of workshops is scheduled for February 2021.

ENROLLMENT MANAGEMENT - TINA CHURCH LEWANDOWSKI, INTERIM DEAN

ENROLLMENT REPORT

- The spring 2021 enrollment report was provided by Intuition Research on December 7 and is attached.

PERSONNEL

- Admissions
 - Admissions Specialist I - Operator - top candidates selected; background/reference checks are in process.
 - The Admissions Specialist II - the position has been reposted, and the committee will soon review applicants for interviews.
 - Part-time Technical Assistant - the position description is under review to ensure the responsibilities align with the needs of the department. Then the position will be put forward to fill the vacancy.
- Student Success Center
 - Director of the Student Success Center - Dr. Samantha DaVilbiss has accepted the position offer and will begin with KCKCC on January 11, 2021.
 - Administrative Assistant - top candidates for interviews have been identified, and interviews are in the process of being scheduled.
- Registrar's Office
 - Graduation and Transcript Services Coordinator II - the committee will soon review applicants for interviews, and interviews will take place in January 2021.
 - Technical Assistant - the position description is under review to ensure the responsibilities align with the needs of the department. Then the position will be put forward to fill the vacancy.
 - Part-time Technical Assistant - the committee will soon review applicants for interviews, and interviews will take place in January 2021.

OFFICE OF ADMISSIONS – TINA CHURCH LEWANDOWSKI, INTERIM DEAN

HIGH SCHOOL PARTNERSHIP PROGRAM

- Leavenworth, Easton, Bonner, Piper, Harmon, and Sumner high schools have all been enrolled.
- Wyandotte and Washington high school have most of their enrollment requests submitted. However, some students still need to test, and some students are undecided about college enrollment due to the virtual format.
- Basehor high school does not have their enrollments request submitted yet; we anticipate their enrollment being a large group. We expect to receive the request sometime this week for dual classes.
- Bishop Ward high school, we expect their enrollment requests sometime this week.
- Schlagle high school has not submitted enrollment requests.
- Turner high school will most likely submit their enrollment requests in January 2021.
- Lansing has not submitted any enrollment request as they do not have any college classes schedule at the high school. We anticipate their students will enroll at PCC.
 - All information is as of December 7, 2020.

INTERNATIONAL STUDENT SERVICES

- Processing applications and application documents for Spring 2021 admission
- Contacting current and future international students individually regarding:
 - Their Spring 2021 enrollment by daily investigation and monitoring federally mandated enrollment requirements for Spring 2021, checking daily for news of any accommodations/exceptions due to the ongoing COVID-19 pandemic (most recently updated August 7, 2020).
 - The ability of European students to travel to and enter the United States under Presidential Proclamations 9993 (issued March 11, 2020) and 9996 (issued March 14, 2020) by daily investigation and monitoring the ongoing validity of the National Interest Exception (NIE) that was applied to F-1 status international students by the U.S. Department of State on July 16, 2020, and most recently updated on October 1, 2020
 - The ability of Brazilian students to travel to and enter the United States under Presidential Proclamation 10041 (issued May 24, 2020) by daily investigation and monitoring of the U.S. Department of State who has not, to date, issued an NIE for F-1 status international students to PP 10041.
 - The ability of international students to enter and exit their home countries by daily investigation and to monitor foreign consulates/embassies based in the United States
 - In one case, the embassy of the student's home country had to arrange a repatriation flight for the student so they could return home.
 - Their ability to obtain a new or renewed F-1 visa by daily investigation and monitoring worldwide U.S. Consulate/Embassy closures, emergency services, and, in only a few cases, resumption of services.
- Processing Post-Completion Optional Practical Training (OPT) applications for December 2020 graduates for submission to the United States Citizenship and Immigration Services (USCIS) for work authorization
- Processing SEVIS Transfer-Outs for December 2020 graduates

International Student Services Coordinator's Fall 2020 contact with international students:

	In-Person/Walk-In	Email/Virtual/Phone	Total
August	30	498	528
September	6	237	243
October	4	329	333
November	5	398	403

December (through the 4 th)	2	100	102
TOTAL	47	1,562	1,609

DOWNTOWN WYANDOTTE LOCATION

- Classes are still not able to be offered at Wyandotte High School for the Spring 2021 semester.
- Connection made with Mission South Side to share KCKCC information.

SOAR ORIENTATION

- Spring 2021 will be offered to students virtually.

STUDENT SUCCESS CENTER - ALLISON BURTON, STUDENT SUCCESS CENTER ADVISOR

- All advising in the Student Success Center took place via phone, video chat, email, and in-person appointments/walk-ins for the month of November.

Advising Type	MAIN	TEC
On-Campus Walk-In General Advising	40	7
On-Campus Walk-In Enrollment	144	26
Phone & Video Advising & Enrollment	377	94
Email Advising	1014	102
Email Enrollments	263	0
Recruiting	0	0
Reinstatement Appeal	1	0
Reverse Transfer	2	0
Financial Aid Exclusion Appeal	1	0
Graduation Check	26	3
TOTAL	1868	232

Student Success Center General Inquiries	
Advising Inbox Emails	868
Text Appt Schedule Reminders	24
Phone	901
TOTAL	1793

ELLUCIAN PROJECTS

- The ADVISE CRM (a Student Success, Early Alert, and Advising Case Management software) project has continued throughout November. The Project has entered the Post-Implementation environment and will complete end to end review and roll out for advisor use in Early December.

ASSESSMENT

- The Student Success Center completed its first round of co-curricular assessment activities. Assessment data was collected by advisors electronically and received robust responses for the first round. Assessment data will be evaluated and submitted to the co-curricular assessment committee in December.

CAREER SERVICES - MARK TURNER, COORDINATOR

- Assisted with mock interviews for junior and senior students at Schlagle high school.

- Facilitated a Virtual Career Fair for Aerotek; the fair had a STEM focus.
- Facilitated a Virtual Career Fair for Platte Family Medicine Clinic.
- Now offering Interviewing Techniques Virtual Workshops on Thursdays from 10 am - 12 pm.

STUDENT FINANCIAL AID OFFICE- MARY DORR, DIRECTOR

FINANCIAL AID APPLICATIONS RECEIVED AS OF December 3

Academic Year	Total Number of Records	Records Received in October
2020-2021	8229	237
2019-2020	9294	282
2018-2019	11378	376

FINANCIAL AID DISBURSED TO STUDENT ACCOUNTS

	FALL	SPRING	SUMMER	TOTAL
2020-2021	\$5,691,985	1 st Disbursement Date: 2/9/21	1 st Disbursement Date: 6/24/21	\$5,691,985
2019-2020	\$6,162,491	\$5,660,330	\$992,737	\$12,815,558
2018-2019	\$6,962,204	\$6,193,846	\$941,376	\$14,097,426

*Does not include third party payments or KCKCC Foundation Scholarships

STUDENT WORK STUDY

- The following information details the Student Work-Study activity for the Fall 2020 Semester. Students could work from August 17 through November 20. There has been a significant reduction in the number of positions and the number of students placed into positions due to the college's COVID plan resulting in many students taking all online courses and faculty and staff working remotely.
- The U.S. Department of Education has issued COVID relief regulations, which will allow KCKCC to transfer any unused Federal Work Student funds to the SEOG account to award additional students SEOG grant funds to students SEOG for the spring and summer terms.

Funding Source	Number of Students in Positions - Fall 2020	Total Amount of Earnings
Federal Work-Study	19	\$19,158
College Funded Work-Study	9	\$8526

TESTING SERVICES - FAITH MOODY, PLACEMENT TESTING SPECIALIST

TOTAL PLACEMENT TESTS THIS SEMESTER

Fall 2020*	Fall 2019	Fall 2018
527	1877	1822

*Fall 2020 is as of report date; other years are semester totals.

NOVEMBER PLACEMENT TEST SESSIONS

Year	Main Campus	PCC	TEC	High Schools	Distance Education	Total
November 2020**	69	15	18	8	0	110
November 2019	87	6	22	162	0	277
November 2018***	154	15	24	149	0	342

**Placement testing was very sparse this month due to COVID-19. High Schools are using a contingency plan approved by Dean's Council to enroll students for Spring 2021. Six (6) of the students who tested at the main campus did so virtually over ZOOM.

***2018 are ACCUPLACER Classic tests. The other years are ACCUPLACER Next Generation tests.

NOVEMBER DEVELOPMENTAL NUMBERS

Year	Test Sessions for:	Reading Placement	Composition Placement	Math Placement	Overall
November 2020**	# Administered	77	87	46	110
	Developmental	49	59	25	72
	% Developmental	64%	68%	54%	65%
November 2019	# Administered	168	193	116	277
	Developmental	122	144	50	183
	% Developmental	73%	75%	43%	66%
November 2018	# Administered	230	262	171	342
	Developmental	138	161	101	227
	% Developmental	60%	61%	59%	66%

REGISTRATION AND RECORDS - THERESA HOLLIDAY, REGISTRAR

- Eighty-two (82) miscellaneous holds were placed on student records from return mail to the financial aid and business offices. Returned mail processing is caught up currently.
- The Registrar's office has observed an increasing number (5) of former students inquiring to "back-graduate" from over five years ago in some cases. We have a formal process for students to make this request in place. As of now, none have made the request.

PROCESSING REPORT

Verification Services (Enrollment and Degree)	62
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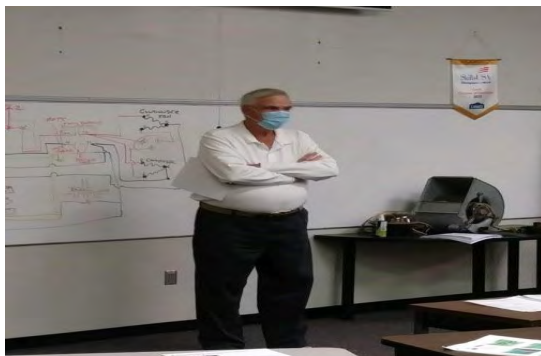
Student Record Requests	1
Information Updates	43
Major Changes	125
Residency Requests	18
Tuition Appeals	3
Student withdraws (self)	210
Student withdraws (administrative)	171
Reinstatements	6
Transcripts (Outgoing Official and Unofficial Student Copies)	473
Transcript (Incoming High School and Colleges/Universities)	273
Grade Changes	25
Schedule Adjustments	4
No Shows Processed	166
Diplomas Mailed	15
Degree Checks Processed	49

PIONEER CAREER CENTER - MARCIA IRVINE, DIRECTOR

- 11/2/20 Community Blood Drive - 16 Units were collected by employees, students, and community members.



- 11/4/20 David Greenamyre from Besel's Home Improvement Company spoke to the HVAC class. Besel's provides a wide range of services from heating and A/C to roofing, home improvements, and HVAC and handyman services.



- 11/9/20 Bobby Richards, a KCKCC TEC student, volunteers at the Leavenworth Mission Food Pantry, which is owned by Iris Arnold. The Mission heard about our KCKCC Veterans Center food drive and helped with a generous donation.



- 11/9/20 Rebecca Hollister, a senior at Georgetown University, majoring in political economy, spoke to the American Government class about being a campaign manager during this election year. When she attended Leavenworth High School, she wrote the column, "The Mind of the Millennial" for the Leavenworth Times. She was campaign manager for Myron Griswold, the Democratic candidate in the 41st Kansas House District, and Joana Scholtz, the Democratic candidate in the 40th Kansas House District.



- 11/11/20 KCKCC and the PCC are supporting the "Enough is Enough: Save our Kids. Save our Community" blue ribbon initiative for USD500. This initiative is an anti-violence project. Students, staff, and faculty have lined the driveway and all the columns and poles as you enter the building with Blue Ribbons.



- 11/11/20 Leavenworth Veterans Day parade - Over 35 KCKCC PCC students, staff, and faculty participated in the Leavenworth Veterans Day parade.

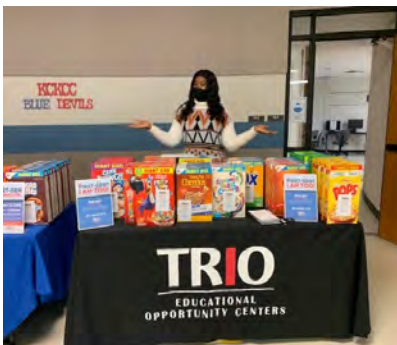


Construction class



Culinary

- 11/11/ 20 KCKCC PCC partnered with TRIO EOC in Leavenworth to celebrate our First-Generation students. Students came by and received a drink and a box of cereal. TRIO assists students that need help with financial aid (FAFSA/scholarship search), workshops (career exploration), advising (academic, GED), and admissions (ACT workshops, application assistance).



- 11/11/20 Students at PCC participated in a virtual forum. The forum was about "Race and Racial Disparities: How is KCKCC Addressing These Topics as an Urban Community College?"



- 11/16/20 Maddy was the winner of our Thankful pumpkin contest. Faculty, staff, and students wrote what they were thankful for on the pumpkin each day.



- 11/16/20 Sid Brown was the guest speaker in Dr. Ernest Evans, American Government class. Sid is a retired police officer who served for 15 years. He is also an Air Force veteran who served in Vietnam in 1967-1968. Sid is a wonderful example of how it is never too late to go back to school--he got his B.A. at age 63 after being out of school for nearly forty years!



- 11/16/20 TRIO First Gen Event - Trio information was set up for our evening students this week. Students received TRIO information, a box of cereal, and a drink.



- 11/19/20 WALK ACROSS KANSAS The two PCC teams, Three Hens and a Rooster and PCC Trailblazers, made it across Kansas...448 miles!

PCC Trailblazers



(not pictured Tonnesha Jefferson and Jackie Stokes)

DISCIPLINARY BARRACKS and JOINT REGIONAL CORRECTIONAL FACILITY

- JRCF -We are still not able to get into the facility. Classes are on the schedule for Spring to start remotely.
- USDB - We are still not able to get into the facility. Classes are on the schedule for Spring to start remotely.

MILITARY AND VETERAN STUDENT SERVICES - WADE ABEL, DIRECTOR

- The Veteran Center staff continues to provide services to KCKCC's Military Affiliated student population. The Center now has a presence at the PCC and TEC weekly to allow KCKCC's Military Affiliated students to talk to a V.A. Certifying Official. Currently, most students contacting the Veterans Center are doing so by email and phone as classes are now mostly online. The Veteran Center expects to see an increase in students reaching out about benefits for Spring 2021. The Center is continually working with V.A. representatives to ensure our Military affiliated students using V.A. Educational benefits have the latest information to allow them to make informed decisions for the upcoming semesters.

Veteran Center Visitors				
	AY18-19	AY19-20	AY 20-21	
August		281	103	
September	48	313	58	
October	185	307	37	
November	132	245	25	
December	105	124		
January	189	173		
February	218	216		
March	159	101		
April	209	0		
May	104	0		
June	56	17		
July	74	13		Total
Total	1479	1790	223	3492

Branch of Service		
Army	1790	51%
Maines	663	19%
Navy	293	8%
Air Force	415	12%
Coast Guard	8	1%
N/A	323	9%
Total	3492	

Type of Visitor		
Active Duty	549	16%
Veteran	1957	56%
Military/Veteran Dependent	650	19%
Civilian	336	10%
Total	3492	

Reason for Visit		
Study	882	25%
Socialize	1126	33%
Benefits Question	523	15%
Enroll & Application Questions	217	6%
Computer Use	439	12%
Other	305	9%
Total	3492	

Students Using VA Educational Benefits

Term Certified	Number of Students Certified	Hours Certified	Amount certified
SP19	170	Not tracked	\$199,002.00
SU19	75	Not tracked	\$40,524.00
FA19	173	1542	\$195,060.00
SP 20	150	1653	\$202,332.00
SU 20	29	182	\$21,608.00
FA20 (as of 30 Nov)	117	1148	\$141,919.00

Students Using Military Tuition Assistance

Type of Tuition Assistance	Number of Students	Hours Enrolled	Amount Invoiced
Army (GoArmyEd)	5	19	\$3968.00
Air Force	0	0	0
MyCAA (Army Dependent)	1	13	\$1144.00
Total	6	32	\$5112.00

NOVEMBER EVENTS

- KCKCC Student Veterans Organization (SVO) finished their Battle of the Branches Food Drive to support the KCKCC Food Pantry! The different branches of the Military competed for bragging rights for the most food items collected. Boxes were set up at Main Campus (in the Veterans Center), the PCC, and the TEC. Army took the win of bragging rights, but it is the students of KCKCC who really won with all the food items donated.

Branch	# of items donated
Army	983
Marine Corps	164
Navy	753
Air Force	575
Coast Guard	155



- The Veterans Center sponsored a week of events for Veterans Week and Veterans Day. Veterans Week was from November 9 to the 13th, and each day had a different themed activity to help us

remember and honor the Veterans of KCKCC. Activities included placing a star on the Honor Tree of a friend or family member who has served or is currently serving in the Military, a luncheon for veteran students, faculty, and staff on Veterans Day (Wednesday, 11/11/2020), KCKCC Veterans Photo Showcase to recognize the Veteran students, faculty, and staff of KCKCC, and a Virtual Veterans Day 5K! 38 individuals participated in the Veterans Virtual 5K!

NOVEMBER 9TH - NOVEMBER 13, 2020

VETERANS APPRECIATION WEEK

ALL WEEK EVENTS

- Add an Ornament to Our Honor Tree!
- Participate in the Veterans Day Virtual 5K!
Register at <https://bit.ly/2020kckccvet5k>
- See The KCKCC Veterans Photo Showcase!

TUESDAY, 11/10 - PATRIOTISM DAY!

- Wear a Flag Pin and Dress in Red, White & Blue

WEDNESDAY, 11/11 - VETERANS DAY!

- Remembrance Day - Wear a Poppy!
- Veteran Student, Faculty & Staff Luncheon!

THURSDAY, 11/12 - STARS FOR OUR TROOPS!

- Carry a Star cut from an American Flag!


FRIDAY, 11/13 - REMEMBER EVERYONE DEPLOYED!

- Wear R.E.D. today!

For more information on these events, visit our Facebook Event Link: bit.ly/kckccvetweek

Kansas City Kansas Community College
1000 West 29th Street, Suite 1000, Kansas City, MO 64111
(816) 452-1000
www.kckcc.edu

VETERANS DAY 5K



Kansas City Kansas Community College

Date: November 9th, 2020 through November 13th, 2020
Time: Anytime
Location: Anywhere!

The KCKCC Military & Veterans Student Services is sponsoring a virtual 5K this year for Veterans Day! What is a Virtual Race? A virtual race is a race that can be run (or walked) from any location you choose. You can run, jog, or walk on the road, on the trail, on the treadmill at the gym or on the track (or even at another race). You get to run your own race, at your own pace, and time it yourself. Complete the 5k anytime between November 9th and November 13th.

The KCKCC Veterans Day 5K is open to all KCKCC employees, students, and community members. Please register for the event! We would like to share how many students/faculty/staff are joining us for this 5K! Register at <https://bit.ly/2020kckccvet5k>

In order to receive a shirt, you must be one of the 1st 40 to register and complete the 5k. During the event, please take a picture (selfie) showing you doing the 5k and post it to the Facebook event page, or tag KCKCCVeteransCenter on Facebook, or send it to us in an email at military@kckcc.edu. Shirts are limited and will be given out while supplies last.

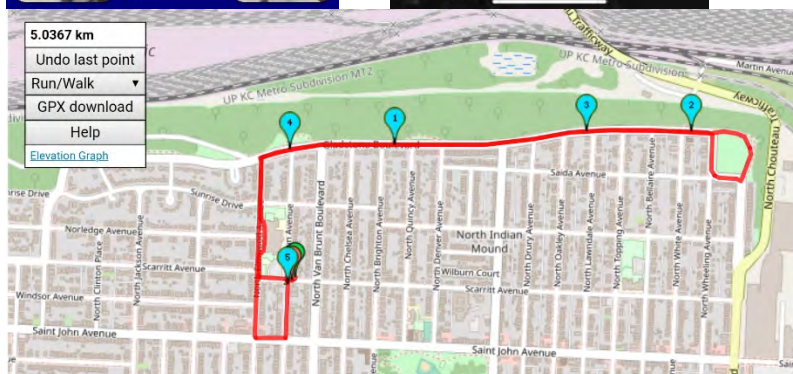
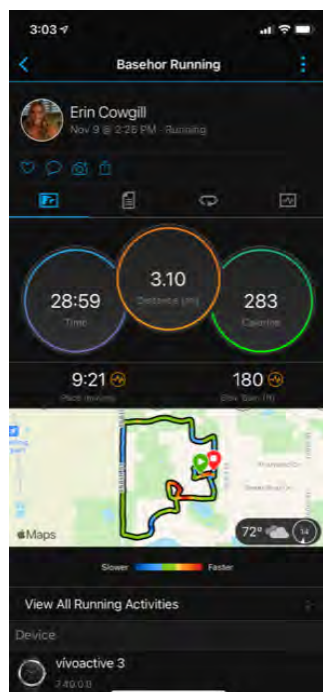
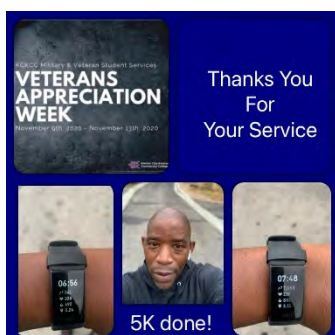
#KCKCCVeterans5K

For questions, please contact the Veterans Center at 913-288-7594 or at military@kckcc.edu.

KCKCC is an equal opportunity and affirmative action institution. We do not discriminate on the basis of race, color, sex, age, religion, national origin, or disability in any of our programs or activities. For more information, please contact the Office of Institutional Equity at 913-288-7594.



- Some photos from the Veterans Day Virtual 5K:



STUDENT SERVICES

DR. SHAWN DERRITT, DEAN OF STUDENT SERVICES

Student Services Fulfills!

DEAN OF STUDENTS SERVICES

- New TRIO Grant:
 - Met with Merchant and McIntyre to discuss the continued process of writing for the KCKCC Educational Talent Search (ETS) TRIO grant. It was decided that 2 high schools would be included in the grant proposal, Schlagle, and Washington though the other HS will be served upon the approval of the grant. Schlagle and Washington show the most need and will help make our grant eligible.

COUNSELING & ADVOCACY CENTER- LINDA WARNER, DIRECTOR

- We are thankful for the generosity of the Board of Trustees in their donations this month to Blue's Kitchen Cabinet. The student food pantry has been well restocked in time to help students with everyday needs and holiday meals.

- We assisted the OQS Diversity Club with their Thanksgiving Fundraiser to raise money to attend the National LGBTQIA Conference, which will be virtual this year. Despite the challenges that COVID-19 presents in trying to sell tickets to raise funds, OQS members brought in \$196 this year, which is enough to cover the registration costs for the students to attend the virtual conference. We also supported OQS Diversity Club in recognizing Transgender Day of Remembrance virtually by sharing an “In Memory” List, Summary Table and World Map.
- In recognition of LGBT History month, we co-hosted *20 States and Counting: How We Are Ending Conversion Therapy*, a program presented by Sam Britton, MIT graduate in nuclear physics, and Vice President of Advocacy and Government Affairs for the Trevor Project. The Trevor Project is the leading national organization providing crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, queer & questioning (LGBTQ) young people under 25. This was a virtual presentation on Zoom with 24 participants in attendance.

STUDENT ACCESSIBILITY AND SUPPORT SERVICES

Students Requesting Accommodations:

Disability	November 2020	November 2019	November 2018
Autism Spectrum Disorder	9	14	11
Attention Deficit Disorder	31	34	28
Blind/Visual Impairment	8	9	8
Deaf/Hard of Hearing	7	2	3
Head Injury	3	2	4
Intellectual Disability	4	3	3
Learning Disability	57	77	88
Medical	1	11	4
Physical	3	6	9
Psychiatric	8	18	23
Other Health Impaired	1	0	5
Total	132	176	186

Narrative Activities:

- Carly administered True Colors to eight students in the Welding program. This was done in conjunction with a Job Skills class. The students learned about their personality style, their work style, how they learn, their strengths and their weakness, how to be successful how to communicate and build relationships, as well as respect and understand the different personality types.
- Carly created an Instructional Guide for students on the “Follow Me” printing system so they could print to the copy machine.

STUDENT ACTIVITIES-ANDRICA WILCOXEN, DIRECTOR

Student Activities

- Hosted Virtual Breakfast with Santa 12/05
 - 125 attended virtually
 - 49 parents/supporters

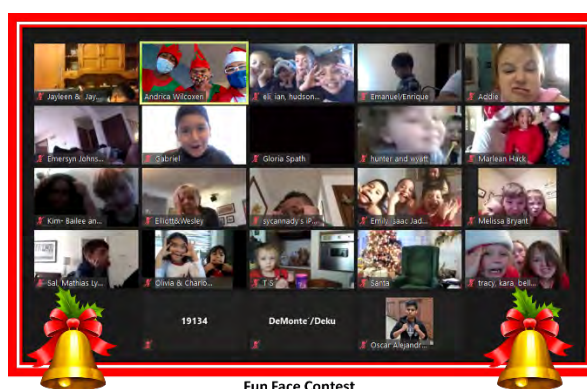
- 76 children
- Preparing for Breakfast with Santa on 12/12
- Preparing for the KCKCC Campus Wonderland (toys to our KCKCC families)
- Finalizing Virtual Candle Lighting - Wed., Dec. 16th from 11 am - 12:15 pm

Student Senate

- Hosted the Virtual Breakfast with Santa - Dec. 5th and Dec. 12th at 8 am and 10 am via zoom

Clubs, Organization, Special Interest Groups

- Student Veterans Organization hosting club activities for the student body (face to face & virtual)
- Active Minds hosts weekly virtual club meetings (virtual)
- Gamer Club hosting weekly club meetings and gaming competitions (face to face & virtual)
- OQS hosted weekly meetings, Thanksgiving basket fundraiser (face to face) and an all-campus workshop (virtual)
- Music Club hosted the M-Pact Virtual Festival



- Toyota announced on November 17th the premiere of a new documentary series about the historically Black communities of Kansas City, developed in partnership with our very own Roger Suggs. Each episode of the series features Black entrepreneurs, artists, and people who are the heartbeat of the community.

STUDENT HOUSING - RONNIE MOORE, HOUSING SUPERVISOR

Student Housing Status:

- 24 students in housing
 - Athletes (21)
 - Men's & Women's Basketball
 - Gen. Population (3)

Upcoming/On-Going Activities/Projects:

- Nov. 30 Disposal of old furniture
- Arrival of New Furniture is Dec. 15th - 18th, 2020
- Housing Application, Payments (Opens online Nov. 16th)

STUDENT HEALTH CENTER-Sylvia Gillis, NURSE

- KCKCC welcomes our new College Nurse, Sylvia Gillis,
- KCKCC welcomes our new Assistant College Nurse, Dana Collins

TRIO SSS-SARA SCHELP, DIRECTOR

- SSS TRIO grant supplies have been inventoried for the closing of the grant
- Annual Performance Report will be completed by the first week of December

ATHLETICS- ANTHONY TOMPKINS, DIRECTOR

Tony Tompkins continues to serve on the COVID-19 committee for the Kansas Jayhawk Community College Conference (KJCCC). Recommended protocols were given to all of the Community College President's in Kansas and they were approved unanimously. KCKCC Athletics will abide by these protocols in order for our student-athletes to compete in a safe environment. We have also decided to not allow fans at any of our home contests. Media Services will provide streaming services for these events.

KCKCC Unduplicated Headcount by Location								
CAMPUS (UNDUP at A Location & DUP Across Locations)	12.10.2018	12.09.2019	12.07.2020	19-20	19-20	20-21	20-21	Spring 2021
	Spring 2019	Spring 2020	Spring 2021	Diff - #	Diff - %	Diff - #	Diff - %	%
BL	3	-	96	-3	-	96	-	4.18%
DWNTN	-	7	1	7	-	-6	-85.71%	0.04%
FRSC	17	19	14	2	11.76%	-5	-26.32%	0.61%
HS	462	787	483	325	70.35%	-304	-38.63%	21.02%
MC	1,391	1,208	650	-183	-13.16%	-558	-46.19%	28.29%
OC	140	199	134	59	42.14%	-65	-32.66%	5.83%
OL	995	887	977	-108	-10.85%	90	10.15%	42.52%
PION	158	110	132	-48	-30.38%	22	20.00%	5.74%
TEC	547	544	416	-3	-0.55%	-128	-23.53%	18.10%
USDB	29	2	-	-27	-93.10%	-2	-100.00%	0.00%
VIRT	-	-	361	-	-	361	-	15.71%
Total UNDUP Headcount	2,908	2,962	2,298	54	1.86%	-664	-22.42%	

Note: Enrollment at each location is unduplicated. However, enrollment across locations (A student can be counted in two locations) is duplicated. The Total however, is unduplicated (unique counts) headcount.

Status	Spring 19	Spring 20	Spring 21	19-20 #	19-20 %	20-21 #	20-21 %	Sp 2021 %
First-time	343	367	239	24	7.00%	-128	-34.88%	10.40%
Returning	2,565	2,595	2,059	30	1.17%	-536	-20.66%	89.60%
Gender	Spring 19	Spring 20	Spring 21	19-20 #	19-20 %	20-21 #	20-21 %	Sp 2021 %
Unknown	-	1	-	1	-	-1	-100.00%	0.00%
Female	1,770	1,805	1,450	35	1.98%	-355	-19.67%	63.10%
Male	1,138	1,156	848	18	1.58%	-308	-26.64%	36.90%
Race / Ethnicity	Spring 19	Spring 20	Spring 21	19-20 #	19-20 %	20-21 #	20-21 %	Sp 2021 %
American Alaska Native	19	16	13	-3	-15.79%	-3	-18.75%	0.57%
Asian	161	168	112	7	4.35%	-56	-33.33%	4.87%
Black or African American	524	463	381	-61	-11.64%	-82	-17.71%	16.58%
Hawaiian Pacific Islander	5	5	6	-	0.00%	1	20.00%	0.26%
Hispanic	766	792	562	26	3.39%	-230	-29.04%	24.46%
Multi-racial	133	134	140	1	0.75%	6	4.48%	6.09%
Unknown	49	131	103	82	167.35%	-28	-21.37%	4.48%
White	1,251	1,253	896	2	0.16%	-357	-28.49%	38.99%
Non Resident	-	-	85	-	-	85	-	3.70%

KCKCC Credit Hours by Location								
CAMPUS	12.10.2018	12.09.2019	12.07.2020	19-20	19-20	20-21	20-21	Spring 2021
	Spring 2019	Spring 2020	Spring 2021	Diff - #	Diff - %	Diff - #	Diff - %	%
BL	13	-	675	-13	-	675	-	3.03%
DWNTN	-	22	3	22	-	-19	-86.36%	0.01%
FRSC	111	178	137	67	60.36%	-41	-23.03%	0.61%
HS	2,671	4,242	2,666	1,571	58.82%	-1,576	-37.15%	11.96%
MC	11,387	10,091	4,101	-1,296	-11.38%	-5,990	-59.36%	18.40%
OC	267	609	411	342	128.09%	-198	-32.51%	1.84%
OL	5,978	5,365	6,779	-613	-10.25%	1,414	26.36%	30.42%
PION	1,232	810	1,167	-422	-34.25%	357	44.07%	5.24%
TEC	6,554	6,570	4,990	16	0.24%	-1,580	-24.05%	22.39%
USDB	189	12	-	-177	-93.65%	-12	-100.00%	0.00%
VIRT	-	-	1,358	-	-	1,358	-	6.09%
Total	28,402	27,899	22,287	-503	-1.77%	-5,612	-20.12%	



Strategic Initiatives and Outreach

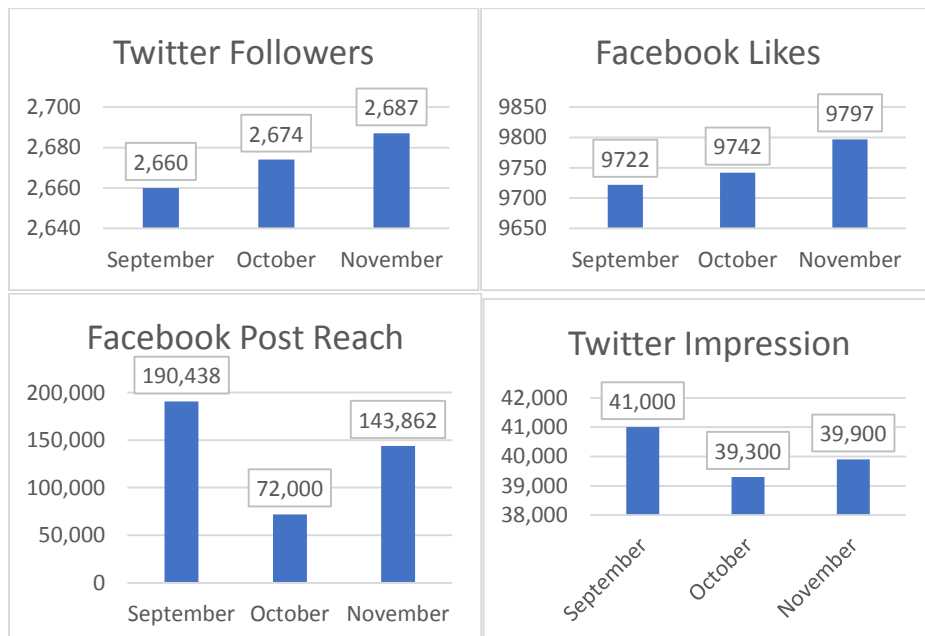
Tami Bartunek Vice President

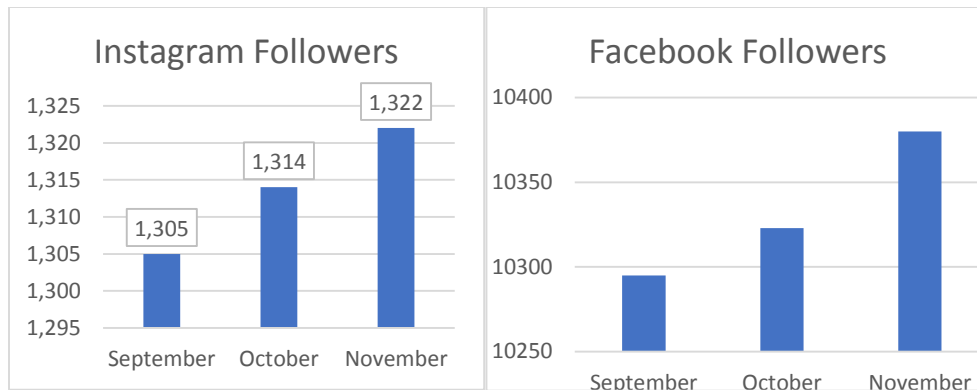
Dana Sambol Executive Assistant
Kim Lutgen Printshop Manager
Taylor Bolts Graphic Designer
Joy Cicero Production Assistant
Kelly Rogge Public Information Manager
Matt Fowler Web Designer
Omar Brenes Web Architect

Strategic Initiatives and Outreach initiatives

- Met with Cabinet members to talk through the six-month Strategic Plan update. Preparing the update in December to be shared with BOT in January.
- Participated in the Blue-Ribbon campaign with USD500. This initiative focused on bringing attention to ending violence in our community.
- KCKCC supported the Women's Chamber Foundation with their annual scholarship fundraiser "Purses with a Purpose". This fundraiser for scholarships has been jointly planned and hosted by the KCKCC Women's Chamber Foundation and KCKCC SI&O for several years
- Dr. Mosier and Tami appears on the "KC Spotlight" on KSHB 41. They discussed the new student housing project and the new Downtown Education Center project.
- Worked with WYEDC on their WYCOWorks campaign. Using CARES Act funds, KCKCC produced a mailer with information about our certificate programs and WYEDC utilized their funds to print and mail to approx. 7,500 residents.
- Marketing created a Holiday Greeting video that launched this week (show video).

Social Media





We saw a nice increase this month, due partially to the new digital ads running and partially to boosting two posts. These posts were promoting the night programs at TEC as well as the new cybersecurity program. We have plans to continue boosting posts during each enrollment period.

A few selected social media posts





Kansas City Kansas Community College

Published by Kelly Evenson Rogge [?] · ★ Favorites · November 12 · 🌐

Train at night for a new career tomorrow!

Beginning in Spring 2021, KCKCC-TEC is offering several new programs that you can complete at night and enrollment is happening NOW! Call 913-288-7812 to learn more about these KCKCC-TEC programs or check out the KCKCC website, www.kckcc.edu/.../divisions/technology-workforce-d.../index.html, for more details. Learn, Lead and Achieve with KCKCC! #KCKCCProud #YouBelongHere #EnrollNow



Kansas City Kansas Community College

Published by Kelly Evenson Rogge [?] · ★ Favorites · November 18 · 🌐

KCKCC is proud to support USD 500's anti-violence project "Enough is Enough: Save our Kids. Save our Community." Part of this project includes displaying blue ribbons across our community - on trees, light poles, doors, etc. in support of ending violence within the community.

Find out more and sign the pledge at <http://enough.kckps.org>.



Get More Likes, Comments and Shares

When you boost this post, you'll show it to more people.

Performance for Your Post

36,012 People Reached

703 Reactions, Comments & Shares

305 Like 252 On Post 53 On Shares

88 Love 72 On Post 16 On Shares

1 Wow 1 On Post 0 On Shares

112 Comments 74 On Post 38 On Shares

185 Shares 184 On Post 1 On Shares

4,810 Post Clicks

422 Photo Views 555 Link Clicks 3,833 Other Clicks

NEGATIVE FEEDBACK

0 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts

7,695 People Reached

216 Reactions, Comments & Shares

150 Like 24 On Post 126 On Shares

48 Love 10 On Post 38 On Shares

0 Comments 0 On Post 0 On Shares

18 Shares 18 On Post 0 On Shares

161 Post Clicks

47 Photo Views 15 Link Clicks 99 Other Clicks

NEGATIVE FEEDBACK

0 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts

Tweet activity ×



KCKCC @KansasCityKSCC
KCKCC is proud to support @kckschools anti-violence initiative "Enough is Enough: Save our Kids. Save our Community." Find out more and sign the pledge at <http://enough.kckps.org> .
pic.twitter.com/TuchKfk1eQ



Reach a bigger audience
Get more engagements by promoting this Tweet!

[Get started](#)

Impressions	1,707
Total engagements	79
Media engagements	47
Detail expands	18
Likes	7
Retweets	3
Link clicks	3
Profile clicks	1

Tweet activity ×



KCKCC @KansasCityKSCC
Happy #VeteransDay to all those who have served. Thank you for your service!
#KCKCCProud ususus
pic.twitter.com/iP3Vgp5KLD



Reach a bigger audience
Get more engagements by promoting this Tweet!

[Get started](#)

Impressions	1,003
Total engagements	22
Detail expands	8
Media engagements	7
Likes	5
Retweets	2



kansascityksc • Following



kansascityksc KCKCC is proud to support USD 500's anti-violence initiative "Enough is Enough: Save our Kids. Save our Community." Find out more and sign the pledge at enough.kckps.org. #kckccproud #kckcc #wyco #bluedevils #community #blueribbons #enoughisenough #kckschools #kck #support



18 likes

NOVEMBER 18

Add a comment...

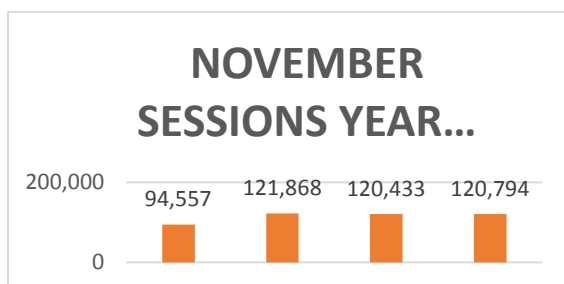


A few of the updated Digital Ads



General Website Information

- KCKCC's academic division pages are being redesigned to make sure they contain all the pertinent information that students are looking for. A template has been created that will assure that all division pages share a design as well a similar information structure.



Top Webpages for November 2020

Webpage	Pageviews
Degree / Certificate Webpage	15,069
Steps to Enrollment	3,962
Class Schedule	3,153
Academic Calendar	2,535
Technology/Webadvisor	2,439



BOARD OF TRUSTEES REPORT
FINANCE & ADMINISTRATIVE SERVICES
MICHAEL BEACH, CHIEF FINANCIAL OFFICER
DECEMBER 2020 REPORT

FINANCE - MICHAEL BEACH, CFO

- Student Housing project is moving forward on schedule. The Design Team has provided the College with 30% design plans and is proceeding forward to the next phase of design which will result in 60% design plans by early to mid-January.
- The fieldwork for the annual Financial Audit and Compliance Audit have been completed and a draft set of financial statements is complete for Board review and acceptance. The College had very favorable operating results for FY2020, which added to an increase in our designated and restricted reserves for future capital project needs, and compliance with Higher Learning Commission (HLC) financial standards. A special thanks to Lesley Strohschein and all the accounting and Business Office employees for all their help during this year's audit process.
- Application to the UG for the issuance of Industrial Revenue Bonds for tax exemption on the Student Housing project was submitted to the UG Economic Development and Finance Committee in November. Due to a very full schedule, it will go before the full Commission Board in early January for approval. This will still enable the College to have a Tax Exemption Certificate in place before groundbreaking on the project.
- The issuance of the Special Revenue Bonds is in the final stages, and the Final Resolution presented to the Board for review and approval. The sale of these bonds will take place as early as December 21st, or possibly pushed into January. It appears that it may be more advantageous to issue the bonds the first of the new year, as our financial advisor on this issuance feels that investors will see the bonds more attractive at that time. We continue to watch the market very closely. Interest rates continue to move in our favor and are once again approaching an all-time low.
- The College received word that it will receive another \$663,300 in Federal Aid being passed through KBOR to the College. The College will need to amend the budget again for this increase in Federal Funds. The Public Hearing and amendment to the budget is anticipated to be in January or February. These funds are for uncovered expenses the College has incurred due to COVID-19 and will be used to offset the costs of COVID testing during Spring Semester.

BOOKSTORE - KASEY MAYER, DIRECTOR

- We are completely done with Spring adoptions.
- We have placed and are starting to receive all orders for the Spring semester.
- We are trying to develop a more efficient process for our all-inclusive access program.

FACILITY SERVICES - JEFF SIXTA, DIRECTOR

Accomplishments:

- Installed new cove base in Science hallway awaiting new carpeting. Carpeting is going down now.
- Installed new switch gear in Print Shop; services the east side of Main Campus.
- **Discussed and have started Humanities hallway “Spring” remodel of classrooms.**
- Met on room 3403 and 3405; will do 3405 this summer.
- Removed furniture in Student Housing in preparation for new furniture to be installed.
- Removed furniture from lower Jewell and the Deli area and classrooms across Pioneer, Main campus and TEC buildings for new Covid19 furniture.
- Painting of Humanities hallway almost completed.

Goals for next month: January 2021

- Install new switch gear in the Health Professions building.
- Complete remodel of Upper Humanities classrooms.
- Receive connex container for storage for Athletics.

CAMPUS POLICE - ROBERT PUTZKE, CHIEF

SUMMARY:

- New hire Jonathan Berry will go to the Kansas Law Enforcement Training Center in Hutchinson, KS to complete report training October 26 & 27.
- Sergeant Scott Bailie will attend In Service Training October 5 thru 9 at the Kansas City Kansas Police Academy to fulfill their state requirements.
- Advertised Security Guard positions with the Police Department.

Period: YTD FY2021		
Summary: Net Position	Results	Comments
Total Assets	\$ 81,814,443	Decrease of \$2.69M over prior month is consistent with current operating results
Total Liabilities	\$ 27,652,136	Decrease of 86K over prior month
Net Position	\$ 54,162,307	See note above

Summary: Revenue and Expenses	Results	Comments
Total Revenues	\$ 24,476,958	\$2.53M increase over prior month
Operating Expenses	\$ 28,319,573	\$5.2M increase over prior month
Increase /(Decrease) in Net Positions	\$ (3,842,615)	A YTD decrease in Net Position is normal for November. \$3.33M better than PY.
Current Burn Rate - MONTH	\$ 5,205,573	CY Budgeted monthly burn rate =\$6.47M
Burn Rate - PRIOR YEAR / MONTH	\$ 5,933,013	

Highlights / Key Financial Initiatives
Operating Results - See notes above; Operating expenses 36.46% of Budget, compared to 41.67% average YTD.
Revenues - Increase in Tuition and Fees Revenue during November. Amount is approximately \$600,000 behind last year for Spring Enrollment. Some of this is due to timing. Enrollment for Spring is projected to be down 10% over last year due to COVID-19.
Year to date net decrease in operating results as of the end of November is normal. Despite Property Taxes in October, and Tuition and Fees in November and December, the College's operating expenses each month from Oct - December exceed revenues and the College operates in a YTD deficit until the 3rd week in January when the first large Property Tax payment is received. The College's deficit is \$3.3 million less than last year at this time. In addition, the College has approximately \$9 million more in cash reserves this year than in prior years.
· XXXXX
· XXXXX
Risks / Issues
The College will hold a Public Hearing next week due to Federal SPARKS Funds related to COVID. The total amendment to the Budget is \$1,482,000 increase in Federal Grant Revenue and an increase in Operating Expenses. The College was also awarded \$25k from Leavenworth County.
The College may be eligible to receive additional COVID-19 Funds to offset uncovered expenses. We don't have an estimated amount at this time.
· XXXXX
· XXXXX

KANSAS CITY KANSAS COMMUNITY COLLEGE
Interim Summary Financial Statements - November 2020
Year to Date Fiscal Year 2021, with comparison to Fiscal Year Ended June 30, 2020

Summary Statement of Net Position

	YTD FY2021	Unaudited Year-End FY2020
Assets		
Current Assets	\$ 26,265,696	\$ 38,492,726
Noncurrent Assets	55,548,747	55,548,748
Total Assets	<u>\$ 81,814,443</u>	<u>\$ 94,041,474</u>
Liabilities		
Current Liabilities	\$ 8,515,966	\$ 12,260,922
Noncurrent Liabilities	19,136,170	19,136,170
Total Liabilities	27,652,136	31,397,092
Net Position	<u>54,162,307</u>	<u>62,644,382</u>
Total Liabilities and Net Position	<u>\$ 81,814,443</u>	<u>\$ 94,041,474</u>

Summary Statement of Revenue Expenses and Changes in Net Position

	YTD FY2021	Annual	Annual	YTD FY2020	Percent Used Actual to
	Actual	Budget	Variance	Actual	Budget
Operating Revenues	\$ 15,702,585	\$ 25,334,600	\$ (9,632,015)	\$ 14,231,453	61.98%
Non-Operating Revenues, Net	8,774,373	57,320,243	(48,545,870)	8,129,384	15.31%
Total Revenues	24,476,958	82,654,843	(58,177,885)	22,360,837	29.61%
Operating Expenses	28,319,573	77,662,659	49,343,086	29,534,132	36.46%
Increase/(Decrease) in Net Positions	<u>\$ (3,842,615)</u>	<u>\$ 4,992,184</u>	<u>\$ (8,834,799)</u>	<u>\$ (7,173,295)</u>	

Notes

KANSAS CITY KANSAS COMMUNITY COLLEGE							
STATEMENT OF REVENUES AND EXPENSES							
YTD NOVEMBER 2020							
		BUDGET	YTD	FORECAST	ACTUAL	VARIANCE	PERCENT
		FISCAL YEAR	ACTUAL	FISCAL YEAR	YTD	ACTUAL	USED ACTUAL
		2021	11/30/2020	2021	11/30/2019	TO BUDGET	TO BUDGET
Operating Revenues:							
	Student Tuition and Fees	\$ 9,733,000	\$ 6,616,988	\$ 9,733,000	\$ 8,047,903	\$ (3,116,012)	67.99%
	Federal Grants and Contracts	11,875,000	7,589,443	11,875,000	4,180,937	(4,285,557)	63.91%
	State Contracts	568,000	279,416	568,000	348,845	(288,584)	49.19%
	Private Gifts, Grants & Contracts	263,000	140,000	263,000	155,000	(123,000)	53.23%
	Auxiliary Enterprise Revenue	2,520,000	1,031,392	2,520,000	1,034,851	(1,488,608)	40.93%
	Other Operating Revenue	375,600	45,346	375,600	463,917	(330,254)	12.07%
	Total Operating Revenues	25,334,600	15,702,585	25,334,600	14,231,453	(9,632,015)	61.98%
Nonoperating Revenues (Expenses)							
	County Property Taxes	44,019,850	4,014,214	44,019,850	3,341,623	(40,005,636)	9.12%
	State Aid	10,377,364	5,188,683	10,377,364	5,182,501	(5,188,681)	50.00%
	SB155 AID	3,535,000	-	3,535,000	-	(3,535,000)	0.00%
	Investment Income	175,000	11,389	175,000	92,696	(163,611)	6.51%
	Interest Expense on Capital Asset Debt	(786,971)	(439,913)	(786,971)	(487,436)	347,058	55.90%
	Transfer from Capital Reserves	-	-	-	-	-	0.00%
	Total Nonoperating Revenues	57,320,243	8,774,373	57,320,243	8,129,384	(48,545,870)	15.31%
Total Revenues		82,654,843	24,476,958	82,654,843	22,360,837	(58,177,885)	29.61%
Operating Expenses:							
	Salaries & Benefits	44,776,095	16,461,553	44,776,095	16,795,970	(28,314,542)	36.76%
	Contractual Services	1,736,000	631,101	1,736,000	775,876	(1,104,899)	36.35%
	Supplies & Other Operating Expenses	11,565,209	4,712,980	11,565,209	4,847,617	(6,852,229)	40.75%
	Utilities	1,992,600	654,664	1,992,600	794,033	(1,337,936)	32.85%
	Repairs & Maintenance to Plant	3,419,255	857,209	3,419,255	1,760,497	(2,562,046)	25.07%
	Scholarships & Financial Aid	10,148,500	4,898,232	10,148,500	4,508,583	(5,250,268)	48.27%
	Strategic Opportunities	1,250,000	-	* 1,250,000	-	(1,250,000)	0.00%
	Contingency	250,000	103,834	250,000	51,556	(146,166)	41.53%
	Debt Service	2,525,000	-	2,525,000	-	(2,525,000)	0.00%
Total Operating Expenses		77,662,659	28,319,573	77,662,659	29,534,132	(49,343,086)	36.46%
Increase in Net Position		\$ 4,992,184	\$ (3,842,615)	\$ 4,992,184	\$ (7,173,295)	\$ (8,834,799)	
* We have utilized \$152,092.26 of the strategic initiative funding to date. The expenses were expended out of various Supplies & Expenses accounts.							

KANSAS CITY KANSAS COMMUNITY COLLEGE
Summary Statement of Revenue Expenses and Changes in Net Position
YTD NOVEMBER 2020

	FY2021 Actual	Annual Budget	FY2020 Actual	Annual Budget	FY2019 Actual	Annual Budget	FY2018 Actual	Annual Budget
Operating Revenues	\$ 15,702,585	\$ 25,334,600	\$ 14,231,453	\$ 27,315,064	\$ 14,912,947	\$ 29,246,544	\$ 15,638,652	\$ 27,226,000
Non-Operating Revenues, Net	8,774,373	57,320,243	8,129,384	57,959,925	8,679,587	53,604,198	7,827,919	47,643,635
Total Revenues	24,476,958	82,654,843	22,360,837	85,274,989	23,592,534	82,850,742	23,466,571	74,869,635
Operating Expenses	28,319,573	77,662,659	29,534,132	80,812,679	29,812,971	79,979,223	29,669,624	74,620,000
Increase/(Decrease) in Net Positions	\$ (3,842,615)	\$ 4,992,184	\$ (7,173,295)	\$ 4,462,310	\$ (6,220,437)	\$ 2,871,519	\$ (6,203,053)	\$ 249,635

KANSAS CITY KANSAS COMMUNITY COLLEGE						
BANK BALANCES PER GENERAL LEDGER						
					YTD	PRIOR YEAR
FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	30-Nov-20	30-Nov-19
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$ 518,377		\$ 518,377	\$ 322,442
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$ 1,686,371		\$ 1,686,371	\$ 881,567
BROTHERHOOD BANK	61	CAPITAL OUTLAY		\$ 3,174,284	\$ 3,174,284	\$ 3,069,003
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$ 278,666		\$ 278,666	\$ 67,671
LIBERTY BANK	11	GENERAL FUND		\$ 503,499	\$ 503,499	\$ 500,000
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$ 218,755		\$ 218,755	\$ 367,722
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$ 958,816		\$ 958,816	\$ 938,174
SECURITY BANK***	11	GENERAL FUND	\$ 13,806,732		\$ 13,806,732	\$ 4,376,245
SECURITY BANK	15	TECHNICAL ED FUND	\$ 821,391		\$ 821,391	\$ 889,626
SECURITY BANK	16	STUDENT UNION	\$ 1,108,054		\$ 1,108,054	\$ 1,351,782
		(AUXILIARY SERVICES)				
	11	GENERAL FUND			\$ -	\$ 1,000,000
UMB BANK *	17	PAYROLL	\$ -		\$ -	
TOTAL			\$ 19,397,162	\$ 3,677,783	\$ 23,074,945	\$ 13,764,232
	Current	Previous Month	Previous Year			
91-day Treasury Rate	0.090	0.100	1.560			
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.						
** No interest paid, no fees charged.						
***No Fees assessed by Security Bank and Brotherhood Bank.						

Kansas City Kansas Community College										
Cashflow Analysis (General & TEC Funds)										
July 1, 2020 to June 30, 2021										
July 1, 2019 to June 30, 2020										
Month	FY2021	FY2020	FY2021	FY2020	FY2021	FY 2020	FY2021	FY2020	FY2021	FY2020
	Operational	Operational	Operational	Operational	Net	Net	Transfers	Transfers	Cash	Cash
	Cash	Cash	Cash	Cash	Change	Change	In/Out	In/Out	Balance	Balance
	Inflow	Inflow	Outflow	Outflow						
June									20,787,707	17,112,289
July	3,429,836	1,120,087	(5,377,634)	(5,848,294)	(1,947,798)	(4,728,207)			18,839,909	12,384,082
August	7,193,429	8,660,992	(6,050,200)	(7,083,680)	1,143,229	1,577,312	(21,297)		19,961,841	13,961,394
September	9,565,036	7,498,242	(8,587,336)	(7,442,728)	977,700	55,514			20,939,541	14,016,908
October	3,690,944	3,653,486	(5,631,319)	(8,032,248)	(1,940,375)	(4,378,762)			18,999,166	9,638,146
November	2,867,892	1,394,853	(7,238,935)	(5,767,127)	(4,371,043)	(4,372,274)			14,628,123	5,265,872
December	1,720,958	1,720,958	(5,808,633)	(5,808,633)	(4,087,675)	(4,087,675)			10,540,448	1,178,197
January	29,642,011	29,642,011	(6,059,800)	(6,059,800)	23,582,211	23,582,211			34,122,659	24,760,408
February	7,917,760	7,917,760	(10,685,251)	(10,685,251)	(2,767,491)	(2,767,491)			31,355,168	21,992,917
March	7,458,489	7,458,489	(11,474,491)	(11,474,491)	(4,016,002)	(4,016,002)			27,339,166	17,976,915
April	1,996,704	1,996,704	(6,479,676)	(6,479,676)	(4,482,972)	(4,482,972)			22,856,194	13,493,942
May	2,107,232	2,107,232	(5,442,154)	(5,442,154)	(3,334,922)	(3,334,922)			19,521,272	10,159,021
June	17,657,423	15,862,932	(5,234,246)	(5,234,246)	12,423,177	10,628,686			31,944,449	20,787,707
Totals	95,247,714	89,033,746	(84,069,675)	(85,358,329)	11,178,039		(21,297)	-		
Bold = Actual										
	26,747,137		(32,885,424)							
GL Balance	General Fund	\$ 13,806,732								
	TEC Fund	\$ 821,391								
		\$ 14,628,123								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Position
YTD NOVEMBER 2020

Debt Issuance	Original Issue Date	Original Maturity Date	Original Principal Issued	Refinance Principal Issued	New Maturity Date	Balance 6/30/2020	Payments FY21 Due Date	Amount	Less Interest	Balance 6/30/2021
COP-Capital Lease Oblig	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$3,550,000	5/1/2021	\$618,440	\$108,440	\$3,040,000
	7/1/2013	6/1/2027	\$5,750,401	\$1,585,000	4/1/2023	\$1,205,000	6/1/2021	\$427,688	\$37,688	\$815,000
	12/1/2010	4/1/2026	\$25,940,000	\$1,770,000	4/1/2020	\$0	~~	~~	~~	~~
	3/1/2020			\$11,095,000	4/1/2029	\$11,095,000	4/1/2021	\$2,133,999	\$518,999	\$9,480,000
	3/1/2020			\$4,270,000	4/1/2029	\$4,270,000	4/1/2021	\$131,844	\$121,844	\$4,260,000
			<u>\$39,735,401</u>	<u>\$22,745,000</u>		<u>\$20,120,000</u>		<u>\$3,311,971</u>	<u>\$786,971</u>	<u>\$17,595,000</u>

Predictive Model of Significant Annual Cash Flows - FY2021

Inflows			Outflows			
	Description	Amount	Description	Amount		
July	Federal Covid Funding	\$ 1,482,546				
	State Aid - Disbursement 1	\$ 5,188,682	Insurance	(\$503,000)		
August			(Comprehensive)			
September	Tax Distribution	\$ 2,715,643	Financial Aid Refunds	(\$1,300,000)		
	Current Tax	\$ 953,284	COP - Interest on Debt	(\$366,848)		
	Heavy Truck	\$ 330	(Certificates of			
	Motor Vehicle	\$ 1,463,602	Participation)			
	Commercial Motor Vehicle	\$ 8,536				
	Motor Vehicle Excise	\$ 10,792				
	RV	\$ 5,166				
	Delinquent	\$ 273,933				
	Financial Aid Draw	\$ 3,200,000				
	Sparks II Funding	\$ 557,355				
October	Tax Distribution	\$ 781,857	COP - Interest on Debt	(\$54,220)		
	Current Tax	\$ 1,285				
	Motor Vehicle	\$ 561,891				
	Commercial Motor Vehicle	\$ 1,836				
	RV	\$ 1,489				
	Delinquent	\$ 215,356				
	Sparks I Funding	\$ 900,000				
November			COP - Interest on Debt	(\$18,844)		
December						
January	Tax Distribution	\$ 22,225,361				
	Current Tax	\$ 20,542,198				
	Heavy Truck	\$ 6,242				
	Motor Vehicle	\$ 823,010				
	Commercial Motor Vehicle	\$ 16,153				
	Motor Vehicle Excise	\$ 11,332				
	RV	\$ 2,918				
	Industrial Revenue Bonds	\$ 477,786				
	Delinquent	\$ 345,722				
	State Aid - Disbursement 2	\$ 5,188,682				
	SB 155 Funding - Disb 1	\$ 1,835,000				
	February	Financial Aid Draw	\$ 3,000,000	Financial Aid Refunds	(\$1,300,000)	
	March	Tax Distribution	\$ 1,609,997	COP - P & I	(\$1,898,995)	
Current Tax		\$ 958,822	(Principal and Interest)			
Heavy Truck		\$ 2,023				
Motor Vehicle		\$ 346,474				
Commercial Motor Vehicle		\$ 115,299				
RV		\$ 861				
Delinquent		\$ 186,518				
April			COP - P & I	(\$564,220)		
May			COP - P & I	(\$408,844)		
June	Tax Distribution	\$ 16,686,995				
	Current Tax	\$ 15,289,192				
	Heavy Truck	\$ 1,932				
	Motor Vehicle	\$ 966,586				
	Commercial Motor Vehicle	\$ 22,612				
	RV	\$ 4,038				
	Industrial Revenue Bonds	\$ 185,302				
	Delinquent	\$ 217,333				
	SB 155 Funding - Disb 2	\$ 1,700,000				

ELECTRICAL USAGE

DATE	KWH	DOLLARS	CENTS	DATE	KWH	DOLLARS	CENTS
			PER KWH				PER KWH
year 2014	9,693,245	\$1,038,839	11.14	year 2015	7,217,301	\$832,768	11.79
1/28/2016	686,808	\$71,914	10.47	1/30/2017	669,778	\$67,660	10.10
2/26/2016	612,126	\$66,398	10.84	2/27/2017	520,873	\$59,658	11.45
3/30/2016	589,650	\$64,725	10.97	3/30/2017	571,377	\$66,275	11.59
4/29/2016	510,454	\$58,720	11.50	4/27/2017	488,937	\$62,282	12.73
5/27/2016	490,058	\$64,489	13.15	5/30/2017	519,433	\$63,673	12.25
6/30/2016	499,129	\$61,192	12.25	6/29/2017	493,221	\$63,308	12.83
7/28/2016	471,206	\$61,206	12.98	7/28/2017	517,966	\$69,963	13.50
8/30/2016	555,317	\$63,996	11.52	8/30/2017	509,347	\$65,091	12.77
9/29/2016	488,177	\$54,543	11.17	9/28/2017	471,352	\$68,199	14.45
10/28/2016	463,380	\$52,462	11.32	10/30/2017	510,088	\$66,797	13.09
11/29/2016	521,442	\$55,189	10.58	11/29/2017	440,328	\$72,722	16.51
12/29/2016	<u>614,663</u>	<u>\$58,846</u>	9.57	12/28/2017	<u>543,884</u>	<u>\$75,020</u>	13.79
year 2016	6,502,410	\$733,680	11.36	year 2017	6,256,584	\$800,648	12.79
1/30/2018	693,552	\$89,219	12.86	1/30/2019	609,645	\$83,726	13.73
2/28/2018	607,766	\$81,656	13.43	2/27/2019	625,832	\$80,202	12.81
3/28/2018	523,914	\$76,238	14.55	3/28/2019	554,141	\$78,123	14.09
4/27/2018	543,350	\$80,058	14.73	4/29/2019	510,325	\$73,381	14.37
5/30/2018	489,912	\$69,589	14.20	5/30/2019	441,276	\$66,651	15.10
6/28/2018	465,616	\$66,247	14.22	6/27/2019	436,477	\$63,796	14.61
7/30/2018	508,674	\$65,879	12.95	7/31/2019	537,680	\$64,553	12.00
8/30/2018	519,245	\$66,724	12.85	8/29/2019	494,320	\$67,133	13.58
9/28/2018	441,010	\$67,393	15.28	9/27/2019	485,749	\$63,507	13.07
10/30/2018	523,678	\$74,199	14.16	10/30/2019	528,274	\$73,213	13.85
11/29/2018	553,893	\$79,005	14.26	11/26/2019	440,981	\$65,663	14.89
12/28/2018	<u>566,892</u>	<u>\$80,894</u>	14.27	12/30/2019	<u>524,192</u>	<u>\$72,943</u>	13.91
year 2018	6,437,502	\$897,101	13.98	year 2019	6,188,892	\$852,891	13.83
1/30/2020	501,163	\$72,729	14.51				
2/28/2020	507,458	\$71,243	14.03				
3/30/2020	488,515	\$73,813	15.10				
4/30/2020	279,539	\$47,494	16.90				
5/28/2020	296,200	\$53,723	18.13				
6/30/2020	412,142	\$61,005	14.80				
7/30/2020	456,500	\$64,387	14.10				
8/28/2020	417,396	\$58,039	13.90				
9/29/2020	478,281	\$67,910	14.10				
10/29/2020	479,090	\$75,859	15.80				
11/25/2020	443,240	\$65,829	14.85				

BOARD OF TRUSTEES REPORT

HUMAN RESOURCES

DECEMBER 2020

HR Update

- The Human Resources, Payroll and IT departments, completed the integration of the online direct deposit form. Employees are now able to make changes to their direct deposit information by logging into Ellucian – Colleague system instead of completing a paper form and physically handing the form to an HR or Payroll team member. This change provides a more secure way for employees to share any updates with Payroll regarding their direct deposit accounts. This update also includes the ability for employees to view their earning statements online.

Employment/Talent Acquisition

- The KCKCC online employment application has been updated to align with the look of the main KCKCC Career webpage. In addition, there have been upgrades to the functionality of the application to make it more intuitive for the end user such as reformatting the application, adding buttons for easy transition to the next section of the application, etc.
- This month the HR Department converted all new employee paperwork to an electronic format within the applicant tracking system. New employees are now able to electronically complete and submit their onboarding forms through the online applicant tracking system. This update also gives the HR Department the ability to track percentage complete of the forms, send reminders and streamline our internal processes.



BOARD OF TRUSTEES REPORT

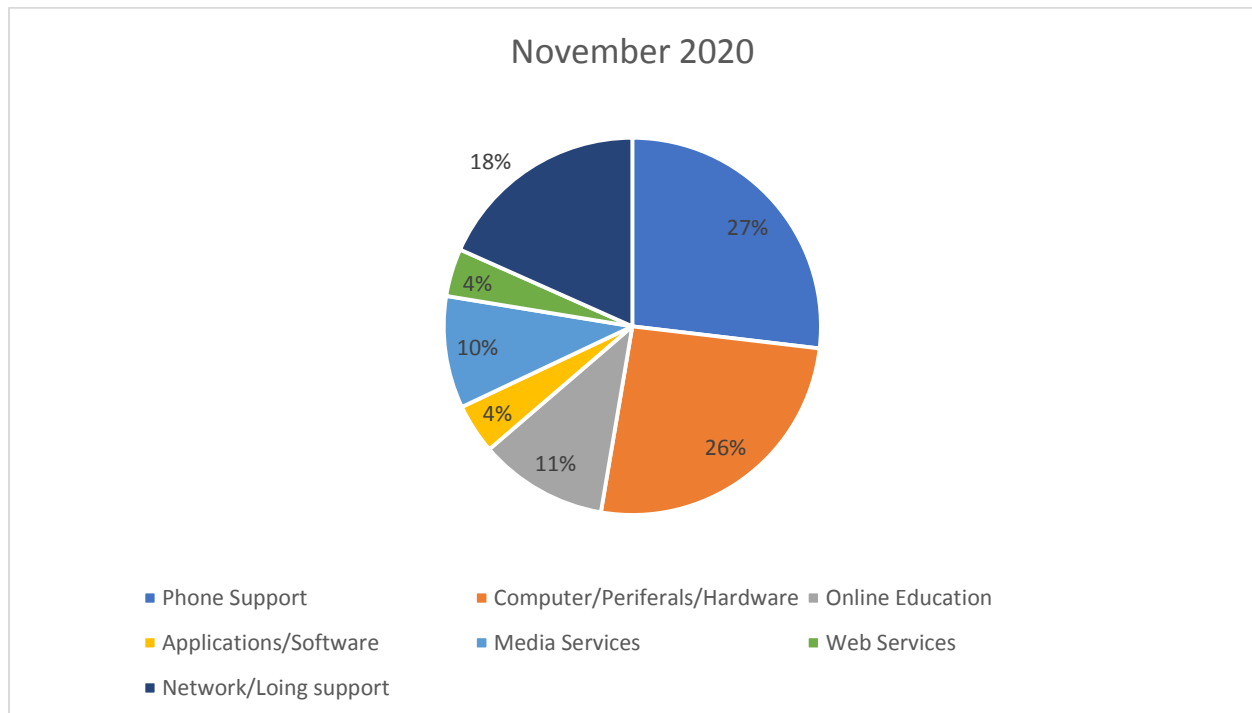
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Set up multiple online meetings and facilitated delivery
 - Human Resources
 - ESOL
 - Foundation/President's Leadership Circle
 - Board of Trustees
 - Finance CMTE
- Met one on one with multiple staff members to support functions of Office 365
- Attended College Senate and President's extended cabinet meetings
- Supported Faculty in production of academic documents
- Met with Student Enrollment Team to begin production of video support for Self Service Enrollment

COMPUTING SERVICES

- 247 tickets were issued during the month of November -267 tickets were resolved.
- The average time spent on each ticket was 1.225 days
- 125 helpdesk calls were taken in November - average time per call was 3.255 minutes.

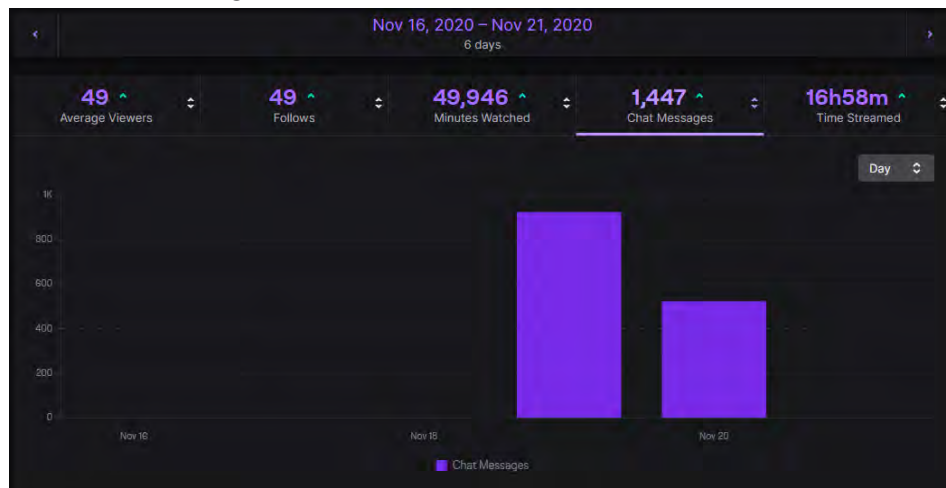


MEDIA SERVICES

- Setup, and recorded the monthly Board of Trustees Meeting. Made a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting.
- Setup via zoom a virtual Board of Trustees Meeting.
- Recorded and setup an event for the community. The KCK Women's Chamber Foundation sponsored a fundraiser called "Purses With A Purpose". The event raises money to provide scholarships for non-traditional female students. Analytics from the event included 98 views with an average percentage watched of 36.



- Setup, record, and live streamed a virtual vocal festival. The festival had 25 high school, collegiate, and semi-pro ensembles from 10 states and 3 countries submit video performances and receive a live-stream clinic from members of m-pact. Analytics from the two-day live stream included 16 hours and 58 minutes of streaming, 49,946 minutes watched, 1,447 Chat messages, and 49 new followers.



NETWORK SERVICES

- Student Recruiter Web App Availability - 98%
- MyDotte Web App Availability - 97%
- Email Availability for employees and students - 99%
- WebAdvisor Web App Availability - 96%
- Network Switch and Phone and Availability - 93%
- Papercut “follow-me” printing setup on the Konica printers has been completed. The next step in this project is to install the software client on all the student facing computers at each campus location.
- Classroom hardware for hybrid/remote instruction: A walkthrough with our vendor has been completed and without any unexpected delays, they plan to have all the hardware on campus and in the classrooms by 12/23.
- The project to decommission or migrate services that are running on Microsoft Windows Server 2008 is ongoing. Server 2008 is no longer supported by Microsoft. All services running on those servers are being moved to Server 2019 (latest Windows Server edition available). This project is ongoing.
- Department drive mapping changes have been completed.
- Microsoft updates and security patches were installed on 146 servers.
- A moderation function has been applied to the “All_Employees” and “All_Students” email distribution groups. This was applied to improve the quality and amount of emails that are sent to those distribution groups.
- Alertus virtual server and application were rebuilt/updated.
- Blackboard support has completed the analytics environment migration to new virtual servers and upgraded the application to the latest version.

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
KANSAS CITY KANSAS COMMUNITY COLLEGE,
KANSAS CITY, KANSAS
HELD ON DECEMBER 15, 2020**

The governing body met in regular session via a live virtual meeting, originating from the College campus in Kansas City, Kansas, at 5:00 P.M. The Chairperson presided, and the following members being present and participating, to-wit:

The following members of the Board of Trustees were absent:

The Chairperson declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, there was presented a Resolution entitled:

A RESOLUTION AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF NOT TO EXCEED \$20,000,000 PRINCIPAL AMOUNT OF AUXILIARY ENTERPRISE SYSTEM REVENUE BONDS, SERIES 2021, OF KANSAS CITY KANSAS COMMUNITY COLLEGE, KANSAS CITY, KANSAS; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

Thereupon, Trustee _____ moved that said Resolution be adopted. The motion was seconded by Trustee _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Aye: _____

Nay: _____

Thereupon, the Chairperson declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. 20-12-15-__ and was signed by the Chairperson and attested by the Secretary.

* * * * *

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(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of Kansas City Kansas Community College, Kansas City, Kansas held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

[SEAL]

Secretary

RESOLUTION NO. 20-12-15-__

OF

**KANSAS CITY KANSAS COMMUNITY COLLEGE
KANSAS CITY, KANSAS**

ADOPTED

DECEMBER 15, 2020

**NOT TO EXCEED \$20,000,000
AUXILIARY ENTERPRISE SYSTEM REVENUE BONDS
SERIES 2021**

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RESOLUTION NO. 20-12-15-__

A RESOLUTION AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF NOT TO EXCEED \$20,000,000 PRINCIPAL AMOUNT OF AUXILIARY ENTERPRISE SYSTEM REVENUE BONDS, SERIES 2021, OF KANSAS CITY KANSAS COMMUNITY COLLEGE, KANSAS CITY, KANSAS; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

WHEREAS, Kansas City Kansas Community College (the “Issuer”) is a community college, duly created, organized and existing under the laws of the State of Kansas; and

WHEREAS, the Issuer is authorized under the provisions of the Act, to issue and sell revenue bonds for the purpose of paying all or part of the cost to construct, equip and furnish a new student housing facility of approximately 100,000 square feet and 260 beds, and all related improvements, on the campus of the College, in Kansas City, Kansas (the “Project”), provided that the principal of and interest on such revenue bonds shall be payable from the gross or net revenues derived by the Issuer from the operation of the System; and

WHEREAS, the governing body of the Issuer has pursuant to a Resolution adopted October 20, 2020, declared its intention under the Act to undertake the Project, and to issue Auxiliary Enterprise System Revenue Bonds in an amount of not to exceed \$20,000,000; notice of such intention was published one time in the *Kansas Register* and no action contesting the validity of such bonds or related proceedings has commenced within thirty (30) days after said publication date, all as set forth in the Act; and

WHEREAS, none of such revenue bonds so authorized have heretofore been issued and the Issuer proposes to issue not to exceed \$20,000,000 of the revenue bonds so authorized to pay the costs of the Project; and

WHEREAS, the governing body of the Issuer has caused plans and specifications for the Project and an estimate of the cost thereof to be made and the same are hereby accepted and approved and shall be placed on file in the office of the Secretary.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF KANSAS CITY KANSAS COMMUNITY COLLEGE, KANSAS CITY, KANSAS, AS FOLLOWS:

ARTICLE I

DEFINITIONS

Section 101. **Definitions of Words and Terms.** In addition to words and terms defined elsewhere herein, the following words and terms as used in this Bond Resolution shall have the meanings hereinafter set forth. Unless the context shall otherwise indicate, words importing the singular number shall include the plural and vice versa, and words importing persons shall include firms, associations and corporations, including public bodies, as well as natural persons.

“Act” means the Constitution and statutes of the State including K.S.A. 10-101 to 10-125, inclusive, K.S.A. 10-620 *et seq.*, and K.S.A. 76-6a13 through 76-6a25, all as amended and supplemented from time to time.

“Additional Bonds” means any bonds secured by the Revenues hereafter issued pursuant to *Article IX* of the Bond Resolution.

“Additional Obligations” means any leases or other obligations of the Issuer payable from the Revenues, other than the Bonds.

“Authorized Denomination” means \$5,000 or any integral multiples thereof.

“Balloon Indebtedness” means Long-Term Indebtedness, 25% or more of the original principal amount of which becomes due (either by maturity or mandatory redemption) during any consecutive twelve-month period, if such principal amount becoming due is not required to be amortized below such percentage by mandatory redemption or prepayment prior to such twelve-month period.

“Beneficial Owner” of Bonds includes any Owner of Bonds and any other Person who, directly or indirectly has the investment power with respect to any such Bonds.

“Bond Counsel” means the firm of Gilmore & Bell, P.C., or any other attorney or firm of attorneys whose expertise in matters relating to the issuance of obligations by states and their political subdivisions is nationally recognized and acceptable to the Issuer.

“Bond Payment Date” means any date on which principal of or interest on any Bond is payable.

“Bond Register” means the books for the registration, transfer and exchange of Bonds kept at the office of the Bond Registrar.

“Bond Registrar” means: (a) with respect to the Series 2021 Bonds, Treasurer of the State of Kansas, Topeka, Kansas, and its successors and assigns; and (b) with respect to Additional Bonds, the entity designated as Bond Registrar in the supplemental resolution authorizing such Additional Bonds.

“Bond Resolution” means this resolution relating to the Series 2021 Bonds and any supplemental resolution authorizing any Additional Bonds.

“Bonds” means the Series 2021 Bonds and any Additional Bonds.

“Business Day” means a day other than a Saturday, Sunday or any day designated as a holiday by the Congress of the United States or by the Legislature of the State and on which the Paying Agent is scheduled in the normal course of its operations to be open to the public for conduct of its operations.

“Cede & Co.” means Cede & Co., as nominee of DTC and any successor nominee of DTC.

“Chairperson” means the duly elected and acting Chairperson, or in the Chairperson's absence, the duly appointed and/or elected Vice Chairperson or Acting Chairperson of the Issuer.

“College” means Kansas City Kansas Community College, Kansas City, Kansas.

“Code” means the Internal Revenue Code of 1986, as amended, and the applicable regulations promulgated thereunder by the United States Department of the Treasury.

“Compliance Account” means the Compliance Account for Auxiliary Enterprise System Revenue Bonds, Series 2021 created pursuant to **Section 501** hereof.

“Consultant” means the Consulting Engineer, the Independent Accountant, or an independent consultant qualified and having a favorable reputation for skill and experience in financial affairs selected by the Issuer for the purpose of carrying out the duties imposed on the Consultant by the Bond Resolution.

“Consulting Engineer” means an independent engineer or engineering firm or architect or architectural firm, having a favorable reputation for skill and experience in the construction, financing and operation of public utilities, at the time employed by the Issuer for the purpose of carrying out the duties imposed on the Consulting Engineer by the Bond Resolution.

“Costs of Issuance” means all costs of issuing any series of Bonds, including all publication, printing, signing and mailing expenses in connection therewith, registration fees, financial advisory fees, all legal fees and expenses of Bond Counsel and other legal counsel, expenses incurred in connection with compliance with the Code, all expenses incurred in connection with receiving financial ratings on any series of Bonds, and any premiums or expenses incurred in obtaining any credit enhancement.

“Costs of Issuance Account” means the Costs of Issuance Account for Auxiliary Enterprise System Revenue Bonds, Series 2021, created pursuant to **Section 501** hereof.

“Debt Service Account” means the Debt Service Account for Auxiliary Enterprise System Revenue Bonds, Series 2021 created by **Section 501** hereof.

“Debt Service Coverage Ratio” means, for any Fiscal Year: (a) with respect to the covenants contained in **Section 802** hereof, the ratio determined by dividing (i) a numerator equal to the Net Revenues for such Fiscal Year by (ii) a denominator equal to the Debt Service Requirements for such Fiscal Year; and (b) with respect to the covenants contained in **Article IX** hereof, the ratio determined by dividing (i) a numerator equal to the Net Revenues for such Fiscal Year by (ii) a denominator equal to the average annual Debt Service Requirements on all System Indebtedness; provided that with respect to Additional Bonds that are proposed to be Parity Bonds, Debt Service Requirements on Subordinate Lien Bonds shall be disregarded.

“Debt Service Requirements” means the aggregate principal payments (whether at maturity or pursuant to scheduled mandatory sinking fund redemption requirements) and interest payments on the Bonds for the period of time for which calculated; provided, however, that for purposes of calculating such amount, principal and interest shall be excluded from the determination of Debt Service Requirements to the extent that such principal or interest is payable from amounts deposited in trust, escrowed or otherwise set aside for the payment thereof with the Paying Agent or other commercial bank or trust company located in the State and having full trust powers.

“Debt Service Reserve Account” means the Debt Service Reserve Account for Auxiliary Enterprise System Parity Bonds ratified by **Section 501** hereof.

“Defaulted Interest” means interest on any Bond which is payable but not paid on any Interest Payment Date.

“Defeasance Obligations” means any of the following obligations:

- (a) Cash; or
- (b) United States Government Obligations that are not subject to redemption in advance of their maturity dates; or
- (c) obligations of any state or political subdivision of any state, the interest on which is excluded from gross income for federal income tax purposes and which meet the following conditions:
 - (1) the obligations are (i) not subject to redemption prior to maturity or (ii) the trustee for such obligations has been given irrevocable instructions concerning their calling and redemption and the issuer of such obligations has covenanted not to redeem such obligations other than as set forth in such instructions;
 - (2) the obligations are secured by cash or United States Government Obligations that may be applied only to principal of, premium, if any, and interest payments on such obligations;
 - (3) such cash and the principal of and interest on such United States Government Obligations are sufficient to meet the liabilities of the obligations;
 - (4) such cash and United States Government Obligations serving as security for the obligations are held in an escrow fund by an escrow agent or a trustee irrevocably in trust;
 - (5) such cash and United States Government Obligations are not available to satisfy any other claims, including those against the trustee or escrow agent; and
 - (6) such obligations are rated in a rating category by Moody's or Standard & Poor's that is no lower than the rating category then assigned by that Rating Agency to United States Government Obligations.

“Derivative” means any investment instrument whose market price is derived from the fluctuating value of an underlying asset, index, currency, futures contract, including futures, options and collateralized mortgage obligations.

“Disclosure Undertaking” means the Issuer's Continuing Disclosure Undertaking relating to certain obligations contained in the SEC Rule.

“Discount Indebtedness” means Long-Term Indebtedness that is originally sold at a price (excluding accrued interest, but without deduction of any underwriters' discount) of less than 75% of the maturity amount including the amount of principal and interest to accrete at maturity of such Long-Term Indebtedness.

“DTC” means The Depository Trust Company, a limited-purpose trust company organized under the laws of the State of New York, and its successors and assigns, including any successor securities depository duly appointed.

“Event of Default” means each of the following occurrences or events:

(a) Payment of the principal and of the redemption premium, if any, of any of the Bonds shall not be made when the same shall become due and payable, either at Stated Maturity or by proceedings for redemption or otherwise; or

(b) Payment of any installment of interest on any of the Bonds shall not be made when the same shall become due; or

(c) The Issuer shall for any reason be rendered incapable of fulfilling its obligations hereunder; or

(d) Any substantial part of the System shall be destroyed or damaged to the extent of impairing its efficient operation or adversely affecting its Revenues and the Issuer shall not within a reasonable time commence the repair, replacement or reconstruction thereof and proceed thereafter to complete with reasonable dispatch the repair, replacement or reconstruction thereof; or

(e) Final judgment for the payment of money shall be rendered against the Issuer as a result of the ownership, control or operation of the System and any such judgment shall not be discharged within one hundred twenty (120) days from the entry thereof or an appeal shall not be taken therefrom or from the order, decree or process upon which or pursuant to which such judgment shall have been granted or entered, in such manner as to stay the execution of or levy under such judgment, order, decree or process or the enforcement thereof; or

(f) An order or decree shall be entered, with the consent or acquiescence of the Issuer, appointing a receiver or receivers of the System or any part thereof or of the revenues thereof, or if such order or decree, having been entered without the consent or acquiescence of the Issuer, shall not be vacated or discharged or stayed on appeal within sixty (60) days after the entry thereof; or

(g) Any proceeding shall be instituted, with the consent or acquiescence of the Issuer, for the purpose of effecting a composition between the Issuer and its creditors or for the purpose of adjusting the claims of such creditors pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are under any circumstances payable from the Revenues of the System; or

(h) The Issuer shall default in the due and punctual performance of any other of the covenants, conditions, agreements and provisions contained in the Bonds, Bond Purchase Agreement or in this Bond Resolution (other than the covenants relating to continuing disclosure contained herein and in the Disclosure Undertaking) on the part of the Issuer to be performed, and such default shall continue for thirty (30) days after written notice specifying such default and requiring same to be remedied shall have been given to the Issuer by the Owner of any of the Bonds then Outstanding; or

(i) Any representation or warranty of the Issuer contained herein or in the Bond Purchase Agreement is determined to be untrue or incorrect in any material respect on the date when made; or

(j) A monetary default shall have occurred on any System Indebtedness.

“Expenses” means all reasonable and necessary expenses of operation, maintenance and repair of the System and keeping the System in good repair and working order (other than interest paid on System Indebtedness and depreciation and amortization charges during the period of determination), determined in accordance with generally accepted accounting principles, including without limiting the generality of the foregoing, current maintenance charges, expenses of reasonable upkeep and repairs, salaries, wages,

costs of materials and supplies, paying agent fees and expenses, annual audits, periodic Consultant's reports, properly allocated share of charges for insurance, the cost of purchased water, gas and power, if any, for System operation, obligations (other than for borrowed money or for rents payable under capital leases) incurred in the ordinary course of business, liabilities incurred by endorsement for collection or deposit of checks or drafts received in the ordinary course of business, short-term obligations incurred and payable within a particular Fiscal Year, other obligations or indebtedness incurred for the purpose of leasing (pursuant to a true or operating lease) equipment, fixtures, inventory or other personal property, and all other expenses incident to the operation of the System, but shall exclude all general administrative expenses of the Issuer not related to the operation of the System and transfers into the Debt Service Reserve Account provided for in this Bond Resolution.

“Federal Tax Certificate” means the Issuer's Federal Tax Certificate dated as of the Issue Date, as the same may be amended or supplemented in accordance with the provisions thereof.

“Financeable Costs” means the amount of expenditure for a Project which has been duly authorized by action of the governing body of the Issuer to be financed by System Indebtedness, less: (a) the amount of any System Indebtedness of the Issuer which is currently Outstanding and available to pay such Financeable Costs; and (b) any amount of Financeable Costs which has been previously paid by the Issuer or by any eligible source of funds unless such amounts are entitled to be reimbursed to the Issuer under State or federal law.

“Fiscal Year” means the twelve month period ending on June 30.

“Fitch” means Fitch Ratings, a corporation organized and existing under the laws of the State of New York, and its successors and assigns, and, if such corporation shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, “Fitch” shall be deemed to refer to any other nationally recognized securities rating agency designated by the Issuer.

“Funds and Accounts” means funds and accounts created pursuant to or referred to in *Section 501* hereof.

“Independent Accountant” means an independent certified public accountant or firm of independent certified public accountants at the time employed by the Issuer for the purpose of carrying out the duties imposed on the Independent Accountant by the Bond Resolution.

“Index Rate” means the rate of interest set forth in *The Bond Buyer* Revenue Bond Index (or, in the event that *The Bond Buyer* does not compile such index or ceases publication, another comparable publication recognized in the municipal bond market) published for the week immediately preceding the date of determination.

“Interest Payment Date(s)” means: (a) with respect to the Series 2021 Bonds, the Stated Maturity of an installment of interest on the Series 2021 Bonds which shall be March 1 and September 1 of each year, commencing September 1, 2021; and (b) with respect to Additional Bonds, the Stated Maturity of an installment of interest on such Additional Bonds, as set forth in the supplemental resolution authorizing such Additional Bonds.

“Interim Indebtedness” means System Indebtedness having a term not less than one year, and not in excess of five years, incurred or assumed in anticipation of being refinanced or refunded with Long-Term Indebtedness.

“Issue Date” means the date when the Issuer delivers any series of Bonds to the Purchaser in exchange for the Purchase Price.

“Issuer” means the College and any successors or assigns.

“Long-Term Indebtedness” means System Indebtedness having an original stated maturity or term greater than one year, or renewable or extendible at the option of the debtor for a period greater than one year from the date of original issuance or incurrence thereof.

“Maturity” when used with respect to any Bond means the date on which the principal of such Bond becomes due and payable as therein and herein provided, whether at the Stated Maturity thereof or call for redemption or otherwise.

“Maximum Annual Debt Service” means the maximum amount of Debt Service Requirements as computed for the then current or any future Fiscal Year; provided that the Debt Service Requirements in the final Stated Maturity of any series of Parity Bonds shall be reduced by the value of cash and Permitted Investments on deposit in the Debt Service Reserve Account, so long as the Debt Service Reserve Account is maintained at the Debt Service Reserve Requirement.

“Moody's” means Moody's Investors Service, Inc., a corporation organized and existing under the laws of the State of Delaware, and its successors and assigns, and, if such corporation shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, “Moody's” shall be deemed to refer to any other nationally recognized securities rating agency designated by the Issuer.

“Net Revenues” means, for the period of determination, all Revenues less all Expenses.

“Notice Address” means with respect to the following entities:

(a) To the Issuer at:

Kansas City Kansas Community College
7250 State Avenue
Kansas City, Kansas 66112

(b) To the Paying Agent at:

Series 2021 Bonds:

Treasurer of the State of Kansas
Landon Office Building
900 Southwest Jackson, Suite 201
Topeka, Kansas 66612-1235
Fax: (785) 296-6976

Additional Bonds:

The address set forth in the supplemental resolution authorizing such Additional Bonds.

- (c) To the Purchaser:

Series 2021 Bonds:

The address set forth in the Bond Purchase Agreement

Additional Bonds:

The address set forth in the supplemental resolution authorizing such Additional Bonds.

- (d) To the Rating Agency(ies):

Moody's Municipal Rating Desk
7 World Trade Center
250 Greenwich Street
23rd Floor
New York, New York 10007

Standard & Poor's Ratings Services,
a division of McGraw Hill Financial Inc.
55 Water Street, 38th Floor
New York, New York 10004

Fitch Ratings
One State Street Plaza
New York, New York 10004.

“Notice Representative” means:

- (a) With respect to the Issuer, the Secretary.
- (b) With respect to the Bond Registrar and Paying Agent, the Director of Bond Services.
- (c) With respect to any Purchaser, the manager of its Municipal Bond Department.
- (d) With respect to any Rating Agency, any Vice President thereof.

“Official Statement” means Issuer's Official Statement relating to the Series 2021 Bonds.

“Outstanding” means, when used with reference to Bonds, as of a particular date of determination, all Bonds theretofore, authenticated and delivered, except the following Bonds:

- (a) Bonds theretofore canceled by the Paying Agent or delivered to the Paying Agent for cancellation pursuant to the Bond Resolution;
- (b) Bonds deemed to be paid in accordance with the provisions of *Section 1101* of the Bond Resolution; and
- (c) Bonds in exchange for or in lieu of which other Bonds have been authenticated and delivered under the Bond Resolution.

“Owner” when used with respect to any Bond means the Person in whose name such Bond is registered on the Bond Register. Whenever consent of the Owners is required pursuant to the terms of this Bond Resolution, and the Owner of the Bonds, as set forth on the Bond Register, is Cede & Co., the term Owner shall be deemed to be the Beneficial Owner of the Bonds.

“Parity Bonds” means the Series 2021 Bonds, and any Additional Bonds hereafter issued pursuant to *Section 902* or *Section 904* of the Bond Resolution and standing on a parity and equality with the Series 2021 Bonds with respect to the lien on the Revenues.

“Parity Obligations” means any Additional Obligations hereafter issued or incurred pursuant to *Section 902* or *Section 904* of this Bond Resolution and standing on a parity and equality with the Parity Bonds with respect to the lien on the Revenues.

“Parity Resolution” means this Bond Resolution and the ordinances and/or resolutions under which any Additional Bonds which constitute Parity Bonds are hereafter issued.

“Participants” means those financial institutions for whom the Securities Depository effects book-entry transfers and pledges of securities deposited with the Securities Depository, as such listing of Participants exists at the time of such reference.

“Paying Agent” means: (a) with respect to the Series 2021 Bonds, the Treasurer of the State of Kansas, Topeka, Kansas, and its successors and assigns; and (b) with respect to Additional Bonds, the entity designated as Paying Agent in the supplemental resolution authorizing such Additional Bonds.

“Permitted Investments” shall mean the investments hereinafter described, provided, however, no moneys or funds shall be invested in a Derivative: (a) investments authorized by K.S.A. 12-1675 and amendments thereto; (b) the municipal investment pool established pursuant to K.S.A. 12-1677a, and amendments thereto; (c) direct obligations of the United States Government or any agency thereof; (d) the Issuer's temporary notes issued pursuant to K.S.A. 10-123 and amendments thereto; (e) interest-bearing time deposits in commercial banks or trust companies located in the county or counties in which the Issuer is located which are insured by the Federal Deposit Insurance Corporation or collateralized by securities described in (c); (f) obligations of the federal national mortgage association, federal home loan banks, federal home loan mortgage corporation; (g) repurchase agreements for securities described in (c) or (f); (h) investment agreements or other obligations of a financial institution the obligations of which at the time of investment are rated in either of the three highest rating categories by Moody's or Standard & Poor's; (i) investments and shares or units of a money market fund or trust, the portfolio of which is comprised entirely of securities described in (c) or (f); (j) receipts evidencing ownership interests in securities or portions thereof described in (c) or (f); (k) municipal bonds or other obligations issued by any municipality of the State as defined in K.S.A. 10-1101 which are general obligations of the municipality issuing the same; or (l) bonds of any municipality of the State as defined in K.S.A. 10-1101 which have been refunded in advance of their maturity and are fully secured as to payment of principal and interest thereon by deposit in trust, under escrow agreement with a bank, of securities described in (c) or (f), all as may be further restricted or modified by amendments to applicable State law.

“Person” means any natural person, corporation, partnership, joint venture, association, firm, joint-stock company, trust, unincorporated organization, or government or any agency or political subdivision thereof or other public body.

“Project” shall mean the repairs, alterations, extensions, reconstructions, enlargements or improvements to the System referred to in the preamble to this Bond Resolution and any Substitute Project.

“Project Fund” means the Project Fund for Auxiliary Enterprise System Revenue Bonds, Series 2021 created by *Section 501* hereof.

“Purchase Price” means: (a) with respect to the Series 2021 Bonds, the amount set forth in the Bond Purchase Agreement; and (b) with respect to Additional Bonds, the amount set forth in the supplemental resolution authorizing such Additional Bonds.

“Purchaser” means: (a) with respect to the Series 2021 Bonds, UMB Bank, N.A., Denver, Colorado, the original purchaser of the Series 2021 Bonds, and any successor and assigns; and (b) with respect to Additional Bonds, the original purchaser of such Additional Bonds, as set forth in the supplemental resolution authorizing such Additional Bonds.

“Put Indebtedness” means Long-Term Indebtedness which is (a) payable or required to be purchased or redeemed from the holder by or on behalf of the underlying obligor, at the option of the holder thereof, prior to its stated maturity date, or (b) payable or required to be purchased or redeemed from the holder by or on behalf of the underlying obligor, other than at the option of the holder, prior to its stated maturity date, other than pursuant to any mandatory sinking fund or other similar fund, or other than by reason of acceleration upon the occurrence of an Event of Default under this Bond Resolution.

“Rating Agency” means any company, agency or entity that provides financial ratings for the Bonds.

“Record Dates” for the interest payable on any Interest Payment Date means the fifteenth day (whether or not a Business Day) of the calendar month next preceding such Interest Payment Date.

“Redemption Date” when used with respect to any Bond to be redeemed means the date fixed for the redemption of such Bond pursuant to the terms of this Bond Resolution.

“Redemption Price” when used with respect to any Bond to be redeemed means the price at which such Bond is to be redeemed pursuant to the terms of the Bond Resolution, including the applicable redemption premium, if any, but excluding installments of interest whose Stated Maturity is on or before the Redemption Date.

“Replacement Bonds” means Bonds issued to the Beneficial Owners of the Bonds in accordance with *Section 209* hereof.

“Revenue Fund” means the Auxiliary Enterprise System Revenue Fund referred to in *Section 501* hereof.

“Revenues” means and includes all student housing, dining, student union, bookstore and other auxiliary enterprise rents, fees and charges, including food service charges, bookstore income, income from vending machines, net proceeds from business interruption insurance, surplus Revenues or fund balance amounts derived in a prior Fiscal Year, and any amounts deposited in escrow in connection with the acquisition, construction, remodeling, renovation and equipping of facilities to be applied during the period of determination to pay interest on System Indebtedness, but excluding any profits or losses on the early extinguishment of debt or on the sale or other disposition, not in the ordinary course of business, of investments or fixed or capital assets, and any and all other gross receipts from the operation of the System, and shall also include any annual grant subsidy or similar funds related to the System, if any, from a grant or loan agreement or similar agreement with the United States of America or agency or department thereof.

“Secretary” means the duly appointed and/or elected Secretary or, in the Secretary's absence, the duly appointed Deputy Secretary or Acting Secretary of the Issuer.

“SEC Rule” means Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as may be amended from time to time.

“Securities Depository” means, initially, DTC, and its successors and assigns.

“Series 2021 Bonds” means the Issuer's Auxiliary Enterprise System Revenue Bonds, Series 2021, authorized and issued by the Issuer pursuant to this Bond Resolution.

“Short-Term Indebtedness” means System Indebtedness having an original maturity less than or equal to one year from the date of original incurrence thereof, and not renewable or extendible at the option of the obligor thereon for a term greater than one year beyond the date of original issuance.

“Special Record Date” means the date fixed by the Paying Agent pursuant to *Section 204* hereof for the payment of Defaulted Interest.

“Standard & Poor's” or “S&P” means S&P Global Ratings, a division of S&P Global Inc., a corporation organized and existing under the laws of the State of New York, and its successors and assigns, and, if such corporation shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, Standard & Poor's shall be deemed to refer to any other nationally recognized securities rating agency designated by the Issuer.

“State” means the state of Kansas.

“State Treasurer” means the duly elected Treasurer or, in the Treasurer's absence, the duly appointed Deputy Treasurer or acting Treasurer of the State.

“Stated Maturity” when used with respect to any Bond or any installment of interest thereon means the date specified in such Bond and this Bond Resolution as the fixed date on which the principal of such Bond or such installment of interest is due and payable.

“Subordinate Lien Bonds” means any Additional Bonds or Additional Obligations issued pursuant to *Section 903* hereof.

“Substitute Project” means a substitute or additional project of the System authorized in the manner set forth in *Section 504(a)* hereof.

“System” means the student housing, dining, student union and bookstore facilities of the College, including the Project, and all other auxiliary enterprise system additions, extensions and improvements thereto hereafter made or acquired.

“System Indebtedness” means collectively the Bonds and any Additional Obligations which are payable out of, or secured by an interest in, the Revenues.

“Term Bonds” means any Series 2021 Bonds designated as Term Bonds in *Exhibit B* attached to this Bond Resolution or in any supplemental resolution authorizing the issuance of Additional Bonds.

“Treasurer” means the duly appointed and/or elected Treasurer or, in the Treasurer's absence, the duly appointed Deputy Treasurer or acting Treasurer of the Issuer.

“United States Government Obligations” means bonds, notes, certificates of indebtedness, treasury bills or other securities constituting direct obligations of, or obligations the principal of and interest on which are fully and unconditionally guaranteed as to full and timely payment by, the United States of America, including evidences of a direct ownership interest in future interest or principal payment on obligations issued by the United States of America (including the interest component of obligations of the Resolution Funding Corporation), or securities which represent an undivided interest in such obligations, which obligations are rated in the highest rating category by a nationally recognized rating service and such obligations are held in a custodial account for the benefit of the Issuer.

“Variable Rate Indebtedness” means any System Indebtedness which provides for interest to be payable thereon at a rate per annum that may vary from time to time over the term thereof in accordance with procedures provided in the instrument creating such System Indebtedness.

ARTICLE II

AUTHORIZATION AND DETAILS OF THE BONDS

Section 201. **Authorization of the Series 2021 Bonds.** Subject to the conditions herein set forth, there shall be issued and hereby are authorized and directed to be issued the Auxiliary Enterprise System Revenue Bonds, Series 2021, of the Issuer in the principal amount set forth on *Exhibit B* hereto, for the purpose of providing funds to: (a) pay costs of the Project; (b) fund a deposit to the Debt Service Reserve Account; and (c) pay costs of issuance of the Series 2021 Bonds.

Section 202. **Description of the Series 2021 Bonds.** The Series 2021 Bonds shall be in such forms as set forth in *Exhibit A* hereto or as may be required by the Attorney General pursuant to the Notice of Systems of Registration for Kansas Municipal Bonds, 2 Kan. Reg. 921 (1983), in accordance with the Kansas Bond Registration Law, K.S.A. 10-620 *et seq.*

The Series 2021 Bonds shall be dated and bear interest, shall mature and be payable at such times, and shall be issued and delivered in the manner prescribed and subject to the provisions, covenants and agreements set forth in *Exhibit B* hereto, Final Terms of the Series 2021 Bonds. The Chairperson or College President is hereby authorized to award the sale of the Series 2021 Bonds to the Purchaser and approve *Exhibit B*, as completed after the sale of the Series 2021 Bonds, provided that: (a) the principal amount of the Series 2021 Bonds not exceed \$20,000,000; (b) the last stated maturity of the Series 2021 Bonds is not later than December 1, 2052; (c) the true interest cost of the Series 2021 Bonds not exceed 4.00%; and (d) the Chief Financial Officer, and Raymond James & Associates, Inc., as financial advisor, have approved the pricing terms, by the Chairperson’s or President’s execution of the *Exhibit B* hereto.

Section 203. **Designation of Paying Agent and Bond Registrar.** The Treasurer of the State of Kansas, Topeka, Kansas, is hereby designated as the Paying Agent for the payment of principal of and interest on the Series 2021 Bonds and Bond Registrar with respect to the registration, transfer and exchange of the Series 2021 Bonds. The Chairperson of the Issuer is hereby authorized and empowered to execute on behalf of the Issuer an agreement with the Bond Registrar and Paying Agent for the Series 2021 Bonds.

The Issuer will at all times maintain a Paying Agent and Bond Registrar meeting the qualifications herein described for the performance of the duties hereunder. The Issuer reserves the right to appoint a successor Paying Agent or Bond Registrar, by (a) filing with the Paying Agent or Bond Registrar then performing such function a certified copy of the proceedings giving notice of the

termination of such Paying Agent or Bond Registrar and appointing a successor, and (b) causing notice of appointment of the successor Paying Agent and Bond Registrar to be given by first class mail to each Owner. No resignation or removal of the Paying Agent or Bond Registrar shall become effective until a successor has been appointed and has accepted the duties of Paying Agent or Bond Registrar.

Every Paying Agent or Bond Registrar appointed hereunder shall at all times meet the requirements of K.S.A. 10-501 *et seq.* and K.S.A. 10-620 *et seq.*, respectively.

Section 204. **Method and Place of Payment of the Bonds.** The principal of, or Redemption Price, and interest on the Bonds shall be payable in any coin or currency which, on the respective dates of payment thereof, is legal tender for the payment of public and private debts.

The principal or Redemption Price of each Bond shall be paid at Maturity to the Person in whose name such Bond is registered on the Bond Register at the Maturity thereof, upon presentation and surrender of such Bond at the principal office of the Paying Agent.

The interest payable on each Bond on any Interest Payment Date shall be paid to the Owner of such Bond as shown on the Bond Register at the close of business on the Record Date for such interest (a) by check or draft mailed by the Paying Agent to the address of such Owner shown on the Bond Register or at such other address as is furnished to the Paying Agent in writing by such Owner or (b) in the case of an interest payment to any Owner of \$500,000 or more in aggregate principal amount of Bonds, by electronic transfer to such Owner upon written notice given to the Bond Registrar by such Owner, not less than 15 days prior to the Record Date for such interest, containing the electronic transfer instructions including the bank, ABA routing number and account number to which such Owner wishes to have such transfer directed.

Notwithstanding the foregoing provisions of this Section, any Defaulted Interest with respect to any Bond shall cease to be payable to the Owner of such Bond on the relevant Record Date and shall be payable to the Owner in whose name such Bond is registered at the close of business on the Special Record Date for the payment of such Defaulted Interest, which Special Record Date shall be fixed as hereinafter specified in this paragraph. The Issuer shall notify the Paying Agent in writing of the amount of Defaulted Interest proposed to be paid on each Bond and the date of the proposed payment (which date shall be at least 30 days after receipt of such notice by the Paying Agent) and shall deposit with the Paying Agent at the time of such notice an amount of money equal to the aggregate amount proposed to be paid in respect of such Defaulted Interest or shall make arrangements satisfactory to the Paying Agent for such deposit prior to the date of the proposed payment. Following receipt of such funds the Paying Agent shall fix a Special Record Date for the payment of such Defaulted Interest which shall be not more than 15 nor less than 10 days prior to the date of the proposed payment. The Paying Agent shall promptly notify the Issuer of such Special Record Date and, in the name and at the expense of the Issuer, shall cause notice of the proposed payment of such Defaulted Interest and the Special Record Date therefor to be mailed, by first class mail, postage prepaid, to each Owner of a Bond entitled to such notice at the address of such Owner as it appears on the Bond Register not less than 10 days prior to such Special Record Date.

The Paying Agent shall keep a record of payment of principal and Redemption Price of and interest on all Bonds and at least annually shall forward a copy or summary of such records to the Issuer.

Section 205. **Registration, Transfer and Exchange of Bonds.** The Issuer covenants that, as long as any of the Bonds remain Outstanding, it will cause the Bond Register to be kept at the office of the Bond Registrar as herein provided. Each Bond when issued shall be registered in the name of the Owner thereof on the Bond Register.

Bonds may be transferred and exchanged only on the Bond Register as provided in this Section. Upon surrender of any Bond at the principal office of the Bond Registrar, the Bond Registrar shall transfer or exchange such Bond for a new Bond or Bonds in any Authorized Denomination of the same Stated Maturity and in the same aggregate principal amount as the Bond that was presented for transfer or exchange.

Bonds presented for transfer or exchange shall be accompanied by a written instrument or instruments of transfer or authorization for exchange, in a form and with guarantee of signature satisfactory to the Bond Registrar, duly executed by the Owner thereof or by the Owner's duly authorized agent.

In all cases in which the privilege of transferring or exchanging Bonds is exercised, the Bond Registrar shall authenticate and deliver Bonds in accordance with the provisions of this Bond Resolution. The Issuer shall pay the fees and expenses of the Bond Registrar for the registration, transfer and exchange of Bonds provided for by this Bond Resolution and the cost of printing a reasonable supply of registered bond blanks. Any additional costs or fees that might be incurred in the secondary market, other than fees of the Bond Registrar, are the responsibility of the Owners of the Bonds. In the event any Owner fails to provide a correct taxpayer identification number to the Paying Agent, the Paying Agent may make a charge against such Owner sufficient to pay any governmental charge required to be paid as a result of such failure. In compliance with Code § 3406, such amount may be deducted by the Paying Agent from amounts otherwise payable to such Owner hereunder or under the Bonds.

The Issuer and the Bond Registrar shall not be required (a) to register the transfer or exchange of any Bond that has been called for redemption after notice of such redemption has been mailed by the Paying Agent pursuant to **Section 303** hereof and during the period of 15 days next preceding the date of mailing of such notice of redemption; or (b) to register the transfer or exchange of any Bond during a period beginning at the opening of business on the day after receiving written notice from the Issuer of its intent to pay Defaulted Interest and ending at the close of business on the date fixed for the payment of Defaulted Interest pursuant to **Section 204** hereof.

The Issuer and the Paying Agent may deem and treat the Person in whose name any Bond is registered on the Bond Register as the absolute Owner of such Bond, whether such Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal or Redemption Price of and interest on said Bond and for all other purposes. All payments so made to any such Owner or upon the Owner's order shall be valid and effective to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the Issuer nor the Paying Agent shall be affected by any notice to the contrary.

At reasonable times and under reasonable regulations established by the Bond Registrar, the Bond Register may be inspected and copied by the Owners (or a designated representative thereof) of 10% or more in principal amount of the Bonds then Outstanding or any designated representative of such Owners whose authority is evidenced to the satisfaction of the Bond Registrar.

Section 206. **Execution, Registration, Authentication and Delivery of Bonds.** Each of the Bonds, including any Bonds issued in exchange or as substitutions for the Bonds initially delivered, shall be executed for and on behalf of the Issuer by the manual or facsimile signature of the Chairperson,

countersigned by the manual or facsimile signature of the Treasurer, attested by the manual or facsimile signature of the Secretary and the seal of the Issuer shall be affixed thereto or imprinted thereon. The Chairperson and Secretary are hereby authorized and directed to prepare and execute the Bonds in the manner herein specified, and to cause the Bonds to be registered in the office of the Secretary, which registration shall be evidenced by the manual or facsimile signature of the Secretary with the seal of the Issuer affixed thereto or imprinted thereon. The Bonds shall also be registered in the office of the State Treasurer, which registration shall be evidenced by the manual or facsimile signature of the State Treasurer with the seal of the State Treasurer affixed thereto or imprinted thereon. In case any officer whose signature appears on any Bonds ceases to be such officer before the delivery of such Bonds, such signature shall nevertheless be valid and sufficient for all purposes, as if such person had remained in office until delivery. Any Bond may be signed by such persons who at the actual time of the execution of such Bond are the proper officers to sign such Bond although at the date of such Bond such persons may not have been such officers.

The Chairperson and Secretary are hereby authorized and directed to prepare and execute the Bonds as herein specified, and when duly executed, to deliver the Bonds to the Paying Agent for authentication.

The Series 2021 Bonds shall have endorsed thereon a certificate of authentication substantially in the form attached hereto as **Exhibit A** hereof, which shall be manually executed by an authorized officer or employee of the Bond Registrar, but it shall not be necessary that the same officer or employee sign the certificate of authentication on all of the Bonds that may be issued hereunder at any one time. No Series 2021 Bond shall be entitled to any security or benefit under this Bond Resolution or be valid or obligatory for any purpose unless and until such certificate of authentication has been duly executed by the Bond Registrar. Such executed certificate of authentication upon any Series 2021 Bond shall be conclusive evidence that such Series 2021 Bond has been duly authenticated and delivered under this Bond Resolution. Upon authentication, the Bond Registrar shall deliver the Series 2021 Bond to the Purchaser upon instructions of the Issuer or its representative.

Section 207. Mutilated, Lost, Stolen or Destroyed Bonds. If (a) any mutilated Bond is surrendered to the Bond Registrar or the Bond Registrar receives evidence to its satisfaction of the destruction, loss or theft of any Bond, and (b) there is delivered to the Issuer and the Bond Registrar such security or indemnity as may be required by each of them, then, in the absence of notice to the Issuer or the Bond Registrar that such Bond has been acquired by a bona fide purchaser, the Issuer shall execute and, upon the Issuer's request, the Bond Registrar shall authenticate and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost or stolen Bond, a new Bond of the same Stated Maturity and of like tenor and principal amount.

If any such mutilated, destroyed, lost or stolen Bond has become or is about to become due and payable, the Issuer, in its discretion, may pay such Bond instead of issuing a new Bond.

Upon the issuance of any new Bond under this Section, the Issuer and the Paying Agent may require the payment by the Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith.

Every new Bond issued pursuant to this Section shall constitute a replacement of the prior obligation of the Issuer, and shall be entitled to all the benefits of this Bond Resolution equally and ratably with all other Outstanding Bonds.

Section 208. **Cancellation and Destruction of Bonds Upon Payment.** All Bonds that have been paid or redeemed or that otherwise have been surrendered to the Paying Agent, either at or before Maturity, shall be cancelled by the Paying Agent immediately upon the payment, redemption and surrender thereof to the Paying Agent and subsequently destroyed in accordance with the customary practices of the Paying Agent. The Paying Agent shall execute a certificate in duplicate describing the Bonds so cancelled and destroyed and shall file an executed counterpart of such certificate with the Issuer.

Section 209. **Book-Entry Bonds; Securities Depository.** Any series of Bonds may be issued as Book-Entry-Only Bonds. If so, such series of Bonds shall initially be registered to Cede & Co., the nominee for the Securities Depository, and no Beneficial Owner will receive certificates representing their respective interests in the Bonds, except in the event the Bond Registrar issues Replacement Bonds as provided in this Section. It is anticipated that during the term of the Bonds, the Securities Depository will make book-entry transfers among its Participants and receive and transmit payment of principal of, premium, if any, and interest on, the Bonds to the Participants until and unless the Bond Registrar authenticates and delivers Replacement Bonds to the Beneficial Owners as described in the following paragraph.

(a) If the Issuer determines (1) that the Securities Depository is unable to properly discharge its responsibilities, or (2) that the Securities Depository is no longer qualified to act as a securities depository and registered clearing agency under the Securities and Exchange Act of 1934, as amended, or (3) that the continuation of a book-entry system to the exclusion of any Bonds being issued to any Owner other than Cede & Co. is no longer in the best interests of the Beneficial Owners of the Bonds, or (b) if the Bond Registrar receives written notice from Participants having interests in not less than 50% of the Bonds Outstanding, as shown on the records of the Securities Depository (and certified to such effect by the Securities Depository), that the continuation of a book-entry system to the exclusion of any Bonds being issued to any Owner other than Cede & Co. is no longer in the best interests of the Beneficial Owners of the Bonds, then the Bond Registrar shall notify the Owners of such determination or such notice and of the availability of certificates to owners requesting the same, and the Bond Registrar shall register in the name of and authenticate and deliver Replacement Bonds to the Beneficial Owners or their nominees in principal amounts representing the interest of each, making such adjustments as it may find necessary or appropriate as to accrued interest and previous calls for redemption; provided, that in the case of a determination under (a)(1) or (a)(2) of this paragraph, the Issuer, with the consent of the Bond Registrar, may select a successor securities depository in accordance with the following paragraph to effect book-entry transfers. In such event, all references to the Securities Depository herein shall relate to the period of time when the Securities Depository has possession of at least one Bond. Upon the issuance of Replacement Bonds, all references herein to obligations imposed upon or to be performed by the Securities Depository shall be deemed to be imposed upon and performed by the Bond Registrar, to the extent applicable with respect to such Replacement Bonds. If the Securities Depository resigns and the Issuer, the Bond Registrar or Owners are unable to locate a qualified successor of the Securities Depository in accordance with the following paragraph, then the Bond Registrar shall authenticate and cause delivery of Replacement Bonds to Owners, as provided herein. The Bond Registrar may rely on information from the Securities Depository and its Participants as to the names of the Beneficial Owners of the Bonds. The cost of printing, registration, authentication, and delivery of Replacement Bonds shall be paid for by the Issuer.

In the event the Securities Depository resigns, is unable to properly discharge its responsibilities, or is no longer qualified to act as a securities depository and registered clearing agency under the Securities and Exchange Act of 1934, as amended, the Issuer may appoint a successor Securities Depository provided the Bond Registrar receives written evidence satisfactory to the Bond Registrar with respect to the ability of the successor Securities Depository to discharge its responsibilities. Any such successor Securities Depository shall be a securities depository which is a registered clearing agency

under the Securities and Exchange Act of 1934, as amended, or other applicable statute or regulation that operates a securities depository upon reasonable and customary terms. The Bond Registrar upon its receipt of a Bond or Bonds for cancellation shall cause the delivery of Bonds to the successor Securities Depository in appropriate denominations and form as provided herein.

Section 210. **Nonpresentment of Bonds.** If any Bond is not presented for payment when the principal thereof becomes due at Maturity, if funds sufficient to pay such Bond have been made available to the Paying Agent all liability of the Issuer to the Owner thereof for the payment of such Bond shall forthwith cease, determine and be completely discharged, and thereupon it shall be the duty of the Paying Agent to hold such funds, without liability for interest thereon, for the benefit of the Owner of such Bond, who shall thereafter be restricted exclusively to such funds for any claim of whatever nature on his part under this Bond Resolution or on, or with respect to, said Bond. If any Bond is not presented for payment within four years following the date when such Bond becomes due at Maturity, the Paying Agent shall repay, without liability for interest thereon, to the Issuer the funds theretofore held by it for payment of such Bond, and such Bond shall, subject to the defense of any applicable statute of limitation, thereafter be an unsecured obligation of the Issuer, and the Owner thereof shall be entitled to look only to the Issuer for payment, and then only to the extent of the amount so repaid to it by the Paying Agent, and the Issuer shall not be liable for any interest thereon and shall not be regarded as a trustee of such money.

Section 211. **Calculation of Debt Service Requirements.**

(a) ***Debt Service Requirements on Balloon, Put, Short-Term and Interim Indebtedness.***

(1) The principal of Balloon Indebtedness, Put Indebtedness or Short-Term Indebtedness being treated as Long-Term Indebtedness under **Section 902** hereof, or Interim Indebtedness shall be deemed due and payable at its Stated Maturity; provided, however, that at the election of the Issuer for the purpose of any computation of Debt Service Requirements, whether historical or projected, the principal deemed payable on Balloon Indebtedness, Put Indebtedness or Short-Term Indebtedness being treated as Long-Term Indebtedness under **Section 902** hereof, or Interim Indebtedness, shall be deemed to be payable as set forth below:

(A) If the Issuer has obtained a binding commitment of a bank or other financial institution (whose senior debt obligations, or the senior debt obligations of the holding company of which such bank or financial institution is the principal subsidiary, are then rated "A" or better by any Rating Agency) to refinance such Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness, or a portion thereof, including without limitation, a letter of credit or a line of credit, the Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness, or portion thereof to be refinanced, may be deemed to be payable in accordance with the terms of the refinancing arrangement;

(B) If the Issuer has entered into a binding agreement providing for the deposit by the Issuer with a bank or other financial institution (whose senior debt obligations, or the senior debt obligations of the holding company of which such bank or financial institution is the principal subsidiary, are then rated "A" or better by any Rating Agency), in trust (herein called a "Special Redemption Fund") of amounts, less investment earnings realized and retained in the Special Redemption Fund, equal in aggregate to the principal amount of such Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness, or a portion thereof, when due from the sums so deposited and investment earnings realized thereon, then the principal amount of the Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim

Indebtedness, or portion thereof, may be deemed to be payable in accordance with the terms of such agreement;

(C) If the Issuer has entered into arrangements or agreements with respect to the principal amount of such Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness, other than those referred to in subsections (A) and (B) above, which a Consultant in a certificate filed with the Issuer determines, taking into account the interests of the Owners of System Indebtedness, provides adequate assurances that the Issuer will be able to meet the Debt Service Requirements due on such Indebtedness, the Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness may be deemed to be payable in accordance with the terms of such arrangement or agreement; or

(D) Such Balloon Indebtedness, Put Indebtedness or Short-Term Indebtedness may be deemed to be System Indebtedness which, at the date of its original incurrence, was payable over a term not to exceed twenty (20) years in equal annual installments of principal and interest at the Index Rate.

A Consultant shall deliver to the Issuer a certificate stating that it is reasonable to assume that installment obligations of such term of the Issuer can be incurred and stating the interest rate then applicable to installment obligations of such term of comparable quality. Interim Indebtedness may be deemed to be Indebtedness which, at the date of its original incurrence, would meet the conditions specified in the statement of the Consultant as required in **Section 902**; provided that the Consultant shall for each annual period that the Debt Service Requirement is computed, provide a supplemental statement that at such period, the certifications contained in the statement are reasonable.

(2) Interest that is payable prior to the Stated Maturity of any Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness shall be taken into account for such appropriate period in computation of Debt Service Requirements. Interest payable at maturity or early redemption on Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness may either be amortized over the anticipated maturity or such longer period as is permitted under **Section 902** or **Section 211(a)(1)(D)** or may be treated as principal payable on the principal maturity date of such Balloon Indebtedness, Put Indebtedness, Short-Term Indebtedness or Interim Indebtedness.

(3) In measuring compliance with the applicable tests hereunder in connection with incurring Put Indebtedness and generally for purposes of determining the Debt Service Requirements relating thereto, Put Indebtedness shall be deemed to mature based upon the actual amortization requirements for the Put Indebtedness, only to the extent that the Issuer has a commitment to refinance such Put Indebtedness.

(b) ***Debt Service Requirements on Discount Indebtedness.*** At the election of the Issuer for the purpose of any computation of Debt Service Requirements, whether historical or projected, the principal and interest deemed payable on Discount Indebtedness shall be deemed to be payable as set forth below:

(1) If the Issuer has obtained a binding commitment of a bank or other financial institution (whose senior debt obligations, or the senior debt obligations of the holding company of which such bank or financial institution is the principal subsidiary, are then rated "A" or better by any Rating Agency) to refinance such Discount Indebtedness, or a portion thereof, including

without limitation, a letter of credit or a line of credit, the Discount Indebtedness, or portion thereof to be refinanced, may be deemed to be payable in accordance with the terms of the refinancing arrangement;

(2) If the Issuer has entered into a binding agreement providing for the deposit with a bank or other financial institution (whose senior debt obligations, or the senior debt obligations of the holding company of which such bank or financial institution is the principal subsidiary, are then rated “A” or better by any Rating Agency), in trust (herein called a “Special Redemption Fund”) of amounts, less investment earnings realized and retained in the Special Redemption Fund, equal in aggregate to the principal amount of such Discount Indebtedness, or a portion thereof, and providing for the payment of such principal amount when due from the sums so deposited, and investment earnings realized thereon, then the Discount Indebtedness, or portion thereof, may be deemed to be payable in accordance with the terms of such agreement;

(3) If the Issuer has entered into arrangements or agreements with respect to the principal amount of such Discount Indebtedness, other than those referred to in subsections (1) and (2) above, which a Consultant in a certificate filed with the Issuer determines, taking into account the interests of the holders of System Indebtedness, provides adequate assurances that the Issuer will be able to meet the Debt Service Requirements due on such Indebtedness, the Discount Indebtedness may be deemed to be payable in accordance with the terms of such arrangement or agreement; or

(4) As of any time the maturity amount represented by Discount Indebtedness shall be deemed to be the accreted value of such Indebtedness computed on the basis of a constant yield to maturity.

(c) ***Debt Service Requirements on Variable Rate Indebtedness.*** When calculating interest requirements on Variable Rate Indebtedness which bears a variable rate of interest for periods as to which the rate of interest has not been determined, the rate of interest on Outstanding Variable Rate Indebtedness shall be the average annual rate of interest which was payable on such Variable Rate Indebtedness during the twelve (12) months immediately preceding the date as of which the calculation is made; and the rate of interest on Variable Rate Indebtedness to be incurred (or incurred less than twelve (12) months preceding such date) shall be the average annual rate of interest which would have been payable on such Variable Rate Indebtedness had it been outstanding for a period of twelve (12) months immediately preceding the date as of which the calculation is made, all as set forth in a certificate of a Consultant, delivered to the Issuer.

Section 212. **Preliminary and Final Official Statement.** The Preliminary Official Statement for the Series 2021 Bonds is hereby ratified and approved. For the purpose of enabling the Purchaser to comply with the requirements of Section (b)(1) of the SEC Rule, the Issuer hereby deems the information regarding the Issuer contained in the Preliminary Official Statement to be “final” as of its date, except for the omission of such information as is permitted by Section (b)(1) of the SEC Rule, and the appropriate officers of the Issuer are hereby authorized, if requested, to provide the Purchaser a letter or certification to such effect and to take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Purchaser to comply with the requirement of the SEC Rule.

The final Official Statement is hereby authorized to be prepared by supplementing, amending and completing the Preliminary Official Statement, with such changes and additions thereto as are necessary to conform to and describe the transaction. The Chairperson or chief financial officer are hereby authorized to execute the final Official Statement as so supplemented, amended and completed, and the

use and public distribution of the final Official Statement by the Purchaser in connection with the reoffering of the Bonds is hereby authorized. The proper officials of the Issuer are hereby authorized to execute and deliver a certificate pertaining to such Official Statement as prescribed therein, dated as of the date of payment for and delivery of the Bonds.

The Issuer agrees to provide to the Purchaser within seven business days of the date of the sale of Bonds sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of Rule 15c2-12(b)(4) of the Securities and Exchange Commission and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 213. **Sale of the Series 2021 Bonds - Bond Purchase Agreement.** Upon execution of *Exhibit B* attached to this Bond Resolution, and upon satisfaction of the conditions set forth in *Section 202* of this Bond Resolution, the Chairperson is hereby authorized to enter into the Bond Purchase Agreement for the Series 2021 Bonds between the Issuer and the Purchaser in the form prepared and approved by Bond Counsel. Pursuant to the Bond Purchase Agreement, the Issuer agrees to sell the Series 2021 Bonds to the Purchaser for the Purchase Price, upon the terms and conditions set forth therein.

ARTICLE III

REDEMPTION OF BONDS

Section 301. **Redemption by Issuer.** The Bonds shall be subject to redemption and payment prior to their Stated Maturity, as follows:

(a) ***Optional Redemption.***

(1) *Series 2021 Bonds.* The Series 2021 Bonds shall be subject to optional redemption as set forth in *Exhibit B* to this Bond Resolution.

(2) *Additional Bonds.* Additional Bonds are subject to redemption and payment prior to Stated Maturity in accordance with the provisions of the supplemental resolution authorizing the issuance of such Additional Bonds.

(b) ***Mandatory Redemption.***

(1) *General.* The Term Bonds shall be subject to mandatory redemption and payment prior to Stated Maturity pursuant to the mandatory redemption requirements at a Redemption Price equal to 100% of the principal amount thereof plus accrued interest to the Redemption Date. At its option, to be exercised on or before the 45th day next preceding any mandatory Redemption Date, the Issuer may: (1) deliver to the Paying Agent for cancellation Term Bonds subject to mandatory redemption on said mandatory Redemption Date, in any aggregate principal amount desired; or (2) furnish the Paying Agent funds, together with appropriate instructions, for the purpose of purchasing any Term Bonds subject to mandatory redemption on said mandatory Redemption Date from any Owner thereof whereupon the Paying Agent shall expend such funds for such purpose to such extent as may be practical; or (3) receive a credit with respect to the mandatory redemption obligation of the Issuer under this Section for any Term Bonds subject to mandatory redemption on said mandatory Redemption Date which, prior to such date, have been redeemed (other than through the operation of the mandatory redemption requirements of this subsection) and cancelled by the Paying Agent and not

therefore applied as a credit against any redemption obligation under this subsection. Each Term Bond so delivered or previously purchased or redeemed shall be credited at 100% of the principal amount thereof on the obligation of the Issuer to redeem Term Bonds of the same Stated Maturity on such mandatory Redemption Date, and any excess of such amount shall be credited on future mandatory redemption obligations for Term Bonds of the same Stated Maturity as designated by the Issuer, and the principal amount of Term Bonds to be redeemed by operation of the requirements of this Section shall be accordingly reduced. If the Issuer intends to exercise any option granted by the provisions of clauses (1), (2) or (3) above, the Issuer will, on or before the 45th day next preceding each mandatory Redemption Date, furnish the Paying Agent a written certificate indicating to what extent the provisions of said clauses (1), (2) and (3) are to be complied with, with respect to such mandatory redemption payment.

(2) *The Series 2021 Term Bonds.* The Series 2021 Bonds shall be subject to mandatory redemption as set forth in ***Exhibit B*** to this Bond Resolution.

(3) *Additional Bonds.* Additional Bonds designated as Term Bonds shall be subject to mandatory redemption in accordance with the provisions of the supplemental resolution authorizing such Additional Bonds.

Section 302. **Selection of Bonds to be Redeemed.** Bonds shall be redeemed only in an Authorized Denomination. When less than all of the Bonds are to be redeemed and paid prior to their Stated Maturity, such Bonds shall be redeemed in such manner as the Issuer shall determine. Bonds of less than a full Stated Maturity shall be selected by the Bond Registrar in a minimum Authorized Denomination of principal amount in such equitable manner as the Bond Registrar may determine.

In the case of a partial redemption of Bonds by lot when Bonds of denominations greater than a minimum Authorized Denomination are then Outstanding, then for all purposes in connection with such redemption a minimum Authorized Denomination of face value shall be treated as though it were a separate Bond of the denomination of a minimum Authorized Denomination. If it is determined that one or more, but not all, of a minimum Authorized Denomination of face value represented by any Bond is selected for redemption, then upon notice of intention to redeem a minimum Authorized Denomination, the Owner or the Owner's duly authorized agent shall forthwith present and surrender such Bond to the Bond Registrar: (1) for payment of the Redemption Price and interest to the Redemption Date of a minimum Authorized Denomination of face value called for redemption, and (2) for exchange, without charge to the Owner thereof, for a new Bond or Bonds of the aggregate principal amount of the unredeemed portion of the principal amount of such Bond. If the Owner of any such Bond fails to present such Bond to the Paying Agent for payment and exchange as aforesaid, such Bond shall, nevertheless, become due and payable on the redemption date to the extent of a minimum Authorized Denomination of face value called for redemption (and to that extent only).

Section 303. **Notice and Effect of Call for Redemption.** In the event the Issuer desires to call the Bonds for redemption prior to maturity, written notice of such intent shall be provided to the Bond Registrar in accordance with K.S.A. 10-129, as amended, not less than 45 days prior to the Redemption Date. The Bond Registrar shall call Bonds for redemption and payment and shall give notice of such redemption as herein provided upon receipt by the Bond Registrar at least 45 days prior to the Redemption Date of written instructions of the Issuer specifying the principal amount, Stated Maturities, Redemption Date and Redemption Prices of the Bonds to be called for redemption. The foregoing provisions of this paragraph shall not apply in the case of any mandatory redemption of Term Bonds hereunder, and Term Bonds shall be called by the Paying Agent for redemption pursuant to such mandatory redemption requirements without the necessity of any action by the Issuer and whether or not the Paying Agent holds moneys available and sufficient to effect the required redemption.

Unless waived by any Owner of Bonds to be redeemed, if the Issuer shall call any Bonds for redemption and payment prior to the Stated Maturity thereof, the Issuer shall give written notice of its intention to call and pay said Bonds to the Bond Registrar and the Purchaser. In addition, the Issuer shall cause the Bond Registrar to give written notice of redemption to the Owners of said Bonds. Each of said written notices shall be deposited in the United States first class mail not less than 30 days prior to the Redemption Date.

All official notices of redemption shall be dated and shall contain the following information:

- (a) the Redemption Date;
- (b) the Redemption Price;
- (c) if less than all Outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption of any Bonds, the respective principal amounts) of the Bonds to be redeemed;
- (d) a statement that on the Redemption Date the Redemption Price will become due and payable upon each such Bond or portion thereof called for redemption and that interest thereon shall cease to accrue from and after the Redemption Date; and
- (e) the place where such Bonds are to be surrendered for payment of the Redemption Price, which shall be the principal office of the Paying Agent.

The failure of any Owner to receive notice given as heretofore provided or an immaterial defect therein shall not invalidate any redemption.

Prior to any Redemption Date, the Issuer shall deposit with the Paying Agent an amount of money sufficient to pay the Redemption Price of all the Bonds or portions of Bonds that are to be redeemed on such Redemption Date.

For so long as the Securities Depository is effecting book-entry transfers of any series of Bonds, the Bond Registrar shall provide the notices specified in this Section to the Securities Depository. It is expected that the Securities Depository shall, in turn, notify its Participants and that the Participants, in turn, will notify or cause to be notified the Beneficial Owners. Any failure on the part of the Securities Depository or a Participant, or failure on the part of a nominee of a Beneficial Owner of a Bond (having been mailed notice from the Bond Registrar, the Securities Depository, a Participant or otherwise) to notify the Beneficial Owner of the Bond so affected, shall not affect the validity of the redemption of such Bond.

Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds to be redeemed shall become due and payable on the Redemption Date, at the Redemption Price therein specified, and from and after the Redemption Date (unless the Issuer defaults in the payment of the Redemption Price) such Bonds or portion of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with such notice, the Redemption Price of such Bonds shall be paid by the Paying Agent. Installments of interest due on or prior to the Redemption Date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the Owner a new Bond or Bonds of the same Stated Maturity in the amount of the unpaid principal as provided herein. All Bonds that have been surrendered for redemption shall be cancelled and destroyed by the Paying Agent as provided herein and shall not be reissued.

In addition to the foregoing notice, the Issuer shall provide such notices of redemption as are required by the Disclosure Undertaking. Further notice may be given by the Issuer or the Bond Registrar on behalf of the Issuer as set out below, but no defect in said further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if official notice thereof is given as above prescribed:

(a) Each further notice of redemption given hereunder shall contain the information required above for an official notice of redemption plus (1) the identification number or any CUSIP numbers of all Bonds being redeemed; (2) the date of issue of the Bonds as originally issued; (3) the rate of interest borne by each Bond being redeemed; (4) the maturity date of each Bond being redeemed; and (5) any other descriptive information needed to identify accurately the Bonds being redeemed.

(b) Each further notice of redemption shall be sent at least one day before the mailing of notice to Owners by first class, registered or certified mail or overnight delivery, as determined by the Bond Registrar, to all registered securities depositories then in the business of holding substantial amounts of obligations of types comprising the Bonds and to one or more national information services that disseminate notices of redemption of obligations such as the Bonds.

(c) Each check or other transfer of funds issued for the payment of the Redemption Price of Bonds being redeemed shall bear or have enclosed the identification number or any CUSIP number of the Bonds being redeemed with the proceeds of such check or other transfer.

The Paying Agent is also directed to comply with any mandatory standards then in effect for processing redemptions of municipal securities established by the State or the Securities and Exchange Commission. Failure to comply with such standards shall not affect or invalidate the redemption of any Bond.

ARTICLE IV

SECURITY FOR BONDS

Section 401. **Security for the Bonds.** The Bonds shall be special obligations of the Issuer payable solely from, and secured as to the payment of principal and interest by a pledge of, the Revenues, and the Issuer hereby pledges said Revenues to the payment of the principal of and interest on the Bonds. The Bonds shall not be or constitute a general obligation of the Issuer, nor shall they constitute an indebtedness of the Issuer within the meaning of any constitutional, statutory or charter provision, limitation or restriction, and the taxing power of the Issuer is not pledged to the payment of the Bonds, either as to principal or interest.

The covenants and agreements of the Issuer contained herein and in the Bonds shall be for the equal benefit, protection and security of the legal owners of any or all of the Bonds, all of which Bonds shall be of equal rank and without preference or priority of one Bond over any other Bond in the application of the funds herein pledged to the payment of the principal of and the interest on the Bonds, or otherwise, except as to rate of interest, date of maturity and right of prior redemption as provided in this Bond Resolution. The Bonds shall stand on a parity and be equally and ratably secured with respect to the payment of principal and interest from the Revenues derived from the operation of the System and in all other respects with any Parity Bonds and Parity Obligations. The Bonds shall not have any priority with respect to the payment of principal or interest from said net income and revenues or otherwise over the Parity Bonds and Parity Obligations and the Parity Bonds and Parity Obligations shall not have any priority with respect to the payment of principal or interest from said net income and revenues or otherwise over the Bonds.

ARTICLE V

ESTABLISHMENT OF FUNDS AND ACCOUNTS DEPOSIT AND APPLICATION OF BOND PROCEEDS AND OTHER MONEYS

Section 501. **Creation of Funds and Accounts.** Simultaneously with the issuance of the Series 2021 Bonds, there shall be created within the Treasury of the Issuer the following Funds and Accounts:

- (a) Auxiliary Enterprise System Revenue Fund;
 - (b) Debt Service Reserve Account for Auxiliary Enterprise System Parity Bonds;
 - (c) Project Fund for Auxiliary Enterprise System Revenue Bonds, Series 2021;
 - (d) Debt Service Account for Auxiliary Enterprise System Revenue Bonds, Series 2021;
 - (e) Costs of Issuance Account for Auxiliary Enterprise System Revenue Bonds, Series 2021;
- and
- (f) Compliance Account for Auxiliary Enterprise System Revenue Bonds, Series 2021.

The Funds and Accounts established herein shall be administered in accordance with the provisions of this Bond Resolution so long as the Series 2021 Bonds are Outstanding.

Section 502. **Deposit of Series 2021 Bond Proceeds and Other Moneys.** The net proceeds received from the sale of the Series 2021 Bonds and certain other moneys shall be deposited simultaneously with the delivery of the Series 2021 Bonds as set forth in *Exhibit B* to this Bond Resolution.

Section 503. **Application of Moneys in the Project Fund.** Moneys in the Project Fund shall be used for the sole purpose of: (a) paying the costs of the Project, in accordance with the plans and specifications therefor prepared by the Consulting Engineer, heretofore approved by the governing body of the Issuer and on file in the office of the Secretary, including any alterations in or amendments to said plans and specifications deemed advisable by the Consulting Engineer and approved by the governing body of the Issuer; and (b) paying interest on the Series 2021 Bonds during construction of the Project.

Withdrawals from the Project Fund shall be made only when authorized by the governing body of the Issuer. Each authorization for costs of the Project shall be supported by a certificate executed by the Issuer's Chief Financial Officer (or designate) that such payment is being made for a purpose within the scope of this Bond Resolution and that the amount of such payment represents only the contract price of the property, equipment, labor, materials or service being paid for or, if such payment is not being made pursuant to an express contract, and that such payment is not in excess of the reasonable value thereof. Authorizations for withdrawals for other purposes shall be supported by a certificate executed by the Issuer's Chief Financial Officer (or designate) stating that such payment is being made for a purpose within the purpose of this Bond Resolution.

Upon completion of the Project, any surplus remaining in the Project Fund shall be deposited in the Debt Service Account.

Section 504. Substitute Project; Reallocation of Proceeds.

(a) The Issuer may elect for any reason to substitute or add other System improvements to be financed with proceeds of the Series 2021 Bonds provided the following conditions are met: (1) the Substitute Project and the issuance of Bonds to pay the cost of the Substitute Project has been duly authorized by the governing body of the Issuer in accordance with the laws of the State; (2) a resolution authorizing the use of the proceeds of the Series 2021 Bonds to pay the Financeable Costs of the Substitute Project has been duly adopted by the governing body of the Issuer pursuant to this Section, (3) the Attorney General of the State has approved the amendment made by such resolution to the transcript of proceedings for the Series 2021 Bonds to include the Substitute Project; and (4) the use of the proceeds of the Series 2021 Bonds to pay the Financeable Cost of the Substitute Project will not adversely affect the tax-exempt status of the Series 2021 Bonds under State or federal law.

(b) The Issuer may reallocate expenditure of Series 2021 Bond proceeds among all Projects financed by the Series 2021 Bonds; provided the following conditions are met: (1) the reallocation is approved by the governing body of the Issuer; (2) the reallocation shall not cause the proceeds of the Series 2021 Bonds allocated to any Project to exceed the Financeable Costs of the Project; and (3) the reallocation will not adversely affect the tax-exempt status of the Series 2021 Bonds under State or federal law.

Section 505. Application of Moneys in the Costs of Issuance Account. Moneys in the Costs of Issuance Account shall be used by the Issuer to pay the Costs of Issuance. Any funds remaining in the Costs of Issuance Account, after payment of all Costs of Issuance, but not later than the later of 30 days prior to the first Stated Maturity of principal or one year after the date of issuance of the Series 2021 Bonds, shall be transferred to the Project Fund until completion of the Project and thereafter to the Compliance Account.

ARTICLE VI

COLLECTION AND APPLICATION OF REVENUES

Section 601. Revenue Fund. The Issuer covenants and agrees that from and after the delivery of the Series 2021 Bonds, and continuing as long as any of the Bonds remain Outstanding hereunder, all of the Revenues derived and collected from the operation of the System shall as and when received be paid and deposited into the Revenue Fund. Said Revenues shall be segregated and kept separate and apart from all other moneys, revenues, Funds and Accounts of the Issuer and shall not be commingled with any other moneys, revenues, Funds and Accounts of the Issuer. The Revenue Fund shall be administered and

applied solely for the purposes and in the manner provided in this Bond Resolution, except as may be modified by the provisions of the Parity Resolution.

Section 602. **Application of Moneys in Funds and Accounts.** The Issuer covenants and agrees that from and after the delivery of the Series 2021 Bonds and continuing so long as any of the Bonds shall remain Outstanding, it will on the first day of each month administer and allocate all of the moneys then held in the Revenue Fund as follows:

Parity Resolutions. The following transfers shall be made on a parity of lien basis with the transfers and requirements of the Parity Resolutions.

(a) **Debt Service Account.** There shall next be paid and credited monthly to the Debt Service Account, to the extent necessary to meet on each Bond Payment Date the payment of all interest on and principal of the Series 2021 Bonds, the following sums:

(1) Beginning February 1, 2021, and continuing on the first day of each month thereafter to and including August 1, 2021, an equal pro rata portion of the amount of interest becoming due on the Series 2021 Bonds on September 1, 2021; and thereafter, beginning on September 1, 2021, and continuing on the first day of each month thereafter, so long as any of the Series 2021 Bonds remain Outstanding, an amount not less than 1/6 of the amount of interest that will become due on the Series 2021 Bonds on the next succeeding Interest Payment Date; and

(2) Beginning February 1, 2021, and continuing on the first day of each month thereafter to and including the first day of the month immediately preceding the first Maturity date, an equal pro rata portion of the amount of principal that will become due on the Series 2021 Bonds on the next succeeding Maturity date; and thereafter, beginning on the first Maturity date of the Series 2021 Bonds, and continuing on the first day of each month thereafter, so long as any of the Series 2021 Bonds remain Outstanding, an amount not less than 1/12 of the amount of principal that will become due on the Series 2021 Bonds on the next succeeding Maturity date.

The amounts required to be paid and credited to the Debt Service Account pursuant to this Section shall be made at the same time and on a parity with the amounts at the time required to be paid and credited to the debt service accounts established for the payment of the Debt Service Requirements on Parity Bonds and Parity Obligations under the provisions of the Parity Resolution(s).

Any amounts deposited in the Debt Service Account in accordance with **Section 502(a)** hereof shall be credited against the Issuer's payment obligations as set forth in subsection (b)(1) of this Section.

All amounts paid and credited to the Debt Service Account shall be expended and used by the Issuer for the sole purpose of paying the Debt Service Requirements of the Series 2021 Bonds as and when the same become due at Maturity and on each Interest Payment Date.

If at any time the moneys in the Revenue Fund are insufficient to make in full the payments and credits at the time required to be made to the Debt Service Account and to the debt service accounts established to pay the principal of and interest on any Parity Bonds or Parity Obligations, the available moneys in the Revenue Fund shall be allocated first in accordance with the provisions of the Series 2021 Resolution and then shall be divided among such debt service accounts in proportion to the respective principal amounts of said series of Bonds at the time Outstanding which are payable from the moneys in said debt service accounts.

(b) ***Debt Service Reserve Account.*** At the issuance of the Series 2021 Bonds, the Debt Service Reserve Account will be funded at the Debt Service Reserve Requirement. Except as hereinafter provided in this Section, all amounts paid and credited to the Debt Service Reserve Account shall be expended and used by the Issuer solely to prevent any default in the payment of interest on or principal of the Parity Bonds on any Maturity date or Interest Payment Date if the moneys in the respective debt service accounts are insufficient to pay the Debt Service Requirements of said Parity Bonds as they become due. So long as the Debt Service Reserve Account aggregates the Debt Service Reserve Requirement, no further payments into said Account shall be required, but if the Issuer is ever required to expend and use a part of the moneys in said Account for the purpose herein authorized and such expenditure reduces the amount of the Debt Service Reserve Account below the Debt Service Reserve Requirement, or if the valuation of the Debt Service Reserve Account as provided in ***Section 701(b)*** establishes that the value of the Debt Service Reserve Account is below the Debt Service Reserve Requirement, the Issuer shall, after providing for the transfers set forth above, in the sixth month following such reduction or valuation commence equal monthly payments into the Debt Service Reserve Account sufficient to bring the aggregate amount on deposit in the Debt Service Reserve Account to the Debt Service Reserve Requirement within 12 payments.

Moneys in the Debt Service Reserve Account may be used to call the Parity Bonds for redemption and payment prior to their Stated Maturity or may be used to pay and retire the Parity Bonds and interest thereon; provided that after such redemption or payment there shall remain in the Debt Service Reserve Account an amount equal to the Debt Service Reserve Requirement. Any amounts in the Debt Service Reserve Account in excess of the Debt Service Reserve Requirement on any valuation date shall be transferred (i) during the period of construction of the Project, to the Project Fund, and (ii) after such construction period, to the Debt Service Account.

(c) ***Debt Service Accounts-Subordinate Lien Bonds.*** There shall next be paid and credited monthly to the debt service account(s) for any Subordinate Lien Bonds, to the extent necessary to meet on each Bond Payment Date an amount equal to the payment of all interest on and principal of any Subordinate Lien Bonds. The amounts required to be paid and credited to the debt service account(s) for any Subordinate Lien Bonds shall be made at the same time and on a parity with the amounts at the time required to be paid and credited to other debt service accounts established for the payment of the Debt Service Requirements on any Subordinate Lien Bonds.

(d) ***Operation and Maintenance.*** There shall next be paid and credited from month to month as a charge against the Revenue Fund the Expenses of the System as the same become due and payable.

To the extent that Revenues are not sufficient to pay Expenses, the Issuer agrees to transfer and apply any other revenues of the governing body of the Issuer legally available for such purpose, including the General Fund, to pay Expenses.

(e) ***Surplus Amounts.*** After all payments and credits required at the time to be made under the provisions of the preceding subsections have been made, all moneys remaining in the Revenue Fund may be expended and used for the following purposes as determined by the governing body of the Issuer:

(1) Paying the cost of the operation, maintenance and repair of the System to the extent that may be necessary after the application of the moneys under the provisions of paragraph (d) of this Section;

(2) Paying the cost of extending, enlarging or improving the System;

(3) Preventing default in, anticipating payments into or increasing the amounts in the Debt Service Account, any debt service account for Parity Bonds or Parity Obligations, the Debt Service Reserve Account referred to in this Section, or any one of them, or establishing or increasing the amount of any debt service account or debt service reserve account created by the Issuer for the payment of any Parity Bonds or Parity Obligations;

(4) Calling, redeeming and paying prior to Stated Maturity, or, at the option of the Issuer, purchasing in the open market at the best price obtainable not exceeding the redemption price (if any bonds are callable), any Bonds, including principal, interest and redemption premium, if any; or

(5) Any other lawful purpose in connection with the operation of the System and benefiting the System.

So long as any of the Bonds remain Outstanding, the transfer of Revenues to any lawful fund of the Issuer for use in educational purposes other than the System is prohibited.

(f) **Deficiency of Payments into Funds and Accounts.** If at any time the Revenues derived from the operation of the System are insufficient to make any payment on the date or dates hereinbefore specified, the Issuer will make good the amount of such deficiency by making additional payments or credits out of the first available Revenues thereafter received from the operation of the System.

Section 603. **Transfer of Funds to Paying Agent.** The Treasurer of the Issuer is hereby authorized and directed to withdraw from the Debt Service Account, and, to the extent necessary to prevent a default in the payment of either principal of or interest on the Bonds, from the Debt Service Reserve Account, as provided in **Section 602** hereof, sums sufficient to pay the principal of and interest on the Bonds as and when the same become due on any Bond Payment Date, and to forward such sums to the Paying Agent in a manner which ensures the Paying Agent will have available funds in such amounts on or before the Business Day immediately preceding each Bond Payment Date. All moneys deposited with the Paying Agent shall be deemed to be deposited in accordance with and subject to all of the provisions contained in this Bond Resolution.

Section 604. **Payments Due on Saturdays, Sundays and Holidays.** In any case where a Bond Payment Date is not a Business Day, then payment of principal, Redemption Price or interest need not be made on such Bond Payment Date but may be made on the next succeeding Business Day with the same force and effect as if made on such Bond Payment Date, and no interest shall accrue for the period after such Bond Payment Date.

ARTICLE VII

DEPOSIT AND INVESTMENT OF MONEYS

Section 701. **Deposits and Investment of Moneys.**

(a) Moneys in each of the Funds and Accounts shall be deposited in accordance with laws of the State, in a bank, savings and loan association or savings bank organized under the laws of the State, any other state or the United States: (a) which has a main or branch office located in the Issuer; or (b) if no such entity has a main or branch office located in the Issuer, with such an entity that has a main or branch office located in the county or counties in which the Issuer is located. All such depositaries shall be members of the Federal Deposit Insurance Corporation, or otherwise as permitted by State law. All

such deposits shall be invested in Permitted Investments as set forth in this Article or shall be adequately secured as provided by the laws of the State. All moneys held in the Funds and Accounts shall be kept separate and apart from all other funds of the Issuer so that there shall be no commingling with any other funds of the Issuer.

(b) Moneys held in any Fund or Account may be invested in accordance with this Bond Resolution and the Federal Tax Certificate, in Permitted Investments; provided, however, that no such investment shall be made for a period extending longer than to the date when the moneys invested may be needed for the purpose for which such fund was created; and provided, further, that Permitted Investments in the Debt Service Reserve Account shall have an average aggregate weighted term to maturity not greater than five years. All earnings on any investments held in any Fund or Account shall accrue to and become a part of such Fund or Account; provided that, during the period of construction of the extensions and improvements to the System, all earnings on the investment of such funds derived from proceeds of the Series 2021 Bonds shall be credited to the Project Fund. All earnings on investments held in the Debt Service Reserve Account shall accrue to and become a part of the Debt Service Reserve Account until the amount on deposit in the Debt Service Reserve Account shall aggregate the Debt Service Reserve Requirement; thereafter, all such earnings shall be credited to the Debt Service Account and any debt service account for Parity Bonds or Parity Obligations on a pro rata basis.

In determining the amount held in any Fund or Account under any of the provisions of this Bond Resolution, Permitted Investments shall be valued at the lower of the cost or the market value thereof; provided, however, that investments held in the Debt Service Reserve Account shall be valued at cost only. Such valuation shall be made as of the final Stated Maturity of principal of any Fiscal Year that the Bonds remain Outstanding. If and when the amount held in any Fund or Account shall be in excess of the amount required by the provisions of this Bond Resolution, the Issuer shall direct that such excess be paid and credited to the Revenue Fund; provided that, during the period of construction of the extensions and improvements to the System, such excess shall be paid and credited to the Project Fund.

(c) So long as any of the Parity Bonds remain Outstanding, any investments made pursuant to this Section shall be subject to any restrictions in the Parity Resolution with respect to the Funds and Accounts created by and referred to in the Parity Resolution.

ARTICLE VIII

GENERAL COVENANTS AND PROVISIONS

The Issuer covenants and agrees with each of the Owners of any of the Bonds that so long as any of the Bonds remain Outstanding and unpaid it will comply with each of the following covenants:

Section 801. **Efficient and Economical Operation; Parietal Rules.** The Issuer will continuously own and will operate the System as a revenue producing facility in an efficient and economical manner and will keep and maintain the same in good repair and working order. The Issuer will establish and maintain such rules and regulations for the use of the System as may be necessary to assure maximum utilization and most efficient operation of the System, including imposition of parietal rules requiring students to live in System housing facilities, to the extent such rules are legally permissible.

Section 802. **Rate Covenant.** The Issuer, in accordance with and subject to applicable legal requirements, will fix, establish, maintain and collect such rates and charges for the use and services furnished by or through the System, as will produce Revenues sufficient to (a) pay, with other funds

pledged thereto, the Expenses of the System; (b) pay the Debt Service Requirements on the Bonds as and when the same become due at the Maturity thereof or on any Interest Payment Date; (c) enable the Issuer to have in each Fiscal Year, a Debt Service Coverage Ratio of not less than 1.00 on all Parity Bonds and Parity Obligations at the time Outstanding and 1.00 on all Subordinate Lien Bonds at the time Outstanding; and (d) provide reasonable and adequate reserves for the payment of the Bonds and the interest thereon and for the protection and benefit of the System as provided in this Bond Resolution. The Issuer will require the prompt payment of accounts for service rendered by or through the System and will promptly take whatever action is legally permissible to enforce and collect delinquent charges. The Issuer will, from time to time as often as necessary, in accordance with and subject to applicable legal requirements, revise the rates and charges aforesaid in such manner as may be necessary or proper so that the Net Revenues will be sufficient to cover the obligations under this Section and otherwise under the provisions of this Bond Resolution. If in any Fiscal Year, Net Revenues are an amount less than as hereinbefore provided, the Issuer will immediately employ a Consultant to make recommendations with respect to such rates and charges. A copy of the Consultant's report and recommendations shall be filed with the Secretary and the Purchaser of the Bonds and shall be furnished to any Owner of the Bonds requesting a copy of the same, at the cost of such Owner. The Issuer shall, to the extent feasible, follow the recommendations of the Consultant.

The Issuer also covenants to transfer and apply any other revenues of the governing body of the Issuer legally available for such purpose, including the General Fund, to pay Expenses.

Section 803. Reasonable Charges for all Services. None of the facilities or services provided by the System will be furnished to any user (excepting the Issuer itself) without a reasonable charge being made therefor. If the Revenues derived from the System are at any time insufficient to pay the reasonable Expenses of the System and also to pay the Debt Service Requirements of the Bonds and Additional Obligations as and when the same become due, then the Issuer will thereafter pay into the Revenue Fund a fair and reasonable payment in accordance with effective applicable rates and charges for all services or other facilities furnished to the Issuer or any of its departments by the System, and such payments will continue so long as the same may be necessary in order to prevent or reduce the amount of any default in the payment of the Debt Service Requirements of the Bonds and Additional Obligations.

Section 804. Restrictions on Mortgage or Sale of System. The Issuer will not mortgage, pledge or otherwise encumber the System or any part thereof, nor will it sell, lease or otherwise dispose of the System or any material part thereof; provided, however, the Issuer may:

(a) sell at fair market value any portion of the System which has been replaced by other similar property of at least equal value, or which ceases to be necessary for the efficient operation of the System, and in the event of sale, the Issuer will apply the proceeds to either (1) redemption of Outstanding Bonds in accordance with the provisions governing repayment of Bonds in advance of Stated Maturity, or (2) replacement of the property so disposed of by other property the revenues of which shall be incorporated into the System as hereinbefore provided;

(b) cease to operate, abandon or otherwise dispose of any property which has become obsolete, nonproductive or otherwise unusable to the advantage of the Issuer;

(c) grant a security interest in equipment to be purchased with the proceeds of any loan, lease or other obligation undertaken in accordance with **Article IX** hereof; or

(d) sell, lease or convey all or substantially all of the System to another entity or enter into a management contract with another entity if:

(1) The transferee entity is a political subdivision organized and existing under the laws of the State, or instrumentality thereof, or an organization described in Code § 501(c)(3), and expressly assumes in writing the due and punctual payment of the principal of and premium, if any, and interest on all outstanding System Indebtedness according to their tenor, and the due and punctual performance and observance of all of the covenants and conditions of this Bond Resolution;

(2) If there remains unpaid any System Indebtedness which bears interest that is not includable in gross income under the Code, the Issuer receives an opinion of Bond Counsel, in form and substance satisfactory to the Issuer, to the effect that under then existing law the consummation of such sale, lease or conveyance, whether or not contemplated on any date of the delivery of such System Indebtedness, would not cause the interest payable on such System Indebtedness to become includable in gross income under the Code;

(3) The Issuer receives a certificate of the Consultant which demonstrates and certifies that immediately upon such sale or conveyance the transferee entity will not, as a result thereof, be in default in the performance or observance of any covenant or agreement to be performed or observed by it under this Bond Resolution;

(4) Such transferee entity possesses such licenses to operate the System as may be required if it is to operate the System; and

(5) The Issuer receives an opinion of Bond Counsel, in form and substance satisfactory to the Issuer, as conclusive evidence that any such sale, lease or conveyance, and any such assumption, is permitted by law and complies with the provisions of this Section.

Section 805. Insurance. The Issuer will carry and maintain insurance with respect to the System and its operations against such casualties, contingencies and risks (including but not limited to property and casualty, fire and extended coverage insurance upon all of the properties forming a part of the System insofar as the same are of an insurable nature, public liability, business interruption or use and occupancy insurance, worker's compensation and employee dishonesty insurance), such insurance to be of the character and coverage and in such amounts as would normally be carried by other enterprises engaged in similar activities of comparable size and similarly situated; provided the amount of such liability insurance shall be in amounts not less than the then maximum liability of a governmental entity for claims arising out of a single occurrence, as provided by the State's tort claims act or other similar future law (currently \$500,000 per occurrence). In the event of loss or damage, the Issuer, with reasonable dispatch, will use the proceeds of such insurance in reconstructing and replacing the property damaged or destroyed, or in paying the claims on account of which such proceeds were received, or if such reconstruction or replacement is unnecessary or impracticable, then the Issuer will pay and deposit the proceeds of such insurance into the Revenue Fund. The Issuer will annually review the insurance it maintains with respect to the System to determine that it is customary and adequate to protect its property and operations. The cost of all insurance obtained pursuant to the requirements of this Section shall be paid as an Expense out of the Revenues of the System.

Section 806. Books, Records and Accounts. The Issuer will install and maintain proper books, records and accounts (entirely separate from all other records and accounts of the Issuer) in which complete and correct entries will be made of all dealings and transactions of or in relation to the System. Such accounts shall show the amount of Revenues received from the System, the application of such Revenues, and all financial transactions in connection therewith.

Section 807. **Annual Budget.** Prior to the commencement of each Fiscal Year, the Issuer will cause to be prepared and filed with the Secretary a budget setting forth the estimated receipts and expenditures of the System for the next succeeding Fiscal Year. The Secretary, promptly upon the filing of said budget in the Secretary's office, will mail a copy of said budget to the Purchaser of the Bonds. Said annual budget shall be prepared in accordance with the requirements of the laws of the State and shall contain all information that is required by such laws, including:

- (a) An estimate of the Revenues from the System during the next ensuing Fiscal Year.
- (b) A statement of the estimated Expenses during the next ensuing Fiscal Year.
- (c) A statement of any anticipated unusual Expenses for the System during the next Fiscal Year.
- (d) A statement of any necessary repairs or replacements to the System which may be anticipated during the next Fiscal Year.
- (e) A statement of the amount of Debt Service Requirements to be paid on Outstanding Bonds and Additional Obligations to be paid from Net Revenues of the System during the next Fiscal Year.
- (f) A statement of the estimated Net Revenues during the next Fiscal Year.

Section 808. **Annual Audit.** Annually, promptly after the end of the Fiscal Year, the Issuer will cause an audit to be made of the financial statements of the Issuer, including the System, for the preceding Fiscal Year by an Independent Accountant to be employed for that purpose. Said annual audit shall cover in reasonable detail the operation of the System during such Fiscal Year. The report of said annual audit shall include:

- (a) A classified statement of the Revenues received, the Expenses for operation and maintenance, the Net Revenues and the amount of any capital expenditures made in connection with the System during the previous Fiscal Year;
- (b) A complete balance sheet as of the end of each Fiscal Year with the amount on hand at the end of such Fiscal Year in each of the Funds and Accounts created by and referred to in this Bond Resolution;
- (c) A statement of all Bonds and Additional Obligations matured or redeemed and interest paid on Bonds and Additional Obligations during said Fiscal Year;
- (d) A statement of the number of customers served by the System at the beginning and the end of such Fiscal Year;
- (e) A statement showing the amount and character of the insurance carried on the property constituting the System and showing the names of the insurers, the expiration dates of the policies and the premiums thereon;
- (f) A calculation of the Debt Service Coverage Ratio for such Fiscal Year, and a statement regarding compliance by the Issuer with the rate covenants set forth in **Section 802** hereof;

(g) A statement regarding compliance by the Issuer with the arbitrage rebate covenants set forth in **Section 1202** hereof and in the Federal Tax Certificate;

(h) A statement regarding compliance by the Issuer with the continuing disclosure covenants set forth in **Section 1301** hereof and in the Disclosure Undertaking; and

(i) Such remarks and recommendations regarding the practices and procedures of operating the System and its accounting practices as said Independent Accountant may deem appropriate.

Within 30 days after the completion of each such annual audit, a copy of the report of thereof shall be filed in the office of the Secretary, and a duplicate copy shall be mailed to the Purchaser. Such audit reports shall at all times during the usual business hours be open to the examination and inspection by any user of the services of the System, any Owner of any of the Bonds, or by anyone acting for or on behalf of such user or Owner.

As soon as possible after the completion of the annual audit, the governing body of the Issuer shall review the report of such audit, and if the audit report discloses that proper provision has not been made for all of the requirements of this Bond Resolution and the Act, the Issuer will promptly cure such deficiency and will promptly proceed to modify the rates and charges to be charged for the use and services furnished by the System or take such other action as may be necessary to adequately provide for such requirements.

Section 809. Right of Inspection. The Purchaser of the Bonds and any Owner or Owners of 10% of the principal amount of the Bonds then Outstanding shall have the right at all reasonable times to inspect the System and all records, accounts and data relating thereto, and shall be furnished all such information concerning the System and the operation thereof which the Purchaser or such Owner or Owners may reasonably request.

Section 810. Administrative Personnel. The Issuer shall use its best efforts to employ at all times administrative personnel experienced and well qualified to operate the System. The Issuer further agrees that such administrative personnel shall be employed in sufficient numbers to ensure that the System will be operated in a prudent and efficient manner.

Section 811. Performance of Duties and Covenants. The Issuer will faithfully and punctually perform all duties, covenants and obligations with respect to the operation of the System now or hereafter imposed upon the Issuer by the Constitution and laws of the State and by the provisions of this Bond Resolution.

Section 812. Report on System Condition. The Issuer shall annually cause a qualified employee of the Issuer to make an examination of and report on the condition and operations of the System. Upon request of the Purchaser, but in no event more often than every five years such examination and report shall be made by the Consulting Engineer. Each such report shall make recommendations as to any changes in operations of the System deemed desirable and shall also make reference to any unusual or extraordinary items of maintenance and repair and any extensions, enlargements or improvements that may be needed in the period prior to the preparation of the next report required by this Section. A copy of each such report shall be filed in the office of the Secretary, shall be sent to the Purchaser of the Bonds and, upon written request, to any Owner (at the expense of such Owner).

Section 813. **Rules and Regulations.** The Issuer will establish and maintain such rules and regulations for the use of the System as may be necessary to assure maximum occupancy and use thereof.

ARTICLE IX

ADDITIONAL BONDS AND OBLIGATIONS

Section 901. **Senior Lien Bonds.** The Issuer covenants and agrees that so long as any of the Parity Bonds remain Outstanding, the Issuer will not issue any System Indebtedness payable out of the Revenues of the System or any part thereof which are superior to the Parity Bonds.

Section 902. **Parity Bonds and Parity Obligations.** The Issuer covenants and agrees that it will not issue any System Indebtedness which stands on a parity or equality of lien against the Revenues with the Parity Bonds unless the following conditions are met:

(a) The Issuer shall not be in default in the payment of principal of or interest on any Parity Bonds or Parity Obligations at the time Outstanding or in making any payment at the time required to be made into the respective Funds and Accounts created by and referred to in this Bond Resolution or any Parity Resolution (unless such System Indebtedness is being issued to provide funds to cure such default) nor shall any other Event of Default have occurred and be continuing;

(b) The Issuer shall deliver the following:

(1) **Long-Term Indebtedness.** A certificate signed by the Issuer evidencing *either* of the following:

(i) The Debt Service Coverage Ratio for the Fiscal Year immediately preceding the issuance of such System Indebtedness, as reflected by information provided by the Independent Accountant, shall be not less than 1.10 including the System Indebtedness proposed to be issued. In the event that the Issuer has instituted any increase in rates for the use and services of the System and such increase shall not have been in effect during the full Fiscal Year immediately preceding the issuance of such proposed System Indebtedness, the additional Net Revenues which would have resulted from the operation of the System during said preceding Fiscal Year had such rate increase been in effect for the entire period may be added to the stated Net Revenues for the calculation of the Debt Service Coverage Ratio, provided that such estimated additional Net Revenues shall be determined by a Consultant.

(ii) The estimated Debt Service Coverage Ratio (as determined by a Consultant), for the Fiscal Year immediately following the Fiscal Year in which the project, the cost of which is being financed by such System Indebtedness, is to be in commercial operation, shall be not less than 1.10, including the System Indebtedness proposed to be issued. In the event that the Issuer anticipates additional Revenues as a result of expansion or modification of the System by such System Indebtedness, the Issuer may adjust the estimated Net Revenues in determining the Debt Service Coverage Ratio, by adding thereto any estimated increase in Net Revenues resulting from any increase in Revenues, which, in the opinion of the Consultant, are reasonable based on projected operations of the System for such Fiscal Year.

(2) **Short-Term Indebtedness.** A certificate signed by the Issuer evidencing any *one* of the following:

(i) The principal amount of all Outstanding Short-Term Indebtedness does not exceed 15% of the Revenues for the most recently ended Fiscal Year for which financial information is available from the Independent Accountant;

(ii) The Short-Term Indebtedness could be incurred under **subsection (b)(1)** hereof assuming it was Long-Term Indebtedness.

(iii) There is delivered to the Issuer a certificate of a Consultant to the effect that it is such Consultant's opinion that it is reasonable to assume that the Issuer will be able to refinance such Short-Term Indebtedness prior to its Stated Maturity in compliance with the provisions of this Section and the conditions described in **subsection (b)(1)** are met with respect to such Short-Term Indebtedness when it is assumed that such Short-Term Indebtedness is Long-Term Indebtedness maturing over 20 years (or such shorter period as such Consultant indicates is reasonable to assume in such statement) from the date of issuance of the Short-Term Indebtedness and bears interest on the unpaid principal balance at the Index Rate and is payable on a level annual debt service basis over a 20-year period (or such shorter period as such Consultant indicates is reasonable to assume in such statement).

(3) **Interim Indebtedness.** A certificate signed by the Issuer evidencing *either* of the following:

(i) The Interim Indebtedness could be incurred under **subsection (b)(1)** hereof assuming it was Long-Term Indebtedness.

(ii) There is delivered to the Issuer a certificate of a Consultant to the effect that it is such Consultant's opinion that it is reasonable to assume that the Issuer will be able to refinance such Interim Indebtedness prior to its Stated Maturity in compliance with the provisions of this Section and the conditions described in **subsection (b)(1)** are met with respect to such Interim Indebtedness when it is assumed that such Interim Indebtedness is Long-Term Indebtedness maturing over 20 years (or such shorter period as such Consultant indicates is reasonable to assume in such statement) from the date of issuance of the Interim Indebtedness and bears interest on the unpaid principal balance at the Index Rate and is payable on a level annual debt service basis over a 20-year period (or such shorter period as such Consultant indicates is reasonable to assume in such statement).

(c) When the issuance of System Indebtedness of equal stature and priority is permitted by the Statutes of the State.

(d) With respect to the issuance of Additional Bonds, an additional deposit to the Debt Service Reserve Account shall be made to bring the Debt Service Reserve Account to an amount equal to the Debt Service Reserve Requirement.

(e) The resolution authorizing such System Indebtedness shall contain or provide for substantially the same terms, conditions, covenants and procedures as established in this Bond Resolution.

Notwithstanding the foregoing restrictions, additional System Indebtedness may be issued under this Section if it is necessary: (1) in the opinion of the Consulting Engineer to do so to repair the System if damaged or destroyed by disaster to such extent necessary to keep it in good operating condition; or (2) in the opinion of the Issuer's legal counsel to remedy any deficiency of the System relating to environmental pollution matters or to comply with the requirements of any governmental agency having jurisdiction over the Issuer with respect thereto.

Additional System Indebtedness issued under the conditions set forth in this Section shall stand on a parity with the Parity Bonds and Parity Obligations and shall enjoy complete equality or lien on and claim against the Revenues of the System, and the Issuer may make equal provision for paying the Debt Service Requirements on such System Indebtedness out of the Revenue Fund and may likewise provide for the creation of reasonable debt service accounts and debt service reserve accounts for the payment of the Debt Service Requirements on such System Indebtedness and the interest thereon out of moneys in the Revenue Fund.

Section 903. Subordinate Lien Obligations. Nothing in this Article shall prohibit or restrict the right of the Issuer to issue Subordinate Lien Obligations for any lawful purpose in connection with the operation of and benefiting the System and to provide that the Debt Service Requirements on such Subordinate Lien Obligations shall be payable out of the Revenues of the System, provided at the time of the issuance of such Subordinate Lien Obligations the Issuer is not in default in the performance of any covenant or agreement contained in the Bond Resolution (unless such System Indebtedness shall be issued to cure such default and shall be junior and subordinate to the Parity Bonds and Parity Obligations) so that if at any time the Issuer shall be in default in paying either interest on or principal of the Parity Bonds or Parity Obligations, or of the Issuer is in default in making debt service, operation and maintenance or debt service reserve deposits or payments required to be made by it under the Bond Resolution, the Issuer shall make no payments of either principal of or interest on said Subordinate Lien Obligations until said default or defaults be cured.

Section 904. Refunding Bonds. The Issuer shall have the right, without complying with the provisions of **Section 902** hereof, to issue Refunding Bonds for the purpose of refunding any of the System Indebtedness under the provisions of any law then available, and the Refunding Bonds so issued shall enjoy complete equality of pledge as did the System Indebtedness that was refunded; provided, however, that if only a portion of any series of System Indebtedness is refunded and if said System Indebtedness is refunded in such manner that the Refunding Bonds bear a higher average rate of interest or become due on a date earlier than that of the System Indebtedness which is refunded, then said System Indebtedness may be refunded without complying with the provisions of **Section 902** hereof only by and with the written consent of the Owners of a majority in principal amount of the System Indebtedness that is not refunded; provided that such consent is not needed from Owners of Subordinate Lien Bonds, nor is such consent needed if the System Indebtedness to be refunded constitutes Subordinate Lien Bonds.

ARTICLE X

DEFAULT AND REMEDIES

Section 1001. Remedies. The provisions of this Bond Resolution, including the covenants and agreements herein contained, shall constitute a contract between the Issuer and the Owners of the Bonds. If an Event of Default occurs and shall be continuing, the Owner or Owners of not less than 10% in principal amount of the Bonds at the time Outstanding shall have the right for the equal benefit and protection of all Owners of Bonds similarly situated:

(a) by mandamus or other suit, action or proceedings at law or in equity to enforce the rights of such Owner or Owners against the Issuer and its officers, agents and employees, and to require and compel duties and obligations required by the provisions of the Bond Resolution or by the Constitution and laws of the State;

(b) by suit, action or other proceedings in equity or at law to require the Issuer, its officers, agents and employees to account as if they were the trustees of an express trust; and

(c) by suit, action or other proceedings in equity or at law to enjoin any acts or things which may be unlawful or in violation of the rights of the Owners of the Bonds.

The Issuer hereby directs the Paying Agent to notify the Owners of any Event of Default of which it has actual notice.

Section 1002. **Limitation on Rights of Owners.** The covenants and agreements of the Issuer contained herein and in the Bonds shall be for the equal benefit, protection, and security of the Owners of any or all of the Bonds, all of which Bonds of any series shall be of equal rank and without preference or priority of one Bond over any other Bond in the application of the Funds and Accounts herein pledged to the payment of the principal of and the interest on the Bonds, or otherwise, except as to rate of interest, date of maturity and right of prior redemption as provided in this Bond Resolution. No one or more Owners secured hereby shall have any right in any manner whatever by his or their action to affect, disturb or prejudice the security granted and provided for herein, or to enforce any right hereunder, except in the manner herein provided, and all proceedings at law or in equity shall be instituted, had and maintained for the equal benefit of all Owners of such Outstanding Bonds.

Section 1003. **Remedies Cumulative.** No remedy conferred herein upon the Owners is intended to be exclusive of any other remedy, but each such remedy shall be cumulative and in addition to every other remedy and may be exercised without exhausting and without regard to any other remedy conferred herein. No waiver of any default or breach of duty or contract by the Owner of any Bond shall extend to or affect any subsequent default or breach of duty or contract or shall impair any rights or remedies thereon. No delay or omission of any Owner to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein. Every substantive right and every remedy conferred upon the Owners of the Bonds by this Bond Resolution may be enforced and exercised from time to time and as often as may be deemed expedient. If action or proceedings taken by any Owner on account of any default or to enforce any right or exercise any remedy has been discontinued or abandoned for any reason, or shall have been determined adversely to such Owner, then, and in every such case, the Issuer and the Owners of the Bonds shall be restored to their former positions and rights hereunder, respectively, and all rights, remedies, powers and duties of the Owners shall continue as if no such suit, action or other proceedings had been brought or taken.

Section 1004. **No Obligation to Levy Taxes.** Nothing contained in this Bond Resolution shall be construed as imposing on the Issuer any duty or obligation to levy any taxes either to meet any obligation incurred herein or to pay the principal of or interest on the Bonds.

ARTICLE XI

DEFEASANCE

Section 1101. **Defeasance.** When any or all of the Bonds, redemption premium, if any, or scheduled interest payments thereon have been paid and discharged, then the requirements contained in this Bond Resolution and the pledge of the Revenues hereunder and all other rights granted hereby shall terminate with respect to the Bonds or scheduled interest payments thereon so paid and discharged. Bonds, redemption premium, if any, or scheduled interest payments thereon shall be deemed to have been paid and discharged within the meaning of this Bond Resolution if there has been deposited with the Paying Agent, or other commercial bank or trust company located in the State and having full trust powers, at or prior to the Stated Maturity or Redemption Date of said Bonds or the interest payments thereon, in trust for and irrevocably appropriated thereto, moneys and/or Defeasance Obligations which, together with the interest to be earned on any such Defeasance Obligations, will be sufficient for the payment of the principal or Redemption Price of said Bonds and/or interest accrued to the Stated Maturity or Redemption Date, or if default in such payment has occurred on such date, then to the date of the tender of such payments. If the amount to be so deposited is based on the Redemption Price of any Bonds, no such satisfaction shall occur until: (a) the Issuer has elected to redeem such Bonds, and (b) either notice of such redemption has been given, or the Issuer has given irrevocable instructions, or shall have provided for an escrow agent to give irrevocable instructions, to the Bond Registrar to give such notice of redemption in compliance with *Section 303(a)* of this Bond Resolution. Any money and Defeasance Obligations that at any time shall be deposited with the Paying Agent or other commercial bank or trust company by or on behalf of the Issuer, for the purpose of paying and discharging any of the Bonds, shall be and are hereby assigned, transferred and set over to the Paying Agent or other bank or trust company in trust for the respective Owners of the Bonds, and such moneys shall be and are hereby irrevocably appropriated to the payment and discharge thereof. All money and Defeasance Obligations deposited with the Paying Agent or such bank or trust company shall be deemed to be deposited in accordance with and subject to all of the provisions of this Bond Resolution.

ARTICLE XII

TAX COVENANTS

Section 1201. **General Covenants.** The Issuer covenants and agrees that it will comply with: (a) all applicable provisions of the Code necessary to maintain the exclusion from gross income for federal income tax purposes of the interest on the Series 2021 Bonds; and (b) all provisions and requirements of the Federal Tax Certificate. The Chairperson and Secretary are hereby authorized and directed to execute the Federal Tax Certificate in a form approved by Bond Counsel, for and on behalf of and as the act and deed of the Issuer. The Issuer will, in addition, adopt such other resolutions and take such other actions as may be necessary to comply with the Code and with all other applicable future laws, regulations, published rulings and judicial decisions, in order to ensure that the interest on the Series 2021 Bonds will remain excluded from federal gross income, to the extent any such actions can be taken by the Issuer.

Section 1202. **Survival of Covenants.** The covenants contained in this Article and in the Federal Tax Certificate shall remain in full force and effect notwithstanding the defeasance of the Series 2021 Bonds pursuant to *Article XI* hereof or any other provision of this Bond Resolution until such time as is set forth in the Federal Tax Certificate.

ARTICLE XIII

CONTINUING DISCLOSURE REQUIREMENTS

Section 1301. **Disclosure Requirements.** The Issuer hereby covenants with the Purchaser and the Beneficial Owners to provide and disseminate such information as is required by the SEC Rule and as further set forth in the Disclosure Undertaking, which are incorporated herein by reference. Such covenant shall be for the benefit of and enforceable by the Purchaser and the Beneficial Owners.

Section 1302. **Failure to Comply with Continuing Disclosure Requirements.** In the event the Issuer fails to comply in a timely manner with its covenants contained in the preceding section, the Purchaser and/or any Beneficial Owner may make demand for such compliance by written notice to the Issuer. In the event the Issuer does not remedy such noncompliance within 10 days of receipt of such written notice, the Purchaser or any Beneficial Owner may in its discretion, without notice or demand, proceed to enforce compliance by a suit or suits in equity for the specific performance of such covenant or agreement contained in the preceding section or for the enforcement of any other appropriate legal or equitable remedy, as the Purchaser and/or any Beneficial Owner shall deem effectual to protect and enforce any of the duties of the Issuer under such preceding section.

ARTICLE XIV

MISCELLANEOUS PROVISIONS

Section 1401. **Amendments.** The rights and duties of the Issuer and the Owners, and the terms and provisions of the Bonds or of this Bond Resolution, may be amended or modified at any time in any respect by resolution of the Issuer with the written consent of the Owners of not less than a majority in principal amount of the Bonds then Outstanding, such consent to be evidenced by an instrument or instruments executed by such Owners and duly acknowledged or proved in the manner of a deed to be recorded, and such instrument or instruments shall be filed with the Secretary, but no such modification or alteration shall:

- (a) extend the maturity of any payment of principal or interest due upon any Bond;
- (b) effect a reduction in the amount which the Issuer is required to pay as principal of or interest on any Bond;
- (c) permit preference or priority of any Bond over any other Bond;
- (d) reduce the percentage in principal amount of Bonds required for the written consent to any modification or alteration of the provisions of this Bond Resolution; or
- (e) permit the creation of a lien on the Revenues prior or equal to the lien of the Parity Bonds or Additional Obligations.

Any provision of the Bonds or of this Bond Resolution may, however, be amended or modified by resolution duly adopted by the governing body of the Issuer at any time in any legal respect with the written consent of the Owners of all of the Bonds at the time Outstanding.

Without notice to or the consent of any Owners, the Issuer may amend or supplement this Bond Resolution for the purpose of curing any formal defect, omission, inconsistency or ambiguity herein, to

grant to or confer upon the Owners any additional rights, remedies, powers or authority that may lawfully be granted to or conferred upon the Owners, to more precisely identify the Project, to reallocate proceeds of the Bonds among Project, to provide for Substitute Project, to conform this Bond Resolution to the Code or future applicable federal law concerning tax-exempt obligations, or in connection with any other change therein which is not materially adverse to the interests of the Owners.

Every amendment or modification of the provisions of the Bonds or of this Bond Resolution, to which the written consent of the Owners is given, as above provided, shall be expressed in a resolution adopted by the governing body of the Issuer amending or supplementing the provisions of this Bond Resolution and shall be deemed to be a part of this Bond Resolution. A certified copy of every such amendatory or supplemental resolution, if any, and a certified copy of this Bond Resolution shall always be kept on file in the office of the Secretary, and shall be made available for inspection by the Owner of any Bond or a prospective purchaser or owner of any Bond authorized by this Bond Resolution, and upon payment of the reasonable cost of preparing the same, a certified copy of any such amendatory or supplemental resolution or of this Bond Resolution will be sent by the Secretary to any such Owner or prospective Owner.

Any and all modifications made in the manner hereinabove provided shall not become effective until there has been filed with the Secretary a copy of the resolution of the Issuer hereinabove provided for, duly certified, as well as proof of any required consent to such modification by the Owners of the Bonds then Outstanding. It shall not be necessary to note on any of the Outstanding Bonds any reference to such amendment or modification.

The Issuer shall furnish to the Paying Agent a copy of any amendment to the Bonds or this Bond Resolution which affects the duties or obligations of the Paying Agent under this Bond Resolution.

Section 1402. **Notices, Consents and Other Instruments by Owners.** Any notice, consent, request, direction, approval or other instrument to be signed and executed by the Owners may be in any number of concurrent writings of similar tenor and may be signed or executed by such Owners in person or by agent appointed in writing. Proof of the execution of any such instrument or of the writing appointing any such agent and of the ownership of Bonds, if made in the following manner, shall be sufficient for any of the purposes of this Bond Resolution, and shall be conclusive in favor of the Issuer and the Paying Agent with regard to any action taken, suffered or omitted under any such instrument, namely:

(a) The fact and date of the execution by any person of any such instrument may be proved by a certificate of any officer in any jurisdiction who by law has power to take acknowledgments within such jurisdiction that the person signing such instrument acknowledged before such officer the execution thereof, or by affidavit of any witness to such execution.

(b) The fact of ownership of Bonds, the amount or amounts, numbers and other identification of Bonds, and the date of holding the same shall be proved by the Bond Register.

In determining whether the Owners of the requisite principal amount of Bonds Outstanding have given any request, demand, authorization, direction, notice, consent or waiver under this Bond Resolution, Bonds owned by the Issuer shall be disregarded and deemed not to be Outstanding under this Bond Resolution, except that, in determining whether the Owners shall be protected in relying upon any such request, demand, authorization, direction, notice, consent or waiver, only Bonds which the Owners know to be so owned shall be so disregarded. Notwithstanding the foregoing, Bonds so owned which have been pledged in good faith shall not be disregarded as aforesaid if the pledgee establishes to the

satisfaction of the Owners the pledgee's right so to act with respect to such Bonds and that the pledgee is not the Issuer.

Section 1403. **Notices.** Any notice, request, complaint, demand or other communication required or desired to be given or filed under this Bond Resolution shall be in writing, given to the Notice Representative at the Notice Address and shall be deemed duly given or filed if the same shall be: (a) duly mailed by registered or certified mail, postage prepaid; or (b) communicated via fax, with electronic or telephonic confirmation of receipt. Copies of such notices shall also be given to the Paying Agent. The Issuer, the Paying Agent and the Purchaser may from time to time designate, by notice given hereunder to the others of such parties, such other address to which subsequent notices, certificates or other communications shall be sent.

All notices given by: (a) certified or registered mail as aforesaid shall be deemed duly given as of the date they are so mailed; (b) fax as aforesaid shall be deemed duly given as of the date of confirmation of receipt. If, because of the temporary or permanent suspension of regular mail service or for any other reason, it is impossible or impractical to mail any notice in the manner herein provided, then such other form of notice as shall be made with the approval of the Paying Agent shall constitute a sufficient notice.

Section 1404. **Inconsistent Provisions.** In case any one or more of the provisions of this Bond Resolution or of the Bonds issued hereunder shall for any reason be inconsistent with the provisions of any Parity Resolution or any Parity Bonds: (a) the provisions of any Parity Resolution adopted prior to this Bond Resolution shall prevail with respect to Parity Bonds issued prior in time, so long as such Parity Bonds are Outstanding; and (b) the provisions of this Bond Resolution shall prevail with respect to any Parity Resolution adopted subsequent to the Bond Resolution, so long as any Parity Bonds issued under this Bond Resolution are Outstanding.

Section 1405. **Electronic Transactions.** The issuance of the Series 2021 Bonds and the transactions related thereto and described herein may be conducted and documents may be stored by electronic means.

Section 1406. **Further Authority.** The officers and officials of the Issuer, including the Chairperson and Secretary, are hereby authorized and directed to execute all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of this Bond Resolution and to make ministerial alterations, changes or additions in the foregoing agreements, statements, instruments and other documents herein approved, authorized and confirmed which they may approve, and the execution or taking of such action shall be conclusive evidence of such necessity or advisability.

Section 1407. **Severability.** If any section or other part of this Bond Resolution, whether large or small, is for any reason held invalid, the invalidity thereof shall not affect the validity of the other provisions of this Bond Resolution.

Section 1408. **Governing Law.** This Bond Resolution shall be governed exclusively by and construed in accordance with the applicable laws of the State. Pursuant to K.S.A. 71-201c, the Issuer shall omit from this Bond Resolution, and other Bond documents authorized hereby, the mandatory contract provisions of DA-146a.

Section 1409. **Effective Date.** This Bond Resolution shall take effect and be in full force from and after its adoption by the governing body of the Issuer.

ADOPTED by the governing body of the Issuer on December 15, 2020.

(SEAL)

Chairperson

ATTEST:

Secretary

CERTIFICATE

I, the undersigned, hereby certify that the above and foregoing is a true and correct copy of the Resolution No. ____ (the "Bond Resolution") of Kansas City Kansas Community College, Kansas City, Kansas, adopted by the governing body on December 15, 2020, as the same appears of record in my office, and that the Bond Resolution has not been modified, amended or repealed and is in full force and effect as of this date.

DATED: December 15, 2020.

Secretary

EXHIBIT A
(FORM OF SERIES 2021 BONDS)

REGISTERED
NUMBER ____

REGISTERED
\$_____

Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York Corporation (“DTC”), to the Issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), **ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL** inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

UNITED STATES OF AMERICA
STATE OF KANSAS
COUNTY OF WYANDOTTE
KANSAS CITY KANSAS COMMUNITY COLLEGE
AUXILIARY ENTERPRISE SYSTEM REVENUE BOND
SERIES 2021

Interest	Maturity	Dated	CUSIP:
Rate:	Date:	Date: _____, 2021	

REGISTERED OWNER:

PRINCIPAL AMOUNT:

KNOW ALL PERSONS BY THESE PRESENTS: That Kansas City Kansas Community College, in the County of Wyandotte, State of Kansas (the “Issuer”), for value received, hereby acknowledges itself to be indebted and promises to pay to the Registered Owner shown above, or registered assigns, but solely from the source and in the manner herein specified, the Principal Amount shown above on the Maturity Date shown above, unless called for redemption prior to said Maturity Date, and to pay interest thereon at the Interest Rate per annum shown above (computed on the basis of a 360-day year of twelve 30-day months), from the Dated Date shown above, or from the most recent date to which interest has been paid or duly provided for, payable semiannually on March 1 and September 1 of each year, commencing September 1, 2021 (the “Interest Payment Dates”), until the Principal Amount has been paid.

Method and Place of Payment. The principal or redemption price of this Series 2021 Bond shall be paid at maturity or upon earlier redemption to the person in whose name this Series 2021 Bond is registered at the maturity or redemption date thereof, upon presentation and surrender of this Series 2021 Bond at the principal office of the Treasurer of the State of Kansas, Topeka, Kansas (the “Paying Agent” and “Bond Registrar”). The interest payable on this Series 2021 Bond on any Interest Payment Date shall be paid to the person in whose name this Series 2021 Bond is registered on the registration books maintained by the Bond Registrar at the close of business on the Record Date(s) for such interest, which shall be the 15th day (whether or not a business day) of the calendar month next preceding the Interest Payment Date. Such interest shall be payable (a) by check or draft mailed by the Paying Agent to the address of such Registered Owner shown on the Bond Register or at such other address as is furnished to

the Paying Agent in writing by such Registered Owner or, (b) in the case of an interest payment to any Registered Owner of \$500,000 or more in aggregate principal amount of Series 2021 Bonds, by electronic transfer to such Registered Owner upon written notice given to the Bond Registrar by such Registered Owner, not less than 15 days prior to the Record Date for such interest, containing the electronic transfer instructions including the bank, ABA routing number and account number to which such Registered Owner wishes to have such transfer directed. The principal or redemption price of and interest on the Series 2021 Bonds shall be payable in any coin or currency that, on the respective dates of payment thereof, is legal tender for the payment of public and private debts. Interest not punctually paid will be paid in the manner established in the within defined Bond Resolution.

Definitions. Capitalized terms used herein and not otherwise defined herein shall have the meanings assigned to such terms in the hereinafter defined Bond Resolution.

ADDITIONAL PROVISIONS OF THIS SERIES 2021 BOND ARE CONTINUED ON THE REVERSE HEREOF AND SHALL FOR ALL PURPOSES HAVE THE SAME EFFECT AS THOUGH FULLY SET FORTH AT THIS PLACE.

Authentication. This Series 2021 Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the hereinafter defined Bond Resolution until the Certificate of Authentication and Registration hereon shall have been lawfully executed by the Bond Registrar.

IT IS HEREBY DECLARED AND CERTIFIED that all acts, conditions, and things required to be done and to exist precedent to and in the issuance of this Series 2021 Bond have been properly done and performed and do exist in due and regular form and manner as required by the Constitution and laws of the State of Kansas, that the total indebtedness of the Issuer, including this series of bonds, does not exceed any constitutional or statutory limitation, and that provision has been duly made for the collection and segregation of the Revenues of the Auxiliary Enterprise System (the "System") and for the application of the same as provided in the hereinafter defined Bond Resolution.

IN WITNESS WHEREOF, the Issuer has caused this Series 2021 Bond to be executed by the manual or facsimile signature of its Chairperson, countersigned by the manual or facsimile signature of its Treasurer and attested by the manual or facsimile signature of its Secretary, and its seal to be affixed hereto or imprinted hereon.

**KANSAS CITY KANSAS COMMUNITY COLLEGE,
KANSAS CITY, KANSAS**

(Facsimile Seal)

(facsimile)

Chairperson

ATTEST:

By _____
(facsimile)
Secretary

COUNTERSIGNED:

By _____
(facsimile)
Treasurer

CERTIFICATE OF AUTHENTICATION AND REGISTRATION

This Series 2021 Bond is one of a series of Auxiliary Enterprise System Revenue Bonds, Series 2021, of Kansas City Kansas Community College, Kansas City, Kansas, described in the within-mentioned Bond Resolution.

Registration Date _____

Treasurer of the State of Kansas,
Topeka, Kansas,
as Bond Registrar and Paying Agent

By _____

Registration Number _____

(FORM OF REVERSE SIDE OF BOND)

ADDITIONAL PROVISIONS

Authorization of Series 2021 Bonds. This Series 2021 Bond is one of an authorized series of bonds of the Issuer designated "Auxiliary Enterprise System Revenue Bonds, Series 2021," aggregating the principal amount of [\$20,000,000] (the "Series 2021 Bonds") issued for the purposes set forth in the Resolution of the Issuer authorizing the issuance of the Series 2021 Bonds (the "Bond Resolution"). The Series 2021 Bonds are issued by the authority of and in full compliance with the provisions, restrictions and limitations of the Constitution and laws of the State of Kansas, including K.S.A. 76-6a13 through 76-6a25, as amended, and all other provisions of the laws of the State of Kansas applicable thereto.

Special Obligations. The Series 2021 Bonds are special obligations of the Issuer payable solely from, and secured as to the payment of principal and interest by a pledge of, the Revenues derived from the operation of the System, and the taxing power of the Issuer is not pledged to the payment of the Series 2021 Bonds either as to principal or interest. The Series 2021 Bonds shall not be or constitute a general obligation of the Issuer, nor shall they constitute an indebtedness of the Issuer within the meaning of any constitutional, statutory or charter provision, limitation or restriction. ***Under the conditions set forth in the Bond Resolution, the Issuer has the right to issue additional System Indebtedness payable from the same source and secured by the Revenues on a parity with said Revenues; provided, however, that such additional System Indebtedness may be so issued only in accordance with and subject to the covenants, conditions and restrictions relating thereto set forth in the Bond Resolution.***

The Issuer hereby covenants and agrees with the Registered Owner of this Series 2021 Bond that it will keep and perform all covenants and agreements contained in the Bond Resolution, and will fix, establish, maintain and collect such rates, fees and charges for the use and services furnished by or through the System, as will produce Revenues sufficient to pay the costs of operation and maintenance of the System, pay the principal of and interest on the Series 2021 Bonds as and when the same become due, and provide reasonable and adequate reserve funds. Reference is made to the Bond Resolution for a description of the covenants and agreements made by the Issuer with respect to the collection, segregation and application of the Revenues of the System, the nature and extent of the security for the Series 2021

Bonds, the rights, duties and obligations of the Issuer with respect thereto, and the rights of the Registered Owners thereof.

Redemption Prior to Maturity. The Series 2021 Bonds are subject to redemption prior to maturity as set forth in the Bond Resolution.

Book-Entry System. The Series 2021 Bonds are being issued by means of a book-entry system with no physical distribution of bond certificates to be made except as provided in the Bond Resolution. One certificate with respect to each date on which the Series 2021 Bonds are stated to mature or with respect to each form of Series 2021 Bonds, registered in the nominee name of the Securities Depository, is being issued and required to be deposited with the Securities Depository and immobilized in its custody. The book-entry system will evidence positions held in the Series 2021 Bonds by the Securities Depository's participants, beneficial ownership of the Series 2021 Bonds in Authorized Denominations being evidenced in the records of such participants. Transfers of ownership shall be effected on the records of the Securities Depository and its participants pursuant to rules and procedures established by the Securities Depository and its participants. The Issuer and the Bond Registrar will recognize the Securities Depository nominee, while the Registered Owner of this Series 2021 Bond, as the owner of this Series 2021 Bond for all purposes, including (i) payments of principal of, and redemption premium, if any, and interest on, this Series 2021 Bond, (ii) notices and (iii) voting. Transfer of principal, interest and any redemption premium payments to participants of the Securities Depository, and transfer of principal, interest and any redemption premium payments to Beneficial Owners of the Series 2021 Bonds by participants of the Securities Depository will be the responsibility of such participants and other nominees of such Beneficial Owners. The Issuer and the Bond Registrar will not be responsible or liable for such transfers of payments or for maintaining, supervising or reviewing the records maintained by the Securities Depository, the Securities Depository nominee, its participants or persons acting through such participants. While the Securities Depository nominee is the Owner of this Series 2021 Bond, notwithstanding the provision hereinabove contained, payments of principal of, redemption premium, if any, and interest on this Series 2021 Bond shall be made in accordance with existing arrangements among the Issuer, the Bond Registrar and the Securities Depository.

Transfer and Exchange. **EXCEPT AS OTHERWISE PROVIDED IN THE BOND RESOLUTION, THIS GLOBAL BOND MAY BE TRANSFERRED, IN WHOLE BUT NOT IN PART, ONLY TO ANOTHER NOMINEE OF THE SECURITIES DEPOSITORY OR TO A SUCCESSOR SECURITIES DEPOSITORY OR TO A NOMINEE OF A SUCCESSOR SECURITIES DEPOSITORY.** This Series 2021 Bond may be transferred or exchanged, as provided in the Bond Resolution, only on the Bond Register kept for that purpose at the principal office of the Bond Registrar, upon surrender of this Series 2021 Bond together with a written instrument of transfer or authorization for exchange satisfactory to the Bond Registrar duly executed by the Registered Owner or the Registered Owner's duly authorized agent, and thereupon a new Series 2021 Bond or Series 2021 Bonds in any Authorized Denomination of the same maturity and in the same aggregate principal amount shall be issued to the transferee in exchange therefor as provided in the Bond Resolution and upon payment of the charges therein prescribed. The Issuer shall pay all costs incurred in connection with the issuance, payment and initial registration of the Series 2021 Bonds and the cost of a reasonable supply of bond blanks. The Issuer and the Paying Agent may deem and treat the person in whose name this Series 2021 Bond is registered on the Bond Register as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes. The Series 2021 Bonds are issued in fully registered form in Authorized Denominations.

The Registered Owner hereof shall have the right at any time to assign, transfer or convey this Bond or any interest therein or portion thereof, but no such assignment, transfer or conveyance shall be effective as against the Issuer unless and until such registered owner has delivered to the Issuer written

notice thereof that discloses the name and address of the assignee and such assignment, transfer or conveyance shall be made only to (i) an affiliate of the registered owner or (ii) banks, insurance companies or other financial institutions or their affiliates. Nothing herein shall limit the right of the Registered Owner or its assignees to sell or assign participation interests in this Bond to one or more entities listed in (i) or (ii).

LEGAL OPINION

The following is a true and correct copy of the approving legal opinion of Gilmore & Bell, P.C., Bond Counsel, which was dated and issued as of the date of original issuance and delivery of such Series 2021 Bonds:

GILMORE & BELL, P.C.

Attorneys at Law
100 N. Main Suite 800
Wichita, Kansas 67202

(PRINTED LEGAL OPINION)

BOND ASSIGNMENT

FOR VALUE RECEIVED, the undersigned do(es) hereby sell, assign and transfer to

(Name and Address)

(Social Security or Taxpayer Identification No.)

the Series 2021 Bond to which this assignment is affixed in the outstanding principal amount of \$_____, standing in the name of the undersigned on the books of the Bond Registrar. The undersigned do(es) hereby irrevocably constitute and appoint _____ as agent to transfer said Series 2021 Bond on the books of said Bond Registrar with full power of substitution in the premises.

Dated _____

Name

Social Security or
Taxpayer Identification No.

Signature (Sign here exactly as name(s)
appear on the face of Certificate)

Signature guarantee:

By _____

CERTIFICATE OF SECRETARY

STATE OF KANSAS)
) SS.
COUNTY OF WYANDOTTE)

The undersigned, Secretary of Kansas City Kansas Community College, Kansas City, Kansas, does hereby certify that the within Series 2021 Bond has been duly registered in my office according to law as of January 27, 2021.

WITNESS my hand and official seal.

(Facsimile Seal)

(facsimile)
Secretary

CERTIFICATE OF STATE TREASURER

OFFICE OF THE TREASURER, STATE OF KANSAS

[JAKE LATURNER], Treasurer of the State of Kansas, does hereby certify that a transcript of the proceedings leading up to the issuance of this Series 2021 Bond has been filed in the office of the State Treasurer, and that this Series 2021 Bond was registered in such office according to law on _____.

WITNESS my hand and official seal.

(Facsimile Seal)

By: Facsimile Signature
Treasurer of the State of Kansas

EXHIBIT B

FINAL TERMS OF THE SERIES 2021 BONDS

The Series 2021 Bonds shall be issued in the aggregate principal amount of [\$20,000,000], shall consist of fully registered bonds in Authorized Denominations, and shall be numbered in such manner as the Bond Registrar shall determine. All of the Series 2021 Bonds shall be dated as of the Dated Date, shall become due in the amounts, on the Stated Maturities, and subject to redemption and payment, prior to their Stated Maturities as provided in **Article III** of the Bond Resolution and shall bear interest at the rates per annum as follows: The Series 2021 Bonds shall consist of fully registered bonds in Authorized Denominations, and shall be numbered in such manner as the Bond Registrar shall determine. All of the Series 2021 Bonds shall be dated as of the Dated Date, shall become due in the amounts on the Stated Maturities, subject to redemption and payment prior to their Stated Maturities as provided in **Article III** of the Bond Resolution and shall bear interest at the rates per annum as follows:

SERIAL BONDS

<u>Stated Maturity September 1</u>	<u>Principal Amount</u>	<u>Annual Rate of Interest</u>	<u>Stated Maturity September 1</u>	<u>Principal Amount</u>	<u>Annual Rate of Interest</u>
2021	\$,000		2037	\$,000	
2022	,000		2038	,000	
2023	,000		2039	,000	
2024	,000		2040	,000	
2025	,000		2041	,000	
2026	,000		2042	,000	
2027	,000		2043	,000	
2028	,000		2044	,000	
2029	,000		2045	,000	
2030	,000		2046	,000	
2031	,000		2047	,000	
2032	,000		2048	,000	
2033	,000		2049	,000	
2034	,000		2050	,000	
2035	,000		2051	,000	
2036	,000		2052	,000	

[TERM BONDS

<u>Stated Maturity September 1</u>	<u>Principal Amount</u>	<u>Annual Rate of Interest</u>
20__		
20__		

]

The Series 2021 Bonds shall bear interest at the above specified rates (computed on the basis of a 360-day year of twelve 30-day months) from the later of the Dated Date or the most recent Interest Payment Date to which interest has been paid on the Interest Payment Dates in the manner set forth in **Section 204** of the Bond Resolution. The Series 2021 Bonds shall be issued as Book-Entry-Only Bonds and administered in accordance with the provisions of **Section 209** of the Bond Resolution.

Each of the Series 2021 Bonds, as originally issued or issued upon transfer, exchange or substitution, shall be printed in accordance with the format required by the Attorney General of the State and shall be substantially in the form attached to the Bond Resolution as ***Exhibit A***.

Series 2021 Bond Definitions

“Bond Purchase Agreement” means: (a) with respect to the Series 2021 Bonds, the Bond Purchase Agreement dated as of _____, 2021 between the Issuer and the Purchaser; and (b) with respect to Additional Bonds, the Bond Purchase Agreement between the Issuer and the Purchaser of such Additional Bonds.

“Dated Date” means [January 27, 2021].

“Debt Service Reserve Requirement” means the amount of [\$500,000].

“Series 2021-20__ Term Bonds” means the Series 2021 Bonds scheduled to mature in the year 20__.

“Series 2021-20__ Term Bonds” means the Series 2021 Bonds scheduled to mature in the year 20__.

Series 2021 Bond Redemption Provisions

(a) ***Optional Redemption.***

(1) *Series 2021 Bonds.* At the option of the Issuer, the Series 2021 Bonds or portions thereof maturing on September 1, 20__ and thereafter will be subject to redemption and payment prior to their Stated Maturity on _____ 1, 20__, and thereafter as a whole or in part (selection of maturities and the amount of Series 2021 Bonds of each maturity to be redeemed to be determined by the Issuer in such equitable manner as it may determine) at any time, at the Redemption Price of 100% (expressed as a percentage of the principal amount), plus accrued interest thereon to the Redemption Date.

(b) ***Mandatory Redemption.***

(2) [(i) *Series 2021-20__ Term Bonds.* The Issuer shall from the payments specified in **Section 602(a)** of the Bond Resolution which are to be deposited into the Debt Service Account redeem on September 1 in each year, the following principal amounts of Series 2021-20__ Term Bonds:

**Principal
Amount**

Year

*Final Maturity

(ii) *Series 2021-20__ Term Bonds.* The Issuer shall from the payments specified in **Section 602(a)** of the Bond Resolution which are to be deposited into the Debt Service Account redeem on September 1 in each year, the following principal amounts of Series 2021-20__ Term Bonds:

**Principal
Amount**

Year

*Final Maturity]

Deposit of Series 2021 Bond Proceeds and Other Moneys.

The net proceeds received from the sale of the Series 2021 Bonds and certain other moneys shall be deposited simultaneously with the delivery of the Series 2021 Bonds as follows:

(a) All accrued interest, if any, received from the sale of the Series 2021 Bonds and \$[____], representing the interest on the Series 2021 Bonds during construction of the Project shall be deposited in the Debt Service Account shall be deposited in the Debt Service Account.

(b) The sum of \$_____ shall be deposited in the Costs of Issuance Account.

(c) An amount necessary to equal the Debt Service Reserve Requirement (\$_____) shall be deposited in the Debt Service Reserve Account.

(d) The remaining balance of the proceeds derived from the sale of the Series 2021 Bonds (\$_____) shall be deposited in the Project Fund.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

The undersigned hereby certifies that the terms and provisions of the Series 2021 Bonds set forth in this ***Exhibit B*** to the Bond Resolution are in compliance with the parameters set forth in ***Section 202*** of the Bond Resolution.

Dated: _____, 20__

Name: _____
Title:

KANSAS CITY KANSAS COMMUNITY COLLEGE

**INDEPENDENT AUDITOR'S REPORT
AND
FINANCIAL STATEMENTS WITH
SUPPLEMENTARY INFORMATION**

June 30, 2020

DRAFT

KANSAS CITY KANSAS COMMUNITY COLLEGE

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Kansas City Kansas Community College

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and discretely presented component unit of the Kansas City Kansas Community College (the College), as of and for the years ended June 30, 2020 and 2019, and the related notes of the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those audits require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The financial statements of Kansas City Kansas Community College Foundation were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and discretely presented component unit of the Kansas City Kansas Community College as of June 30, 2020 and 2019, and changes in financial position and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-8 and 36-37, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the College's basic financial statements. The accompanying supplemental schedule of comparison of budgetary expenditures with appropriations and supplemental schedule of changes in long term obligations, as listed in the table of contents, are presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied by us in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our reports, for the years ended June 30, 2020 and 2019 dated December XX, 2020 on our consideration of the Kansas City Kansas Community College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Kansas City Kansas Community College's internal control over financial reporting and compliance.

Shawnee, KS
December XX, 2020

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KANSAS CITY KANSAS COMMUNITY COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
Years Ended June 30, 2020 and 2019

Introduction

Management's discussion and analysis is an overview of the financial position and financial activities of Kansas City Kansas Community College (the College) for the fiscal years ended June 30, 2020 and June 30, 2019. The College's management prepared this discussion. It should be read in conjunction with the College's combined financial statements and notes that follow. Management is responsible for the objectivity and integrity of the accompanying financial statements and notes, and this discussion and analysis as reported.

The College prepared the financial statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 35, *Basic Financial Statements – and Management's Discussion and Analysis – for Public Colleges and Universities*. GASB Statement No. 35 establishes standards for external financial reporting for public colleges and universities and requires the financial statements be presented on a consolidated basis to focus on the College as a whole.

There are three comparative financial statements presented: The Statements of Net Position; the Statements of Revenues, Expenses, and Changes in Net Position; and the Statements of Cash Flows. In addition, the report also includes supplemental schedules as noted in the table of contents. The emphasis of the discussion about the financial statements, and supplementary information is designed to focus on current activities, resulting changes and currently known facts.

The financial reporting entity as defined by Generally Accepted Accounting Principles consists of the College, as well as its discretely presented component unit; the Kansas City Kansas Community College Foundation (the Foundation).

Statements of Net Position

The Statements of Net Position present the assets, liabilities, and net position of the College at June 30, 2020 and 2019. The purpose of the Statements of net position is to present a snapshot of the financial condition of the College. Total net position, which is the difference between total assets and total liabilities, is one of the indicators of the current financial condition of the College.

The assets and liabilities are categorized between current and noncurrent. Current assets and current liabilities mature or become payable within the normal 12-month accounting cycle versus noncurrent assets and liabilities which mature or become payable after 12 months. For example, at June 30, 2020 and 2019, the College's current assets consist primarily of cash, short-term investments, property tax receivables and other revenue related receivables, while noncurrent assets consist primarily of capital assets. Capital assets are the property, plant, and equipment owned by the College.

Net position is presented in three major categories. The first is invested in Capital Assets, net of related debt, which represents the College's equity in its property, plant, and equipment. The second is Restricted, and the third is Unrestricted.

Restricted net position are funds that are limited in terms of the purpose and time for which the funds can be spent. Restricted net position is further categorized between expendable and nonexpendable. Restricted expendable net position, are net assets available to be spent by the College after externally

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KANSAS CITY KANSAS COMMUNITY COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
Years Ended June 30, 2020 and 2019

Statements of Net Position (Continued)

imposed stipulations have been fulfilled or after the passage of time. Restricted nonexpendable net assets are endowments for which only the interest portion can be spent. The College had no restricted nonexpendable net assets at June 30, 2020 and 2019.

Unrestricted net position, include net assets which are available to the College for any lawful purpose. The following schedule is prepared from the College's Statements of Net Position (pages 9-10), which are presented on an accrual basis of accounting, whereby assets are capitalized and depreciated.

Condensed Statement of Net Position
As of June 30
(Dollars in Millions)

	2020	2019	Increase (Decrease)	Percent Change
Assets:				
Current Assets	\$ 38.5	\$ 33.2	\$ 5.3	16.0%
Noncurrent Assets	\$ 55.5	\$ 56.2	\$ (0.7)	-1.2%
Total Assets	<u>\$ 94.0</u>	<u>\$ 89.4</u>	<u>\$ 4.6</u>	<u>5.1%</u>
Liabilities:				
Current Liabilities	\$ 12.3	\$ 13.9	\$ (1.6)	-11.5%
Noncurrent Liabilities	\$ 19.1	\$ 21.7	\$ (2.6)	-12.0%
Total Liabilities	<u>\$ 31.4</u>	<u>\$ 35.6</u>	<u>\$ (4.2)</u>	<u>-11.8%</u>
Net Position:				
Invested in capital assets, net of related debt	\$ 31.9	\$ 29.2	\$ 2.7	9.2%
Restricted - expendable				
Capital Projects	\$ 5.9	\$ 5.3	\$ 0.6	11.3%
Debt Service	\$ -	\$ 0.1	\$ (0.1)	-100.0%
Unrestricted	\$ 24.8	\$ 19.1	\$ 5.7	29.8%
Total Net Position	<u>\$ 62.6</u>	<u>\$ 53.7</u>	<u>\$ 8.9</u>	<u>16.6%</u>

Total net position at June 30, 2020 increased to \$62.6 million from \$53.7 million at June 30, 2019. Net Position, Invested in capital assets, net of related debt, increased by \$2.7 million. Unrestricted net assets increased by \$5.7 million. Total net position, increased by \$8.9 million during the period.

Current assets increased due to continued budgetary controls and cost cutting measures. Non-current assets (capital items) decreased slightly as capital assets purchased in 2020 were less than accumulated depreciation on assets previously placed into service.

The College refinanced some of its outstanding debt during FY2020 resulting in cash savings of \$1,213,343. The refinanced debt did not extend the original maturities of the College's outstanding debt. As a result of this refinance, the College realized an additional reduction in outstanding principal of \$805,000. Accordingly, for fiscal years 2015, 2016, 2017, 2018, and 2019, the College has

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KANSAS CITY KANSAS COMMUNITY COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
Years Ended June 30, 2020 and 2019

Statements of Net Position (Continued)

made \$16,040,000 in principal payments which reduced the total long-term debt obligations outstanding from \$37,160,000 at June 30, 2014, to \$21,120,000 as of June 30, 2020. This has significantly strengthened the College's financial position, contributing to an increase in the College's net position, from \$38.5 million at June 30, 2019 to \$62.6 million as of June 30, 2020.

Statements of Revenues, Expenses, and Changes in Net Position

The Statements of Revenues, Expenses, and Changes in Net Position present the College's financial results for the fiscal years ended June 30, 2020 and 2019. The statements include the College's revenues and expenses, both operating and non-operating.

Operating revenues and expenses are those for which the College directly exchanges goods and services. Non-operating revenues and expenses are those that exclude specific, direct exchanges of goods and services. County property tax revenue and state aid are two examples of non-operating revenues where the local taxpayers and state legislature, respectively, do not directly receive goods and services for the revenue.

The following summary is prepared from the College's Statements of Revenues, Expenses, and Changes in Net Position (page 12).

Summary of Revenues, Expenses, and Changes in Net Position
For the Years ended June 30
(Dollars in Millions)

	<u>2020</u>	<u>2019</u>	<u>Increase (Decrease)</u>	<u>Percent Change</u>
Operating Revenues	\$ 24.2	\$ 25.8	\$ (1.6)	-6.2%
Operating Expenses	\$ 70.5	\$ 74.1	\$ (3.6)	-4.9%
Operating gain(loss)	<u>\$ (46.3)</u>	<u>\$ (48.3)</u>	<u>\$ (5.2)</u>	<u>10.8%</u>
Non-Operating Revenues, net	<u>\$ 55.3</u>	<u>\$ 52.2</u>	<u>\$ 3.1</u>	<u>5.9%</u>
Increase in net position	<u>\$ 8.9</u>	<u>\$ 3.9</u>	<u>\$ 5.0</u>	<u>128.2%</u>
Net Position, beginning of year	<u>\$ 53.7</u>	<u>\$ 49.8</u>	<u>\$ 3.9</u>	<u>7.8%</u>
Net position, end of year	<u>\$ 62.6</u>	<u>\$ 53.7</u>	<u>\$ 8.9</u>	<u>16.6%</u>

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KANSAS CITY KANSAS COMMUNITY COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
Years Ended June 30, 2020 and 2019

Statements of Revenues, Expenses, and Changes in Net Position (Continued)

One of the financial strengths of the College is the diverse stream of revenues that supplement its student tuition and fees. The following summary is prepared from the College's Statements of Revenues, Expenses, and Changes in Net Position (page 12).

Summary of Revenues
For the Years ended June 30
(Dollars in Millions)

	2020	2019	Increase (Decrease)	Percent Change
Operating Revenues				
Student tuition and fees	\$ 11.6	\$ 12.1	\$ (0.5)	-4.1%
Grants and Contracts	\$ 9.9	\$ 10.6	\$ (0.7)	-6.6%
Auxiliary enterprise revenues	\$ 2.4	\$ 2.1	\$ 0.3	14.3%
Other Operating revenues	\$ 0.3	\$ 1.0	\$ (0.7)	-70.0%
Total Operating Revenues	<u>\$ 24.2</u>	<u>\$ 25.8</u>	<u>\$ (1.6)</u>	<u>-6.2%</u>
Non-Operating Revenues (Expenses)				
County property taxes	\$ 42.0	\$ 39.8	\$ 2.2	5.5%
State Aid	\$ 13.8	\$ 13.0	\$ 0.8	6.2%
Investment income	\$ 0.3	\$ 0.4	\$ (0.1)	-25.0%
Interest on Capital Asset Debt	\$ (0.9)	\$ (1.0)	\$ 0.1	-10.0%
Total Non-operating Revenues (Expenses)	<u>\$ 55.2</u>	<u>\$ 52.2</u>	<u>\$ 3.0</u>	<u>5.7%</u>

The total operating expenses for the College for the years ended June 30, 2020 and 2019 were as follows

Summary of Operating Expenses
For the Years ended June 30
(Dollars in Millions)

	2020	2019	Increase (Decrease)	Percent Change
Operating Expenses:				
Salaries and Benefits	\$ 42.4	\$ 42.8	\$ (0.4)	-0.9%
Supplies and services	\$ 12.5	\$ 14.8	\$ (2.3)	-15.5%
Depreciation and Amortization	\$ 3.9	\$ 3.8	\$ 0.1	2.6%
Scholarship and Financial Aid	\$ 9.7	\$ 10.1	\$ (0.4)	-4.0%
Other Operating Expense	\$ 2.0	\$ 2.6	\$ (0.6)	-23.1%
Total Operating Expenses	<u>\$ 70.5</u>	<u>\$ 74.1</u>	<u>\$ (3.6)</u>	<u>-4.9%</u>

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KANSAS CITY KANSAS COMMUNITY COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
Years Ended June 30, 2020 and 2019

Statements of Revenues, Expenses, and Changes in Net Position (Continued)

The total operating expenses of the College by function for the years ended June 30, 2020 and 2019 were as follows:

Summary of Operating Expenses by
Functional Expenditure Classification
For the Years ended June 30
(Dollars in Millions)

	2020	2019	Increase (Decrease)	Percent Change
Operating Expenses:				
Instruction	\$ 31.7	\$ 33.2	\$ (1.5)	-4.5%
Research	\$ 0.3	\$ 0.2	\$ 0.1	50.0%
Academic Support	\$ 1.6	\$ 1.6	\$ -	0.0%
Student Services	\$ 7.2	\$ 7.3	\$ (0.1)	-1.4%
Institutional Support	\$ 7.2	\$ 8.4	\$ (1.2)	-14.3%
Student Financial Aid	\$ 9.7	\$ 10.1	\$ (0.4)	-4.0%
Plant and Maintenances	\$ 6.0	\$ 6.3	\$ (0.3)	-4.8%
Auxiliary	\$ 2.9	\$ 3.2	\$ (0.3)	-9.4%
Depreciation	\$ 3.9	\$ 3.8	\$ 0.1	2.6%
Total Operating Expense	<u>\$ 70.5</u>	<u>\$ 74.1</u>	<u>\$ (3.6)</u>	<u>-4.9%</u>

Combined Statements of Cash Flows

The Combined Statements of Cash Flows present information about the cash activity of the College. The statements show the major sources and uses of cash. The following summary is prepared from the College's Combined Statements of Cash Flows (page 15).

Summary of Cash Flows
For the Years ended June 30
(Dollars in Millions)

	2020	2019	Increase (Decrease)	Percent Change
Cash provided by (used in):				
Operating activities	\$ (44.3)	\$ (43.5)	\$ (0.8)	1.8%
Noncapital Financing Activities	\$ 54.2	\$ 53.5	\$ 0.7	1.3%
Capital and related financing activities	\$ (6.7)	\$ (6.4)	\$ (0.3)	4.7%
Investment Activities	\$ 0.7	\$ (0.1)	\$ 0.8	-800.0%
Net Change in Cash	<u>\$ 3.9</u>	<u>\$ 3.5</u>	<u>\$ 0.4</u>	<u>11.4%</u>
Cash, Beginning of Year	<u>\$ 22.1</u>	<u>\$ 18.6</u>	<u>\$ 3.5</u>	<u>18.8%</u>
Cash, End of Year	<u>\$ 26.0</u>	<u>\$ 22.1</u>	<u>\$ 3.9</u>	<u>17.6%</u>

KANSAS CITY KANSAS COMMUNITY COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
Years Ended June 30, 2020 and 2019

Economic Outlook

The economic outlook for institutions of higher education remains challenging nationally based on trends which include changing student demographics, the digitization of classrooms, and increased costs associated with providing accredited higher education to students. Student enrollment growth remains challenging for institutions of higher learning during times of economic growth and the demands placed on the shrinking labor market. Additionally, the College faces funding challenges in state aid provided by the State of Kansas. State aid currently represents approximately 17% of revenues to the College. Locally, economic conditions impacted by COVID-19 pose challenges in retail sales, effecting State funding. The valuation of real property continues to trend upward, resulting in increased property tax revenues. Revenue provided by students has decreased approximately 4.1% for the current fiscal year. Total operating revenue to the College was down \$1.6 million in the current period and is forecasted to remain stable for the 2020-2021 fiscal year. The College anticipates continued growth in technical education programs due to labor market demands.

The College measures student enrollment by enrolled credit hours which decreased slightly by 1.9% during the 2019-2020 school year. The College has implemented various cost controls to limit spending which include 1) improved budgeting processes, 2) reduced expenses associated with certain post-retirement benefits, 3) improved technology to track and measure underlying student and faculty activities, and 4) realignment of college locations and buildings. For the year ended June 30, 2020, the College produced an increase in net position of \$8.9 million dollars as a partial result of these strategies.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
STATEMENTS OF NET POSITION
June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Assets:		
Current assets -		
Cash and temporary investments	\$ 23,305,027	\$ 19,923,375
Restricted cash and temporary investments	2,686,838	2,177,678
Investments - CD's	503,499	1,000,000
Student, tuition and grants receivable, net of allowance for uncollectible amount of 5,050,701 and \$4,588,879 respectively	5,781,924	5,573,830
Other receivable	50,000	-
Taxes receivables	5,545,274	3,965,310
Inventory	620,164	519,202
Total Current Assets	<u>38,492,726</u>	<u>33,159,395</u>
Noncurrent Assets -		
Restricted investments - CD's	3,174,284	3,069,003
Refinancing expenses, net of accumulated amortization of \$720,000 for 2020 and \$690,687 for 2019.	196,047	29,313
Prepaid Interest	117,577	-
Capital assets not being depreciated	1,663,059	1,499,134
Capital assets, being depreciated	115,290,712	112,574,385
Less accumulated depreciation	<u>(64,892,931)</u>	<u>(60,971,231)</u>
Total noncurrent assets	<u>55,548,748</u>	<u>56,200,604</u>
Total assets	<u>\$ 94,041,474</u>	<u>\$ 89,359,999</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY COLLEGE
STATEMENTS OF NET POSITION
June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Liabilities:		
Current Liabilities		
Accounts payable -	\$ 757,796	\$ 1,041,806
Accrued compensated absences	3,440,376	3,126,705
Accrued interest	248,418	180,000
Accrued payroll	772,349	1,120,044
Funds held for others	1,602,371	1,802,446
Unearned revenue	2,656,709	3,198,816
Current portion of early retirement payable	257,903	475,662
Current portion of certificates of participation/ bonds payable	510,000	360,000
Current portion of certification - capital lease obligations	2,015,000	2,625,000
Total Current Liabilities	<u>12,260,922</u>	<u>13,930,479</u>
Noncurrent Liabilities -		
Early retirement payable	538,357	796,260
COP Issuance Premium	1,002,813	-
Certificates of Participation/Bonds payable	5,320,000	-
Certification of participation-capital lease obligation	12,275,000	20,925,000
Total Noncurrent Liabilities	<u>19,136,170</u>	<u>21,721,260</u>
Total Liabilities	<u>31,397,092</u>	<u>35,651,739</u>
Net Position		
Invested In Capital Assets, net of related debt:	31,940,840	29,192,288
Restricted, expendable for -		
Capital projects	5,875,043	5,354,196
Debt service	-	29,312
Unrestricted	24,828,499	19,132,464
Total Net Position	<u>62,644,382</u>	<u>53,708,260</u>
Total Liabilities and Net Position	<u>\$ 94,041,474</u>	<u>\$ 89,359,999</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY
COLLEGE FOUNDATION
(A COMPONENT UNIT OF KANSAS CITY KANSAS COMMUNITY COLLEGE)
STATEMENTS OF FINANCIAL POSITION
JUNE 30 2020 AND 2019

ASSETS

	<u>2020</u>	<u>2019</u>
Cash and Cash Equivalents	\$ 1,204,059	\$ 1,209,650
Investments	681,820	498,438
Accounts Receivable	31,050	2,500
Total Assets	<u>\$ 1,916,929</u>	<u>\$ 1,710,588</u>

LIABILITIES AND NET ASSETS

Liabilities:

Accounts payable	\$ 100	\$ 283
Deposits held for others	<u>-</u>	<u>138</u>
Total Liabilities	<u>100</u>	<u>421</u>

Net Assets:

Net assets with donor restrictions	586,682	532,853
Net assets without donor restrictions	<u>1,330,147</u>	<u>1,177,314</u>
Total Net Assets	<u>1,916,829</u>	<u>1,710,167</u>
Total Liabilities and Net Assets	<u>\$ 1,916,929</u>	<u>\$ 1,710,588</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY COLLEGE
STATEMENTS OF REVENUES,
EXPENSES AND CHANGES IN NET POSITION
June 30, 2020 and 2019

	2020	2019
Operating revenues:		
Student tuition and fees	\$ 11,598,881	\$ 12,126,363
Federal grants and contracts	9,191,434	9,887,204
State grants and contracts	460,659	438,874
Gifts, grants, and contracts	263,000	212,911
Auxilliary enterprise revenue	2,383,929	2,144,956
Other operating revenue	261,417	1,021,394
Total operating revenues	<u>24,159,320</u>	<u>25,831,702</u>
Operating expenses:		
Salaries	35,000,770	35,830,943
Benefits	7,404,558	6,969,727
Contractual services	1,825,056	1,935,927
Supplies and other operating expenses	10,676,092	12,883,953
Utilities	1,703,700	1,903,027
Repairs and maintenance to plant	274,073	726,732
Scholarships and financial aid	9,671,303	10,108,052
Depreciation and amortization	3,921,700	3,764,062
Total operating expenses	<u>70,477,252</u>	<u>74,122,423</u>
Operating loss	<u>(46,317,932)</u>	<u>(48,290,721)</u>
Nonoperating revenues (expenses):		
County property taxes	41,975,854	39,842,292
State aid	13,799,069	12,953,760
Investment income	337,793	353,674
Interest expense on capital asset debt	(858,662)	(978,282)
Total nonoperating revenues	<u>55,254,054</u>	<u>52,171,444</u>
Increase in net position	8,936,122	3,880,723
Net position, beginning of year	<u>53,708,260</u>	<u>49,827,537</u>
Net position, end of year	<u>\$ 62,644,382</u>	<u>\$ 53,708,260</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY
COLLEGE FOUNDATION
(A COMPONENT UNIT OF KANSAS CITY KANSAS COMMUNITY COLLEGE)
STATEMENT OF ACTIVITIES
For The Year Ended June 30, 2020

	Without Donor Restrictions	With Donor Restrictions	Total
Support and Revenue:			
Contributions	\$ 286,077	\$ 453,412	\$ 739,489
In-kind contributions	399,896	-	399,896
Unrealized losses on investments	(21,810)	-	(21,810)
Realized loss on investments	(2,966)	-	(2,966)
Interest and dividend income	23,451	-	23,451
Other income	21,200	-	21,200
Net assets released from restrictions	300,579	(300,579)	-
Total Revenues and Other Support	<u>1,006,427</u>	<u>152,833</u>	<u>1,159,260</u>
Expenses:			
Program services	572,465	-	572,465
Management and general	176,436	-	176,436
Fundraising	203,697	-	203,697
Total Expenses	<u>952,598</u>	<u>-</u>	<u>952,598</u>
Change in Net Assets	53,829	152,833	206,662
Net Assets, beginning of year	<u>532,853</u>	<u>1,177,314</u>	<u>1,710,167</u>
Net Assets, end of year	<u>\$ 586,682</u>	<u>\$ 1,330,147</u>	<u>\$ 1,916,829</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY
COLLEGE FOUNDATION
(A COMPONENT UNIT OF KANSAS CITY KANSAS COMMUNITY COLLEGE)
STATEMENT OF ACTIVITIES
For The Year Ended June 30, 2019

	Without Donor Restrictions	With Donor Restrictions	Total
Support and Revenue:			
Contributions	\$ 301,814	419,809	\$ 721,623
In-kind contributions (Note G)	529,585	-	529,585
Unrealized gain on investments	18,642	-	18,642
Realized loss on investments	(1,417)	-	(1,417)
Interest and dividend income	21,381	-	21,381
Net assets released from restrictions	106,336	(106,336)	-
Total Revenues and Other Support	<u>976,341</u>	<u>313,473</u>	<u>1,289,814</u>
Expenses:			
Scholarships	124,701	-	124,701
In-kind expenses (Note G)	529,585	-	529,585
Fundraising	21,205	-	21,205
General and administrative	38,835	-	38,835
Total Expenses	<u>714,326</u>	<u>-</u>	<u>714,326</u>
Change in Net Assets	262,015	313,473	575,488
Net Assets, beginning of year	<u>270,838</u>	<u>863,841</u>	<u>1,134,679</u>
Net Assets, end of year	<u>\$ 532,853</u>	<u>\$ 1,177,314</u>	<u>\$ 1,710,167</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY COLLEGE
COMBINED STATEMENTS OF CASH FLOWS
June 30, 2020 and 2019

	2020	2019
Cash flows from operating activities:		
Student tuition & fees	\$ 10,848,680	\$ 12,585,798
Federal Grants and contracts	9,191,434	9,887,204
State Grants and contracts	460,659	438,874
Private Gifts, Grants and contracts	263,000	212,911
Cash received from customers	2,383,929	2,144,956
Other Receipts	213,186	1,021,394
Payments to employees	(35,348,465)	(35,444,868)
Payments to suppliers	(14,863,893)	(16,967,875)
Scholarships and financial aid	(9,671,303)	(10,108,052)
Employee benefits	(7,566,549)	(7,707,142)
Funds held for others	(200,075)	397,649
Net cash used in operating activities	<u>(44,289,397)</u>	<u>(43,539,151)</u>
Cash flows from noncapital financing activities:		
County property taxes	40,395,890	40,527,159
State aid	13,799,069	12,953,760
Net cash provided by noncapital financing activities	<u>54,194,959</u>	<u>53,480,919</u>
Cash flows from capital and related financing activities:		
Purchase of capital assets & Construction in Progress	(2,880,255)	(2,536,316)
Principal and interest paid on bonds payable	(360,000)	(345,000)
Principal on capital leases	(2,625,000)	(2,530,000)
Interest Payments	(878,508)	(962,828)
Net cash used in capital and related financing activities	<u>(6,743,763)</u>	<u>(6,374,144)</u>
Cash flows from investing activities:		
Interest on investments	337,793	353,674
Investments (purchased) redeemed	391,220	(451,394)
Net cash provided in investing activities	<u>729,013</u>	<u>(97,720)</u>
Net increase(decrease) in cash	3,890,812	3,469,904
Cash and cash equivalents, beginning of year	<u>22,101,053</u>	<u>18,631,149</u>
Cash and cash equivalents, end of year	<u>\$ 25,991,865</u>	<u>\$ 22,101,053</u>

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The accompanying notes are an integral part of these statements.

KANSAS CITY KANSAS COMMUNITY COLLEGE
COMBINED STATEMENTS OF CASH FLOWS
June 30, 2020 and 2019

Reconciliation of cash flows from operating activities -	<u>2020</u>	<u>2019</u>
Direct method - continued:		
Excess revenues over expenses from operating activities	\$ (46,317,932)	\$ (48,290,721)
Tuition receivable	(208,094)	643,562
Taxes receivable	(1,579,964)	684,867
Other receivable	(48,231)	-
Inventory	(100,962)	114,520
Accounts payable	(284,010)	367,245
Accrued compensated absences	313,671	(258,386)
Accrued payroll	(347,695)	386,075
Funds held for others	(200,075)	397,649
Unearned revenue	(542,107)	(184,127)
Early retirement payable	(475,662)	(479,030)
Depreciation and amortization	3,921,700	3,764,062
Taxes receivable	1,579,964	(684,867)
Net Cash From Operating Activities	<u>\$ (44,289,397)</u>	<u>\$ (43,539,151)</u>

SUPPLEMENTAL DISCLOSURES

No items were recorded as donated to the College during the
fiscal year ended June 30, 2020 and 2019

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The accompanying notes are an integral part of these financial statements.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Kansas City Kansas Community College (the “College”), a municipal corporation, was organized in 1923 and is governed pursuant to provisions of the Kansas State Statutes by a seven-member board of trustees. The College's service area is located in Wyandotte and Leavenworth Counties, including the Kansas City, Kansas metropolitan area.

The College is a public two-year community college and was established to provide associate degree programs in various professional and technical fields. In July, 2009 the College assumed operational control of the Kansas City Area Technical School (ATS) from USD 500, Kansas City, Kansas. The merger of the technical programs at the ATS was a result of legislation passed by the Kansas legislature. The College renamed ATS the KCKCC Technical Education Center (TEC) and now controls all curriculum, administration, and fiscal processes. The College is fully accredited by the Higher Learning Commission.

Reporting Entity - As defined by Generally Accepted Accounting Principles (GAAP) in the United States of America established by the Government Accounting Standards Board (GASB), the financial reporting entity consists of the College, as well as its discretely presented component unit, the Kansas City Kansas Community College Foundation (the Foundation).

Discretely Presented Component Unit - The Foundation is considered to be a related organization to the College. The Foundation is a legally separate, tax-exempt organization formed in 1977 that acts primarily as a fund-raising organization to supplement the resources that are available to the College and its students. Although the College does not control the timing or amount of receipts from the Foundation, the majority of resources, or income thereon that the Foundation holds and invests, are directed to the activities of the College and its students by the donors. Management has determined that based on a review of guidelines promulgated by the GASB, the Foundation be included in the College's financial report and statements as a discretely presented component unit. In addition, the College has elected to present separate financial statements to provide the reader with detailed information regarding the Foundation.

The financial statements of the Foundation are prepared in accordance with GAAP for the year ended June 30, 2020, and 2019. The Foundation is a not-for-profit organization that reports its financial results under Statements of Financial Accounting Standards issued by the Financial Accounting Standards Board (FASB). Most significant to the Foundation's operations and reporting model are FASB Codification ASC 958, *Not-for-Profit Entities*, and FASB Codification ASC 958-605, *Revenue Recognition – Contributions Received*. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the Foundation's financial information in the College's financial reporting entity for these differences; however significant note disclosures (see Note M) to the Foundation's financial statements have been incorporated into the College's notes to the financial statements.

Financial statements for the Foundation may be obtained by contacting the Foundation.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation - The accounting policies of the College conform to GAAP in the United States as applicable to colleges and universities. The College reports are based on all applicable GASB pronouncements as well as applicable (FASB) Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Review Boards of the Committee on Accounting Procedure issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The following is a summary of the more significant policies.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In December 1998, GASB released Statement No. 33, Accounting and Financial Reporting for Non-exchange Transactions, which revised reporting of property tax revenue. In November 1999, the GASB approved Statement No. 34, Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments, followed by Statement No. 35, Basic Financial Statements – and the Management’s Discussion and Analysis – for Public Colleges and Universities. The College, as required, has implemented these changes in past years. The change in financial statement presentation provides a comprehensive single-column look at the total college and requires capitalization of assets and recording of depreciation. The significant changes made in order to comply with the new requirements were elimination of internal revenue and expense charges, recording scholarship credit to student accounts as tuition and fee allowances, removal of capital related items from revenues and expenses, recording of depreciation, reporting summer school revenue and expense between fiscal years rather than in one fiscal year, and the recording of property tax revenues on an accrual basis rather than on a modified accrual basis.

The College’s combined financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

The College maintains an encumbrance system for tracking outstanding purchase orders and other commitments for materials, equipment or services not received during the year. Encumbrances at June 30, 2020 and 2019 were \$151,912 and \$451,559 respectively, which represents the estimated amount of expenses ultimately to result if unperformed contracts in process at fiscal year-end are completed. Encumbrances outstanding at June 30, 2020 do not constitute expenses or liabilities and are not reflected in these combined financial statements. These balances as recorded are reflective of a substantial completion of construction projects.

Use of Estimates - The preparation of financial statements in conformity with GAAP in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant estimates made by management include depreciation of fixed assets, allowances for collectability of accounts, compensated absences, and certain post-employment obligations. Actual results could differ from those estimates.

Property Taxes - The County Treasurer serves as the tax collection agent for the College. Taxes are levied based on assessed valuations as determined by the County Appraiser on a calendar year basis. Under Kansas Statute, taxes are levied and become a lien on the property on November 1st in the year of assessment and are recorded as revenue to the College in the current fiscal year of assessment.

Property taxes are collected by the county treasurer, who remits to the College its’ respective share of the collections. Taxes levied in one year become due and payable in two installments, generally on December 20 and May 20, followed by major distributions to the College on approximately January 20 and June 5th. Smaller distributions are made to taxing units in March, May, September, and October each year. Taxes levied on November 1st that are not collected until the following September and October each year are recognized as revenue and recorded as property taxes receivable at June 30th. Accordingly, property taxes receivable at June 30, 2020 and 2019 was \$5,545,274 and \$3,965,310, respectively.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The tax rates for the fiscal year ended June 30, 2020 and 2019, per \$100 of assessed valuation, are reflected in the following table:

<u>Fund</u>	<u>2021 Tax Levy Rate</u>	<u>2020 Tax Levy Rate</u>
General	25.275	25.203
Capital outlay	<u>2.285</u>	<u>2.273</u>
Total Mill Levy	<u>27.560</u>	<u>27.476</u>

Cash and Cash Equivalents - The College considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents. There were no cash equivalents as of June 30, 2020 and 2019.

Capital Assets - Capital assets are defined by the College as assets with initial, individual costs of more than \$5,000 and an estimated useful life in excess of two years. These assets generally include land, works of art, buildings, improvements, equipment and vehicles. Purchases or constructed capital assets are reported at cost or estimated historical cost. Donated capital assets are recorded at their estimated fair value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets' lives are not capitalized. Major outlays for capital assets and improvement are capitalized as projects are constructed.

Capital assets subject to depreciation by the College are depreciated using the straight-line method over the following useful lives (See Note F for further detail):

<u>Assets</u>	<u>Years</u>
Building	40
Building improvements	15
Land improvements	10
Furniture	5
Computer technology	4

Capital assets not subject to depreciation include certain land, construction in progress, and works of art.

Inventories - The College bookstore maintains an inventory of textbooks and supplies, which are sold to students, the general public, and other college bookstores. The inventory on hand at June 30, 2020 and 2019 was \$620,164 and \$519,202, respectively. This valuation is based on the lower of cost (determined on first-in, first-out basis) or market.

Unearned Tuition and Fee Revenue - Tuition and fee revenue received and related to courses starting after July 1st of each year have been deferred as unearned revenue. The amount of unearned revenue at June 30, 2020 and 2019 was \$2,656,709 and \$3,198,816, respectively.

Net Position - Net position is presented in three major categories. The first is invested in Capital Assets, net of related debt, which represents the College's equity in its property, plant, and equipment. The second is Restricted while the third is Unrestricted.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Restricted net assets are funds that are limited in terms of the purpose and time for which the funds can be spent. Restricted net assets are further categorized between expendable and nonexpendable. Restricted expendable net assets are available to be spent by the College after externally imposed stipulations have been fulfilled or after the passage of time. Restricted nonexpendable net assets are endowments for which only the interest portion can be spent. The College has no restricted nonexpendable net assets at June 30, 2020 and 2019.

Unrestricted net assets are available to the College for any lawful purpose. The College first applies restricted sources when an expense or outlay is incurred for purposes for which both restricted and unrestricted sources are available.

Compensated Absences - The College records a liability for employees' vacation and sick leave earned, but not taken. Employees are allowed to carry over a limited number of vacation and unlimited sick days from year to year. The College pays employees upon separation for up to 200 hours of unused vacation and unlimited sick hours over 720 hours for staff and limited to 1,456 hours for 182 day professional employees, and 1,484 for 212 day professional employees. At June 30, 2020 and 2019, the College had accrued compensated absences liability of \$3,440,376 and \$3,126,705, respectively.

Advertising - Advertising costs, which consist primarily of schedule and course offering advertising, are included in supplies and other operating expenses and are expensed in the period the costs are incurred. Advertising expenses for the years ended June 30, 2020 and 2019 were \$531,730 and \$468,913, respectively. Advertising, generally, does not benefit future years.

NOTE B – CASH DEPOSITS AND INVESTMENTS

Cash and cash equivalents include deposits held at banks plus small amounts of cash maintained for change funds. State statute, K.S.A. 12-1675, authorizes the College to invest in temporary notes, time deposits, open accounts, certificates of deposit, repurchase agreements, the State of Kansas Municipal Investment Pool (the Pool), or United States Treasury bills or notes. At June 30, 2020 and 2019, the carrying amount of the Colleges unrestricted and restricted deposits was \$25,991,865 and \$22,101,053, respectively. The bank balance at June 30, 2020 and 2019 was \$27,424,673 and \$23,311,459 respectively. The difference between carrying amounts and bank balances primarily represent checks which have not cleared the bank.

The College had unrestricted investments of \$503,499 and \$1,000,000, and restricted investments of \$3,174,284 and \$3,069,003 in certificates of deposits for the years ended June 30, 2020 and 2019, respectively. The College's current cash deposits and investments are not subject to credit risk, concentrations of credit risk, interest rate risk, or foreign currency risk.

Custodial Credit Risk - The College is subject to custodial credit risk, which is the risk that in the event of a bank failure, an entity's deposits may not be returned. The College's deposit policy for credit risk requires depository banks to pledge qualified securities with a market value exceeding deposits in excess of Federal Deposit Insurance Corporation (FDIC) coverage. The College's cash and temporary investments at June 30, 2020 and 2019 were secured by federal depository insurance and/or collateral held by the College's custodial financial institutions in the College's name.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE C – TUITION RECEIVABLE

Tuition Receivable includes amounts that the college has billed for tuition and for which the College recognizes as having been earned, but not collected. The College had Tuition Receivable at June 30, 2020 and 2019, in the amounts of \$5,781,924 and \$5,573,830, respectively.

NOTE D – TAXES RECEIVABLE

Taxes Receivable includes real property, vehicle, and personal property taxes that have been levied which are uncollected at year end. The College had total Taxes Receivable at June 30, 2020 and 2019, in the amounts of \$5,545,274 and \$3,965,310, respectively.

NOTE E – CAPITALIZED REFINANCING EXPENSE

The College has capitalized refinancing expenses relevant to the refinancing activities of debt issues. Capitalized refinancing expense is amortized over the remaining lives for the refinanced debt issues. The College included in interest expense, amortization of capitalized refinancing expense for the year ended June 30, 2020 and 2019, in the amount of \$29,312. The unamortized Refinancing Expense at June 30, 2020 and 2019, was \$196,047 and \$29,313, respectively.

NOTE F – CAPITAL ASSETS

Capital assets consist of the following categories at June 30, 2020 and 2019:

	July 1, 2019 Beginning Balance	Additions	Retirements	June 30, 2020 Ending Balance
Capital Assets not being depreciated:				
Land	\$ 1,105,094	\$ -	\$ -	\$ 1,105,094
Construction in progress	322,135	486,059	(322,134)	486,060
Works of art	71,905	-	-	71,905
Total Capital assets not being depreciated	1,499,134	486,059	(322,134)	1,663,059
Capital Assets being depreciated:				
Buildings	58,009,001	-	-	58,009,001
Improvements	31,087,497	1,325,825	-	32,413,322
Equipment and vehicles	23,477,887	1,390,502	-	24,868,389
Total Capital Assets being depreciated	112,574,385	2,716,327	-	115,290,712
Less Accumulated Depreciation	(60,971,231)	(3,921,700)	-	(64,892,931)
Capital Assets, net	\$53,102,288	(\$719,314)	\$ (322,134)	\$ 52,060,840

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE F – CAPITAL ASSETS (Continued)

	July 1, 2018 Beginning Balance	Additions	Retirements	June 30, 2019 Ending Balance
Capital Assets not being depreciated:				
Land	\$ 1,105,094	\$ -	\$ -	\$ 1,105,094
Construction in progress	341,943	322,135	(341,943)	322,135
Works of art	71,905	-	-	71,905
Total Capital assets not being depreciated	<u>1,518,942</u>	<u>322,135</u>	<u>(341,943)</u>	<u>\$ 1,499,134</u>
Capital Assets being depreciated:				
Buildings	58,009,001	-	-	58,009,001
Improvements	29,089,359	1,998,138	-	31,087,497
Equipment and vehicles	<u>22,919,901</u>	<u>557,986</u>	<u>-</u>	<u>23,477,887</u>
Total Capital Assets being depreciated	110,018,261	2,556,124	-	112,574,385
Less Accumulated Depreciation	<u>(57,207,169)</u>	<u>(3,764,062)</u>	<u>-</u>	<u>(60,971,231)</u>
Capital Assets, net	<u>\$54,330,034</u>	<u>\$(885,803)</u>	<u>\$ (341,943)</u>	<u>\$ 53,102,288</u>

NOTE G – REVENUE BONDS AND CERTIFICATES OF PARTICIPATION PAYABLE

In August 2010, the College refinanced the Series 2004 bond issue with Lease Agreement Refunding Certificates of Participation, Series 2010. The refinanced debt will retain the same maturity date as the Series 2004 bond issue with final maturity of May 15, 2020 but with lower interest rate ranging from 2% to 3.125% resulting in a cash savings of \$178,641. The refunding certificates of participation will continue to be retired from a \$3 student fee per credit hour.

The Refunding Certification of Participation, Series 2010 payable as of June 30, 2020, and 2019 consist of the following:

	<u>2020</u>	<u>2019</u>
Noncurrent revenue bonds payable	\$ -	\$ -
Current portion	\$510,000	\$360,000

The College had total unamortized deferred refinancing expenses for this series at June 30, 2020 and 2019 of \$196,047 and \$29,313, net of accumulated amortization of \$720,000 and \$690,687, respectively. Deferred refinancing expenses are amortized over the remaining maturity of the original bond series. Annual amortization of \$33,189 for the years ended June 30, 2020 and 2019 was included as interest expense.

Capital Leases - December 1, 2010 the College issued Certificates of Participation Series 2010-B in the amount of \$25,940,000 for facility renovations to the new Technical Education Center, the Sports Complex, the Performing Arts Center and other facility improvements. The obligation has a 15 year maturity with payments beginning April 1, 2011 and a final payment due April 1, 2026. Interest will be paid semiannually at rates varying from 3.00% to 4.125% beginning October 1, 2011 and a final payment April 1, 2026

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE G – REVENUE BONDS AND CERTIFICATES OF PARTICIPATION PAYABLE (Continued)

The College entered into 2 lease agreements with UMB Bank (which were subsequently transferred to Security Bank of Kansas City), the provider of funds for the construction of improvements and the purchase of equipment. The lease begins December 1, 2010 and shall terminate upon the full payment of all rent payments. Rent payments cover all payments due on the Certificates of Participation Series 2010-B.

Capital lease obligations outstanding at June 30, 2020 and 2019 consist of the following:

	<u>Original Amount</u>	<u>2020</u>	<u>2019</u>
TEC building improvements and equipment – Certificates of Participation, Series 2010-B capital cost of \$25,940,000, 3 - 4.125% interest paid semi- annual principal payments vary at approximately \$2,306,000 Including interest through April, 2026	<u>\$25,940,000</u>	<u>\$0</u>	<u>\$ 13,845,000</u>
Total Capital Lease Obligations – Series 2010-B	<u>\$25,940,000</u>	<u>\$0</u>	<u>\$ 13,845,000</u>

The College has accounted for the transactions as capital leases. The cost of the improvements and equipment are recorded as assets and the corresponding obligations as liabilities.

In January 2020, the College refinanced the Series 2010-B bond issue with Lease Agreement Refunding Certificates of Participation, Series 2020-A. The refinanced debt will retain the same maturity date as the Series 2010-B bond issue with a final maturity of April 1, 2026 but with a coupon rate of 4% and annual yields of 1.15-1.45% resulting in cash savings of \$1,053,844.

Capital lease obligations outstanding at June 30, 2020 and 2019 on the Series 2020-A bond issue with Lease Agreement Refunding Certificates of Participation consist of the following:

	<u>Original Amount</u>	<u>2020</u>	<u>2019</u>
Series 2020-A capital cost of \$11,095,000, 1.15 - 1.45% interest paid semi-annually, principal payments vary through April, 2026	<u>\$11,095,000</u>	<u>\$11,095,000</u>	<u>\$0</u>
Total Capital Lease Obligations – Series 2020-A	<u>\$11,095,000</u>	<u>\$11,095,000</u>	<u>\$0</u>

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE G – REVENUE BONDS AND CERTIFICATES OF PARTICIPATION PAYABLE (Continued)

In FY 2013, the College entered into the following Capital lease obligations outstanding at June 30, 2020 and June 30, 2019:

	<u>Original Amount</u>	<u>2020</u>	<u>2019</u>
TEC building improvements and equipment – Certificates of Participation, Series 2013 capital cost of \$5,520,000, 2-4 % interest paid annually principal and interest payments vary at approximately \$352,000 to 518,000 through June, 2027	<u>\$ 5,520,000</u>	<u>\$1,205,000</u>	<u>\$3,770,000</u>
Total Capital Lease Obligations – Series 2013	<u>\$ 5,520,000</u>	<u>\$1,205,000</u>	<u>\$3,770,000</u>

The College has accounted for the transactions as capital leases and recorded the cost of the improvements and equipment as assets and the corresponding obligations as liabilities.

In FY 2014, the College entered into the following Capital lease obligations outstanding at June 30, 2020 and 2019 consist of the following:

	<u>Original Amount</u>	<u>2020</u>	<u>2019</u>
Building improvements and equipment – Certificates of Participation, Series 2014 capital cost of \$8,045,000, 3 - 4.00% interest paid semi- annually, principal payments vary at approximately \$360,000 to \$810,000 plus interest through May , 2029	<u>\$ 8,045,000</u>	<u>\$3,550,000</u>	<u>\$6,750,000</u>
Total Capital Lease Obligations – Series 2014	<u>\$ 8,045,000</u>	<u>\$3,550,000</u>	<u>\$6,750,000</u>

In January 2020, the College partially refinanced the Series 2013 and 2014 bond issues with Lease Agreement Refunding Certificates of Participation, Series 2020-B. The refinanced debt will retain the same maturity date as the Series 2014 bond issue with a final maturity of April 1, 2029, but with a lower interest rate resulting in a cash savings of \$159,499.

Capital lease obligations outstanding at June 30, 2020 and 2019 consist of the following:

	<u>Original Amount</u>	<u>2020</u>	<u>2019</u>
Series 2020-B capital cost of \$4,270,000, 2.0-2.65% interest paid semi-annually, principal payments vary through April, 2029	<u>\$4,270,000</u>	<u>\$4,270,000</u>	<u>\$0</u>
Total Capital Lease Obligations – Series 2020-B	<u>\$4,270,000</u>	<u>\$4,270,000</u>	<u>\$0</u>

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE G – REVENUE BONDS AND CERTIFICATES OF PARTICIPATION PAYABLE (Continued)

The minimum lease commitments for all capital lease obligations at June 30, 2020 are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Capital Leases</u>
2021	2,525,000	786,971	3,311,971
2022	2,720,000	602,318	3,322,318
2023	2,835,000	503,004	3,338,004
2024	2,965,000	398,970	3,363,970
2025	3,075,000	294,750	3,369,750
2026-2029	6,000,000	318,362	6,318,362
	<u>\$20,120,000</u>	<u>\$2,904,375</u>	<u>\$23,024,375</u>

NOTE H – COMMITMENTS AND CONTINGENCIES

Operating Leases - Property - The College maintains certain operating leases which are subject to an annual appropriation by the College. These operating leases are related to housing and certain educational facilities and equipment.

In April of 2017 the College entered into a lease agreement under which the College agreed to use a building owned by the School District for the College's technical education programs. In lieu of paying rent, the College agreed to grant admission to the technical education courses only to students who are enrolled in the Leavenworth School District without requiring the payment of any tuition or course fees. Management would note that such tuition will be covered by the State under KS Senate Bill 155. The Leavenworth facility previously used by the College was vacated in the summer of 2015 and the non-technical education courses held at that facility were transferred to the new Leavenworth facility.

The College, subject to annual appropriation, is also obligated to a year to year lease, with Royal Ridge Apartments, to provide apartments for student housing. Monthly rents for the year ended June 30, 2020 were \$541,158. Future minimum lease commitments for the year ending June 30, 2021 are \$541,158. Subsequent to June 30, 2020 this lease was renewed for two years, until June 30, 2022 at the same annual lease commitment. Accordingly, under this renewed operating lease the College has an annual lease commitment of \$541,148 for years ending June 30, 2021 and 2022.

The college leases space from a third party to conduct forklift classes for the Technical Education Center. \$800 payments began June 2019 and have continued monthly.

Operating Leases - Equipment - The College is the lessee for 71 photocopiers, all determined to be operating leases; hence the copiers are not capitalized nor depreciated. All leases are for 60 months in duration.

The college entered into an agreement with Master Leasing on August 1, 2018 to lease 2 passenger buses. This lease will expire on July 31, 2023. Total monthly rent is \$3,727.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE H – COMMITMENTS AND CONTINGENCIES (Continued)

The future minimum lease commitments under these equipment leases are as follows:

Year Ending June 30,	
2021	116,669
2022	99,166
2023	66,086
2024	14,973
2025	5,108
	<u>\$ 302,002</u>

NOTE I – CONTINGENCIES

The College is party to various legal proceedings arising principally in the normal course of operations. In the opinion of the administration, the outcome of these proceedings will not have a material adverse effect on the accompanying financial statements and accordingly, no provision for losses has been recorded.

NOTE J – RISK MANAGEMENT

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; or acts of God.

The College pays an annual premium to The Accident Fund for workmen's compensation insurance coverage.

The College maintains commercial insurance for risks of loss not covered by The Accident Fund, including property, general and automobile liability, public officials, errors and omissions, and employee health and accident insurance. Settled claims have not exceeded commercial coverage in any of the past three fiscal years.

NOTE K – DEFINED BENEFIT PENSION PLAN

Plan Description - The College participates in the Kansas Public Employees Retirement System (KPERs), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq; as defined in Governmental Accounting Standards Board Statement No. 67, *Financial reporting for Pension Plans*. KPERs provides benefit provisions to statewide pension groups for State/School Employees, Local Employees, Police and Firemen, and Judges under one plan. Those employees participating in the pension plan for the College are included in the State/School employee group.

KPERs provides retirement benefits, life insurance, disability income benefits, and death benefits. Benefits are established by statute and may only be changed by the General Assembly. Member employees with ten or more years of credited service may retire as early as age 55 with an actuarially reduced monthly benefit. Normal retirement is at age 65, age 62 with ten years of credited service, or whenever an employee's combined age and years of credited service equal 85 "points" for KPERs 1; KPERs 2 and KPERs 3 employees may retire with full benefits at age 60 with 30 years of service (no points system) or 65 with 5 years of service.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE K – DEFINED BENEFIT PENSION PLAN (Continued)

Monthly retirement benefits are based on a statutory formula that includes final average salary and years of service. When ending employment, member employees may withdraw their contributions from their individual accounts, including interest. Member employees who withdraw their accumulated contributions lose all rights and privileges of membership. The accumulated contributions and interest are deposited into and disbursed from the membership accumulated reserve fund as established by K.S.A 74-4922. A full copy of the KPERS Plan and related information may be obtained at www.kpers.org or by contacting 1-785-296-6166.

Member employees choose one of seven payment options for their monthly retirement benefits. At retirement a member employee may receive a lump-sum payment of up to 50% if member is a KPERS 1 prior to July 1, 1993, the maximum lump sum payment for KPERS 2 & KPERS 3 is 30% of the actuarial present value of the member employee's lifetime benefit. His or her monthly retirement benefit is then permanently reduced based on the amount of the lump sum. Benefit increases, including ad hoc post-retirement benefit increases, must be passed into law by the Kansas Legislature. Benefit increases are under the authority of the Legislature and the Governor of the State of Kansas. The retirement benefits are disbursed from the retirement benefit payment reserve fund as established by K.S.A. 74-4922.

Funding Policy - K.S.A. 74-4919, as amended, establishes a three tier benefit structure. KPERS 1 members include active members hired before July 1, 2009. The member-employee contribution rate for KPERS 1 members increased from 4% to 6% on January 1, 2015. KPERS 2 members include active members hired between July 1, 2009 and December 31, 2014. The member-employee contribution rate for KPERS 2 members is 6%. KPERS 3 members include those first employed in a KPERS covered position after January 1, 2015. The member-employee contribution rate for KPERS 3 members is 6%. Member-employees' contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

Although KPERS administers one cost-sharing multiple-employer defined benefit pension plan, separate actuarial valuations are prepared to determine the actuarial determined contribution rate by group. To facilitate the separate actuarial valuations, KPERS maintains separate accounts to identify additions, deductions, and fiduciary net position applicable to each group. The allocation percentages presented for each group in the schedule of employer and non-employer allocations are applied to amounts presented in the schedules of pension amounts by employer and non-employer.

The individual employer allocation percentages for the pension amounts were based on the ratio of the employer and non-employer contributions for the individual employer in relation to the total of all employer and non-employer contributions of the group.

Special Funding Situation - The employer contributions for the College, as defined in K.S.A. 74-4931 (2) and (3), are funded by the State of Kansas on behalf of the College. Therefore, the College is considered to be in a special funding situation as defined by GASB No. 68.

The Kansas City Kansas Community College employer rate, as contributed by the State of Kansas on behalf of the College, was 14.41% for the fiscal 2020 year and 14.21% for the 2019 fiscal year.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE K – DEFINED BENEFIT PENSION PLAN (Continued)

The state of Kansas is treated as a non-employer contributing entity to KPERS and is required to recognize its proportionate share of the net pension liability, deferred outflows of resources, deferred inflows of resources, and expenses for the pension plan attributable to the College. At June 30, 2020 and 2019, the proportionate share of the net pension liability recognized by the State of Kansas that was attributable to the College was \$41,775,829 and \$41,449,338, respectively.

Since the College does not contribute directly to KPERS there is no net pension liability or deferred inflows or outflows to report in the College's Statements of Net Position or the College's Statements of Revenues, Expenses and Changes in Net Position.

The State of Kansas contributes directly to KPERS on behalf of the College for the years ended June 30, 2020 and 2019, respectively. The payments made by the State of Kansas on behalf of the College have been recorded as both revenues and expenses in the Statements of Revenues, Expenses and Changes in Net Position.

The employees of the College contributed to the plan for the fiscal year ended June 30, 2020 and 2019 totaling \$1,828,279 and \$1,836,949, respectively. The contribution requirements and rates are established by KPERS and are periodically revised.

NOTE L – OTHER POSTEMPLOYMENT BENEFITS

The College had adopted a policy, which was discontinued effective July 1, 2015, which provided certain early retirement benefit options to eligible employees. The policy allowed applicable employees with at least 15 years of full-time service to the College, or 10 years of current and consecutive full time service at the College and 30 years' service credit in KPERS, who were eligible to retire under KPERS with full or reduced benefits, the option to retire early.

Benefits were computed at a maximum of 125% of final contract salary, paid annually at the lesser of: 1) 25% of their last annual salary (without overload, overtime, extra duty, etc.), or 2) the difference between full social security benefits and the employee's current eligible social security benefits, until 125% is paid or the early retiree reaches the age of full social security benefits. The employee is limited to five installments of this benefit.

In addition, the College also adopted an associated policy which expired at June 30, 2015 which will fund certain continuing health insurance benefits to individuals meeting the above criteria. The College sponsored plan was available to eligible early retired employees until 1) they become eligible for a federally funded health care plan, 2) the employee acquires employment where the health insurance is provided by the new employer, or 3) upon death of the early retired employee.

The College has elected to fund these benefits on a pay-as-you-go basis. In addition, the College has elected to record and report post-employment benefits related to certain employees of the College; which met certain criteria while employed by the Kansas City Kansas School District as a result of an agreement between the College and the Kansas City Kansas School District. These benefits aggregate to \$286,036 for the year ended July 30, 2020.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE L – OTHER POSTEMPLOYMENT BENEFITS (Continued)

The following is a summary of estimated benefits at present value payable for eligible employees that have taken early retirement as of June 30, 2020:

<u>Payable on</u>	<u>Fiscal Year</u>	<u>Net Present Value</u>
January 1, 2021	2021	257,903
January 1, 2022	2022	117,695
January 1, 2023	2023	101,423
January 1, 2024	2024	76,792
January 1, 2025	2025	<u>66,096</u>
		<u>\$619,909</u>

NOTE M – STUDENT LOANS

The College provides Student Financial Aid as provided by the United States Department of Education. Student financial aid includes certain loans to students who attend the College. For the period ending June 30, 2020 and 2019 loan proceeds were recorded as federal grants and contracts and subsequently expensed through scholarships and financial aid. For the period ending June 30, 2020, and 2019 these balances were recorded in the Student Loan Fund (Agency Fund).

Student loan activities for the respective periods are as follows:

	<u>2020</u>	<u>2019</u>
Direct Subsidized Loans	\$1,201,331	\$1,800,329
Direct Un-Subsidized Loans	\$1,342,172	\$1,858,502
Direct PLUS Loans	\$ 12,961	\$ 17,868

NOTE N – UNCERTAINTIES

On March 11, 2020, the World Health Organization declared the novel strain of coronavirus (COVID-19) a global pandemic and recommended containment and mitigation measures worldwide. As of the date of the independent auditors' report, we cannot reasonably estimate the length or severity of this pandemic, or the extent to which the disruption may impact our financial position, results of operations, and cash flows in fiscal year 2021.

NOTE O – TAX ABATEMENTS

The Unified Government of Wyandotte County may provide certain property tax abatements to encourage capital investment, employment opportunities and quality services for the benefit of the community. Tax abatements are the result of an agreement between the Unified Government and an outside party in which the Unified Government promises to forgo tax revenues and the outside party promises to take specific actions that contributes to the economic development or benefits citizens of the Unified Government. The issuances of these abatements are pursuant to Section 13 of Article 11 of the Kansas Constitution and K.S.A. 12-1740 et seq. and 79-201a.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE O – TAX ABATEMENTS (Continued)

The Economic Development Program “EDX” has the following criteria:

- Existence of Economic Benefit – The project must add to the local economy according to: capital investment, producing value-added products and services, number of jobs created and associated payroll, and whether the project provides a positive fiscal and economic impact.
- Type of Business – The project shall be of a nature that is desirable and stimulates the local economy and improves the quality of life for its citizens.
- Compatibility with Adopted Plans – The project shall be consistent with the Unified Government Comprehensive Plan, any applicable corridor plans, and other plans of the Unified Government which may be relevant to the project.
- Excluded Business – The project may not be listed as prohibited by state law (K.S.A. 79-201a) or otherwise listed as ineligible under the Unified Government Tax Abatement Policy.
- Maintaining Existing Tax Base – The amount of property taxes or special assessments on the existing land and facilities shall under no circumstances be reduced for new development projects.
- Transfer of Ownership – The owner or lessee of any property that is all or partially exempt from ad valorem taxes as the result of the Unified Government having granted the exemption shall obtain the Unified Government written consent before transferring majority ownership of the property unless the transfer is to an affiliate or a related entity.

During the 2020 calendar year the Unified Government reported \$3,016,965 in taxes abated relative to the College.

NOTE P – SUBSEQUENT EVENTS

Subsequent events have been evaluated through December XX, 2020, the date the financial statements were available to be issued.

Subsequent to June 30, 2020, the Board of Trustees of the College approved the construction of a new student housing building in the amount of approximately \$20,000,000. The College entered into a Preconstruction Agreement with a Development Company to plan and design the project. In addition to the approval to construct the new student housing project, the Board approved the issuance of up to \$20,000,000 in Special Revenue Bonds to finance the project. The College anticipates entering a construction contract with the Development Company and breaking ground on the project in early 2021, with completion of the project and occupancy expected by June or July 2022.

NOTE Q – KANSAS CITY KANSAS COMMUNITY COLLEGE FOUNDATION NOTES

Organization and Summary of Significant Accounting Policies

Organization - Since 1977, the Kansas City Kansas Community College Foundation has proudly served as a partner and avid supporter for the enhancement of teaching, learning, and engaging the community to transform lives. As a charitable, non-profit 501(c)(3), it is led by committed community members. Foundation leadership raises funds for College programs, projects, and special initiatives. The Foundation administers scholarship programs designed to provide Kansas City Kansas Community College students with academic and professional growth opportunities. Foundation Leaders are committed to facilitating key partnerships between the college and the community.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE Q – KANSAS CITY KANSAS COMMUNITY COLLEGE FOUNDATION NOTES (Continued)

Organization and Summary of Significant Accounting Policies (Continued)

Basis of Presentation - Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Accounting Standards Codification (ASC) No. 958, Not-for-Profit Entities. Under ASC No. 958, the Organization is required to report information regarding its financial position and activities according to two classes of net assets: without donor restrictions and with donor restrictions.

Net assets without donor restrictions are those currently available at the discretion of the Board for use in the entity's operations and those resources invested in land, buildings and equipment and other property.

Net assets with donor restrictions are those which are stipulated by donors for specific operating purposes, special projects, or for the acquisition or construction of land, buildings, and equipment. The Foundation has chosen to show contributions whose restrictions are met in the same reporting period as unrestricted support. The Foundation's policy is to use restricted funds first, before any unrestricted funds would be used for the restricted purpose.

Property and Equipment - Property and equipment is recorded at fair value at the date of acquisition. There was no property and equipment held at June 30, 2020 or 2019.

Cash and Cash Equivalents - The Foundation considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. The Foundation maintains cash balances at five financial institutions. Accounts at these banks were insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. The Foundation had \$418,357 and \$267,508 in uninsured cash balances at June 30, 2020 and 2019, respectively.

Allocation of Functional Expenses - The costs of program and supporting services activities have been summarized on a functional basis in the statement of activities. Certain categories of expenses may be attributable to more than one program or supporting function. Therefore, these expenses would require allocation on a reasonable basis that is consistently applied. Salaries and benefits, and contractual services are allocated on the basis of estimates of time and effort. All other expenses are based on the type of activity or purpose of the expense.

Estimates - The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and reported amounts of revenues and expenses. Actual results could differ from those estimates.

Concentrations of Risk - During the years ended June 30, 2020 and 2019, two donors accounted for approximately 33% and 50% of the contributions received, respectively. These donations are received from established trust funds of which only the earnings less fees can be spent and must be directed for scholarship purposes at the College.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE Q – KANSAS CITY KANSAS COMMUNITY COLLEGE FOUNDATION NOTES (Continued)

Organization and Summary of Significant Accounting Policies (Continued)

Income Taxes - The Foundation qualifies as tax exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.

The Foundation recognizes the financial statement benefit of a tax position only after determining that the relevant tax authority would more likely than not sustain the position following an audit. For tax position meeting the more-likely-than-not threshold, the amount recognized in the financial statements is the largest benefit that has a greater than 50% likelihood of being realized upon ultimate settlement with the relevant tax authority.

The Foundation is subject to income tax regulations in the U.S. federal jurisdiction and certain state jurisdictions. Tax regulations within each jurisdiction are subject to the interpretation of the related tax laws and regulations and require significant judgment to apply. With few exceptions, the Foundation is no longer subject to income tax examinations by the applicable tax authorities for the years before fiscal 2017. If any were to be incurred, the Foundation's policy is to record penalties and interest assessed by income tax authorities as operating expenses.

Date of Management's Review - In preparing the financial statements, the Foundation has evaluated events and transactions for potential recognition or disclosure through December XX, 2020, the date that the financial statements were available to be issued.

Investments

FASB ASC 820, *Fair Value Measurements and Disclosures*, provides the framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE Q – KANSAS CITY KANSAS COMMUNITY COLLEGE FOUNDATION NOTES (Continued)

Investments (Continued)

The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1	Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan can access.
Level 2	<p>Inputs to the valuation methodology include</p> <ul style="list-style-type: none">• quoted prices for similar assets or liabilities in active markets;• quoted prices for identical or similar assets or liabilities in inactive markets;• inputs other than quoted prices that are observable for the asset or liability;• inputs that are derived principally from or corroborated by observable market data by correlation or other means. <p>If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.</p>
Level 3	Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2020 and 2019.

- Money Market accounts are valued based on quoted prices for the underlying assets or liabilities of the securities and are classified within Level 2 of the fair value hierarchy.
- Equity securities are valued based on quoted prices for the underlying assets or liabilities of the securities and are classified within Level 1 of the fair value hierarchy.
- Fixed income securities are valued based on quoted prices for the underlying assets or liabilities of the securities and are classified within Level 2 of the fair value hierarchy.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE Q – KANSAS CITY KANSAS COMMUNITY COLLEGE FOUNDATION NOTES (Continued)

Investments (Continued)

The following table sets forth by level, within the fair value hierarchy, the Foundation's Investment assets at fair value as of June 30, 2020 and 2019.

Assets at Fair Value as of June 30, 2020				
	Total	Level 1	Level 2	Level 3
Money markets	\$ 60,115	\$ -	\$ 60,115	\$ -
Fixed income securities	331,327	-	331,327	-
Equity securities	290,377	290,377	-	-
	<u>\$681,819</u>	<u>\$290,377</u>	<u>\$391,442</u>	<u>\$ -</u>

Assets at Fair Value as of June 30, 2019				
	Total	Level 1	Level 2	Level 3
Money markets	\$ 22,068	\$ -	\$ 22,068	\$ -
Fixed income securities	222,876	-	222,876	-
Equity securities	253,494	253,494	-	-
	<u>\$498,438</u>	<u>\$253,494</u>	<u>\$244,944</u>	<u>\$ -</u>

Net Assets with Donor Restrictions

Net assets with donor restrictions consisted of amounts contributed for specific scholarship programs. These totaled \$1,330,147 and \$1,177,314 at June 30, 2020 and 2019, respectively.

Net assets released from donor restrictions, by incurring expenses satisfying the restricted purpose, or by occurrence of events specified by the donors, totaled \$300,580 and \$106,336 at June 30, 2020 and 2019, respectively.

Additionally, the Foundation had net assets which were restricted in perpetuity of \$302,100 and \$262,100 at June 30, 2020 and 2019, respectively. It is the policy of the Kansas City Kansas Community College Foundation to invest the Foundation scholarship funds in a wise and prudent manner. Funds will be invested to create the best return while maintaining the security and availability of the funds for students for many years to come. Investments will be reviewed yearly by the Board of Directors.

In-Kind Services

The Kansas City Kansas Community College provides office and management resources to the Foundation. For the year ended June 30, 2019 and 2018 the Foundation recorded and reported \$529,585 and \$324,033 in resources received as in-kind services by the College limited to personnel costs, supplies, and contractual services expended by the College.

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KANSAS CITY KANSAS COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE Q – KANSAS CITY KANSAS COMMUNITY COLLEGE FOUNDATION NOTES (Continued)

Liquidity

The Foundation receives significant contributions which are restricted by donors. Management considers any contributions which are restricted for programs that are on-going, major, and central to its annual operations to be available to meet the majority of current cash needs, with the balance of funding coming from cash carry-overs of prior year amounts without restrictions. These funds are available to meet general expenditures for the current year. Management believes that these resources are sufficient to meet the general operating needs of the Foundation based on their review of the programming needs for the upcoming year and their review of historical costs.

Financial assets, at year-end:	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$1,204,059	\$1,209,650
Investments	681,820	498,438
Receivables	<u>31,050</u>	<u>2,500</u>
Total financial assets, at year-end	<u>\$1,916,929</u>	<u>\$ 1,710,588</u>
Financial assets unavailable for general Expenditures:		
Accounts payable	100	283
Deposits held for others	-	138
Amounts restricted by donor	<u>1,330,147</u>	<u>1,177,314</u>
	<u>\$ 1,330,247</u>	<u>\$ 1,177,735</u>
Financial assets available to meet cash needs for general expenditures	<u>\$ 586,682</u>	<u>\$ 532,853</u>

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KANSAS CITY KANSAS COMMUNITY COLLEGE
SUPPLEMENTAL SCHEDULE OF COMPARISON OF
BUDGETARY EXPENDITURES WITH APPROPRIATIONS
Year Ended June 30, 2020

	<u>Budgetary Expenditures</u>	<u>Legal Appropriations Budget</u>	<u>(Over) Under Budget</u>
Operating Expenses			
Salaries & Benefits	\$ 41,565,728	\$ 45,704,930	\$ 4,139,202
Contractual Services	1,755,884	2,012,975	\$ 257,091
Supplies & Other Operating Expenses	10,744,884	11,564,727	\$ 819,843
Utilities	1,703,700	2,077,855	\$ 374,155
Repairs & Maintenance to Plant	2,651,006	4,595,883	\$ 1,944,877
Scholarships & Financial Aid	9,229,010	10,371,309	\$ 1,142,299
Total Operating Expenses	<u>67,650,212</u>	<u>76,327,679</u>	<u>\$ 8,677,467</u>
Nonoperating Expenses			
Interest Expense	875,947	876,000	\$ 53
Total Expenses	<u>\$ 68,526,159</u>	<u>\$ 77,203,679</u>	<u>\$ 8,677,520</u>

The college's legal appropriations budget is prepared on a cash basis. The budgetary expenditures in this schedule are also reported on a cash basis of accounting; therefore they differ from those reported on the Statement of Revenues, Expenses, and Change in Net Position which are reported on an accrual basis of accounting.

Policy: 3.01

Tuition Refund Appeal

Purpose

The Tuition Refund Appeal Policy explains the refund or adjustment process for students who are requesting an exception to the published Tuition Policy of their tuition charges due to extenuating circumstances that occurred during a given semester at Kansas City Kansas Community College.

Scope

All KCKCC students.

Definitions

Tuition Refund Appeal Form: Document to be completed by a student to appeal encumbered Kansas City Kansas Community College tuition.

MyDotte: KCKCC technology platform of resources that houses information for students, including the Tuition Appeal form.

Supporting Documentation: Any documentation the student can submit to make the decision clear.

Dean's Council: Composed of the KCKCC Deans including:

- Dean of Student Services
- Dean of Health Professions
- Dean of Academic Support and Assessment
- Dean of Math, Science and Business Technology
- Dean of Arts, Communications, and Humanities
- Dean of Career and Technical Education
- Dean of Social and Behavior Sciences and Public Services
- Dean of Enrollment Management

Policy Statement

A tuition appeal can only be requested by the submission of a completed Tuition Refund Appeal Form. The submission of a Tuition Refund Appeal Form does not guarantee approval.

- The [Tuition Refund Appeal Form](#) is located in MyDotte, under admissions and enrollment, found in the forms section, or provided directly to the student by request.
- Students have an opportunity to appeal their tuition balance a total of three times before a final decision is determined. The tuition appeal request should be submitted within one year of the tuition occurrence. Appeals over one year old are not considered unless there was a documented extenuating circumstance.
- This is an internal process that is separate from the Federal Financial Aid Tuition Appeal.

Reimbursement

Tuition Refund appeals can be granted at 100% refund, 75% refund, 50% refund, 25% refund, or a zero refund.

Exclusions

Tuition Refund appeals do not include KCKCC Bookstore acquired costs, parking, or library fines.

Board Approved: XX/XX/XXXX

Procedure: 3.01A

Tuition Refund Appeal

Purpose

To provide guidance for the Tuition Refund Appeal process.

Procedure

The following steps apply when submitting a Tuition Refund Appeal.

- Tuition Refund Appeal is submitted to the office of the Dean of Enrollment Management.
 - Incomplete forms will not be accepted.
 - Supporting documentation from the student should accompany the appeal form.
- An extensive review of the student's records, student-provided supporting documentation, and information from the respective faculty and departments involved is conducted.
- The Dean of Enrollment Management will review the appeal and associated documentation collected during the review to issue a decision regarding the appeal.
- The student will be notified via KCKCC student email of the decision regarding the appeal.
- If the student does not agree with the decision, the student may request for the Dean of Enrollment Management to reconsider the original request. The student may also submit any additional documentation or evidence for consideration.
- The Dean of Enrollment Management will review any additional evidence and make a second decision.
- The student will be notified via KCKCC email of the second decision.
- If the student disagrees with the second decision, the student may ask for another reconsideration.
- At this point, the appeal and all evidence is submitted to the Dean's Council for review and a final decision. When this body is required to review an appeal, the Dean of Enrollment Management does not vote.
- A majority vote is necessary for a final decision.
- The student will be notified of the final decision, and the decision cannot be appealed again.

Policy: 3.00

Student Code of Conduct

Purpose

To provide fair, consistent, and expeditious resolution of reports of student misconduct.

Definitions

While the College is dedicated to the rights and freedoms afforded individuals, some actions are considered inappropriate in an institution of higher education. The following behaviors are considered violations of the Student Code of Conduct that are subject to disciplinary action and/or referral to appropriate law enforcement agencies.

ACADEMIC DISHONESTY: The primary forms of academic dishonesty are: cheating, plagiarism, collusion and fabrication. Academic dishonesty on the part of any student will result in consequences consistent with those documented in the KCKCC Student Code of Conduct. Students are subject to classroom penalties and conduct sanctions as outlined in the course syllabus and in the Academic Integrity Policy. (KCKCC Academic Integrity, Policy: 2.00) <https://www.kckcc.edu/about/policies-procedures/academic-affairs-policies.html>

ACADEMIC INTEGRITY: Academic Integrity is considered a violation of Student Code of Conduct but covered under a separate college policy.

ACTS OF VIOLENCE (Clear and Present Danger): The Dean of Student Services or designated party may immediately impose an interim suspension in the event that there is a reasonable belief that a student's continued presence on College property, or property leased by the College poses a significant danger to themselves or others, and/or there is reasonable cause to believe that such an interim suspension is required to protect lives or property and to insure the maintenance of order. A student placed on interim suspension shall be given prompt notice of the charges and an opportunity for an administrative meeting with the Dean of Student Services within 10 days of the imposition of the interim suspension. During the period of interim suspension, the student shall be prohibited from entering property owned or leased by the College at any time, for any reason, unless otherwise approved by the Dean of Student Services. Violation of such shall be grounds for removal from College property and possible trespass charges and expulsion. This shall include the statements by students communicated through the College's computing systems or computing resources, social media or online classes.

ALCOHOLIC BEVERAGES: Kansas State Law prohibits the possession, consumption, unlawful manufacture, distribution, and dispersion of any kind of alcoholic beverage on community college campuses. No student shall consume or possess beer, wine, or any alcoholic beverage on property owned or leased by the College. The College prohibits the consumption of any alcoholic beverages on any College-sponsored trip, event, activity or in student housing. Any student who is under the influence of an alcoholic beverage, or has alcoholic beverage in his/her possession, or who has alcoholic beverage containers in his/her room or trash will receive disciplinary action, possibly be disallowed housing privileges, or may receive the maximum penalty of dismissal from the College.

ASSAULT AND BATTERY: No student shall threaten or commit a physical or sexual assault or battery (including sexual offenses) on another student, faculty, administrator, staff, trustee or visitor. Any actual or threatened interference, including verbal harassment, intimidation, or personal abuse against any member of the college community is prohibited. A student charged with assault or battery on or off campus may face prosecution under criminal statutes and discipline under the Student Code of Conduct. The College reserves the right to pursue disciplinary action even if the criminal justice system does not prosecute.

ASSEMBLY: Individual(s) shall not assemble in a manner that obstructs the free movement of people about any college location or the free and normal use of college buildings and facilities or prevents or disrupts the normal operation of the College. Such assembly is subject to reasonable time, place and manner restrictions.

BOARD OF TRUSTEES OFFICIAL REGULATIONS: No student shall willfully violate any published regulation for student conduct adopted or approved by the Board of Trustees.

BULLYING: No students shall engage in behavior that is intended to cause physical, emotional, or psychological harm to another student at Kansas City Kansas Community College.

Examples of bullying include, but are not limited to the following:

- Verbal abuse, such as the use of derogatory remarks, insults, and epithets; slandering, ridiculing or maligning a person or his/her family; persistent name calling; using an individual or group as the butt of jokes.
- Verbal or physical conduct of a threatening, intimidating, or humiliating nature.
- Sabotaging or undermining an individual or group's work performance or education experience.
- Inappropriate physical contact, such as pushing; shoving, kicking, poking, tripping, assault, or the threat of such conduct, or damage to a person's work area or property.
- Inappropriate electronic communication, such as the use of electronic mail, text messaging, voice mail, social media, website, online chat rooms in a threatening, intimidating, or humiliating manner.

Any individual who feels that he/she has been the victim of bullying, or who witnesses any incident of bullying, should promptly report it to the Dean of Student Services.

Any student found to have engaged in prohibited bullying or retaliatory behavior is subject to immediate discipline up to and including expulsion.

COLLEGE COMPUTING SYSTEMS AND RESOURCES: Computing Systems refers to the College servers that provide access to the Internet, KCKCC websites and email. Computer Resources refers to the hardware and software licenses serviced by the College. Therefore, no student shall engage in the following:

- Intentional corruption or misuse of College computer systems.
- Use of systems for illegal or criminal activity.
- The use of College owned and operated computer networks, systems, software and hardware, posting of materials to electronic bulletin boards, chat rooms, mail lists, via conventional e-mail, or other social media outlets used to intimidate, discriminate or create an atmosphere of

harassment based upon gender, race, religion, ethnic or national origin, age, disability, sexual orientation, sexual identity, or other basis impermissible under the law.

- Fraudulent, defaming, threatening, or obscene e-mail or graphical displays used to harass or intimidate another student, faculty, administrator, staff, trustee or visitor.
- Using College computing systems to view, post, share or send obscene or pornographic material or material that incites illegal activity.
- Use of College computing systems for commercial or for-profit activities.
- Unauthorized use of another person's individual identification and password.
- The use of group web sites for the publication or distribution of copyrighted material or licensed software.
- Use of computing facilities to interfere with the normal, day-to day operation of the College.
- Knowingly spreading malware or viruses.

Access to any computing resource or system may be revoked by the President of the College, or the President's designee, without prior notice.

CONTRACTS: No student shall enter into a contract with an outside agency using the name of the College. Contracts entered into in violation of this rule shall be the personal responsibility of the student.

COUNTERFEITING AND ALTERING: No student shall reproduce, misuse and/or steal, forge, alter, copy, tamper with or alter in any way, manner, shape or form, any written record, document or identification, or any form(s) used or maintained by the College. This includes computerized data.

DUMPING AND LITTERING: No student shall deposit or dump litter or dispose of any refuse on any property owned or leased by the College, except in duly designated refuse depositories. All students, faculty, administrators, trustees, staff and visitors are encouraged to place recyclable items in appropriate containers.

ELECTRONIC DEVICES: No student shall use cellular phones or any electronic devices to cause disruption in the classroom, library, or any other area of the College environment. This includes but is not limited to abuse of cellular or other electronic devices as follows:

- Utilizing cellular phones or other electronic devices with photographic capabilities for the purposes or photographing test questions or engaging in other forms of academic misconduct, academic dishonesty or illegal activity is prohibited.
- Photographing individuals in non-public areas such as lavatories, locker rooms , or student housing private areas is prohibited.
- Taking unauthorized photographs of documents is prohibited.
- Utilizing any type of electronic device to photograph, video record, audio record or to make other electronic or digital record of or during course or extracurricular activities is prohibited unless permission is expressly granted by the instructor. When permission is granted, students agree to use such recordings only for personal use and agree not to post such recordings on the Internet or otherwise distribute them. Students needing recordings of lectures for disability related reasons should contact Student Accessibility and Support Service at (913) 288-7664.

FAILURE TO COMPLY: No student shall fail to comply with the directives of College officials acting in the performance of their duties.

FIREARMS, FIREWORKS AND OTHER WEAPONS: Unauthorized possession or use of firearms, (including B-B and pellet guns), fireworks, (cherry bombs, bottle rockets, firecrackers, etc.) and other explosives, dangerous chemicals, and bombs threats and slingshots are prohibited on any KCKCC owned, leased, and operated facilities. (except as described by the Prohibited Weapons Policy, Policy: 4.10) (<https://www.kckcc.edu/about/policies-procedures/business-and-finance-policies.html>)

The possession of a knife six inches in length or over, or one with a blade, which is automatically projected from the handle, is prohibited.

The use of any objects or instruments with the intent of bodily harm on any individual or damage of a building or grounds of College owned, or leased property is prohibited. Because of the danger to persons or property, the act of throwing or dropping anything from the windows or floors is subject to College disciplinary action.

Students identified as responsible for such activity will face serious disciplinary action and/or suspension from the College, as well as court prosecution.

The Kansas City Kansas Community College has a Prohibited Weapons Policy, Policy: 4.10, applicable to all students, staff and guests of KCKCC. All weapons are generally prohibited on KCKCC property except as permitted under the limited circumstances described in the Weapons Policy and under Kansas law.

Please refer to the KCKCC Prohibited Weapons Policy or your Student Handbook for more information. Anyone who witnesses a violation of the KCKCC Prohibited Weapons Policy should contact Campus Police at: 913-288-7636. Violations of federal, state or local laws or KCKCC policies may result in discipline up to and including expulsion from the college, criminal charges and monetary fines for personal injuries and property damage.

FIRE EQUIPMENT: It is illegal under state and federal law to tamper with any kind of fire emergency equipment. This includes pulling or calling in a false alarm, intentionally activating a smoke detector, discharging or removing a fire extinguisher or hose, breaking the safety glass on the fire extinguisher case, or leaving through a locked fire door.

GAMBLING: No student shall engage in any form of gambling, as defined in K.S.A. 21-6403, on property owned or leased by the College. This includes any College sponsored events, trips or activities.

HARASSMENT OR DISCRIMINATION: No student shall engage in harassment or discrimination of another student, faculty, administrator, staff member, trustee or visitor of the College. This includes harassment based upon gender, race, color, ethnicity, sex, pregnancy, religion, national origin, disability, age, sexual orientation, genetic information, status as a U.S. veteran, or any other status protected by state or federal law or the KCKCC Discrimination and Harassment Policy, Policy: 5.00. (<https://www.kckcc.edu/about/policies-procedures/human-resources-policies.html>)

HAZING: Any act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into,

affiliation with, or as a condition for continued membership in or association with a group or organization, is prohibited.

IDENTIFICATION/OFFICIAL DIRECTIVES: Upon request of any College official (law enforcement, administrator, faculty, or staff) a student must present current student identification. Failure to follow this or other reasonable directives of KCKCC officials may be grounds for disciplinary action.

ILLEGAL DRUGS: No student shall unlawfully manufacture, distribute, dispense, possess or use a controlled substance as defined by College policies and/or as defined in the Uniform Controlled Substances Act (K.S.A. 654101 and K.S.A. 65-4107 as amended) and other related acts on property owned or leased by KCKCC or during any college-sponsored trip, event or activity either on or off campus. KCKCC Drug & Alcohol Use Policy, Policy: 5.45.
(<https://www.kckcc.edu/about/policies-procedures/human-resources-policies.html>)

Illicit drug use within the context of competitive athletics and while enrolled in any of the health professions can compromise the physical well-being and health and safety of the individual and others; therefore, all athletes who practice and compete for athletic teams at KCKCC and all students enrolled in any of the health professions programs at KCKCC will be required to participate in the College's randomized drug-testing program. Specifics of the drug testing procedures, list of drugs tested, and counseling procedures are outlined in the Student Athlete Handbook and in the individual Health Professions Handbook.

MATERIALLY DISRUPTIVE BEHAVIOR: No student shall behave in a manner that is materially disruptive to the learning environment or that endangers or infringes upon the rights and/or safety of other students or any member of the College Community. Any obstruction or disruption of an educational process, administrative process or other functions of the College is prohibited. This includes but is not limited to unwelcome physical contact or violent or threatening conduct which is deemed to be materially disruptive to the educational, administrative or other functions of the College. It is the responsibility of all student to cooperate fully with College Police and provide valid identification upon request.

SEXUAL OFFENSES: Sexual assault and sexual harassment as defined in applicable federal, state or municipal law, or sexual harassment in violation of College's Discrimination and Harassment and Policy and Procedures and/or the Title IX/Sexual Misconduct Procedures and Guidelines will not be tolerated. Sexual assault includes, but is not limited to, rape, acquaintance rape, fondling, incest, statutory rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery or threat of sexual assault. Sexual harassment consists of unwelcome sexual advances, such as requests for sexual favors; sexually motivated physical conduct; or other verbal, physical, conduct or communication of a sexual nature. Sexual Harassment may also include stalking. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or suffer substantial emotional distress. A sexual offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent." (National Incident-Based Reporting System User Manual, FBI). Consent can never be obtained through force, violence, coercion, pressure or intimidation. It can be withdrawn at any time. (KCKCC Discrimination and Harassment Policy, Policy: 5.00. (<https://www.kckcc.edu/about/policies-procedures/human-resources-policies.html>))

SAFETY: No student shall engage in behavior which violates any safety rules of any classroom, laboratory, or other college premises, whether such procedures are written, oral rules or directions. This shall include, but may not be limited to, the wearing of any required personal protective equipment, and the following of prescribed methods and procedures for handling and disposing of certain materials which may be hazardous, unstable, infectious, etc.

SMOKING: The College provides a smoke-free environment. No student shall be allowed to smoke in any enclosed KCKCC owned or operated facilities or college vehicles. Along with tobacco cigarettes, students are not allowed to smoke e-cigarettes as it constitutes disruptive behavior. (KCKCC Smoke and Tobacco – Free Campus, Policy: 1.11.

(<https://www.kckcc.edu/about/policies-procedures/administrative-policies.html>)

THEFT/DAMAGE TO PROPERTY: No person or persons shall engage in the attempted or actual theft of or damage to property belonging to another person or to the College. This includes tampering with coin-operated machines and the abuse of computer usage privileges. No student shall possess or offer for sale any books or property lost by or stolen from another person.

USE OF COLLEGE FACILITIES: No student, guest or community member shall be in college buildings or athletic facilities without proper authorization except during normal hours of operation. Unauthorized use of college facilities is strictly prohibited.

Policy Statement

Kansas City Kansas Community College (KCKCC) is committed to maintaining a safe learning environment for students, faculty, administrators, staff, trustees and visitors. All members of the College community are expected to contribute to a positive campus environment that is conducive to advancing the mission of KCKCC. Each member of the campus community should choose behaviors that contribute towards this end.

It is the responsibility of the College to inform students of their rights and responsibilities, to define standards of behavior, and to assure students of substantive and procedural due process. It is the student's responsibility to be aware of this published and readily available code of conduct. Student's failure to be aware of this published code of conduct does not excuse them from compliance with this policy.

KCKCC sets disciplinary rules and regulations and reserves the right to take disciplinary action against any student who, in the finding of the college administration, has not acted in the best interest of all members of the campus community. This includes any behavioral misconduct that occurs on property owned or leased by the College, as well as where a student resides or occurs at any KCKCC-sponsored trip, event or activity. This includes but is not limited to service-learning trips, internships, externships, clinical or practicum assignments. Students must also abide by all local, state and national laws, and are subject to criminal action for violating such laws. Legal action taken as a result of violations to national, state and local laws does not preclude campus disciplinary action up to and including expulsion from the College.

All students must:

- Treat all staff, faculty, administrators, trustees, visitors and other students with courtesy, respect and dignity.
- Maintain a cooperative and collaborative approach to inter-personal relationship.
- Act honestly and ethically in their dealings with staff, faculty, administrators, trustees, visitors and other students.

- Respect the privacy of staff, faculty, administrators, trustees, visitors and other students.
- Meet all financial obligations to the College.
- Obey all local, state and federal laws and regulations and all Kansas City Kansas Community College policies.
- Always have the College Student Identification card while on College property.
- Ensure that they do not act in a manner that unnecessarily or unreasonably impedes the ability of staff, faculty, administrators, trustees, visitors and other students to access or use the resources of the College.
- Ensure that they do not become involved in or encourage discrimination against or harassment or bullying of staff, faculty, administrators, trustees, visitors and other students.

Board Approved:XX/XX/XXXX

Procedure: 3.00A

Student Code of Conduct

Purpose

Kansas City Kansas Community College Conduct Review Process is implemented to ensure that students charged with a violation of the Student Code of Conduct are treated fairly and afforded their full rights of due process. As this process is implemented by an educational institution, formal rules of evidence and other civil or criminal procedures may not apply. The Dean of Student Services or their designee serves as the Campus Judicial Officer in the conduct review process. The Campus Judicial Officer may issue sanctions based on the preponderance of evidence standard for investigating allegations of sexual harassment or violence.

The following guidelines apply to alleged violations of the Student Code of Conduct.

Written Notice: In accordance with due process, a student has the right to receive notification of all alleged violations of the Student Code of Conduct, along with pertinent details. This notice will include date, time, place of the disciplinary meeting or request for a meeting, and a summary of the allegations. If the student wishes to postpone the meeting, they need to request postponement no later than 48 hours prior to the meeting.

Preparation: A student is given time to prepare for the disciplinary meeting. The meeting shall occur no sooner than seven (7) working days from the time of official notification. This time period may be waived by the Campus Judicial Officer if there are extenuating circumstances.

Review of Testimony and Statements: In order to prepare for the disciplinary meeting, a student has a right to review all testimony presented against that student. The student then has the right to examine all statements made by accusing parties or witnesses, and present witness statements in his/her behalf.

Disciplinary Meeting: The student(s) charged will be given full opportunity to speak on their behalf in a fair and unbiased atmosphere. Although included in the preparation stage, the student may re-examine all statements and documentation describing the allegations brought forth and explain all written statements in his/ her behalf. If requested, the Campus Judicial Officer may interview any individual that the student feels may provide relevant information regarding the allegations.

Presence of an "Advisor": The student may have an advisor present at the disciplinary meeting or any time the student is required to attend a meeting. The role of the advisor is to primarily to support the student. Given that the purpose of the disciplinary meeting is to allow the student to speak on his/her behalf, the advisor's role is limited. Assisting the student in accurately responding to the allegations is allowed, but not to the degree of interrupting or interfering with the disciplinary meeting. Student wishing to have an advisor present must notify the Campus Judicial Officer within 72 hours of the meeting. Kansas City Kansas Community College reserves the right to remove an advisor from the proceeding for intimidating, offensive or disruptive behavior.

Decision Appeals: An appeal of a Campus Judicial Officer's decision may be made to the Vice President of Student Affairs in writing within seven (7) working days after the decision. The reasons for the appeal must be restricted to the basis (reasons) for the decision of the Campus Judicial Officer, or procedural irregularities that occurred prior to, and during, the disciplinary meeting.

Disciplinary Actions:

Charges: The College has the right to request the presence of a student at a disciplinary meeting due to alleged violations of the Student Code of Conduct. Such violation may include behavior which occurs on any KCKCC owned or leased property or college sponsored trip.

Interim Suspension: The College reserves the right to immediately suspend a student(s), and remove that student(s) from property owned or leased by the College, when the student's behavior poses a significant danger to themselves or others, and/or there is reasonable cause to believe that such an interim suspension is required to protect lives or property and to insure the maintenance of order. At a future date, the student may be allowed to return to campus for a disciplinary meeting to speak on their behalf.

Record: The College reserves the right to record, if necessary, the hearing and keep recorded records on file.

Student Absence: The College reserves the right to hold a disciplinary meeting without the student(s) present or to issue summary judgments if, after proper notice, the student(s) fails to appear at the time of the hearing, if the Judicial Officer is unable to reach the student, or the student(s) waived their right to receive due process.

Prior Restrictions: The College reserves the right to implement any student sanction or restriction of records on an interim basis prior to a hearing where such action is deemed necessary by the Campus Judicial Officer.

Statements of Allegations: The College has the right to review all written statements, and interview witnesses and alleged victims, for the purposes of determining if a violation of the Student Code of Conduct has occurred.

Special Procedures: The College reserves the right to implement reasonable action(s) to protect the rights of either or both the Claimant and Respondent to ensure orderly disciplinary procedures or to prevent potential retaliation.

Sanctions:

The following sanctions may be imposed by the College, and may be enforced for various lengths of time as determined by the Dean of Student Services or his/her designee:

- **Verbal Warning:** An oral statement that a student or group is violating or has violated the Student Code of Conduct, and that further instances of misconduct may result in additional disciplinary action.
- **Written Warning:** A written warning to the student filed with the Campus Judicial Officer noting that further violations may result in additional disciplinary action.
- **Letter of Apology:** A requirement may be made for a formal letter of apology, either public or private, to an individual, an outside agency, or to the College.
- **Restrictions and Requirements:** This sanction may involve specified conditions to be restricted, such as loss of privileges, participation in and/or attendance at college sponsored events, required attendance at a counseling assessment or recommendation for counseling, required additional education/training required community service, or College employment termination.

- Restitution: A full and complete reimbursement for damage, destruction, or misappropriation of the property owned or leased by Kansas City Kansas Community College. This restitution may take the form of appropriate service, financial payment, or other compensation. Failure to make arrangements for restitution within the specified time may result in further sanctions.
- Hold on Student Records: The College reserves the right to place a hold on student records based on behavioral misconduct or failure to pay bills due to the College. Under such conditions, students may be prevented from registering for courses, receiving grades, copying or transferring transcripts, or participating in other campus activities.
- Campus-Wide Probation: This is a serious formal action that a student's behavior has not conformed to the expectations of the academic community. Placement on a probationary status shall be for a specified period of time. Placement on probation includes the probability of more severe disciplinary sanctions if the student is found to be in violation of any institutional regulations during the designated period of time. Placement on probation may include requirements for other activities or restrictions.
- Team, Club, or Activity Suspension: Students on college sponsored trips are still representing the College and must adhere to the Student Code of Conduct. Coaches, club sponsors, and activity directors may establish and publish rules specific to their team, club, or activity. These specific rules are in addition to the Student Code of Conduct. The Athletic Director may invoke temporary suspension for any athletic team or student(s) who tests positive for drugs during random drug testing. In such cases, written reports must be filed with the Dean of Student Services within three (3) working days. Club sponsors or activity directors may invoke temporary suspension from clubs or activities in accordance with established guidelines. Team, club, or activity suspensions, which exceed two weeks, may lead to cancellation of scholarships as outlined below. Such action must be approved by the Dean of Student Services. In cases where the suspension may affect a student's class grade; the student may appeal the grading decision to the Academic Dean of a Division under established procedures for grade appeals.
- Cancellation of Scholarships: The awarding of institutional scholarships and other types of institutional aid is predicated on the assumption that students are in good standing. In addition, some scholarships carry with them certain behavioral activity expectations. Kansas City Kansas Community College reserves the right to cancel any and all institutional aid as part of any sanction for a violation of the Student Code of Conduct or for lack of fulfillment of activity expectations. Such cancellations must be approved by the Dean of Student Services, appropriate Vice President, or the President.
- Suspension from the College: This is a termination of a student's enrollment in and association with Kansas City Kansas Community College for a specified period of time. A permanent notation is placed on the student's record as recorded in the Office of Student Services and in the Registrar's Office. In cases of serious misconduct leading to suspension, a student's record is placed on hold and may not be copied, transcribed, or transferred for external parties or institutions during the suspension period.
- Expulsion from the College: This is a permanent severance of a student's enrollment in and association with Kansas City Kansas Community College. A permanent notation is on the student's record. The records of expelled students are placed on hold and may not be copied, transcribed, or transferred for external parties or institutions for a period of three (3) years.

If the Dean of Student Services elects to impose disciplinary action against a student, he/she will be informed in writing of the nature and terms of such disciplinary action and will be further advised of the right to appeal the decision using the following procedures.

- The student may appeal the decision of the Dean of Student Services to the Vice President of Student Affairs.
- If a student chooses to appeal a disciplinary decision, he/she must deliver a written appeal to the office of the Vice President of Student Affairs within seven (7) working days of the date on the notice of the disciplinary action. Failure to do so by the student will be deemed as a waiver of the student's right to appeal, and the decision will be final.
- The written appeal shall state the reasons that the student believes the decision of the Dean of Student Services should be modified or reversed. For the purpose of this procedure, a "working day" shall be a weekday during which regular classes are being held at the College.
- Within seven (7) working days of the date that the notice of appeal is received, the Vice President of Student Affairs shall notify the student in writing of the time, date, and place of the appeal proceeding.
- The appeal proceeding shall be held not less than seven (7) working days after the date that the Vice President of Student Affairs sends the appeal notice.

The student and the administration shall have the following rights during the proceeding:

- To hear or read a full report of the testimony of the other party's witnesses.
- To present witnesses in person or to present their testimony by sworn affidavit.
- To testify and give reasons supporting their respective positions.
- To have the proceeding conducted in an orderly manner.
- To have the Vice President of Student Affairs render a fair and impartial decision based upon substantial evidence presented at the proceeding.
- The proceeding shall not be open to the public.

After the proceeding, the Vice President of Student Affairs shall prepare a written decision affirming, modifying, or reversing the Dean of Student Service's decision and summarizing the evidence supporting their decision. The decision shall be mailed and emailed to the student no later than seven (7) working days after the close of the proceeding.

Note: At the discretion of Vice President of Student Affairs, a Campus Appeal Board may be convened, comprised of the following members:

- Two faculty representing Faculty Senate
- Two staff representing Staff Senate

These individuals are trained on all measures of due process and disciplinary procedures.

Once the hearing is conducted by the Campus Appeal Board, a written recommendation is submitted, affirming, modifying, or reversing the Dean of Student Services decision and summarizing the evidence supporting its decision. It is then the responsibility of the Vice President of Student Affairs to make a final determination of the status of the appeal.

If either party is dissatisfied with the decision of the Vice President of Student Affairs, that decision may be appealed to the College President. Such appeal must be made in writing within seven (7) working days of the day the Vice President of Student Affairs decision was mailed to the student.

The President will follow the same procedure utilized by Vice President of Student Affairs. The President's decision shall be rendered within seven (7) working days. The President's decision shall be final.

Unless appealed, any disciplinary action imposed by the Dean of Student Services shall become effective as of the date that the time to file an appeal to the Vice President of Student Affairs has expired.

The College reserves the right to exclude from campus any person whom it reasonably believes poses a threat to the safety of any other person on campus.

If the student appeals to the Vice President of Student Affairs, the effective date of any disciplinary action will be the date after the Vice President of Student Affairs issues his/her decision. An appeal to the President shall not alter the effective date of any disciplinary action imposed by the Vice President of Student Affairs.

Policy: 1.15

College Email Signature

Purpose

To strengthen the college's brand identity by creating consistent faculty and staff signatures on emails sent through KCKCC accounts.

Definitions

Email Signature: a small block of text appended to the end of an email in order to identify the sender and facilitate further contact.

Policy Statement

When using a college email signature, KCKCC requires all employees (full time and part time) to use the official e-mail signature options for all email correspondence created through KCKCC email accounts. Email signatures that do not follow the below standards may not be used. Consistent email signatures deliver a visually coherent look across departments and locations. No quotes or other additional items not listed below are allowed. When appropriate, at the organizational level, a confidentiality notice will be attached to outgoing KCKCC emails. Just as our business cards follow a standardized approach, email signatures should be consistent.

Specifications

- All text should be Spectral or Roboto
- All text should use black
- Name and credential (first line) should be 12pt font
- Kansas City Kansas Community College should be **bold**
- Contact information should be 11pt

Examples

Long Format Example 1

typically for initial email to someone or formal correspondence

1. Name, professional credential (bold, font size 12)
2. Preferred pronouns (optional)
3. Official Title (italicized)
4. Department / Division
5. Space
6. Additional professional information (optional)
 - a. such as Strength Finders, Myers-Briggs, ACUE badge, etc.
7. Space
8. Kansas City Kansas Community College (bold)
9. Street Address
10. Office #

11. City, KS Zip
12. Office # | Cell # (if appropriate) | Fax (if appropriate) | official twitter handle or email address (optional)
13. www.kckcc.edu
14. space
15. Social media with interlocking KC logo (links only, no icons)

Long Format Example 1

Tami Bartunek, MBA
Vice President
Strategic Initiatives and Outreach

Relator, Strategic, Learner, Belief, Positive

Kansas City Kansas Community College

7250 State Ave.

Suite # 3256

Kansas City, KS 66112

O 913-288-7166 | C 913-555-5555 | F 913-555-2222

www.KCKCC.edu

Follow  on [Facebook](#) | [Twitter](#) | [Instagram](#)

Long Format Example 2 (less vertical space) **typically for initial email to someone or formal correspondence**

1. Name, professional credential (bold, font size 12)
2. Preferred pronouns (optional)
3. Official Title (italicized) - Department / Division
4. Additional professional information (optional)
 - a. for example, top 5 Strengths, ACUE badge, etc.
5. Space
6. Kansas City Kansas Community College (bold)
7. Street Address - Office # - City, KS Zip
8. Office # | Cell # (if appropriate) | Fax (if appropriate)
9. Email address | official twitter handle (optional)
10. space
11. Social media with interlocking KC logo (links only, no icons)

Long Format Example 2

Tami Bartunek, MBA

Vice President Strategic Initiatives and Outreach

Kansas City Kansas Community College

7250 State Ave. - Suite # 3256 - Kansas City, KS 66112

O 913-288-7166 | C 913-555-5555 | F 913-555-2222

tbartunek@kckcc.edu | twitter @

Follow  on [Facebook](#) | [Twitter](#) | [Instagram](#)

Medium Format typically used for replies or less formal communication

1. Name, professional credential (bold, font size 12)
2. Preferred pronouns (optional)
3. Official Title Department / Division
4. Space
5. Interlocking KC logo

Medium Format Example

Tami Bartunek, MBA

Vice President Strategic Initiatives and Outreach



Short Format typically for replies or informal communication

1. Name (first and last, or first only) (bold, font size 12)
 - a. professional credential (optional)
2. Official twitter handle (optional)

Short Format Examples

Example 1 = Tami

Example 2 = Tami Bartunek

Example 3 = Tami Bartunek, MBA

Board Approved: XX/XX/XXXX

Policy: 1.05

Photography & Video Recording and Use

Purpose

To obtain photos and videos of students, employees, and guests for use in college marketing.

Definition

Implied Consent: The assumption that a person has given permission for an action, which is inferred from his or her actions, rather than expressly or explicitly provided.

Policy Statement

KCKCC is a public place, and therefore each student, employee, and visitor (“person”) gives implied consent to KCKCC and its agents to use such person’s name and images from photographs and videos, taken while on KCKCC property, in advertising and promotional materials for KCKCC, including but not limited to print, radio, television, internet advertising, and digital, without compensation or further consent.

The college reserves the right to take, and use for marketing purposes, photographs and video of campus facilities and scenes, events, students, employees, and visitors for college use in any areas on campus where subjects do not have an expectation of privacy. These photos and videos are often obtained in classrooms, hallways, study areas, residence halls, and at athletic events.

KCKCC does not attempt to collect a photo release form from students, employees, or visitors. Instead, we make the assumption that students, employees, and visitors are our best resources for marketing the college and that they will welcome involvement in these activities.

Permission

When taking photos or videos in a classroom, lab, or similar small environment, students and instructors will be asked to participate. If participation is declined, they will not be photographed or videotaped. Also, high school students that are minors will not be asked to participate without permission of parent or guardian.

Board Approved: XX/XX/XXXX

Policy: 1.08

College Emergency Communication

Purpose

To provide clear direction of College Communication during an emergency.

Definitions

Emergency: an unstable, potentially dangerous, or confirmed dangerous event affecting KCKCC.

Policy Statement

The Vice President of Strategic Initiatives and Outreach (VPSIO) under the direction of the College President will be responsible for providing or managing all communications between the College, media outlets, and other interested parties during an emergency. In the event of an emergency employees are to defer all statements and questions to VPSIO or the President. Employees are not to provide individual statements or updates to the media. In the time of crisis, information must be organized, and messages presented in an orderly and clear manner.

Under the direction of the College President, the VPSIO coordinates the efforts of the Crisis Communication Team. The Crisis Communication Team is the conduit through which the College responds in the event of an emergency. This team is responsible for communicating facts and updates in a timely manner, providing relevant and accurate communication to those affected, and identifying those groups that should be informed of the situation. During an emergency all responses and communications with the College community, external community, and media goes through the Crisis Communication Team as overseen by the VPSIO.

The Emergency Communication Team includes:

- College President
- VPSIO
- President's Cabinet
- Chief of College Police

Board Approved XX/XX/XXXX

Policy: 1.12

Social Media Marketing

Purpose

To strengthen the College's brand identity by setting minimum requirements for employees to share information via any KCKCC branded social media outlet by employees for professional use. This policy does not apply to private social media accounts. Private social media accounts should not use KCKCC branding.

Definitions

- Social media: websites, applications, and other platforms (for example, Facebook, Twitter, LinkedIn, Instagram, etc.) that allow users to create and share content or to participate in digital social networking.
- Branded: an account that displays distinctive organizational identifiable information such as logo or name.
- Employee: for the purposes of this policy only, refers to every individual employed by the college, whether faculty or staff, salaried or hourly, or full-time or part-time.
- Professional Use: the use of social media in connection with employment by the college or as an approved representative of the college.

Policy Statement

The use of social media websites is increasingly common for KCKCC departments and employees and these communications tools have the potential to create a significant impact on organizational, professional and personal reputations. In response to those concerns, the College has developed this Policy to assure that all College entities properly portray, promote and protect the institution, and to assist College entities in creating and managing their social media accounts.

The Policy Requirements:

- All social media accounts seeking to be college branded and used for professional purposes must be approved by the Marketing and Communication department in advance through an application process.
- Passwords to social media accounts (except for Facebook) will be provided to the Marketing and Communications department, after approval of account(s).
- Each social media account will have 2 responsible employee administrators assigned.
- Facebook accounts will be linked through Facebook Business Manager
- Each approved account includes a disclaimer statement, in the prescribed form, regarding content and opinions contained on the site.
 - *"Kansas City Kansas Community College accepts no responsibility or liability for any data, text, software, music, sound, photographs, images, video, messages, or other content generated by users and publicly posted on this site."*
- Prohibited content is removed by College employees identified as account administrators or at the direction of the Marketing and Communication department.

- College employees must adhere to same standards of conduct online as they would in the workplace. Laws and policies respecting contracting and conflicts of interest, as well as applicable policies and guidelines for interacting with students, parents, alumni, donors, media and other College constituents apply online and in the social media context just as they do in personal interactions.
- Employees are fully responsible for what they post, re-post, like, share or otherwise interact with social media sites.
- An employee using social media shall not represent or lead another to believe that the user's personal opinions are endorsed by the college or any of its organizations.
- Content on college sites that: (a) violates copyright law; (b) is defamatory, obscene, or threatening; (c) constitutes stalking or unlawful harassment; (d) violates federal, state or local law, or (e) violates college policy is expressly prohibited.
- When using or posting online material that includes direct or paraphrased quotes, thoughts, ideas, photos, or videos, always include citations. Provide a link to the original material if applicable.
- Content shall not disclose confidential information concerning current or former college employees or students.
- Content shall not include proprietary information of the College.
- Content on college sites shall not support or advocate for or against any political issue, cause, party or candidate.
- Content on college sites shall not market, advertise, endorse or sell any personal business, product, service or benefit.
- Any substantive error shall be transparently corrected as soon as possible after the error has been identified.
- Employees maintaining a social media site for professional use shall check the pages regularly to ensure the content is in compliance with the provisions of this policy. It is recommended that social media sites for KCKCC professional use be checked three (3) times each day.
- Employees shall not access social media sites for personal use during College time.

Violations of Policy

The college shall have the right to review content posted to any site maintained in the name of the college, and may remove or cause the removal of any content that violates the policy or federal, state or local laws. The college may block posts of users that violate this policy, or restrict or deny a violator's access to college sites. College employees who violate this policy may also be subject to additional college discipline.

Board Approved: XX/XX/XXXX

Policy: 2.06

Satisfactory Academic Progress

Purpose

Federal and state law requires that a recipient of state or federal financial aid make Satisfactory Academic Progress (SAP) towards earning a certificate or associates degree to remain eligible for financial assistance through federal and state funding.

Definitions

Financial Aid Warning: Students who are deficient in either percentage of hours completed and/or cumulative grade points average will automatically be placed on Financial Aid Warning for the next enrollment period. During the next enrollment period the student may continue to receive financial assistance during the warning period. No appeal or other action is required. At the end of a warning semester the student's academic progress will be reviewed again. At that time, one of the following actions will occur:

1. If standards have been met, the student will be reinstated back to Satisfactory Academic Progress standing.
2. If the student is not yet meeting the minimum standards of progress but did complete a minimum of sixty-six percent (66%) of all attempted hours for the enrollment period with grades of "C" or above, the "warning" status will continue for the next enrollment period.
3. If neither of the preceding terms is met, the student will be placed on Financial Aid Exclusion.

Financial Aid Exclusion: Students on exclusion may not receive any additional federal aid (Pell Grant, FSEOG, Federal Work-Study or Federal Direct Loans) to attend KCKCC. Continuation of coursework at KCKCC will be at the expense of the student. All federal aid awarded to the student will be cancelled. Students on Financial Aid Exclusion will be denied federal financial assistance at KCKCC until one of the following occurs:

1. The student meets the minimum standards of satisfactory progress after transfer credit hours are posted on the student's academic record. The student must contact the Student Financial Aid Office with a written request to review academic progress after transfer credit has been posted.
2. The student completes all attempted hours (minimum of 6 hours), which the student pays for and earns a grade of "C" or better, with a cumulative GPA of at least 2.0. The student should contact the Student Financial Aid Office with a written request to review academic progress.
3. The student files an appeal and the appeal is approved. Students with an approved appeal will be placed on a Financial Aid Probation status.

Policy Statement

All recipients of federal financial aid programs which include Federal Pell and SEOG Grants, Federal Direct Loans and Federal Work-Study funds are subject to these standards for renewal of financial aid eligibility. To comply with this regulation, KCKCC has established the following standards of Satisfactory Academic Progress.

Financial Aid Programs

Federal/State: The College will seek participation in federal and state student aid programs that are available to two-year public institutions. The College will comply with all regulations which govern the various programs.

Satisfactory Academic Progress

Satisfactory Academic Progress evaluation is based on reviewing all KCKCC and transfer credit hours as it appears on the student's official academic transcript at the time of the review. Progress will be reviewed at the end of each enrollment period (fall, spring and summer) in which the student received federal financial aid. The minimum standards of satisfactory academic progress are evaluated using the following criteria:

- **Grade Point Average (GPA): 2.0 minimum**
Students must maintain a minimum 2.0 cumulative GPA based on the total number of credit hours attempted. KCKCC and transfer hours are considered.
- **Percentage of Completion: Sixty-six percent minimum (66%)**
Students must successfully complete 66% of all credit hours attempted as listed on the student's academic transcript at KCKCC. Grades of A, B, C, D, P, CR will be considered as successful completion of coursework. Remedial coursework will also be included in the hours counted as attempted.

Courses in which students receive a grade of "F", "I", "W", "WA" or "MP" will be counted as hours attempted, but not completed. Of these grades, the "F" is the only one included in the calculation of the cumulative GPA. If course work is not completed within a year's time, the grade of "I" will change to a grade of "F".

- **Credit Hour Limit: Ninety-seven (97) attempted hours maximum**
Students who have attempted more than 97 credit hours (including KCKCC and transfer credit hours) will not be eligible to receive federal financial aid. This includes all enrollment periods whether or not federal aid was requested or received. Students reaching this maximum attempted credit hour total **will not be given a "warning" semester** to continue to receive federal financial aid.

Board Approved: XX/XX/XXXX
Revision Approved: 06/18

Procedure: 2.06A

Financial Aid Satisfactory Academic Progress Procedure

Purpose

Students may appeal any decision by the College that could cause them to lose their eligibility for financial assistance. The student must submit a Financial Aid Satisfactory Academic progress appeal in writing to the KCKCC Student Financial Aid Office by the posted deadlines.

Exclusion Appeal Process

The Satisfactory Academic Progress Appeal form is available at the KCKCC Student Financial Aid Office, Leavenworth Pioneer Career Center or Technical Education Center and is available on MyDotte.

The Satisfactory Academic Progress Appeal form must include a statement from the student articulating the unusual circumstances which have affected the student's academic performance and any other supporting documentation. Additionally, the Satisfactory Academic Appeal form must include a signature from a student success advisor/academic advisor and a copy of the student's degree audit.

Appeals must be submitted to the KCKCC Student Financial Aid Office prior to the deadline date printed on the appeal form. Appeals are reviewed by the KCKCC Satisfactory Academic Progress Appeal Committee. If the appeal is approved, the student's financial aid status will be changed to a "probation" status. Students on "probation" may receive federal student aid for their next enrollment period. The decision of the KCKCC Satisfactory Academic Progress Appeal Committee is final. If the appeal is denied, the student will remain ineligible for federal financial aid.

Probationary Status

During a "Financial Aid Probation" semester the student must comply with the specific terms and conditions that the KCKCC Satisfactory Academic Progress Appeal Committee mandated as a condition of an approved appeal. Federal aid may be received during this semester.

At the conclusion of a "probation" semester, the student must complete all enrolled credit hours with grades of "C" or better or be meeting the requirements of the student's academic plan in order to qualify for further federal financial aid. Students meeting these standards will be placed on a "Financial Aid Warning" status and continue to be eligible to receive federal financial aid.

Students who do not meet standards during a "probation" semester will no longer be eligible to receive federal financial aid at KCKCC. An appeal will not be considered.

Board Approved: XX/XX/XXXX

Revision Approved: 06/18

Policy: 2.03

Credit Hour

Purpose

To define a credit hour of course work.

Policy Statement

The term *credit hour* is a unit of academic credit earned. Credit hours at KCKCC are awarded using the contact hour guidelines of the Kansas Board of Regents. One (1) semester hour of credit will be awarded for completion of at least:

Lecture courses: 750 minutes of class instruction and a final examination.

Virtual courses: 750 minutes of class instruction and a final examination, the same as in lecture courses, presented through the college's preferred video conferencing platform.

Lab courses: Complete 1,125 minutes of laboratory class for each credit hour of lab.

Internship: 2,700 minutes of on-the-job training, clinical, externship, etc. (The total time of these trainings are required and must be made up if missed. Make up hours can be completed within the online LMS, with instructor approval.)

On-line courses and blended courses: based on the amount of time needed to achieve the course competencies in a face-to-face setting. Blended courses meet a minimum of 1/3 of the course seat time.

Examples of credit hour awarding:

- A three (3) credit hour lecture class meets three times a week for 50 minutes each day over a 15-week semester for a total of 2,250 minutes plus a final examination.
- A three (3) credit hour lecture class meets two times a week for 75 minutes each day over a 15-week semester for a total of 2,250 minutes plus a final examination.
- A five (5) credit hour lecture/laboratory course, with three (3) credit hours of lecture and two (2) credit hours of lab, meets for lecture three times a week for 50 minutes each day and for laboratory two times a week for 75 minutes each day over a 15-week semester for a total of 4,500 minutes plus a final examination.
- Other examples that meet the minimum

Each week, students should plan to devote three hours of study outside of class time for each hour of credit in which they are enrolled.

Board Approved: XX/XX/XXXX

Policy: 2.04

Grading System

Purpose

To define grading possibilities on Kansas City Kansas Community College student transcripts.

Policy Statement

A student's college work is evaluated in terms of a letter grade. Only semester grades are recorded on a student's college transcript. Grades are recorded as follows:

A	Superior	NP	Not Passed	MP	Making Progress
B	Good	CR	Credit		
C	Average	I	Incomplete		
D	Inferior	W	Withdrawal		
F	Failure	WA	Administrative Withdrawal		
P	Pass	AUD	Audit		

Pass/Not Passed (P or NP): A grade not computed into the student's grade-point average. A grade of **P** indicates the student completed and passed the requirements of the class. A grade of **NP** indicates the student did not complete the requirements of the course.

Credit (CR): A grade that indicates a student has received credit for the course, but the grade is not calculated in the grade-point average. The credit hours do count towards graduation requirements.

Incomplete (I): A grade that indicates the student's academic work is of passing quality but has not been completed. Course work needed to remove the grade of "I" is expected to be completed during the following semester. The maximum length of time to fulfill the requirement(s) for an incomplete grade is one (1) year after enrolling in the course.

If course work is not completed within a year, the grade of **I** will change to an **F** unless the instructor specifies an alternative grade within the designated time (one year after enrolling in the course). Incomplete grades must be resolved to fulfill graduation requirements.

Arrangements to complete the missing course work are to be made directly with the instructor awarding the "I" grade and in accordance with departmental and other KCKCC policies. In the absence of the original instructor, the academic dean will handle special circumstances. The "Report of Incomplete Grade Form" must be completed by the instructor documenting the reasons for granting an "I" grade and required work to be completed to remove the "I" grade. The "Report of Incomplete Grade Forms" are filed within the appropriate academic division. Resolution of the "I" grade does not involve a complete repeat of the course, only the completion of the missing course work. A student does not re-register for the course.

Audit (AUD): A grade that designates a student enrolled in a course for the content to be gained, not for academic credit and a grade. When they enroll, students must notify their student success advisor, program coordinator, or the Registrar of their intention to audit a class. The audited course will appear on the transcript with a grade notation "AUD". Audit hours are not considered for financial aid. An audited course may be taken for academic credit in a subsequent semester.

Making Progress (MP): A grade that may be assigned only for designated developmental courses. This grade indicates that the student has made significant progress but needs more time to achieve a passing grade. The student must re-enroll in the course to advance to the next level. Grades may be earned following re-enrollment for developmental courses. The grade of **MP** has no value in computing grade point average and does not carry credit towards graduation. **MP** will be counted as not passing in the student financial aid Satisfactory Academic Progress (SAP) calculation.

GRADE CHANGES: Only the instructor of a course can initiate a grade change. The instructor must submit a grade change form in the Registrar's Office. All grade changes must be made within two semesters of a student's initial enrollment. The Vice President of Academic Affairs must authorize any deviation from this policy. The appropriate academic dean **MUST** approve an "F", "W", "WA", "MP" or "NP" grade change or if the grade change is over the 1-year allotted time limit.

GRADE POINTS AND GRADE POINT AVERAGE

Grade points are assigned to letter grades as follows:

A 4 points per credit hour

B 3 points per credit hour

C 2 points per credit hour

D 1 point per credit hour

F 0 points per credit hour

P, NP, W, WA, I, AUD, MP No grade points are given

A student's grade-point average (GPA) is determined by dividing the total number of grade points earned by the total credit hours attempted.

Course work completed on a pass/no credit basis is counted in credit hours towards graduation but not towards the credit hours used to compute the cumulative grade-point average.

Credit hours with grades of **W, WA, I, P, NP, AUD** and **MP** are not used in figuring cumulative grade-point averages. If students repeat a course, the second grade is recorded on the transcript and used in evaluating the cumulative grade-point average.

Board Approved: XX/XX/XXXX

Revision Approved: XX/XX/XXXX

Policy: 2.05

Student Classification

Purpose

To define student classification and credit hour enrollment definitions and limits.

Policy Statement

Students enrolled at the College are classified as freshmen, sophomores, or special students.

Freshmen - enrolled in or have earned from 0-29 semester hours of college credit.

Sophomores - enrolled in or have earned 30 to 59 semester hours.

Special students - earned 60 semester hours or more of college credit.

The following designations will apply for students enrolled in full semester courses:

Overload – Students enrolled in more than 18 semester credit hours

Full-time – Students enrolled in 12-18 semester credit hours

Three-quarter – Students enrolled in 9-11 semester credit hours

Half-time – Students enrolled in 6-8 semester credit hours

Less than half-time – Students enrolled in fewer than 6 semester credit hours

Note: For enrollment verification purposes, students enrolled in Health Professions programs may be considered full-time even if not currently enrolled in 12 college credit hours. This does not impact federal financial aid regulations.

8-week terms and Summer Session:

Overload – Students enrolled in more than 9 semester credit hours

Full-time – Students enrolled in 6-9 semester credit hours

Half-time – Students enrolled in 3-5 semester credit hours

Less than half-time – Students enrolled in fewer than 3 semester credit hours

Students are not permitted to enroll in more than 18 credit hours during a regular semester, nor in more than 9 hours in the summer or eight-week term, without permission from the appropriate academic dean.

Board Approved: XX/XX/XXXX

Revision Approved: XX/XX/XXXX

Policy: 5.16

Payroll Information

Purpose

To ensure all payments through the Kansas City Kansas Community College (KCKCC) system are made to employees of the College and that these employees have earned the amount requisitioned by performing duties, using leave, and/or receiving taxable fringe benefits as appropriate for their authorized positions in accordance with the Fair Labor Standards Act (FLSA) and/or other applicable federal and state laws.

Policy Statement

KCKCC will pay all employees for time worked in an accurate and timely manner, in accordance with applicable laws, and will maintain the required supporting documents and records.

In the event a regularly scheduled payday falls on a day off such as a weekend or holiday, employees will receive pay on the last day of work before the regularly scheduled payday.

Direct Deposit

Employees will be required to have their pay directly deposited to their bank account. If an employee does not have a bank account, they will have their pay issued to a bankcard.

Employees will be able to view an itemized statement of wages through the College's self-service system.

Annual Pay Increases

Consideration of an annual pay increase by the Board of Trustees for staff is undertaken once a year, usually in July. If an annual pay increase is approved, staff employees hired on or before December 31 will receive the annual salary increase equal to the approved amount by the Board of Trustees. Those employees that are hired between January 1 and June 30 will receive one-half of the approved annual increase.

Board Approved: XX/XX/XXXX

Policy: 3.02

Missing Residential Student

Purpose

In compliance with the Missing Student Notification Policy and Procedure, 20 U.S.C. 1092 (j) (Section 488 of the Higher Education Opportunities Act of 2008), any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities must establish a missing student notification policy and related procedures for those students who live in campus housing and who have been missing for 24 hours.

Scope

Applies to all students who reside in on-campus housing or in housing property leased by Kansas City Kansas Community College (KCKCC).

Definitions

Residential Student: For the purpose of this policy, a student who is currently enrolled at KCKCC and resides in on-campus housing or in housing property leased by the College.

Missing Student: For purposes of this policy, a student may be considered to be a “missing person” if the student has been absent from the College for a period of 24 hours or longer without contact or communication. **College:** Refers to Kansas City Kansas Community College.

Policy Statement

To promote the safety and welfare of the members of the College community this policy contains the official procedures for reporting, investigating and making emergency notifications for residential students who, based on the facts and circumstances known to KCKCC, have been determined to be missing.

Kansas City Kansas Community College will provide every student living in on campus student housing the opportunity and means to identify a missing student contact to be used in the event the student is reported missing. Missing student contact information will be registered confidentially and will be accessible only to authorized college officials and law enforcement personnel.

Board Approved: X/XX/XXXX

Procedure: 3.02A

Missing Residential Student Procedure

Procedure Statement

These procedures are intended to establish formal notification process for students who reside in on-campus housing and are reported as missing.

Designating Emergency Contact Information

Residential students age eighteen (18) or older and emancipated minors: At the start of each semester, residents will designate an individual or individuals to be contacted by the College at which time the student is determined to be missing. Students designate a contact specifically for this purpose using the emergency contact card which is collected and maintained by the Student Housing Office. Contact information will be registered confidentially, will be accessible only to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

Residential students under eighteen (18) years of age and not emancipated: In the event a residential student is determined to be missing pursuant to the policies set forth below, the College will contact a parent and/or guardian as noted on the housing agreement, in the students' College record, or on the residential student's emergency form within twenty-four (24) hours.

Students may register this confidential contact information by completing the emergency contact information form. The contact information will be accessible only to authorized campus officials, and will not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

Reporting Missing Residential Students

Any faculty member, staff member, student or community member who has information that a residential student may be missing must notify the Dean of Student Services and the KCKCC Police Department as soon as possible. It is important that both notifications are made. The Dean of Student Services bears responsibility for notifying the KCKCC Police Department immediately and vice versa.

All parties involved in the reporting and investigation of missing students must comply with the applicable provisions of the Family Educational Rights & Privacy Act (FERPA), the federal law which protects the privacy of student records.

Contact Numbers

KCKCC Police Department (913) 288-7636

Dean of Student Services (913) 288-7437

Housing Supervisor (913) 200-4532

Procedures

In the event a residential student is reported missing by any source and the College official reasonably determines or believes that there is justification to investigate the welfare or missing status of a residential student, the KCKCC Police Department shall:

- Notify the President, the Vice President of Student Affairs, and the Vice President of Strategic Initiatives and Outreach.
- Investigate to determine the validity of the report.
- Attempt to determine the location and status of the missing student.
- Notify local/other law enforcement agencies in accordance with established protocols.
- Notify the individual designated on the student's emergency contact card.
- If the missing student is under the age of 18, notify the individual designated on the student's emergency contact card and the student's custodial parent or guardian as provided in College records.

The College may use any of the following resources to assist in locating the student. These resources may be used in any order and combination.

- The Dean of Student Services may inform college officials that may have knowledge of the student's background or situation, inform the student's Academic Dean, and notify the student's instructors of his/her absence.
- Through the KCKCC Student Housing Office, authorized staff may be asked to assist in physically locating the student by entering the student's assigned room and by talking with known associates.
- The KCKCC Police Office and other College staff may search on-campus public locations to find the student (classrooms, learning commons, dining area, wellness center, parking lots, etc.).
- The KCKCC Police Office may issue an ID picture to assist in identifying the missing student.
- College officials may try to contact known friends, family, or faculty members for last sighting or for additional contact information. This includes checking a student's social networking site(s) such as Facebook, Twitter, Instagram etc.
- The KCKCC Police Office may access card access logs to determine last use of the card and track the card for future uses if the missing person was issued a card.
- The KCKCC Police Office may access vehicle registration information for vehicle location and distribution to authorities.
- Information Services may be asked to review email logs for last login and use of the KCKCC email system.

Board Approved: X/XX/XX

Policy: 3.06

REMOVE POLICY (This policy is no longer applicable to the College's current benefit plan)

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Flexible Benefit Plan (FBP)

~~The Board of Trustees of KCKCC provides a Flexible Benefit Plan (FBP) which qualifies as a "Cafeteria Plan" within the meaning of the Section 125 (d) of the Internal Revenue Code of 1954 as amended.~~

Monthly Allocation by the Board of Trustees

~~The sum of four hundred dollars (\$400) per month shall be paid by the Board of Trustees on behalf of all full-time staff members toward the purchase of any one or any combination of benefits available under the Plan.~~

~~If employed before the 7th of the month, a Staff employee shall receive two hundred (\$200) fringe benefit on the 15th payroll. If employed before the 22nd of the month, a Staff employee shall receive two hundred (\$200) fringe benefit on the last day of the month payroll.~~

Voluntary Salary Reduction Contribution

~~Each employee shall be entitled once annually, on forms provided, to elect to have a portion of that employee's salary be used by the Board of Trustees to purchase additional benefits under the Plan. Such reduction shall be applied to the employee's salary before federal and state income tax, and FICA tax, and KPERS are deducted.~~

Plan Benefits

~~Optional benefits to be offered shall include at least the following:~~

- ~~a. Dependent health and dental insurance premiums.~~
- ~~b. Individual group term life insurance premiums.~~
- ~~c. Disability insurance premiums.~~
- ~~d. Qualified dependent child care.~~
- ~~e. Qualified medical expenses not covered by insurance.~~
- ~~f. Post retirement life insurance premiums (when available).~~
- ~~g. Cash~~

~~Selection of any option(s) by an employee will be permitted upon original employment and thereafter prior to the beginning of each succeeding Plan contract year. The employee shall be permitted to change options once during the contract year if evidence of change in family and/or insurability status is presented in writing to the President of the College or his/her designated representative.~~

Unused Funds

~~Funds designated in the Plan that are not used for the designated portion of the Plan prior to thirty (30) days from the end of the contract year shall become the property of the KCKCC Board of Trustees.~~

Benefit Period

~~Benefits for a new employee or one returning from an unpaid leave shall be effective on the first day the employee is on duty and continue through June of the terminal contract year of employment.~~

Cash Option

~~Employees shall have the option to receive as cash all or any part of the Section 125 contribution by the Board while such individual is an employee of the Board. Any member failing to specify or select benefits in an amount equal to or in excess of the allowance made by the Board shall be deemed to have opted for cash in such amount or residue for any month(s) for which such selection is not made. Cash received under this provision shall be included in salary compensation and be subject to federal and state income taxes, FICA taxes, and KPERS deductions.~~

To align with Excel in CTE Program guidelines, these fee changes are being recommended for students who enroll in courses covered under the Excel in CTE Program. This proposal does not impact existing Special Course Fees charged to non-Excel in CTE students.

Contact Vice President of Academic Affairs (jpope@kckcc.edu) or Chief Financial Officer (CFO@kckcc.edu) for further information.

Administrative Office Professional

PFBUS

BUSN 2203	Cengage Unlimited textbook	\$	119.99
BUSN 2201	Textbook	\$	105.05

Automotive Collision Technology Certificate

PFACR

ACRT 0100	Safety glasses	\$	4.00
ACRT 0101	OSHA 10	\$	89.00
ACRT 0110	Uniform shirts - 2, I-Car fees	\$	122.00
ACRT 0160	Paint suit	\$	16.00
ACRT 0262	Graduation Fee Cert A	\$	20.00
ACRT 0241	Graduation Fee Cert B & C	\$	8.00
ACRT 0180	End of program I-Car, I-Car test, insurance, textbook	\$	385.00

Automotive Technology Certificate

PFAUT

AUTT 0103	Work shirts, insurance, workbook, safety glasses, textbook	\$	188.00
AUTT 0182	Certification tests & graduation fee Cert A	\$	63.00
AUTT 0272	Work shirt & graduation fee Cert B	\$	43.00
AUTT 0284	Certification tests	\$	43.00

Baking Certificate

PFAUT

BAKE 0100	Textbooks and uniforms	\$	471.90
CULN 0200	ManageFirst Certification	\$	54.00
CULN 0205	ServSafe Guide and certification	\$	55.90
BAKE 0280	Graduation fee	\$	20.00

Bio-Manufacturing Certificate - A

PFBIM

BIOL 0105	Textbook, lab coats	\$	147.00
BMFR 0145	Textbook	\$	10.00
BMFR 0146	MT1 certification exam cost	\$	320.00

Building Engineering & Property Maintenance Certificate

PFBEM

BEMT 0101	Tool Kits, Liability Insurance	\$	375.00
BEMT 0102	Uniforms, Cengage training	\$	324.99
BEMT 0108	Interplay Learning Online Membership	\$	59.50
BEMT 0220	Cert A Graduation Fee	\$	20.00
BEMT 0112	Interplay Learning Online Membership	\$	59.50
BEMT 0130	Interplay Learning Online Membership	\$	59.50
BEMT 0200	Cert B & C Graduation Fee	\$	8.00
BPMT 0221	Interplay Learning Online Membership	\$	59.50

Certified Medical Assistant

PFALH

ALHT 0106	Insurance, background check, licensure test, PPE	\$	54.00
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Certified Nursing Assistant

PFALH

ALHT 0104	Workbook, equipment, insurance, background check, licensure test	\$	145.05
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Construction Technology Certificate**PFCON**

CONS 0101	OSHA Certificate	\$ 25.00
CONS 0106	Textbook, tools, and uniform	\$ 580.00
CONS 0108	Textbook	\$ 94.00
CONS 0113	Cert A Graduation Fee	\$ 20.00
CONS 0208	Textbook and Cert B Graduation Fee	\$ 107.00

Cosmetology Certificate**PFCOS**

COSM 0105	Apprentice License	\$ 15.00
COSM 0112	Graduation Fee	\$ 20.00
COSM 0125	Practical test, certification test	\$ 150.00

Culinary Arts Certificate**PFCUL**

CULN 0120	Uniform and textbook	\$ 490.40
CULN 0160	Textbook	\$ 146.00
CULN 0170	Manage First certifications	\$ 54.00
CULN 0190	Manage First certifications	\$ 54.00
CULN 0200	Manage First certifications	\$ 54.00
CULN 0205	Textbook and ServSafe certification	\$ 55.90
CULN 0220	Graduation Fee	\$ 20.00

Early Childhood Education Development Certificate - A**PFECE**

ECED 0100	Liability insurance, uniforms, textbook, program items	\$ 131.99
ECED 0110	Textbooks	\$ 29.99
ECED 0111	Textbooks	\$ 29.99
ECED 0150	Textbooks	\$ 29.99

Early Childhood Education Development Certificate - B**PFECE**

ECED 0100	Insurance, textbook, uniform, CPR/First Aid	\$ 131.99
ECED 0110	Textbooks	\$ 29.99
ECED 0111	Textbooks	\$ 29.99
ECED 0112	Textbooks	\$ 29.99
ECED 0113	Textbooks	\$ 29.99
ECED 0143	Textbooks	\$ 29.99
ECED 0150	Textbooks	\$ 29.99
ECED 0170	Textbooks	\$ 29.99
ECED 0180	Textbooks	\$ 29.99

Electrical Technology Certificate**PFELE**

ELET 0100	OSHA 30	\$ 25.00
ELET 0104	Electrical workbook and uniform	\$ 110.60
ELET 0130	Tools and safety glasses	\$ 252.50
ELET 0150	Safety Glasses	\$ 2.50
ELET 0240	Graduation Fee	\$ 20.00

Emergency Medical Services Certificate**PFEMT**

EMTC 0105	Uniform, insurance, background check	\$ 80.00
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Fire Science Academy**PFFRS**

FRSC 0100	Uniform	\$ 15.00
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HVAC Certificate**PFHTR**

HVAC 0100	OSHA certification and uniforms	\$ 145.00
HVAC 0103	Safety glasses and textbook rental	\$ 28.00
HVAC 0115	Textbook, toolkits, and Interplay Learning Online Membership	\$ 369.00
HVAC 0120	Gas heat certification	\$ 15.00
HVAC 0125	Electrical certification	\$ 15.00
HVAC 0220	EPA 608	\$ 25.00
HVAC 0226	A/C certification	\$ 15.00
HVAC 0231	Graduation Fee	\$ 20.00

Machine Technology Certificate**PFMTC**

MACH 0101	OSHA credential	\$ 25.00
MACH 0103	Skills USA membership fee	\$ 15.00
MACH 0108	NIMS Certification	\$ 120.00
MACH 0110	Graduation Fee	\$ 20.00
MACH 0201	NIMS Certification and Skills USA membership fee	\$ 135.00

Medical Assistant Certificate**PFMED**

MEDA 0195	Background check, drug screen, certification test, transcript fee	\$ 332.00
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Multi-Media Video Production Certificate**PFMVP**

MMVP 0110	External 1TB hard drive, liability insurance	\$ 55.00
MMVP 0130	Digital camera kit, tripod	\$ 717.00

Nail Technology Certificate**PFNAL**

NAIL 0101	Textbook, Kits and Scrubs	\$ 436.00
NAIL 0105	Apprenticeship license	\$ 15.00
NAIL 0120	State board exam and Graduation Fee	\$ 170.00

Welding Technology Certificate**PFWLD**

WELD 0100	OSHA certification, helmets, leathers, gloves	\$ 182.39
WELD 0120	Tooling U Access Code	\$ 99.00
WELD 0140	TIG kits	\$ 28.00
WELD 0130	Mig Plyers	\$ 12.49
WELD 0202	Cert A Graduation Fee	\$ 20.00
WELD 0220	AWS Sense Certification	\$ 30.00
WELD 0270	Cert B Graduation Fee	\$ 8.00

Computer Support Specialist**PFCMP**

CRTE 0100	Workstation Build 1	\$ 75.00
CRTE 0101	PC Pro Version and Workstation Build 2	\$ 204.00
ENGR 0108	Tool Kit	\$ 35.00
CRTE 0110	Cert A Graduation Fee	\$ 20.00
CRTE 0115	Workstation Build 3	\$ 75.00
CRTE 0117	Workstation Build 4	\$ 75.00
CRTE 0203	Cert B Graduation Fee	\$ 8.00