



## **Peaslee Board of Directors**

### **August 2019 Board Meeting**

**August 22, 2019, 3:00-4:00 p.m., Board Committee Meetings;  
Academic Committee – Classroom B,  
Executive Committee – Kevin's office,  
Finance Committee – Classroom C,  
Planning Committee – Hunt Conference Room**

**August 22, 2019, 4:00-5:30 p.m., Peaslee Tech Directors' Meeting, Classroom C  
Board Meeting Agenda**

1. Treasurer's Report
2. Approval of May 9, 2019 Minutes--vote
3. Lawrence Public Schools MOU amendment – vote
4. Service Animal Policy – vote
5. Academic Committee
6. Finance Committee
7. Planning Committee
8. Updates/Discussion:
  - Campus Activity & Enrollment Report
  - KU Solar Car Program
  - She Sheds
  - Stewardship Committee
  - KBOR Renewal
9. Other Business
10. Adjourn



**THE DWAYNE PEASLEE TECHNICAL TRAINING CENTER, INC**  
**FINANCIAL STATEMENTS**

For the Quarter and Six Months Ended June 30, 2019

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**Accountants' Compilation Report**

To the Board of Directors of

The Dwayne Peaslee Technical Training Center, Inc  
Lawrence, KS

Management is responsible for the accompanying financial statements of The Dwayne Peaslee Technical Training Center, Inc (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities for the quarter and six months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

A statement of cash flows for the quarter ended June 30, 2019, has not been presented. Accounting principles generally accepted in the United States of America require that such a statement be presented when financial statements purport to present financial position and results of activities.

**Supplementary Information**

The supplementary information contained in pages 6-14 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and, do not express an opinion, a conclusion, nor provide any assurance on such supplementary information.

We are not independent with respect to The Dwayne Peaslee Technical Training Center, Inc.

*The McFadden Group, LLC*

August 9, 2019

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**CERTIFIED PUBLIC ACCOUNTANTS**

**The Dwayne Peaslee Technical Training Center Inc**  
**Statement of Financial Position**  
**As of June 30, 2019**

	Jun 30, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Peaslee Tech Checking	337,567.52
Petty Cash	20.00
Renovation Account	141,277.59
Douglas County Comm Foundation	3,338.67
<b>Total Checking/Savings</b>	<b>482,203.78</b>
Accounts Receivable	
Accounts Receivable	34,900.07
<b>Total Accounts Receivable</b>	<b>34,900.07</b>
Other Current Assets	
Prepaid Insurance	3,933.37
Undeposited Funds	75.00
<b>Total Other Current Assets</b>	<b>4,008.37</b>
<b>Total Current Assets</b>	<b>521,112.22</b>
<b>Fixed Assets</b>	
Fixed Assets	
Dwayne Peaslee Training Center	
Building - Training Center	1,549,080.91
Building Components	715,183.73
Building Structure	1,165,246.29
Furniture	25,274.78
Land	282,510.00
Land Improvements	24,603.10
Machinery & Equipment	97,944.85
<b>Total Dwayne Peaslee Training Center</b>	<b>3,859,843.66</b>
Workforce Center	
Building Components	3,158.28
Building Structure	322,492.77
Land Improvements	6,898.40
Rental Space - Workforce Center	181,396.10
<b>Total Workforce Center</b>	<b>513,945.55</b>
HiPer Tech	
Rental Space - HiPer Tech	487,012.99
<b>Total HiPer Tech</b>	<b>487,012.99</b>
Accumulated Depreciation	(664,121.12)
<b>Total Fixed Assets</b>	<b>4,196,681.08</b>
<b>Intangible Assets</b>	
Loan Costs	9,866.20
Capitalized Interest	2,257.95
Accumulated Amortization	(2,965.93)
<b>Total Intangible Assets</b>	<b>9,158.22</b>
<b>Total Fixed Assets</b>	<b>4,205,839.30</b>
<b>Other Assets</b>	
Deposits - Security	252.00
WIP Renovations	130,234.88
<b>Total Other Assets</b>	<b>130,486.88</b>
<b>TOTAL ASSETS</b>	<b>4,857,438.40</b>

See Accountants' Compilation Report

**The Dwayne Peaslee Technical Training Center Inc**  
**Statement of Financial Position**  
**As of June 30, 2019**

	Jun 30, 19
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable (A/P)	35,038.50
<b>Total Accounts Payable</b>	35,038.50
<b>Credit Cards</b>	
Credit Card - Intrust Bank	1,268.34
<b>Total Credit Cards</b>	1,268.34
<b>Other Current Liabilities</b>	
Short Term Portion of L/T Debt	228,260.45
Advanced Funding Received	2,447.48
Payroll Liabilities	505.80
Rents in trust - Liability	20,823.38
<b>Total Other Current Liabilities</b>	252,037.11
<b>Total Current Liabilities</b>	288,343.95
<b>Long Term Liabilities</b>	
Less S/T Portion of L/T Debt	(228,260.45)
Emprise Bank Note Payable	1,237,400.00
City of Lawrence Loan	88,206.09
Douglas County Loan	92,933.77
<b>Total Long Term Liabilities</b>	1,190,279.41
<b>Total Liabilities</b>	1,478,623.36
<b>Equity</b>	
Unrestricted Net Assets	2,998,167.07
Temporarily Restricted Net Asse	
Rest Tuition Assistance	3,833.36
Temporarily Restricted Net Asse - Other	35,000.00
<b>Total Temporarily Restricted Net Asse</b>	38,833.36
<b>Net Income</b>	341,814.61
<b>Total Equity</b>	3,378,815.04
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,857,438.40</b>

**The Dwayne Peaslee Technical Training Center Inc**  
**Statement of Activities**  
**For the Quarter and Six Months Ended June 30, 2019**

	Apr - Jun 19	Jan - Jun 19
Ordinary Income/Expense		
Income		
Operating Revenue		
City of Lawrence Annual Funding	50,000.01	100,000.02
Douglas County Annual Funding	48,776.25	297,552.50
Education Lease Income	7,247.02	12,872.02
Facility Lease Income	40,283.25	80,066.50
Maintenance Fee Income	11,458.50	22,917.00
Instructional Income	43,725.00	195,505.00
Individual Donations	0.00	1,200.00
Gift in Kind Donations	192.00	200.23
Unrestricted Donations	650.00	650.00
Tuition Assistance Donations	0.00	10,000.00
Total Operating Revenue	202,332.03	720,963.27
Total Income	202,332.03	720,963.27
Cost of Goods Sold		
Assisted Tuition	0.00	2,550.00
Instructional Costs		
Instruction Vehicle Cost	1,185.00	2,849.63
Student Physicals	354.63	950.41
Equipment Supplies	129.99	1,064.19
Instructional Material Costs	5,268.69	15,317.71
Instructor Costs	22,686.75	57,144.50
Instructional Costs - Other	800.00	1,100.00
Total Instructional Costs	30,425.06	78,426.44
Total COGS	30,425.06	80,976.44
Gross Profit	171,906.97	639,986.83
Expense		
Office Supplies and Postage	427.98	777.86
Insurance	3,238.05	6,537.60
Small Tools & Equipment	183.82	183.82
Professional Fees	10,240.00	12,750.00
Advertising/Marketing	2,219.46	6,087.15
Bank / Credit Card Svc Charges	167.06	591.36
Contract Labor	3,705.42	10,070.84
Dues & Subscriptions	39.93	228.90
Hospitality Expense	139.83	338.98
Janitorial Exp/Cleaning Supply	611.39	1,818.68
Business Licenses & Permits	63.00	211.12
Payroll Expenses		
Wages	3,465.00	5,692.00
Payroll Taxes	358.64	589.13
Purchased Payroll Services	32,834.40	61,735.91
Work Comp Insurance	1,390.50	2,781.00
Total Payroll Expenses	38,048.54	70,798.04
Repairs/Maintenance	12,217.26	21,494.49
Telephone/Internet		
Telephone/Internet Exp	3,971.65	6,805.21
Reimbursed Telephone/Internet	(225.00)	(450.00)
Total Telephone/Internet	3,746.65	6,355.21

See Accountants' Compilation Report

**The Dwayne Peaslee Technical Training Center Inc**  
**Statement of Activities**  
**For the Quarter and Six Months Ended June 30, 2019**

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	<u>Apr - Jun 19</u>	<u>Jan - Jun 19</u>
Utility Expenses		
Utility Exp	27,228.15	65,048.99
Reimbursed Utility Exp	<u>(10,500.00)</u>	<u>(27,184.01)</u>
Total Utility Expenses	16,728.15	37,864.98
Miscellaneous Expenses	<u>53.94</u>	<u>1,243.94</u>
Total Expense	<u>91,830.48</u>	<u>177,352.97</u>
Net Ordinary Income	80,076.49	462,633.86
Other Income/Expense		
Other Income		
Non-Operating Revenue		
Interest & Divident Revenue	<u>7.74</u>	<u>13.45</u>
Total Non-Operating Revenue	<u>7.74</u>	<u>13.45</u>
Total Other Income	7.74	13.45
Other Expense		
Amortization Expense	411.81	823.62
Depreciation Expense	37,449.48	74,898.96
Mortgage Interest	<u>24,726.86</u>	<u>45,110.12</u>
Total Other Expense	<u>62,588.15</u>	<u>120,832.70</u>
Net Other Income	<u>(62,580.41)</u>	<u>(120,819.25)</u>
Net Income	<u><u>17,496.08</u></u>	<u><u>341,814.61</u></u>



# The Dwayne Peaslee Technical Training Center Inc

## Budget to Actual Comparison

### January through June 2019

	Jan - Mar 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenue				
Douglas County Mortgage Contrib	0.00	50,001.00	-50,001.00	0.0%
City of Lawrence Annual Funding	50,000.01	50,001.00	-0.99	100.0%
Douglas County Annual Funding	248,776.25	48,777.00	199,999.25	510.0%
Education Lease Income	5,625.00	5,679.00	-54.00	99.0%
Facility Lease Income	39,783.25	42,684.00	-2,900.75	93.2%
Maintenance Fee Income	11,458.50	11,460.00	-1.50	100.0%
Instructional Income	151,780.00	37,500.00	114,280.00	404.7%
Corporate Sponsorship	0.00	7,500.00	-7,500.00	0.0%
Gift and Grant Income	0.00	12,501.00	-12,501.00	0.0%
Individual Donations	1,200.00	2,499.00	-1,299.00	48.0%
Gift in Kind Donations	8.23	2,499.00	-2,490.77	0.3%
Unrestricted Donations	0.00			
Tuition Assistance Donations	10,000.00			
Total Operating Revenue	518,631.24	271,101.00	247,530.24	191.3%
Total Income	518,631.24	271,101.00	247,530.24	191.3%
Cost of Goods Sold				
Assisted Tuition	2,550.00			
Instructional Costs	48,001.38	16,500.00	31,501.38	290.9%
Total COGS	50,551.38	16,500.00	34,051.38	306.4%
Gross Profit	468,079.86	254,601.00	213,478.86	183.8%
Expense				
Workforce Ctr Note	0.00	7,923.00	-7,923.00	0.0%
Mortgage	0.00	18,906.00	-18,906.00	0.0%
Equipment (\$3,000 up)	0.00	2,499.00	-2,499.00	0.0%
Office Supplies and Postage	349.88	450.00	-100.12	77.8%
Insurance				
CEK (Lloyd's) Optional wind	0.00	900.00	-900.00	0.0%
Property	2,891.55	3,114.00	-222.45	92.9%
D&O	408.00	387.00	21.00	105.4%
Total Insurance	3,299.55	4,401.00	-1,101.45	75.0%
Small Tools & Equipment	0.00			

See Accountants' Compilation Report

# The Dwayne Peaslee Technical Training Center Inc

## Budget to Actual Comparison

### January through June 2019

	Jan - Mar 19	Budget	\$ Over Budget	% of Budget
Professional Fees				
Othr(Collier's,Grantwriter,etc)	0.00	1,251.00	-1,251.00	0.0%
Accounting/Professional Fees	2,438.00	3,990.00	-1,552.00	61.1%
Legal/Professional Fees	72.00	1,275.00	-1,203.00	5.6%
Total Professional Fees	2,510.00	6,516.00	-4,006.00	38.5%
Advertising/Marketing	3,867.69	3,750.00	117.69	103.1%
Bank / Credit Card Svc Charges	424.30	300.00	124.30	141.4%
Contract Labor	6,365.42	12,000.00	-5,634.58	53.0%
Dues & Subscriptions	188.97			
Hospitality Expense	199.15	2,499.00	-2,499.00	0.0%
In-Kind Expense	0.00	1,950.00	-742.71	61.9%
Janitorial Exp/Cleaning Supply	1,207.29	1,749.00	-1,600.88	8.5%
Business Licenses & Permits	148.12	30,000.00	2,749.50	109.2%
Payroll Expenses	32,749.50			
Real Estate Taxes	0.00	12,500.00	-12,500.00	0.0%
Repairs/Maintenance				
CE Water	0.00	1,251.00	-1,251.00	0.0%
UNI	0.00	1,500.00	-1,500.00	0.0%
Landscape, Building	0.00			
Mowing, Snow Removal	611.39	39,000.00	-38,388.61	1.6%
General Repairs	8,665.84			
Repairs/Maintenance - Other	0.00	3,501.00	-3,501.00	0.0%
Total Repairs/Maintenance	9,277.23	45,252.00	-35,974.77	20.5%
Telephone/Internet	2,608.56	3,756.00	-1,147.44	69.5%
Travel	0.00	450.00	-450.00	0.0%
Utility Expenses	21,136.83	21,000.00	136.83	100.7%
Miscellaneous Expenses	1,190.00	6,000.00	-4,810.00	19.8%
Total Expense	85,522.49	181,901.00	-96,378.51	47.0%
Net Ordinary Income	382,557.37	72,700.00	309,857.37	526.2%
Other Income/Expense				
Other Income				
Non-Operating Revenue				
Interest & Divident Revenue	5.71			
Total Non-Operating Revenue	5.71			
Total Other Income	5.71			

See Accountants' Compilation Report

**The Dwayne Peaslee Technical Training Center Inc**  
**Budget to Actual Comparison**  
**January through June 2019**

	Jan - Mar 19	Budget	\$ Over Budget	% of Budget
Other Expense				
Amortization Expense	411.81			
Depreciation Expense	37,449.48			
Mortgage Interest	20,383.26			
Total Other Expense	58,244.55			
Net Other Income	-58,238.84			
Net Income	324,318.53	72,700.00	251,618.53	446.1%

# The Dwayne Peaslee Technical Training Center Inc

## Budget to Actual Comparison

### January through June 2019

	Apr - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenue				
Douglas County Mortgage Contrib	0.00	50,001.00	-50,001.00	0.0%
City of Lawrence Annual Funding	50,000.01	50,001.00	-0.99	100.0%
Douglas County Annual Funding	48,776.25	48,777.00	-0.75	100.0%
Education Lease Income	7,247.02	5,679.00	1,568.02	127.6%
Facility Lease Income	40,283.25	42,684.00	-2,400.75	94.4%
Maintenance Fee Income	11,458.50	11,460.00	-1.50	100.0%
Instructional Income	43,725.00	37,500.00	6,225.00	116.6%
Corporate Sponsorship	0.00	2,500.00	-2,500.00	0.0%
Gift and Grant Income	0.00	12,501.00	-12,501.00	0.0%
Individual Donations	0.00	2,499.00	-2,499.00	0.0%
Gift In Kind Donations	192.00	2,499.00	-2,307.00	7.7%
Unrestricted Donations	650.00			
Tuition Assistance Donations	0.00			
Total Operating Revenue	202,332.03	266,101.00	-63,768.97	76.0%
Total Income	202,332.03	266,101.00	-63,768.97	76.0%
Cost of Goods Sold				
Assisted Tuition	0.00			
Instructional Costs	30,425.06	16,500.00	13,925.06	184.4%
Total COGS	30,425.06	16,500.00	13,925.06	184.4%
Gross Profit	171,906.97	249,601.00	-77,694.03	68.9%
Expense				
Workforce Ctr Note	0.00	7,923.00	-7,923.00	0.0%
Mortgage	0.00	18,906.00	-18,906.00	0.0%
Equipment (\$3,000 up)	0.00	2,499.00	-2,499.00	0.0%
Office Supplies and Postage	427.98	450.00	-22.02	95.1%
Insurance				
CEK (Lloyd's) Optional wind	0.00	900.00	-900.00	0.0%
Property	2,891.55	3,114.00	-222.45	92.9%
D&O	346.50	387.00	-40.50	89.5%
Total Insurance	3,238.05	4,401.00	-1,162.95	73.6%
Small Tools & Equipment	183.82			

See Accountants' Compilation Report

# The Dwayne Peaslee Technical Training Center Inc

## Budget to Actual Comparison

### January through June 2019

	Apr - Jun 19	Budget	\$ Over Budget	% of Budget
Professional Fees				
Othr(Collier's,Grantwriter,etc)	0.00	1,251.00	-1,251.00	0.0%
Accounting/Professional Fees	9,562.00	3,990.00	5,572.00	239.6%
Legal/Professional Fees	678.00	1,275.00	-597.00	53.2%
Total Professional Fees	10,240.00	6,516.00	3,724.00	157.2%
Advertising/Marketing	2,219.46	3,750.00	-1,530.54	59.2%
Bank / Credit Card Svc Charges	167.06	300.00	-132.94	55.7%
Contract Labor	3,705.42	12,000.00	-8,294.58	30.9%
Dues & Subscriptions	39.93			
Hospitality Expense	139.83			
In-Kind Expense	0.00	2,499.00	-2,499.00	0.0%
Janitorial Exp/Cleaning Supply	611.39	1,950.00	-1,338.61	31.4%
Business Licenses & Permits	63.00	1,749.00	-1,686.00	3.6%
Payroll Expenses	38,048.54	30,000.00	8,048.54	126.8%
Real Estate Taxes	0.00	12,500.00	-12,500.00	0.0%
Repairs/Maintenance				
CE Water	0.00	1,251.00	-1,251.00	0.0%
UNI	0.00	1,500.00	-1,500.00	0.0%
Landscape, Building	560.30			
Mowing, Snow Removal	22.09	39,000.00	-38,977.91	0.1%
General Repairs	11,634.87			
Repairs/Maintenance - Other	0.00	3,501.00	-3,501.00	0.0%
Total Repairs/Maintenance	12,217.26	45,252.00	-33,034.74	27.0%
Telephone/Internet	3,746.65	3,756.00	-9.35	99.8%
Travel	0.00	450.00	-450.00	0.0%
Utility Expenses	16,728.15	21,000.00	-4,271.85	79.7%
Miscellaneous Expenses	53.94	6,000.00	-5,946.06	0.9%
Total Expense	91,830.48	181,901.00	-90,070.52	50.5%
Net Ordinary Income	80,076.49	67,700.00	12,376.49	118.3%
Other Income/Expense				
Other Income				
Non-Operating Revenue				
Interest & Dividend Revenue	7.74			
Total Non-Operating Revenue	7.74			
Total Other Income	7.74			

See Accountants' Compilation Report

**The Dwayne Peaslee Technical Training Center Inc**  
**Budget to Actual Comparison**  
**January through June 2019**

	Apr - Jun 19	Budget	\$ Over Budget	% of Budget
Other Expense				
Amortization Expense	411.81			
Depreciation Expense	37,449.48			
Mortgage Interest	24,726.86			
Total Other Expense	62,588.15			
Net Other Income	-62,580.41			
Net Income	17,496.08	67,700.00	-50,203.92	25.8%

See Accountants' Compilation Report

# The Dwayne Peaslee Technical Training Center Inc

## Budget to Actual Comparison

### January through June 2019

	Jan - Jun 19	Budget	TOTAL \$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenue				
Douglas County Mortgage Contrib	0.00	100,002.00	-100,002.00	0.0%
City of Lawrence Annual Funding	100,000.02	100,002.00	-1.98	100.0%
Douglas County Annual Funding	297,552.50	97,554.00	199,998.50	305.0%
Education Lease Income	12,872.02	11,358.00	1,514.02	113.3%
Facility Lease Income	80,066.50	85,368.00	-5,301.50	93.8%
Maintenance Fee Income	22,917.00	22,920.00	-3.00	100.0%
Instructional Income	195,505.00	75,000.00	120,505.00	260.7%
Corporate Sponsorship	0.00	10,000.00	-10,000.00	0.0%
Gift and Grant Income	0.00	25,002.00	-25,002.00	0.0%
Individual Donations	1,200.00	4,998.00	-3,798.00	24.0%
Gift In Kind Donations	200.23	4,998.00	-4,797.77	4.0%
Unrestricted Donations	650.00			
Tuition Assistance Donations	10,000.00			
Total Operating Revenue	720,963.27	537,202.00	183,761.27	134.2%
Total Income	720,963.27	537,202.00	183,761.27	134.2%
Cost of Goods Sold				
Assisted Tuition	2,550.00			
Instructional Costs	78,426.44	33,000.00	45,426.44	237.7%
Total COGS	80,976.44	33,000.00	47,976.44	245.4%
Gross Profit	639,986.83	504,202.00	135,784.83	126.9%
Expense				
Workforce Ctr Note	0.00	15,846.00	-15,846.00	0.0%
Mortgage	0.00	37,812.00	-37,812.00	0.0%
Equipment (\$3,000 up)	0.00	4,998.00	-4,998.00	0.0%
Office Supplies and Postage	777.86	900.00	-122.14	86.4%
Insurance				
CEK (Lloyd's) Optional wind	0.00	1,800.00	-1,800.00	0.0%
Property	5,783.10	6,228.00	-444.90	92.9%
D&O	754.50	774.00	-19.50	97.5%
Total Insurance	6,537.60	8,802.00	-2,264.40	74.3%
Small Tools & Equipment	183.82			

See Accountants' Compilation Report

# The Dwayne Peaslee Technical Training Center Inc

## Budget to Actual Comparison

### January through June 2019

	Jan - Jun 19	Budget	TOTAL	\$ Over Budget	% of Budget
Professional Fees					
Othr(Collier's,Grantwriter,etc)	0.00	2,502.00		-2,502.00	0.0%
Accounting/Professional Fees	12,000.00	7,980.00		4,020.00	150.4%
Legal/Professional Fees	750.00	2,550.00		-1,800.00	29.4%
Total Professional Fees	12,750.00	13,032.00		-282.00	97.8%
Advertising/Marketing	6,087.15	7,500.00		-1,412.85	81.2%
Bank / Credit Card Svc Charges	591.36	600.00		-8.64	98.6%
Contract Labor	10,070.84	24,000.00		-13,929.16	42.0%
Dues & Subscriptions	228.90				
Hospitality Expense	338.98				
In-Kind Expense	0.00	4,998.00		-4,998.00	0.0%
Janitorial Exp/Cleaning Supply	1,818.68	3,900.00		-2,081.32	46.6%
Business Licenses & Permits	211.12	3,498.00		-3,286.88	6.0%
Payroll Expenses	70,798.04	60,000.00		10,798.04	118.0%
Real Estate Taxes	0.00	25,000.00		-25,000.00	0.0%
Repairs/Maintenance					
CE Water	0.00	2,502.00		-2,502.00	0.0%
UNI	0.00	3,000.00		-3,000.00	0.0%
Landscape, Building	560.30				
Mowing, Snow Removal	633.48	78,000.00		-77,366.52	0.8%
General Repairs	20,300.71				
Repairs/Maintenance - Other	0.00	7,002.00		-7,002.00	0.0%
Total Repairs/Maintenance	21,494.49	90,504.00		-69,009.51	23.7%
Telephone/Internet	6,355.21	7,512.00		-1,156.79	84.6%
Travel	0.00	900.00		-900.00	0.0%
Utility Expenses	37,864.98	42,000.00		-4,135.02	90.2%
Miscellaneous Expenses	1,243.94	12,000.00		-10,756.06	10.4%
Total Expense	177,352.97	363,802.00		-186,449.03	48.7%
Net Ordinary Income	462,633.86	140,400.00		322,233.86	329.5%
Other Income/Expense					
Other Income					
Non-Operating Revenue					
Interest & Divident Revenue	13.45				
Total Non-Operating Revenue	13.45				
Total Other Income	13.45				

See Accountants' Compilation Report



**The Dwayne Peaslee Technical Training Center Inc**  
**Budget to Actual Comparison**  
**January through June 2019**

	TOTAL			
	Jan - Jun 19	Budget	\$ Over Budget	% of Budget
Other Expense				
Amortization Expense	823.62			
Depreciation Expense	74,898.96			
Mortgage Interest	45,110.12			
Total Other Expense	120,832.70			
Net Other Income	-120,819.25			
Net Income	341,814.61	140,400.00	201,414.61	243.5%





## **Peaslee Board of Directors**

### **May 2019 Board/Annual Meeting**

**May 9, 2019, 3:00-4:00 p.m., Board Committee Meetings; Academic Classroom B, Executive Committee – Kevin's office, Finance Committee – Classroom C, Planning Committee – Classroom E**

**May 9, 2019, 4:00-5:30 p.m., Peaslee Tech Directors' Meeting, Classroom C  
May Board Meeting Agenda—4:00 p.m.-5:30 p.m.**

**1. Treasurer's/Finance Committee Report**

- 1<sup>st</sup> Quarter Financials Report – Landi Goyer, McFadden Group, LLC
- Audit & 990 Report – Angela Motsinger, Motsinger CPA Tax & Accounting, LLC

Finance Committee met and reviewed first quarter report and audit. Pat Slabaugh made a motion to receive and accept. Tracy Green. seconded. Unanimously approved.

**2. Approval of February 21, 2019 Minutes—vote**

Minutes were presented for approval. Craig Weinaug motioned to accept. Randy Weseman seconded. Unanimously approved.

**3. Bylaws Revision; Chamber President as permanent, non-voting, ex officio appointment – vote**

Craig motioned to approve. Rick Salyer seconded. Unanimously approved.

**4. Nomination of At-large Director— vote**

Pat Slabaugh was nominated for a one-year term. Lisa Larsen motioned to approve. Nancy Thellman seconded. Unanimously approved.

**5. Academic Committee**

Randy Weseman asked to review the work for Berry Plastics and voiced support of the recommendations.

**6. Planning Committee**

The new welding lab will be completed by fall. The school district will be moving equipment this week. The paving project is on target.

**7. Peaslee Tech Liaison to Haskell Indian Nations University**

Larry McElwain has volunteered to renew the relationship with Haskell.

**8. Updates/Discussion:**

- Contingency-Staffing Planning

Kevin Kelley provided draft of contingency staffing and planning.



- Campus Activity & Enrollment Report

Kansas Apprenticeship Committee has designated Peaslee as a center for Douglas County. Peaslee is the largest apprenticeship provider in the state of Kansas.

Peaslee has been approved as a state CDL testing site.

Did training for eighteen Saudi students in the OSHA program.

- LPS update

The welding lab and ABE Program transition in August) were discussed.

- KU Solar Car Program

Kevin Kelley is working with the KU Engineering program to collaborate.

- She Sheds

Information regarding carpentry students building she sheds for auction was presented. Send ideas to Kevin and Shirley

- Stewardship Committee

Ongoing discussion on Stewardship Committee which must be approved by the state for fundraising.

#### 9. Other Business

No other business.

#### 10. Adjourn

Joe Caldwell motioned to adjourn. Rick Salyer seconded. Motion approved.

**FIRST AMENDMENT OF THE  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE DWAYNE PEASLEE TECHNICAL TRAINING CENTER, INC.  
AND  
UNIFIED SCHOOL DISTRICT NO. 497, DOUGLAS COUNTY, KANSAS  
LAWRENCE PUBLIC SCHOOLS**

Whereas, on May 8, 2018, The Dwayne Peaslee Technical Training Center, Inc. (Peaslee Tech) and Unified School District No. 497, Douglas County, Kansas, Lawrence Public Schools (LPS) entered into a Memorandum of Understanding Between Peaslee Tech and LPS (the "MOU"); and

Whereas, Peaslee Tech and LPS desire to amend the MOU, as set forth below,

NOW, THEREFORE, in consideration of the premises and for other good and valuable consideration, the sufficiency and receipt of which being hereby acknowledged, the parties agree as follows:

1. Paragraph 5 of the MOU, Rental Payments, is amended by adding the following paragraph at the end of the text:

In addition to the foregoing, commencing October 1, 2019 and continuing through the term of the MOU, LPS agrees to rent the space described in Exhibit A attached hereto and incorporated herein by reference (the "Additional Space") at an annual rental of \$28,572.00, payable monthly in advance at the rate of \$2,381.00 per month. The parties acknowledge that the total rent will be \$37,572.00 per year (\$9,000.00 + \$28,572.00). In the event the Additional Space does not prove suitable for LPS needs, Peaslee Tech will refund fifty (50%) per cent of the lease payments at the end of the first year.

The parties acknowledge that on Exhibit B, the floor plan describing the Additional Space, offices 5 and 6 and the large conference room are marked with diagonal lines. These rooms are available exclusively to LPS, 24 hours per day, 7 days per week. The classrooms marked B, C, D and Hunt conference rooms are marked with cross-hatches. These rooms are available based on LPS scheduled adult basic education and testing schedules. Peaslee Tech will provide use of other Peaslee Tech facilities to LPS at no cost for one-day workshops, depending on availability.

2. Paragraph 8 of the MOU, Repair and Maintenance of Premises, is amended by adding the following sentence at the end of the first paragraph:

Peaslee Tech will provide janitorial services for the Additional Space at no cost to LPS.

3. Paragraph 7 of the MOU, Use of Premises, is amended by adding the following sentence at the end of the paragraph:

Peaslee Tech will provide reception services for LPS operations in Peaslee Tech at no cost to LPS.

4. The MOU is amended by adding the following new paragraph 15:

In the event LPS elects to purchase Peaslee Tech's facility, up to three (3) years of lease payments would be applied to the purchase price.

Except as modified hereby, the MOU is ratified and republished by the parties.

**APPROVALS:**

Certification Statement: I certify that this MOU is entered into within the authority of law, is with my approval, and the person signing the same for The Dwayne Peaslee Technical Training Center immediately below is authorized to do so.

Peaslee Tech: \_\_\_\_\_ Date: \_\_\_\_\_  
Typed Name/Title: Shirley Martin-Smith, Board President, The Dwayne Peaslee Technical Training Center, Inc.

Certification Statement: I certify that the MOU is entered into within the authority of law, is with my approval, and that the person signing the same for the Board of Education immediately below is authorized to do so.

LPS: \_\_\_\_\_ Date: \_\_\_\_\_  
Typed Name/Title: Melissa Johnson, President, Board of Education

ATTEST:

\_\_\_\_\_  
Alyse Donnell, Clerk, Board of Education

Date: \_\_\_\_\_

Peaslee Tech  
Draft Service Animal Policy  
8/22/2019

**Applicability:** This policy applies to all students, employees and visitors to the entire facility located at 2920 Haskell Avenue, Lawrence, Kansas. As the building owner, the Dwayne Peaslee Technical Training Center (PTTC) has the responsibility to provide a safe and healthy environment. The uncontrolled or unsupervised presence of animals in the building compromises that environment.

**Definition:** A “service animal” is one that is individually trained to do work or perform tasks for the benefit of an individual with a disability, and the work or tasks performed by the animal are directly related to the individual’s disability. This definition encompasses all “service animals” as defined by the applicable regulations to the Americans with Disabilities Act, and encompasses all “assistance dogs” as defined by applicable Kansas statutes.

1. All domestic animals on PTTC owned property, including open spaces, must be leashed and under personal control of the owner at all times. Animals are not to be tied to or secured to trees, posts, shrubs and/or left unattended. Each owner is responsible for his/her animal, including clean-up.

2. To protect public health and safety, animals are not permitted in PTTC owned property, subject to the following exceptions:

a. A service animal assisting an individual with a disability;

i. The service animal must be under the control of its handler. Where it is not readily apparent that an animal is a service animal, PTTC may ask if the animal is required because of a disability and what work or task the animal has been trained to perform,

ii. PTTC may exclude a service animal if the animal is not housebroken; would pose a direct threat to the health, safety or property of others that cannot be reduced or eliminated by a reasonable accommodation; is out of control and the individual does not take effective action to control it; would fundamentally alter the nature of a program or activity; or is not being cared for by the individual,

iii. PTTC is not responsible for the care or supervision of service animals. Individuals handling a service animal are responsible for the control of their animals at all times and for ensuring the immediate clean-up and proper disposal of all animal waste. Individuals must comply with all applicable laws and regulations, including vaccination, licensure, animal health and leash laws,

iv. Although PTTC will not charge individuals handling a service animal a service animal surcharge, it may impose charges for damages caused by a service animal in the same manner PTTC imposes charges for damages to property,

Peaslee Tech  
Draft Service Animal Policy  
8/22/2019

- b. A service animal or professional therapy dog accompanied by a qualified handler or professional trainer in certain areas open to the general public, subject to the restrictions and requirements set forth in the applicable Kansas statutes;
  - c. Animals used for authorized research projects or experiments; or
  - d. Animals used as part of an academic program.
3. All animals on a PTTC campus must have current vaccinations evidenced by a tag on the animal or a vaccination certificate in the immediate possession of the owner.
4. A control agency will be called to remove and impound disruptive, aggressive, unattended or at-large animals. All animals are subject to the applicable city codes regulating animals.

DRAFT





PEASLEE  
TECH

## Course Catalog

2019-2020

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## Introduction

The Dwayne Peaslee Technical Training (Peaslee Tech) facility became a reality through planning by the City of Lawrence, Douglas County, the Economic Development Corporation, and the Lawrence Chamber of Commerce. This document outlines open enrollment and custom training available through Peaslee Tech at, or through, 2920 Haskell Avenue in Lawrence, Kansas.

## Mission

We are a catalyst for economic growth providing technical training to a diverse community of participants to meet the current and emerging needs of our communities and employers.

## Vision

We envision a community with a technically skilled workforce that fosters retention, expansion, and attraction of business.

## Values

Empowering diverse individuals  
Collaborating across the community  
Cultivating innovation and entrepreneurship

## General Description of Services

Our statements above make it clear—Peaslee Tech cares about your training needs and your success!

Technical training is our area of expertise. Peaslee Tech pledges to do all we can to help your workforce gain the competencies and skills needed so that your business will thrive.

Peaslee Tech provides custom training to industry partners in areas such as manufacturing, construction, general office/administration, and other skill areas. Though Peaslee offers credit-based courses and programs through community colleges and tech schools, we also emphasize custom, non-credit training, based on industry demand. Training takes place at your location or ours, depending on the best fit.

Peaslee Tech provides the following services:

- **Curriculum Development:** You may require support to find instructional materials, identify what type of training is needed, design length and style of training, or other curriculum-driven topics. We help you narrow down the specific training need and make sure that, if materials must be purchased, we find the most economical sources.
- **Instruction:** Finding experts who can train others can be demanding. We find instructors with industrial backgrounds in the required skill area. Also, instructors must communicate well with others. This combination of savvy instructor and experienced industry professional results in high-quality and relevant learning experiences.
- **Logistics:** Location of training, days of the week, fitting various shift schedules, type of training room, instructional equipment, food, and other variables.
- **Consortium Management:** By combining training needs with other companies who have similar needs, your training costs may be reduced significantly. We take care of the communication

between companies, arrangements for meetings to determine training focus, training day logistics, and management of the billing and receipting processes.

- Training Evaluation: Peaslee Tech conducts a course evaluation to participants or others identified by industry (supervisors, managers, etc.) to quantify their satisfaction with training.
- Certification: Peaslee Tech provides a *Certificate of Completion* for each trainee who successfully completes a course and a *Certificate of Competency* for each trainee that successfully completes industry recognized certification examinations or state licensure.

## Our Campus

The Dwayne Peaslee Technical Training Center is a 78,000-square foot training facility which includes training labs for automotive technology, construction, HVAC, industrial maintenance, and computer/network applications. Additionally, there are two standard classrooms and an outdoor facility for commercial driver training. The campus, on which Peaslee Tech is located, includes USD 497's College and Career Center, the Lawrence Workforce Center, the Douglas County Senior Resource Center, and a manufacturing partner. In 2018, the Boys & Girls Club Teen Center will be built at the campus location.

## Career Services

The Lawrence Workforce Center is located within the Peaslee facility, through which our participants have access to extensive career services. All participants in externally credentialed programs at Peaslee are required to register with the Lawrence Workforce Center.

## Nondiscrimination, Equal Opportunity, and Affirmative Action

The Dwayne Peaslee Technical Training Center is an Equal Employment Opportunity/Affirmative Action employer. We uphold high standards for diversity and multiculturalism. Our employees are expected to engage in the development of an inclusive community. Additional assistance is provided through hiring fairs, companies' engagement in classes, and on-the-job learning opportunities.

The Dwayne Peaslee Technical Training Center provides equal opportunity to and does not discriminate against participants, employees, or applicants regardless of race, color, religion, sex (including pregnancy), sexual orientation, gender identity, ethnicity, national origin, ancestry, age, disability, marital status, genetic information, status as a veteran, political affiliation, or other factors that cannot be lawfully considered in its courses, programs, and activities, including admissions and employment, to the extent and as required by all applicable laws and regulations, including but not limited to Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, The Americans With Disabilities Act of 1990, The Americans With Disabilities Act Amendments Act of 2008, The Age Discrimination In Employment Act of 1967, Title II of the Genetic Information Act of 2008, Kansas Acts Against Discrimination, Section 188 of the Workforce Investment Act, and any amendments to such laws and regulations.

Inquiries regarding non-discrimination or our policy may be directed to: Executive Director; Dwayne Peaslee Technical Training Center; 2920 Haskell Avenue, Suite 100; Lawrence, KS 66046; 785-856-1831.

## Academic Calendar

Participants are accepted on a rolling basis, with multiple start dates throughout the year. Peaslee observes the following holidays:

New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day.

## Admission

Admission is generally open to persons age 16 or over. Certain classes require specific prerequisites for enrollment.

## Assessment

All training course and programs offered by Peaslee Tech have an assessment component to measure the attainment of learning outcomes. A grade of pass or fail is assigned for each participant. Only participants with passing grades will receive certificates of completion. Assessments may be hands-on, written, oral, or any combination thereof. Participants will be provided their grade within seven days of the final class session.

## Attendance

Daily attendance will be taken, and results submitted to at the end of each class. Absence of more than 25% of a class, without approval of the instructor, will result in administrative withdrawal from the class. The exception to this policy are OSHA courses, in which no absences are allowable. Exceptions with other programming may be required.

## Code of Conduct

The Board of Directors expects that persons enrolling at the Dwayne Peaslee Technical Training Center conduct themselves in a manner consistent with the educational purpose of instruction. Participants have the obligation to abide by federal and state statutes and municipal ordinances, especially those that govern conduct on college campuses and at college functions. The Board expects participants to conform to board policies, regulations and procedures. Participants are always expected to demonstrate academic honesty and integrity. Failure to adhere to this code may result in participant dismissal.

## Academic Integrity

The integrity of the academic process requires fair and impartial evaluation on the part of faculty and honest academic conduct on the part of participants. To this end, participants are expected to conduct themselves at a high level of responsibility in the fulfillment of the course of their study. It is the corresponding responsibility of faculty to make clear to participants those standards by which participants will be evaluated and the resources permissible for use by participants during their study and evaluation. Failure to adhere to this code may result in participant dismissal.

## Refunds

Tuition is 100% refundable four days before the first day of class, 50% from the fourth day to the first day of class, and none thereafter. Participants may withdraw by any form of written communication submitted to their instructor or any Peaslee administrator.

Reasons for a possible delay of a scheduled start may include but are not limited to (1) damage to the facility, (2) inadequate number of applicants, and (3) acts of nature unforeseeable. A list of alternatives includes but are not limited to temporarily operating from a different location. If any refundable tuition and fees have been paid, a refund will be made within 30 days of the signed agreement.

Regarding US military veterans' refunds, if a veteran participant fails to enter the course, withdraws, or is discontinued at any time prior to completion of the course, the unused portion of paid tuition, fees, and other charges will be refunded or the debt for such tuition, fees, and other charges will be canceled on a prorated basis, as follows:

### 1. Registration Fee

An established registration fee in an amount not to exceed \$10 need not be subject to proration. Where the established registration fee is more than \$10, the amount more than \$10 will be subject to proration.

### 2. Breakage Fee

Where the school has a breakage fee, it may provide for the retention of only the exact amount of breakage, with the remaining part, if any, to be refunded.

### 3. Consumable Instruction Supplies

Where the school makes a separate charge for consumable instructional supplies, as distinguished from laboratory fees, the exact amount of the charges for supplies consumed may be retained but any remaining part must be refunded.

### 4. Books, Supplies, and Equipment

a. The school will make a refund in full for the charge for unissued books, supplies, and equipment when:

- The school furnishes the books, supplies, and equipment,
- The school includes their costs in the total charge payable to the school for the course,
- The veteran or eligible person withdraws or is discontinued before completing the course.

b. The veterans or eligible person may dispose of issued items at his or her discretion even if they were included in the total charge payable to the school for the course.

### 5. Tuition and Other Charges

Where the school either has or adopts an established policy for the refund of the unused portion of tuition, fees, and other charges subject to proration, which is more favorable to the veteran or eligible

person that the approximate pro rata basis as provided in this subparagraph, such established policy will be applicable. Otherwise, the school may charge a sum which does not vary more than 10 percent from the exact pro rata portion of such tuition, fees, and other charges that the length of the completed portion of the course bears to its total length. The exact proration will be determined on the ratio of the number of days of instruction completed by the participant to the total number of instructional days in the course.

#### 6. Prompt Refund

If the veteran, spouse, surviving spouse, or child fails to enter the course, or withdraws, or is discontinued there from at any time prior to completion of the course, the unused portion of the tuition, fees, and other charges paid by the individual shall be refunded promptly. Any institution which fails to forward any refund due within 30 days after such a change shall be deemed, prima facie, to have failed to make a prompt refund, as required by this subparagraph.

### Grievance Procedure

Peaslee Tech encourages any participant with a grievance needs to initiate the process, in writing, with his/her instructor whenever possible. The instructor will forward the grievance to the Executive Director of Peaslee Tech, with comments. If the matter is resolved with the instructor, no further action is taken. If the grievance is unresolved to the satisfaction of the participant, or the instructor, the grievance is forwarded to the Executive Director for adjudication.

Additionally, participants may contact the Kansas Board of Regents is they do not feel their complaint has been fully resolved at; [www.kansasregents.org](http://www.kansasregents.org), 1000 SW Jackson St # 520, Topeka, KS 66612, or 785.420.4240.

### Transfer of Credit

Peaslee Tech does not award credit hours, therefore there are no transfers to or from or other entities.

### List of Approvals, accreditations, affiliations and membership

- Kansas Board of Regents
- Registered with the Kansas Secretary of State as a 501(c)3 not-for-profit organization
- CISCO Networking Academy for Lawrence, Kansas
- Kansas Center for Career & Technical Education Advisory Board
- Flint Hills Community College Career & Technical Education Advisory Board
- Neosho County Community College Career & Technical Education Advisory Board
- Cottonwood Incorporated Business Advisory Board
- The Chamber of Lawrence Kansas

### Open Enrollment Programs of Study

#### CISCO Academy

Cisco Networking Academy is an IT skills and career building program for learning institutions and individuals worldwide. More than 5.5 million people have joined the Networking Academy and become a force for change in the global economy since 1997.



- The Cisco Certified Entry Networking Technician (CCENT) certification is the first stage of Cisco's certification system. The CCENT certification is an interim step to Associate level or directly with CCNA and CCDA certifications. This course includes National Career Readiness Certificate development. (150 hrs- \$2,200)
- CCNA Routing and Switching curriculum is a gateway to entry-level networking jobs and IT careers. The curriculum consists of 4, 70-hour courses: Introduction to Networks, Routing and Switching Essentials, Scaling Networks, and Connecting Networks. The first 2 courses prepare you for the Cisco CCENT certification exam or to study CCNA Security. All 4 courses are recommended before taking the Cisco CCNA Routing and Switching certification exam. This course includes National Career Readiness Certificate development. (150 hrs-\$2,200)
  - Develop a working knowledge of routing, switching, network applications, protocols, and services.
  - Study with an instructor in the classroom and access expert content online anytime.
  - Practice what you learn on both real equipment and Cisco Packet Tracer, a network configuration simulation tool.
  - Get immediate feedback on your work through built-in quizzes and tests.
  - Prepare for the workplace with collaborative projects and presentations.
  - Connect with the global Cisco Networking Academy community.

### Programmable Logic Controls (PLC)

PLCs are industrial computer control systems that continuously monitor the state of input devices and makes decisions based upon a custom program to control the state of output devices. We offer a full range of training for both novice and experienced technicians.

- Level 1 Certificate - This is an introductory course covering Ladder Diagram (LD) programming and PLC basics. (32 hrs-\$695)
- Level 2 Certificate – This course focuses on the Allen Bradley CompactLogix PLC. Participants learn how to set, communicate, configure and program the CompactLogix processor. Methods of relay ladder logic are demonstrated, and participants are challenged to use learned concepts within classroom problem solving exercises. (32 hrs-\$695)

### Introduction to Industrial Electricity

This course is designed for entry level electrical training for industrial environments. Participants will learn DC, AC, and Battery Theory. Additional subjects include electrical safety, using voltage testers & meters (participants should bring their own), motor theory and calculations, transformers, conductor ampacity, and grounding. (32 hrs-\$695)

### Motor Drives

Motor controls encompasses installing, wiring, programming using keypad, and troubleshooting of PowerFlex 525 motor drives. Each participant must bring a digital multimeter. (32 hrs-\$695)

### Lean Six Sigma Certification-Green Belt

This 40-hour hands-on workshop provides participants with the detailed methodology and tools of Lean Six Sigma to lead their organization toward “World Class” status. The workshop combines the proven and powerful elements of both traditional Lean and traditional Six Sigma into a blended approach. The emphasis is on 1) gaining process and product knowledge with

critical thinking 2) reducing variability and nonvalue-added activities and 3) developing leaders in the organization who are focused on enhancing customer value, decreasing defect rates and wasted efforts, reducing cost and cycle time, and generating business growth and breakthrough improvements. The Lean Six Sigma methodology is taught with a “Keep It Simple Statistically” (KISS) approach and makes use of many in-class examples, simulations, and hands-on exercises to ensure that participants have a practical, working knowledge of the tools. (40 hrs-\$1,500)

#### Introduction to Manufacturing

This course introduces the participant to fundamental areas of manufacturing with the intent of preparing a participant to be a ‘shop floor’ employee. Topics include Basic Computer Literacy; Math for the Trades; Quality Improvement Programs & Practices; OSHA 10 General Industry, CPR and basic first aid, and Workplace Readiness (40 hrs-\$1,100)

#### Professional Driving

Peaslee Tech offers a full range of training options to prepare participants for a career as a commercial driver.

- CDL-B: This level of license allows for the operation of straight trucks, dump trucks, concrete trucks and many others. (60 hrs-\$2,200)
- CDL-A, over-the-road: Prepares participants to drive multi-speed transmission tractor and trailer, vehicle and log maintenance, and required skills to work as an over-the-road driver. (160 hrs-\$4,400)

#### Health Care

- Pharmacy Technician: Prepares participants for an entry-level position in a career in pharmacy. Course content is designed to provide participants with the knowledge needed to assist pharmacists in preparing and dispensing medication in retail and hospital pharmacies as well as collecting patient info for prescription and billing. This program is aligned with the PTCB national certification exam. (76 hours-\$1,850)

#### Certified Voice Writer

This course is designed to bring the student proficiency level needed to pass the required examinations. The required speed levels are to reach a level of 225 wpm QA Testimony, 200 wpm Jury Charge, and 180 wpm Literary Dictation. The course includes modules which will enable beginning court reporters to enter the field with a broad understanding of the profession. Three speed tests with 95% accuracy in each category/level are required in Literary, Jury and QA to advance to the next speed level and to graduate. Three speed tests with 95% accuracy are required in the following courses to graduate: 225 QA, 180 Literary and 200 Jury. When students reach 140 wpm they are required to pass a one-minute read back proficiency test in each category prior to moving to the next speed level. This course provides the content to prepare participants to set for the Kansas State Board of Examiners of Court Reporters certification examination. (211 hrs-\$3,600)

### Auto Body Repairer

To meet the high demand for skilled automotive technicians in Douglas County, the Eudora Public Schools and Peaslee Tech are partnering to provide a training opportunity. The two-year program is designed to prepare an individual with the foundational training to develop, through experience and training, into a skilled automotive technician and serves as a prerequisite for an apprenticeship. (360 hrs-\$3,500)

### Auto Service Technician

To meet the high demand for skilled automotive technicians in Douglas County, the Eudora Public Schools and Peaslee Tech are partnering to provide a training opportunity. The two-year program is designed to prepare an individual with the foundational training to develop, through experience and training, into a skilled automotive technician and serves as a prerequisite for an apprenticeship. (360 hrs-\$3,500)

### Residential Electrician (Level 1)

To meet the high demand for skilled residential electricians in Douglas County, Peaslee Tech has developed a training opportunity. The program is designed to prepare an individual with the foundational training to develop, through experience and training, into a skilled residential Electrician and serves as a prerequisite for an apprenticeship. (144 hrs-\$2,500)

### Residential Plumber (Level 1)

To meet the high demand for skilled residential plumbers in Douglas County, Peaslee Tech has developed a training opportunity. The program is designed to prepare an individual with the foundational training to develop, through experience and training, into a skilled residential plumber and serves as a prerequisite for an apprenticeship. (144 hrs-\$2,500)

### Residential Mechanical (HVAC)

To meet the high demand for skilled residential mechanical technicians in Douglas County, Peaslee Tech has developed a training opportunity. The one-year program is designed to prepare an individual with the foundational training to develop, through experience and training, into a skilled residential mechanical technician and serves as a prerequisite for an apprenticeship. (144 hrs-\$2,500)

### Facilities Maintenance Technician

To meet the high demand for skilled facilities maintenance technicians, Peaslee Tech has developed a training opportunity through an apprenticeship. This program is designed to prepare an individual with the foundational training to develop, through experience and training, into a skilled facilities maintenance technician and serves as a prerequisite for an apprenticeship. (144 hrs-\$2,500)

## Apprenticeships

Peaslee Tech is a training provider for registered apprenticeships that are approved by the Kansas Apprenticeship Commission. Current programs include;

- Industrial Maintenance Mechanic
- Residential Electrician
- Residential Plumber
- Automotive Technician

- Auto Body Repair Technician
- Facilities Maintenance Technician
- Residential Carpentry (currently not a registered apprenticeship)
- Residential Mechanical (HVAC)
- Sterile Processing Technician
- Mechatronics

## Customized Training

Peaslee Tech offers customized training for Douglas County organizations over a wide array of subjects. Please contact us to see if we can fill your company's specialized training needs.

## Instructors

### **Katherine Ellis\***

MS – Central Missouri State University  
Computer Technology  
BS – Kennedy Western University  
Management of Information Systems  
AS – Longview Community College

### **Kevin Kelley\***

PhD – Northcentral University  
MS – Saint Mary College  
BBA – University of Missouri, Kansas City  
AA – Kansas City Kansas Community College

### **Bijan Siadati\***

DC – Cleveland Chiropractic College  
Doctor of Chiropractic  
MS – Northwestern Missouri State University

### **Verlon Myer\***

MEA – International University  
BS – International University

### **Chris Paxton\***

CTE Certificate – Pittsburgh State University

### **Raymond Casey\***

AAS – Pittsburgh State University

### **Will Katz**

MBA – University of Kansas  
BA – University of Kansas

### **Mike Niedenthal**

MBA – University of Kansas  
BS – Kansas State University

### **Charles Tuttle\***

BS – Kansas State University  
Agriculture Science

### **Walter Wehr\***

BS – University of Nebraska, Omaha

### **Miranda Cummings\***

Certified Court Reporter – Kansas Supreme  
Court, Topeka, KS

### **Riq Quinteros\***

BA CTE – Pittsburg State University

\*Indicates instructor in KBOR Approved Program

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Plumbers and Pipefitters #441, Business Manager

# Peaslee Tech Facility Usage and Enrollment Report 2nd Quarter 2019

The following summarizes tenant, third party trainers, community, community college and Peaslee Tech usage of the 2920 Haskell facility for the period 1/1-12/31/2018, 1/1-3/31/2019, and 1/1-6/30/2019.

## Tenant Activity

Lawrence Workforce Center (not unduplicated)  
Senior Resource Center (not unduplicated)  
API America (employees on three shifts)

	<u>2018</u>	<u>1Q 2019</u>	<u>2Q 2019</u>
	9,100	1,949	1,898
	1,121	327	470
	30	33	33
Sub-Total	10,251	2,309	2,401

## Community Events/Meetings/K-12 Outreach

Community Events/Meetings  
K-12 & ABE Outreach  
Statewide Job Fair

	556	183	216
	264	82	137
	0	171	0
Sub-Total	820	436	353

## Third Party Training/Courses

Sub-Total	507	151	126
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## Community College Enrollment (All Lawrence and duplicated spring-fall, w/high school enrollment)

Flint Hills Technical College  
Johnson County Community College (not unduplicated)  
Neosho County Community College (not unduplicated)

	6	3	*
	145	62	*
	192	82	*
Sub-Total	343	147	*

## Peaslee Tech Programs

Contract Training  
Open Enrollment (unduplicated)  
Pharmacy Technician  
Commercial Driving  
Court Reporting

	<u>2018</u>	<u>1Q 2019</u>	<u>2Q 2019</u>
	174	59	43
	18	6	0
	28	14	7
	4	4	0

Cisco Networking	6	2	0
PLC	0	7	0
OSHA 30	0	18	0
Sub-Total	230	110	50
Construction & Mechanical Trades (unduplicated)			
Carpentry	12	12	0
Facilities Maintenance	12	12	0
Electrical	10	12	0
Plumbing	7	6	0
Industrial Maintenance	20	16	0
Sub-Total	61	58	0
Sub-Total	293	91	104

Peaslee Tech Individual Inquiries and Career Advising (114 sessions)

#### TOTAL FACILITY ACTIVITY AND ENROLLMENTS

**12,505**      **3,302**      **3,034**

**Mid-Year**      **6,336**

\*Data duplicated from previous quarter