

**Labette Community College
Board of Trustees Meeting Agenda
Thursday, November 13, 2025
Board Meeting 5:30 p.m.
Cardinal Event Center**

"Labette Community College provides quality learning opportunities in a supportive environment for success in a changing world."

- I. Adoption of Agenda..... Exhibit 1
- II. Approval of October 9, 2025, Regular Meeting Minutes..... Exhibit 2
- III. Approve of October 20, 2025, Special Meeting Minutes Exhibit 3
- IV. Reports and/or Board Discussion
 - A. Faculty Senate Report
 - B. SGA Report
 - C. Administrative Reports
 - i. Comparison of Expenditure to Budget
 - ii. Solar Power Presentation - Daniel Zywietz, SEK Solar
 - D. Facilities Report
 - E. President's Report
- V. Old Business (Action, Report, or Discussion)
 - A. HVAC Financing Exhibit 4
- VI. Executive Session for Personnel Matters for Non-elected Personnel
- VII. New Business (Action, Report, or Discussion)
 - A. Department Reviews Exhibit 5/6/7
 - B. Master Agreement Change Ratification
 - C. January 2026 Board Meeting Date Change.....
 - D. Approval of Bills Exhibit 8
- VIII. Public Comment

The Board of Trustees agenda shall contain one opportunity for public comment. This structure has been designed to provide the public with an opportunity to comment on any topic. The Chair of the Board explains the Board's approach to public comment with the following statement:

"At this time we invite anyone in the audience to speak to the Board about any item or concern that pertains to the college. By policy, at this time the Board will not take any action on any item or concern, but we will be happy to take it under advisement for possible future action." The Board also retains the right to set time limits on public comment.

In the event that a large number of citizens are present and wish to speak in favor or opposition to an issue before the Board, the Board reserves the right to poll the number of citizens in favor of and opposition to the issue at hand as well as to limit the number of spokespersons representing opposing viewpoints. The Board also retains the right to set time limits as deemed appropriate.

- IX. Next Regular Board Meeting: Tuesday, December 11, 2025, 5:30 p.m., Cardinal Event Center
- X. Adjournment

**LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
October 9, 2025**

The Board of Trustees met at 5:30 p.m. on Thursday, October 9, 2025, at the Cardinal Event Center.

Members Present

Greg Chalker
Becky Dantic
Carl Hoskins
Rod Landrum
Montie Taylor
David Winchell

Others Present

Dr. Mark Watkins	Dr. Jason Sharp	Leanna Doherty	Kelly Kirkpatrick
Theresa Hundley	Ross Harper	Dr. Ken Elliott	Haley Walker
Hannah Kennedy	Kevin Doherty	Harrison Hall	Ben Vozzola
Lee Ann Stein			

Heidi Flora recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Dantic asked for changes or additions to the revised meeting agenda. There were none. Trustee Landrum moved to approve the meeting agenda as presented. Trustee Chalker seconded the motion, and the motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Dantic asked for corrections or additions to the September 11, 2025, regular meeting minutes. There were none. Trustee Winchell moved to approve the minutes as presented. Trustee Landrum seconded the motion, and the motion carried 6-0.

Reports and/or Board Discussion

Faculty Senate Report: None

Student Government Report: Harrison Hall, Student Life Associate, reported on the recent and upcoming Student Government activities and events.

Administrative Report:

Comparison of Expenditures to Budget - The September financial report was placed on the tables. At the end of September, we were 25% through the year. The general fund was 25% expended, and the technical education/vocational fund was 24% expended. Vice-President Doherty invited questions from the Trustees.

Facilities Report: Kevin Doherty, Facilities Director, said that P1 had recently done a quarterly maintenance visit and discovered another issue with the athletic complex HVAC system, which appears to be with the bearings. Kevin believes P1 was able to repair the groove damage to the shaft.

He also reported that the gymnasium parking lot was getting re-coated and striped beginning today.

President's Report:

- Dr. Bohnenblust invited the Trustees to attend the KSBN reapproval visit scheduled for November 5, 2025, from 12-1:30 p.m. with a light lunch being served. She shared "save-the-date" cards with them.
- Dr. Sharp shared a "quick guide" for the October 29, 2025, HLC mock visit. He said the Trustee's session would be from 12-1:00 p.m. that day. He also gave an update on the March HLC visit.
- Dr. Sharp reported the Cherokee Center would have classes starting in the spring.
- Dr. Sharp also announced that a live fire drill is scheduled for the LCC campus on October 30, 2025.

Dr. Watkins announced his retirement date effective July 1, 2026. Trustee Winchell moved to approve his retirement with regret. Trustee Hoskins seconded the motion, and the motion carried 6-0.

Old Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)

Zetmeir Building HVAC Systems

Trustee Taylor made a motion to approve financing for \$500,000 for the repair of the HVAC systems. Trustee Chalker seconded the motion. VP Doherty explained the motion that was being sought, and after some discussion, Trustee Taylor withdrew his motion.

Trustee Chalker moved to approve the quote from P1 for labor for the demolition and installation of the VRF system for the first floor at a cost of \$302,824, with the work to be done this fiscal year. Also, for the Board to approve the quote for P1 for labor for the demolition and installation of the VRF system for the second floor, with the work to be completed next fiscal year at a cost of \$259,190. Trustee Winchell seconded the motion, and the motion carried 6-0.

New Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)

New Staff Employment Letter

Trustee Landrum moved to approve the employment letters for Misty Russell, Director of Talent Search Project, at \$61,752/annually, starting 9/22/2025; Michelle Dayton, Talent Search Educational Advisor, at \$52,216/annually, starting 9/22/2025; Pat Duncan, Talent Search Educational Advisor, at 54,876/annually, starting 9/22/2025; and, Mary Dixon, Talent Search Associate, at \$17,264/annually, starting 9/22/2025. Trustee Winchell seconded the motion, and the motion carried 6-0.

Talent Search Sick/Vacation Time

Trustee Chalker moved to approve the same four Talent Search employees to have their unused sick leave balance restored and to have the option to purchase back their vacation days that were previously paid out. Trustee Hoskins seconded the motion, and the motion carried 6-0.

2025 Report of Student Learning

Dr. Elliott presented the 2025 Report of Student Learning. Trustee Hoskins moved to accept the 2025 Report of Student Learning. Trustee Chalker seconded the motion, and the motion carried 6-0.

Approval of Bills

Trustee Landrum moved to approve the Claims Register. Trustee Hoskins seconded the motion, and the motion carried 6-0.

Public Comment

Trustee Landrum commended Coach Vesta and the wrestlers for helping out at the Gary J. Daniels Sunbelt Rodeo.

Trustee Chalker commended the wrestlers for helping set up the tents for Oktoberfest. He said he heard several good reports.

Trustee Chalker asked about the time frame to start the search for a new President. After some discussion, it was agreed to start as soon as possible.

Adjournment

Trustee Landrum moved to adjourn the meeting at 6:39 p.m. Trustee Chalker seconded the motion, and the motion carried 6-0.

Heidi Flora, Clerk of the Board

**LABETTE COMMUNITY COLLEGE
Board of Trustees Special Meeting Minutes
October 20, 2025**

The Board of Trustees met at 12:00 p.m. on Monday, October 20, 2025, at the Cardinal Event Center.

Members Present

Greg Chalker
Becky Dantic
Carl Hoskins
Rod Landrum
David Winchell (via phone)

Others Present

Dr. Mark Watkins
Haley Walker

Heidi Flora recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Dantic asked for changes or additions to the meeting agenda. There were none. Trustee Chalker moved to approve the meeting agenda as presented. Trustee Landrum seconded the motion, and the motion carried 5-0.

Executive Session

Trustee Landrum moved to recess into executive session at 12:03 p.m. for 15 minutes for personnel matters for non-elected personnel. To protect the privacy interests of an identifiable individual. Trustee Chalker seconded the motion, and the motion carried 5-0.

The following were invited to participate in the executive session: Dr. Mark Watkins, Haley Walker, and Heidi Flora.

Trustee Hoskins moved to extend the executive session by 15 minutes. Trustee Landrum seconded the motion, and the motion carried 5-0.

Trustee Landrum moved to extend the executive session by 10 minutes. Trustee Hoskins seconded the motion, and the motion carried 5-0.

Trustee Chalker moved to extend the executive session by 10 minutes. Trustee Landrum seconded the motion, and the motion carried 5-0.

Trustee Chalker moved to extend the executive session by 5 minutes. Trustee Landrum seconded the motion, and the motion carried 5-0.

The Board returned to open meeting at 12:58 p.m.

Public Comment

None

Adjournment

Trustee Landrum moved to adjourn the meeting at 1:01 p.m. Trustee Chalker seconded the motion, and the motion carried 5-0.

Heidi Flora, Clerk of the Board

DRAFT

SUBJECT

Department Reviews: Registrar's Office, President's Office,

REASON FOR CONSIDERATION BY THE BOARD

Part of the Board's responsibility is to maintain oversight of the quality of academic and administrative programs and services. Labette Community College completed Departmental (Non-Academic Program) Reviews for many years. However, the process was paused for a time due to a variety of factors. The process has been updated and has resumed as of the 23-24 Fiscal Year.

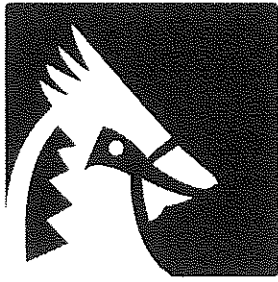
BACKGROUND

The Departmental Review, Planning, and Development framework facilitates a systematic approach to continuous improvement. This process aims to maintain a focus on student success and community needs, enhance departmental coherence and quality, align departmental needs with campus priorities and budgeting, and ensure consistency with the college's mission to provide quality learning opportunities in a supportive environment for success in a changing world.

Vice President Kirkpatrick, will present the Registrar's Office Department Review; Dr. Watkins will present the President's Office Department Review; and, Dr. Sharp will present the Adult Education Department Review to the Board of Trustees.

PRESIDENT'S RECOMMENDATION

President recommends the acceptance of the Department Reviews for the Registrar's Office, the President's Office, and Adult Education.



LABETTE
COMMUNITY COLLEGE

Registrar

Comprehensive Review
July 1, 2022 – June 30, 2025
FY23-FY25

Prepared by:

Theresa Hundley, Dean of Enrollment Management

Presented by:

Kelly Kirkpatrick, Vice President of Student Affairs

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1.0 Department Summary

The Registrar's Office serves as the official record keeper for Labette Community College, maintaining the accuracy, integrity, and confidentiality of all student academic records. As a central administrative unit, the office implements academic policies, ensures regulatory compliance, and provides essential services to students, faculty, and staff. The office is led by the Dean of Enrollment Management, who serves as the College Registrar. During the period of review, the office was supported by a Registrar Associate, responsible primarily for transcript processing and documentation, and an Enrollment Management Associate, who assisted with enrollment and grade change workflows. Beginning in FY26, these two support roles were consolidated into a single Assistant Registrar position to streamline operations and strengthen oversight of both recordkeeping and enrollment processes.

The Registrar's Office is responsible for the comprehensive management of student academic records, including maintaining accurate student data, processing incoming transcripts from other institutions, evaluating transfer coursework for LCC equivalency, and processing grade changes. The office also safeguards student information in compliance with Family Educational Rights and Privacy Act (FERPA) regulations and maintains the Institutional Advising Trees for all academic programs.

In the area of registration and enrollment services, the Registrar's Office oversees student course registration, manages add/drop and withdrawal requests, approves course substitutions, and processes changes to students' declared majors. The office also manages transcript and enrollment verification services, including issuing official transcripts, providing enrollment and degree verifications, and fulfilling academic record requests for internal and external constituents.

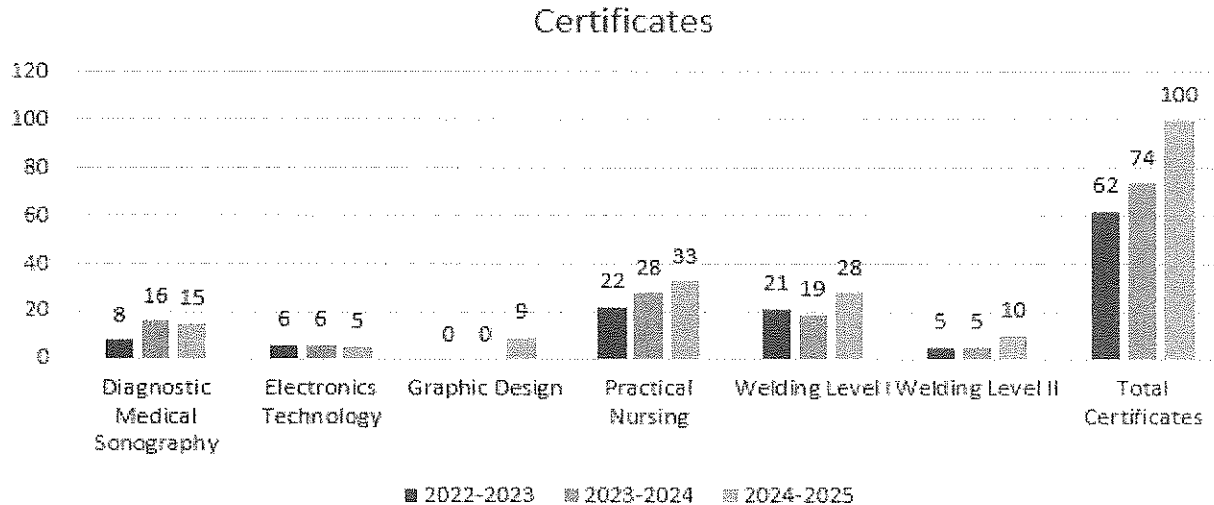
A major function of the Registrar's Office is to monitor student progress toward degree and certificate completion. Staff conduct credential audits, manage the graduation application process, and coordinate commencement ceremonies in collaboration with students, faculty, and staff. The office also oversees publication of the College Catalog, ensuring all updates approved through the Curriculum and Instruction (C&I) Committee are incorporated and that the final version is prepared for publication each year.

The Registrar's Office plays a critical role in compliance and reporting, ensuring institutional data accuracy for state and federal agencies. This includes completing required submissions for the Integrated Postsecondary Education Data System (IPEDS), the Kansas Board of Regents (KBOR), the Department of Education (DOE), and the National Student Clearinghouse (NSC). Staff also run daily data integrity reports to correct entry errors and ensure the reliability of the student information system.

Through these collective efforts, the Registrar's Office upholds the College's commitment to accuracy, transparency, and student success, ensuring that every academic record reflects the integrity of the institution and the achievements of its students. By fostering efficient processes, maintaining regulatory compliance, and supporting students from enrollment through graduation, the office plays a pivotal role in advancing Labette Community College's mission to offer quality learning opportunities in a supportive environment for success in a changing world.

1.1 Quantitative and Qualitative Data

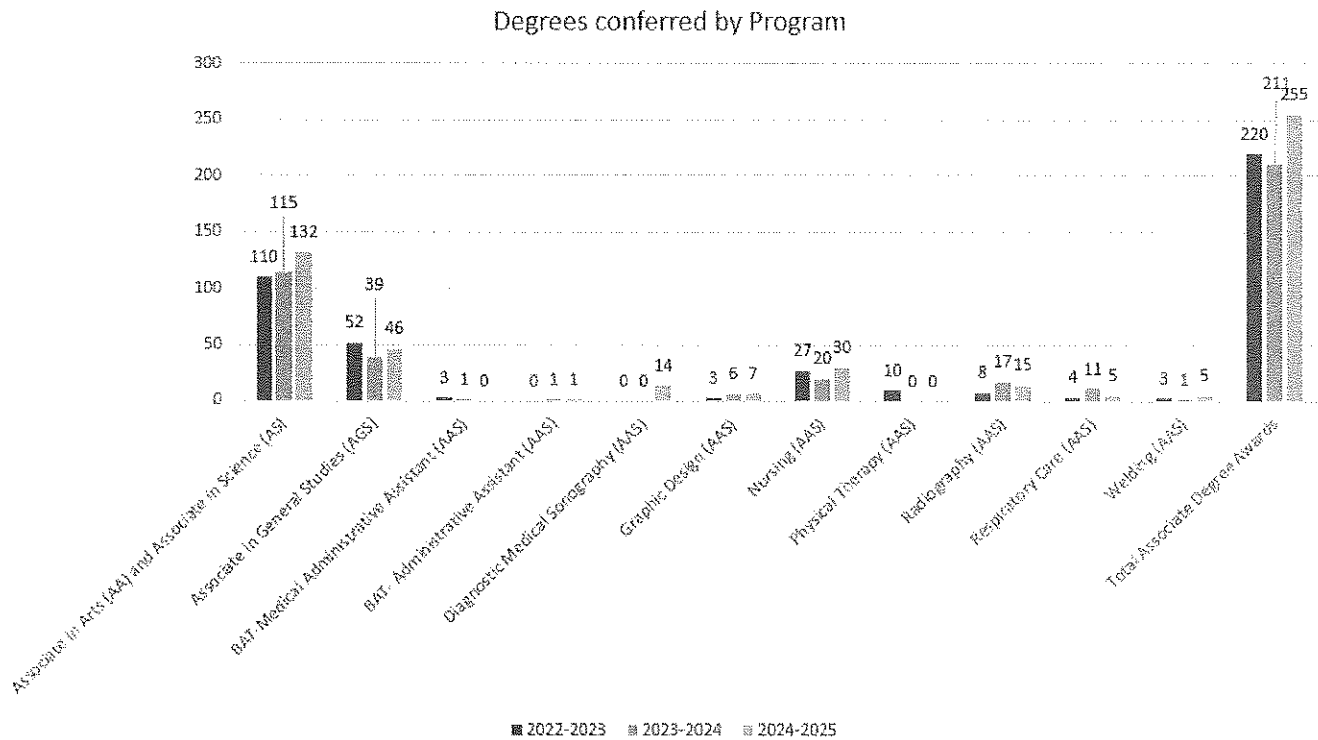
Certificates: From July 1, 2022 to June 30, 2025, the College conferred a total of 236 certificates, demonstrating significant growth year-to-year:



Source: 2022-2023, 2023-2024, and 2024-2025 IPEDS Completion Survey, documenting students earning a Certificate between July 1 and June 30 annually.

Certificates awarded grew by 19.35% from 2022-2023 to 2023-2024 (62 to 74) and saw an additional 35.14% increase (74 to 100) from 2023-2024 to 2024-2025, reflecting an increase of **61.29%** over the years reported.

Associate Degrees: From July 1, 2022 to June 30, 2025, the College conferred a total of 686 Associate degrees, demonstrating significant growth over this time:

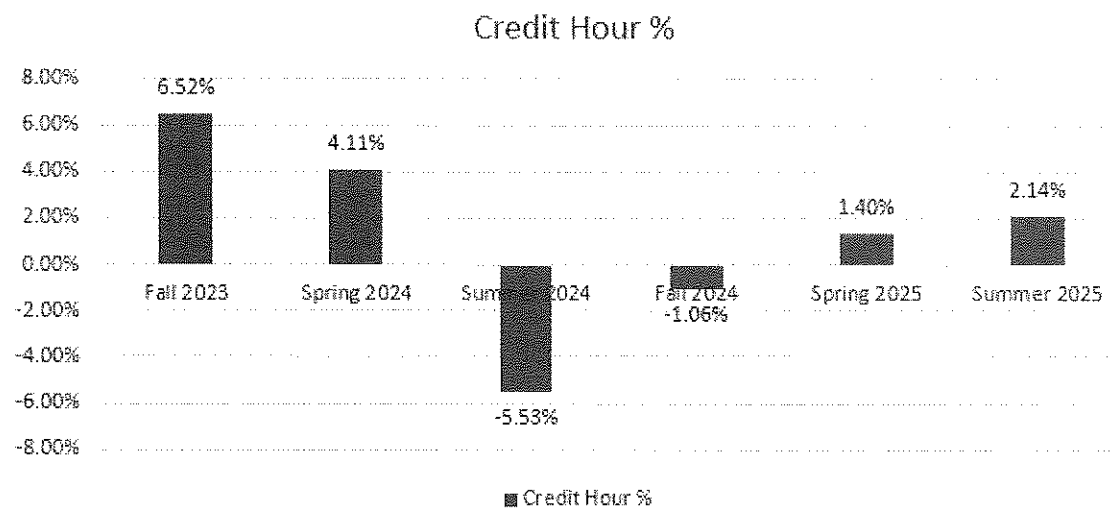
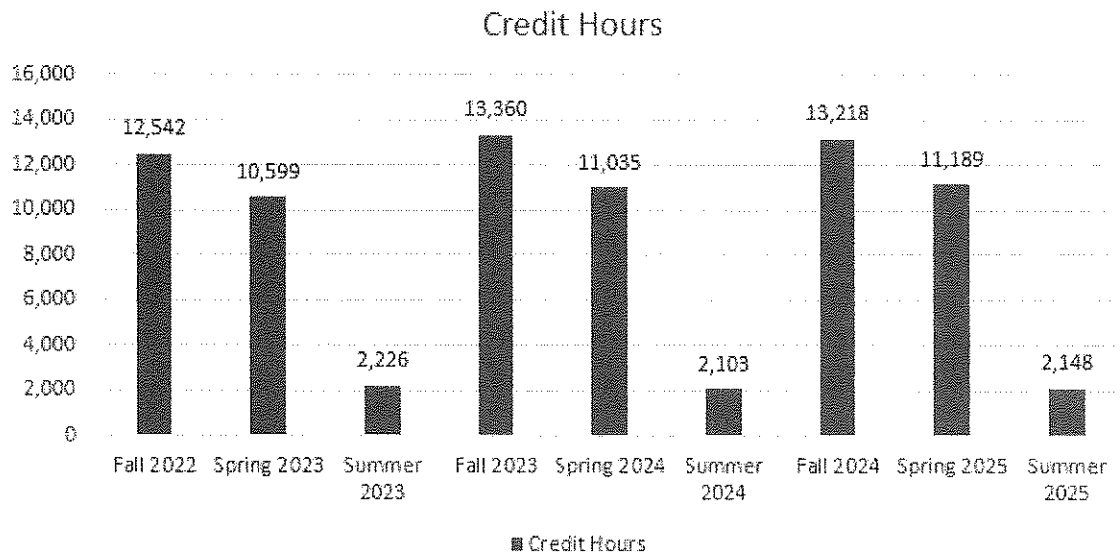


Source: 2022-2023, 2023-2024, and 2024-2025 IPEDS Completion Survey, documenting students earning an Associate degree between July 1 and June 30 annually.

Associate degrees awarded declined by 4.09% from 2022–2023 to 2023–2024 (220 to 211) before increasing by 20.85% from 2023–2024 to 2024–2025 (211 to 255), resulting in an overall increase of **15.91%** across the years reported.

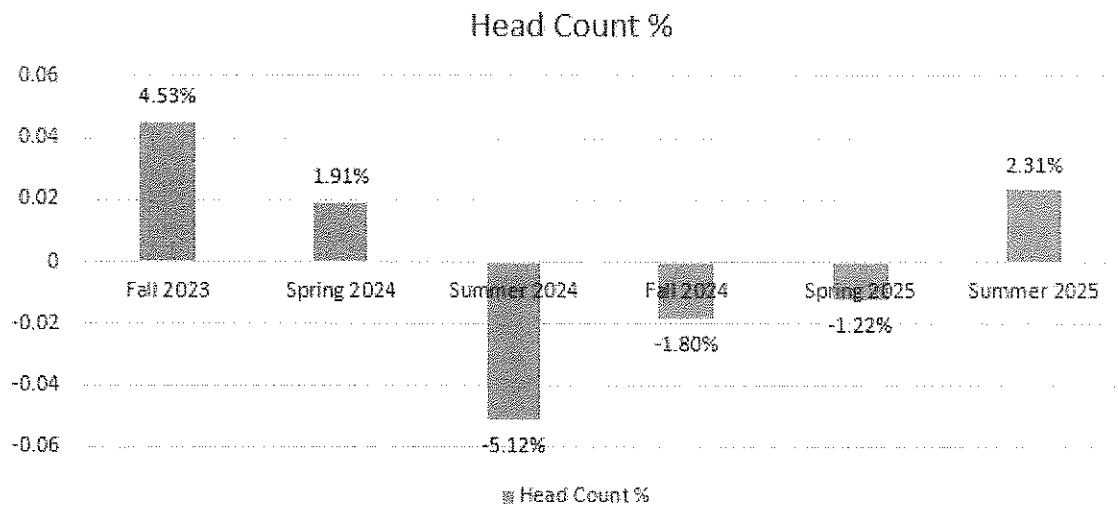
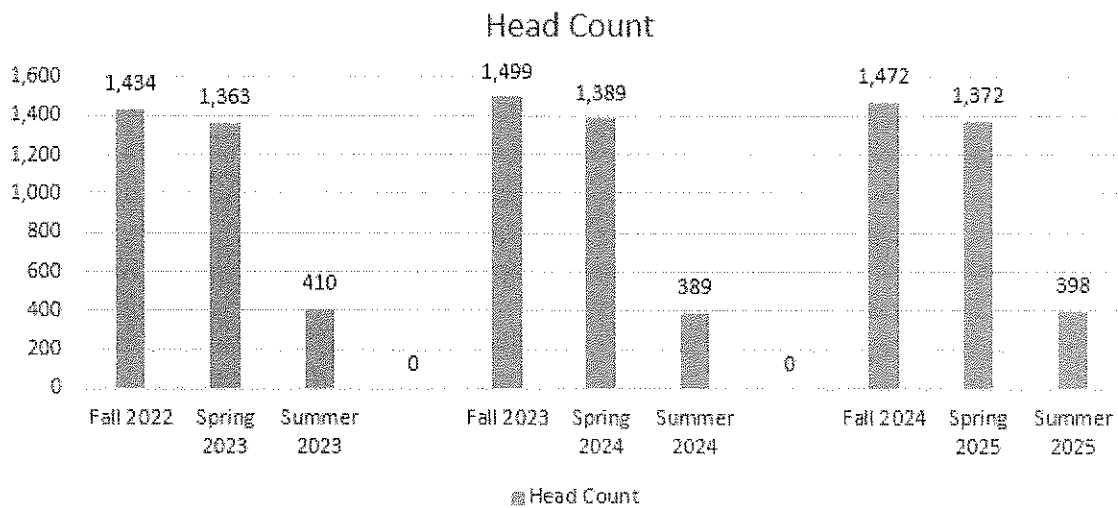
Credit Hours: Enrollment from 2022–2025 reflects overall stability with modest year-to-year variation across terms. Credit hour enrollment increased by 6.52% from Fall 2022 to Fall 2023, followed by a 1.06% decline from Fall 2023 to Fall 2024. In the spring terms, credit hours rose 4.11% from Spring 2023 to Spring 2024 and continued to grow by an additional 1.40% from Spring 2024 to Spring 2025. Summer terms saw a 5.53% decrease in credit hours from Summer 2023 to Summer 2024, then rebounded with a 2.14% increase from Summer 2024 to Summer 2025.

Viewed collectively, these fluctuations show a generally stable enrollment pattern with a modest upward trajectory overall, representing a 4.46% increase in total credit hours from 2022–2023 to 2023–2024 and a further 0.22% increase from 2023–2024 to 2024–2025. Across the full three-year period, credit hour enrollment rose by approximately **4.7%**, reflecting steady overall growth with expected term-to-term variation.



Headcount: Headcount enrollment from 2022–2025 demonstrates overall consistency with minor term-to-term fluctuations. From Fall 2022 to Fall 2023, headcount increased by 4.53%, followed by a 1.80% decline from Fall 2023 to Fall 2024. Spring enrollment rose 1.91% from Spring 2023 to Spring 2024, then dipped slightly by 1.22% from Spring 2024 to Spring 2025. Summer terms showed more variation, with a 5.12% decrease in Summer 2024 compared to Summer 2023, followed by a 2.31% rebound from Summer 2024 to Summer 2025.

Taken together, these trends indicate steady overall enrollment with expected seasonal shifts and modest variation from year to year, resulting in an overall **2.5% increase** in headcount across the three-year period.

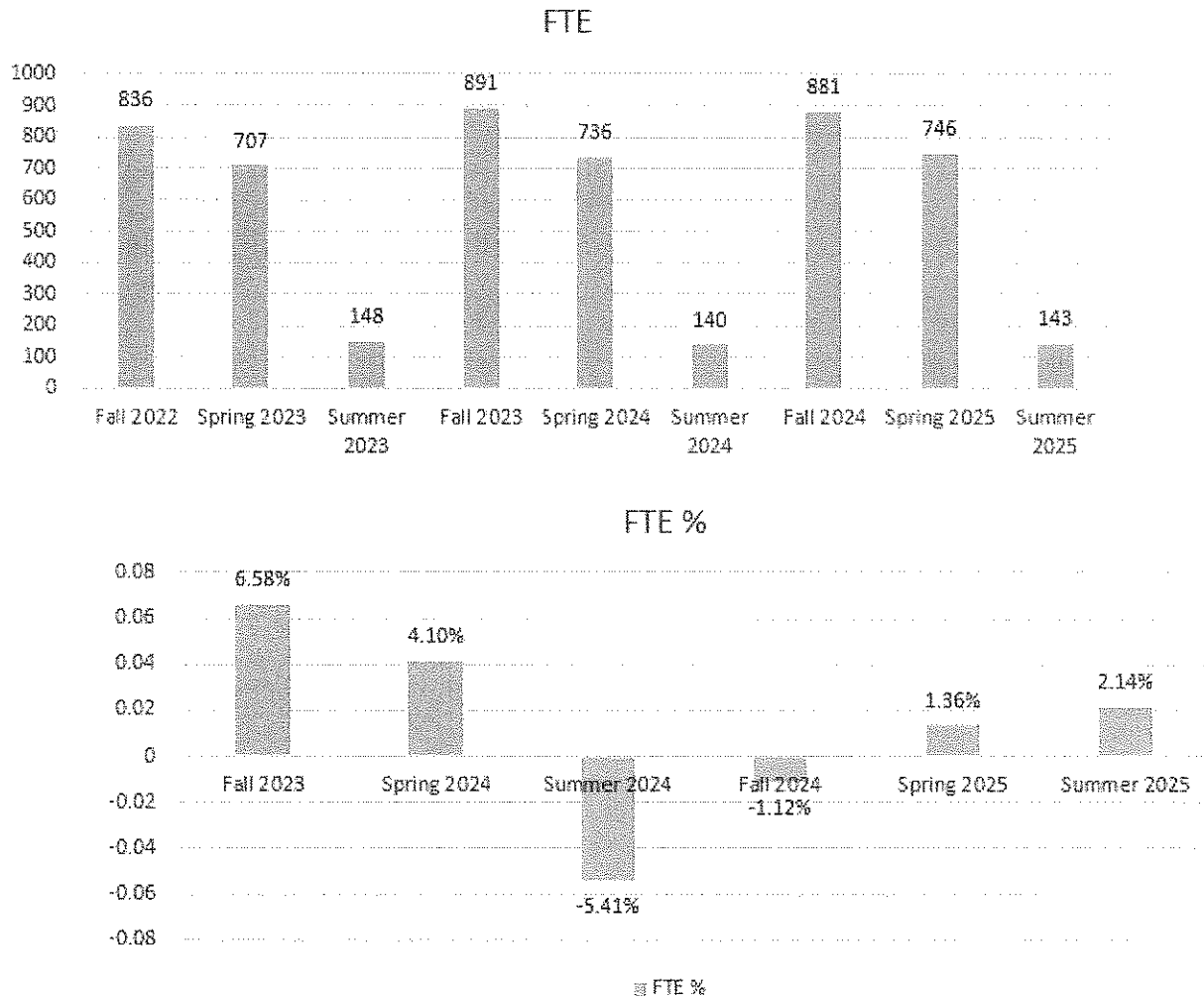


Full-Time Equivalent (FTE): Full-Time Equivalent (FTE) provides a standardized measure of enrollment by converting total credit hours into full-time student equivalents. FTE is calculated by dividing total credit hours by 15, the number of hours recommended for students to complete their academic programs in four semesters. This measure allows for consistent comparison across terms by accounting for both full- and part-time enrollment.

FTE enrollment from 2022–2025 reflects overall stability with modest shifts between terms. From Fall 2022 to Fall 2023, FTE increased by 6.58%, followed by a 1.12% decline from Fall 2023 to Fall 2024. Spring terms showed steady growth, with a 4.10% increase from Spring 2023 to Spring 2024 and an additional 1.36% rise from Spring 2024 to Spring 2025. Summer enrollment patterns fluctuated, showing a 5.41% decrease from Summer 2023 to Summer 2024, then a 2.14% rebound from Summer 2024 to Summer 2025.

Viewed collectively, FTE trends closely parallel those in headcount and credit-hour enrollment, illustrating consistent student engagement with slight seasonal variation. Across the full three-year period, total FTE

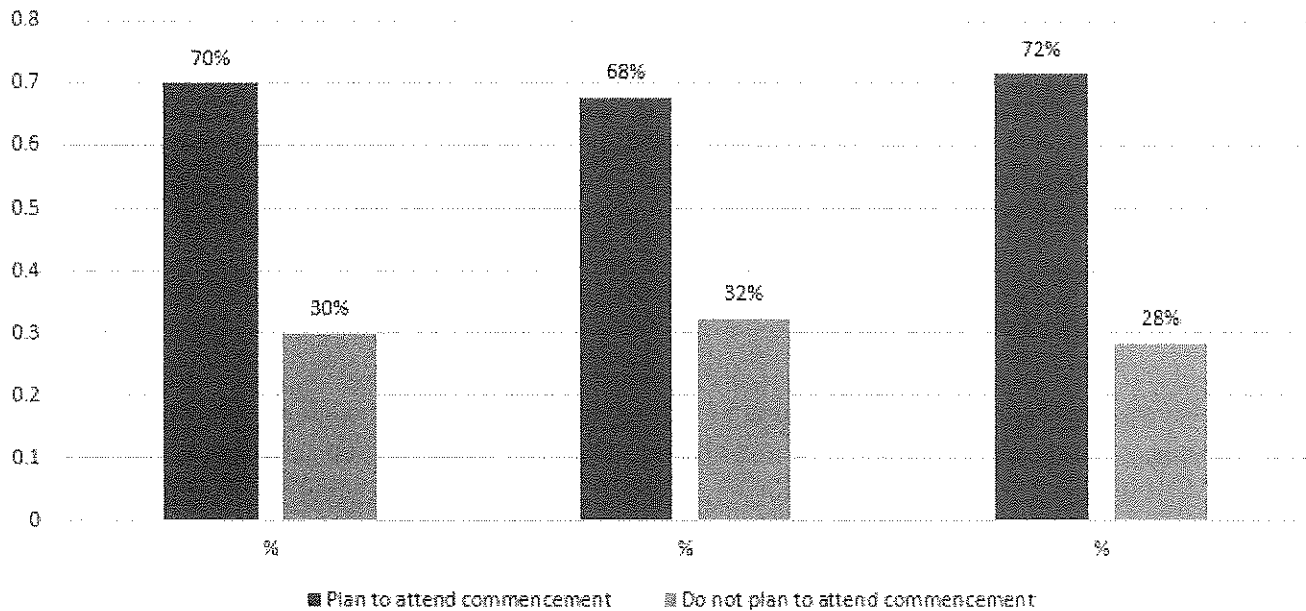
increased by approximately **4.6%**, reflecting stable and gradually strengthening enrollment overall.



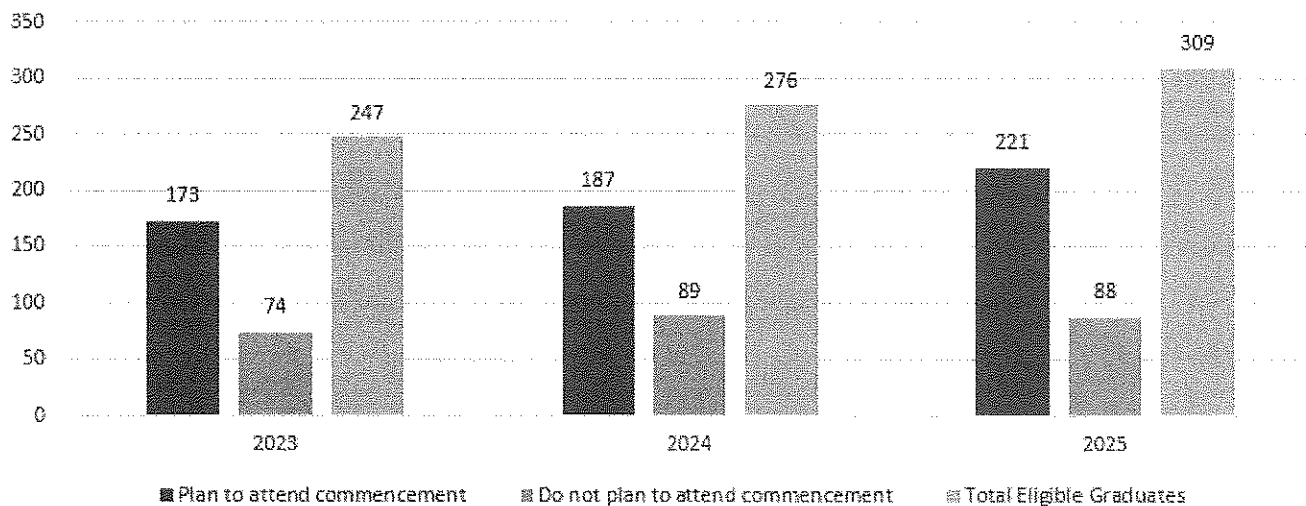
Across all measures, enrollment from 2022–2025 demonstrates consistent stability with modest growth overall. Each metric reflects small, expected term-to-term fluctuations typical of community college enrollment patterns, particularly in summer terms. When viewed collectively, the data indicate a steady student population and a gradual upward trajectory over the three-year period, with total increases of approximately **2.5% in headcount, 4.7% in credit hours, and 4.6% in FTE**. These combined trends suggest that Labette Community College continues to sustain and modestly expand its enrollment base, supporting institutional goals for steady participation and student engagement across academic years.

Graduate Participation at Commencement: The number of graduates planning to attend commencement has grown steadily alongside the overall number of eligible graduates. In 2023, 247 students were eligible to graduate, with 173 (70%) indicating plans to attend. In 2024, eligible graduates increased to 276, with 187 (68%) planning to participate. By 2025, 309 students were eligible, and 221 (72%) planned to attend. This represents a 25.1% increase in eligible graduates from 2023 to 2024 and a further 12.0% increase from 2024 to 2025. During the same period, the number of students planning to attend commencement rose 8.1% from 2023 to 2024 and an additional 18.2% from 2024 to 2025.

% of Graduates that plan to attend Commencement



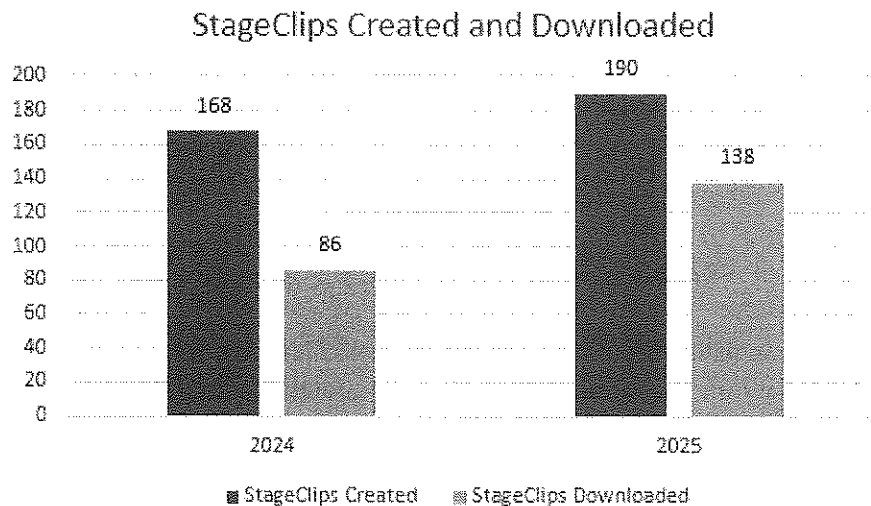
Graduates that plan to attend Commencement



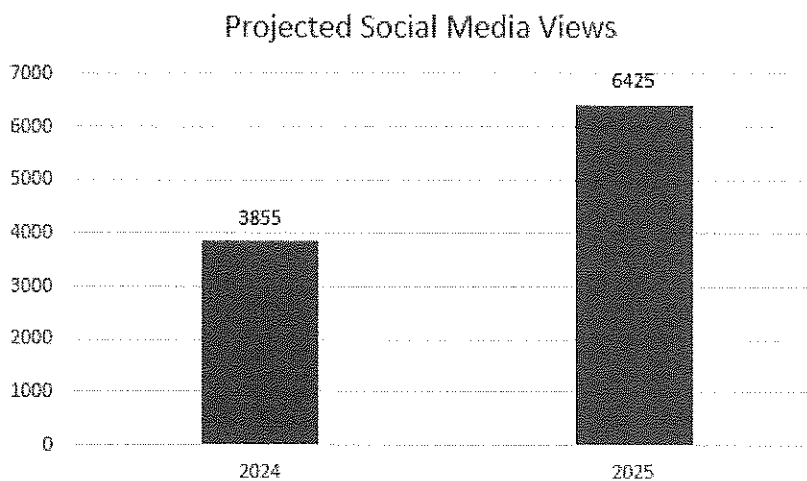
Taken together, the data show that as the number of eligible graduates continues to rise, student participation in commencement exercises also increases proportionally, reflecting growing engagement and a continued sense of pride and connection among LCC graduates.

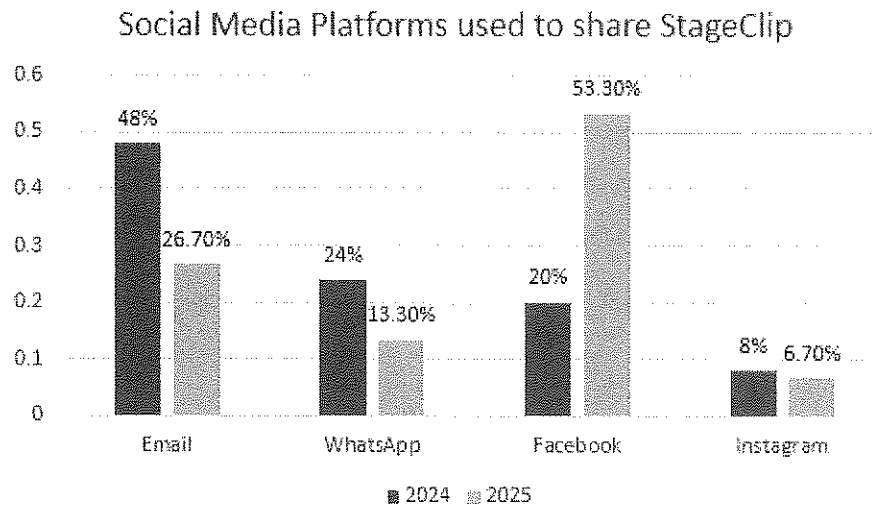
StageClip: StageClip, a personalized digital keepsake for each graduate walking across the stage, is provided to Labette Community College graduates who attend the May commencement ceremony. Each graduate receives a unique clip via their LCC student email, allowing them to celebrate and share their accomplishment with family and friends.

The 2024 commencement marked the first year LCC implemented StageClip, introduced as part of the College's 100-year celebration. In that inaugural year, 51% of graduates downloaded their personalized clips. By 2025, that number rose to 73%, representing a 60% increase in downloads from the previous year. To encourage engagement, the 2025 graduates were invited to complete a brief survey before accessing their clip, contributing to the higher participation rate.



StageClip continues to extend the reach of LCC's commencement celebration far beyond campus. In 2024, clips generated an estimated 3,855 social media views, increasing to 6,425 views in 2025—a 67% growth in online engagement. Over the past two years, StageClips have been shared in nine countries and hundreds of cities, highlighting both the global connections of LCC graduates and the pride they take in sharing their achievements.





2.0 Department Support of Student Success

The Registrar's Office plays a vital role in supporting student success by ensuring that academic processes are efficient, transparent, and student-centered. Efforts to streamline degree and certificate checks, complete transcript evaluations, and move forms to a digital format helps students stay on track toward graduation to reduce barriers.

Clear and timely communication with both the students and the advisor is important to ensure students are on track to complete their degree or certificate. Collaboration with advisors and faculty strengthens early intervention strategies and ensures consistent application of academic policies that promote persistence and completion.

By leveraging data to monitor student progress, identify trends, and informed decision-making, the Registrar's Office helps remove obstacles to success and improves institutional effectiveness. Initiatives like Graduate Night and StageClip, enhances the students experience and allows the students to celebrate their accomplishments. Above all, the Registrar's Office remains committed to continuous improvement in support of every student's educational goals.

3.0 Department Outcomes

Goal #1	Streamline the Apply for Graduation process
Measure of Success	Increase the number of graduates who complete the Apply for Graduation process in a timely manner for May Commencement.
Achievement Plan	Create a FormFlow for graduates to complete that will map the data from the application into J1, automating data-entry and reducing errors.
Relevance	Automated processes allow for greater efficiency in the Registrar's Office and provide greater customer service to our constituents.
Time Frame	AY26

Goal #2	Create Academic Plans in the J1 Advising Module
Measure of Success	The number of students can be measured to determine if they will complete their degree or certificate on time by following the Academic Plan through the Advising module within the RedZone.
Achievement Plan	Complete set up for Academic Plans through J1 Advising Module, build the plans for each program, then work with the Advising Center to ensure they are working as intended.
Relevance	This will guide student's semester by semester with the courses that are needed and offered to complete their current degree or certificate.
Time Frame	AY26

Goal #3	Move the Commencement Ceremony to the Zetmeir Family Athletic Complex
Measure of Success	Continue to sustain growth in number of graduates participating in Commencement by providing a pleasant and comfortable experience for graduates and families alike.
Achievement Plan	Planning and preparing for a successful commencement ceremony is a campus-wide effort requiring the cooperation with many community partners.
Relevance	The May 2026 Commencement will be held in the Zetmeir Family Athletic Complex with two ceremonies allowing us to meet the needs of the increasing number of graduates.
Time Frame	AY26

Goal #4	National Student Clearinghouse Transcript Integration
Measure of Success	Increase the number of graduates who complete the Apply for Graduation process in a timely manner for May Commencement.
Achievement Plan	Create a FormFlow for graduates to complete to map the data from the application into J1, automating data-entry and reducing errors.
Relevance	Automated processes allow for greater efficiency in the Registrar's Office and provide greater customer service to our constituents.
Time Frame	AY27

Goal #5	Create a WorkFlow for Graduates
Measure of Success	Enhance the Registrar's Office's capacity to accurately and efficiently monitor student progress toward credential completion.
Achievement Plan	Develop a flowchart outlining each step of the graduation process through commencement to guide the implementation of the WorkFlow tool.
Relevance	This feature will help graduates monitor their progress toward completion, promoting transparency and supporting timely degree attainment.
Time Frame	AY28

Goal #6	Increase completions of students who have stopped out prior to earning a credential
Measure of Success	Increase the rate at which students complete their credentials and reduce the percentage of those who stop attending LCC before completion.
Achievement Plan	In cooperation with the SEM Committee, develop a plan to identify such students, communicate their status in a timely manner, and provide incentives for completion at LCC.
Relevance	Re-engaging form students and thereby increasing their credential attainment rates strengthens student success and retention outcomes, ensuring long-term stability and sustainability for LCC.
Time Frame	AY29

3.1 Significant Impacts

Following the Strategic Enrollment Management (SEM) Retreat in June 2023, the Registrar's Office undertook a significant transformation of its degree check process, shifting from a student- or advisor-initiated system to a proactive, registrar-driven model. Under this new approach, the Registrar's Office identifies students nearing program completion, initiates degree checks on their behalf, and communicates directly with both students and advisors to confirm progress toward credential completion. This change has created a more consistent, equitable, and data-informed process for ensuring that eligible students are recognized and supported through to graduation.

The initiative represented a major operational expansion, substantially increasing the workload within the Registrar's Office while yielding measurable positive results. The impact is now reflected in the steady year-over-year growth in credentials awarded, as more students complete their degrees and certificates in a timely manner. Additional enhancements include improved communication workflows, systematic monitoring of transcript compliance, and a new feature inviting graduates to submit testimonials for inclusion in the commencement program, further connecting academic achievement with institutional celebration.

4.0 External Constituency and Significant Trends

The Registrar's office works with colleges and universities throughout the United States. Building trusting relationships with other colleges and universities is important to ensure our students maintain a clear and

accurate academic record. The Registrar's office works with many outside entities to process enrollment verifications for scholarships, good driver discounts, employers, etc. Commencement is a great accomplishment for our student that we get to celebrate with our graduates, LCC partners with many local entities such as The City of Parsons, Grand Rental, G.W. Photography, Herff Jones, The Parsons State Hospital, The Parsons Community Orchestra, The Parsons Community Chorus and other area businesses and organizations.

5.0 Department Success

The Registrar's Office has continued to enhance graduation preparation and student engagement through its annual Graduate Night events. These sessions provided valuable support to May graduates in applying for graduation and ordering their caps and gowns.

From July 1, 2022, to June 30, 2023, a total of 62 certificates and 220 associate degrees were awarded, with 173 students that planned to attend the 2023 commencement ceremony. The following year, from July 1, 2023, to June 30, 2024, the office awarded 74 certificates and 211 associate degrees, marking a 1.06% increase in total awards, and 187 students indicated they planned to attend commencement. Most recently, from July 1, 2024, to June 30, 2025, the Registrar's Office awarded 100 certificates and 255 associate degrees—a 24.56% increase from the previous year—with 221 students planning to participate in the commencement ceremony. These continued improvements reflect the Registrar's Office's commitment to supporting student success and celebrating our student's academic achievements.

The Registrar's Office partnered with StageClip for the 2024 and 2025 commencement ceremonies to provide each graduate with a personalized video clip of the moment the graduates walked across the stage at commencement. These clips were sent directly to graduates through their LCC student email accounts. In 2024, 86 clips were downloaded and received an estimated 3,855 social media views, with shares across 9 countries and multiple cities. In 2025, 138 clips were downloaded, generating an estimated 6,425 social media views and reaching audiences in 4 countries and numerous cities.

5.1 Staff Accomplishments

The Dean of Enrollment Management has represented the college at multiple professional conferences and initiatives over the past three years. Attendance included the Jenzabar Annual Meeting (JAM) in 2023, 2024, and 2025; the Annual KACROA Conference in 2023 and 2024; the KBOR Data Planning Conference in 2023; and the 2024 Higher Learning Commission (HLC) Annual Conference. The Dean of Enrollment Management also serves on the Strategic Enrollment Management Committee and has been a board member for Leadership Labette since 2014.

The Registrar's Office successfully organized and held outdoor commencement ceremonies at Forrest Park in 2023, 2024, and 2025. Beginning in 2024, LCC partnered with StageClip to provide personalized video clips for graduates walking across the stage. Additionally, the Registrar Assistant contributed to student success as a member of the Financial Aid Appeal Committee.

Supervising Administrator Response

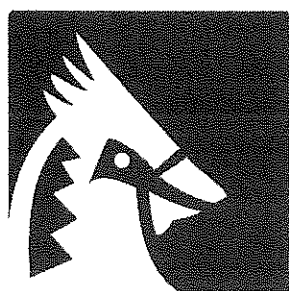
The Registrar's Office has demonstrated remarkable dedication to accuracy, efficiency, and student-centered service throughout this review period. Under the leadership of the Dean of Enrollment Management, the office has embraced both innovation and accountability—transforming key processes such as degree checks, transcript automation, and commencement coordination into models of proactive student engagement.

The office's transition to a registrar-initiated degree check process stands out as a particularly impactful advancement. This initiative reflects the team's deep understanding of institutional goals and their unwavering commitment to student success. The results are measurable in the steady increase in credentials awarded and the growing participation of graduates in commencement ceremonies—clear indicators of both operational excellence and enhanced student satisfaction.

Equally noteworthy is the department's investment in modernizing systems, including the integration of National Student Clearinghouse transcript processing and the development of workflow tools designed to improve efficiency and transparency. These innovations not only streamline internal operations but also strengthen the College's mission to offer quality learning opportunities in a supportive environment for success in a changing world.

I commend the Dean of Enrollment Management and her team for their professionalism, adaptability, and continued pursuit of excellence. Their collaborative spirit and attention to detail have advanced both the integrity of student records and the overall student experience at Labette Community College. The accomplishments highlighted in this review reflect the exemplary work of dedicated professionals whose efforts directly contribute to the success and reputation of the institution.

Kelly Kirkpatrick
Vice President of Student Affairs



LABETTE
COMMUNITY COLLEGE

President's Office

Comprehensive Review
July 1, 2022 – June 30, 2025
FY23-FY25

Prepared by:

Heidi Flora, Executive Assistant to the President

Presented by:

Mark Watkins, President

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1.0 Department Summary

The President's Office mission is the same as the LCC mission, to "provide quality learning opportunities in a supportive environment for success in a changing world."

The President's Office has a department of two employees, the President and the Assistant to the President/Clerk of the Board. The Assistant to the President/Clerk of the Board reports to the President.

The President determines the strategic direction in alignment with overall organizational goals; effectively communicates strategies internally and externally; creates a culture to support strategies and provides mechanisms to implement them; fosters buy-in and enthusiasm with employees. In addition, the President directs and guides operations in alignment with organizational and departmental overall goals and objectives; ensures the execution of efficient processes to maximize organizational and departmental resources; and utilizes operational knowledge to make sound decisions.

The Assistant to the President/Clerk of the Board is responsible for the office operations of the President's Office including acting as the liaison and maintaining all aspects of the official board meetings for Labette Community College.

The department focuses on student success, such as retention, enrollment management, infrastructure, strengthening program outcomes, and boosting institutional engagement.

The President's Office supports the mission through various functions such as:

Strategic Planning

The PO sets long-term goals for LCC, ensuring its programs stay relevant to community and workforce needs.

External Relations & Community Engagement

The PO works to develop relationships with local communities and maintain institutional goodwill. The PO works with the LCC Foundation to develop relationships with donors and the alumni network.

Academic Oversight

The PO works with the VP of Academic Affairs in support of curriculum, accreditation, instruction, and distance learning.

Operational & Financial Oversight

The PO collaborates with the VP of Finance & Operations to ensure the financial health of the college, resource allocation, and operations.

Student Affairs & Support

The PO works with the VP of Student Affairs to support student needs in service, support, and engagement.

Governance

The President's Office also has a direct and collaborative relationship with the Board of Trustees, which serves as the primary administrative link between the board and the college's daily operations.

President's Role with the Board of Trustees

Chief Executive Officer

The president acts as the CEO of the college, appointed by and accountable to the Board of Trustees.

Policy Implementation

The president executes board policies and manages the institution accordingly.

Communication Channel

The president regularly reports to the board about matters of academic affairs, finances and facilities, and student services.

Advisory Role

The president often advises the board on institutional matters, emerging challenges, and recommended actions.

Public Relations Role

The president works with the Director of Public Relations to inform and encourage potential students of opportunities through LCC, garner support from regional communities in Labette County and beyond, and provide internal updates.

Clerk of the Board Support

The President's Executive Assistant also serves as Clerk of the Board. The Clerk of the Board is responsible for the office operations of the President's office, including acting as the liaison and maintaining all aspects of the official board meetings for LCC.

2.0 Department Support of Student Success

The President's Office keeps student success at the heart of the LCC's mission. Through strategic direction, advocacy, and collaboration, the President's Office ensures that decisions are made to provide opportunities for students to achieve their college career goals. LCC aligns its strategies, operations, policies, and procedures to communicate, educate, and support student opportunities and remove student barriers.

Key areas of support include:

Strategic Leadership

The PO establishes a clear vision that prioritizes student achievement, persistence, and completion.

Resource Development

The PO secures funding, scholarships, and facilities that expand access and remove barriers to learning.

Community Partnerships

The PO builds strong connections with schools, universities, and employers to provide seamless transfer pathways and career opportunities.

Student-Centered Policies

The PO supports ways to improve advising, tutoring, and academic services that foster retention and success.

Inclusive Campus Culture

The PO supports a learning environment where every student feels valued, supported, and empowered to succeed.

Accountability and Continuous Improvement

The PO supports data-driven decision-making to track outcomes and continually enhance programs and services.

Continuous improvement

The PO supports the utilization of data to measure how well students achieve their goals.

3.0 Department Outcomes

The president continues to establish goals for Labette Community College. The goals are sorted by Core Values and are listed below. Administrators provide support goals that are not included below.

Core Value 1: Student Learning

Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and life, in a supportive and accountable environment.

President: Build “quality learning opportunities” for students in our service area and beyond. Emphasize new Career and Technical Educational (CTE) and Workforce opportunities. LCC will partner with area

businesses and industries to help fulfill their skilled labor needs. Quality general education will be an important part of our curriculum.

1. Identify/develop/implement a new Workforce/CTE program, which may include Health Science. (As of AY24)
2. Implement Performance Agreement as stipulated by KBOR for AY26-27.

Core Value 2: Education for a Globally Connected World

Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities.

President: Prepare our students for the interconnected, interdependent, and globally diverse society.

1. Raise an active social awareness about human and cultural diversity in the world. (HLC 4 Year, 3B, pp. 17-18) (As of AY23) HLC: "The college may benefit from collecting and analyzing data on the effectiveness of its diversity training and programming to substantiate its claims, ensure efforts are affecting change, and ensure employees are demonstrating core values. The college may benefit from collecting and analyzing data on students who engage in these experiences and how they may impact post-graduation employment outcomes."
2. Increase international student enrollment. (As of AY24)
3. Implement activities to generate a sense of belongingness among employees and students. (As of AY26)

Core Value 3: Continuous Improvement

Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

President: Review and adjust, if needed, the implemented staff salary/wage schedule. (As of AY2026)

Continue to prepare for HLC's visiting team scheduled for March 2-3, 2026. Assurance Report lock date February 2, 2026. (As of AY2024)

Explore or implement the utilization of generative artificial intelligence to help support our students and employees.

1. Establish a method to evaluate the success of concurrent enrollment, which may include the implementation of new student services for our growing number of concurrent and online students.

Core Value 4: Integrity and Transparency

Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability for transactions with all constituencies.

President: Continue to improve data integrity and security.

1. Continue to move data to the cloud.
2. Work to improve internal communication as a foundational element of institutional effectiveness. Identified as an area for improvement through the results of the Summer 2022 Happy Survey (As of AY2023)
3. Complete the virtual machine environment refresh, which includes data servers. (As of AY25)

Core Value 5: Sustainability of the Institution

Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state, federal, and governing agency guidelines.

President: Implement a strategic enrollment management plan to maximize enrollment, retain students through completion of the college career goals, pass Board exams if needed, and place them into intended jobs or successfully transfer to four-year institutions. (HLC 4 Year Report, 4C, p. 30) (As of AY2021) HLC 4 Year Report "Data which accompanies the final enrollment management plan or drives the President's initiatives could include, but are not limited to, the following: enrollment numbers, semester retention rates comparisons, program enrollment goals, and enrollment trends by populations, or Perkins CTE Credential Attainments. By including these data, LCC would position itself to improve the monitoring and tracking of student retention and completion of all programs."

1. Strategic Enrollment Management Goals (Adopted from the SEM Committee for consistency)

Goal	3-Yr Benchmark	AY24 Goal	AY25 Goal	AY26 Goal	How measured	Difference	Yearly Increase
1. Increase unduplicated headcount by 5%	2,180	2,216	2,253	2,289	KBOR data	109	36
2. Increase Fall to Fall Retention by 5%	581	591	600	610	LCC, Fall enrollment	29	10
3. Increase Fall to Spring Retention by 5%	1,015	1,032	1,049	1,066	LCC, Spring enrollment	51	17
4. Increase enrollment in CTE programs by 5% up to maximum enrollment	258	263	267	272		14	5
4a. *Increase enrollment in Sonography by 5%	10	10	11	11	LCC, AY enrollment	1	0
4b. **Increase enrollment in Graphic Design by 5%	12	12	13	13	LCC, AY enrollment	1	0
4c. Increase enrollment in C.N.A. by 5%	93	95	96	98	LCC, AY enrollment	5	2
4d. ***Increase enrollment in Nursing by 5%	40	40	40	40	LCC, Fall enrollment	0	0
4e. ****Increase enrollment in Radiography by 5%	23	23	23	23	LCC, Summer enrollment	1	0
4f. *****Increase enrollment in Respiratory Care by 5%	9	9	10	10	LCC, Fall enrollment	1	0
4g. Increase enrollment in Welding by 5%	61	62	63	64	LCC, AY enrollment	3	1
5. Increase the number of completions by 5%	278	283	287	292	LCC, AY report	14	5

*The maximum number of DMS students is 20.

**The maximum number of Graphic Design students is 14.

***The maximum number of Nursing students for each cohort is 40.

****Currently, the maximum number of Radiography students in each cohort is 23 students. When more clinical sites are available, the maximum number of students could increase.

*****The maximum number of Respiratory Therapy students is 20.

2. Continue to repair or replace campus roofs. (As of AY25)
3. Implement repairs on the Student Union elevator
4. Investigate the construction of a new baseball field.

3.1 Significant Impacts

The President's Office has continued to advance the institution's mission of providing quality learning opportunities while fostering student success, community engagement, and institutional growth. Over the past years, several initiatives and achievements have underscored this commitment.

Advancing Student Success

The President's Office prioritized student achievement and retention through the support of initiatives that enhance academic advising, tutoring, and early intervention systems. Expanded scholarship programs and financial aid outreach reduced barriers to access and persistence. The college also increased its focus on student well-being by strengthening mental health partnerships and promoting campus belonging.

To illustrate, the Report of Student Learning reflects much of the academic success measured internally and externally. Institutional Student Learning Outcomes (previously known as Student Learning Outcomes) for the last three years reflect student success at a consistent 90% achievement level. Similarly, Program Outcomes indicate 90% achievement levels. External measurements reported from health science programs reflect student graduate achievements surpassing minimum thresholds to enable graduates to begin practicing in the field. To date, 100% of the health science graduates have passed their national boards for the last two years. LCC's Nursing Program is consistently ranked in the top five programs in the state of Kansas by [registerednursing.org](https://www.registerednursing.org). LCC's Nursing Program is currently ranked the number one nursing program in the state of Kansas. These same graduates are working in their intended field at a rate of 96%.

Campus Development and Innovation

Campus maintenance is a high priority, which includes HVAC concerns. It appears the athletic complex HVAC blower is working following the recent repair. Funds have been made available to replace the HVAC system in the Zetmeir Health Science Building. A classroom has been added to the Workforce Training Center to house computer-aided design functions. The Cherokee Center is being prepared for a larger number of courses this upcoming spring 2026 semester.

Community and Workforce Partnerships

LCC staff works with local business and industry leaders to survey needs, which may lead to new programs or updated curricula. Area hospitals and clinics need more Physical Therapy Assistants, so LCC is working to develop the PTA program. LCC hired a program director who is preparing the documentation for the PTA accrediting agency, CAPTE, the Commission on Accreditation in Physical Therapy Education.

LCC staff also work to maintain relationships with high school staff to provide college credit courses in the area high schools. Concurrent credit is nearly 20% of our total credit hours and includes both general education and career and technical education courses.

Finally, the staff develop and maintain relationships with our Kansas university partners to ensure our graduates transfer seamlessly to complete their baccalaureate degree goals. Part of this work includes an annual gathering of KCOG, the Kansas Core Outcomes Group, which includes faculty members from all of the Kansas community colleges and Regents' universities, to further develop additional transfer courses. Outside of KCOG gatherings, we have developed articulation agreements with the private

universities in Kansas that now accept LCC's graduates as junior status who will need the final 60 credit hours to complete their baccalaureate degrees. Recently, we have established an articulation agreement with Kansas City University in Joplin, which enables LCC students the ability to complete a doctor's degree in dentistry or osteopathic medicine in reduced time.

Fiscal Responsibility and Resource Development

Fiduciary responsibility is crucial as it ensures LCC operates legally, ethically, and in the best interest of our students and the supporting patrons and businesses. The president works with Financial Affairs to maintain fiduciary responsibility through planning, budgeting, and maintaining the annual budget.

The president attends weekly meetings with Kansas community college presidents to plan the work with state legislators to obtain state funds. The last couple of years, we have secured additional funding for capital improvements, to provide new and updated CTE programs, and to provide better support for student success. These new funds have improved our ability to provide quality learning opportunities in a supportive environment. The president will continue to work with legislators to support LCC and its students.

Through effective fiscal management, the President's Office maintained balanced budgeting while pursuing external funding opportunities. The college secured new state and federal grants to enhance workforce programs, student services, and campus technology. Strategic resource allocation ensured that funds were directed toward initiatives with the greatest student and institutional impact.

Leadership and Advocacy

The President represented LCC at the state and regional levels, advocating for community college funding and policy support that benefit students across Kansas. Increased community engagement and public outreach have elevated the college's visibility and reinforced its reputation as a responsive, student-centered institution.

4.0 External Constituency and Significant Trends

External Constituencies of the President's Office

The President's Office actively engages with a broad network of external partners whose collaboration supports the college's mission and strategic goals. Key constituencies include:

Local and Regional Employers

The president's office works to support partnerships with healthcare providers, manufacturing firms, and business leaders to ensure LCC programs align with workforce needs and economic priorities.

K-12 School Districts:

The president's office supports our collaboration with area high school personnel to expand dual-credit and early-college opportunities for local students. LCC also invites high school and eighth-grade

students to campus to expose and encourage prospective students to consider LCC as their college of choice.

Higher Education Institutions

We work to increase opportunities for students through transfer partnerships with universities across Kansas and neighboring states to create seamless pathways. To illustrate, LCC faculty members participate in the annual Kansas Systemwide Transfer (KSRN) gathering, and to date, there have been 116 courses included in the KSRN program.

Community and Civic Organizations

The president practices and encourages LCC employees to engage with their respective communities as a way to increase our community presence and service role. This includes being active in organizations such as the Chamber of Commerce, economic development councils, and local government strengthens LCC's community presence and service role.

State and Federal Agencies

The President's Office maintains relationships with the Kansas Board of Regents, state legislators, Higher Learning Commission, and accrediting agencies to secure funding, shape policy, and advocate for community college priorities.

Alumni and Donors

Continued outreach and stewardship efforts build support for scholarships, capital projects, and student initiatives. A fun annual event includes LCC's support for the LCC Foundation's annual Auction for Scholarships.

Significant Trends Impacting the President's Office

Enrollment and Demographic Shifts

Rural population changes influence student recruitment and retention. The number of high school students in the four Labette and Cherokee County high schools is projected to decrease by about a percentage point per year for each of the next several years. Program relevance and success will help attract future students.

LCC is well-situated for concurrent enrollment in the high schools in our service area of Labette and Cherokee Counties. While adding high school concurrent enrollment is a good way to indoctrinate more students to college credit opportunities, many of these students complete high school with several college courses and have chosen to bypass attendance at the LCC campus and enroll directly into a university.

Workforce and Economic Alignment

Increased demand for technical and healthcare credentials has driven program expansion and stronger industry partnerships. LCC personnel continue to communicate with regional business and industry leaders to help ensure that our curriculum offerings remain relevant. Regional employers are seeking more short-term, skills-based training options, requiring institutional agility and innovation.

Financial Sustainability and Resource Diversification

LCC's most recent annual audit for year ended June 30, 2024 showed an unqualified opinion meaning the financial statements "presented fairly...the respective financial position...in accordance with accounting principles generally accepted in the US." Having a clean audit is a basic but important indicator of financial soundness and management of finances.

As reported in the recent three years of Annual Reports, our assessment of Core Value 5, Sustainability of the Institution, indicates an area of strength 2023: 93%, 2024: 87.5%, and 2025: 83%.

LCC continues to provide an affordable and stable tuition strategy which includes increases less than the annual CPI which remains attractive to our students. Keeping tuition and fees at low levels helps sustain enrollment which is the primary driver for Kansas community colleges.

LCC Foundation continues to support our students with scholarships that provides additional scholarship capacity and ultimately lower students' costs.

LCC enrollment has slightly increased for the last three years which is a positive trend.

AY	Summer	Fall	Spring	Total Credit Hours
2023	2226	12903	10599	25728
2024	2103	13082	11035	26220
2025	2148	13218	11189	26555

Community Engagement and Institutional Reputation

Public visibility and community trust remain central to the President's leadership priorities. Continued involvement in civic and regional development initiatives reinforces LCC's image as a cornerstone of local progress and opportunity.

In summary, the President's Office at Labette Community College remains deeply connected to a diverse network of external stakeholders while responding proactively to national and regional trends in higher education, workforce development, and community advancement.

5.0 Department Success

The President's Office's success is reflective of LCC student success.

Some students arrive at LCC to study and participate in athletics. Our **athletic teams** were competitive throughout the year. For the second year in a row, all 10 starters of LCC's wrestling team qualified for the national tournament, three of whom finished as All-Americans. Our wrestling team finished 11th.

Men's Basketball, baseball, and women's softball qualified for postseason play, as well.

Health Science Programs here at LCC, i.e., DMS, Respiratory Care, Radiography, and Nursing Programs, placed 94% of the graduates who successfully passed their national Boards were employed in their intended fields.

These employed health care graduates earned upwards of \$60,000 and are employed here at Labette Health and hospitals beyond the southeast Kansas region. Labette County citizens receive care from the health services provided by our employed graduates.

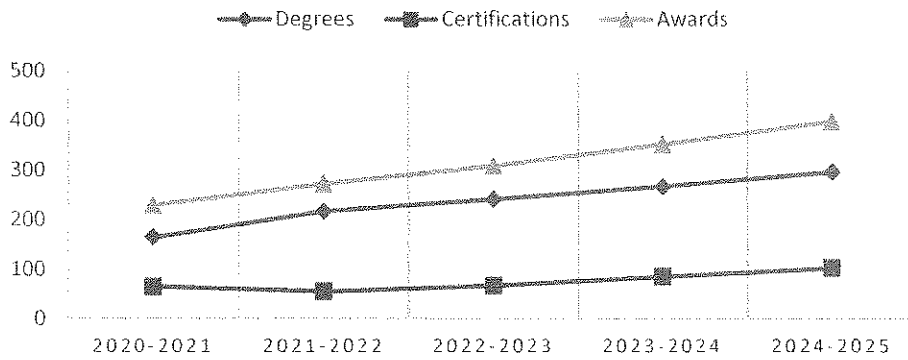
Kansas City University MOU

We are always looking for new opportunities for our students. We worked with the Kansas City University-Joplin Vice President about a potential pathway for our students to pursue graduate medical opportunities to serve rural areas. A Memorandum of Understanding was signed with Kansas City University-Joplin for LCC students interested in a Doctorate's Degree in Dentistry or Osteopathic Medicine. Since Kansas City University is a graduate school only, our interested students sign a contract to take required courses from LCC, transfer to either MSSU or PSU to complete additional courses, then transfer to KCU for graduate work. The total pathway is shortened from typically eight years to seven years with the prescribed curriculum, saving students money and time.

Student Completion

The number of conferred degrees and certificates has increased 74% (229 awards in 2021 to 398 awards in 2025) in the last five years. The graph directly below reflects a greater emphasis on recruiting, onboarding, retention, and graduate students.

NUMBER OF DEGREES AND CERTIFICATES AWARDED FROM FY2021-2025





Adult Education/KDOC/ Student Disability Services

**AY/FY24-26
Comprehensive Review**

Prepared by:

**Krista Clay, Neosho Community College Director / Karen Barger, Labette
Community College**

Presented by:

Dr. Jason Sharp, Vice-President of Academic Affairs

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1.0 Department Summary

Labette Community College has a consortium agreement for adult education services with Neosho Community College. Eastern Kansas Adult Education (EKAE) under the fiscal direction of Neosho County Community College with a location at Labette Community College and the El Dorado South Correctional Facility in Oswego, KS serves individuals from 18 to 65 years of age and over who need basic math, reading or language skills, a high school equivalency diploma, and/or English literacy skills.

As part of the orientation process that includes the required paperwork and assessments, each instructor conferences one-on-one with students to discuss their educational and employment goals. These goals and progress towards them are revisited at the time when post/progress testing is done and notes are made in each student's folder.

Additionally, during our class orientation, we provide the opportunity for students, who have not already done so, to connect with SEKansasWorks. SEKansasWorks can help them pay for their GED fees, find internships or jobs, as well as help them with post-secondary opportunities if all requirements are met by the individual.

Furthermore, the career navigator is available to meet with each student after orientation to help them determine what they want to do with their future after class completion. The career navigator provides access to a career inventory (O*Net) if they aren't sure what they want to do. She provides college information for specific careers, and information about technical programs, and information for supportive resources if needed.

To overcome barriers, EKAE has established several partnerships with local service organizations and agencies who directly address the cycle of poverty. These organizations include the Department of Children and Families, SEKansasWorks, local food banks through churches, and General Public Transportation.

We promote our adult education services and recruit students with the aid of these partners by combining our program information and services with that of the partner organizations. Regular communication through a streamlined process developed with our partners allows us to help eliminate the barriers that so many individuals in poverty have when accessing education and future employment.

Furthermore, Labette Community College shares an agreement in conjunction with Adult Education for an Adult Education Assessment Coordinator/Literacy Instructor for Kansas Department of Corrections (KDOC) through a KDOC grant. This position provides multi-discipline services to a variety of constituencies. As part of the work for KDOC, they establish testing dates, types of tests, proctoring tests, coordination with the adult education team, and scoring & submitting tests. This position also coordinates, schedules, and administers for Labette Community College the following exams: National Registry Emergency Medical Technician (NREMT), IT tests, the College Level Examination Program (CLEP) assessment, the Home Health Aide (HHA), Certified Nurse Aide (CNA), Certified Med Aide (CMA) state exams, the Adult Basic Education (TABE), WorkKeys, ISCED and ACCUPLACER while strictly following all necessary policies and procedures. The position also provides TABE testing for the welding students at LCC.

The Student Disability Services Department at Labette Community College ensures all students with

learning or physical differences are provided equal access to a quality education. Students who are substantially impaired during one or more major life activities qualify for these services, if they possess the needed documentation. Reasonable accommodations depend upon the nature, degree of severity of the documented disability, and is determined on an individual basis. The student is matched with the appropriate services needed for them to be successful in their coursework. Students are eligible to receive accommodations until they have graduated, no longer enrolled, or have requested otherwise.

The Adult Education/KDOC/Student Disability Services are under the supervision of the Vice President of Academic Affairs for this review cycle. The coordinator works closely with Student Support Services, the Advising Center and faculty to ensure students are referred for and receive correct services needed for a successful quality education.

1.1 Quantitative and Qualitative Data

EKAE currently has four full-time instructors, two full-time program directors, a half-time career navigator, a half-time assessment coordinator, and a full-time administrative assistant. Of the ten staff members, four hold a master's degree.

All staff of NCCC/EKAE work a 12-month contract with a 36-hour work week.

Program Director and Assistant Director: The Program Director has been employed in Adult Education for approximately 25 years with 10 years as Director. The Assistant Director has been employed in Adult Education for 18 years. Both of us balance our time with 75% being in administrator duties in managing the grant, data, and staff. The Assistant Program Director oversees entering all of the data from all of our locations which is why we travel to all of our sites twice a month. The other 25% of our time is spent teaching at the El Dorado Correctional Facility, South in Oswego. We teach mathematics and reading/language arts two days a week. We plan to continue this schedule in the future.

Administrative Assistant: The Administrative Assistant works 36 hours a week and spends 100% of her time assisting the Program Director and Assistant Director.

Career Navigator: The Career Navigator works up to 15 hours a week. She co-instructs basic skills at NCCC's Mitchell Career and Technical Center during the Fall and Spring semesters which is approximately 10 hours a week. For the rest of her time, she is contacting Adult Education students at each of our locations to identify ways to help them meet their transition goals and their immediate needs.

Instructors: There are four physical locations that have one full-time instructor. That instructor teaches all subjects in the classroom but also has access to paid teaching enhancements such as Essential Education. We have also utilized the online math class facilitated by KBOR. The LCC classroom shares an instructor with the Fort Scott location because of a funding cut and the fact that they are smaller program sites.

Labette Community College has an assessment coordinator who works with Adult Education, KDOC, and Students with Disabilities.

The College's demonstrate a commitment to quality services to our learners and the professionalism of the field of Adult Education by having staff with the minimum educational background of a bachelor's degree,

and with adequate, appropriate, ongoing, and necessary training.

The administration and staff utilize the Kansas Adult Education Practitioner Standards as a guideline for the delivery of high-quality adult education through the program's leadership, instruction, and support services. Full and part-time staff participate in on-going, research-based, professional development online opportunities through LINCS, World Education, College and Career Readiness, and numerous other opportunities.

Additionally, all staff are TABE (Test of Adult Basic Education) certified (online) and many have been trained as co-instructors for the AO-K team teaching model (face-to-face). Furthermore, we hold monthly staff meetings that include a professional development component and team building exercise, as well as going over the AESIS system data as a team at the start of every fiscal year.

All full-time staff sign yearly contracts with NCCC stating that they will work the required 36-hour work week.

Since becoming a consortium in 2011, records/student files have been kept at each physical location. Each center has access to locked cabinets and rooms for security and privacy.

Data entry is done by the Assistant Program Director and the Director, when necessary, by physically traveling to the location to enter the student information and hours of attendance into LACES (Literacy, Adult, and Community Education System) in a secure and private location. Student files never leave a secure location.

All pertinent records and books of accounts are preserved at each location for a period of five (5) years plus the current year.

The data from the last three fiscal years for our program is listed below. The data shows that for the last three years we have continued to rebuild our participant numbers consistently after COVID and we believe that we will be able to reach 300+ in our service area in FY26.

We plan to accomplish this by doing more advertising for both Adult Education and ESL classes in counties that surround where we have a physical location.

	Total Learners	Participants
FY23	285	251
FY24	319	285
FY25	324	292

LCC's Assessment Coordinator Testing Data:

RE: Academic Year 2023 Tests

The following assessments were administered:

235	Official GED Tests
43	NREMT (National Registry Emergency Medical Technician)
119	IT Tests (other PearsonVue Tests)
109	Certified Nurse Aide
25	Certified Medication Aide
2	Home Health Aide
0	ISCET (International Society of Certified Electronics Technicians)
7	CLEP (College-Level Examination Program/College Board)
306	TABE (Test for Adult Basic Education)
26	TABE – Labette
69	TABE – KDOC (Kansas Department of Corrections)

RE: Academic Year 2024 Tests

The following assessments were administered:

211	Official GED Tests
31	NREMT (National Registry Emergency Medical Technician)
98	IT Tests (other PearsonVue Tests)
114	Certified Nurse Aide
21	Certified Medication Aide
3	Home Health Aide
0	ISCET (International Society of Certified Electronics Technicians)
3	CLEP (College-Level Examination Program/College Board)
281	TABE (Test for Adult Basic Education - given by EKAE Consortium))
56	TABE – Labette
26	TABE – KDOC (Kansas Department of Corrections)

RE: Academic Year 2025 Tests

The following assessments were administered:

170	Official GED Tests
25	NREMT (National Registry Emergency Medical Technician)
92	IT Tests (other PearsonVue Tests)
163	Certified Nurse Aide
34	Certified Medication Aide
1	Home Health Aide
0	ISCET (International Society of Certified Electronics Technicians)
2	CLEP (College-Level Examination Program/College Board)
328	TABE (Test for Adult Basic Education)
29	TABE – Labette
38	TABE – KDOC (Kansas Department of Corrections)

Student Disability Services:

The Student Disability Services Department consists of one position splitting work load with Adult Education. During FY23, there were 53 LCC students that received ADA services. The reasonable accommodations received by students are shown below:

RE: Accommodations – Fiscal Year 2023

Based on the documentation provided to this office, the following auxiliary aids and services have been identified as necessary for this student to have access to equal educational opportunities:

1	Special table or chair
23	Please allow student to sit in front/back of the class.
8	Student may tape record lectures.
0	Reader for course materials, text to speech
5	Reader for examinations, as needed
0	Oral examinations
47	Extended time on examinations
39	Testing in a distraction free environment
22	Note taker and/or copy of instructor's notes

7	Extended time on assignments or deadlines, when needed
1 each	Other: leave room to regroup and audio book

These students have provided appropriate documentation to support this request for reasonable academic accommodation. Unless otherwise indicated, these accommodations are not retroactive.

During FY24, there were 64 LCC students that received ADA services. The reasonable accommodations received by students are shown below:

RE: Accommodations – Fiscal Year 2024

Based on the documentation provided to this office, the following auxiliary aids and services have been identified as necessary for this student to have access to equal educational opportunities:

0	Special table or chair
15	Please allow student to sit in front/back of the class.
11	Student may tape record lectures.
0	Reader for course materials, text to speech
6	Reader for examinations, as needed
0	Oral examinations
64	Extended time on examinations
48	Testing in a distraction free environment
13	Note taker and/or copy of instructor's notes
3	Extended time on assignments or deadlines, when needed
5	Other: leave room to regroup

These students have provided appropriate documentation to support this request for reasonable academic accommodation. Unless otherwise indicated, these accommodations are not retroactive.

During FY25, there were 52 LCC students that received ADA services. The reasonable accommodations received by students are shown below (the data is from Fall and Spring semester).

RE: Accommodations – Fiscal Year 2025

Based on the documentation provided to this office, the following auxiliary aids and services have been identified as necessary for this student to have access to equal educational opportunities:

1	Special table or chair
16	Please allow student to sit in front/back of the class.
7	Student may tape record lectures.
0	Reader for course materials, text to speech
3	Reader for examinations, as needed
1	Oral examinations/paper/pencil exam
48	Extended time on examinations
38	Testing in a distraction free environment
17	Note taker and/or copy of instructor's notes
7	Extended time on assignments or deadlines, when needed
5	Other: leave room to regroup

These students have provided appropriate documentation to support this request for reasonable academic accommodation. Unless otherwise indicated, these accommodations are not retroactive.

2.0 Department Support of Student Success

The EKAE program excels in providing seamless, cost-effective services that promote participant self-sufficiency.

Through strong partnerships with our community college partners, including LCC, our program has expanded its reach, maximized services, and enhanced cost efficiency.

These collaborations enable the program to promote adult education services and recruit students by integrating program information and resources with partner organizations. A streamlined communication process with partners helps eliminate barriers to education and employment, particularly for individuals living in poverty.

With a history of guiding students toward identifying and achieving their goals, EKAE aligns its strategic plan with workforce partners to maintain a network of quality, uniform adult education services. By adopting WIOA's "no wrong door" approach, the program ensures that participants can access services at any entry point within the system. Driven by a mission to provide integrated education, employment, and human services, and a vision to offer all residents—especially those with barriers to employment—access to innovative workforce services and collaborative training programs, EKAE strives to equip

individuals with the knowledge, skills, and credentials necessary for sustainable employment. This collaborative effort strengthens local economies, meets business needs, and positions the program as a leader in adult education in Kansas.

At Labette Community College, success for students under ADA means creating an inclusive, accessible campus where students with disabilities are not just accommodated, but fully allowed to thrive. We move beyond the basic accommodations by promote universal design principles, collaborate across campus departments to support students, involve students in decision-making processes, thus vesting students for success and self-advocacy. Some of the resources and aids that LCC provides to support student success, and shared with Student Support Services and the Student Success Center, are: audio or enlarged texts, digital voice recorders, Livescribe Symphoney Smartpen, noise cancelling headphones, text to speech devices, and note takers for class lectures.

3.0 Department Outcomes

Adult Education:

To address how EKAЕ plans to increase performance outcomes among eligible individuals and how we will meet state performance targets for key workforce metrics, the following points can be emphasized:

Increasing Performance Outcomes

Targeted Outreach and Recruitment:

- Implementing data-driven strategies to identify and engage eligible individuals with tailored outreach.
- Collaborating with community organizations, schools, and businesses to connect with underserved populations.

Individualized Support Plans:

- Conducting comprehensive assessments to identify participants' strengths, challenges, and goals.
- Creating customized training and employment plans that align with labor market demands.

Focused Training and Education:

- Offering industry-specific training programs aligned with in-demand sectors.
- Providing flexible learning options such as online study modules, apprenticeships through SEKWorks, and accelerated programs to increase skill acquisition rates.

Robust Support Services:

- Addressing barriers to participation through child care, transportation assistance, and mental health support.
- Leveraging case managers to provide continuous guidance and resources.

Employer Partnerships:

- Partnering with local employers through SEKWorks to create work-based learning opportunities, including internships and on-the-job training.
- Aligning training programs with employer needs through SEKWorks to ensure a seamless transition to employment.

Meeting State Performance Targets:

- Measurable Skill Gains (MSG): Offering short-term, stackable credentials and measurable skill-building milestones to track progress.
- Providing regular assessments to monitor educational and training advancements.

Employment Second Quarter After Exit:

- Maintaining active partnerships with employers through SEKWorks to ensure job placement soon after program completion.
- Utilizing job placement specialists through SEKWorks to match participants with suitable employment opportunities.

Employment Fourth Quarter After Exit:

- Strengthening post-exit follow-up services to ensure job retention and address challenges participants face in the workplace.
- Encouraging ongoing skill development to enhance job stability and career progression.

Median Earnings:

- Aligning training programs with high-demand, high-wage occupations to elevate earning potential.
- Helping participants advocate for themselves during employer negotiations to secure competitive wages.

Credential Attainment:

- Expanding access to nationally recognized certifications and degrees.
- Continue to offer support through co-instruction to motivate credential completion.

Tracking and Evaluation:

- Continue to utilize our data management systems to track individual and program performance against state targets.
- Conducting regular evaluations to identify gaps and implement continuous improvement strategies.

This approach ensures both immediate and sustained performance outcomes, helping meet or exceed state targets while addressing participants' long-term needs.

The Student Disability Services department partnered with Student Support Services, the Advising Center, Student Success Center and faculty to provide a channel for referring LCC students for ADA services. Through the referral channel, more students were able to receive services from the specific department. Also, through the channel of referring, all partners were able to mainstream students through a seamless

process of receiving the needed services.

As a result of the collaboration and processes, the need for a fulltime, standalone position to serve students was needed. Starting in FY26, 2025-2026, Labette Community College created and hired an Academic Accessibility Manager to take over the current role and expand further for student success. The staff position also now reports to the Student Affairs Department and works collaboratively with student success, advising and faculty.

3.1 Significant Impacts

EKAE adult education supports participants in achieving substantial learning gains through a combination of individualized instruction, flexible scheduling, targeted assessments, and the use of research-based educational practices. By offering personalized learning plans tailored to each participant's needs and goals, adult education programs ensure that students receive the support they need to make meaningful progress. Small group instruction allows for focused attention, while a variety of teaching methods, including real-life scenarios and hands-on activities, help reinforce key skills in reading, writing, mathematics, and problem-solving.

Additionally, our adult education programs employ frequent assessments, such as the TABE, Essential Education, and NorthStar Digital Literacy Assessment, to track participants' progress and identify areas for improvement. These assessments ensure that students' skills are continuously evaluated, providing clear data to adjust instruction and measure learning gains. The use of College and Career Readiness Standards (CCRS) further strengthens the program by aligning instruction with the skills required for post-secondary education and the workforce.

Flexible class schedules, offered at various times throughout the day and week, ensure that participants can devote ample time to their education, even if they have work or family commitments. By creating an environment that is both supportive and accommodating, adult education helps participants stay engaged and make significant learning gains that contribute to their long-term academic and career success.

Instruction in EKAE programs will be designed to support students in meeting performance targets for the Measurable Skill Gains (MSG) indicator, specifically addressing MSG types 1a, 1c, 1d, and 2. By aligning instructional practices with the goals for these indicators, adult education can help students achieve both academic and career success.

MSG 1a: Level gain from pretest to posttest

-To support level gains, instruction will focus on building foundational skills in reading, writing, mathematics, and other key areas based on students' pre-assessment results. Teachers will use differentiated instruction to meet students where they are and provide targeted interventions. Regular formative assessments will allow instructors to monitor progress and adjust teaching strategies to address any gaps in understanding. Intensive, personalized instruction will help students make significant gains in their skill levels as measured by pre- and posttests, particularly using standardized assessments like the TABE (Test of Adult Basic Education).

MSG 1c: Entry into a postsecondary institution within the fiscal year

-EKAE will support our students in preparing for postsecondary education by offering career readiness activities, academic advising, and college prep services. Instruction will emphasize academic skills needed for college-level courses, including critical reading, writing, and math skills. Additionally, adult education programs will work closely with our postsecondary adult education partners to facilitate smooth transitions for students, ensuring they understand the enrollment process, financial aid options, and academic requirements. Counseling and career exploration activities will also help students set and achieve goals that lead to successful entry into postsecondary institutions.

MSG 1d: Passage of one (1) GED subject test

- To help students pass the GED subject tests, instruction will focus on the content areas covered by the exam, including reasoning through language arts, mathematics, science, and social studies. Targeted preparation programs will include review sessions, practice exams, and the use of digital tools like Essential Education. Teachers will work with students to identify areas of weakness, offering focused remediation and additional practice to build confidence and mastery of the test content. Regular progress monitoring will ensure that students are prepared to pass one or more subject tests within the fiscal year.

MSG 2: Attainment of a high school equivalency diploma

- In line with MSG 2, adult education will help students achieve a high school equivalency diploma by providing comprehensive support in all areas of the GED. Instruction will be designed to meet individual learning needs, with a strong focus on academic rigor and test readiness. A combination of classroom instruction, independent study, and practice tests will ensure that students have the skills necessary to pass the high school equivalency exam. Guidance on test-taking strategies and time management will also be provided to help students succeed.

By aligning instructional practices with these MSG performance targets, adult education programs will not only support individual learners in achieving their educational goals but will also work toward meeting programmatic outcomes. This holistic approach ensures that each student receives the targeted support they need to achieve measurable skill gains and demonstrate progress toward their academic and career aspirations.

By moving these services in with Adult Education/GED, not only was there an increase in number of students being served but the number of services that student received increased. The focus wasn't on student access, but on student success in their classes. Students were able to achieve to their full potential with the broaden services and partners. These services don't necessarily guarantee academic success for students with disabilities, but they can help with factors such as self-advocacy skills, social support, and a sense of belonging. Some significant impacts of these efforts and trends on the Student Disability Services Department at Labette Community College include the move towards enhanced student success and retention rates, as more students with disabilities are able to fully participate in academic and campus activities.

The department's collaboration with external partners can lead to expanded resources, funding

opportunities, and access to specialized expertise, further improving the quality of support services. The adoption of new assistive technologies and instructional design strategies also contributes to a more all-encompassing campus culture, benefiting not only students with disabilities but the entire student body. Additionally, staying aligned with evolving federal and state accessibility regulations ensures institutional compliance and strengthens the college's reputation as an equitable and forward-thinking institution. Overall, these impacts foster a more complete, adaptable, and student-centered learning environment.

4.0 External Constituency and Significant Trends

EKAE will work with our partnering college's Deans of Outreach and Workforce Development who use a strategic, data-driven approach to determine local employer needs and business and industry demands while developing IET (Integrated Education and Training) pathways. This approach will ensure that participants are equipped with the skills and credentials necessary to secure and advance in employment, particularly in roles that support economic self-sufficiency.

Determining Local Employer Needs and Industry Demands:

The Deans of Workforce Development at our partnering colleges have utilized labor market information (LMI) such as state and local workforce boards, and employment trend databases to identify high-demand industries and occupations. Those Deans have also analyzed local and regional economic development plans to align IET pathways with targeted growth sectors. Furthermore, they have established and maintained relationships with local businesses, chambers of commerce and industry associations to gather insights into workforce needs and skill gaps. The Deans have conducted employer surveys and focus groups to understand hiring trends, required credentials, and emerging industry standards. They have organized advisory committees to solicit feedback on program design and ensure alignment with employer expectations and partner with workforce development boards, one-stop career centers, and economic development agencies to stay informed about local priorities and opportunities.

Lastly, they collect data from program participants, alumni, and employers to evaluate the effectiveness of training pathways and make data-informed adjustments. Additionally, they monitor employment outcomes and trends to refine program offerings in response to changing market dynamics.

To ensure that staff or close partners possess the necessary expertise in both Adult Education and occupational training for delivering contextualized instruction in selected Integrated Education and Training (IET) pathways, EKAE can take the following steps:

Hiring Qualified Staff:

- Recruit educators with certifications, degrees, or prior experience in adult education, workforce development, and the occupational fields relevant to the IET pathways.
- Ensure that staff has experience in contextualized instruction methodologies that blend academic and technical skills.

Professional Development and Training:

- Provide ongoing professional development focused on best practices in contextualized instruction,

adult learning principles, and occupational training.

- Facilitate workshops, or webinars bridge any gaps in knowledge between academic and occupational expertise.
- Engage staff in collaborative training sessions that include both educators and industry professionals to ensure alignment between instructional practices and workforce needs.

Industry Collaboration:

- Partner with industry representatives and SEKWorks to co-develop and deliver training programs, ensuring that staff are exposed to current industry trends, tools, and practices.
- Leverage partnerships with SEKWorks to offer externships or job-shadowing opportunities for staff to deepen their understanding of real-world occupational requirements.

Customized Support for Staff:

- Develop individualized learning plans for staff to address areas of growth in adult education or occupational training.
- Provide access to certifications or credentialing programs in relevant occupational fields to build credibility and expertise.

Resource Development and Sharing:

- Equip staff with curriculum guides, instructional materials, and other resources tailored to integrate academic and technical content effectively.
- Facilitate peer collaboration and resource-sharing among staff and close partners to promote consistent delivery of contextualized instruction.

Evaluation and Feedback:

- Regularly assess the effectiveness of instruction and identify areas for improvement through classroom observations, student feedback, and performance outcomes.
- Use evaluation data to inform targeted professional development efforts and refine instructional approaches.

Integrated Team Approach:

- Form teams comprising adult educators, technical trainers, and workforce advisors to collaborate on designing and implementing IET programs.
- Encourage cross-training among team members to build mutual understanding and support seamless integration of academic and occupational instruction.

By implementing these strategies, the applicant ensures that staff and close partners are equipped to deliver high-quality, contextualized instruction aligned with the goals of selected IET pathways. Recent adjustments and recommended changes in federal and state funding have resulted in reduced allocations for adult education programs and services. These changes have prompted a review of current operations to ensure that available resources are used efficiently while maintaining equitable access to essential educational services. The department and those participating in the consortium continue to explore alternate funding sources and collaborative partnerships to sustain program quality and meet

community needs. Looking ahead, potential future funding reductions may require further prioritization of program activities and continued efforts to identify alternative funding sources or partnerships.

The ADA Services and Adult Education works with several external entities ensuring student the best opportunities possible. The ADA Coordinator worked closely with Labette County Mental Health Center, Vo-Rehab, Labette Coalition, TFI, Department of Children and Family, Department of Commerce. CHC-SEK and Kansas Works. Students can be referred to any or all of the external entities, if needed, for services or documentation.

5.0 Department Success

In the EKAE Consortium, four of our six partners are community colleges. The partnership between adult education programs and community colleges, especially in the lower/deficient levels of education, is a critical collaboration aimed at helping learners bridge educational gaps and achieve academic and career success. Here's how these partnerships typically work and their impact:

Shared Goals:

- Academic Preparedness: Both adult education programs and community colleges aim to equip students with the foundational skills needed for success in credit-bearing college courses.
- Workforce Readiness: These partnerships support students in acquiring skills necessary for employment or further vocational training.

Collaborative Strategies:

- Our Career Navigator establishes a "bridge" to transition adult learners from non-credit adult education classes (e.g., GED or ESL programs) to credit-bearing community college courses.
- Integrated Education and Training (IET): We combine adult education with workforce training or postsecondary coursework, allowing learners to simultaneously develop academic, career, and technical skills.
- Curriculum Alignment: Community colleges and adult education providers align curricula to ensure smooth transitions, focusing on areas like math, reading, and writing.
- Dual Enrollment Opportunities: In some cases, adult learners can simultaneously enroll in adult education and developmental education courses, accelerating progress toward their goals.

Resource Sharing

- Facilities and Technology: Community colleges often provide classrooms, labs, and technology for adult education courses, creating accessible learning environments.
- Faculty Collaboration: Instructors from both sectors often collaborate on instructional strategies and materials, ensuring consistency in teaching approaches.
- Advising and Support Services: Partnerships extend academic advising, tutoring, and career services to adult learners, helping them navigate challenges and stay on track.

Benefits to Learners

- **Faster Transitions:** Partnerships help adult learners avoid redundancy in coursework by aligning skill development with college-level expectations.
- **Cost Efficiency:** EKAE offers adult education courses at little or no cost, reducing financial barriers. We also refer our students 24 and under to SEKansasWorks to see if they are eligible for enrollment to have their fees covered without cost to them.
- **Improved Outcomes:** Integrated approaches improve retention, completion rates, and the likelihood of students transitioning to and succeeding in credit-bearing courses.

The partnership between adult education and community colleges for lower/deficient levels of education is essential for fostering a skilled, educated workforce and creating pathways to lifelong learning and economic mobility.

The Student Disability Services Department at Labette Community College has achieved remarkable success in fostering a wide-ranging and supportive learning environment for all students. Through personalized academic accommodations, assistive technologies, and dedicated support, the department ensures that students with disabilities have access to educational opportunities. Their advocacy and collaboration with faculty has led to increased awareness across campus. As a result, more students are achieving their academic goals, utilizing the resources and participating fully in campus life. The department's commitment to empowering students and promoting equity stands as a model of excellence within the Labette Community College community. Other departmental successes were obtaining recorders, noise canceling headphones, text to speech devices, Livescribe Smartpen, large print books for students and hiring note takers for student success.

5.1 Staff Accomplishments

EKAE ensures the success of the Adult Education program by following strategies to hire and retain qualified individuals, especially those from diverse backgrounds. The plan also outlines measures to maintain program continuity during staff transitions.

Hiring Qualified and Diverse Individuals:

- Post job openings widely on platforms that reach diverse audiences, including job boards, professional networks, and community organizations serving underrepresented populations.
- Partner with local colleges, universities, and professional associations to attract candidates from diverse backgrounds.
- Highlight the program's commitment to diversity, equity, and inclusion (DEI) in job descriptions and organizational culture.

Qualifications and Competencies:

- Clearly define job qualifications to include technical skills, cultural competencies, and experience working with diverse adult learners.
- Value lived experiences and bilingual/multilingual abilities in addition to formal education and

training.

Equitable Selection Processes:

- Utilize diverse hiring committees to minimize bias and evaluate candidates fairly.
- Incorporate behavioral interviews to assess candidates' ability to address challenges specific to adult education.

Retention of Qualified and Diverse Staff through:

Professional Development:

- Provide ongoing training opportunities in areas like DEI, culturally responsive teaching, and career navigation best practices.
- Support certifications and continuing education to enhance staff expertise.

Supportive Work Environment:

- Foster an inclusive and collaborative workplace that values diverse perspectives.
- Offer mentorship and coaching programs to support professional growth.

Competitive Compensation and Benefits:

- Provide fair salaries, health benefits, and flexible work arrangements to attract and retain top talent.
- Recognize and reward staff achievements to promote satisfaction and loyalty.

Staff Engagement and Feedback:

- Conduct regular staff surveys and feedback sessions to address concerns and improve workplace conditions.
- Encourage team-building activities and wellness initiatives to promote morale.

Maintaining Services During Staff Transitions

- Ensure staff are cross-trained in essential duties to prevent service disruptions.
- Maintain detailed documentation of program procedures, lesson plans, and data protocols to facilitate smooth onboarding of new hires.

Interim Staffing Solutions:

- Develop a pool of part-time or substitute staff who can step in during transitions.

Strategic Planning:

- Proactively plan for potential transitions by identifying emerging staffing needs.
- Use a transition team approach to maintain program continuity and support existing staff.

Communication with Learners:

- Keep learners informed about staffing changes and reassure them of the program's commitment to quality services.

- Provide consistent points of contact for learners to ensure uninterrupted access to resources and support.

By prioritizing inclusive hiring practices, fostering a supportive environment, and ensuring robust transition plans, the Adult Education program will maintain its ability to serve learners effectively while building a dynamic and diverse team.

LCC's Assessment Coordinator attended both face to face and virtual conference as staff development: Mental Health/First Aid Training; KansasWorks Development Day; Virtual meeting with Anthony Fadale, State of Kansas ADA Coordinator; COABE Conferences, KAEA State Conferences and GED National Conference; obtained partnerships with Vocational Rehab, KansasWorks, CHC-SEK/11th District Court Drug Court and Labette County Mental Health to work with LCC/AE/GED students; established a test site for the NCCT and ISCT and became a proctor for the tests; established two mobile testing site through PearsonVue; served on several college committees, and donated/worked/attended the college auction for student scholarships.

7.0 Supervising Administrator Response

The services provided by Adult Education and KDOC at Labette Community College, in consortium with Neosho Community College, continues to provide essential educational services to adult learners, including individuals served through the Kansas Department of Corrections. The department remains focused on improving access, retention, and successful transition for all participants. Despite recent and potential future reductions in federal and state funding, the consortium has worked proactively to align resources, strengthen partnerships, and maintain program quality. Ongoing collaboration among partner institutions supports consistent delivery of instruction, data-driven program improvement, and a continued commitment to meeting the diverse educational needs of the communities we serve. The staff in these departments excel in their areas and solely focus on what is best for students.

The adjustments to serve student accommodations was addressed and we look forward to seeing the effectiveness of those decisions in the next comprehensive review. At this point, there are two major goals moving forward. One of which has already been addressed.

1. By March 2026, the Adult Education Department will evaluate the impact of federal funding cuts on their services and make recommendations for future services despite the reduced resources.
2. Add a full time LCC staff position to enhance services for students who need accommodations.
 - a. Completed 2025-2026 Academic Year.

Dr. Jason Sharp
Vice-President of Academic Affairs

SUBJECT

Master Agreement Contract Ratification

REASON FOR CONSIDERATION BY THE BOARD

Changes in the Master Agreement require Board of Trustees approval

BACKGROUND

A proposed amendment to Section XVI (Professional Compensation) of the Master Agreement. The approved language (to become new #6) reads:

"6. Grant Funded Bonuses – The College may accept and administer grant funds for faculty bonus payments as specified in the grant award."

The current "Other" section will move to become #7.

The current Master Agreement does not allow bonuses to faculty even when using grant funding. The Kansas Behavioral Health Center of Excellence (KBHCE) is offering grants to Kansas community and technical college 2-year nursing programs to support and retain the existing nurse faculty. The faculty and administration have discussed language and compensation changes that both parties feel should be made to the Master Agreement for these situations. Statutes stipulate that the Board of Trustees shall ratify changes agreed upon in the Master Agreement with the Faculty Association covering the 2025-2026 school year.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the change to the Master Agreement effective for 2025-2026.

Agenda Item #: VII.C.
Date: November 13, 2025

SUBJECT

Changing the regular meeting date for January 2026.

REASON FOR CONSIDERATION BY THE BOARD

Due to statute K.S.A. 72-1133 and K.S.A. 72-1138, the meeting dates, times, and locations for the regular meeting of the LCC Board of Trustees will be set on or after the second Monday of January for the calendar year.

BACKGROUND

As it is currently scheduled, the January 2026 meeting date does not fall after the second Monday of the month as required by the Kansas statute.

PRESIDENT'S RECOMMENDATION

The President recommends that the January 2026 meeting of the Board of Trustees be held on Thursday, January 15, 2026, at 5:30 p.m. on campus in the Cardinal Event Center.

SUBJECT

Approval of Bills

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require the Board of Trustees' approval of all expenditures

BACKGROUND

Each month a listing of claims to be paid is presented to the Board for approval.

PRESIDENT'S RECOMMENDATION

The President recommends approval of the bills.

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/2/2025		Account Number	Amount	Total
141096	Every Kansas Central INC	Electricity			11-7102-634-000	\$20,183.68	
		Electricity - WTC			12-4204-634-000	\$794.79	
		Electricity - Student Union			16-9482-634-000	\$724.82	\$21,703.29
141097	Janice S Every	Weekly Landscaping (9/22 to 9/27)			11-7202-648-000	\$200.00	\$200.00
141098	Rebeka Johanna Hale-Crawford	Reimburse Meal - PTK Meeting			11-1126-604-000	\$29.88	\$29.88
141099	Harrison William Hall	Reimburse Mileage - KACRAO Conf			11-5302-601-000	\$203.00	\$203.00
141100	Ross Harper	Reimburse Mileage - OSHA & Evaluat			12-1205-602-000	\$176.40	\$176.40
141101	Jason Hinson	Reimburse Team Meal			11-5508-601-000	\$67.50	\$67.50
141103	Kansas Gas Service	Gas Service			11-7102-633-000	\$133.56	\$133.56
141104	Kansas Library Association	KLA Conference Reg - S Zollars			11-4101-601-000	\$369.00	\$369.00
141105	Kansas Society of Radiologic Technolo	KSRT Student Memberships			12-1210-700-002	\$1,050.00	\$1,050.00
141106	Brandi McCall	Reimburse Meals - KACRAO Conf			11-5302-601-000	\$151.97	\$151.97
141108	Parsons Sun	Newspaper Renewal - Library			11-4101-704-001	\$67.00	\$67.00
141111	Sparklight	Cable Service - October			11-6401-631-000	\$220.64	
		Cable Service - September			11-6401-631-000	\$222.64	
		Cable Service - August			11-6401-631-000	\$222.64	\$665.92
141112	Verizon Wireless	J Burzinski Phone Charges			11-6401-701-000	\$400.58	
		Blue Emergency Tower Lights			11-6501-631-000	\$101.95	
		Facilities Phone Charges			11-7102-649-000	\$232.78	\$735.31
141114	Wave Wireless	Internet Service - WTC			11-6401-631-000	\$69.00	\$69.00
141115	Wex Bank	Service Purchases - September 2025			11-6502-720-000	\$27.30	
		Fuel Purchases - September 2025			11-6502-720-000	\$1,703.44	\$1,730.74

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	10/2/2025	Account Number	Amount	Total
141116	Wichita State University	KCOG Registration - Jason Sharp		11-4201-601-000	\$125.00	\$125.00
					<u>\$27,477.57</u>	
	11-General Fund		\$24,731.56			
	12-Postsecondary Technical Education Fund		\$2,021.19			
	16-Auxiliary Ent Fund		\$724.82			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$0.00			
			<u>\$27,477.57</u>			

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/9/2025		Description	Account Number	Amount	Total
141117	A S C A P			Annual Music Licensing Fee	11-1111-682-000	\$390.08	\$390.08
141118	B P Business Solutions			Fuel Purchases	11-6502-720-000	\$536.59	\$536.59
141119	Chelsea Beville			Reimburse Mileage - Recruiting Trips	11-5509-603-000	\$208.60	\$208.60
141120	Linda Gale Brown			Reimburse Mileage - Clinical Admin M	12-1210-601-000	\$179.20	\$179.20
141121	City of Parsons			Water Service	11-7102-632-000	\$2,793.82	
				Water Service - WTC	12-4204-632-000	\$162.55	
				Water Service - Student Union	16-9482-632-000	\$237.41	\$3,193.78
141122	Daniel Colon			Color Clicks	11-4203-701-000	\$158.29	
				Black Clicks	11-4203-701-000	\$79.02	\$237.31
141123	Commerce Bank			Rental Car - J Sharp to Pueblo CC	11-4201-601-000	\$227.45	\$227.45
141124	Gabriella I Cortez			Women's BB Travel - 10/19/2025	11-5503-601-000	\$300.00	\$300.00
141125	Crossroad Tours			Bus Trip - Baseball - KCK Comm Coll	11-5502-601-000	\$1,201.80	
				Bus Trip - Volleyball - Sioux City, IA	11-5504-601-000	\$4,089.60	
				Bus Trip - Volleyball - Sioux City, IA	11-6502-720-000	\$1,536.40	
				Bus Trip - Baseball - KCK Comm Coll	11-6502-720-000	\$883.20	\$7,711.00
141126	Leanna Doherty			Reimburse KSCPA Annual Membersh	11-6201-701-000	\$390.00	\$390.00
141128	Evergy Kansas Central INC			Electricity - Cherokee Center	11-7103-634-000	\$779.56	\$779.56
141129	Janice S Every			Weekly Landscaping (9/28 to 10/4)	11-7202-648-000	\$200.00	\$200.00
141130	Ross Harper			Reimburse Hotel - CATYC Conferenc	12-1205-601-000	\$371.84	
				Reimburse Mileage - St. Louis/CATYC	12-1205-601-000	\$506.10	
				Reimburse Parking - CATYC Conf	12-1205-601-000	\$60.00	
				Reimburse Meals - CATYC Conferenc	12-1205-601-000	\$62.82	
				Reimburse Hotel - Workforce Conf/Sa	12-1246-630-000	\$256.44	
				Reimburse Meals - Workforce Conf	12-1246-630-000	\$61.45	
				Reimburse Mileage - Workforce Conf	12-1246-630-000	\$322.00	\$1,640.65

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/9/2025		Account Number	Amount	Total
141132	Mia Kathryn Howard	Reimburse Mileage - Recruiting Trips			11-5302-601-000	\$366.80	
		Reimburse Meals - Recruiting Trip			11-5302-601-000	\$34.50	\$401.30
141133	KACRAO	Membership Renewal			11-5302-681-000	\$100.00	\$100.00
141134	Kansas Gas Service	Gas Service - Cherokee Center			11-7103-633-000	\$96.78	\$96.78
141135	Kelly D. Kirkpatrick	Reimburse Hotel - KCCLI/Kirkpatrick			11-5701-601-000	\$156.22	
		Reimburse Mileage - KCCLI @ JCCC			11-5701-601-000	\$210.00	
		Reimburse Meals - KCCLI/Overland F			11-5701-601-000	\$81.19	
		Reimburse Hotel - KCCLI/Baker			11-6201-601-000	\$156.22	\$603.63
141137	Ashley Moore	Reimburse Mileage - Clinicals (Aug/S			12-1210-602-000	\$499.80	\$499.80
141138	Proud Animal Lovers Shelter	Memorial - Helen Evans			11-6102-709-000	\$50.00	\$50.00
141139	QueenB Television of Kansas/Missouri	July Digital Advertising - KOAM			11-6301-613-000	\$1,300.00	
		July Advertising - KFJX			11-6301-613-000	\$650.00	
		July Advertising - KOAM			11-6301-613-000	\$720.00	\$2,670.00
141140	Rural Water District #5	Water Service - Cherokee Center			11-7103-632-000	\$22.63	\$22.63
141141	Jason L Sharp	Reimburse Meal - CATYC Conference			11-4201-601-000	\$25.12	
		Reimburse Mileage - St Louis/CATYC			11-4201-601-000	\$466.20	
		Reimburse Hotel - CATYC Conference			11-4201-601-000	\$371.84	\$863.16
141142	St Andrew School	Memorial - David Neises			11-6102-709-000	\$50.00	\$50.00
141143	Touchtone Communications	Toll Free Fax Line			11-6501-631-000	\$201.66	\$201.66
141144	Veritiv	Fuel Surcharge - Paper			11-6503-705-000	\$8.19	\$8.19
141145	Wright International Student Services	Students Removed from Delinquency			11-5201-613-000	\$320.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/9/2025	Account Number	Amount	Total
141145	Wright International Student Services	Students Loaded		11-5201-613-000	\$5.00	\$325.00
					<u>\$21,886.37</u>	
	11-General Fund		\$19,166.76			
	12-Postsecondary Technical Education Fund		\$2,482.20			
	16-Auxillary Ent Fund		\$237.41			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$0.00			
			<u>\$21,886.37</u>			

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/16/2025		Description	Account		Amount	Total
					Number			
141146	A T and T			Internet Service	11-6401-631-000		\$1,900.92	\$1,900.92
141147	Amazon Capital Services			Academic Accessibility Supplies	11-4206-701-001		\$154.11	
				Admissions Event Giveaway Items	11-5302-711-000		\$1,182.79	
				Colored Card Stock	11-5304-701-000		\$14.39	
				October ATR Order	11-5507-701-000		\$215.95	
				SanDisk 4TB Extreme PRO	11-6401-646-002		\$299.99	
				Softalk Cord Manager Retractable Ph	11-6401-701-000		\$71.00	
				Surface Pro Laptop Charger	11-6401-701-000		\$18.99	
				8 Inches Reusable Cable Ties	11-6401-701-000		\$5.94	
				Flash Drive 32 GB 10 Pack	11-6401-701-000		\$63.12	
				Microsoft Surface Pro 11	11-6402-850-000		\$1,405.79	
				Baby Changing Station & Hose Adpat	11-7102-649-000		\$241.37	
				The Resilience Factor (12 count)	12-1208-700-002		\$115.40	
				The Resilience Factor (10 Books)	12-1208-700-002		\$80.16	
				2 Way Stethoscopes for Respiratory	12-1211-700-002		\$37.90	
				CYBORIS Dual Speaker for Yoga	12-4204-701-000		\$43.99	
				T-Shirt Folding Board	16-9381-701-000		\$12.99	
				Scientific Calculators and Binders	16-9381-741-000		\$60.65	
				Snacks for Bird's Nest Concessions	16-9381-742-000		\$76.31	
				Insulated Thermal Coffee Carafes, 13	16-9684-701-000		\$106.12	
				Commercial Immersion Blender w/Wh	16-9684-850-000		\$710.68	\$4,917.64
141149	DeLyna R Bohnenblust			Reimburse - Evidence Based Conf Re	12-1208-670-000		\$433.50	
				Reimburse Flight - Evidence Based C	12-1208-670-000		\$348.37	\$781.87
141150	Card Services			Bomgaars - Groundskeeping Supplies	11-7102-649-000		\$114.70	
				Bomgaars - Fall Mums for Campus	11-7102-649-000		\$8.98	\$123.68

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/16/2025		Description	Account		Amount	Total
					Number			
141152	Molly E Coomes			Reimburse Meals - Workforce Innovat	12-1246-630-000		\$57.47	
				Reimburse Mileage - Workforce Innov	12-1246-630-000		\$311.50	
				Reimburse Mileage - CNA/CMA Orien	12-4204-602-000		\$224.00	\$592.97
141153	CPI Technologies, Inc			Copy Usage - Cherokee Center	11-7103-701-000		\$149.83	\$149.83
141154	Kenneth Elliott			Reimburse Hotel - CATYC Conferenc	11-4202-601-000		\$421.84	
				Reimburse Mileage - St. Louis/CATYC	11-4202-601-000		\$464.80	
				Reimburse - Dale Carnegie Digital Cl	11-4202-701-000		\$299.00	\$1,185.64
141155	Betty Ellis			Reimburse Mileage - Dodge City, KS	12-1246-630-000		\$413.28	
				Reimburse Meals - Dodge City/Works	12-1246-630-000		\$20.24	
				Reimburse Hotel - Dodge City/Workst	12-1246-630-000		\$312.80	\$746.32
141156	ESSDACK			Career Expo Reg - Respiratory Care	12-1211-601-000		\$250.00	\$250.00
141157	Janice S Every			Weekly Landscaping (10/5 to 10/11)	11-7202-648-000		\$200.00	\$200.00
141158	FedEx			Package Shipping - Admissions	11-5302-701-000		\$52.90	\$52.90
141159	First Dakota Indemnity Company			Worker's Compensation Ins - Oct 202	11-6501-590-001		\$1,268.00	\$1,268.00
141162	Mia Kathryn Howard			Reimburse Mileage - Recruiting Trips	11-5302-601-000		\$351.40	
				Reimburse Meals - Recruiting Trips (3	11-5302-601-000		\$29.02	\$380.42
141163	Kansas Department of Revenue			Bird's Nest Sales Tax - September	16-0000-216-001		\$197.59	
				Cardinal Cafe Sales Tax - September	16-0000-216-002		\$712.41	\$910.00
141164	Kansas Gas Service			Gas Service	11-7102-633-000		\$269.54	
				Gas Service - WTC	12-4204-633-000		\$66.92	
				Gas Service - Student Union	16-9482-633-000		\$351.53	\$687.99
141166	Kelly D. Kirkpatrick			Reimburse - NACADA Admin Institute	11-5701-701-000		\$1,075.00	\$1,075.00
141168	Leadership Labette			Program Tuition - Hannah Kennedy	11-6301-601-000		\$375.00	\$375.00
141169	Lingo Telecom LLC			Fax Lines	11-6501-631-000		\$218.57	
				Alarm Line	11-6501-631-000		\$28.59	\$247.16

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/16/2025	Account Number	Amount	Total
141170	Brandi McCall	Reimburse Mileage - Wichita Recruiting		11-5302-601-000	\$179.20	\$179.20
141173	Sam's Club	Paper Products		11-6201-701-000	\$46.02	\$46.02
141175	Jeffrey Michael Vesta	Wrestling Travel - 10/19/2025		11-5505-601-000	\$300.00	\$300.00
141177	WoodRiver Energy LLC	Natural Gas Service		11-7102-633-000	\$429.78	
		Natural Gas Service - Student Union		16-9482-633-000	\$59.05	\$488.83
					<u>\$16,859.39</u>	
		11-General Fund	\$11,856.53			
		12-Postsecondary Technical Education Fund	\$2,715.53			
		16-Auxiliary Ent Fund	\$2,287.33			
		64-Deferred Maintenance	\$0.00			
		67-Capital Outlay	\$0.00			
			<u>\$16,859.39</u>			

Checks approved for release prior to Board action

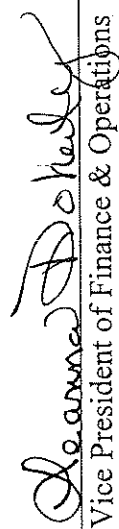
Mark W. Watkins
President

Deanna Doherty
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
ACH REGISTER FOR APPROVAL

Payment Date	Vendor Name	Description	Account Number	Amount	Total
10/23/2025	ACEN	Annual Accreditation Fee	12-1208-670-000	\$3,195.00	\$3,195.00
				<u>\$3,195.00</u>	
	11-General Fund		\$0.00		
	12-Postsecondary Technical Education Fund		\$3,195.00		
	13-Adult Ed Fund		\$0.00		
	16-Auxillary Ent Fund		\$0.00		
	64-Deferred Maintenance		\$0.00		
	67-Capital Outlay		\$0.00		
			<u>\$3,195.00</u>		

Checks approved for release prior to Board action


Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/23/2025		Description	Account		Amount	Total
					Number			
141241	A T and T			Phone Service	11-6501-631-000		\$215.41	\$215.41
141242	A T and T			Internet Service	11-6401-631-000		\$978.26	
				Internet Service	11-6401-631-000		\$1,103.33	
				Internet Service	11-6401-631-000		\$1,588.75	\$3,670.34
141243	Hannah Jo Baker			Reimburse Mileage - Ark City Worksh	11-6201-601-000		\$168.00	\$168.00
141244	Kathleen A Bennett			Reimburse Mileage - KCADNE Forum	12-1246-630-000		\$294.00	\$294.00
141245	DeLyna R Bohnenblust			Reimburse Meals - KCADNE Fall For	12-1246-630-000		\$413.17	\$413.17
141246	Capital One			Health Science Day Drinks and Snack	11-5302-711-000		\$140.68	
				Health Science Day Prizes	11-5302-711-000		\$127.91	
				MBB Travel Supplies	11-5508-601-000		\$151.20	
				Office Supplies	11-6301-701-000		\$15.75	
				Kids Fall Fest Items	11-6301-709-000		\$38.70	
				Pink Out Night Basket	11-6301-709-000		\$95.67	
				Event Items	11-6301-709-000		\$75.19	
				Groundskeeping Supplies	11-7102-649-000		\$17.07	
				Maintenance Supplies	11-7102-649-000		\$68.00	
				Food	16-9684-743-000		\$111.04	
				Food	16-9684-743-000		\$83.11	
				Food	16-9684-743-000		\$95.75	
				Food	16-9684-743-000		\$37.94	
				Food	16-9684-743-000		\$63.60	
				Food	16-9684-743-000		\$27.27	
				Food	16-9684-743-000		\$222.37	
				Food	16-9684-743-000		\$10.44	
				Food	16-9684-743-000		\$175.40	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/23/2025		Description	Account		Amount	Total
					Number			
141246	Capital One			Food		16-9684-743-000	\$280.42	
				Food		16-9684-743-000	\$70.26	
				Food		16-9684-743-000	\$34.12	
				Food		16-9684-743-000	\$49.52	
				Food		16-9684-743-000	\$52.58	
				Food		16-9684-743-000	\$59.81	\$2,103.80
141247	Molly E Coomes			Reimburse Meal - Smart Lunch Event		12-4204-701-000	\$8.59	\$8.59
141248	Gabriella I Cortez			Women's BB Travel - 11/29/2025		11-5503-601-000	\$300.00	\$300.00
141249	Gabriella I Cortez			Women's BB Travel - 11/18/2025		11-5503-601-000	\$300.00	\$300.00
141250	Gabriella I Cortez			Women's BB Travel - 11/7-8/2025		11-5503-601-000	\$600.00	\$600.00
141251	Gabriella I Cortez			Women's BB Travel - 11/4/2025		11-5503-601-000	\$300.00	\$300.00
141252	Gabriella I Cortez			Women's BB Travel - 11/1/2025		11-5503-601-000	\$300.00	\$300.00
141254	Elan Financial Services			Walmart+ - September 2025		11-0100-484-000	\$13.43	
				WalmartBusiness+ Annual Membersh		11-0100-484-000	\$107.07	
				Tax Credit - Comfort Inn - M Howard		11-5302-601-000	(\$7.61)	
				Hyatt Place - M Howard - Wichita		11-5302-601-000	\$188.79	
				Walmart - Permanent Markers		11-5302-701-000	\$33.62	
				Ablebits - Excel Suite Software		11-5303-701-000	\$53.53	
				BraceDirect - Knee Ligament Brace		11-5503-701-000	\$484.50	
				Holiday Inn - Volleyball - Shawnee, KS		11-5504-601-000	\$1,417.68	
				Holiday Inn - Volleyball - Springfield		11-5504-601-000	\$1,580.10	
				Comfort Inn - Volleyball - Sullivan, MC		11-5504-601-000	\$887.61	
				BraceDirect - Knee Ligament Brace		11-5507-701-000	\$484.49	
				HoopsKing - MBB Coaches Board		11-5508-701-000	\$79.14	
				Pay.gov - School Cert for Int'l Student		11-5701-706-000	\$1,250.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/23/2025		Account Number	Description	Amount	Total
141254	Elan Financial Services			11-6301-709-000	Domino's - Pizza for PR Event	\$229.10	
				11-6502-720-000	Kirby's SuperSports - Polaris Repairs	\$203.73	
				11-6504-601-001	Credit - Sheraton Hotel- H Walker	(\$20.20)	
				11-6504-701-000	TaxBandits - 3rd Qtr 941 Filing Fee	\$5.95	
				11-7102-649-000	Zoro Tools - Snap Action Temp Contrc	\$72.68	
				12-1205-701-001	Home Depot - WTC Classroom Floori	\$6,903.21	
				12-1208-670-000	HolstonHouse - Nursing/OADN Conf -	\$5,958.16	
				12-1208-700-000	Scientific American - Magazine Renew	\$79.00	
				12-1214-681-000	SDMS - Webinar Registrations	\$118.00	
				12-1214-700-000	SDMS - Annual Renewal Fees	\$350.00	
				12-1214-700-000	ARDMS - Annual Renewal Fees	\$210.00	
				12-1219-700-000	Harbor Freight - Paint Guns and Supp	\$154.63	
				12-1246-630-000	Fairfield Inn - M Coomes - Workforce	\$256.44	
				12-4204-701-000	Canva - Workforce Ed Subscription	\$119.40	
141255	Evergy Kansas Central INC			12-4204-701-001	CareerSafe - OSHA Vouchers	\$1,050.00	
				12-4204-701-001	CareerSafe - OSHA Vouchers	\$525.00	
				12-4204-701-002	KS.gov - KDADS CNA Fees	\$143.50	
				12-4204-701-002	KS.gov - KDADS CNA	\$20.50	
				16-9684-743-000	Ozarks Coca-Cola - Bag in the Box Pr	\$300.76	\$23,252.21
				11-7102-634-000	Electricity - 1230 Main	\$326.38	
				11-7102-634-000	Electricity - Athletic Expansion	\$5,398.57	
				11-7102-634-000	Electricity - Vehicle Lot	\$75.58	\$5,800.53
				11-7202-648-000	Weekly Landscaping (10/12 to 10/18)	\$200.00	\$200.00
				11-6504-701-000	Reimburse - HR Transcript Request	\$10.00	\$10.00
141258	GFL Environmental			11-7103-649-000	Trash Removal - Cherokee Center	\$415.30	\$415.30

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/23/2025		Description	Account		Amount	Total
					Number			
141260	Ross Harper			Reimburse Mileage - Evaluations/Mee	12-1205-602-000		\$283.50	
				Reimburse Mileage - CPR & OSHA	12-4204-602-000		\$93.80	\$377.30
141261	Jason Hinson			Men's Basketball Travel - 10/31/2025	11-5508-601-000		\$300.00	\$300.00
141262	Jason Hinson			Men's Basketball Travel - 11/3/2025	11-5508-601-000		\$400.00	\$400.00
141263	Jason Hinson			Men's Basketball Travel - 11/7-8/2025	11-5508-601-000		\$1,000.00	\$1,000.00
141264	Jason Hinson			Men's Basketball Travel - 11/1/2025	11-5508-601-000		\$100.00	\$100.00
141265	Kansas Gas Service			Gas Service - 1306 Main	11-7102-633-000		\$44.52	
				Gas Service - 1230 Main	11-7102-633-000		\$48.78	\$93.30
141268	Julie Page			Reimburse Mileage - KCADNE Forum	12-1246-630-000		\$294.00	\$294.00
141269	The Villas at LCC, LLC			Housing	11-0000-201-001		\$2,356.00	
				Housing	11-0000-201-001		\$413.00	
				Housing	11-0000-201-001		\$2,356.00	
				Housing	11-0000-201-001		\$2,356.00	
				Housing	11-0000-201-001		\$2,356.00	
				Housing	11-0000-201-001		\$2,356.00	
				Housing	11-0000-201-001		\$1,767.00	
				Housing	11-0000-201-001		\$2,539.00	
				Housing	11-0000-201-001		\$1,767.00	\$18,266.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/23/2025	Account Number	Amount	Total
141270	Veritiv	Paper (20 boxes)		11-6503-705-000	\$1,071.00	\$1,071.00
					<u>\$60,252.95</u>	
		11-General Fund	\$41,303.66			
		12-Postsecondary Technical Education Fund	\$17,274.90			
		16-Auxillary Ent Fund	\$1,674.39			
		64-Deferred Maintenance	\$0.00			
		67-Capital Outlay	\$0.00			
			<u>\$60,252.95</u>			

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/30/2025		Account Number	Description	Amount	Total
141272	Commercial Bank			11-6201-761-000	Loan 110221672 - Principal	\$39,286.64	
				11-6201-762-000	Loan 110221672 - Interest	\$359.62	\$39,646.26
141273	Molly E Coomes			12-4204-602-000	Reimburse Mileage - Evaluation	\$51.80	\$51.80
141274	Leanna Doherty			12-1246-630-000	Reimburse Hotels - KCADNE Forum	\$1,066.24	\$1,066.24
141275	Betty Ellis			12-1211-602-000	Reimburse Mileage - JCCC Workshop	\$201.74	
				12-1211-709-000	Reimburse Resp Care Advisory Lunch	\$66.56	\$268.30
141276	Janice S Every			11-7202-648-000	Weekly Landscaping (10/19 to 10/26)	\$200.00	\$200.00
141277	Farm Talk Newspaper			11-4101-704-001	Newspaper Subscription Renewal	\$58.00	\$58.00
141278	Jason Hinson			11-5508-601-000	Men's Basketball Travel - 10/31/2025	\$400.00	\$400.00
141279	Jason Hinson			11-5508-601-000	Men's Basketball Travel - 11/11/2025	\$400.00	\$400.00
141280	Jason Hinson			11-5508-601-000	Men's Basketball Travel - 11/14/2025	\$1,000.00	\$1,000.00
141281	Jason Hinson			11-5508-601-000	Men's Basketball Meal - 11/20/2025	\$100.00	\$100.00
141282	Jason Hinson			11-5508-601-000	Men's Basketball Meal - 11/24/2025	\$100.00	\$100.00
141283	Jason Hinson			11-5508-601-000	Men's Basketball Travel - 12/5/2025	\$400.00	\$400.00
141284	Mia Kathryn Howard			11-5302-601-000	Reimburse Mileage - Recruiting Trips	\$567.70	
				11-5302-601-000	Reimburse Meals - Recruiting Trips	\$122.55	
				11-5302-601-000	Reimburse Mileage - Recruiting Trips	\$210.70	\$900.95
141289	Cortney L O'Brien			11-4209-601-000	Reimburse Mileage - Area High School	\$123.90	\$123.90
141290	Southeast Kansas Human Resource Association			11-6504-601-001	Conference Registration - K Ozier	\$30.00	\$30.00
141293	Jeffrey Michael Vesta			11-5505-601-000	Wrestling Travel - 10/30/2025	\$300.00	\$300.00
141294	Jeffrey Michael Vesta			11-5505-601-000	Wrestling Travel - 11/1/2025	\$1,500.00	\$1,500.00
141295	Jeffrey Michael Vesta			11-5505-601-000	Wrestling Travel - 11/7/2025	\$2,000.00	\$2,000.00
141296	Jeffrey Michael Vesta			11-5505-601-000	Wrestling Travel - 11/14/2025	\$300.00	\$300.00
141297	Jeffrey Michael Vesta			11-5505-601-000	Wrestling Travel - 11/15/2025	\$1,500.00	\$1,500.00
141298	Jeffrey Michael Vesta			11-5505-601-000	Wrestling Travel - 11/19/2025	\$300.00	\$300.00

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	10/30/2025	Account Number	Amount	Total
141299	Jeffrey Michael Vesta	Wrestling Travel - 11/22/2025		11-5505-601-000	\$2,000.00	\$2,000.00
141300	Jeffrey Michael Vesta	Wrestling Travel - 12/4/2025		11-5505-601-000	\$1,000.00	\$1,000.00
					<u>\$53,645.45</u>	
	11-General Fund		\$52,259.11			
	12-Postsecondary Technical Education Fund		\$1,386.34			
	16-Auxillary Ent Fund		\$0.00			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$0.00			
			<u>\$53,645.45</u>			

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2025		Description	Account		Amount	Total
					Number			
141301	4imprint, Inc.			Setup Charge and Shipping Cost	11-6301-709-000		\$100.56	
				Folding Umbrellas (Red/Black w/Logo	11-6301-709-000		\$928.50	\$1,029.06
141302	A Book Company			Financial Aid Books	16-0000-131-002		\$656.58	
				Returned Financial Aid Books	16-0000-131-002		(\$533.71)	\$122.87
141303	Ace Hardware, Inc.			Chain and Hardware for SB Field	11-5509-701-000		\$13.97	
				Maintenance Supplies	11-7102-649-000		\$14.99	
				Maintenance Supplies	11-7102-649-000		\$32.26	
				Maintenance Supplies	11-7102-649-000		\$50.98	
				Maintenance Supplies	11-7102-649-000		\$9.59	
				Maintenance Supplies	11-7102-649-000		\$11.99	
				Maintenance Supplies	11-7102-649-000		\$27.17	
				Maintenance Supplies	11-7102-649-000		\$37.08	
				Maintenance Supplies	11-7102-649-000		\$52.97	
				Maintenance Supplies	11-7102-649-000		\$110.76	
				Maintenance Supplies	11-7102-649-000		\$83.54	
				Maintenance Supplies	11-7102-649-000		\$56.99	
				Maintenance Supplies	11-7102-649-000		\$39.36	
				Maintenance Supplies	11-7102-649-000		\$66.96	
				Maintenance Supplies	11-7102-649-000		\$61.14	
				Maintenance Supplies	11-7102-649-000		\$8.99	
				Maintenance Supplies	11-7102-649-000		\$56.37	
				Maintenance Supplies	11-7102-649-000		\$9.99	
				Custodial Supplies	11-7102-702-000		\$7.59	
				Extension Cords and Spray Paint	12-1219-700-000		\$269.10	
				Paint Supplies	12-1219-700-000		\$59.95	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/31/2025		Account Number	Amount	Total
141303	Ace Hardware, Inc.	Wipe Cloths for Shop			12-1219-700-000	\$28.99	
		Paint Supplies			12-1219-700-000	\$136.96	\$1,247.69
141304	All Seasons Floral, LLC	Volleyball Pink Out Night Flowers			11-5504-701-000	\$147.00	
		Plant - Charles Bush Service			11-6102-709-000	\$50.00	
		Founder's Day Plants & Flowers			11-6301-709-000	\$450.00	\$647.00
141305	Tyler S Allen	Announcer - Fall 2025 Volleyball			11-5506-576-000	\$300.00	\$300.00
141306	American Electric Company	Maintenance Supplies			11-7102-649-000	\$255.84	
		Maintenance Supplies			11-7102-649-000	\$43.92	\$299.76
141308	Apple Inc.	Apple iPad Pro			11-6402-850-000	\$4,495.00	\$4,495.00
141309	BIO Corporation	Preserved Cats			11-1103-700-000	\$110.00	
		Shipping			11-1103-700-000	\$391.25	
		Sheep Heart, Plain			11-1103-700-000	\$357.00	
		Rats, Class Set			11-1103-700-000	\$585.00	
		Sheep Brains			11-1103-700-000	\$632.00	
		Cow Eyes			11-1103-700-000	\$176.00	
		Sheep Kidneys			11-1103-700-000	\$116.00	\$2,367.25
141310	Bo Campbell	Fall SB Game Official			11-5509-680-000	\$95.00	\$95.00
141311	Cintas Corp	Soap Dispenser & Sanitizer Refills			11-7102-702-000	\$112.97	\$112.97
141312		Libero Tracker - Fall 2025 Volleyball			11-5506-576-000	\$300.00	\$300.00
141313	Controls & Electric Motors Co.	Thermolec Controller			11-7102-649-000	\$374.00	\$374.00
141314	Shelbie L Cosby	Libero Tracker - Fall 2025 Volleyball			11-5506-576-000	\$175.00	\$175.00
141315	Dave's Phone Service	Door Maintenance - Service Call			11-7102-649-000	\$420.86	\$420.86
141316	Demco Inc	Library Property Stamp			11-4101-701-000	\$39.33	\$39.33
141317	Digital Connections Inc.	Lanier Copier Maintenance Contracts			11-6503-648-000	\$170.84	\$170.84
141318	Lisa Duncan	Consulting Services - PTA Program			12-1205-701-001	\$1,600.00	\$1,600.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2025		Description	Account		Amount	Total
					Number			
141319	Fastenal Company			C Copperlop, AA & AAA Batteries	11-7102-649-000		\$434.58	
				Pediatric AED Electrodes	11-7102-649-000		\$589.50	
				Handwipes and Screws	12-1219-700-000		\$88.92	
				Welding Supplies and Tools	12-1219-700-000		\$199.45	
				Spacers	12-1219-700-000		\$4.22	\$1,316.67
141320				Line Judge - Fall 2025 Volleyball	11-5506-576-000		\$250.00	\$250.00
141321	John (Tony) Fuentez			Announcer - Fall 2025 Volleyball	11-5506-576-000		\$75.00	\$75.00
141322	Green's Vegetation Control/William Gra			Granular Fertilizer - Softball Field	11-5509-701-000		\$270.00	\$270.00
141323	Hipfl Construction Inc			Parking Lot Prep, Crack Fill, Striping	67-7100-649-002		\$5,200.00	
				Parking Lot Seal Coat	67-7100-649-002		\$13,209.00	\$18,409.00
141324	IDVille			Badge Holders - 4 x 3 Horizontal	11-6503-701-000		\$270.00	
				Shipping	11-6503-701-000		\$27.41	\$297.41
141325	Jarred, Gilmore & Phillips, PA			FY25 Audit	11-6201-663-000		\$12,000.00	\$12,000.00
141326	Jenzabar, Inc.			CRM Admissions Renewal	11-6401-646-001		\$3,371.00	
				Infomaker Licenses	11-6401-646-001		\$1,475.00	
				J1 SaaS Full Suite Renewal - 4th Year	11-6401-646-001		\$131,900.00	
				Transact Integration - 3rd Year	11-6401-646-001		\$6,700.00	
				LMS Unity Renewal	11-6401-701-000		\$7,200.00	\$150,646.00
141327	Jock's Nitch/Parsons			Nursing - Clinical Jackets for Faculty	12-1208-646-000		\$86.00	
				EMT Richardson Hats w/Logo	12-4204-701-002		\$192.00	
				EMT Uniform Polos and T-Shirts	12-4204-701-002		\$224.00	
				EMT Uniform Polos and T-Shirts	12-4204-701-002		\$1,040.00	\$1,542.00
141328	Joe Harding Sales & Service			Freight and Delivery for Ice Machine	16-9482-850-000		\$200.00	
				Manitowoc Ice Machine, 308LB	16-9482-850-000		\$4,785.00	
				Gas Hoses for Range Connection	16-9684-850-000		\$180.95	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/31/2025		Total
			Account Number	Amount	
141328	Joe Harding Sales & Service	Delivery for Range	16-9684-850-000	\$250.00	
		Southbend Six Burner Gas Range	16-9684-850-000	\$2,772.00	\$8,187.95
141329	Johnson Controls	System Controls Upgrades	67-7100-649-002	\$57,372.90	\$57,372.90
141330	Kansas Outdoor Advertising	October Digital Billboard	11-6301-613-000	\$300.00	
		October Billboard Rentals	11-6301-613-000	\$725.00	\$1,025.00
141331	Kitchen Pass, Inc.	Welding Advisory Meeting Lunch	12-1219-709-000	\$173.22	\$173.22
141332	Elizabeth Anne Kitterman	Scoreboard - Fall 2025 Volleyball	11-5506-576-000	\$550.00	\$550.00
141333	Kiwanis Club of Parsons	Dues - Ross Harper	12-1205-681-000	\$175.45	\$175.45
141334	KLKC FM	September Advertising	11-6301-613-000	\$400.00	\$400.00
141335	KMI Metals	Metal Tube	12-1219-700-000	\$215.32	
		Steel	12-1219-700-000	\$1,472.60	
		Metal	12-1219-700-000	\$2,247.75	\$3,935.67
141336	Labette Avenue	Fall Sports Preview Display	11-6301-613-000	\$60.00	\$60.00
141337	Labette Health	Nursing Drug Screens	12-1208-700-002	\$60.00	\$60.00
141338	Labette Health	Respiratory Care Drug Screens	12-1211-700-002	\$300.00	\$300.00
141339	Jessica A Letterman	Scorebook - Fall 2025 Volleyball	11-5506-576-000	\$550.00	\$550.00
141340	Marrone's Inc.	Supplies	16-9684-701-000	\$21.59	
		Supplies	16-9684-701-000	\$211.93	
		Supplies	16-9684-701-000	\$217.32	
		Supplies	16-9684-701-000	\$40.69	
		Supplies	16-9684-701-000	\$162.85	
		Supplies	16-9684-701-000	\$57.95	
		Supplies	16-9684-701-000	\$60.55	
		Food	16-9684-743-000	\$897.03	
		Food	16-9684-743-000	\$517.65	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2025		Description	Account		Amount	Total
					Number			
141340	Marrone's Inc.			Food	16-9684-743-000		\$88.09	
				Food	16-9684-743-000		\$236.32	
				Food	16-9684-743-000		\$1,319.51	
				Food	16-9684-743-000		\$687.44	
				Food	16-9684-743-000		\$1,383.09	\$5,902.01
141341	McCarty's Office Machines Inc			Deflecto DocuHolder 4 Tier Leaflet Siz	11-5506-701-000		\$49.50	
				Deflecto DocuHolder - 3 Tier Magazin	11-5506-701-000		\$104.52	
				Lexmark B2865 Toner	11-6401-701-000		\$1,249.12	
				Lexmark B241H00 Toner	11-6401-701-000		\$890.20	
				Copy Usage - Print Shop	11-6503-648-000		\$1,689.88	
				Supplies	11-6503-701-000		\$484.22	
				Supplies	11-6503-701-000		\$207.37	
				Supplies	11-6503-701-000		\$70.46	
				Supplies	11-6503-701-000		\$146.83	
				Copy Paper	11-6503-705-000		\$54.99	
				Copy Usage - Workforce Ed	12-4204-701-000		\$36.54	\$4,983.63
141342	Midwest Tape, LLC			Hoopla Digital Charges - September 2	11-4101-710-000		\$111.89	\$111.89
141343	Napa Auto Parts			Vehicle Maintenance - CA13	11-6502-720-000		\$39.25	
				Vehicle Maintenance Supplies	11-6502-720-000		\$32.17	
				Vehicle Maintenance Supplies	11-6502-720-000		\$9.49	\$80.91
141344	National League for Nursing, Inc			NLN Program Membership	12-1208-681-000		\$1,300.00	\$1,300.00
141345				Line Judge - Fall 2025 Volleyball	11-5506-576-000		\$100.00	\$100.00
141346	P1 Service, LLC			Zetmeir Unit Maintenance - Materials	11-7102-649-000		\$2,839.63	
				Zetmeir Unit Maintenance - Labor	11-7102-649-000		\$1,136.00	
				Zetmeir Unit Maintenance - Materials	11-7102-649-000		\$117.40	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	Account Number	Amount	Total
141346	P1 Service, LLC	Zetmeir Unit Maintenance - Labor	11-7102-649-000	\$710.00	
		Ted Hill Bldg Unit Maintenance	11-7102-649-000	\$1,140.76	
		Ted Hill Bldg Unit Maintenance - Labo	11-7102-649-000	\$284.00	
		H Building Unit Maintenance	11-7102-649-000	\$100.36	
		H Building Unit Maintenance - Labor	11-7102-649-000	\$284.00	
		Replace Zetmeir Water Heater - Mate	11-7102-649-000	\$270.30	
		Replace Zetmeir Water Heater - Labo	11-7102-649-000	\$1,846.00	
		Maintenance Agreement	11-7103-649-000	\$785.00	
		Maintenance Agreement	11-7202-648-000	\$6,377.00	\$15,890.45
141347	Parsons Community Development Corp	Membership Renewal - Fiscal Year 20	11-6501-681-000	\$100.00	\$100.00
141348	Parsons Sun	School News Ad	11-6301-613-000	\$72.00	
		SEK Family Display	11-6301-613-000	\$150.00	\$222.00
141349	Pitney Bowes Bank, Inc	Postage - Account #20352357	11-6503-611-000	\$1,500.00	\$1,500.00
141350	Proforma	Shipping	12-4204-711-000	\$26.95	
		Workforce Air Fresheners	12-4204-711-000	\$235.00	\$261.95
141351	Promounds, Inc	Half Shipping Cost - Baseball	11-5502-701-000	\$141.98	
		Tanner PRO Tee - Standard	11-5502-701-000	\$239.98	
		Protective (7x7) & Field (10x10) Scree	11-5502-701-000	\$867.14	
		Batting Mat Pro Baseball Clay	11-5502-701-000	\$325.49	\$1,574.59
141352	QueenB Television of Kansas/Missouri	Sept Digital Advertising - KOAM	11-6301-613-000	\$1,550.00	\$1,550.00
141353	Realityworks, Inc	Shipping	12-1211-700-000	\$49.17	
		Shipping	12-1246-701-008	\$51.00	
		Auscultation Trainer	12-1246-701-008	\$4,999.00	\$5,099.17
141354		Line Judge - Fall 2025 Volleyball	11-5506-576-000	\$425.00	\$425.00
141355	Roy's Auto Service, LLC	Vehicle Maintenance - RV29	11-6502-720-000	\$84.32	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2025		Description	Account		Amount	Total
					Number			
141355	Roy's Auto Service, LLC			Vehicle Maintenance - RV28	11-6502-720-000		\$1,406.74	
				Vehicle Maintenance - RV30	11-6502-720-000		\$136.08	
				Vehicle Maintenance - RV31	11-6502-720-000		\$120.28	
				Vehicle Maintenance - RV28	11-6502-720-000		\$44.40	\$1,791.82
141356	Keven Son			Black/Red Scrimmage Official	11-5505-680-000		\$300.00	\$300.00
141357	Southeast High School			Yearbook Ad - 1/5 Page Color	11-6301-613-000		\$100.00	\$100.00
141358	T H Rogers Lumber Company			Maintenance Materials	11-7102-649-000		\$63.95	\$63.95
141359	Thompson Bros. Supplies, INC			MIG Push/Pull Gun with Supplies	12-1219-700-000		\$3,330.27	
				TIG Supplies	12-1219-700-000		\$67.45	
				MIG Liners	12-1219-700-000		\$192.45	
				Cut Off Wheels	12-1219-700-000		\$138.00	
				Welding Electrodes	12-1219-700-000		\$687.00	
				Cylinder Refills	12-1219-700-000		\$260.60	
				TIG Tungstens	12-1219-700-000		\$4.15	
				Welding Wire	12-1219-700-001		\$636.90	
				Cylinder Rentals	12-1219-700-002		\$267.75	
				Welding Supplies	12-1219-700-004		\$544.20	
				TIG Torch	12-1219-700-004		\$239.46	\$6,368.23
141360	Triad Environmental Services			Lagoon Inspections - Cherokee Cente	11-7103-649-000		\$1,272.00	\$1,272.00
141361	Triple S Pumping/Jeffrey Spielbusch			Grease Trap Service	11-7202-648-000		\$410.00	\$410.00
141362	UniFirst Corporation			Mats, Mops, Cloths	11-7103-649-000		\$64.87	
				Mats, Mops, Cloths	11-7103-649-000		\$64.87	
				Mats, Mops, Cloths	11-7103-649-000		\$64.87	
				Mats, Mops, Cloths	11-7103-649-000		\$64.87	
				Mats, Mops, Cloths	11-7103-649-000		\$64.87	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2025	Description	Account Number	Amount	Total
141362	UniFirst Corporation		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$247.57	
			Aprons, Mats, Mops, Cloths	11-7202-648-000	\$247.57	
			Aprons, Mats, Mops, Cloths	11-7202-648-000	\$247.89	
			Aprons, Mats, Mops, Cloths	11-7202-648-000	\$247.57	
			Aprons, Mats, Mops, Cloths	11-7202-648-000	\$247.57	
			Aprons, Mats, Mops, Cloths	16-9482-701-000	\$70.00	
			Aprons, Mats, Mops, Cloths	16-9482-701-000	\$70.00	
			Aprons, Mats, Mops, Cloths	16-9482-701-000	\$70.00	
			Aprons, Mats, Mops, Cloths	16-9482-701-000	\$70.00	
			Aprons, Mats, Mops, Cloths	16-9482-701-000	\$70.00	\$1,912.52
141363	Uplink, LLC		Monthly Monitoring Fee	11-7202-648-000	\$45.00	\$45.00
141364	Vietti Marketing Group		Sept Advertising - NBC Sports (SNF)	11-6301-613-000	\$400.00	
			Sept Enrollment Campaign - Socials	11-6301-613-000	\$1,890.00	\$2,290.00
141365	Mark Watkins		Reimburse Hotel - CATYC Conference	11-6101-601-000	\$511.59	
			Reimburse Meals - St Louis/CATYC	11-6101-709-000	\$182.31	
			Vehicle Expense	11-6501-590-001	\$900.00	\$1,593.90
141366	Weatherproofing Technologies, Inc		Annex Roof Patch and Repair	67-7100-649-002	\$76,808.73	
			Annex Roof Patch and Repair	67-7100-649-003	\$50,328.46	\$127,137.19
141367	Michael Wilson		Fall SB Game Official	11-5509-680-000	\$95.00	\$95.00

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	10/31/2025	Account Number	Amount	Total
141368	Woodworth Enterprises	KDADS Background Check Fees (22)		12-4204-701-002	\$248.90	\$248.90
					<u>\$454,123.01</u>	
	11-General Fund		\$214,752.37			
	12-Postsecondary Technical Education Fund		\$21,888.72			
	16-Auxillary Ent Fund		\$14,562.83			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$202,919.09			
			<u>\$454,123.01</u>			