

4.3 Establishments

The following items need to be or have been established by the board of education on a yearly basis.

- Official Fund Depositories for the District First Security Bank -Primary Depository
- Official Newspaper Osage County Herald-Chronicle
- Mileage Rate Official rate used by the State of Kansas \$0.57
- Petty Cash Funds

Santa Fe Trail High School	\$1,750
Carbondale Attendance Center	\$1,000
Overbrook Attendance Center	\$1,000
Scranton Attendance Center	\$1,000
District Administrative Center	\$1,500

Authorized Signatures for Petty Cash Funds & Activity Funds

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|--------------------------------|---|
| Santa Fe Trail High School | Patrick Graham, Keith Johnson, Heather Hastings |
| Carbondale Attendance Center | Michael Flax, Theresa Courtwright |
| Overbrook Attendance Center | David Fernkopf, Mary Lang |
| Scranton Attendance Center | Kristy Hamit, Carol Hager |
| District Administrative Center | Cyndi Shively, Diana Hulings, Amy Hill |
- Bank Signatures - Board of Education President (Named at the meeting); Amy Hill, Clerk; Cyndi Shively, Treasurer
 - Disposal of Surplus Property - Authorize the superintendent of schools the authority to dispose of district surplus property.
 - Early Payment of Bills - Authorize the early payment of bills as provided in K.S.A. 12-105(b).
 - Investment of Idle Funds - Authorize the investment of all district idle funds by the district treasurer in consultation with the superintendent as approved by the board of education.
 - Interest Deposits - Authorize the superintendent of schools to deposit earned interest on district funds in any special fund as needed and approved by the board of education.
 - Professional Development - Authorize board members and the superintendent of schools to travel to seminars, workshops, conferences, and national conferences as per board policy. All other travel for district employees shall be approved by the superintendent of schools as per board policy.
 - Copy Request of Records - Establish the cost to reproduce district records and materials at .10 per copy
 - Establish Aetna Insurance Company as the district health provider.