



## **EWC Board of Trustees Meeting**

Eastern Wyoming College  
EWC Dolores Kaufman Board Room  
Dec 12, 2023 5:45 PM - 7:45 PM MST

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**B. Approval of the appointment of Mr. Jim Willox to the EWC Board of Trustees as the Converse County Advisory Member to a term ending December 1, 2024.**

Approval at the Converse County Meeting: Mr. Short moved to appoint Mr. Jim Willox as the County appointee to the Eastern Wyoming College Board of Trustees as an advisory board member for a one-year term from December 2023 to December 2024; Mr. Grant seconded; motion carried.

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## Interoffice Memo

To: Dr. Jeffrey Hawes, President  
From: Kwin Wilkes, Chief Financial Officer  
Date: December 6, 2023  
Cc: Ms. Karen Parriott, Business Office Director  
Re: Monthly Financial Report

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### REVENUES:

The original FY-2024 operational fund revenue budget total is \$17,209,518, as adopted on July 11, 2023. In FY-2024, we have recognized \$8,700,893 in revenue representing 51% of the approved budget, which is largely made up of state aid in the amount of \$5,630,084. Overall, operational fund revenue is 3% higher than last fiscal year. Tuition and fee collections are \$2,729,510, which comes to 68% recorded fiscal year-to-date.

Institutional revenue is based on an in-state tuition rate of \$105 per credit hour. The mandatory student fees are currently \$38 per credit hour.

Regular credit tuition revenues are \$2,048,497 which is 72% of the amount budgeted. In-district fees are \$221,166. This is 55% of the amount budgeted. Outreach fees are \$102,156, which is 74% of the amount budgeted. Non-credit tuition is \$35,900. This is 35% of the amount budgeted.

Auxiliary Fund revenue recognized to date is \$681,557 or 55% of the approved budget. Food service and conference center revenues are \$301,301 or 52% of the budget recorded at the end of this reporting period. Food service and conference center revenues are 7% higher than last year. Housing revenue is \$369,467 which is 4% higher than the previous year and 59% of the amount budgeted.

### EXPENDITURES:

The operational fund includes all of the unrestricted operating budgets for the College's instructional, public service, academic support, student services, institutional support, plant operations, institutional scholarships, and non-mandatory transfers to other programs (primarily auxiliary operations). As of the end of the current period, \$6,456,130 or 38% of the operational fund budget was expended. Salaries and benefits account for \$3,247,516 or 50.3% of the total expended and current and capital expenditures are \$3,208,614 or 49.7% of the total amount

expended. Last year's salaries and benefits, and current and capital expenditures totaled \$2,969,230 (51%) and \$2,892,646 (49%) respectively. Salaries and benefits spending is 9% higher than last year. Capital expenditures are 11% higher than last year. Overall, operational fund spending is 10% higher than last year.

Within the Auxiliary Fund, \$628,809 or 41% of the budget was spent in the current period and is 8% higher than last year.

## **INVESTMENTS:**

Cash on hand in various demand accounts at the end of this period total \$9.8 million. Of this total, \$3,180,484.73 is being held in the Operating Fund checking account, earning a 2.50% fixed interest rate, which was effective 2/15/2023. During the month of June 2023, two million of EWC funds were placed in Certificates of Deposit at Pinnacle Bank earning 4.80% interest. Another one million was placed in Certificates of Deposit for 90 days at Pinnacle Bank during October receiving 5.15% interest. The six-month average market interest rate paid by WYOSTAR is 4.05%. The credit card sales repository account has a balance of \$88,955.12. Restricted repairs and maintenance funds for the Torrington campus total \$956,119 and cash reserves for the payment of CTEC and ATEC general obligation bonds held by Goshen County are \$1,809,750.

EWC has Excellence in Higher Education Endowment (EHEE) funds in the amount of \$733,424 (included in the bank accounts listed above). While we endeavor to seek bids for these funds periodically, they are currently earning 2.50% in our Operating Fund checking account.

Operations and maintenance funds for the Douglas Campus total \$590,006. These funds are held with Converse County Bank.

**Eastern Wyoming College**  
**Operational Fund Summary**  
**As of November 30, 2023 (Unaudited)**

REVENUE	FY-24 ADOPTED BUDGET	YEAR TO DATE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
State Appropriation	9,710,051	5,630,084	57.98%	5,093,310	10.54%
Local Revenue					
Mill Levy	1,178,633	175,615	14.90%	212,410	
Motor Vehicle Fees	181,056	94,752	52.33%	64,372	
Total Local Revenue	1,359,689	270,367	19.88%	276,782	-2.32%
Institutional Revenue					
In-District Tuition	725,659	598,290		634,753	
Out of District Tuition	564,701	263,130		289,275	
Out of State Tuition	232,589	243,180		283,500	
WUE Tuition	584,131	551,302		545,890	
Concurrent Tuition	742,844	392,595		520,905	
Total Credit Tuition	2,849,924	2,048,497	71.88%	2,274,323	-9.93%
Continuing Education	15,000	2,580		540	
Community Services	86,802	33,320		37,330	
Total Non-Credit Tuition	101,802	35,900	35.26%	37,870	-5.20%
Course Fees	145,535	127,100		144,568	
In-District Fees	399,382	221,166	55.38%	234,344	
Technology Fee	191,297	129,976		145,464	
Outreach Fees	137,651	102,156	74.21%	114,872	
Sales and Services Income	166,112	64,715		61,265	
Total Fee Income	1,039,977	645,113	62.03%	700,513	-7.91%
Total Tuition and Fees	3,991,703	2,729,510	68.38%	3,012,706	-9.40%
Miscellaneous Income	90,650	(128)		25,848	
Gate Receipts	2,300	-		-	
Total Other Sources	92,950	(128)	-0.14%	25,848	-100.50%
Total Institutional Revenue	4,084,653	2,729,382	66.82%	3,038,554	-10.17%
Carryover	1,764,648	-	0.00%	-	
Investment Income	114,675	45,975	40.09%	19,764	
Gifts/Grants	175,802	25,085	14.27%	7,302	
Total Revenue	17,209,518	8,700,893	50.56%	8,435,712	3.14%

**Eastern Wyoming College**  
**Operational Fund Summary**  
**As of November 30, 2023 (Unaudited)**

EXPENDITURES	FY-24		PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
	ADOPTED BUDGET	YEAR TO DATE			
<b>Instruction</b>					
Salaries	2,641,756	702,488		662,301	
Benefits	1,293,321	327,239		317,885	
Current Expenses	1,442,459	289,627		351,006	
Capital Expenses	-	-		-	
<b>Total</b>	<b>5,377,536</b>	<b>1,319,354</b>	<b>24.53%</b>	<b>1,331,192</b>	<b>-0.89%</b>
<b>Public Service</b>					
Salaries	63,802	13,767		12,234	
Benefits	5,428	1,053		1,389	
Current Expenses	7,975	8,311		6,570	
Capital Expenses	-	-		-	
<b>Total</b>	<b>77,205</b>	<b>23,131</b>	<b>29.96%</b>	<b>20,193</b>	<b>14.55%</b>
<b>Academic Support</b>					
Salaries	553,560	193,467		194,727	
Benefits	305,148	108,252		111,510	
Current Expenses	318,250	140,039		106,576	
Capital Expenses	-	-		-	
<b>Total</b>	<b>1,176,958</b>	<b>441,758</b>	<b>37.53%</b>	<b>412,813</b>	<b>7.01%</b>
<b>Student Services</b>					
Salaries	829,402	315,846		256,494	
Benefits	406,718	152,719		151,749	
Current Expenses	463,724	277,015		262,181	
Capital Expenses	-	-		-	
<b>Total</b>	<b>1,699,844</b>	<b>745,580</b>	<b>43.86%</b>	<b>670,424</b>	<b>11.21%</b>
<b>Institutional Support</b>					
Salaries	1,868,258	738,462		631,047	
Benefits	944,458	358,915		319,109	
Current Expenses	1,949,868	938,296		665,838	
Capital Expenses	12,944	-		-	
<b>Total</b>	<b>4,775,528</b>	<b>2,035,673</b>	<b>42.63%</b>	<b>1,615,994</b>	<b>25.97%</b>
<b>Plant Operations</b>					
Salaries	591,312	224,695		208,911	
Benefits	283,353	110,613		101,874	
Current Expenses	1,132,626	522,549		644,269	
Capital Expenses	110,000	-		-	
<b>Total</b>	<b>2,117,291</b>	<b>857,857</b>	<b>40.52%</b>	<b>955,054</b>	<b>-10.18%</b>
<b>Scholarships</b>					
Current Expenses	1,454,150	654,438	45.00%	632,372	
<b>Non-Mandatory Transfers</b>					
Current Expenses	531,006	378,339	71.25%	223,834	
<b>Total Expenditures</b>	<b>17,209,518</b>	<b>6,456,130</b>	<b>37.51%</b>	<b>5,861,876</b>	<b>10.14%</b>

REVENUE	BUDGET	YEAR TO DATE	COLLECTED	COLLECTIONS	PRIOR YEAR
Food Service	447,187	289,328	64.70%	276,780	4.53%
Conference Center	127,404	11,973	9.40%	6,123	95.54%
Residence Halls	628,172	369,467	58.82%	354,205	4.31%
Bookstores	12,499	702	5.62%	2,781	
Motor Pool - Buses	27,250	10,087	37.02%	6,374	
Total Revenue from Sales/Services	1,242,512	681,557	54.85%	646,263	5.46%
Transfers*	279,699	279,699	100.00%	129,258	116.39%
Total Revenue and Transfers	1,522,211	961,256	63.15%	775,521	23.95%

\*Transfers

Food Service	108,092	108,092		80,096
Conference Center	32,209	32,209		15,026
Residence Halls	151,897	151,897		46,635
Bookstores	(12,499)	(12,499)		(12,499)
Total Transfers	279,699	279,699		129,258



**Eastern Wyoming College**  
**Auxiliary Fund Summary**  
**As of November 30, 2023 (Unaudited)**

EXPENDITURES	FY-24 ADOPTED BUDGET	YEAR TO DATE	PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
<b>Food Services</b>					
Salaries	180,839	60,355		42,651	
Benefits	143,054	37,140		23,093	
Current Expenses	231,386	84,691		80,544	
Capital Expenses	-	-		-	
Total	555,279	182,186	32.81%	146,288	24.54%
<b>Conference Center</b>					
Salaries	55,457	18,553		17,569	
Benefits	32,817	4,077		6,750	
Current Expenses	71,339	32,763		20,444	
Capital Expenses	-	-		-	
Total	159,613	55,393	34.70%	44,763	23.75%
<b>Housing</b>					
Salaries	158,382	62,791		50,676	
Benefits	69,290	30,547		20,743	
Current Expenses	552,397	281,423		305,023	
Capital Expenses	-	-		-	
Total	780,069	374,761	48.04%	376,442	-0.45%
<b>Bookstores</b>					
Salaries	-	-		-	
Benefits	-	-		-	
Current Expenses	-	-		-	
Capital Expenses	-	-		-	
Total	-	-		-	
<b>Motor Pool - Buses</b>					
Current Expenses	27,250	16,469		14,637	
Total	27,250	16,469	4.00%	14,637	12.52%
Total Expenditures	1,522,211	628,809	41.31%	582,130	8.02%

<b>Fund Balance</b>			
<b>as of 11/30/2023</b>			
<b>Fund 10</b>	<b>Operational Fund</b>		<b>Fund 40</b>
(Main Educational/Operating Fund)			<b>Endowment Fund</b>
Balance	\$ 5,499,780.08		College EC funds invested with EWC Foundation
Encumbered	\$ 19,348.61		Balance
			\$ 6,986,809.43
			Encumbered
			\$ -
<b>Fund 11</b>	<b>Optional Mill Levy Fund</b>		<b>Fund 60</b>
1 Mill assessed by Goshen County at Board's request.			<b>Agency Fund</b>
Balance	\$ 921,137.21		Funds where EWC is the fiduciary (Student Clubs)
Encumbered	\$ -		Balance
			\$ 334,716.32
			Encumbered
			\$ -
<b>Fund 12</b>	<b>Auxiliary Fund</b>		<b>Fund 70</b>
Cafeteria, Student Center, Housing, Bookstore and Motorpool			<b>Unexpended Plant Fund</b>
Balance	\$ 754,526.07		Funds for new construction
Encumbered	\$ -		Balance
			\$ 2,653,174.97
			Encumbered
			\$ -
<b>Fund 13</b>	<b>Flow Through Fund</b>		<b>Fund 71</b>
Student Fees, Technology Fees, Outreach Fees pass through this fund.			<b>Funds for Renewals &amp; Replacements</b>
Balance	\$ 11,038.00		Funds for Maintenance and Repairs
Encumbered	\$ -		Balance
			\$ 452,377.77
			Encumbered
			\$ 760,157.09
<b>Fund 19</b>	<b>GASB Audit Accruals Fund</b>		<b>Fund 72</b>
Amount of liability for pension and other post employment benefits.			<b>Funds for Retirement of Debt</b>
Balance	\$ (18,196,605.57)		Funds to retire ATEC and CTEC GO Bonds
Encumbered	\$ -		Balance
			\$ 1,928,343.17
			Encumbered
			\$ -
<b>Fund 22</b>	<b>Grant &amp; Contracts/BOCES</b>		<b>Fund 73</b>
Restricted funds			<b>Investment in Plant</b>
Balance	\$ 2,342,416.97		** See below
Encumbered	\$ 58,455.49		Balance
			\$ 42,606,644.12
			Encumbered
			\$ -



# EWC Board of Trustees Meeting Minutes

Eastern Wyoming College

Nov 16, 2023 at 5:45 PM MST

@ EWC Dolores Kaufman Board Room

## Board of Trustees

### Present:

Members: Randy Adams, Bob Baumgartner, Doug Mercer, Katherine Patrick, Kurt Sittner, Jackie VanMark, Rick Vonburg, Jim Willox

- I. Chairman Bob Baumgartner called the meeting to order.
- II. Approval of the November 16, 2023 Meeting Agenda.

### **Motion to approve the November 16, 2023 Meeting Agenda with the Addendum.:**

Motion moved by Jackie VanMark and motion seconded by Rick Vonburg. Motion passed.

### III. Introductions

- A. Student Senate Report - Jesse Madsen, VP and Weston Klatt, Freshman Representative

Miss Jesse Madsen and Mr. Weston Klatt, Student Senate representatives, informed the Board of the new activities the Student Senate has been involved in. New clubs are being formed, i.e. Livestock Showing Team Club and the Campus Venture Christians Club on campus, and the gender club changed their name. The group is working on providing a scholarship to internships to Cheyenne at the Capitol Building. They participated in the "Truck or Treat" on Halloween, and the Ellis Harvest Corn Maze fun night with 110 participants. Events are planned for the Women's volleyball team and the Rodeo event this Friday, Black Jeans and Gold Buckles gala. The Evening of Elegance is November 29th with a dance afterwards, and the Casino Night is scheduled for Spring before finals week. The Student Senate invited Dr. Hawes to their meetings. The students were involved in a Campus improvement committee and were asked what their thoughts and opinions were about improving the College atmosphere. Some suggestions were to add new furniture for study areas, intermurals and a coffee stand on campus.

### IV. Public Comment

None

### V. President's Report - Dr. Jeffry Hawes

Bring Bruce Leslie to work on strategic plans. bring him the first week of December and would like to meet with the Board and schedule an open meeting here. setting next vision 2026-2030. Dec 5,6,7 in evening. Our Facility master plan required by state law. we are close to the final draft and ready to review to board members individual. Nov. 30th finalize and submit it back to the state. agenda-transfer funds to foundation-booster club is currently part of college. moving it to foundation. Lisa is working on MOU to have the club from under college to foundation for investing purposes. Approximately 70,000 in

account. We are buying cameras for gym for part o the compliance for NJCAA. dr. hawes joined Lauren Schoenfield from uofw to represent our WIP grants and initiatives in Laramie, wy. Lot of significant networking.

Questions from Sodexo: Jackie-employees get to choose. New hires will be hired under Sodexo agreement.

Kurt-how does sodexo benefit package compare to ewc benefits. The insurance is going to be different because you are comparing different services, you build your package on what you need. you get to choose those levels. Sodexo cannot compare to state retirement. Question about if Sodexo leave or we don't continue, what happens to the employees. Sodexo does have a no-compete clause. what are the wages compared to ewc. Sodexo wage is a little larger. It won't go down in amounts. Wages are very closely together. sodexo did an analysis and it depends on the position.

Willox-who owns the liability. if its an ewc employee that causes the problem, it is addressed at contract. the blended employees question.

Rick-challenge for sodexo. in hlc accreditation always says the building was always taken care of. they have been well taken care of. in the area of food,

## VI. Staff Reports

### A. Addendum-Douglas Campus Expansion Update-Jim Willox and Margaret Farley

Mr. Jim Willox, Converse County, updated the Board on the EDA Grant project status. As the primary sponsor, EWC must be the physical agent. We have \$3.7 M that must be spent. Mr. Willox explained the RFQ process. The College will not get to take the savings off the match if there was any left over. We have until the end of 2026 to complete the expansion. There will be a grant manager that will be a contractor working with both the County and the College. There are options in the future if the Construction Technology program would fail, we can work on another program to use the building. Dr. Farley stated the goal would be to break ground this Spring if all goes well.

### B. Financial Report - Mr. Kwin Wilkes

The October 2023 Financial Report presentation is postponed for next month under old business due to Mr. Wilkes absence.

### C. Faculty and Academic Services Support Team - Dr. Debra Ochsner

Dr. Ochsner informed the Trustees about the new faculty work, new ideas, and leadership roles with Faculty Senate. The Vet Tech Dept. was fully accredited with CVTEA, and their visit will be 2029. Dr. LeAnne Smith is working with GCSD#1, Kevin Derby, to give students an opportunity to learn a substitute teaching course. Ms. Sherri Warren, Math Instructor, attended and presented at the Math Conference, Ms .Rebecca Cornish, Criminal Justice Instructor, is working to improve the Criminal Justice department, Mr. Rod Clause, Art Instructor, is excited to grow the program, and create an Art Club. Mr. Chris Wenzel and Ms. Rebecca Cornish are working on their Doctorates. Dr. Ochsner is working on the HLC requirements with Dr. Susan Murphy. On Friday, EWC will choose this year's WACCT's EWC Student of the year; there were 10 nominees.

### D. Human Resources - Mr. Darryl Spitzer

Mr. Spitzer stated HR has hired 7 full time benefitted positions. The hiring committees are working now on a few positions. The Safe College online training has been implemented to all staff and students. The required trainings involve FERPA, Clery Act and alcohol modules. Mr. Spitzer will be scheduling a director develop performance training for directors and Administrators.

VII. Consent Agenda Approval for the following items.

A. Approval of the October 17, 2023, Meeting Minutes.

Trustee Patrick expressed a change to the attendance list to only reflect the Board of Trustees, not College staff and adjust the "members" header.

**Motion to approve the October 17, 2023, Meeting Minutes:**

Motion moved by Randy Adams and motion seconded by Doug Mercer. Motion passed.

VIII. Consideration of New Business

A. Action Items

1. Approval of the October 2023 expenditure report.

The October 2023 Expenditure Report presentation is postponed for next month under old business due to Mr. Wilkes absence.

2. Approval to transfer funds to the EWC Foundation for the Booster Club, not to exceed \$80,000, pending legal review.

The purpose of this transfer is to move the Booster Club from the College to the EWC Foundation. The funds being transferred are the funds that were raised by EWC College Booster Club.

**Motion to approve to transfer funds to the EWC Foundation for the Booster Club, not to exceed \$80,000, pending legal review:**

Motion moved by Rick Vonburg and motion seconded by Jackie VanMark. Motion passed.

3. Approval of the Sodexo Management Agreement for Food Service, pending legal review.

Trustee Mercer wanted to confirm that the Agreements will be examined by legal and Dr. Hawes before its final form for both the Food Service and Facilities and Grounds.

**Motion to approve the Sodexo Management Agreement for Food Service, pending legal review. :**

Motion moved by Jackie VanMark and motion seconded by Randy Adams. Motion passed.

4. Approval of the Sodexo Management Agreement for Facilities and Grounds, pending legal review.

Dr. Hawes stated this agreement will be examined with an EWC team moving forward. The contract will be shared and vetted internally. The final scenario will be presented to the Board of Trustees. Mr. Perez, Sodexo Representative, stated Sodexo will still be working with the same vendors at this point until the plan can fully be implemented. Sodexo would start the transition as soon as the signatures are signed on the contract. Trustee Van Mark called the question.

**Motion to approve the Sodexo Management Agreement for Facilities and Grounds, pending legal review:**

Motion moved by Jackie VanMark and motion seconded by Katherine Patrick. Motion passed.

5. Approval of Ms. Lori Lehmann to the position of GEARUP Coordinator.

Mr. Darryl Spitzer, HR Director, stated Ms. Lehmann is transitioning from a position in Student Services to the GEARUP Coordinator. Her start date will be December 1, 2023

**Motion to approve Ms. Lori Lehmann to the position of GEARUP Coordinator:**

Motion moved by Rick Vonburg and motion seconded by Katherine Patrick. Motion passed.

6. Approval to add a Women's Golf team to EWC athletic offerings.

Mr. BJ McCullum, Athletic Director, presented information on the new EWC athletic offerings. Mr. McCullum also stated he conversed with Dr. Farley about the possibility of Shooting Sports, and a Bowling team on the Douglas Campus in the future. We are also discussing the probability of a Women's Softball team.

Dr. Hawes stated the College is making a commitment to roll these proposed athletics out next year.

**Motion to approve the addition of a Women's Golf team to EWC athletic offerings:**

Motion moved by Randy Adams and motion seconded by Kurt Sittner. Motion passed.

7. Approval to add Men and Women's Cross Country teams to EWC athletic offerings.

**Motion to approve the addition of Men and Women's Cross Country teams to EWC athletic offerings:**

Motion moved by Katherine Patrick and motion seconded by Doug Mercer. Motion passed.

8. Approval to add Esports teams to EWC athletic offerings.

**Motion to approve the addition of Esports teams to EWC athletic offerings:**

Motion moved by Doug Mercer and motion seconded by Kurt Sittner. Motion passed.

9. Approval of the Livestock Judging and Show Team Scholarship proposal.

**Motion to approve the Livestock Judging and Show Team Scholarship proposal:**

Motion moved by Katherine Patrick and motion seconded by Rick Vonburg. Motion passed.

IX. Trustee Topics

Trustee Van Marked thanked the Board for the card and flowers in regards to her sister.

Trustee Patrick stated the September Board Minutes need corrected, as Item #9 was not unanimous.

The correction will be made at the December meeting in Old Business.

Trustee Vonburg informed the Board about the Celebration Christmas Party for everyone on Dec. 9th at the Lincoln Center to help celebrate the 75th anniversary.

X. Adjournment

Meeting adjourned at 7:27pm



## Interoffice Memo

To: Dr. Jeffrey Hawes, President  
From: Kwin Wilkes, Chief Financial Officer  
Date: November 6, 2023  
Cc: Ms. Karen Parriott, Business Office Director  
Re: Monthly Financial Report

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### REVENUES:

The original FY-2024 operational fund revenue budget total is \$17,209,518, as adopted on July 11, 2023. In FY-2024, we have recognized \$7,400,403 in revenue representing 43% of the approved budget, which is largely made up of state aid in the amount of \$5,239,935. Overall, operational fund revenue is 8% higher than last fiscal year. Tuition and fee collections are \$1,951,576, which comes to 49% recorded fiscal year-to-date.

Institutional revenue is based on an in-state tuition rate of \$105 per credit hour. The mandatory student fees are currently \$38 per credit hour.

Regular credit tuition revenues are \$1,398,229 which is 49% of the amount budgeted. In-district fees are \$182,370. This is 46% of the amount budgeted. Outreach fees are \$86,626, which is 63% of the amount budgeted. Non-credit tuition is \$71,555. This is 70% of the amount budgeted.

Auxiliary Fund revenue recognized to date is \$666,052 or 54% of the approved budget. Food service and conference center revenues are \$290,742 or 51% of the budget recorded at the end of this reporting period. Food service and conference center revenues are 3% higher than last year. Housing revenue is \$368,273 which is 7% higher than the previous year and 59% of the amount budgeted.

### EXPENDITURES:

The operational fund includes all of the unrestricted operating budgets for the College's instructional, public service, academic support, student services, institutional support, plant operations, institutional scholarships, and non-mandatory transfers to other programs (primarily auxiliary operations). As of the end of the current period, \$5,150,806 or 30% of the operational fund budget was expended. Salaries and benefits account for \$2,466,244 or 48% of the total expended and current and capital expenditures are \$2,684,562 or 52% of the total amount



expended. Last year's salaries and benefits, and current and capital expenditures totaled \$2,273,057 (52%) and \$2,069,564 (48%) respectively. Salaries and benefits spending is 9% higher than last year. Capital expenditures are 30% higher than last year. Overall, operational fund spending is 19% higher than last year.

Within the Auxiliary Fund, \$524,048 or 34% of the budget was spent in the current period and 82% higher than last year.

#### **INVESTMENTS:**

Cash on hand in various demand accounts at the end of this period total \$10.7 million. Of this total, \$4,156,210.84 is being held in the Operating Fund checking account, earning a 2.50% fixed interest rate, which was effective 2/15/2023. During the month of June 2023, two million of EWC funds were placed in Certificates of Deposit at Pinnacle Bank earning 4.80% interest. Another one million was placed in Certificates of Deposit for 90 days at Pinnacle Bank during October receiving 5.15% interest. The six-month average market interest rate paid by WYOSTAR is 4.05%. The credit card sales repository account has a balance of \$34,543.88. Restricted repairs and maintenance funds for the Torrington campus total \$954,470 and cash reserves for the payment of CTEC and ATEC general obligation bonds held by Goshen County are \$1,809,750.

EWC has Excellence in Higher Education Endowment (EHEE) funds in the amount of \$748,761 (included in the bank accounts listed above). While we endeavor to seek bids for these funds periodically, they are currently earning 2.50% in our Operating Fund checking account.

Operations and maintenance funds for the Douglas Campus total \$590,006. These funds are held with Converse County Bank.

#### **OTHER FINANCIAL AND RELATED MATTERS:**

The EWC financial audit is nearing completion. The site visit by MHP representatives on October 12 went well. The goal is to have the audit completed and a report given to the Board of Trustees in their monthly meeting in December. We are also working with MHP on the EWC Foundation and EWC BOCES audits.

**Eastern Wyoming College**  
**Operational Fund Summary**  
**As of October 31, 2023 (Unaudited)**

REVENUE	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
State Appropriation	9,710,051	5,239,935	(4,470,116)	53.96%	4,700,055	11.49%
Local Revenue						
Mill Levy	1,178,633	87,271	(1,091,362)	7.40%	73,255	
Motor Vehicle Fees	181,056	78,767	(102,289)	43.50%	51,041	
Total Local Revenue	1,359,689	166,038	(1,193,651)	12.21%	124,296	33.58%
Institutional Revenue						
In-District Tuition	725,659	350,070	(375,589)		380,950	
Out of District Tuition	564,701	185,220	(379,481)		197,190	
Out of State Tuition	232,589	145,215	(87,374)		171,990	
WUE Tuition	584,131	334,684	(249,447)		315,052	
Concurrent Tuition	742,844	383,040	(359,804)		395,115	
Total Credit Tuition	2,849,924	1,398,229	(1,451,695)	49.06%	1,460,297	-4.25%
Continuing Education	15,000	1,340	(13,660)		500	
Community Services	86,802	70,215	(16,587)		38,611	
Total Non-Credit Tuition	101,802	71,555	(30,247)	70.29%	39,111	82.95%
Course Fees	145,535	71,545	(73,990)		53,170	
In-District Fees	399,382	182,370	(217,012)	45.66%	193,350	
Technology Fee	191,297	90,928	(100,369)		94,944	
Outreach Fees	137,651	86,626	(51,025)	62.93%	87,846	
Sales and Services Income	166,112	50,323	(115,789)		49,520	
Total Fee Income	1,039,977	481,792	(558,185)	46.33%	478,830	0.62%
Total Tuition and Fees	3,991,703	1,951,576	(2,040,127)	48.89%	1,978,238	-1.35%
Miscellaneous Income	90,650	(8,067)	(98,717)	-8.90%	16,964	
Gate Receipts	2,300	-	(2,300)	0.00%	-	
Total Other Sources	92,950	(8,067)	(101,017)	-8.68%	16,964	-147.55%
Total Institutional Revenue	4,084,653	1,943,509	(2,141,144)	47.58%	1,995,202	-2.59%
Carryover	1,764,648	-	(1,764,648)	0.00%	-	
Investment Income	114,675	31,836	(82,839)	27.76%	11,818	
Gifts/Grants	175,802	19,085	(156,717)	10.86%	5,476	
Total Revenue	17,209,518	7,400,403	(9,809,115)	43.00%	6,836,847	8.24%

**Eastern Wyoming College**  
**Operational Fund Summary**  
**As of October 31, 2023 (Unaudited)**

EXPENDITURES	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT SPFNT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
<b>Instruction</b>						
Salaries	2,641,756	494,008	2,147,748		466,917	
Benefits	1,293,321	231,524	1,061,797		223,046	
Current Expenses	1,442,459	222,729	1,219,730		201,163	
Capital Expenses	-	-	-		-	
Total	5,377,536	948,261	4,429,275	17.63%	891,126	6.41%
<b>Public Service</b>						
Salaries	63,802	11,549	52,253		11,450	
Benefits	5,428	883	4,545		1,025	
Current Expenses	7,975	6,973	1,002		4,462	
Capital Expenses	-	-	-		-	
Total	77,205	19,405	57,800	25.13%	16,937	14.57%
<b>Academic Support</b>						
Salaries	553,560	151,934	401,626		152,575	
Benefits	305,148	84,435	220,713		87,097	
Current Expenses	318,250	58,904	259,346		75,827	
Capital Expenses	-	-	-		-	
Total	1,176,958	295,273	881,685	25.09%	315,499	-6.41%
<b>Student Services</b>						
Salaries	829,402	244,613	584,789		201,740	
Benefits	406,718	120,139	286,579		121,294	
Current Expenses	463,724	218,408	245,316		211,074	
Capital Expenses	-	-	-		-	
Total	1,699,844	583,160	1,116,684	34.31%	534,108	9.18%
<b>Institutional Support</b>						
Salaries	1,868,258	585,049	1,283,209		502,025	
Benefits	944,458	284,084	660,374		255,150	
Current Expenses	1,949,868	832,469	1,117,399		405,082	
Capital Expenses	12,944	-	12,944		-	
Total	4,775,528	1,701,602	3,073,926	35.63%	1,162,257	46.40%
<b>Plant Operations</b>						
Salaries	591,312	172,179	419,133		168,011	
Benefits	283,353	85,847	197,506		82,727	
Current Expenses	1,132,626	381,732	750,894		372,702	
Capital Expenses	110,000	-	110,000		-	
Total	2,117,291	639,758	1,477,533	30.22%	623,440	2.62%
<b>Scholarships</b>						
Current Expenses	1,454,150	619,408	834,742	42.60%	612,276	
<b>Non-Mandatory Transfers</b>						
Current Expenses	531,006	343,939	187,067	64.77%	186,978	
Total Expenditures	17,209,518	5,150,806	12,058,712	29.93%	4,342,621	18.61%

**Eastern Wyoming College**  
**Auxiliary Fund Summary**  
**As of October 31, 2023 (Unaudited)**

REVENUE	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
Food Service	447,187	284,105	(163,082)	63.53%	277,894	2.24%
Conference Center	127,404	6,637	(120,767)	5.21%	4,098	61.96%
Residence Halls	628,172	368,273	(259,899)	58.63%	343,940	7.07%
Bookstores	12,499	702	(11,797)	5.62%	2,374	
Motor Pool - Buses	27,250	6,335	(20,915)	23.25%	2,713	
Total Revenue from Sales/Services	<u>1,242,512</u>	<u>666,052</u>	<u>(576,460)</u>	<u>53.61%</u>	<u>631,019</u>	<u>5.55%</u>
Transfers*	279,699	279,699	-	100.00%	129,258	116.39%
Total Revenue and Transfers	<u><u>1,522,211</u></u>	<u><u>945,751</u></u>	<u><u>(576,460)</u></u>	<u><u>62.13%</u></u>	<u><u>760,277</u></u>	<u><u>24.40%</u></u>

\*Transfers

Food Service	108,092	108,092			80,096	
Conference Center	32,209	32,209			15,026	
Residence Halls	151,897	151,897			46,635	
Bookstores	<u>(12,499)</u>	<u>(12,499)</u>			<u>(12,499)</u>	
Total Transfers	<u><u>279,699</u></u>	<u><u>279,699</u></u>			<u><u>129,258</u></u>	

**Eastern Wyoming College**  
**Auxiliary Fund Summary**  
**As of October 31, 2023 (Unaudited)**

EXPENDITURES	FY-24		BUDGET VARIANCE	PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
	ADOPTED BUDGET	YEAR TO DATE				
<b>Food Services</b>						
Salaries	180,839	44,495	136,344		29,165	
Benefits	143,054	25,808	117,246		16,038	
Current Expenses	231,386	65,182	166,204		57,752	
Capital Expenses	-	-	-		-	
Total	555,279	135,485	419,794	24.40%	102,955	31.60%
<b>Conference Center</b>						
Salaries	55,457	11,718	43,739		12,075	
Benefits	32,817	2,520	30,297		4,978	
Current Expenses	71,339	20,379	50,960		16,774	
Capital Expenses	-	-	-		-	
Total	159,613	34,617	124,996	21.69%	33,827	2.34%
<b>Housing</b>						
Salaries	158,382	48,390	109,992		38,862	
Benefits	69,290	24,106	45,184		16,497	
Current Expenses	552,397	275,266	277,131		297,088	
Capital Expenses	-	-	-		-	
Total	780,069	347,762	432,307	44.58%	352,447	-1.33%
<b>Bookstores</b>						
Salaries	-	-	-		-	
Benefits	-	-	-		-	
Current Expenses	-	-	-		-	
Capital Expenses	-	-	-		-	
Total	-	-	-		-	
<b>Motor Pool - Buses</b>						
Current Expenses	27,250	6,184	21,066		9,394	
Total	27,250	6,184	21,066	22.69%	9,394	-34.17%
<b>Total Expenditures</b>	<b>1,522,211</b>	<b>524,048</b>	<b>998,163</b>	<b>34.43%</b>	<b>498,623</b>	<b>5.10%</b>

<b>Fund Balance</b>			
<b>as of 10/31/2023</b>			
<b>Fund 10</b>	<b>Operational Fund</b>		<b>Fund 40</b>
(Main Educational/Operating Fund)			<b>Endowment Fund</b>
Balance	\$ 5,402,752.38		College EC funds invested with EWC Foundation
Encumbered	\$ 180,538.33		Balance
			\$ 6,986,809.43
			Encumbered
			\$ -
<b>Fund 11</b>	<b>Optional Mill Levy Fund</b>		<b>Fund 60</b>
1 Mill assessed by Goshen County at Board's request.			<b>Agency Fund</b>
Balance	\$ 925,076.44		Funds where EWC is the fiduciary (Student Clubs)
Encumbered	\$ -		Balance
			\$ 289,492.21
			Encumbered
			\$ -
<b>Fund 12</b>	<b>Auxiliary Fund</b>		<b>Fund 70</b>
Cafeteria, Student Center, Housing, Bookstore and Motorpool			<b>Unexpended Plant Fund</b>
Balance	\$ 598,837.67		Funds for new construction
Encumbered	\$ -		Balance
			\$ 2,656,883.92
			Encumbered
			\$ -
<b>Fund 13</b>	<b>Flow Through Fund</b>		<b>Fund 71</b>
Student Fees, Technology Fees, Outreach Fees pass through this fund.			<b>Funds for Renewals &amp; Replacements</b>
Balance	\$ 2,444.00		Funds for Maintenance and Repairs
Encumbered	\$ -		Balance
			\$ 648,786.33
			Encumbered
			\$ 702,109.09
<b>Fund 19</b>	<b>GASB Audit Accruals Fund</b>		<b>Fund 72</b>
Amount of liability for pension and other post employment benefits.			<b>Funds for Retirement of Debt</b>
Balance	\$ (18,196,605.57)		Funds to retire ATEC and CTEC GO Bonds
Encumbered	\$ -		Balance
			\$ 1,928,343.17
			Encumbered
			\$ -
<b>Fund 22</b>	<b>Grant &amp; Contracts/BOCES</b>		<b>Fund 73</b>
Restricted funds			<b>Investment in Plant</b>
Balance	\$ 2,355,133.69		** See below
Encumbered	\$ 52,863.47		Balance
			\$ 42,606,644.12
			Encumbered
			\$ -

Payee Name	Check Number	Check Date	Item Invoice Number	Item Description	Item GL Amount
COAL CREEK LAW LLP	PV*0162063	10/24/2023	'50039'	LEGAL CONSULTING	510.00
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102376-1'	WATER MAINTENANCE-AUG	36.25
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102335-7'	WATER GROUNDS-AUG	63.65
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102376-1'	WATER MAINTENANCE-SEPT	38.25
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102335-7'	WATER GROUNDS-SEPT	19.70
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102269-8'	WATER FACULTY-SEPT	38.25
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102269-8'	WATER DISPENSER	12.50
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102327-4'	WATER ACADEMICS-SEPT	24.55
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102327-4'	WATER DISPENSER	12.50
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102368-8'	WATER DISPENSER-TESTING	10.00
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102350-6'	WATER COSMO-SEPT	8.85
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102350-6'	WATER DISPENSER	12.50
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102319-1'	WATER IN OUTREACH-SEPT	15.70
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102319-1'	WATER DISPENSER	12.50
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102293-8'	WATER DISPENSER	12.50
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102384-5'	WATER IN VET TECH-SEPT	38.25
CULLIGAN WATER CONDITIONING	PV*0161886	10/10/2023	'102384-5'	WATER DISPENSER	10.00
FRITZ'S SEPTIC	PV*0161816	10/03/2023	'147'	PUMP GREASE PIT	200.00
PRAISE WINDOWS	PV*0162079	10/24/2023	'6982'	WINDOW CLEANING CTEC/ATEC	1,100.00
STUDENT	PV*0161838	10/03/2023	'101'	CLEANING PENS	200.00
OK WRECKING	PV*0161908	10/10/2023	'1023-2'	STORAGE UNIT RENT-OCT	100.00
STUDENT	PV*0162059	10/24/2023	'6023'	MBB OFFICIALS GAME FEES	6,600.00
STUDENT	PV*0162059	10/24/2023	'6023'	MBB SHOOTOUT OFFICIALS	600.00
COTTONWOOD CATERING	PV*0161884	10/10/2023	'802'	CATERING FOR BUDGET PLAN MEETINGS 9/19 & 9/21/23	819.74
Jesus Ramos	PV*0161934	10/12/2023	'INVOICE'	CATER TACO BAR FOR CONVERSE COUNTY ADVISORY COUNCIL	450.00
GRO BUSINESS SOLUTIONS, LLC	PV*0161971	10/17/2023	'4174'	RECRUITING PENS YLW/BLK	590.00
GRO BUSINESS SOLUTIONS, LLC	PV*0161971	10/17/2023	'4174'	FREIGHT	63.91
GRO BUSINESS SOLUTIONS, LLC	PV*0161971	10/17/2023	'4196'	MUSTACHE MAN W/ HAT	692.50
GRO BUSINESS SOLUTIONS, LLC	PV*0161971	10/17/2023	'4196'	SET-UP FEE	25.00
GRO BUSINESS SOLUTIONS, LLC	PV*0161971	10/17/2023	'4196'	FREIGHT	36.10
EMPLOYEE	PV*0161831	10/03/2023	'VOUCHER'	INTRAMURAL BASKETBALL	500.00
Riley Pruitt	PV*0161833	10/03/2023	'VOUCHER'	CALF ROPING CLINIC	250.00
LONG'S TREE SPRAYING LLC	PV*0162141	10/31/2023	'1034'	BASAL DRENCH IRON TRMT FOR TREES ON CAMPUS	648.00
WYOMING AUTOMOTIVE	PV*0161923	10/10/2023	'1002650'	RECHARGE A/C ON CC3 BUS	822.00
EMPLOYEE	PV*0161803	10/03/2023	'VOUCHER'	WYOBASKA VB SCOREBOOK 9/14 - 9/16/2023	150.00
BANNER HEALTH	PV*0162002	10/20/2023	'09.23.EWC'	TRAINER SERVICES-SEPT	5,150.00
Craig Jordan	PV*0161944	10/12/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS GILLETTE 10/13/23	200.00
Craig Jordan	PV*0162113	10/26/2023	'VOUCHER'	UNDERPAYMENT FOR VBALL OFFICIAL	20.00
Richard D. Dubois, Jr.	PV*0162010	10/20/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS CENTRAL WY COLLEGE 10/20/23	200.00
Richard D. Dubois, Jr.	PV*0162010	10/20/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS NORTHWEST COLLEGE 10/21/23	180.00
Richard D. Dubois, Jr.	PV*0162108	10/26/2023	'VOUCHER'	UNDERPAYMENT FOR VBALL OFFICIAL	40.00
James M. Marcelo	PV*0161949	10/12/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS GILLETTE 10/13/23	200.00
James M. Marcelo	PV*0162016	10/20/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS CENTRAL WY COLLEGE 10/20/23	200.00
James M. Marcelo	PV*0162016	10/20/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS NORTHWEST COLLEGE ON 10/21/23	180.00
James M. Marcelo	PV*0162115	10/26/2023	'VOUCHER'	UNDERPAYMENT FOR VBALL OFFICIAL	60.00
Bill DeSonier	PV*0161888	10/10/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS LCCC ON 10/10/23	200.00
WYOMING MUSIC	PV*0161842	10/03/2023	'460492'	PIANO TUNING	220.00
ACCUSCREEN MOBILE DRUG TESTING SERV	PV*0161800	10/03/2023	'2103'	RANDOM CONSORTIUM DRG TST EDDIE KIMES	75.00
Joshua Slone	PV*0161957	10/12/2023	'VOUCHER'	VBALL OFFICIAL VS LCCC 10/10/23	200.00

EMPLOYEE	PV*0162075	10/24/2023	'VOUCHER'	VBALL SCORE TABLE	25.00
DUTCH IT SOLUTIONS LLC	PV*0161968	10/17/2023	'20231001'	IT CONTRACTED SERVICE	40,791.67
FINANCIAL AID SERVICES, LLC	PV*0162070	10/24/2023	'2210826'	FIN AID CONSULTNG SUPPORT	15,610.00
FINANCIAL AID SERVICES, LLC	PV*0162070	10/24/2023	'2210825'	FIN AID CONSULTNG SUPPORT	20,480.00
FINANCIAL AID SERVICES, LLC	PV*0162070	10/24/2023	'2210827'	FIN AID CONSULTNG SUPPORT	16,325.00
Kim Brooks	PV*0161880	10/10/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS CASPER COLLEGE 10/6/23	200.00
Kim Brooks	PV*0161880	10/10/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS WESTERN WYO COLLEGE 10/7/23	180.00
EMPLOYEE	PV*0161937	10/12/2023	'VOUCHER'	ANNOUNCER AT VBALL GAMES OCT 6-7, 2023	50.00
EMPLOYEE	PV*0162066	10/24/2023	'VOUCHER'	ANNOUNCE VBALL GAMES 10/20 - 10/21/23	50.00
EMPLOYEE	PV*0162066	10/24/2023	'VOUCHER'	DJ JR HIGH DANCE 10/21/23	25.00
EMPLOYEE	PV*0162066	10/24/2023	'VOUCHER'	ANNOUNCE VBALL GAMES 10/12 - 10/13/23	50.00
PARKER POE	PV*0161953	10/12/2023	'912364'	TITLE IV FINANCIAL AID COMPLIANCE ADVICE	720.00
PARKER POE	PV*0162144	10/31/2023	'916644'	DATA PRIVACY/SECURITY POLICY REVIEW	20,906.00
Sandra K. Veltri	PV*0161958	10/12/2023	'INVOICE'	SEPT CONSULTING SERVICES	1,618.57
AK DeMersseman, LLC	PV*0161967	10/17/2023	'EWC-2023-01'	CURRICULUM & ARTICULATION REVIEW	10,668.75
Olivia Wieseler	PV*0161922	10/10/2023	'006'	DEAN GORSUCH ARTICLE	150.00
EMPLOYEE REIMBURSEMENT	PV*0161822	10/03/2023	'VOUCHER'	CURRICULUM & PROGRAM DEVELOPMENT 9/3 - 9/30/2023	6,925.00
Chris Brooks	PV*0161879	10/10/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS CASPER COLLEGE 10/6/23	200.00
Chris Brooks	PV*0161879	10/10/2023	'VOUCHER'	VOLLEYBALL OFFICIAL VS WESTERN WYO COLLEGE 10/7/23	180.00
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	LAWN METERS #16.09700.00	6,718.11
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	LANCER HALL #16.09726.01	4,312.44
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	LANCER HALL #16.09726.01	726.57
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	LANCER HALL #16.09726.01	850.54
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	LANCER HALL #16.09726.01	453.60
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	EASTERN HALL #16.09750.00	2,870.89
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	EASTERN HALL #16.09750.00	304.17
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	EASTERN HALL #16.09750.00	340.14
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	EASTERN HALL #16.09750.00	226.80
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	TENNIS COURT #16.09740.00	102.11
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	FINE ARTS #16.09675.00	4,206.99
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	FINE ARTS #16.09675.00	66.57
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	FINE ARTS #16.09675.00	52.79
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	FINE ARTS #16.09675.00	226.80
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ACT CENTER #16.09620.00	15,552.32
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ACT CENTER #16.09620.00	410.20
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ACT CENTER #16.09620.00	462.24
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ACT CENTER #16.09620.00	453.60
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	COSMO #16.09800.00	390.86
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	COSMO #16.09800.00	66.57
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	COSMO #16.09800.00	56.96
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	TEBBET #16.09625.00	5,370.14
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	TEBBET #16.09625.00	266.27
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	TEBBET #16.09625.00	257.44
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	TEBBET #16.09625.00	65.85
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	VET TECH #16.09590.00	2,695.72
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	VET TECH #16.09590.00	161.66
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	VET TECH #16.09590.00	232.81
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	VET TECH #16.09590.00	226.80
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	HILLTOP #16.09050.01	271.49
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	PUBLIC RADIO #16.09725.00	178.81



CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	HILLTOP L/S #6.01898.00	14.40
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	21ST & WC SIGN#7.00015.00	15.99
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	BUS GARAGE #16.09530.00	223.00
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	BUS GARAGE #16.09530.00	37.47
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	BUS GARAGE #16.09530.00	29.97
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	BUS GARAGE #16.09530.00	65.85
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ST LIGHTS #16.09566.01	35.67
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ST LTS & SIGN#16.09720.01	92.39
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	CTEC #16.09540.02	9,636.16
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	CTEC #16.09540.02	205.04
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	CTEC #16.09540.02	211.57
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	CTEC #16.09540.02	453.60
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ATEC #16.09003.00	2,042.87
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ATEC #16.09003.00	151.56
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ATEC #16.09003.00	165.70
CITY OF TORRINGTON	PV*0161808	10/03/2023	'VOUCHER'	ATEC #16.09003.00	65.85
CITY OF TORRINGTON	PV*0161965	10/17/2023	'VOUCHER'	RENT PONY EXPRESS ROOM FOR STAFF XMAS PARTY 12/9/23 5:00-8:00	740.00
CITY OF TORRINGTON	PV*0161966	10/17/2023	'VOUCHER'	DEPOSIT FOR PONY EXP RM FOR STAFF XMAS PARTY ON 12/9/23	300.00
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11187514'	LAUNDRY SERVICE	134.87
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11188491'	LAUNDRY SERVICE	127.11
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11189448'	LAUNDRY SERVICE	134.87
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11190419'	LAUNDRY SERVICE	127.11
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11188486'	MATS	32.38
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11190413'	MATS	244.99
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11187511'	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11188487'	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11189444'	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11190414'	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0161902	10/10/2023	'11187509'	MATS AT DORMS	69.67
SALONCENTRIC	PV*0162080	10/24/2023	'0488689573'	#1 ISO PERMS	43.26
SALONCENTRIC	PV*0162080	10/24/2023	'0488689573'	#2 ISO PERMS	43.26
SALONCENTRIC	PV*0162080	10/24/2023	'0488689573'	TAX IN NEB	6.06
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC BONDING SHAMP	49.18
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC BONDING COND	73.77
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ALL SOFT MEGA CURLS SHAMP	39.66
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ALL SOFT MEGA CURLS COND	39.66
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	VOLUME SHAMPOO	19.83
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	VOLUME CONDITIONER	19.83
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	EXTREME SHAMPOO	39.66
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	EXTREME CONDITIONER	59.49
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	HAIR CLEANSING CREME	19.83
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	PRE-ART LITER	20.62
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	SCALP RELIEF	28.34
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	COLOR EXTEND MAG SHAMP	19.83
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	COLOR EXTEND MAG COND	39.66
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC BONDING INTENSIVE TREATMENT	36.26
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC BONDING LEAVE-IN TREATMENT	36.26
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC BONDING LT WT COND	36.26
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC MOISTURE CONC	17.45
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACIDIC BONDING 5MIN MASK	61.17

SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	SHIPPING	10.95
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACID BOND INTENSIVE TRT	36.26
SALONCENTRIC	PV*0162080	10/24/2023	'0558483432'	ACID BOND CONDITIONER	73.77
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'CH13791301'	NAIL POLISH	118.98
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	COVER FUSION	24.23
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	COLOR GELS	151.01
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	SHADES EQ COLOR	390.56
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	COLOR ERASE	21.60
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	RDK BREWS SHAMPOO	23.50
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	RDK BREWS CONDITIONER	7.83
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	REDKEN 3-IN-1	23.50
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	BREWS FIBER CREME	8.24
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	BREWS CREAM POMADE	24.72
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	BREWS HOLDING GEL	16.48
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	BREWS CLAY POMADE	8.24
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466201'	BREWS CLEANSING BAR	14.83
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466202'	COLOR GELS	29.04
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466202'	SHADES EQ COLOR	20.93
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466202'	BREWS FIBER CREME	16.48
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466202'	BREWS HOLDING GEL	8.24
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466202'	BREWS TEXTURE POMADE	24.72
STATE BEAUTY SUPPLY	PV*0161982	10/17/2023	'WH11466202'	BREWS CLAY POMADE	16.48
STATE OF WYOMING	PV*0162082	10/24/2023	'VOUCHER'	EMPLOYEES GROUP INSURANCE HEALTH, DENTAL, VISION, & LIFE 10/25/23	183,500.59
STATE OF WYOMING	PV*0162082	10/24/2023	'VOUCHER'	FLEXIBLE CAFETERIA PLANS 10/25/23	1,742.00
STATE OF WYOMING	PV*0162082	10/24/2023	'VOUCHER'	ADMIN FEE 10/25/23	7,862.89
VANDEL DRUG	PV*0162022	10/20/2023	'298761'	MISC SYMPATHY CARDS	17.56
Torrington Telegram	PV*0161920	10/10/2023	'INV261317'	SPORTS PACKAGE	159.00
Torrington Telegram	PV*0161920	10/10/2023	'INV261324'	FARM & RANCH EXPO IMPACT GOSHEN COUNTY	339.00
Torrington Telegram	PV*0161920	10/10/2023	'INV261535'	MIDDLE EAST COMES TO EWC	284.70
Torrington Telegram	PV*0161920	10/10/2023	'INV261541'	TOTAL SATURATION	999.00
Torrington Telegram	PV*0161920	10/10/2023	'INV264431'	MID TERM INSERTS (2200)	219.00
Torrington Telegram	PV*0161920	10/10/2023	'INV264141'	TEACHER OF MONTH	99.00
Torrington Telegram	PV*0161920	10/10/2023	'INV262667'	LEGAL AD-PROPOSE TRANSFER	61.69
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7757099'	FIREBLOCK SEALANT	17.99
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7758985'	LED FLOODLIGHT	17.99
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7762223'	BASE COVE ADHESIVE	12.98
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7767971'	HEADBAND LIGHT	18.99
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7766198'	CONCRETE BIT	16.57
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7770341'	WALL PATCH	7.49
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7776500'	WRENCH	9.49
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7777022'	SCREWDRIVER	6.99
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7777577'	HITCH BALL	19.99
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7782044'	ANCHORS	3.54
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7805466'	FASTENERS	4.74
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7807084'	BOLTS	5.74
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7807173'	BOLTS	7.52
BLOEDORN LUMBER COMPANY	PV*0161875	10/10/2023	'7790129'	WOOD DOWEL	12.87
Z & W MILL	PV*0161872	10/05/2023	'345428'	SALT BLOCKS	34.00
Z & W MILL	PV*0161872	10/05/2023	'345831'	FEED FOR CALVES	629.50
Z & W MILL	PV*0161872	10/05/2023	'346105'	CALF FEED	572.50

CAPITAL BUSINESS SYSTEMS, INC	PV*0161932	10/12/2023	'1322604'	CANON PRO-4000S CONTRACT COPIES	380.53
FRANK PARTS CO	PV*0161896	10/10/2023	'195728'	MOTOR OIL & FILTERS	138.39
FRANK PARTS CO	PV*0161896	10/10/2023	'195729'	SCREW MOUNT ZIP TIES	19.91
B & C STEEL CORPORATION	PV*0161931	10/12/2023	'193723'	5 BLK PIPE S80	1,440.05
B & C STEEL CORPORATION	PV*0161931	10/12/2023	'193723'	CUT CHARGE	21.75
SUBWAY	PV*0161918	10/10/2023	'445030'	SUBWAY FOR WIP TOURISM MEETING 9/20/23	223.45
SUBWAY	PV*0162122	10/26/2023	'449724'	LUNCH FOR AG MEETING 10/23/23	58.88
BUSINESS FARMER	PV*0161881	10/10/2023	'INV264282'	AG & BUSINESS DIRECTORY 2023	315.00
THE LIBRARY STORE	PV*0161824	10/03/2023	'651606'	CASTERS FOR PAPER RACK	98.15
THE LIBRARY STORE	PV*0161824	10/03/2023	'651606'	SHIPPING	19.64
FLOYD'S TRUCK CENTER INC	PV*0162071	10/24/2023	'R101035574'	REPAIR KENWORTH TRUCK	8,961.51
FLOYD'S TRUCK CENTER INC	PV*0162134	10/31/2023	'X101155715:01'	PARTS FOR FREIGHTLINER GRILLE	52.76
FLOYD'S TRUCK CENTER INC	PV*0162134	10/31/2023	'X101156494:01'	LIGHT FOR FREIGHTLINER	24.30
LAWSON PRODUCTS, INC	PV*0161947	10/12/2023	'9310954350'	GLOVES & SAFETY GLASSES	275.64
LAWSON PRODUCTS, INC	PV*0162014	10/20/2023	'9310965843'	GLOVES	60.72
SHAMROCK FOODS	PV*0161915	10/10/2023	'28854279'	FOOD PURCHASE	521.89
SHAMROCK FOODS	PV*0161915	10/10/2023	'28854279'	SUPPLIES	590.12
SHAMROCK FOODS	PV*0161915	10/10/2023	'28863629'	FOOD PURCHASE	772.34
SHAMROCK FOODS	PV*0161915	10/10/2023	'28863629'	SUPPLIES	606.20
SHAMROCK FOODS	PV*0161915	10/10/2023	'28874124'	FOOD PURCHASE	864.15
SHAMROCK FOODS	PV*0161915	10/10/2023	'28884747'	FOOD PURCHASE	271.61
SHAMROCK FOODS	PV*0161915	10/10/2023	'28854280'	FOOD PURCHASE	1,874.37
SHAMROCK FOODS	PV*0161915	10/10/2023	'28874123'	FOOD PURCHASE	2,599.15
SHAMROCK FOODS	PV*0161915	10/10/2023	'28884748'	FOOD PURCHASE	555.75
SHAMROCK FOODS	PV*0161915	10/10/2023	'28905311'	FOOD PURCHASE	2,626.65
SHAMROCK FOODS	PV*0161915	10/10/2023	'28905311'	SUPPLIES	297.85
SHAMROCK FOODS	PV*0161915	10/10/2023	'28935366'	FOOD PURCHASE	1,832.06
SHAMROCK FOODS	PV*0161915	10/10/2023	'28935366'	SUPPLIES	260.65
SHAMROCK FOODS	PV*0161915	10/10/2023	'28925781'	FOOD PURCHASE	1,623.09
SHAMROCK FOODS	PV*0161915	10/10/2023	'28925781'	SUPPLIES	80.72
SHAMROCK FOODS	PV*0161915	10/10/2023	'28915512'	FOOD PURCHASE	759.67
SHAMROCK FOODS	PV*0161915	10/10/2023	'28915512'	SUPPLIES	292.83
SHAMROCK FOODS	PV*0161915	10/10/2023	'28905312'	FOOD PURCHASE	192.63
SHAMROCK FOODS	PV*0161915	10/10/2023	'28895055'	FOOD PURCHASE	1,166.25
SHAMROCK FOODS	PV*0161915	10/10/2023	'9154202'	CREDIT LIDS	(80.72)
SHAMROCK FOODS	PV*0161915	10/10/2023	'28915513'	FOOD PURCHASE	657.20
SHAMROCK FOODS	PV*0161915	10/10/2023	'28925782'	FOOD PURCHASE	799.80
SHAMROCK FOODS	PV*0161915	10/10/2023	'28935365'	FOOD PURCHASE	900.82
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420502'	BEVERAGE PURCHASE	204.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420492'	SUPPLIES	84.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420583'	BEVERAGE PURCHASE	238.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420530'	BEVERAGE PURCHASE	272.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420530'	SUPPLIES	84.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420635'	BEVERAGE PURCHASE	238.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420635'	SUPPLIES	84.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420503'	BEVERAGE PURCHASE	226.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420531'	BEVERAGE PURCHASE	241.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420531'	SUPPLIES	81.60
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420584'	BEVERAGE PURCHASE	174.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420637'	BEVERAGE PURCHASE	467.00

TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420637'	SUPPLIES	160.50
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420654'	BEVERAGE PURCHASE	204.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420594'	BEVERAGE PURCHASE	66.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420585'	CONCESSIONS DRINKS	200.00
TORRINGTON BEVERAGE, INC	PV*0162123	10/26/2023	'420532'	CONCESSIONS DRINKS	65.00
DIVERSIFIED SERVICES, INC	PV*0161889	10/10/2023	'VOUCHER'	STEVEN SMITH-CONTRACTED SERVICE FOR FOOD SVC DEPT	988.00
AMERICAN VETERINARY MEDICAL ASSOC	PV*0162001	10/20/2023	'IVC025622'	ANNUAL ACCREDITATION FEE 2024	1,735.00
EASTERN WYOMING COLLEGE	PV*0161812	10/03/2023	'VOUCHER'	REIMBURSE BO PETTY CASH	629.99
EASTERN WYOMING COLLEGE	PV*0162103	10/25/2023	'VOUCHER'	PETTY CASH FOR ATM	2,020.00
GOSHEN VETERINARY CLINIC	PV*0162012	10/20/2023	'263677'	NECROPSY ON CALF	243.00
EMPLOYEE REIMBURSEMENT	PV*0162017	10/20/2023	'01802'	REIMB TAPE REFILLS	19.98
HARRYS APPLIANCE REPAIR	PV*0162137	10/31/2023	'6972'	DRYER REPAIR KIT	40.00
HARRYS APPLIANCE REPAIR	PV*0162137	10/31/2023	'6974'	MOTOR PULLEY	44.00
OLSON TIRE FACTORY	PV*0161869	10/05/2023	'1-205455'	TIRES FOR MULE	520.40
CROOK COUNTY SCHOOL DIST #1	PV*0162133	10/31/2023	'2023-2024'	HULETT COMMUNITY ED	16,000.00
CROOK COUNTY SCHOOL DIST #1	PV*0162133	10/31/2023	'2023-2024'	MOORCROFT COMMUNITY ED	16,000.00
CROOK COUNTY SCHOOL DIST #1	PV*0162133	10/31/2023	'2023-2024'	SUNDANCE COMMUNITY ED	26,000.00
RADIATION DETECTION COMPANY	PV*0161911	10/10/2023	'5406594'	QTR BADGE FEE	429.87
EASTERN WYOMING COLLEGE	PV*0162068	10/24/2023	'VOUCHER'	LEADERSHIP AWARD 10/25/23	68.00
EASTERN WYOMING COLLEGE	PV*0162068	10/24/2023	'VOUCHER'	EMPLOYEE SCHOLARSHIP 10/25/23	12.50
WYOMING EDUCATION ASSOCIATION	PV*0162089	10/24/2023	'VOUCHER'	DUES 10/25/23	909.99
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13925841'	FOOD PURCHASE	1,326.46
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13925841'	SUPPLIES	40.95
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13929957'	FOOD PURCHASE	1,332.33
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13929957'	SUPPLIES	55.49
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13942084'	FOOD PURCHASE	639.09
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13934223'	FOOD PURCHASE	807.55
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13939100'	FOOD PURCHASE	785.97
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13939100'	SUPPLIES	41.40
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'CM3504314'	CREDIT SOUR CREAM	(40.72)
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'CM3514644'	CREDIT TOMATOES	(27.01)
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13947537'	FOOD PURCHASE	398.00
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13950251'	FOOD PURCHASE	936.99
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13956022'	FOOD PURCHASE	924.79
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'13956022'	SUPPLIES	61.50
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'CM3516228'	CREDIT CHICKEN	(164.44)
CASH-WA DISTRIBUTING	PV*0161882	10/10/2023	'CM3508140'	CREDIT CUCUMBERS	(14.02)
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'33994'	TAPE	6.29
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'34857'	DUPLEX OUTLET	3.86
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'35582'	PAINT & BRUSH	25.86
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'35997'	PVC PIPE & FITTINGS	42.94
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'36526'	FAUCET	55.32
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'36574'	FAUCET CONNECTOR	32.00
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'37433'	MOUNTING TAPE & SILICONE	41.35
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'38332'	MOUSE TRAPS	9.69
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'38389'	TOILET REPAIR FLANGE	19.77
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'38431'	TOILET FLANGE	35.09
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'38618'	RETURN TOILET FLANGE	(35.09)
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'38828'	WOOD DOWEL	12.58
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'39195'	ADHESIVE	4.49

CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'39440'	FASTENERS	29.22
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'39720'	DUST MASK	48.56
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'39835'	CONCRETE	9.92
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'39862'	TEST PLUG	8.26
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'40091'	FLAGS & DRIP LINE FITTING	21.82
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'41057'	2 SIDED TAPE	14.38
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'41476'	MARKERS	4.85
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'35955'	SUPPLIES	102.23
CENTURY LUMBER CENTER	PV*0161883	10/10/2023	'38310'	GAS CAN & KEYS	36.58
EMPLOYEE REIMBURSEMENT	PV*0161917	10/10/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	9.00
EMPLOYEE REIMBURSEMENT	PV*0162121	10/26/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	51.23
MARIANNA INDUSTRIES	PV*0161978	10/17/2023	'001-058612-23'	01690 RT HAND SHINZU SET	1,385.79
MARIANNA INDUSTRIES	PV*0161978	10/17/2023	'001-058612-23'	02393 PRIMA 3100 STRTNER	2,640.00
MARIANNA INDUSTRIES	PV*0161978	10/17/2023	'001-058612-23'	03479 NANO DIFFUSER	14.58
PRESTO-X	PV*0161832	10/03/2023	'50895324'	FLY BAIT ATEC	48.82
PRESTO-X	PV*0161832	10/03/2023	'50895326'	INSECT CONTROL	103.73
PRESTO-X	PV*0161832	10/03/2023	'50895325'	RODENTS ATEC	68.34
PRESTO-X	PV*0161832	10/03/2023	'50895321'	RODENTS KITCHEN	141.57
PRESTO-X	PV*0161832	10/03/2023	'50895319'	RODENTS V/T	111.06
PRESTO-X	PV*0161832	10/03/2023	'50895323'	FLY BAIT LIVESTOCK	51.26
PRESTO-X	PV*0161832	10/03/2023	'50895322'	RODENTS LIVESTOCK	70.00
PRESTO-X	PV*0161832	10/03/2023	'50895320'	RODENTS CTEC	84.21
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49745655'	VET TECH SUPPLIES	516.87
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49749867'	LENS CLEANER	111.00
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49782086'	CALM CARE	101.94
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49931960'	SODIUM BICARBONATE	27.84
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49939427'	VET TECH MEDICINE	55.71
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49940575'	VET TECH MEDS	73.52
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49957851'	BLOOD AGAR PLATES	98.70
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49957851'	TRYPTIC SOY AGAR PLATES	87.12
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49957851'	SHIPPING	65.55
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'49996392'	VET TECH SUPPLIES	917.26
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'50064525'	HENDERSON CASTRATING TOOL	293.33
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'50071719'	VET TECH SUPPLIES	424.59
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'50088650'	BLOOD AGAR PLATES	49.35
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'50088650'	SHIPPING	33.91
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'50088651'	MOUTH GAGS	44.72
MWI VETERINARY SUPPLIES	PV*0162143	10/31/2023	'50088651'	SHIPPING	25.71
LEITHEADS APPLIANCE	PV*0161867	10/05/2023	'6743'	RECLAIM FREON	70.00
LEITHEADS APPLIANCE	PV*0161867	10/05/2023	'6483'	SPEED QUEEN F/L WASHER FOR COSMETOLOGY	1,949.00
LEITHEADS APPLIANCE	PV*0161867	10/05/2023	'6483'	SPEED QUEEN F/L DRYER FOR COSMETOLOGY	1,949.00
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687446'	OFFICE SUPPLIES FOR GRANT WRITER	87.70
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687605'	LAMINATED TAPE & TAB DIV	32.17
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687608'	FILE FOLDERS	14.49
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687609'	2 YEAR PLANNER	18.50
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687609'	TONER CARTRIDGES	539.98
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687660'	OFFICE SUPPLIES	56.19
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687872'	OFFICE SUPPLIES	126.76
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687874'	LABEL MAKER REFILL	15.17
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687896'	CORRECTION TAPE	23.98

TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687897'	MARGIN TABS	11.01
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687991'	LABEL TAPE	17.07
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688107'	INK CARTRIDGE OFFICE PRINTER	228.99
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688190'	STAPLER	21.50
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688177'	CHECK PRINTER CARTRIDGE	432.29
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687990'	OFFICE FURNITURE	4,416.40
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688402'	OFFICE SUPPLIES	64.03
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688460'	TAPE & MARKERS	12.75
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688467'	LEGAL RULED PADS	20.99
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688505'	SHREDDER OIL	19.98
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688504'	OFFICE SUPPLIES	86.35
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688504.1'	OFFICE SUPPLIES	68.34
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688506'	TAPE FOR LABEL MAKER	29.99
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'5520CM'	CREDIT LABEL MAKER TAPE	(15.17)
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'688581'	OFFICE SUPPLIES	22.93
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512.1'	ACADEMIC PLANNER	56.45
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512.1'	MAILING BOXES	23.52
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512'	HP26A INK CARTRIDGE	139.99
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512'	TAPE DISPENSER	9.29
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512'	PACKING TAPE	13.99
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512'	ENVELOPE MOISTENER	3.82
TORRINGTON OFFICE SUPPLY INC	PV*0161919	10/10/2023	'687512'	MAILING BOXES	10.08
MECHANICAL SYSTEMS, INC	PV*0161826	10/03/2023	'13817'	FA CHILLER PAY APP 5	204,028.80
PUBLISHERS PRIME	PV*0161870	10/05/2023	'23419'	2 BOOKS	43.11
PUBLISHERS PRIME	PV*0161870	10/05/2023	'23420'	2 BOOKS	49.01
PUBLISHERS PRIME	PV*0161870	10/05/2023	'23432'	2 BOOKS	55.53
EMPLOYEE REIMBURSEMENT	PV*0161983	10/17/2023	'VOUCHER'	MILEAGE REIMBURSEMENT	171.61
EMPLOYEE REIMBURSEMENT	PV*0161907	10/10/2023	'135411'	REIMB SNACKS FOR WORKSHOP	35.43
EMPLOYEE REIMBURSEMENT	PV*0161907	10/10/2023	'49'	REIMB LUNCH @ BRONCHO GRL	46.57
EMPLOYEE REIMBURSEMENT	PV*0162117	10/26/2023	'T-2573'	REIMB CANDLES & FLOWERS FOR PTK INDUCTION 10/25	50.46
WYOMING STATE TREASURER	PV*0162090	10/24/2023	'VOUCHER'	UNCASHED CHECK TURNED OVER TO STATE UNCLAIMED PROPERTY DIVISION	20.00
DOUGLAS BROADCASTING INC	PV*0161891	10/10/2023	'33357'	23-24 SPORTS BOOSTERS	250.00
EMPLOYEE REIMBURSEMENT	PV*0161955	10/12/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	180.93
EMPLOYEE REIMBURSEMENT	PV*0161885	10/10/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	172.92
AMERICAN ASSOC OF COMMUNITY CO	PV*0162058	10/24/2023	'1000179471'	INSTITUTIONAL MEMBERSHIP 1/1/24 - 6/30/24	1,345.50
AMERICAN ASSOC OF COMMUNITY CO	PV*0162058	10/24/2023	'1000179471'	PRESIDENT MEMBERSHIP 1/1/24 - 6/30/24	37.50
AMERICAN ASSOC OF COMMUNITY CO	PV*0162058	10/24/2023	'1000179471'	INSTITUTIONAL MEMBERSHIP 7/1/24 - 12/31/24	1,345.50
AMERICAN ASSOC OF COMMUNITY CO	PV*0162058	10/24/2023	'1000179471'	PRESIDENT MEMBERSHIP 7/1/24 - 12/31/24	37.50
WYOMING DEPART OF EDUCATION	PV*0162088	10/24/2023	'2023003'	INNOVATIONS IN LEARNING CONFERENCE CO-HOST FY24	1,000.00
TORRINGTON ROTARY CLUB	PV*0161984	10/17/2023	'01807'	ROTARY DUES-KWIN WILKES APRIL, MAY, JUNE 2022	190.00
TORRINGTON ROTARY CLUB	PV*0161984	10/17/2023	'02071'	ROTARY DUES-KWIN WILKES APRIL, MAY, JUNE 2023	210.00
TORRINGTON ROTARY CLUB	PV*0162084	10/24/2023	'02129'	DUES FOR KWIN WILKES JULY, AUG, & SEPT 2023	265.00
TORRINGTON ROTARY CLUB	PV*0162148	10/31/2023	'02185'	DUES-LISA JOHNSON JULY, AUG, SEPT	183.34
BENCHMARK OF TORRINGTON	PV*0162003	10/20/2023	'121023'	CTEC PARKING LOT RECONST MGMT	4,732.00
KONE	PV*0161977	10/17/2023	'871167989'	ELEVATOR MAINTENANCE 10/1/23 TO 9/30/24	16,540.68
PRINT EXPRESS	PV*0161956	10/12/2023	'23163'	EXPO SIGNS	326.20
PRINT EXPRESS	PV*0161956	10/12/2023	'23201'	#10 ENVELOPES OUTREACH & ACADEMIC SERVICES (500)	166.80
PRINT EXPRESS	PV*0161956	10/12/2023	'23201'	#10 ENVELOPES COM ED(500)	166.80
PRINT EXPRESS	PV*0161956	10/12/2023	'23201'	#10 ENVELOPES LVSTK SHOW TEAM (500)	166.80
PRINT EXPRESS	PV*0161956	10/12/2023	'23201'	#10 ENVELOPES UPTON (500) OUTREACH	166.80

PRINT EXPRESS	PV*0161956	10/12/2023	'23202'	LVSTK SHOW TEAM LETTERHD (500)	168.38
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	ULTRA GENTLE CLEAN LOTION	120.85
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	PORE CLEARING CLEANSER	78.76
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	BIOFLAVONOID TONER	64.68
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	B3/ENZYME EXFOLIAT CREME	227.10
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	CRYSTAL CLARITY	87.20
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	CONTINUOUS MOIST CREME	115.56
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	MOISTURE REPLENISH CREME	101.32
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	OIL FREE HYDRATING FLUID	72.10
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	PHOTOBIOITIC GEL CRM 1.7	96.69
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	PHOTOBIOITIC GEL CRM 6oz	97.52
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	PHOTOBIOITIC GEL CRM .15oz	27.00
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	FIRMING DETOX MASQUE	103.47
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	FIRMING PEPTIDE EYE CREME	79.50
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	EVERYDAY DEFENDER SPF50	80.52
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	TOTAL AGE CORRECTOR .25	17.20
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	TOTAL AGE CORRECTOR	88.25
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	SHIPPING	64.90
Y G LABORATORIES	PV*0161959	10/12/2023	'PSI-117981'	DISCOUNT	(145.79)
ROCKY MOUNTAIN INDUSTRIAL SUPPLY	PV*0161871	10/05/2023	'3002580'	MACHINE SHOP SUPPLIES	294.38
ROCKY MOUNTAIN INDUSTRIAL SUPPLY	PV*0161871	10/05/2023	'3002580'	FREIGHT	17.99
GOSHEN COUNTY CLERK	PV*0162135	10/31/2023	'VOUCHER'	TITLE FEE - SIDE BY SIDE	15.00
PINNACLE BANK	PV*0162119	10/26/2023	'VOUCHER'	CD INVESTMENT-90 DAYS (10/27/23 TO 1/25/24)	1,000,000.00
GRAINGER INC	PV*0161817	10/03/2023	'9827137507'	COUPLING INSERT	48.22
GRAINGER INC	PV*0161817	10/03/2023	'9827545667'	CABLE PROTECTOR	115.36
GRAINGER INC	PV*0161817	10/03/2023	'9829009415'	U-BEND LAMPS FOR KITCHEN LIGHTS	317.40
GRAINGER INC	PV*0161817	10/03/2023	'9830614898'	RECEPTICLE & COVERS FOR DORM PARKING LOT PLUG	121.76
GRAINGER INC	PV*0161817	10/03/2023	'9833982144'	WATER PRESSURE REGULATOR FOR DISH WASHER	514.75
GRAINGER INC	PV*0161817	10/03/2023	'9835280026'	AIR COMPRESSOR	532.84
GRAINGER INC	PV*0161817	10/03/2023	'9836278870'	BOLLARD LAMPS	150.36
GRAINGER INC	PV*0161817	10/03/2023	'9836459637'	PHOTO CELLS FOR PARKING LOT LIGHTS	129.57
GRAINGER INC	PV*0161817	10/03/2023	'9838780105'	LINK AIR FILTERS	214.27
GRAINGER INC	PV*0161970	10/17/2023	'9847604791'	BATTERIES	64.06
GRAINGER INC	PV*0161970	10/17/2023	'9849039947'	MULTI TAP CONNECTOR	72.69
GRAINGER INC	PV*0161970	10/17/2023	'9851462482'	MULTI TAP CONNECTOR	78.52
GRAINGER INC	PV*0161970	10/17/2023	'9851462490'	MULTI TAP CONNECTOR	73.10
GRAINGER INC	PV*0162111	10/26/2023	'9859822141'	SPRINGS	9.07
GRAINGER INC	PV*0162111	10/26/2023	'9864712956'	AEROSOL DUSTER	86.35
GRAINGER INC	PV*0162111	10/26/2023	'9859898794'	CFL LAMPS	22.88
GRAINGER INC	PV*0162111	10/26/2023	'9860540336'	GREEN LOCTITE	64.56
GRAINGER INC	PV*0162111	10/26/2023	'9859898802'	PACKING KIT	178.95
GRAINGER INC	PV*0162111	10/26/2023	'9861679083'	FEMALE CORD ENDS	321.50
GRAINGER INC	PV*0162111	10/26/2023	'8962539989'	ELECTRICAL CONTACTOR	170.74
GRAINGER INC	PV*0162111	10/26/2023	'9875370380'	BEARINGS & STEEL SHAFT	93.01
Douglas High School	PV*0161892	10/10/2023	'629473'	REIMB GEARUP SUBWAY MEAL	21.57
Douglas High School	PV*0162067	10/24/2023	'130'	REIMB GEARUP DOMINOS MEAL DOUGLAS MONTHLY MTG	38.95
VERIZON WIRELESS	PV*0161985	10/17/2023	'9945740818'	CELLULAR SERVICE	844.61
VERIZON WIRELESS	PV*0161985	10/17/2023	'9945740819'	IPAD SERVICE	38.01
VERIZON WIRELESS	PV*0161985	10/17/2023	'9945740820'	JET PACKS	560.14
GOSHEN COUNTY TREASURER	PV*0162136	10/31/2023	'3346'	2023 HILL IRRIGATION TAX ASSESSMENT-NORTH CAMPUS	633.76

WYOMING CHILD SUPPORT SDU	PV*0162087	10/24/2023	'VOUCHER'	CHILD SUPPORT PYMT 10/25/23	336.00
CDW GOVERNMENT INC	PV*0161935	10/12/2023	'MD91273'	HP LASERJET PRO 4001dn PRINTER	1,651.40
CDW GOVERNMENT INC	PV*0161935	10/12/2023	'MD91273'	HP LASERJET PRO m255dw PRINTER	742.14
CDW GOVERNMENT INC	PV*0161935	10/12/2023	'MD91273'	KINGSTON NV2 SSD DRIVES	1,179.50
CDW GOVERNMENT INC	PV*0161935	10/12/2023	'MD91273'	CRUCIAL BX500 SSD DRIVES	861.50
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3136667023'	GREEN TOP TUBES	44.64
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3136667023'	PROCYTE DX REAGENT KIT	422.88
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3136667023'	LASERCYTE TEST KIT	482.38
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137110198'	CATALYST LH WHOLE BLOOD SEPARATORS	40.00
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137110198'	CATALYST CHEM 19	461.55
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137110198'	SNAP GIARDIA TEST	158.25
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137496649'	IDEXXCARE+: CATALYST ONE	149.99
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137496649'	IDEXXCARE+: VET LAB STATN	69.99
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137496649'	IDEXXCARE+: PROCYTE DX	240.97
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137496650'	IDEXXCARE+: SNAP PRO	18.99
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137526132'	SEDIVUE DX REG TEST	78.20
IDEXX LABORATORIES	PV*0162138	10/31/2023	'3137559866'	SHORT FALL FEE	33.64
EMPLOYEE REIMBURSEMENT	PV*0161887	10/10/2023	'2'	REIMB COOKIES FOR BANNED BOOKS WEEK	56.03
HEARTLAND EMBROIDERY	PV*0161821	10/03/2023	'131979'	EMBROIDERY WORK FOR GOLF POLOS	192.00
HEARTLAND EMBROIDERY	PV*0161899	10/10/2023	'132028'	BACKPACKS EMBROIDERY	180.00
HEARTLAND EMBROIDERY	PV*0161899	10/10/2023	'131941'	AMBASSADOR SHIRTS & VESTS	728.70
HEARTLAND EMBROIDERY	PV*0161973	10/17/2023	'132045'	FAIR WINNER JACKETS	1,016.00
HIGHER LEARNING COMMISSION	PV*0161865	10/05/2023	'R10880'	DESK REVIEW-CERT APPROVAL	1,025.00
HIGHER LEARNING COMMISSION	PV*0161865	10/05/2023	'R10906'	CHANGE/REVIEW PANEL	1,025.00
WEE PALS	PV*0161987	10/17/2023	'VOUCHER'	GOLD LEVEL ADVERTISING	200.00
EMPLOYEE REIMBURSEMENT	PV*0162114	10/26/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	110.48
FERGUSON SIGNS	PV*0161895	10/10/2023	'23093674'	NAME PLATES FOR S HOWARD	116.00
FERGUSON SIGNS	PV*0162109	10/26/2023	'23083650'	CUSTOM VINYL NAME PLATES FOR VARIOUS DEPARTMENTS	505.00
PANHANDLE COOP	PV*0161952	10/12/2023	'279438'	FOOD PURCHASE	86.64
PANHANDLE COOP	PV*0161952	10/12/2023	'279515'	FOOD PURCHASE	49.93
PANHANDLE COOP	PV*0161952	10/12/2023	'279633'	FOOD PURCHASE	13.75
PANHANDLE COOP	PV*0161952	10/12/2023	'279638'	FOOD PURCHASE	13.47
PANHANDLE COOP	PV*0161952	10/12/2023	'279669'	FOOD PURCHASE	71.97
PANHANDLE COOP	PV*0161952	10/12/2023	'279544'	FOOD PURCHASE	17.06
PANHANDLE COOP	PV*0161952	10/12/2023	'279559'	FOOD PURCHASE	62.44
PANHANDLE COOP	PV*0161952	10/12/2023	'279456'	INSERVICE SUPPLIES	32.79
PANHANDLE COOP	PV*0161952	10/12/2023	'279476'	INSERVICE BREAKFAST FOOD	13.62
PANHANDLE COOP	PV*0161952	10/12/2023	'279495'	PTK CLUB RUSH CANDY	27.79
PANHANDLE COOP	PV*0161952	10/12/2023	'279528'	VEGGIES	18.94
PANHANDLE COOP	PV*0161952	10/12/2023	'279571'	NAPKINS, PLATES, & WATER FOR STUDENT SENATE MTG	16.07
PANHANDLE COOP	PV*0161952	10/12/2023	'279573'	WDOE PERKINS SESSIONS	39.72
PANHANDLE COOP	PV*0161952	10/12/2023	'279607'	ICECREAM	15.38
PANHANDLE COOP	PV*0161952	10/12/2023	'279602'	ICECREAM	39.09
PANHANDLE COOP	PV*0161952	10/12/2023	'279606'	BOWLS & NAPKINS	5.77
PANHANDLE COOP	PV*0161952	10/12/2023	'279608'	SUPPER FOR MTG W/ GUEST SPEAKER	34.07
PANHANDLE COOP	PV*0161952	10/12/2023	'279629'	PEPTO TABS	1.25
PANHANDLE COOP	PV*0161952	10/12/2023	'279647'	FOOD PURCHASE	13.09
PANHANDLE COOP	PV*0161952	10/12/2023	'279758'	FOOD PURCHASE	8.88
PANHANDLE COOP	PV*0161952	10/12/2023	'279767'	FOOD PURCHASE	29.26
PANHANDLE COOP	PV*0161952	10/12/2023	'279792'	FOOD PURCHASE	49.69



PANHANDLE COOP	PV*0161952	10/12/2023	'666162'	FUEL FOR SIDE BY SIDE	10.98
PANHANDLE COOP	PV*0161952	10/12/2023	'279676'	DRINKS FOR BUDGET PLANING MTG	17.85
PANHANDLE COOP	PV*0161952	10/12/2023	'279694'	WATER FOR PTK MTG	3.59
PANHANDLE COOP	PV*0161952	10/12/2023	'279717'	FOOD PURCHASE	34.17
PANHANDLE COOP	PV*0161952	10/12/2023	'279800'	FOOD PURCHASE	35.31
PANHANDLE COOP	PV*0161952	10/12/2023	'279800'	SUPPLIES	6.99
PANHANDLE COOP	PV*0161952	10/12/2023	'279738'	CHEM LAB SUPPLIES	48.39
PANHANDLE COOP	PV*0161952	10/12/2023	'279761'	FOOD & SUPPLIES	56.92
PANHANDLE COOP	PV*0161952	10/12/2023	'279768'	CHEM LAB DRY ICE	12.93
PANHANDLE COOP	PV*0161952	10/12/2023	'279782'	CHEESE & CRACKERS FOR LAB	47.88
PANHANDLE COOP	PV*0161952	10/12/2023	'666458'	TIRE FOR BALER	141.99
PANHANDLE COOP	PV*0161952	10/12/2023	'279802'	SNACKS FOR DR MURPHY WKSP	59.08
NEBRASKA STATE TREASURER	PV*0162077	10/24/2023	'VOUCHER'	UNCASHED CHECKS TURNED OVER TO STATE UNCLAIMED PROPERTY DIVISION	10.00
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	CND TOP & BASE COAT	170.88
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	VINYLUX	471.24
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	SHELLAC	1,206.84
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	SPECIAL COLLECTIONS	203.40
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	CND SCRUB FRESH	49.52
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	CND POWDER	132.00
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	CND CUTICLE ERASER	26.40
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	CND SOLAR OIL	57.44
UNIVERSAL COMPANIES INC	PV*0161839	10/03/2023	'1707196'	FOOTLOGIX SEAWEEED SCRUB	495.00
UNIVERSAL COMPANIES INC	PV*0162021	10/20/2023	'1716041'	RETENTION LIQUID	140.08
UNIVERSAL COMPANIES INC	PV*0162021	10/20/2023	'1716041'	SHELLAC TOP COAT	85.44
UNIVERSAL COMPANIES INC	PV*0162021	10/20/2023	'1716041'	SHELLAC BASE COAT	64.08
UNIVERSAL COMPANIES INC	PV*0162021	10/20/2023	'1716041'	FREIGHT	4.99
CHRONICLE OF HIGHER EDUCATION	PV*0162131	10/31/2023	'16855-834'	CHE SITE LICENSE 2/1/24 - 6/30/24	459.60
CHRONICLE OF HIGHER EDUCATION	PV*0162131	10/31/2023	'16855-834'	CHE SITE LICENSE 7/1/24 - 1/31/25	643.40
EMPLOYEE REIMBURSEMENT	PV*0161975	10/17/2023	'VOUCHER'	PROF DEV COST REIMBURSEMT	500.00
EMPLOYEE REIMBURSEMENT	PV*0161830	10/03/2023	'VOUCHER'	TRAVEL ADVANCE	1,000.00
EMPLOYEE REIMBURSEMENT	PV*0161830	10/03/2023	'VOUCHER'	TRAVEL ADVANCE	1,000.00
EMPLOYEE REIMBURSEMENT	PV*0161910	10/10/2023	'VOUCHER'	TRAVEL ADVANCE	1,000.00
EMPLOYEE REIMBURSEMENT	PV*0161910	10/10/2023	'VOUCHER'	TRAVEL ADVANCE	1,000.00
EMPLOYEE REIMBURSEMENT	PV*0161909	10/10/2023	'VOUCHER'	REIMB BRAND INSPECTION FOR 5 STEERS	31.25
EMPLOYEE REIMBURSEMENT	PV*0161909	10/10/2023	'VOUCHER'	REIMB MEALS IN SHERIDAN RODEO ON 9/29 - 10/1/23	99.61
EMPLOYEE REIMBURSEMENT	PV*0161909	10/10/2023	'VOUCHER'	REIMB LODGING IN SHERIDAN	1,631.84
EMPLOYEE REIMBURSEMENT	PV*0161909	10/10/2023	'VOUCHER'	REIMB FUEL -EWC VEHICLE	63.42
EMPLOYEE REIMBURSEMENT	PV*0161909	10/10/2023	'VOUCHER'	REIMB LODGING IN CHEYENNE FOR RODEO 10/6 - 10/8/23	1,568.00
EMPLOYEE REIMBURSEMENT	PV*0162118	10/26/2023	'1367'	REIMB JOSH ALLEN JERSEY PURCHASED FOR GALA AUCTION	649.99
EMPLOYEE REIMBURSEMENT	PV*0161981	10/17/2023	'VOUCHER'	MILEAGE REIMBURSEMENT	64.19
CANON FINANCIAL SERVICES INC	PV*0162062	10/24/2023	'31371980'	CONTRACT - OCT 23	689.00
RURAL RADIO SCOTTSBLUFF	PV*0161976	10/17/2023	'MCC-12309329206'	AG RANCH & HEMP EXPO ADVERTISING	1,000.00
LONG BUILDING TECHNOLOGIES INC	PV*0161948	10/12/2023	'SRVCE0143118'	REPAIR FREEZER -ATEC 136	752.38
EMPLOYEE REIMBURSEMENT	PV*0162083	10/24/2023	'636238'	REIMB SUBWAY FOR GIRLS IN TRUCKS EVENT	584.01
EDUCATION TO GO	PV*0161938	10/12/2023	'82693104'	ED2GO INTRO TO QUICKBOOKS MICHELLE JACKSON	89.00
BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SPIKE TAPE FLO BLUE 08-08SP12FB	7.45
BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SPIKE TAPE FLO PINK 08-08SP12FP	7.45
BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SPIKE TAPE FLO GREEN 08-08SP12FG	7.45
BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SPIKE TAPE TEAL 08-08SP12TE	7.45
BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SPIKE TAPE GRAY 08-08SP12GR	7.45

BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SPIKE TAPE TAN 08-08SP12TN	7.45
BMI SUPPLY	PV*0161964	10/17/2023	'IN198276'	SHIPPING PER QUOTE: QW053134 TAX EXEMPT	18.65
EMPLOYEE REIMBURSEMENT	PV*0162105	10/26/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	96.00
ACTION COMMUNICATIONS INC	PV*0161960	10/17/2023	'23731'	RADIO REPAIR	25.00
MSC INDUSTRIAL SUPPLY	PV*0161829	10/03/2023	'76885507'	#4 HSS CENTER DRILLS	97.00
MSC INDUSTRIAL SUPPLY	PV*0161829	10/03/2023	'76885517'	#4 HSS CENTER DRILLS	58.70
LACROSSE TECHNOLOGY	PV*0161946	10/12/2023	'3110549'	WALL CLOCKS	192.00
LACROSSE TECHNOLOGY	PV*0161946	10/12/2023	'3110549'	FREIGHT	123.75
ULINE	PV*0162125	10/26/2023	'169142628'	ADJUST PADDED STOOLS	492.00
ULINE	PV*0162125	10/26/2023	'169142628'	FREIGHT	157.54
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'751880'	REIMB DOUGLAS HOTEL SLEEP INN & SUITES	1,152.17
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'8UW353554H'	REIMB SUBSCRIPTION	300.00
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'7070'	REIMB AKSARBEN ENTRIES 1 TEAM & 3 INDIVIDUALS	320.00
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'189382'	REIMB AKSARBEN HOTEL 3 ROOMS	1,668.90
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'XCTDMM'	REIMB FLIGHT TO ORLANDO	113.98
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'QCKZ7Z'	REIMB FLIGHT TO DENVER	103.98
EMPLOYEE REIMBURSEMENT	PV*0161828	10/03/2023	'723746813'	REIMB RENTAL CAR	105.84
FASTENAL COMPANY	PV*0161939	10/12/2023	'WYCAS167802'	PAPER TOWEL	134.02
VALLEY MOTOR SUPPLY	PV*0161921	10/10/2023	'369959'	TRAILER WIRE CONNECTOR	12.48
VALLEY MOTOR SUPPLY	PV*0161921	10/10/2023	'370115'	WINDSHIELD WIPERS CC4	65.42
VALLEY MOTOR SUPPLY	PV*0161921	10/10/2023	'370125'	WINDSHIELD WIPERS CC179 & CC184	105.56
POSTMASTER	PV*0162018	10/20/2023	'PERMIT #14'	BULK MAIL ACCOUNT	5,000.00
BURMAX	PV*0161805	10/03/2023	'1139321-00'	GLITZ VEST BD1279	18.44
BURMAX	PV*0161805	10/03/2023	'1139321-00'	PRO-20 CUTTING COMB CR-5515002	4.67
BURMAX	PV*0161805	10/03/2023	'1139321-00'	PRO-20 CUTTING COMB CR-5515003	4.67
BURMAX	PV*0161805	10/03/2023	'1139321-00'	PRO-35 CUTTING COMB CR-5515012	28.02
BURMAX	PV*0161805	10/03/2023	'1139321-00'	PRO-55 WIDE CR-5515006	9.34
BURMAX	PV*0161805	10/03/2023	'1139321-00'	SHEAR SF-RBS625	320.32
BURMAX	PV*0161805	10/03/2023	'1139321-00'	TITANIUM RAZOR SC-7004	27.72
BURMAX	PV*0161805	10/03/2023	'1139321-00'	REPLACEMENT SC-7005	25.38
BURMAX	PV*0161805	10/03/2023	'1139321-00'	1 NANO CURLING BABNT100S	65.00
BURMAX	PV*0161805	10/03/2023	'1139321-00'	WAND BABNT125UC	99.00
BURMAX	PV*0161805	10/03/2023	'1139321-00'	3/4 IRON BABP75S	62.40
BURMAX	PV*0161805	10/03/2023	'1139321-00'	STRAIGHT IRON BABNT3072	188.48
BURMAX	PV*0161805	10/03/2023	'1139321-00'	HANDLING	3.00
BURMAX	PV*0161805	10/03/2023	'1135830-01'	DL-C90 LG STORAGE CASE	64.80
BURMAX	PV*0161805	10/03/2023	'1135830-01'	HTDR7000BG QUIETAIR DRYER	50.74
BURMAX	PV*0161805	10/03/2023	'1139321-01'	SHEAR SF-RBS625	640.64
BURMAX	PV*0162106	10/26/2023	'1142584-00'	3015 NYLON CHEM CAPE BLK	143.76
BURMAX	PV*0162106	10/26/2023	'1142584-00'	3073 NYLON CHEM CAPE SLVR	202.08
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9267 7 BARBER COMB	31.20
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9323 ROUND BRUSH	62.60
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9235 9 ROW BRUSH	129.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC3200 TUNNEL VENT BRUSH	32.80
BURMAX	PV*0162106	10/26/2023	'1142584-00'	GG-CLIP 6PK DUCKBILL CLIP	348.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9177 7 STYLING COMB	156.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9218 8.5 CUTTING COMB	156.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9182 9.5 RATTAIL COMB	58.50
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SC9273 7.5 CUTTING COMB	105.75
BURMAX	PV*0162106	10/26/2023	'1142584-00'	789BD AFRO LIFT COMB	6.36

BURMAX	PV*0162106	10/26/2023	'1142584-00'	560 GABRIELA	1,331.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	550 SABRINA	1,331.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	658 JAKE BUDGET	700.00
BURMAX	PV*0162106	10/26/2023	'1142584-00'	BABNT9100 NANO TITAN DUAL	1,055.74
BURMAX	PV*0162106	10/26/2023	'1142584-00'	F180200 7 1/4 RAZOR KIT	664.80
BURMAX	PV*0162106	10/26/2023	'1142584-00'	76300310 TALER & TOPAZ CLIPPERS	2,128.60
BURMAX	PV*0162106	10/26/2023	'1142584-00'	AB-3 COLOR BOTTLE	55.65
BURMAX	PV*0162106	10/26/2023	'1142584-00'	SNS-194 3.5 SUPER GRIP CLIPS	52.80
BURMAX	PV*0162106	10/26/2023	'1142584-00'	HANDLING FEE	3.00
BURMAX	PV*0162106	10/26/2023	'1142584-01'	BABNT9100 NANO TITAN DUAL	1,960.66
ASCAP	PV*0161961	10/17/2023	'500626587'	ANNUAL LICENSE FEE FY24	364.00
EMPLOYEE REIMBURSEMENT	PV*0161807	10/03/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	230.65
SMOCKERS	PV*0161836	10/03/2023	'75872'	SMOCKS	35.00
PLAYNETWORK, INC.	PV*0162078	10/24/2023	'57819183'	INTERNET RADIO -FIT CNTR	443.58
STATE OF WYOMING	PV*0162147	10/31/2023	'VOUCHER'	STATE RETIREE INSURANCE BENEFIT 10/31/23	3,229.99
BRIGHTLY SOFTWARE, INC	PV*0161804	10/03/2023	'INV-223847'	SCHOOL DUDE SOFTWARE	13,527.46
CONNECTING POINT	PV*0162007	10/20/2023	'24375'	MONTHLY SERVICE AGREEMENT SEPT 23	668.00
CONNECTING POINT	PV*0162007	10/20/2023	'24375'	COLLEGE REL SERV CONTRACT SEPT 23 COLOR COPIES	170.88
CONNECTING POINT	PV*0162007	10/20/2023	'24375'	COPIER COLLEGE RELATIONS SEPT 23 B/W COPIES	2.98
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090156'	LANCER LIVE	450.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090221'	WEBSITE AD	75.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090222'	SPORTS SHOW	200.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090223'	LANCER LIVE	450.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090224'	FARM & RANCH EXPO	1,000.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090396'	SPEAKER ADS	408.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090227'	WORKFORCE AM RADIO INTERVIEW SEPT 23	60.00
KATH BROADCASTING CO., LLC	PV*0161945	10/12/2023	'23090227'	COMMUNITY ED AM RADIO INTERVIEW SEPT 23	60.00
EMPLOYEE REIMBURSEMENT	PV*0162015	10/20/2023	'VOUCHER'	MILEAGE REIMBURSEMENT FOR STUDENT VISITS	209.60
BLOEDORN LUMBER	PV*0161802	10/03/2023	'7768443'	ACRYLIC SHEET	18.12
BLOEDORN LUMBER	PV*0161802	10/03/2023	'7783293'	BIT & OIL	44.97
BLOEDORN LUMBER	PV*0162005	10/20/2023	'7830661'	PVC COUPLING	4.29
J W PEPPER & SON, INC	PV*0161866	10/05/2023	'365600581'	SNOW LAY ON THE GROUND, BY COATES	12.50
J W PEPPER & SON, INC	PV*0161866	10/05/2023	'365600581'	SHIPPING	4.99
J W PEPPER & SON, INC	PV*0162112	10/26/2023	'365698171'	SCORE: SILENT NIGHT & ALL THAT JAZZ	7.00
J W PEPPER & SON, INC	PV*0162112	10/26/2023	'365698171'	SHIPPING	3.99
CENTURYLINK	PV*0161806	10/03/2023	'314073874'	TELEPHONE SERVICE	1,349.94
QUALITY MATTERS	PV*0161834	10/03/2023	'116761'	BASIC ANNUAL SUBSCRIPTION PER QUOTE #116761 TAX EXEMPT	1,925.00
DOUGLAS ROTARY CLUB	PV*0162009	10/20/2023	'376'	FOOD TAB	80.00
EXPRESS TOLL	PV*0161813	10/03/2023	'2085315975'	EXPRESS TOLL BILL	217.81
HUB INTERNATIONAL	PV*0161901	10/10/2023	'3354100'	CDL TRNG PROG INSURANCE 10/1/23 - 6/30/24	7,380.72
HUB INTERNATIONAL	PV*0161901	10/10/2023	'3354100'	CDL TRNG PROG INSURANCE 7/1/24 - 10/1/24	2,460.28
HUB INTERNATIONAL	PV*0161974	10/17/2023	'3365634'	INSURANCE CDL TRAILERS BENSON TRLR, DULUCIO TRLR	44.00
HUB INTERNATIONAL	PV*0162073	10/24/2023	'3353167'	COMMERCIAL GEN LIABILITY POLICY 10/1/23 - 6/30/24	51,516.74
HUB INTERNATIONAL	PV*0162073	10/24/2023	'3353167'	COMMERCIAL GEN LIABILITY POLICY 7/1/24 - 9/30/24	17,172.26
EAGLE UNIFORM & SUPPLY CO	PV*0162011	10/20/2023	'63163'	CLEAN MATS	84.02
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'T-6619'	REIMB OFFICE DECOR	18.47
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'T-3628'	REIMB OFFICE DECOR	138.93
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'2-3285'	REIMB BOWL & GEL PENS	14.98
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'2-3295'	REIMB STATIONARY	4.27
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'716201'	REIMB CANDY, TOTE & GLADE	23.10

EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'47'	REIMB AJ'S GIFTCARDS	20.00
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'405342'	REIMB CUPCAKES	52.32
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'405605'	REIMB CUPCAKES	21.36
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'689024'	REIMB COMMAND STRIPS & BINDERS	29.20
EMPLOYEE REIMBURSEMENT	PV*0162128	10/31/2023	'689034'	REIMB OFFICE SUPPLIES	10.57
NCPERS GROUP LIFE INS	PV*0162076	10/24/2023	'VOUCHER'	PRUDENTIAL-STATE RETIREMT LIFE INSURANCE 10/25/23	128.00
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	40.72
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	(108.00)
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	7.10
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	5.31
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	5.21
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	22.66
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	12.03
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	24.37
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	11.65
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	10.71
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	13.74
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	261.00
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	9.72
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	4.99
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	42.75
FOLLETT CORPORATION	PV*0162072	10/24/2023	'VOUCHER'	SEPT BOOKSTORE CHARGE	28.41
WYOMING BEARING	PV*0161924	10/10/2023	'1051825'	SEALMASTER BEARING INSERT	386.44
WYOMING BEARING	PV*0161924	10/10/2023	'1051825'	FREIGHT	57.09
WYOMING BEARING	PV*0161924	10/10/2023	'1052251'	VARIABLE PITCH SHEAVE	48.57
WYOMING BEARING	PV*0161924	10/10/2023	'1052251'	FREIGHT	22.23
THE LAMPO GROUP, LLC	PV*0161912	10/10/2023	'INV1678663'	RAMSEY BOOKS PER QUOTE #Q-53392-1 TAX EXEMPT	263.92
THE LAMPO GROUP, LLC	PV*0161912	10/10/2023	'INV1678663'	SHIPPING	25.49
CARROT-TOP INDUSTRIES, INC	PV*0162129	10/31/2023	'INV122622'	US & WY FLAGS	263.96
CARROT-TOP INDUSTRIES, INC	PV*0162129	10/31/2023	'INV122622'	FREIGHT	15.55
EMPLOYEE REIMBURSEMENT	PV*0161925	10/10/2023	'VOUCHER'	REIMB SUPPLIES	76.50
HIGH POINTE ELECTRIC	PV*0161900	10/10/2023	'2034'	REPLACE DISCONNECT IN A/C BURNED UP GYM HANDLER	710.45
HIGH POINTE ELECTRIC	PV*0161941	10/12/2023	'2031'	ADD 220 RECEPTACLES TO POWER TRAILERS AT ATEC	1,905.36
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28394280'	SMITH O-RING	30.27
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28394360'	2X4 LENS SHADE 9	4.58
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28394361'	2X4 LENS SHADE 8	7.64
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28395380'	HOOD BATTERIES	52.77
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28395944'	OXYGEN	193.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28395944'	CARBON DIOXIDE	96.50
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28395944'	TILLMAN GLOVES -BLUE	136.02
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28396970'	MS GOGGLES	73.08
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28396970'	FCAW WIRE	583.78
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28396972'	FCAW WIRE	583.78
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28421030'	2X4 LENS SHADE 9	3.05
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28421235'	TORCH BODY TIG	79.92
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28421235'	RIBBED TORCH HANDLE	15.32
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28423928'	ACETYLENE	495.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28445160'	ARGON	914.17
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28445162'	CARBON DIOXIDE	193.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28445162'	DELIVERY CHG	25.50

MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS RG45 1/16x36x 10#	30.40
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS BRONZE 15FC 1/8x36	94.30
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	HOBART 6013 447A 1/8 50#	200.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	HOBART 7018-1 418 1/8	500.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475360'	UNIBRAZE ER80S-D2 1/16	45.30
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS TUNGSTEN 3/32x7 2%CERI	45.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS TUNGSTEN 3/32x7 ZIRC	90.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MILLER GLOVE MIG XL	65.64
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MILLER GLOVE MIG 2XL	65.64
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	TILLMAN GLOVE BLUE LG	116.60
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475356'	JACKSON GLASSES CLEAR	101.08
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS NEMESIS W/CLEAR	56.40
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS SS CURVED HNDL BRUSH	30.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475364'	GRINDER-ANGLE 5	368.84
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475356'	STD TIP CLEANER	26.50
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475358'	CGW BENCH GRIND WHL	189.86
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	WEILER BRUSH HND BENT HDL	34.56
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	HAMMER-CHIP CH & PK WIRE	108.40
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475356'	HAMMER-CHIP CH & PK WIRE	411.92
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	SOAPSTONE ROUND GROSS	29.67
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	BW SOAPSTONE FLAT SELECT	29.67
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS BACK CAP LONG 57Y02	51.29
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	MS ALUMINA NOZZLE 7/16	10.10
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475354'	TWECO CONTACT TIP 035	47.50
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475355'	TWECO CONTACT TIP 045	23.75
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475356'	HALF ROUND BASTARD FILE	214.08
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475357'	NORTON DISC BLUE FIRE	314.50
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475357'	NORTON FLAP DISC GR NEON	268.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475363'	PROFAX MIG PLIERS 8WMP	198.60
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475358'	CGW 12x2x1-1/2 BENCH WHL	189.86
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475361'	MILLER GLOVE MIG XL	262.56
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475361'	MILLER GLOVE MIG 2XL	262.56
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475359'	MS SS CURVED HNDL BRUSH	120.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475362'	TWECO MIG GUN 15' MILLER	770.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475359'	WEILER BRUSH HND BENT HDL	138.24
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475362'	TWECO INSULATR NOZZLE 34A	126.50
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475362'	TWECO NOZZLE 5/8 24A62	593.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475362'	TWECO CONTACT TIP 035	237.50
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475362'	TWECO CONTACT TIP 045	261.25
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475659'	TORCH BODY TIG	19.98
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28475659'	RIBBED TORCH HANDLE	3.83
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28476498'	AIR FILTER CARTRIDGE	790.34
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28476985'	V-WAC GAUGE	204.32
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28477595'	1/4 GR HOSE	131.94
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28480321'	SHOP SUPPLIES	10.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'28480321'	TRANSFORMER LABOR CHG	150.00
MATHESON TRI-GAS, INC.	PV*0161950	10/12/2023	'52231758'	CYLINDER RENT	169.95
VYVE BROADBAND	PV*0161841	10/03/2023	'231-530356'	INTERNET SERVICE-DORMS SEPT 23	2,776.19
VYVE BROADBAND	PV*0161986	10/17/2023	'231-530356'	INTERNET/CABLE IN DORMS OCT	4,022.93
EMPLOYEE REIMBURSEMENT	PV*0161951	10/12/2023	'VOUCHER'	PROF DEV COST REIMBURSEMT	500.00

LARAMIE RANGE WATER TREATMENT	PV*0162013	10/20/2023	'1155998889'	WATER	19.00
ASSESSMENT TECHNOLOGIES INSTITUTE,L	PV*0161874	10/10/2023	'SC001054634'	SUPREME BUNDLE RN-TORR COHORT 0525	6,072.50
ASSESSMENT TECHNOLOGIES INSTITUTE,L	PV*0161874	10/10/2023	'SC001049363'	SUPREME BUNDLE RN-DOUGLAS COHORT 0525	6,072.50
WYOMING FOOD BANK OF THE ROCKIES	PV*0162110	10/26/2023	'AO-624994'	DELIVERY FEE	11.84
WYOMING FOOD BANK OF THE ROCKIES	PV*0162110	10/26/2023	'AO-624994'	FOOD	52.22
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'55'	CLUB FOOD FOR DOG WASH	168.35
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'55'	TIP	1.65
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'29'	COS CLUB PIZZA	115.17
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'4'	PIZZA FOR ELLUCIAN MTG	39.24
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'400'	MEAL FOR UW RESEARCHERS WHO TRAVELED TO EWC	41.96
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'119'	SANDWICHES FOR WIP MTG WIP 2 & WIP 3 PLANNING MEETING	111.27
ROYER PIZZA DBA DOMINOS	PV*0161810	10/03/2023	'119'	TIP	5.00
ROYER PIZZA DBA DOMINOS	PV*0161890	10/10/2023	'223'	PIZZA FOR B & B CLUB	41.94
ROYER PIZZA DBA DOMINOS	PV*0161890	10/10/2023	'26'	PIZZA FOR PTK MEETING	27.73
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'12'	PIZZAS FOR FACULTY MTG	48.96
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'46'	DOG WASH PIZZA & DRINKS FOR VET TECH CLUB	147.46
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'1'	PIZZA & LAVA CAKES	269.19
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'14'	PIZZA FOR PTK MTG	37.49
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'76'	PIZZA & BROWNIES	27.96
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'9'	PIZZA FOR LANCER CLUB MTG	44.24
ROYER PIZZA DBA DOMINOS	PV*0162107	10/26/2023	'94'	PIZZA & BROWNIES	34.95
CASTLE BRANCH INC	PV*0162130	10/31/2023	'0900995-IN'	CNA BACKGROUND CHK PETERS, JUSTIN M	95.00
CASTLE BRANCH INC	PV*0162130	10/31/2023	'0900995-IN'	EDUC BACKGROUND CHK	1,995.00
CASTLE BRANCH INC	PV*0162130	10/31/2023	'0904128-IN'	EDUC BACKGROUND CHK	95.00
CASTLE BRANCH INC	PV*0162130	10/31/2023	'0904128-IN'	CNA BACKGROUND CHK	380.00
DOUGLAS HARDWARE	PV*0162008	10/20/2023	'354507'	SUPPLIES	33.56
DOUGLAS HARDWARE	PV*0162008	10/20/2023	'354591'	SUPPLIES	9.79
DOUGLAS HARDWARE	PV*0162008	10/20/2023	'354679'	GUNSMITHING SUPPLIES	58.91
DOUGLAS HARDWARE	PV*0162008	10/20/2023	'355015'	DISTILLED WATER	8.97
THE COLLEGE BOARD	PV*0161863	10/05/2023	'EA217707'	ACCUPLACER TEST UNITS	1,200.00
HIRERIGHT LLC	PV*0161942	10/12/2023	'G3773984'	SEPT BACKGROUND CHECKS	248.45
HIRERIGHT LLC	PV*0161942	10/12/2023	'G3773984'	GEARUP ADVISOR BACKGROUND CHECK FOR LUSK/NEWCASTLE	47.65
EMPLOYEE REIMBURSEMENT	PV*0162019	10/20/2023	'6741'	REIMB UPTON GEARUP LUNCH FROM JOE'S FOOD CENTER	69.29
MEDLINE INDUSTRIES, LP	PV*0161827	10/03/2023	'2283277880'	INFUSION SETS	370.78
MEDLINE INDUSTRIES, LP	PV*0161827	10/03/2023	'CM2282792808'	CREDIT IV MODULE PUMPS	(322.99)
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54202480'	VET TECH SUPPLIES	160.86
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54204339'	OTC ELECTROLYTES TUBE	14.99
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54204830'	VET TECH SUPPLIES	98.44
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54205298'	DOG FOOD	315.96
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54206317'	Y-CONNECTORS	31.17
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54207985'	VET TECH SUPPLIES	360.20
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54211073'	STEER & DOE MODELS USED FOR LIVESTOCK SKILL- A-THON	38.96
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54212855'	FLY SPRAY	16.49
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54212855'	DOG FOOD	248.94
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54213997'	TOILET TISSUE & DROP INS FOR BUS	16.98
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54214354'	PICTURE HANGING STRIPS	80.92
BOMGAARS SUPPLY INC	PV*0161877	10/10/2023	'54214356'	VET TECH SUPPLIES	73.54
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54218214'	HITCH & PIN	35.98
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54218610'	DOG FOOD	47.99
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54220218'	OATS	59.97

BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54221249'	EQUINE SR & CAT LITTER	96.93
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54221705'	2 PRIZES FOR GIRL SCOUT EVENT IN DOUGLAS	33.98
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54223104'	CASTERS	393.84
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54223239'	RETURN CASTERS	(4.00)
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54223834'	RUBBER BANDS	21.98
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54223834'	MANURE FORK	34.99
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54224345'	CAT LITTER & BLEACH	66.93
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54226345'	CAT LITTER & HORSE WORMER	147.90
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54226702'	DOG FOOD & BATTERIES	154.97
BOMGAARS SUPPLY INC	PV*0162061	10/24/2023	'54227445'	RED PRIMER	8.99
ACEN	PV*0162104	10/26/2023	'231593'	ACCREDITATION FEE FOR ASSOC NURSING	2,975.00
EMPLOYEE REIMBURSEMENT	PV*0161814	10/03/2023	'VOUCHER'	REIMB CONFERENCE REGISTRATION	125.00
EMPLOYEE REIMBURSEMENT	PV*0161979	10/17/2023	'VOUCHER'	PROF DEV COST REIMBURSEMENT	125.00
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'6273231776'	#BHE511915 NORTH CAMPUS	131.78
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'6204568711'	#SG806423 TEBBET BLDG	454.83
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'6205520471'	#SG576809 FINE ARTS	1,203.43
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'6204841629'	#SG528992 EASTERN HALL	680.37
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'6199496741'	#SG520114 COSMETOLOGY	115.75
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'6257019479'	#13134387 MA/VT	2,789.48
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'9438747545'	#SG521041 LANCER HALL	790.24
BLACK HILLS ENERGY	PV*0162060	10/24/2023	'9882890727'	#BHE641297 ATEC	290.11
DIAMEDICAL	PV*0161809	10/03/2023	'INV29560'	VATA CHESTER CHEST	1,998.00
DIAMEDICAL	PV*0161809	10/03/2023	'INV29560'	SHIPPING	189.99
TRANE U.S. INC	PV*0162124	10/26/2023	'314005139'	CHILLER REPAIR ACT CNTR	1,835.00
J.J. KELLER & ASSOCIATES, INC	PV*0162139	10/31/2023	'9108437144'	ELDT SUBSCRIPTION 50 SEATS	5,450.00
J BUILT HOMES INC	PV*0161823	10/03/2023	'INVOICE'	PARKING LOT STRIPING	11,476.76
M LAZY HEART FEEDS LLC	PV*0161868	10/05/2023	'21382'	DDG COW CAKE	73.65
M LAZY HEART FEEDS LLC	PV*0161906	10/10/2023	'21478'	FEED FOR GOAT & LAMB	109.58
INSTRUCTURE, INC	PV*0162074	10/24/2023	'INV576209'	ENTERPRISE ANNUAL PRORATED TO 10/1/23	4,230.00
INSTRUCTURE, INC	PV*0162074	10/24/2023	'INV576209'	STANDARD IMPLEMENTATION PER ORDER: Q-317778-1 TAX EXEMPT	2,500.00
CONVERSE COUNTY HOSPITAL FOUNDATION	PV*0162065	10/24/2023	'116'	BOOTS N BLING TABLE	850.00
EMPLOYEE REIMBURSEMENT	PV*0162081	10/24/2023	'15804255713'	REIMB SERVICE AGREEMENT FOR DRONE	39.00
GW MECHANICAL INC	PV*0161818	10/03/2023	'4'	WATER TREATMENT	1,365.00
GW MECHANICAL INC	PV*0161818	10/03/2023	'4'	HVAC	44,100.00
GW MECHANICAL INC	PV*0161818	10/03/2023	'4'	ELECTRICAL	24,978.25
GW MECHANICAL INC	PV*0161818	10/03/2023	'4'	TEMPERATURE CONTROLS	63,332.00
GW MECHANICAL INC	PV*0161818	10/03/2023	'4'	PIPE INSULATION	7,150.00
GW MECHANICAL INC	PV*0161818	10/03/2023	'4'	TEST & BALANCE	1,000.00
FRESH FOODS	PV*0161815	10/03/2023	'2407'	LAUNDRY SOAP	20.95
DYNAMIC CAMPUS SOLUTIONS INC	PV*0161811	10/03/2023	'DCS-23-7159'	COLLEAGUE CONSULTING SERV 2ND & FINAL PYMT	31,250.00
RIVERSIDE DISCOVERY CENTER	PV*0161913	10/10/2023	'1'	GUIDED TOUR ON 9/15	35.00
RIVERSIDE DISCOVERY CENTER	PV*0161913	10/10/2023	'1'	ADULT SCHOOL GROUP	90.00
PEAK PROMOTIONS INC	PV*0161954	10/12/2023	'8070'	TRAVELER TUMBLERS	3,482.50
PEAK PROMOTIONS INC	PV*0161954	10/12/2023	'8070'	SPIRAL NOTEBOOKS	2,618.00
PEAK PROMOTIONS INC	PV*0161954	10/12/2023	'8070'	STICKY NOTEPADS	402.50
PEAK PROMOTIONS INC	PV*0161954	10/12/2023	'8070'	MECHANICAL PENCILS	357.00
EMPLOYEE REIMBURSEMENT	PV*0161873	10/10/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	299.51
EMPLOYEE REIMBURSEMENT	PV*0161962	10/17/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	255.54
BLUFFS FACILITY SOLUTIONS	PV*0161876	10/10/2023	'471557'	PLASTIC TABLE SKIRTS FOR EXPO	480.00
BLUFFS FACILITY SOLUTIONS	PV*0161876	10/10/2023	'471771'	GLOVES, CLEANER, HEPACIDE	704.60

BLUFFS FACILITY SOLUTIONS	PV*0161876	10/10/2023	'472901'	TRASH BAGS & BLEACH	1,044.40
COVETRUS SOFTWARE SERVICES	PV*0161864	10/05/2023	'INVAHS0664115'	AVIMARK SUPPORT-EDUC YEARLY CONTRACT	279.08
SALT LAKE COMMUNITY COLLEGE	PV*0161835	10/03/2023	'INV2023-03'	SLCC MENS BBALL JAMBOREE ENTRY FEE	225.00
GRAYBAR FINANCIAL SERVICES	PV*0161897	10/10/2023	'15377349'	YEALINK PHONE SYSTEM W/ ACC	1,308.00
GRAYBAR FINANCIAL SERVICES	PV*0161897	10/10/2023	'15377349'	INSURANCE	53.58
TWISTED STITCHES LLC	PV*0162085	10/24/2023	'2741'	AG LEATHER PATCH HATS FOR NATIONAL FFA	672.15
EMPLOYEE REIMBURSEMENT	PV*0161980	10/17/2023	'54226749'	REIMB BEEF SNACK STICKS	17.99
CARQUEST OF DOUGLAS	PV*0161933	10/12/2023	'15685-64528'	WINDSHIELD WIPERS	54.40
ALLIANT INSURANCE SERVICES INC	PV*0162057	10/24/2023	'2442846'	COMMERCIAL CRIME POLICY 10/1/23 - 6/30/24	1,535.98
ALLIANT INSURANCE SERVICES INC	PV*0162057	10/24/2023	'2442846'	COMMERCIAL CRIME POLICY 7/1/24 - 9/30/24	512.02
ALLIANT INSURANCE SERVICES INC	PV*0162057	10/24/2023	'2440931'	EDUCATORS LEGAL LIABILITY POLICY 10/1/23 - 6/30/24	21,620.30
ALLIANT INSURANCE SERVICES INC	PV*0162057	10/24/2023	'2440931'	EDUCATORS LEGAL LIABILITY POLICY 7/1/24 - 9/30/24	7,206.80
UWORLD LLC	PV*0162086	10/24/2023	'UW-7807590'	RN LEARNING PLATFORM STUDENT RESOURCES	3,190.00
UWORLD LLC	PV*0162086	10/24/2023	'UW-7807590'	RN LEARNING PLATFORM FACULTY RESOURCES	500.00
UWORLD LLC	PV*0162086	10/24/2023	'UW-7807590'	RN LEARNING PLATFORM FACULTY RESOURCES	250.00
ARETE ADVISORS, LLC	PV*0162126	10/31/2023	'202308031152'	COMPLETE PROTECTION PLATFORM	45,590.77
ARETE ADVISORS, LLC	PV*0162126	10/31/2023	'202308031152'	DEEP VISIBILITY	4,133.41
ARETE ADVISORS, LLC	PV*0162126	10/31/2023	'202308031152'	MANAGED DETECTION & RESPONSE	23,069.34
ARETE ADVISORS, LLC	PV*0162126	10/31/2023	'202308031152'	RANGER PROTECTION PLATFORM	18,149.76
ARETE ADVISORS, LLC	PV*0162126	10/31/2023	'202308031152'	SINGULARITY XDR PLATFORM RANSOMWARE WARRANTY	2,741.28
INTERVET INC	PV*0161903	10/10/2023	'242836608'	MICROCHIPS	125.00
EMPLOYEE REIMBURSEMENT	PV*0161940	10/12/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	132.00
EMPLOYEE REIMBURSEMENT	PV*0161972	10/17/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	160.00
BIVENS CONSTRUCTION INC	PV*0162004	10/20/2023	'PAY APP 2'	CTEC PARKING LOT RECONST PAY APP 2	114,761.48
BIVENS CONSTRUCTION INC	PV*0162127	10/31/2023	'PAY APP 3'	CTEC PARKING LOT RECONST	720.00
TORRINGTON CINEMAS	PV*0162020	10/20/2023	'104'	STUDENT MOVIE DAY	52.50
COBBLESTONE HOTEL & SUITES	PV*0161936	10/12/2023	'2240647'	ROOM FOR SUSAN MURPHY 2 NIGHTS	196.00
COBBLESTONE HOTEL & SUITES	PV*0161936	10/12/2023	'2245348'	ROOM FOR VBALL REFS OVERNIGHT STAY FOR BACK TO BACK GAMES	116.00
COBBLESTONE HOTEL & SUITES	PV*0162064	10/24/2023	'2247906'	ROOM FOR RECRUIT	98.00
COBBLESTONE HOTEL & SUITES	PV*0162064	10/24/2023	'2251190'	ROOM FOR VBALL REFS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2254565'	COORDINATORS MTG ROOMS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2254566'	COORDINATORS MTG ROOMS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2254567'	COORDINATORS MTG ROOMS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2254572'	COORDINATORS MTG ROOMS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2254573'	COORDINATORS MTG ROOMS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2254574'	COORDINATORS MTG ROOMS	98.00
COBBLESTONE HOTEL & SUITES	PV*0162132	10/31/2023	'2258237'	ROOM FOR VBALL REFEREES	98.00
KELLY SPICER	PV*0162140	10/31/2023	'11433049'	M COUGAR TEXT #2578 8.5 X 11	637.56
KELLY SPICER	PV*0162140	10/31/2023	'11433049'	COUGAR COPY TEXT #2579 11 X 17	789.81
KELLY SPICER	PV*0162140	10/31/2023	'11433049'	COUGAR #2590 8.5 X 11	262.80
KELLY SPICER	PV*0162140	10/31/2023	'11433049'	GOLDENROD 11 X 17	216.72
KELLY SPICER	PV*0162140	10/31/2023	'11433049'	FUEL SURCHARGE	7.50
KELLY SPICER	PV*0162140	10/31/2023	'11447564'	7003878 DIETZGEN INKJET PAPER	390.12
KELLY SPICER	PV*0162140	10/31/2023	'11438288'	GOLDENROD 11 X 17	987.28
LUJAN CLEANING SERVICE, LLC	PV*0161905	10/10/2023	'7921'	CLEAN PLATTE RIVER SCHOOL	1,000.00
VALLEY STEEL & WIRE CO	PV*0161840	10/03/2023	'51980-001'	FLAT BAR	671.50
VALLEY STEEL & WIRE CO	PV*0161840	10/03/2023	'51980-001'	CUTTING CHARGE	106.25
EMPLOYEE REIMBURSEMENT	PV*0161878	10/10/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	106.00
EMPLOYEE REIMBURSEMENT	PV*0162006	10/20/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	138.00
EMPLOYEE REIMBURSEMENT	PV*0161963	10/17/2023	'VOUCHER'	MILEAGE REIMBURSEMENT	180.78



EMPLOYEE REIMBURSEMENT	PV*0161825	10/03/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	90.01
EMPLOYEE REIMBURSEMENT	PV*0161819	10/03/2023	'40123'	REIMB VB MEAL IN GILLETTE	102.75
EMPLOYEE REIMBURSEMENT	PV*0161819	10/03/2023	'10159'	REIMB VB MEAL IN GILLETTE	167.49
EMPLOYEE REIMBURSEMENT	PV*0161819	10/03/2023	'10171'	REIMB VB MEAL AT QDOBA	183.65
EMPLOYEE REIMBURSEMENT	PV*0162120	10/26/2023	'VOUCHER'	TRAVEL EXPENSE REIMB	313.68
ROSITAS TROKITA	PV*0161914	10/10/2023	'VOUCHER'	STUDENT DRINK VOUCHERS	100.00
ROSITAS TROKITA	PV*0161914	10/10/2023	'VOUCHER'	STUDENT MEAL VOUCHERS	956.00
MAGOOSH	PV*0162142	10/31/2023	'20231012-160608192'	MAGOOSH ACT PREMIUM ACCOUNTS FOR GEARUP ENROLLED STUDENT USE	250.00
GRIZZLY	PV*0161898	10/10/2023	'11417849-01'	GRIZZLY G0819-15 5HP OPEN-END WIDE-BELT SANDER	6,052.50
GRIZZLY	PV*0161898	10/10/2023	'11417849-01'	SHIPPING	369.00
RRM COMPOSITES	PV*0162146	10/31/2023	'20230961'	WHEAT STRAW	67.50
ArborXR	PV*0161801	10/03/2023	'20230955031'	ANNUAL DEVICE STARTER PLN PER QUOTE #20230926-112316479 TAX EXEMPT	1,920.00
STAR ENTERPRISES TD LLC	PV*0161837	10/03/2023	'INVOICE'	POSTCARD REPRINT FOR WYO FARM, RANCH EXPO	234.23
SimpleNursing	PV*0161916	10/10/2023	'1002'	SIMPLE NURSING PREMIUM	2,590.00
HAYTHORN LAND & CATTLE CO	PV*0161820	10/03/2023	'703'	BULLDOGGING STEERS	4,200.00
EZ GROOMER LLC	PV*0161894	10/10/2023	'10082476'	ATV-6 ARENA GROOMER	2,199.00
EZ GROOMER LLC	PV*0161894	10/10/2023	'10082476'	SHIPPING	295.00
KRVN-AM	PV*0161904	10/10/2023	'IN-LX-1230933170'	RANCH/HEMP EXPO 2023	750.00
FIRST PRESBYTERIAN CHURCH	PV*0161969	10/17/2023	'VOUCHER'	MEMORIAL	50.00
EWG EDUCATION ASSOCIATION	PV*0162069	10/24/2023	'VOUCHER'	LOCAL DUES 10/25/23	320.00
MORNING STAR ELEVATOR	PV*0162116	10/26/2023	'16-37405'	REPAIR GARAVENTA GENESIS VPL	1,686.69
ROCKY MOUNTAIN FLAGGING, INC	PV*0162145	10/31/2023	'1'	BANNERS 2' X 2'	216.00
ROCKY MOUNTAIN FLAGGING, INC	PV*0162145	10/31/2023	'1'	CO TAX	16.52

**Eastern Wyoming College  
Schedule of Approved Depositories and Signatories  
As of December 6, 2023**

<b>DEPOSITORY</b>	<b>SIGNATURES REQUIRED</b>
1. Points West Community Bank (Community Education Checking)	1
2. Points West Community Bank (Rodeo Checking)	1
3. Points West Community Bank (Lancer Hall Maintenance & Repair 2014)	2
4. First State Bank (Payroll Checking)	2
5. First State Bank (Lancer Hall Maintenance & Repair 2006)	2
6. First State Bank (CTEC Maintenance & Repair 2015)	2
7. Platte Valley Bank (Restricted Revenue Repository-Federal Funds)	2
8. Platte Valley Bank (Operations Checking)	2
9. Pinnacle Bank (Credit Card Sales Repository)	2
10. Pinnacle Bank (ATEC Maintenance and Repair 2017)	2
11. Converse County Bank (Douglas Checking)	2
12. Converse County Bank (Douglas Operations & Maintenance 2017)	2

Additionally, the EWC Business Office is authorized to invest idle cash in any of the banks listed above (time deposits, open account). New checking, savings, loan, brokerage, or money market accounts require separate Board approval. Normal bidding and pledging procedures apply.

EWC has a safe deposit box at Pinnacle Bank. Authorized signers are Kwin Wilkes and Karen Parriott.

Per W.S. 9-4-820(a) and 9-4-821(a), pledges deemed acceptable and lawful by the EWC Board of Trustees for the purpose of securing deposits that are not covered by the Federal Deposit Insurance Corporation (FDIC), include:

1. Bank deposit guaranty bonds (surety bonds);
2. United States Treasury bills, notes or bonds, including stripped principal or interest obligations of such issuances, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
3. Bonds, notes, debentures, or any other obligations or securities issued by or guaranteed by any federal government agency or instrumentality, including but not limited to the following to the extent that they remain federal government agencies or instrumentalities, Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation and Government National Mortgage Association. All federal agency securities shall be direct issuances of federal agencies or instrumentalities; or,
4. Bonds of this state or of counties, cities, community college districts, or school districts, or warrants issued by virtue of the laws of this state, or special improvement bonds issued by incorporated cities and towns of the state of Wyoming, at market value.

The market value of the pledged securities must be at least equal in value to the amount on deposit, less FDIC coverage of \$250,000.

**APPROVED SIGNERS ARE:**

- Kwin Wilkes, Chief Financial Officer (All Accounts)**
- Karen Parriott, Business Office Director (All Accounts, except Community Ed Checking)**
- Lori Moore, Payroll Specialist (All Accounts except Community Ed Checking)**
- Whit Peterson, Head Rodeo Coach & Faculty Member (Rodeo Checking Only)**
- Jamie Sullivan, Administrative Assistant (Douglas Checking Only)**
- Donna White, Community Education Director (Community Ed Checking Only)**

Payee Name	Check Date	Item Description	Item GL Amount
Student Reimbursement	11/30/2023	REIMB SUPPLIES FOR GALA	256.21
Student Reimbursement	11/30/2023	DECORATE FOR GALA	250
COAL CREEK LAW LLP	11/28/2023	LEGAL SERVICES	1406
COAL CREEK LAW LLP	11/28/2023	MILEAGE REIMB	111.35
COAL CREEK LAW LLP	11/28/2023	LEGAL SERVICES	2526
COAL CREEK LAW LLP	11/28/2023	LEGAL SERVICES	143
COAL CREEK LAW LLP	11/28/2023	LEGAL SERVICES	340
COAL CREEK LAW LLP	11/28/2023	LEGAL CONSULTING	272
COAL CREEK LAW LLP	11/28/2023	LEGAL CONSULTING	340
COAL CREEK LAW LLP	11/28/2023	LEGAL CONSULTING	1064
COAL CREEK LAW LLP	11/28/2023	LEGAL CONSULTING	204
CULLIGAN WATER CONDITIONING	11/14/2023	WATER & DELIVERY	15.7
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	12.5
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	10
CULLIGAN WATER CONDITIONING	11/14/2023	WATER & DELIVERY	15.7
CULLIGAN WATER CONDITIONING	11/14/2023	WATER IN MAINTENANCE	25.78
CULLIGAN WATER CONDITIONING	11/14/2023	WATER IN GROUNDS	18.17
CULLIGAN WATER CONDITIONING	11/14/2023	WATER	20.55
CULLIGAN WATER CONDITIONING	11/14/2023	DELIVERY	2
CULLIGAN WATER CONDITIONING	11/14/2023	CUPS	7
CULLIGAN WATER CONDITIONING	11/14/2023	DELIVERY	2
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-OCT	12.5
CULLIGAN WATER CONDITIONING	11/14/2023	WATER	13.7
CULLIGAN WATER CONDITIONING	11/14/2023	DELIVERY	2
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	12.5
CULLIGAN WATER CONDITIONING	11/14/2023	ADJUSTMENTS	-22.55
CULLIGAN WATER CONDITIONING	11/14/2023	WATER & DELIVERY-FACULTY	31.4
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	12.5
CULLIGAN WATER CONDITIONING	11/14/2023	WATER & DELIVERY-ACADEMIC	17.7
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	12.5
CULLIGAN WATER CONDITIONING	11/14/2023	WATER IN OUTREACH	15.7
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	12.5
CULLIGAN WATER CONDITIONING	11/14/2023	WATER & DELIVERY IN VT	38.25
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	10
CULLIGAN WATER CONDITIONING	11/14/2023	DISPENSER RENT-NOV	12.5
FRITZ'S SEPTIC	11/7/2023	PUMP GREASE PIT	200
Zane Morris	11/7/2023	LEASE ROPING STEERS 25 PER MONTH FOR 3 MONTHS	2175
Zane Morris	11/7/2023	1 DEAD	400
OK WRECKING	11/7/2023	STORAGE UNIT RENT-NOV	100
MHP, LLP	11/30/2023	FY23 EWC AUDIT SERVICES	30000
Employee	11/28/2023	VBALL SCORE TABLE ON 10/7/23	25
PLATTE VALLEY PRINTWEAR	11/7/2023	MBB T-SHIRTS	188
COTTONWOOD CATERING	11/7/2023	LUNCH FOR BOCES MTG	302.4
COTTONWOOD CATERING	11/7/2023	BEVERAGES	36.4
GRO BUSINESS SOLUTIONS, LLC	11/2/2023	LANYARDS RE-ORDER	450
GRO BUSINESS SOLUTIONS, LLC	11/2/2023	FREIGHT	43
WYOMING AUTOMOTIVE	11/28/2023	RECHARGE A/C ON CC-190 BUS	478
Kellie D. Pierce	11/2/2023	WORK CONCESSION STAND DURING VOLLEYBALL GAMES	350
Matthew Benavides	11/30/2023	DJ FOR EVENING OF ELEGANC DANCE 11/29/23	400
Russ Brown	11/14/2023	BAND FOR BLK & GOLD GALA	2500
Student Reimbursement	11/9/2023	BREAKAWAY CALVES FOR JACKPOT ON 11/2	150
COLORADO COLLEGIATE, LLC	11/7/2023	WBB REG SEASON OFFICIALS 2023-24	6000
COLORADO COLLEGIATE, LLC	11/7/2023	WBB ASSIGNING FEE	125
OPEN BARREL BREWING CO	11/14/2023	DEPOSIT FOR XMAS PARTY 12/9/23	100
Susan Murphy	11/9/2023	SERVICES CONTRACT	4162.5
Susan Murphy	11/9/2023	ON CAMPUS VISIT (2 DAYS)	3000
Susan Murphy	11/9/2023	REIMBURSE AIRFARE	688.3
Susan Murphy	11/9/2023	REIMBURSE AIRPORT PARKING	27
ACCUSCREEN MOBILE DRUG TESTING SERV	11/14/2023	DOT DRUG SCREENING BROCK BLEVINS ORION MEDINA	200
ACCUSCREEN MOBILE DRUG TESTING SERV	11/16/2023	DRUG TESTING BUS DRIVERS	705
ACCUSCREEN MOBILE DRUG TESTING SERV	11/30/2023	FMCSA CLEARINGHOUSE QUERY CDL STUDENT: O SCHILREFF	5
CAV-FRONT RANGE	11/9/2023	DEPOSIT BILLING FOR WIRELESS MIC UPGRADE IN BOARD ROOM	19000.88
DUTCH IT SOLUTIONS LLC	11/14/2023	IT CONTRACTED SERVICES	40791.67

FINANCIAL AID SERVICES, LLC	11/16/2023	FIN AID CONSULTING SUPPRT	18800
PARKER POE	11/14/2023	TITLE IV FIN AID ADVICE SERVICES THRU 9/30/23	405
PARKER POE	11/28/2023	DATA PRIVACY/SECURITY POLICY REVIEW	1510
RYOTA MARTIAL ARTS LLC	11/2/2023	WOMENS SELF DEFENSE CLASS 10/14/23	315
Student	11/14/2023	LINE JUDGE VBALL GAMES	120
Student	11/7/2023	LINE JUDGE VBALL GAMES	45
Student	11/2/2023	LINE JUDGE VBALL GAMES FALL 2023	120
AK DeMersseman, LLC	11/7/2023	CURRICULUM & DEVELOPMENT	11925
AK DeMersseman, LLC	11/30/2023	CURRICULUM & DEVELOPMENT	8400
Brianna Brooks	11/28/2023	WORKSHOP PRESENTATION 11/14/23 STRESS & ANXIETY MGMT	150
Employee	11/7/2023	PROF DEV COST REIMBURSEMT	500
Employee	11/28/2023	REIMB AUCTION ITEMS FOR THE GOLD BUCKLE TABLE	206.23
CITY OF TORRINGTON	11/2/2023	LAWN METERS #16.09700.00	5618.88
CITY OF TORRINGTON	11/2/2023	LANCER HALL #16.09726.01	2937.33
CITY OF TORRINGTON	11/2/2023	LANCER HALL #16.09726.01	599.85
CITY OF TORRINGTON	11/2/2023	LANCER HALL #16.09726.01	697.42
CITY OF TORRINGTON	11/2/2023	LANCER HALL #16.09726.01	453.6
CITY OF TORRINGTON	11/2/2023	EASTERN HALL #16.09750.00	2329.64
CITY OF TORRINGTON	11/2/2023	EASTERN HALL #16.09750.00	235.53
CITY OF TORRINGTON	11/2/2023	EASTERN HALL #16.09750.00	257.2
CITY OF TORRINGTON	11/2/2023	EASTERN HALL #16.09750.00	226.8
CITY OF TORRINGTON	11/2/2023	TENNIS COURT #16.09740.00	87.74
CITY OF TORRINGTON	11/2/2023	FINE ARTS #16.09675.00	3006.44
CITY OF TORRINGTON	11/2/2023	FINE ARTS #16.09675.00	66.57
CITY OF TORRINGTON	11/2/2023	FINE ARTS #16.09675.00	52.79
CITY OF TORRINGTON	11/2/2023	FINE ARTS #16.09675.00	226.8
CITY OF TORRINGTON	11/2/2023	ACT CNTR #16.09620.00	13060.4
CITY OF TORRINGTON	11/2/2023	ACT CNTR #16.09620.00	394.36
CITY OF TORRINGTON	11/2/2023	ACT CNTR #16.09620.00	437.22
CITY OF TORRINGTON	11/2/2023	ACT CNTR #16.09620.00	453.6
CITY OF TORRINGTON	11/2/2023	COSMO #16.09800.00	208.11
CITY OF TORRINGTON	11/2/2023	COSMO #16.09800.00	66.57
CITY OF TORRINGTON	11/2/2023	COSMO #16.09800.00	52.79
CITY OF TORRINGTON	11/2/2023	TEBBET #16.09625.00	4445.03
CITY OF TORRINGTON	11/2/2023	TEBBET #16.09625.00	274.19
CITY OF TORRINGTON	11/2/2023	TEBBET #16.09625.00	274.12
CITY OF TORRINGTON	11/2/2023	TEBBET #16.09625.00	65.85
CITY OF TORRINGTON	11/2/2023	VET TECH #16.09590.00	2174.47
CITY OF TORRINGTON	11/2/2023	VET TECH #16.09590.00	111.5
CITY OF TORRINGTON	11/2/2023	VET TECH #16.09590.00	153.58
CITY OF TORRINGTON	11/2/2023	VET TECH #16.09590.00	226.8
CITY OF TORRINGTON	11/2/2023	HILLTOP #16.09050.01	149.85
CITY OF TORRINGTON	11/2/2023	PUBLIC RADIO #16.09725.00	162.01
CITY OF TORRINGTON	11/2/2023	HILLTOP L/S #6.01898.00	14.32
CITY OF TORRINGTON	11/2/2023	21ST & WC SIGN#7.00015.00	15.48
CITY OF TORRINGTON	11/2/2023	BUS GARAGE #163.09530.00	184.38
CITY OF TORRINGTON	11/2/2023	BUS GARAGE #163.09530.00	37.47
CITY OF TORRINGTON	11/2/2023	BUS GARAGE #163.09530.00	29.97
CITY OF TORRINGTON	11/2/2023	BUS GARAGE #163.09530.00	65.85
CITY OF TORRINGTON	11/2/2023	ST LIGHTS #16.09566.01	35.85
CITY OF TORRINGTON	11/2/2023	ST LTS & SIGN#16.09720.01	96.81
CITY OF TORRINGTON	11/2/2023	CTEC #16.09540.02	6685.17
CITY OF TORRINGTON	11/2/2023	CTEC #16.09540.02	165.44
CITY OF TORRINGTON	11/2/2023	CTEC #16.09540.02	149.02
CITY OF TORRINGTON	11/2/2023	CTEC #16.09540.02	453.6
CITY OF TORRINGTON	11/2/2023	ATEC #16.09003.00	1629.74
CITY OF TORRINGTON	11/2/2023	ATEC #16.09003.00	167.4
CITY OF TORRINGTON	11/2/2023	ATEC #16.09003.00	186.55
CITY OF TORRINGTON	11/2/2023	ATEC #16.09003.00	65.85
IDEAL LINEN SUPPLY, INC	11/7/2023	LAUNDRY SERVICE	134.87
IDEAL LINEN SUPPLY, INC	11/7/2023	LAUNDRY SERVICE	127.11
IDEAL LINEN SUPPLY, INC	11/7/2023	LAUNDRY SERVICE	134.87
IDEAL LINEN SUPPLY, INC	11/7/2023	LAUNDRY SERVICE	127.11
IDEAL LINEN SUPPLY, INC	11/7/2023	LAUNDRY SERVICE	134.87

IDEAL LINEN SUPPLY, INC	11/7/2023	MATS	32.38
IDEAL LINEN SUPPLY, INC	11/7/2023	MATS	244.99
IDEAL LINEN SUPPLY, INC	11/7/2023	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	11/7/2023	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	11/7/2023	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	11/7/2023	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	11/7/2023	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	11/7/2023	FRONT DOOR MATS AT DORMS	69.67
IDEAL LINEN SUPPLY, INC	11/7/2023	FRONT DOOR MATS AT DORMS	69.67
SALONCENTRIC	11/16/2023	RDK BRUSHABLE HAIRSPRY	23.58
SALONCENTRIC	11/16/2023	RDK BRUSHABLE HAIRSPRY	23.58
SALONCENTRIC	11/16/2023	RDK FULL VOL MOUSSE	23.58
SALONCENTRIC	11/16/2023	RDK FULL VOL MOUSSE	23.58
SALONCENTRIC	11/16/2023	MIZ COCONUT SOUFFLE DRESS	25.5
SALONCENTRIC	11/16/2023	MIZ COCONUT SOUFFLE DRESS	25.5
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT SMOOTH CR	28.34
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT SMOOTH CR	28.34
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT SERUM	28.34
SALONCENTRIC	11/16/2023	MIZANI MIRACLE KIT	59.97
SALONCENTRIC	11/16/2023	MIZ COCO DEW SPRITZ	28.34
SALONCENTRIC	11/16/2023	MIZ COCO DEW SPRITZ	28.34
SALONCENTRIC	11/16/2023	MIZANI MIRACLE CREAM	28.34
SALONCENTRIC	11/16/2023	MIZANI MIRACLE CREAM	28.34
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT SPOO 8.6	24.94
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT SPOO 33.8	19.43
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT COND 8.5	28.34
SALONCENTRIC	11/16/2023	MIZ PRESS AGENT COND 33.8	21.41
SALONCENTRIC	11/16/2023	MIZANI ARTFUL EDGES	21.54
STATE BEAUTY SUPPLY	11/14/2023	CLIENT SERVICE SUPPLIES	324.97
STATE BEAUTY SUPPLY	11/14/2023	SHADES EQ COLOR	15.7
STATE BEAUTY SUPPLY	11/14/2023	RDK BREWS CONDITIONER	15.66
STATE BEAUTY SUPPLY	11/14/2023	MTX OPTISMMOOTH KITS	40
STATE BEAUTY SUPPLY	11/14/2023	RDK CLASS STUDENT TICKETS	450
STATE BEAUTY SUPPLY	11/14/2023	SHADES EQ COLOR	96.89
STATE BEAUTY SUPPLY	11/14/2023	SHADES EQ CLEAR 16.9 OZ	19.34
STATE BEAUTY SUPPLY	11/14/2023	COLOR FUSHION	6.06
STATE BEAUTY SUPPLY	11/14/2023	COLOR GELS COLOR	174.26
STATE BEAUTY SUPPLY	11/14/2023	SHADES GEL DEVELOPER LTR	12.37
STATE BEAUTY SUPPLY	11/14/2023	KENRA PROF VOLUME SPRAY	25.97
STATE BEAUTY SUPPLY	11/14/2023	KENRA PROF VOLUME SPRAY	25.97
STATE BEAUTY SUPPLY	11/14/2023	KENRA BLOW-DRY SPRAY 3.4	32.76
STATE BEAUTY SUPPLY	11/14/2023	KENRA BLOW-DRY SPRAY 6.8	51.91
STATE BEAUTY SUPPLY	11/14/2023	KENRA VOLUME MOUSSE 17.8	16.48
STATE BEAUTY SUPPLY	11/14/2023	KENRA VOLUME MOUSSE 17.8	16.48
STATE BEAUTY SUPPLY	11/14/2023	KEN PERFECT MED SPRAY 10	16.48
STATE BEAUTY SUPPLY	11/14/2023	KEN PERFECT MED SPRAY 10	16.48
STATE BEAUTY SUPPLY	11/14/2023	KEN THERMAL STYLING SPRAY	16.48
STATE BEAUTY SUPPLY	11/14/2023	KEN THERMAL STYLING SPRAY	16.48
STATE BEAUTY SUPPLY	11/14/2023	KENRA SILKENING MIST	19.77
STATE BEAUTY SUPPLY	11/14/2023	KENRA SILKENING MIST	19.78
STATE BEAUTY SUPPLY	11/14/2023	RDK ROOT LIFT SPRAY	15.66
STATE BEAUTY SUPPLY	11/14/2023	RDK ROOT LIFT SPRAY	15.67
STATE BEAUTY SUPPLY	11/14/2023	RDK COLOR EXTEND MAG SHAM	30.91
STATE BEAUTY SUPPLY	11/14/2023	RDK COLOR EXTEND MAG COND	30.91
STATE BEAUTY SUPPLY	11/14/2023	RDK EXTREME SHAMP	10.3
STATE BEAUTY SUPPLY	11/14/2023	RDK FRIZZ DISMISS SHAMP	20.61
STATE BEAUTY SUPPLY	11/14/2023	RDK FRIZZ DISMISS COND	20.61
STATE BEAUTY SUPPLY	11/14/2023	RDK VOLUME SHAMP	10.3
STATE BEAUTY SUPPLY	11/14/2023	RDK BIG BLOWOUT HEAT JELL	21.42
STATE BEAUTY SUPPLY	11/14/2023	RDK BIG BLOWOUT HEAT JELL	21.43
STATE BEAUTY SUPPLY	11/14/2023	RDK STYLING HEAT SPRY 11	21.42
STATE BEAUTY SUPPLY	11/14/2023	RDK STYLING HEAT SPRY 11	21.43
STATE BEAUTY SUPPLY	11/14/2023	RDK HEAT FLATIRON SPRY 22	21.42
STATE BEAUTY SUPPLY	11/14/2023	RDK HEAT FLATIRON SPRY 22	21.43

STATE BEAUTY SUPPLY	11/14/2023	RDK ABC LIQUID MASQUE	29.66
STATE BEAUTY SUPPLY	11/14/2023	RDK ABC LIQUID MASQUE	14.84
STATE OF WYOMING	11/16/2023	EMPLOYEES GROUP INSURANCE	185840.53
STATE OF WYOMING	11/16/2023	FLEXIBLE CAFETERIA PLANS 11/21/23	1482
STATE OF WYOMING	11/16/2023	ADMINISTRATION FEE 11/21/23	7862.89
MID-AMERICAN RESEARCH CHEMICAL	11/2/2023	CLEANING SUPPLIES	594
MID-AMERICAN RESEARCH CHEMICAL	11/2/2023	FREIGHT	75.76
Torrington Telegram	11/7/2023	SPORTS PACKAGE	159
Torrington Telegram	11/7/2023	FIRE PREVENTION WEEK	99
Torrington Telegram	11/7/2023	4-H MONTH	117
Torrington Telegram	11/7/2023	BREAST CANCER AWARENESS MONTH	99
Torrington Telegram	11/7/2023	TEACHER OF THE MONTH	99
Torrington Telegram	11/7/2023	LEGAL AD-PROPOSED POLICYS	99.65
BLOEDORN LUMBER COMPANY	11/7/2023	HAMMER DRILL BITS	27.99
BLOEDORN LUMBER COMPANY	11/7/2023	CORD CONNECTOR	26.97
BLOEDORN LUMBER COMPANY	11/7/2023	PAINT	17.99
BLOEDORN LUMBER COMPANY	11/7/2023	ANCHORS	4.49
BLOEDORN LUMBER COMPANY	11/7/2023	LUMBER FOR TREBUCHET	199.65
BLOEDORN LUMBER COMPANY	11/7/2023	SCREWDRIVER SET	28.99
DEPT OF WORKFORCE SERVICES	11/28/2023	3RD QTR 2023 UNEMPLOYMENT 11/20/23	142.14
Z & W MILL	11/7/2023	CALF & GOAT FEED	667.75
Z & W MILL	11/7/2023	FEED FOR CALVES	630
Z & W MILL	11/7/2023	FEED FOR CALVES	664.8
Z & W MILL	11/7/2023	BLOAT BLOCKS	146.25
CAROLINA BIOLOGICAL SUPPLY CO	11/9/2023	SKINNED CATS -DBL INJECT	575
CAROLINA BIOLOGICAL SUPPLY CO	11/9/2023	SHEEP EYE BALLS	18
CAROLINA BIOLOGICAL SUPPLY CO	11/9/2023	SHEEP BRAINS	158
CAROLINA BIOLOGICAL SUPPLY CO	11/9/2023	FREIGHT	113.91
CAPITAL BUSINESS SYSTEMS, INC	11/16/2023	CANON PRO-4000S CONTRACT COPIES	390.99
FRANK PARTS CO	11/7/2023	WIRE KIT & TOW SOCKET	29.5
FRANK PARTS CO	11/7/2023	RETURN WIRE KIT	-8.11
FRANK PARTS CO	11/7/2023	EXTENSION	13.61
FRANK PARTS CO	11/7/2023	WRENCH	9.54
Employee Reimbursement	11/9/2023	REIMB SPANTRAN TRANSCRIPT SERVICE-CHAPMAN	370
FARMER BROS CO	11/9/2023	SOUP BASE	433.09
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	588.32
SHAMROCK FOODS	11/9/2023	SUPPLIES	20.9
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	659.69
SHAMROCK FOODS	11/9/2023	SUPPLIES	32.13
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	1250.71
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	973.85
SHAMROCK FOODS	11/9/2023	SUPPLIES	9.58
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	1296.04
SHAMROCK FOODS	11/9/2023	SUPPLIES	10.99
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	786.15
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	2347.8
SHAMROCK FOODS	11/9/2023	SUPPLIES	6.07
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	346.54
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	519.14
SHAMROCK FOODS	11/9/2023	SUPPLIES	157.13
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	2036.7
SHAMROCK FOODS	11/9/2023	SUPPLIES	90.56
SHAMROCK FOODS	11/9/2023	CREDIT DRESSING	-60.46
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	1208.96
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	324.56
SHAMROCK FOODS	11/9/2023	SUPPLIES	185.94
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	867.32
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	787.71
SHAMROCK FOODS	11/9/2023	CREDIT PORK	-133.64
SHAMROCK FOODS	11/9/2023	CREDIT TOMATO	-24.05
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	946.35
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	369.82
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	687.14
SHAMROCK FOODS	11/9/2023	SUPPLIES	64.67

SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	1385.28
SHAMROCK FOODS	11/9/2023	FOOD PURCHASE	113.39
SHAMROCK FOODS	11/9/2023	CREDIT TORTILLAS	-45.55
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	200
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	238
TORRINGTON BEVERAGE, INC	11/7/2023	SUPPLIES	84
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	238
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	170
TORRINGTON BEVERAGE, INC	11/7/2023	SUPPLIES	84
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	238
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	310.75
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	670.5
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	200
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	177
TORRINGTON BEVERAGE, INC	11/7/2023	SUPPLIES	82.5
TORRINGTON BEVERAGE, INC	11/7/2023	BEVERAGE PURCHASE	369.75
TORRINGTON BEVERAGE, INC	11/7/2023	CONCESSIONS BEVERAGES	92
TORRINGTON BEVERAGE, INC	11/7/2023	CREDIT BEVERAGES FOR CONCESSIONS	-72
DIVERSIFIED SERVICES, INC	11/9/2023	STEVEN SMITH-CONTRACTED SERVICE FOR FOOD SVC DEPT	308
EASTERN WYOMING COLLEGE	11/14/2023	PETTY CASH FOR ATM	2020
EASTERN WYOMING COLLEGE	11/16/2023	REIMB BO PETTY CASH FOR FUNDS TO REPLACE COSMO CASH FOR TIPS	677.7
GOSHEN VETERINARY CLINIC	11/9/2023	FELINE MEDS & SUPPLIES	103.82
WAGNERS FLOWER SHOP	11/2/2023	SYMPATHY PLANT-A HOLEN	46
HARRYS APPLIANCE REPAIR	11/9/2023	REPAIR STOVE	584
OLSON TIRE FACTORY	11/7/2023	TIRE FOR DITCHWITCH TRLR	103.3
OLSON TIRE FACTORY	11/7/2023	MOUNT TIRES ON MULES	136
OLSON TIRE FACTORY	11/7/2023	TIRE FOR BALER	56.24
RADIATION DETECTION COMPANY	11/14/2023	BADGE FEES	460
RADIATION DETECTION COMPANY	11/14/2023	COURTESY CREDIT PER EMAIL DATED 10/17/23	-435
WESTON CTY SCHOOL DIST # 1	11/14/2023	CONTRACTED SERVICES TO COLLEGE OUTREACH FY24 NEWCASTLE	20000
WESTON CTY SCHOOL DIST # 1	11/28/2023	ONE HALF WAGES DEBRA HOLT SEPT 2023	1213.5
WESTON CTY SCHOOL DIST # 1	11/28/2023	ONE HALF WAGES DEBRA HOLT OCT 2023	1025.98
EASTERN WYOMING COLLEGE	11/7/2023	REIMBURSE/SPONSORSHIP FARM, RANCH & HEMP EXPO	10000
EASTERN WYOMING COLLEGE	11/16/2023	LEADERSHIP AWARD 11/21/23	68
EASTERN WYOMING COLLEGE	11/16/2023	EMPLOYEE SCHOLARSHIP 11/21/23	12.5
GOSHEN DIESEL SERVICE, INC	11/28/2023	SERVICE BUS CC-238	555
GOSHEN DIESEL SERVICE, INC	11/28/2023	DOT INSPECT BUS CC-238	130
GOSHEN DIESEL SERVICE, INC	11/28/2023	DOT INSPECT BUS CC-3	130
GOSHEN DIESEL SERVICE, INC	11/28/2023	DOT INSPECT BUS CC-190	130
WYOMING DEPT OF TRANSPORTATION	11/2/2023	EXEMPT WY LICENSE PLATE FOR SIDE BY SIDE	10
WY DEPT OF TRANSPORTATION	11/14/2023	482.23 GAL DIESEL FUEL	1754.34
WYOMING EDUCATION ASSOCIATION	11/16/2023	DUES 11/21/23	909.99
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	617.21
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	1485.59
CASH-WA DISTRIBUTING	11/7/2023	SUPPLIES	42.9
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	657.22
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	976.46
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	478.58
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	1580.04
CASH-WA DISTRIBUTING	11/7/2023	SUPPLIES	20.1
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE-STUDENT CNT	91.8
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	690.43
CASH-WA DISTRIBUTING	11/7/2023	SUPPLIES	78.8
CASH-WA DISTRIBUTING	11/7/2023	FOOD PURCHASE	471.12
CASH-WA DISTRIBUTING	11/7/2023	CREDIT CHICKEN & HONEY	-86.52
CASH-WA DISTRIBUTING	11/7/2023	CREDIT NAPKINS	-20.1
CENTURY LUMBER CENTER	11/7/2023	FASTENERS	3.78
CENTURY LUMBER CENTER	11/7/2023	DOUBLE SIDED TAPE	14.38
CENTURY LUMBER CENTER	11/7/2023	MASONRY DRILL BIT	27.12
CENTURY LUMBER CENTER	11/7/2023	MOUNTING TAPE	6.28
CENTURY LUMBER CENTER	11/7/2023	HAMMER DRILL BIT	61.15
CENTURY LUMBER CENTER	11/7/2023	HAMMER DRILL BIT	39.55
CENTURY LUMBER CENTER	11/7/2023	LAMP HOLDER	2.96
CENTURY LUMBER CENTER	11/7/2023	RETURN LAMP HOLDER	-2.96

CENTURY LUMBER CENTER	11/7/2023	GLUE SPREADER	3.22
CENTURY LUMBER CENTER	11/7/2023	GLUE	6.29
CENTURY LUMBER CENTER	11/7/2023	GLUE	12.59
CENTURY LUMBER CENTER	11/7/2023	TOWEL BAR	31.63
CENTURY LUMBER CENTER	11/7/2023	FOAM BRUSH	7.43
CENTURY LUMBER CENTER	11/7/2023	LUMBER	84.69
CENTURY LUMBER CENTER	11/7/2023	STAIN	25.19
CENTURY LUMBER CENTER	11/7/2023	BIT EXTENSION	7.82
CENTURY LUMBER CENTER	11/7/2023	MOUNTING TAPE	34.28
CENTURY LUMBER CENTER	11/7/2023	TEST PLUG	4.85
CENTURY LUMBER CENTER	11/7/2023	COVER & LUBRICANT	6.82
Employee Reimbursement	11/16/2023	Reimbursement for fuel	432
Employee Reimbursement	11/28/2023	Travel reimbursement	28.28
Employee Reimbursement	11/28/2023	Travel reimbursement	24.02
PRESTO-X	11/2/2023	FLY BAIT ATEC	48.82
PRESTO-X	11/2/2023	INSECT CONTROL	103.73
PRESTO-X	11/2/2023	RODENTS ATEC	68.34
PRESTO-X	11/2/2023	RODENTS KITCHEN	141.57
PRESTO-X	11/2/2023	RODENTS V/T	111.06
PRESTO-X	11/2/2023	FLY BAIT LIVESTOCK	51.26
PRESTO-X	11/2/2023	RODENTS LIVESTOCK	70
PRESTO-X	11/2/2023	RODENTS CTEC	84.21
PRESTO-X	11/30/2023	RODENTS ATEC	68.34
PRESTO-X	11/30/2023	RODENTS KITCHEN	141.57
PRESTO-X	11/30/2023	RODENTS V/T	111.06
PRESTO-X	11/30/2023	RODENTS LIVESTOCK	77
PRESTO-X	11/30/2023	RODENTS CTEC	84.21
MWI VETERINARY SUPPLIES	11/14/2023	VT MEDICAL SUPPLIES	275.54
MWI VETERINARY SUPPLIES	11/14/2023	ANESTHESIA BAG	36.22
MWI VETERINARY SUPPLIES	11/14/2023	VET TECH SUPPLIES	622.37
MWI VETERINARY SUPPLIES	11/14/2023	CALM CARE	101.94
MWI VETERINARY SUPPLIES	11/14/2023	SAFEGUARD	13.3
MWI VETERINARY SUPPLIES	11/14/2023	VET TECH SUPPLIES	187.22
MWI VETERINARY SUPPLIES	11/14/2023	COSEQUIN FOR HORSES	50.96
MWI VETERINARY SUPPLIES	11/14/2023	VET TECH SUPPLIES	325.39
MWI VETERINARY SUPPLIES	11/14/2023	AGAR SLANT TRIPLE SUGAR	81.46
MWI VETERINARY SUPPLIES	11/14/2023	SHIPPING	33.46
MWI VETERINARY SUPPLIES	11/14/2023	CONTRASED INJ SOL	144.74
MWI VETERINARY SUPPLIES	11/14/2023	PROBIOS POWDER	116.52
MWI VETERINARY SUPPLIES	11/14/2023	INTEREST ON LATE PAYMENT	12.74
MWI VETERINARY SUPPLIES	11/14/2023	CREDIT BANAMINE	-22
MWI VETERINARY SUPPLIES	11/14/2023	VET TECH SUPPLIES	638.59
TORRINGTON OFFICE SUPPLY INC	11/14/2023	PENS	14.64
TORRINGTON OFFICE SUPPLY INC	11/14/2023	DESK CALENDAR	15.95
TORRINGTON OFFICE SUPPLY INC	11/14/2023	COMMAND STRIPS	29.09
TORRINGTON OFFICE SUPPLY INC	11/14/2023	PINK HIGHLIGHTER	0.79
TORRINGTON OFFICE SUPPLY INC	11/14/2023	PENCILS & HIGHLIGHTERS	16.43
TORRINGTON OFFICE SUPPLY INC	11/14/2023	OFFICE SUPPLIES	151.19
TORRINGTON OFFICE SUPPLY INC	11/14/2023	NOTEBOOK	14.4
TORRINGTON OFFICE SUPPLY INC	11/14/2023	FILE FOLDERS	14.49
TORRINGTON OFFICE SUPPLY INC	11/14/2023	SECURITY ENVELOPES	102.68
TORRINGTON OFFICE SUPPLY INC	11/14/2023	FINGERTIP GRIPS	10.78
TORRINGTON OFFICE SUPPLY INC	11/14/2023	TONER CARTRIDGE	110.85
TORRINGTON OFFICE SUPPLY INC	11/14/2023	OUTLET SURGE PROTECTOR	49.64
TORRINGTON OFFICE SUPPLY INC	11/14/2023	MOVE DESK & FILE CABINET	50
TORRINGTON OFFICE SUPPLY INC	11/14/2023	STUDENT PRINTER CARTRIDGE	238.99
TORRINGTON OFFICE SUPPLY INC	11/14/2023	CLIP BOARD	4.78
TORRINGTON OFFICE SUPPLY INC	11/14/2023	FILE CABINET KEYS	39.8
TORRINGTON OFFICE SUPPLY INC	11/14/2023	STUDENT PRINTER CARTRIDGE	260.99
TORRINGTON OFFICE SUPPLY INC	11/14/2023	CORRECTION FLUID	2.55
TORRINGTON OFFICE SUPPLY INC	11/14/2023	OFFICE SUPPLIES	33.75
TORRINGTON OFFICE SUPPLY INC	11/14/2023	SCISSORS FOR MICHELLE P	4.49
TORRINGTON OFFICE SUPPLY INC	11/14/2023	TEST CENTER SUPPLIES	132.59
TORRINGTON OFFICE SUPPLY INC	11/14/2023	RECEIPT PAPER & BINDER	63.81





PRINT EXPRESS	11/14/2023	FREIGHT	0.57
PRINT EXPRESS	11/14/2023	NAME PLATE	18.4
PRINT EXPRESS	11/14/2023	FREIGHT	2.8
PRINT EXPRESS	11/14/2023	WORK AUTHORIZATION FORMS FINANCIAL AID	322.13
PRINT EXPRESS	11/14/2023	200 EACH GOLF POSTERS, VOLLEYBALL POSTERS, & RODEO POSTERS	900
PRINT EXPRESS	11/14/2023	ATHLETICS SHARE OF POSTER AND FREIGHT	150.88
PRINT EXPRESS	11/14/2023	NAME PLATE	19
PRINT EXPRESS	11/14/2023	NAME PLATE	13.65
PRINT EXPRESS	11/14/2023	NAME PLATE	19
Y G LABORATORIES	11/16/2023	ANTIOXIDANT HYD MOUSSE 7	82.08
Y G LABORATORIES	11/16/2023	ANTIOXID HYD MOUSSE 1.7	47.82
Y G LABORATORIES	11/16/2023	PANTHENOL CLEANSER	50.7
Y G LABORATORIES	11/16/2023	PORE CLEARING CLEANSER	101.52
Y G LABORATORIES	11/16/2023	BIOFLAVONOID TONER	158.64
Y G LABORATORIES	11/16/2023	CONT MOISTURE CREME	322.32
Y G LABORATORIES	11/16/2023	MOIST REPLENISH CREME	291.12
Y G LABORATORIES	11/16/2023	OIL FREE HYDRATING FLUID	256.32
Y G LABORATORIES	11/16/2023	PHOTOBIOIC GEL CREME	97.52
Y G LABORATORIES	11/16/2023	EVERYDAY DEFENDER 1.7	231.36
Y G LABORATORIES	11/16/2023	EVERYDAY DEFENDER .25	17.55
Y G LABORATORIES	11/16/2023	ADVANCE FIRM COMPLEX 1.12	188.1
Y G LABORATORIES	11/16/2023	ADVANCED FIRM COMPLEX .25	24.9
Y G LABORATORIES	11/16/2023	ADVANCED FIRM COMPLEX 4	156.84
Y G LABORATORIES	11/16/2023	CLEAR SKIN ULTRA GEL	80.22
Y G LABORATORIES	11/16/2023	R-RELIEF SERUM	174.12
Y G LABORATORIES	11/16/2023	FADE TO LIGHT CREME .15	9.9
Y G LABORATORIES	11/16/2023	FADE TO LIGHT CREME 1.7	54.66
Y G LABORATORIES	11/16/2023	FADE TO LIGHT CREME 6 OZ	62.72
Y G LABORATORIES	11/16/2023	FADE TO LIGHT SERUM .15	11
Y G LABORATORIES	11/16/2023	FADE TO LIGHT SERUM 1.35	51.8
Y G LABORATORIES	11/16/2023	EYE SERUM ILLUM LIFT .25	31.44
Y G LABORATORIES	11/16/2023	EYE SERUM ILLUM LIFT 1.7	212.64
Y G LABORATORIES	11/16/2023	CRYSTAL CLARITY MICRODERM CREME	61.98
Y G LABORATORIES	11/16/2023	BARRIER RECOVERY MASQUE	92.16
Y G LABORATORIES	11/16/2023	ZINC & SULPHUR MASQUE	57.18
Y G LABORATORIES	11/16/2023	SHIPPING	156.72
Y G LABORATORIES	11/16/2023	DISCOUNT	-292.65
ROCKY MOUNTAIN INDUSTRIAL SUPPLY	11/14/2023	VICEGRIPS & C CLAMPS	106.96
ROCKY MOUNTAIN INDUSTRIAL SUPPLY	11/14/2023	OIL & PAINT BRUSH	317.52
ROCKY MOUNTAIN INDUSTRIAL SUPPLY	11/14/2023	VICEGRIPS & C CLAMPS	149.34
ROCKY MOUNTAIN INDUSTRIAL SUPPLY	11/14/2023	TRANSFER PUNCH SET	57.77
INLAND TRUCK PARTS & SERVICE	11/2/2023	REPAIR WINDSHIELD WIPER LEFT SIDE CC-3	1463.78
INLAND TRUCK PARTS & SERVICE	11/2/2023	REPAIR CHARGE AIR COOLER & REPLACE BATTERIES ON BUS CC-190	3005.92
GRAINGER INC	11/14/2023	BATTERY	28.64
GRAINGER INC	11/14/2023	STEEL ROD	21.3
GRAINGER INC	11/14/2023	DRAIN CLEANING CABLE	175.28
GRAINGER INC	11/14/2023	GFCI RECEPTICLES	215.68
GRAINGER INC	11/14/2023	PUMP MOTOR TEBBET AHU-2	365.35
GRAINGER INC	11/14/2023	PUMP BEARING ASSEMBLY TEBBET AHU-7	528.15
GRAINGER INC	11/14/2023	WET MOP HANDLE	26.29
GRAINGER INC	11/28/2023	NOTE PADS	11.35
GRAINGER INC	11/28/2023	PUMP IMPELLER	202.93
GRAINGER INC	11/28/2023	LED LAMPS	73.44
GRAINGER INC	11/28/2023	SCRAPERS & BLADES	34.12
GRAINGER INC	11/28/2023	BATTERIES & UTILITY BLADE	62.61
GRAINGER INC	11/28/2023	LED LAMPS	639
GRAINGER INC	11/28/2023	MANUAL MOTOR PROTECTOR	265.43
Tami K Afdahl	11/28/2023	TRAVEL EXPENSE REIMB	142.51
Douglas High School	11/14/2023	REIMB GEARUP MTG LUNCH SUBWAY IN DOUGLAS	41.94
Douglas High School	11/14/2023	TIP	6.29
DELL MARKETING L.P.	11/9/2023	OPTIPLEX 7010 SMALL FORM FACTOR PC PER QUOTE 3000161029832.1	39567
DELL MARKETING L.P.	11/9/2023	DELL 27 MONITOR S2721DS PER QUOTE 3000161030877.1 TAX EXEMPT	10399.6
SAM'S CLUB	11/16/2023	SAMS CLUB FOOD PURCHASE	92.68
SAM'S CLUB	11/16/2023	SAMS CLUB SUPPLIES	84.28

VERIZON WIRELESS	11/14/2023	CELLULAR SERVICE	831.21
VERIZON WIRELESS	11/14/2023	IPAD SERVICE	38.01
VERIZON WIRELESS	11/14/2023	JET PACKS	560.14
GOSHEN COUNTY TREASURER	11/2/2023	2023 ARNOLD DRAINAGE DIST TAX ASSESSMENTS	21.77
WYOMING CHILD SUPPORT SDU	11/16/2023	CHILD SUPPORT PYMT 11/21/23	336
CDW GOVERNMENT INC	11/14/2023	CREATIVE CLOUD FOR TEAMS LICENSES	54.8
BORDER STATES INDUSTRIES, INC	11/16/2023	SWITCH OPERATOR & CONTACT BLOCK	115.55
BORDER STATES INDUSTRIES, INC	11/28/2023	AUX SWITCH	133.48
IDEXX LABORATORIES	11/16/2023	IDEXXCARE PLUS: VETTEST	255.16
IDEXX LABORATORIES	11/16/2023	IDEXXCARE PLUS: VETSTAT	129.99
IDEXX LABORATORIES	11/16/2023	IDEXXCARE PLUS: LASERCYTE	314.9
IDEXX LABORATORIES	11/16/2023	PROCYTE DX REAGENT KIT	422.88
IDEXX LABORATORIES	11/16/2023	PROCYTE DX STAIN PACK	119.64
IDEXX LABORATORIES	11/16/2023	SHIPPING	9.99
IDEXX LABORATORIES	11/16/2023	SEDIVUE DX REG TEST	78.2
IDEXX LABORATORIES	11/16/2023	SHORT FALL FEE	33.64
HEARTLAND EMBROIDERY	11/7/2023	AMBASSADOR SHIRTS & VESTS	347.86
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	47.92
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	27.6
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	4.19
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	90.21
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	10.77
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	24.89
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	78.62
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	3.49
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	9.44
PANHANDLE COOP	11/9/2023	WATER & SNACKS FOR AUDITOR WORKROOM 10/12/23	31.44
PANHANDLE COOP	11/9/2023	CDL ADVISORY MTG FOOD	113.88
PANHANDLE COOP	11/9/2023	VEGGIES & ORANGES	18.94
PANHANDLE COOP	11/9/2023	BOWLS, CUPS, LEMONS	28.59
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	20.36
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	32.24
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	17.89
PANHANDLE COOP	11/9/2023	TIRES FOR CC-191	784.5
PANHANDLE COOP	11/9/2023	2 TELEHANDLER TIRES	1842.98
PANHANDLE COOP	11/9/2023	COOKING CLASS SUPPLIES BUNCO & DESSERT	50.66
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	17.24
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	10.11
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	25.48
PANHANDLE COOP	11/9/2023	SUPPLIES FOR GEARUP EVENT	20.96
PANHANDLE COOP	11/9/2023	KITCHEN SUPPLIES	44.12
PANHANDLE COOP	11/9/2023	WATER & VEGGIES	16.22
PANHANDLE COOP	11/9/2023	PUMPKIN & CARVING KIT	12.44
PANHANDLE COOP	11/9/2023	ELLIS HARVEST HOME SNACKS AND HOT CHOCOLATE	74.4
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	19.08
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	24.12
PANHANDLE COOP	11/9/2023	FOOD PURCHASE	78.13
PANHANDLE COOP	11/9/2023	PRESSR POT CLASS SUPPLIES	71.4
PANHANDLE COOP	11/9/2023	MEAT & MILK	27.91
PANHANDLE COOP	11/9/2023	DONUTS FOR CUP OF KINDNES DAY	99
UNIVERSAL COMPANIES INC	11/7/2023	SPECIAL COLLECTIONS	203.4
Employee Reimbursement	11/16/2023	MILEAGE REIMB	30.94
Employee Reimbursement	11/16/2023	MILEAGE REIMB	193.23
Employee Reimbursement	11/28/2023	REIMB LUNCH W/ RECRUITS	47.07
EBSCO INFORMATION SERVICES	11/7/2023	41 TITLES	3828.89
EBSCO INFORMATION SERVICES	11/7/2023	LA63668 ACCT CREDIT	-55
Employee Reimbursement	11/28/2023	REIMB FUEL FOR CC-185	41.27
ACT	11/30/2023	WORKKEYS TESTS	78
CANON FINANCIAL SERVICES INC	11/28/2023	CONTRACT NOV 23	689
LONG BUILDING TECHNOLOGIES INC	11/7/2023	INSTALL COMPRESSOR REPLACEMENT IN TEBBET AHU-3	5194.24
ROCKY MOUNTAIN FIRE SYSTEM, INC.	11/28/2023	ANNUAL FIRE ALARM CHECK	490
EDUCATION TO GO	11/16/2023	ED2GO SELF IMPROVEMENT BROOKE JUMA	220
GREY HOUSE PUBLISHING	11/7/2023	READERS GUIDE 2023 SUBSCRIPTION FY 24	507.5
MSC INDUSTRIAL SUPPLY	11/14/2023	SHANK LIVE CNTRS & CHUCK	979.24

GOSHEN COUNTY CONSTRUCTION, LLC	11/14/2023	INSTALL NEW CEILING TILES IN VET TECH 112	1916.25
GOSHEN COUNTY CONSTRUCTION, LLC	11/14/2023	CEILING TILES FOR STOCK	3437.76
Community Ed class	11/14/2023	REIMB CLASS SUPPLIES FOR POT STICKERS CLASS 11/9	88.64
FASTENAL COMPANY	11/2/2023	TISSUE	121.1
FASTENAL COMPANY	11/16/2023	PAPER TOWEL	134.02
ESSENTIAL FUEL, LLC	11/9/2023	FUEL FOR BUS 238	545.56
DEMCO INC	11/16/2023	BOOK LABELS	69.17
SANDBERG IMPLEMENT, INC	11/2/2023	SNOW PLOW MOLD BOARD & GRASSHOPPER TIRES	1301.42
SANDBERG IMPLEMENT, INC	11/2/2023	FREIGHT	119.3
Employee Reimbursement	11/28/2023	TRAVEL REIMB	1562.37
Employee Reimbursement	11/9/2023	GOLF CLUBS FOR AUCTION	450
ACTE	11/7/2023	NAAE CONVENTION REGIST GEORGIA YOUNGLOVE	550
VALLEY MOTOR SUPPLY	11/7/2023	CDL TRUCK SUPPLIES	27.38
VALLEY MOTOR SUPPLY	11/7/2023	TOW HITCH	36.35
VALLEY MOTOR SUPPLY	11/7/2023	ANTIFREEZE FOR BUS 238	70.44
VALLEY MOTOR SUPPLY	11/7/2023	CDL TRUCK SUPPLIES	24.22
BURMAX	11/7/2023	SC-HR18 CUTTING COMB	28.2
SMOCKERS	11/2/2023	TRACY APRON	17.5
SMOCKERS	11/2/2023	SHIPPING	10
STERICYCLE, INC.	11/16/2023	STERISAFE SUBSCRIPTION	79.9
STERICYCLE, INC.	11/16/2023	SURCHARGE	8.06
Employee Reimbursement	11/28/2023	PROF DEV COST REIMBURSEMT	500
Employee Reimbursement	11/14/2023	TRAVEL EXPENSE REIMB	282.94
CONNECTING POINT	11/16/2023	MONTHLY SERVICE AGREEMENT OCT 23	668
CONNECTING POINT	11/16/2023	COLLEGE RELATIONS SERVICE CONTRACT OCT 23 COLOR	630.1
CONNECTING POINT	11/16/2023	COPIER COLLEGE RELATIONS OCT 23 B/W COPIES	13.29
KATH BROADCASTING CO., LLC	11/7/2023	WEBSITE AD	75
KATH BROADCASTING CO., LLC	11/7/2023	SPORTS SHOW	200
KATH BROADCASTING CO., LLC	11/7/2023	LANCER LIVE	750
KATH BROADCASTING CO., LLC	11/7/2023	LANCER LIVE	750
KATH BROADCASTING CO., LLC	11/14/2023	WORKFORCE AM RADIO INTERVIEW OCT 23	90
KATH BROADCASTING CO., LLC	11/14/2023	COMMUNITY ED AM RADIO INTERVIEW OCT 23	90
Student Reimbursement	11/30/2023	MILEAGE REIMBURSEMENT	635.87
Student Reimbursement	11/28/2023	CALF HUT	1500
BLOEDORN LUMBER	11/2/2023	WATER	15.96
BLOEDORN LUMBER	11/2/2023	SURGE PROTECTOR & CABLE TIES	134.97
CENTURYLINK	11/7/2023	TELEPHONE SERVICE	1362.41
QUALITY MATTERS	11/14/2023	QM CONNECT VIRTUAL REGIST SHERRI WARREN	150
EXPRESS TOLL	11/2/2023	EXPRESS TOLL BILL	4.6
HUB INTERNATIONAL	11/9/2023	CYBER SECURITY INSURANCE 11/10/23 - 6/30/24	15278.14
HUB INTERNATIONAL	11/9/2023	CYBER SECURITY INSURANCE 7/1/24 - 11/10/24	7639.09
HUB INTERNATIONAL	11/9/2023	WORKERS COMPENSATION 10/1/23 - 6/30/24	16829.23
HUB INTERNATIONAL	11/9/2023	WORKERS COMPENSATION 7/1/24 - 9/30/24	5609.77
HUB INTERNATIONAL	11/14/2023	CDL PROF LIABILITY 10/1/23 - 6/30/24	978.86
HUB INTERNATIONAL	11/14/2023	CDL PROF LIABILITY 7/1/24 - 9/30/24	326.3
GOSHEN COUNTY 2 SHOT GOOSE HUNT	11/14/2023	GUN SPONSOR FOR 2 SHOT GOOSE HUNT 2023	300
EAGLE UNIFORM & SUPPLY CO	11/16/2023	CLEAN MATS	84.02
NCPERS GROUP LIFE INS	11/16/2023	PRUDENTIAL-STATE RETIREMT LIFE INS 11/21/23	128
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	202.5
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	4.28
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	40.5
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	6.52
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	4.74
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	55.55
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	126.75
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	63
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	70
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	106.1
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	50
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	273.5
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	8.76
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	121.5
FOLLETT CORPORATION	11/28/2023	OCT BOOKSTORE CHARGE	31.25
HIGH POINTE ELECTRIC	11/9/2023	CONNECT 5 WELDERS & 4 LATHES	2650.38

MATHESON TRI-GAS, INC.	11/9/2023	MS BRONZE 15FC 1/8x36	94.3
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 7024 24 1/8 50#	200
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 7018-1 418 3/32	1100
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 7018-1 418 1/8	2700
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 705-6 QUANTUM ARC	237.6
MATHESON TRI-GAS, INC.	11/9/2023	MS TUNGSTEN 3/32x7 2%CER1	180
MATHESON TRI-GAS, INC.	11/9/2023	MS TUNGSTEN 3/32x7 ZIRC	112.5
MATHESON TRI-GAS, INC.	11/9/2023	DEWALT 4-1/2 ANGLE GRINDR	193.16
MATHESON TRI-GAS, INC.	11/9/2023	LX CLASSIC 9' 11-1/2x1	217.75
MATHESON TRI-GAS, INC.	11/9/2023	LX CLASSIC 13' 6x1x035	282.75
MATHESON TRI-GAS, INC.	11/9/2023	UVEX CLEAR PLUS TISSUES	24.24
MATHESON TRI-GAS, INC.	11/9/2023	MS BACK CAP LONG 57Y02	4.46
MATHESON TRI-GAS, INC.	11/9/2023	MS COLLET BODY 3/32 10N32	99.05
MATHESON TRI-GAS, INC.	11/9/2023	MS COLLET 3/32 10N24	62.5
MATHESON TRI-GAS, INC.	11/9/2023	MS NOZZLE ALU 1/4 #4	13.8
MATHESON TRI-GAS, INC.	11/9/2023	MS ALUMINA NOZZLE 7/16	30.3
MATHESON TRI-GAS, INC.	11/9/2023	MS ALUMINA NOZZLE 1/2	6.9
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 7018-1 418 1/8	700
MATHESON TRI-GAS, INC.	11/9/2023	REGULATOR REPAIR	70
MATHESON TRI-GAS, INC.	11/9/2023	POWER SWITCH REPAIR	180
MATHESON TRI-GAS, INC.	11/9/2023	TORCH FITTINGS FOR REPAIR	113.62
MATHESON TRI-GAS, INC.	11/9/2023	MS RG45 3/32x36x 10#	294
MATHESON TRI-GAS, INC.	11/9/2023	MS BRONZE 15FC 1/8x36	754.4
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 7018-1 418 3/32	900
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 7018-1 418 1/8	100
MATHESON TRI-GAS, INC.	11/9/2023	HOBART 705-6 QUANTUM ARC	653.4
MATHESON TRI-GAS, INC.	11/9/2023	PINNACLE 80SD2 3/32x36	179.6
MATHESON TRI-GAS, INC.	11/9/2023	PINNACLE 80SD2 1/8x36	663
MATHESON TRI-GAS, INC.	11/9/2023	MS 308L 1/16x36 10#	110.4
MATHESON TRI-GAS, INC.	11/9/2023	MS308L 3/32x36 10#	52.5
MATHESON TRI-GAS, INC.	11/9/2023	MS TUNGSTEN 3/32x7 ZIRC	22.5
MATHESON TRI-GAS, INC.	11/9/2023	TWECO MIG GUN 15' LINCOLN	1086
MATHESON TRI-GAS, INC.	11/9/2023	NORTON BELT 3x78-3/4 24G	1383
MATHESON TRI-GAS, INC.	11/9/2023	MS FLINTS SINGLE (5PK)	28.7
MATHESON TRI-GAS, INC.	11/9/2023	MS LENS 4x5 SH9	18.5
MATHESON TRI-GAS, INC.	11/9/2023	MS LENS 4x5 SH10	18.5
MATHESON TRI-GAS, INC.	11/9/2023	UVEX CLEAR PLUS TISSUES	379.76
MATHESON TRI-GAS, INC.	11/9/2023	MS COLLET BODY 3/32 10N32	14.15
MATHESON TRI-GAS, INC.	11/9/2023	NORTON FLAP DISC GR NEON	67
MATHESON TRI-GAS, INC.	11/9/2023	NORTON BELT 3x78-3/4 24G	138.3
MATHESON TRI-GAS, INC.	11/9/2023	UVEX CLEAR PLUS TISSUES	24.24
MATHESON TRI-GAS, INC.	11/9/2023	OXY QUICK CONNECTS	189.84
MATHESON TRI-GAS, INC.	11/9/2023	MALE NUT GAS BSIZE	7.8
MATHESON TRI-GAS, INC.	11/9/2023	MS COUPLER	29.68
MATHESON TRI-GAS, INC.	11/9/2023	ACETYLENE	495
MATHESON TRI-GAS, INC.	11/9/2023	OXYGEN IND LIQ	96.5
MATHESON TRI-GAS, INC.	11/9/2023	DELIVERY CHG	28.05
MATHESON TRI-GAS, INC.	11/9/2023	NORTON BELT 36 GRIT	714
VYVE BROADBAND	11/14/2023	INTERNET/CABLE FOR DORMS	4158.3
ATIXA	11/9/2023	INSTIT/DIST SUPER MEMBER	5250
COLORADO DOORWAYS	11/28/2023	DOOR HINGES	1200
LARAMIE RANGE WATER TREATMENT	11/9/2023	WATER	19
LARAMIE RANGE WATER TREATMENT	11/28/2023	WATER	27
ASSESSMENT TECHNOLOGIES INSTITUTE,L	11/14/2023	TEAS 7 COMPUTER EXAMS	700
WYOMING FOOD BANK OF THE ROCKIES	11/16/2023	DELIVERY FEE	4.52
WYOMING FOOD BANK OF THE ROCKIES	11/16/2023	FOOD FOR SSC PANTRY	156.46
ROYER PIZZA DBA DOMINOS	11/7/2023	PIZZA FOR PTK MEETING	31.47
ROYER PIZZA DBA DOMINOS	11/7/2023	PIZZAS FOR TRUNK OR TREAT	83.88
ROYER PIZZA DBA DOMINOS	11/9/2023	STUDENT SENATE PIZZA	39.24
ROYER PIZZA DBA DOMINOS	11/14/2023	PIZZA FOR GEARUP MTG IN GUERNSEY	192
ROYER PIZZA DBA DOMINOS	11/14/2023	TIP	38
ROYER PIZZA DBA DOMINOS	11/30/2023	PIZZA FOR TECH DAY 2023	681.99
ROYER PIZZA DBA DOMINOS	11/30/2023	TIP	70
ROYER PIZZA DBA DOMINOS	11/30/2023	PIZZA BEFORE RODEO GALA	144.29

ROYER PIZZA DBA DOMINOS	11/30/2023	TIP	10
ROYER PIZZA DBA DOMINOS	11/30/2023	PIZZA FOR DOG WASH	90.97
ROYER PIZZA DBA DOMINOS	11/30/2023	TIP	4.03
DOUGLAS HARDWARE	11/28/2023	BATTERY	419.98
DOUGLAS HARDWARE	11/28/2023	JACK	9.59
BI AH USA INC	11/9/2023	IMRAB 3 VACCINE	188.71
CONTRACT PAPER GROUP INC	11/9/2023	8.5 X 11 WHT COPIER PAPER 20 LB FASCOPY	6400
HIRERIGHT LLC	11/16/2023	OCT BACKGROUND CHECKS	77.1
NATIONAL AUDUBON SOCIETY	11/7/2023	AUDUBON MEMBERSHIP RENEW NOV 23 - OCT 24	20
ELLIS FARMS	11/2/2023	MAZE ADMISSIONS-STUDENTS ACTIVITY	1100
BLACK HILLS ENERGY	11/30/2023	#BHE511915 NORTH CAMPUS	370.82
BLACK HILLS ENERGY	11/30/2023	#SG806423 TEBBET BLDG	615.25
BLACK HILLS ENERGY	11/30/2023	#SG576809 FINE ARTS	1921.88
BLACK HILLS ENERGY	11/30/2023	#SG528992 EASTERN HALL	934.12
BLACK HILLS ENERGY	11/30/2023	#SG520114 COSMETOLOGY	187.62
BLACK HILLS ENERGY	11/30/2023	#13134387 MA/VT	6865.35
BLACK HILLS ENERGY	11/30/2023	#SG521041 LANCER HALL	1393.98
BLACK HILLS ENERGY	11/30/2023	#BHE641297 ATEC	907.59
NCCEP	11/16/2023	REGIST '24 GEARUP ACADEMY FEB 12-15, 2024	1755
J.J. KELLER & ASSOCIATES, INC	11/14/2023	JJK ADVANTAGE SUBSCRIPTON	149
SURGIREAL PRODUCTS INC	11/14/2023	CANINE HEAD SIMULATOR VASCULAR ACCESS (0620)	1139.96
SURGIREAL PRODUCTS INC	11/14/2023	REPLACEMENT SKIN FOR CANINE HEAD SIMULATOR (0620-1)	89.96
SURGIREAL PRODUCTS INC	11/14/2023	SHIPPING & HANDLING PER QUOTE #SO101778 TAX EXEMPT	52.86
M LAZY HEART FEEDS LLC	11/2/2023	CALF WORMER & MEDS	119.12
M LAZY HEART FEEDS LLC	11/9/2023	COW CAKE	91.98
Employee Reimbursement	11/30/2023	REIMB for SUPPLIES	267.6
Employee Reimbursement	11/28/2023	TRAVEL EXPENSE REIMB	105.05
SYNERGY SPORTS TECHNOLOGY	11/7/2023	VIDEO DATABASE WBB FY24	1000
SYNERGY SPORTS TECHNOLOGY	11/30/2023	SYNERGY AUTO CAMERA SYSTM SUBSCRIPTION FEE	500
SYNERGY SPORTS TECHNOLOGY	11/30/2023	CAMERA SYSTM HARDWARE MKT MULTI-MARKET, MEN & WOMEN	4500
GW MECHANICAL INC	11/9/2023	CLEAN & FLUSH BOILER SYST IN ACTIVITY CENTER	2030
GW MECHANICAL INC	11/9/2023	REPAIR DHW LEAK IN TEBBET BOILER ROOM	567.64
GW MECHANICAL INC	11/9/2023	REPLACE OXYGEN REGULATOR CTEC	1058.57
GW MECHANICAL INC	11/9/2023	REMOVE LEAKING PRESSURE REGULATOR, INSTALL BYPASS	937.29
GW MECHANICAL INC	11/16/2023	INSULATE DOMESTIC HOT WATER LINES	1765
MS LORRI CAR WASH	11/28/2023	CAR WASHES	440
Community Ed class	11/28/2023	CHALK COUTURE CLASS SUPPL	180
WEB ACTIVE DIRECTORY LLC	11/16/2023	PEOPLE PASSWORD ANNUAL MAINTENANCE 2023-24	1995
BLUFFS FACILITY SOLUTIONS	11/2/2023	SQUEEGEES & REFILLS	109.86
BLUFFS FACILITY SOLUTIONS	11/2/2023	PAPER TOWELS	106.7
BLUFFS FACILITY SOLUTIONS	11/2/2023	BROOMS & DUSTERS	183.12
BLUFFS FACILITY SOLUTIONS	11/2/2023	CLEANER / DISINFECTANT	380.14
BLUFFS FACILITY SOLUTIONS	11/2/2023	ANTI STATIC SPRAY	73.68
WHITING SIGNS LLC	11/30/2023	SIGN REPAIR & LED UPGRADE FINAL PMT	2123.4
WHITING SIGNS LLC	11/30/2023	DEPOSIT TO REFACE MAIN MONUMENT SIGN	1314
GRAYBAR FINANCIAL SERVICES	11/9/2023	YEALINK PHONE SYST W/ACC	1308
GRAYBAR FINANCIAL SERVICES	11/9/2023	INSURANCE	53.58
Employee Reimbursement	11/30/2023	PROF DEV COST REIMBURSEMT	410
NMC, INC	11/28/2023	AIR COMPRESSOR RENTAL	413.54
Employee Reimbursement	11/14/2023	MILEAGE REIMBURSEMENT	1081.99
Student Reimbursement	11/28/2023	REIMB VT CLUB PUMPKINS	8.62
Student Reimbursement	11/28/2023	REIMB CRAFT SUPPLIES	17.65
Student Reimbursement	11/28/2023	REIMB VT CLUB CANDY	12.5
Employee Reimbursement	11/9/2023	TRAVEL EXPENSE REIMB	97
Employee Reimbursement	11/9/2023	TRAVEL EXPENSE REIMB	1072.44
Employee Reimbursement	11/9/2023	TRAVEL EXPENSE REIMB	22.75
Employee Reimbursement	11/28/2023	TRAVEL EXPENSE REIMB	39
Employee Reimbursement	11/28/2023	TRAVEL EXPENSE REIMB	30
Employee Reimbursement	11/2/2023	REIMB CANDY	181.44
Employee Reimbursement	11/28/2023	TRAVEL EXPENSE REIMB	1936.44
TORRINGTON CINEMAS	11/2/2023	MONTHLY ADS AT THE MOVIES	200
TORRINGTON CINEMAS	11/2/2023	MONTHLY ADS AT THE MOVIES	200
COBBLESTONE HOTEL & SUITES	11/16/2023	ROOM FOR VBALL RECRUIT	107
COBBLESTONE HOTEL & SUITES	11/28/2023	ROOM FOR SHERRI WARREN	97.75

COBBLESTONE HOTEL & SUITES	11/28/2023	ROOM FOR BLANCA JAIME	214
PHOS CREATIVE	11/16/2023	BRANDING GRAPHIC DESIGN TEMPLATE DESIGNS	1500
OnBOARD	11/7/2023	PASSAGEWAYS SUBSCRIPTION ULTIMATE PKG 50 11/11/23 - 6/30/24	5879.36
OnBOARD	11/7/2023	PASSAGEWAYS SUBSCRIPTION 7/1/24 - 11/10/24	2939.64
LUJAN CLEANING SERVICE, LLC	11/9/2023	CLEAN PLATTE RIVER SCHOOL	1100
HYDRONIC WATER MGMT, INC	11/16/2023	HYDRONIC SYST TESTING	1475
HYDRONIC WATER MGMT, INC	11/16/2023	HYDRONIC SYST NITRITE TRT	450
Employee Reimbursement	11/14/2023	TRAVEL EXPENSE REIMB	64
AVECO	11/9/2023	MEMBERSHIP	125
Employee Reimbursement	11/2/2023	MILEAGE REIMBURSEMENT	170.17
Employee Reimbursement	11/2/2023	TRAVEL EXPENSE REIMB	195.83
Employee Reimbursement	11/14/2023	MILEAGE REIMBURSEMENT	88.59
ACI PAYMENTS INC	11/2/2023	PROCESSING FEE SEPT 2023	818.95
WESTERN PRINTING	11/9/2023	75 BOOKLETS-PROGRAM TEXT SADDLE STITCHED	153.75
Employee Reimbursement	11/14/2023	TRAVEL EXPENSE REIMB	603.42
BAKER'S GAS & WELDING SUPPLIES, INC	11/30/2023	HYPER THERM POWERMAX 45 XP	2992.3
CNCTYC	11/2/2023	FALL CONFERENCE REGIST DR JEFFRY HAWES	350
CNCTYC	11/2/2023	MEMBERSHIP DUES 2023-24 DR JEFFRY HAWES	125
ELK ECO-CYCLE	11/7/2023	CARDBOARD RECYCLING DUMPSTER 14 MONTHS	630
ELK ECO CYCLE	11/28/2023	CARBOARD RECYCLING DUMPSTER PICK UP	45

**Policy Title:** Information Security Policy  
**Policy:** 7.0

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**Purpose:** This Information Security Policy (this **Policy**) defines the role of information security in supporting the College’s mission, while fostering an environment to protect the College community from all internal, external, deliberate, or accidental information security threats that may compromise the confidentiality, privacy, and integrity of Institutional Resources.

This Information Security Policy provides the basis for defining and regulating the management of information systems and other information assets. Adhering to these principles is necessary to ensure that information is appropriately secured against the adverse effects of failures in confidentiality, privacy, and integrity that would otherwise occur.

### Definitions

1. **Authorized Users** means anyone who is authorized to access and use Institutional Resources.
2. **College** or **EWC** means Eastern Wyoming College and all campuses, departments, offices, and units affiliated with Eastern Wyoming College.
3. **Confidential (Level 2)** has its meaning set forth in Administrative Regulation 7.0.1 Information Classification.
4. **Contractor** means a person officially attached or connected to the College who is not a student or Personnel (e.g., contractors, consultants, vendors, interns, temporary staffing).
5. **Highly-Sensitive (Level 3)** has its meaning set forth in the Administrative Regulation 7.0.1 Information Classification.
6. **Information Technology Resources** or **IT Resources** means any information technology resources owned or managed by the College, or hosted or managed on behalf of the College, including without limitation, networks, servers, websites, applications, and machines.
7. **Institutional Data** means any information or data, personal or non-personal, regardless of format or location, that is (1) substantive and relevant to the planning, managing, operating, documenting, staffing, or auditing of one or more functions of the College; (2) subject to a legal obligation requiring the College to secure the data; (3) clinical data or research data of the College or its personnel; or (4) used to derive any data element that meets the above criteria.
8. **Institutional Resources** means all information assets of the College, including IT Resources and Institutional Data.
9. **Mission Critical Systems** means Institutional Resources that are essential to the operation of the College.
10. **Non-Public** means any Institutional Data or Institutional Resource that is not classified as Public (Level 1) according to Administrative Regulation 7.0.1 Information Classification.
11. **Personally Identifiable Information** or **PII** means any data or information that alone or in combination with other information can identify, or be used to reasonably identify, an individual.
12. **Personnel** means any individual who works for or on behalf of the College, including, without limitation, faculty, academic advisors, staff, and advisors.
13. **Public (Level 1)** has the meaning set forth in Administrative Regulation 7.0.1 Information Classification.



14. **Visitor** is defined as anyone not enrolled at or employed by the College and can include, but are not limited to, non-registered students, friends, spouses, children, guest speakers and College sanctioned event participants.

### **Scope**

The College's Information Security Policy encompasses the following policies:

- Board Policy 7.0 Information Security
- Board Policy 7.1 Graham-Leach-Bliley Act (GLBA)
- Board Policy 7.2 Accessibility
- Board Policy 7.3 Acceptable Use
- Board Policy 7.4 Visitor - Use of Institutional Resources
- Board Policy 7.5 Security Awareness Training
- Board Policy 7.6 Electronic Communications
- Board Policy 7.7 Emergency Notification
- Board Policy 7.8 Enforcement
- Board Policy 5.7 Family Education Rights and Privacy Act (FERPA)

The College's Information Security Policy encompasses the following administrative regulations:

- Administrative Regulation 7.0.1 Information Classification
- Administrative Regulation 7.0.2 Business Continuity and Disaster Recovery
- Administrative Regulation 7.1.1 Risk Management
- Administrative Regulation 7.1.2 Vulnerability Management
- Administrative Regulation 7.1.3 Data Backup
- Administrative Regulation 7.1.4 Authentication and Access Control
- Administrative Regulation 7.1.5 Monitoring and Logging
- Administrative Regulation 7.1.6 Incident Response

This Information Security Policy, which encompasses the GLBA Policy and FERPA Policy, lists a set of policies and administrative regulations, which together constitute the Information Security Program of the College. If any inconsistency is found between this overarching Policy and any of the referenced policies or administrative regulations, the overarching Policy will take precedence. Each of the administrative regulations contains high-level descriptions of requirements and principles. The administrative regulations do not and are not intended to include detailed descriptions of regulation implementation. Such details will, where necessary, be supplied in the form of separate procedural documents.

Within the College's IT environment, additional regulations may apply to specific computers, computer systems or facilities, software applications, databases and data sources, data types, or networks, and to the uses thereof, or to local workplaces or specific types of activities (collectively, **Local Regulations**). Local Regulations must be consistent with policies and administrative regulations, but also may impose additional or more specific requirements or responsibilities on users.

### **Policy**

The Board of Trustees mandates the College to adhere to the establishment of its information security policies and administrative regulations in conformance with various applicable regulations and laws. To ensure an effective information security program is maintained, compliance with the policies,

administrative regulations, and laws is mandatory. All Personnel, Contractors, students, and Visitors are expected to comply with all federal, state, and local laws pertaining to the protection of Non-Public information, as well as campus policies and administrative regulations meant to protect the security of information systems.

Institutional Resources are available to College Personnel, students and, in a limited number of cases, Contractors, Visitors, and the public. Use of all such Institutional Resources are subject to the standards set forth in College policies and administrative regulations.

In general, every individual is responsible for:

- Being aware of and practicing safe computer hygiene, including maintaining the confidentiality of username and passwords, ensuring browsing occurs on protected networks, and properly disposing of physical and electronic documents containing Non-Public information.
- Paying attention to unexplained system behavior and unsolicited requests for information.
- Watching for inappropriate conduct from all employees and Visitors.

### **Governance**

Responsibility for the production, maintenance, and communication of this overarching Policy and all related policies and administrative regulations resides with the EWC President who may delegate that duty to the College's Chief Information Officer (**CIO**).

The College establishes, publishes, maintains, and disseminates this Policy to all relevant Personnel, Contractors, students, vendors, and other partners of the College. The Policy is reviewed at least annually, and updates are made, as applicable, based on changes to the College's environment or applicable laws, regulations, or industry standards.

- The College may audit networks and systems on a more frequent basis to ensure compliance with this Policy. Instances of non-compliance are presented to, reviewed, and approved by the CIO.
- All breaches of information security, actual or suspected, must be reported to and investigated by the CIO and/or his designee as set forth in the Incident Response Administrative Regulation.

### **Enforcement**

Those who violate this Policy, whether knowingly or unknowingly, may be subject to the following enforcement actions:

1. Forced compliance with the Policy
2. Disciplinary action, including termination of employment, if a Contractor or Personnel;
3. Disciplinary action, including expulsion from the College, if a student;
4. Suspension or termination of rights to access Institutional Resources;
5. Termination of vendor contract and or service agreement;
6. Prosecution to the fullest extent of the law; and
7. Other actions deemed appropriate by the College.

### **References**

Federal Education Rights and Privacy Act (FERPA), §20 U.S.C. § 1232g; 34 CFR Part 99  
National Institute of Standards and Technology (NIST), Special Publication 800-171, Rev. 2  
Gramm-Leach-Bliley Act (GLBA), 15 U.S.C. §§ 6801-6809, §§ 6821-6827

**Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Information Security Policy  
**Policy:** ~~P006 (7.22?)~~7.0

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**Purpose:** This Information Security Policy (this “**Policy**”) defines the role of information security in supporting the College’s mission, while fostering an environment to protect the College community from all internal, external, deliberate, or accidental information security threats that may compromise the confidentiality, privacy, and integrity of Institutional Resources.

This Information Security Policy provides the basis for defining and regulating the management of information systems and other information assets. Adhering to these principles is necessary to ensure that information is appropriately secured against the adverse effects of failures in confidentiality, privacy, and integrity that would otherwise occur.

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12. **Personnel** means any individual who works for or on behalf of the College, including, without limitation, faculty, [academic advisors](#), staff, and advisors.
13. **Public (Level 1)** has the meaning set forth in the Information Classification [Administrative Regulation](#).

14. **Visitor** is defined as anyone not enrolled at or employed by the College and can include, but are not limited to, non-registered students, friends, spouses, children, guest speakers and College sanctioned event participants.

### Scope

The College's Information Security Policy encompasses the following policies:

- Board Policy 7.0 Information Security
- Board Policy 7.1 Graham-Leach-Bliley Act (GLBA)GLBA
- Board Policy 7.2 Accessibility
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- Board Policy 7.5 Security Awareness Training
- Board Policy 7.6 Electronic Communications
- Board Policy 7.7 Emergency Notification
- Board Policy 7,8 Enforcement
- Board Policy 5.7 Family Education Rights and Privacy Act (FERPA)
- —
  
- — P-001 Acceptable Use Policy
- — P-002 Accessibility Policy
- — P-003 GLBA Policy
- — P-004 Security Awareness Training Policy
- — P-005 Visitor Use of Institutional Resources Policy
- — FERPA

The College's Information Security Policy encompasses the following administrative regulations:

- — AR-001 Authentication and Access Control Administrative Regulation
- — AR-002 Business Continuity and Disaster Recovery Administrative Regulation
- — AR-003 Data Backup Administrative Regulation
- — AR-004 Incident Response Administrative Regulation
- — AR-7.0.2005 Information Classification Administrative Regulation
- — AR-006 Monitoring and Logging Administrative Regulation
- — AR-007 Risk Management Administrative Regulation
- — AR-008 Vulnerability Administrative Regulation
- Administrative Regulation 7.0.1 Information Classification
- Administrative Regulation 7.0.2 Business Continuity and Disaster Recovery
- Administrative Regulation 7.1.1 Risk Management
- Administrative Regulation 7.1.2 Vulnerability Management
- Administrative Regulation 7.1.3 Data Backup
- Administrative Regulation 7.1.4 Authentication and Access Control
- Administrative Regulation 7.1.5 Monitoring and Logging
- Administrative Regulation 7.1.6 Incident Response

This Information Security Policy, which encompasses the GLBA Policy and FERPA Policy, lists a set of policies and administrative regulations, which together constitute the Information Security Program of the College. If any inconsistency is found between this overarching Policy and any of the referenced policies or administrative regulations, the overarching Policy will take precedence. Each of the

administrative regulations contains high-level descriptions of requirements and principles. The administrative regulations do not and are not intended to include detailed descriptions of regulation implementation. Such details will, where necessary, be supplied in the form of separate procedural documents.

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### **Policy**

The Board of Trustees mandates the College to adhere to the establishment of its information security policies and administrative regulations in conformance with various applicable regulations and laws. To ensure an effective information security program is maintained, compliance with the policies, administrative **r**Regulations, and laws is mandatory. All Personnel, Contractors, students, and Visitors are expected to comply with all federal, state, and local laws pertaining to the protection of Non-Public information, as well as campus policies and administrative regulations meant to protect the security of information systems.

Institutional **R**esources are available to College Personnel, students and, in a limited number of cases, Contractors, Visitors, and the public. Use of all such Institutional Resources are subject to the standards set forth in College policies and administrative regulations.

In general, every individual is responsible for:

- Being aware of and practicing safe computer hygiene, including maintaining the confidentiality of username and passwords, ensuring browsing occurs on protected networks, and properly disposing of physical and electronic documents containing Non-Public information.
- Paying attention to unexplained system behavior and unsolicited requests for information.
- Watching for inappropriate conduct from all employees and Visitors.

### **Governance**

Responsibility for the production, maintenance, and communication of this overarching **PP**olicy and all related policies and administrative **R**egulations resides with the EWC President who may delegate that duty to the College's Chief Information Officer (CIO).

The College establishes, publishes, maintains, and disseminates this Policy to all relevant Personnel, Contractors, students, vendors, and other partners of the College. The Policy is reviewed at least annually, and updates are made, as applicable, based on changes to the College's environment or applicable laws, regulations, or industry standards.

- The College may audit networks and systems on a more frequent basis to ensure compliance with this Policy. Instances of non-compliance are presented to, reviewed, and approved by the CIO.
- All breaches of information security, actual or suspected, must be reported to and investigated by the CIO and/or his designee as set forth in the Incident Response Administrative Regulation.

**Enforcement**

Those who violate this Policy, whether knowingly or unknowingly, may be subject to the following enforcement actions:

1. Forced compliance with the Policy
2. Disciplinary action, including termination of employment, if a Contractor or Personnel;
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4. Suspension or termination of rights to access Institutional Resources;
5. Termination of vendor contract and or service agreement;
6. Prosecution to the fullest extent of the law; and
7. Other actions deemed appropriate by the College.

**References**

Federal Education Rights and Privacy Act (FERPA), §20 U.S.C. § 1232g; 34 CFR Part 99  
National Institute of Standards and Technology (NIST), Special Publication 800-171, Rev. 2  
Gramm-Leach-Bliley Act (GLBA), 15 U.S.C. §§ 6801-6809, §§ 6821-6827

**Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:**                   **Graham-Leach-Bliley Act (GLBA) Policy**  
**Policy Number:**               **7.1**

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**Purpose:** This GLBA Policy (this **Policy**) summarizes the College’s comprehensive written information security program (the Program) mandated by the Federal Trade Commission’s (FTC) Safeguards Rule and the Gramm-Leach-Bliley Act (GLBA).

In particular, this Policy describes the Program elements by which the College (i) ensures the confidentiality, integrity, and availability of covered records; (ii) protects against anticipated threats or hazards to the security of such records; and (iii) protects against the unauthorized access or use of such records that could result in substantial harm or inconvenience to the College or associated individuals. The Program incorporates by reference the College’s policies and administrative regulations enumerated below and is in addition to any institutional policies and procedures that may be required pursuant to other federal and state laws and regulations, including, without limitation, the Family Educational Rights and Privacy Act (FERPA).

### **Definitions**

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security.

**1. Customer Information**

Means any record containing nonpublic personal information about a customer of a financial institution, whether in paper, electronic, or other form, which is handled or maintained by or on behalf of you or your affiliates. In the case of the College, students are considered “customers.”

**2. Encryption**

Means the transformation of data into a form that results in a low probability of assigning meaning without the use of a protective process or key, consistent with current cryptographic standards and accompanied by appropriate safeguards for cryptographic key material.

**3. Information Security Program**

Means the administrative, technical, or physical safeguards used to access, collect, distribute, process, protect, store, use, transmit, dispose of, or otherwise handle Customer Information.

**4. Information System**

Means a discrete set of electronic information resources organized for the collection, processing, maintenance, use, sharing, dissemination or disposition of electronic information containing Customer Information or connected to a system containing Customer Information, as well as any specialized system such as industrial/process controls systems, telephone switching and private branch exchange systems, and environmental controls systems that contains Customer Information or that is connected to a system that contains Customer Information.

**5. Multi-factor Authentication**

Means authentication through verification of at least two of the following types of authentication factors: (1) Knowledge factors, such as a password; (2) Possession factors, such as a token; or (3) Inherence factors, such as biometric characteristics.



**6. Nonpublic Personal Information**

Means: (i) Personally identifiable financial information; and (ii) Any list, description, or other grouping of consumers (and publicly available information pertaining to them) that is derived using any personally identifiable financial information that is not publicly available.

**7. Penetration Testing**

Means a test methodology in which assessors attempt to circumvent or defeat the security features of an Information System by attempting penetration of databases or controls from outside or inside College Information Systems.

**8. Security Event**

Means an event resulting in unauthorized access to, or disruption or misuse of, and Information System, information stored on such Information System, or Customer Information held in physical form.

**9. Service Provider**

Means any person or entity that receives, maintains, processes, or otherwise is permitted access to Customer Information through its provision of services directly to a financial institution that is subject to this part.

**Scope**

The Program applies to Nonpublic Personal Information about a customer of the College contained in any record, whether in paper, electronic, or other form, which is handled or maintained by or on behalf of the College or its affiliates. For these purposes, the term Nonpublic Personal Information shall mean any information: (i) a student provides in order to obtain a financial service from EWC, (ii) about a student or other third party resulting from any transaction with EWC involving a financial service, or (iii) otherwise obtained about a student or other third party in connection with providing a financial service to that person.

**Policy**

The College will protect, to the extent reasonably possible, the privacy, security, and confidentiality of personally identifiable financial records and information. This Policy applies to all personally identifiable financial records and information and covers Personnel, Contractors, and all other individuals or entities using these records and information for any reason. This Policy also establishes an expectation that members of the College community act in accordance with this Policy, relevant laws, contractual obligations, and the highest standards of ethics.

**Elements of the Program**

1. **Designation of Representatives:** EWC's Chief Information Officer (CIO) is designated as the Program Officer who shall be responsible for coordinating and overseeing the Program. The Program Officer may designate other representatives of EWC to oversee and coordinate particular elements of the Program. Any questions regarding the implementation of the Program or the interpretation of this document should be directed to the Program Officer or his/her designees.
2. **Risk Identification and Assessment.** EWC recognizes that it is exposed to both internal and external risks including, but not limited to:
  - Misuse or unauthorized access of Nonpublic Personal Information

- Compromised system security
- Interception of data during transmission
- Loss of data and data integrity

EWC, as part of the Program, will undertake to identify and assess reasonably foreseeable external and internal risks to the security, confidentiality, and integrity of Nonpublic Personal Information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of such information and assess the sufficiency of safeguards in place to control those risks. The risk assessment will be written and will include criteria for evaluating risks and threats. In implementing the Program, the Program Officer will establish procedures for identifying and assessing such risks in each relevant area of EWC's operations.

The Program Officer shall periodically perform risk assessments that reexamine the reasonably foreseeable external and internal risks to the security, confidentiality, and integrity of nonpublic personal information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of such information and reassess the sufficiency of any safeguards in place to control those risks.

3. **Design and Implement Safeguards.** The risk assessment and analysis described above shall apply to all methods of handling or disposing of Nonpublic Personal Information, whether in electronic, paper or other form. The Program Officer will, on a regular basis, design and implement safeguards to control the risks identified through such assessments by:
  - a. Implementing and periodically reviewing access controls. EWC will determine and periodically reevaluate who has access to Customer Information and whether such authorized user has a legitimate business need for it.
  - b. Knowing what EWC has and where it is. EWC will conduct a periodic inventory of data, noting where it's collected, stored, or transmitted.
  - c. Encrypting Nonpublic Personal Information in transit and at rest. EWC will protect data classified as confidential and highly sensitive as defined in the Information Classification Administrative Regulation by encrypting it in transit and at rest.
  - d. Assessing applications. EWC will, to the extent applicable, adopt secure development practices for developing its own applications to store, access, or transmit Nonpublic Personal Information and implement procedures for evaluating the security of third-party applications EWC utilizes to transmit, access, or store Nonpublic Personal Information.
  - e. Implementing Multi-factor Authentication for users authorized to access Nonpublic Personal information on the College's system.
  - f. Disposing of Nonpublic Personal Information securely. EWC will dispose of Nonpublic Personal Information no later than two years after the most recent use of it to serve the customer, in compliance with the State of Wyoming Document Retention Schedule, or as required by applicable law. The Program Officer or his/her designee will periodically review EWC's data retention schedule to minimize the unnecessary retention of data.

- g. Anticipating and evaluating changes to EWC's system or network. EWC's change management procedure is designed to provide a safe and orderly process for making changes that may affect EWC's systems and networks.
  - h. Maintaining a log of Authorized User's activity and detecting unauthorized access. EWC will implement procedures and controls to monitor when Authorized Users are accessing systems that contain Nonpublic Personal Information and detect unauthorized access.
4. **Monitor and Test Safeguards.** EWC will regularly test its procedures for detecting actual and attempted attacks.

For Information Systems, testing may be accomplished through continuous monitoring of the system and/or through annual Penetration Testing, as well as vulnerability assessments, including system-wide scans every six (6) months designed to test for publicly known security vulnerabilities.

In addition, EWC will conduct testing of its environment whenever there are material changes to its operations or business arrangements and whenever there are circumstances EWC knows or has reason to know may have a material impact on the College's Program.

5. **Train Staff.** EWC will ensure its staff are able to enact its Program by:
- a. Providing security awareness training that is updated as necessary to reflect risks identified by the risk assessment; (Security Awareness Training Policy)
  - b. Utilizing qualified information security personnel either employed by EWC or an affiliate or Service Provider sufficient to manage its security risks and to perform or oversee the Information Security Program;
  - c. Providing information security personnel with security updates and training sufficient to address relevant security risks; and
  - d. Verifying that key information security personnel take steps to maintain current knowledge of changing information security threats and countermeasures.
6. **Oversee Service Providers.** Due to the specialized expertise needed to design, implement, and service new technologies, vendors may be needed to provide resources that EWC determines not to provide on its own.

The Program Officer will coordinate with those responsible for the third-party service procurement activities among the IT Department and other affected departments to raise awareness of, and to institute methods for, selecting and retaining only those Service Providers that are capable of maintaining appropriate safeguards for Nonpublic Personal Information of students and other third parties to which they will have access.

In addition, the Program Officer will work with EWC's legal counsel and/or other designated institutional officials to develop and incorporate standard, contractual protections applicable to third-party Service Providers, which will require such providers to implement and maintain appropriate safeguards. Any deviation from these standard provisions will require the approval of EWC legal counsel and/or other designated institutional official.

The Program Officer will periodically assess third-party Service Providers based on the risk they present and the continued adequacy of these safeguards.

7. **Adjustments to Program.** The Program Officer is responsible for evaluating and adjusting the Program based on the risk identification and assessment activities undertaken pursuant to the Program, as well as any material changes to the EWC's operations or other circumstances that may have a material impact on the Program.
8. **Create a Written Incident Response Plan.** The Program Officer shall oversee the development of a written incident response plan designed to promptly respond to and recover from, any security event potentially resulting in unauthorized access to or misuse of information stored on EWC's system or maintained in physical form.

The incident response plan will address the following areas:

- a. The goals of the plan;
  - b. The internal processes for responding to a security event;
  - c. Clear roles, responsibilities, and levels of decision-making authority;
  - d. Communications and information sharing both inside and outside EWC;
  - e. A process to fix any identified weaknesses in EWC's systems and controls;
  - f. Procedures for documenting and reporting security events and EWC's response; and
  - g. The evaluation of the security event and a revision of the incident response plan and Program based on what is learned.
9. **Program Officer to report to Board of Trustees.** The Program Officer will at least annually provide a written report to the EWC Board of Trustees that will include: 1) an overall assessment of EWC's compliance with its Information Security Program, and 2) specific topics related to the Program, including risk assessment, risk management and control decisions, Service Provider arrangements, test results, Security Events and how EWC responded, and recommendations for changes in the Information Security Program.

## **References**

Gramm-Leach-Bliley Act (GLBA), 15 U.S.C. §§ 6801-6809, §§ 6821-6827 Federal Education Rights and Privacy Act (FERPA), §20 U.S.C. § 1232g; 34 CFR Part 99

## **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** GLBA-Graham-Leach-Bliley Act (GLBA) Policy  
**Policy Number:** P-003-(7.30)7.1

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**Purpose:** This GLBA Policy (this “**Policy**”) summarizes the College’s comprehensive written information security program (the “Program”) mandated by the Federal Trade Commission’s (“FTC”) Safeguards Rule and the Gramm-Leach-Bliley Act (“GLBA”).

In particular, this Policy describes the Program elements by which the College (i) ensures the confidentiality, integrity, and availability of covered records; (ii) protects against anticipated threats or hazards to the security of such records; and (iii) protects against the unauthorized access or use of such records that could result in substantial harm or inconvenience to the College or associated individuals. The Program incorporates by reference the College’s policies and Administrative Regulations enumerated below and is in addition to any institutional policies and procedures that may be required pursuant to other federal and state laws and regulations, including, without limitation, the Family Educational Rights and Privacy Act (FERPA).

### Definitions

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security Policy.

1. **Customer Information**

Means any record containing nonpublic personal information about a customer of a financial institution, whether in paper, electronic, or other form, which is handled or maintained by or on behalf of you or your affiliates. In the case of the College, students are considered “customers.”

2. **Encryption**

Means the transformation of data into a form that results in a low probability of assigning meaning without the use of a protective process or key, consistent with current cryptographic standards and accompanied by appropriate safeguards for cryptographic key material.

3. **Information Security Program**

Means the administrative, technical, or physical safeguards used to access, collect, distribute, process, protect, store, use, transmit, dispose of, or otherwise handle Customer Information.

4. **Information System**

Means a discrete set of electronic information resources organized for the collection, processing, maintenance, use, sharing, dissemination or disposition of electronic information containing Customer Information or connected to a system containing Customer Information, as well as any specialized system such as industrial/process controls systems, telephone switching and private branch exchange systems, and environmental controls systems that contains Customer Information or that is connected to a system that contains Customer Information.

5. **Multi-factor Authentication**

Means authentication through verification of at least two of the following types of authentication factors: (1) Knowledge factors, such as a password; (2) Possession factors, such as a token; or (3) Inherence factors, such as biometric characteristics.



6. **Nonpublic Personal Information**

Means: (i) Personally identifiable financial information; and (ii) Any list, description, or other grouping of consumers (and publicly available information pertaining to them) that is derived using any personally identifiable financial information that is not publicly available.

7. **Penetration Testing**

Means a test methodology in which assessors attempt to circumvent or defeat the security features of an information system by attempting penetration of databases or controls from outside or inside College information systems.

8. **Security Event**

Means an event resulting in unauthorized access to, or disruption or misuse of, an information system, information stored on such information system, or customer information held in physical form.

9. **Service Provider**

Means any person or entity that receives, maintains, processes, or otherwise is permitted access to customer information through its provision of services directly to a financial institution that is subject to this part.

**Scope**

~~The Board charges the EWC President with ensuring that a~~The program that applies to Nonpublic Personal Information about a customer of the College contained in any record, whether in paper, electronic, or other form, which is handled or maintained by or on behalf of the College or its affiliates. For these purposes, the term Nonpublic Personal Information shall mean any information: (i) a student provides in order to obtain a financial service from EWC, (ii) about a student or other third party resulting from any transaction with EWC involving a financial service, or (iii) otherwise obtained about a student or other third party in connection with providing a financial service to that person. *See Definitions, Appendix 1.*

**Policy**

The College will protect, to the extent reasonably possible, the privacy, security, and confidentiality of personally identifiable financial records and information. This Policy applies to all personally identifiable financial records and information and covers Personnel, Contractors, and all other individuals or entities using these records and information for any reason. This Policy also establishes an expectation that members of the College community act in accordance with this Policy, relevant laws, contractual obligations, and the highest standards of ethics.

**Elements of the Program**

1. **Designation of Representatives:** EWC's Chief Information Officer ("CIO") is designated as the Program Officer who shall be responsible for coordinating and overseeing the Program. The Program Officer may designate other representatives of EWC to oversee and coordinate particular elements of the Program. Any questions regarding the implementation of the Program or the interpretation of this document should be directed to the Program Officer or his/her designees.
2. **Risk Identification and Assessment.** EWC recognizes that it is exposed to both internal and external risks including, but not limited to:

- Misuse or unauthorized access of nonpublic personal information
- Compromised system security
- Interception of data during transmission
- Loss of data and data integrity

EWC, as part of the Program, will undertake to identify and assess reasonably foreseeable external and internal risks to the security, confidentiality, and integrity of ~~N~~nonpublic ~~P~~personal ~~I~~information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of such information and assess the sufficiency of safeguards in place to control those risks. The risk assessment will be written and will include criteria for evaluating risks and threats. In implementing the Program, the Program Officer will establish procedures for identifying and assessing such risks in each relevant area of EWC's operations.

The Program Officer shall periodically perform risk assessments that reexamine the reasonably foreseeable external and internal risks to the security, confidentiality, and integrity of nonpublic personal information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of such information and reassess the sufficiency of any safeguards in place to control those risks.

3. **Design and Implement Safeguards.** The risk assessment and analysis described above shall apply to all methods of handling or disposing of ~~N~~nonpublic ~~P~~personal ~~I~~information, whether in electronic, paper or other form. The Program Officer will, on a regular basis, design and implement safeguards to control the risks identified through such assessments by:
  - a. Implementing and periodically reviewing access controls. EWC will determine and periodically reevaluate who has access to ~~C~~customer ~~I~~information and whether such authorized user has a legitimate business need for it.
  - b. Knowing what EWC has and where it is. EWC will conduct a periodic inventory of data, noting where it's collected, stored, or transmitted.
  - c. Encrypting ~~N~~nonpublic ~~P~~personal ~~I~~information in transit and at rest. EWC will protect data classified as confidential and highly sensitive as defined in the Information Classification Administrative Regulation by encrypting it in transit and at rest.
  - d. Assessing applications. EWC will, to the extent applicable, adopt secure development practices for developing its own applications to store, access, or transmit ~~N~~nonpublic ~~P~~personal ~~I~~information and implement procedures for evaluating the security of third-party applications EWC utilizes to transmit, access, or store ~~N~~nonpublic ~~P~~personal ~~I~~information.
  - e. Implementing ~~M~~multi-factor ~~A~~authentication for users authorized to access nonpublic personal information on the College's system.
  - ~~f. EWC – For multi-factor authentication, the Rule requires at least two of these authentication factors: a knowledge factor (for example, a password); a possession factor (for example, a token), and an inherence factor (for example, biometric characteristics). The only exception would be if the Program Officer has approved in writing the use of another equivalent form of secure access controls.~~



g.f. Disposing of Nonpublic Personal Information securely. EWC will dispose of Nonpublic Personal Information no later than two years after the most recent use of it to serve the customer, in compliance with the State of Wyoming Document Retention Schedule, or as required by applicable law. The Program Officer or his/her designee will periodically review EWC's data retention schedule to minimize the unnecessary retention of data.

h.g. Anticipating and evaluating changes to EWC's system or network. EWC's change management procedure is designed to provide a safe and orderly process for making changes that may affect EWC's systems and networks.

h.h. Maintaining a log of authorized user's activity and detecting unauthorized access. EWC will implement procedures and controls to monitor when authorized users are accessing systems that contain Nonpublic Personal Information and detect unauthorized access. (logging regulation)

4. **Monitor and Test Safeguards.** EWC will regularly test its procedures for detecting actual and attempted attacks.

For Information Systems, testing may be accomplished through continuous monitoring of the system and/or through annual Penetration Testing, as well as vulnerability assessments, including system-wide scans every six (6) months designed to test for publicly known security vulnerabilities.

5. In addition, EWC will conduct testing of its environment whenever there are material changes to its operations or business arrangements and whenever there are circumstances EWC knows or has reason to know may have a material impact on the College's Program.

6.5. **Train Staff.** EWC will ensure its staff are able to enact its Program by:

- a. Providing security awareness training that is updated as necessary to reflect risks identified by the risk assessment; (See Security Awareness Training Policy)
- b. Utilizing qualified information security personnel either employed by EWC or an affiliate or Service Provider sufficient to manage its security risks and to perform or oversee the Information Security Program;
- c. Providing information security personnel with security updates and training sufficient to address relevant security risks; and
- d. Verifying that key information security personnel take steps to maintain current knowledge of changing information security threats and countermeasures.

7.6. **Oversee Service Providers.** Due to the specialized expertise needed to design, implement, and service new technologies, vendors may be needed to provide resources that EWC determines not to provide on its own.

The Program Officer will coordinate with those responsible for the third-party service procurement activities among the IT Department and other affected departments to raise awareness of, and to institute methods for, selecting and retaining only those Service Providers that are capable of maintaining appropriate safeguards for Nonpublic Personal Information of students and other third parties to which they will have access.

In addition, the Program Officer will work with EWC's legal counsel and/or other designated institutional officials to develop and incorporate standard, contractual protections applicable to third-party S-service Pproviders, which will require such providers to implement and maintain appropriate safeguards. Any deviation from these standard provisions will require the approval of EWC legal counsel and/or other designated institutional official.

The Program Officer will periodically assess third-party S-service Pproviders based on the risk they present and the continued adequacy of these safeguards.

**8.7. Adjustments to Program.** The Program Officer is responsible for evaluating and adjusting the Program based on the risk identification and assessment activities undertaken pursuant to the Program, as well as any material changes to the EWC's operations or other circumstances that may have a material impact on the Program.

**9.8. Create a Written Incident Response Plan.** The Program Officer shall oversee the development of a written incident response plan designed to promptly respond to and recover from, any security event potentially resulting in unauthorized access to or misuse of information stored on EWC's system or maintained in physical form. (Incident Response Plan Administrative Regulation)

~~10.~~ The incident response plan will address the following areas:

- a. The goals of the plan;
- b. The internal processes for responding to a security event;
- c. Clear roles, responsibilities, and levels of decision-making authority;
- d. Communications and information sharing both inside and outside EWC;
- e. A process to fix any identified weaknesses in EWC's systems and controls;
- f. Procedures for documenting and reporting security events and EWC's response; and
- g. The evaluation of the security event and a revision of the incident response plan and Program based on what is learned.

**11.9. Program Officer to report to Board of Trustees.** The Program Officer will at least annually provide a written report to the EWC Board of Trustees that will include: 1) an overall assessment of EWC's compliance with its information Ssecurity Pprogram, and 2) specific topics related to the Program, including risk assessment, risk management and control decisions, S-service P-provider arrangements, test results, security events and how EWC responded, and recommendations for changes in the information Ssecurity Pprogram.

## References

Gramm-Leach-Bliley Act (GLBA), 15 U.S.C. §§ 6801-6809, §§ 6821-6827 Federal Education Rights and Privacy Act (FERPA), §20 U.S.C. § 1232g; 34 CFR Part 99

GLBA, FERPA, Information Security Policy, Security Awareness Training Policy, Information Classification Administrative Regulation, Incident Response Plan Administrative Regulation, Monitoring and Logging Administrative Regulation

## Revision History

Original Adoption Date:

**Revision Date(s):**  
**Date Reviewed, no change:**

**Policy Title:** Accessibility in Electronic and Information Technology Design  
**Policy Number:** 7.2

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**Purpose:** This Accessibility Policy (this **Policy**) outlines the College’s accessibility practices related to Institutional Resources. The College complies with the Americans with Disabilities Act, the Rehabilitation Act, and other federal, state, and local laws regarding disabilities and is committed to maintaining an inclusive community by striving to provide accessible electronic information, communication, and technology.

### **Definitions**

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security.

1. **Accessible**

Means a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. The person with a disability must be able to obtain the information as fully, equally, and independently as a person without a disability, according to the U.S. Department of Education Office for Civil Rights.

2. **Digital Content**

Includes anything on College websites and within the learning management system, Student Information System, including, but not limited to, audio, video, images, tables, forms, documents (in any format, including, .docx and .pdf), registration forms, surveys, and HTML.

3. **Effective Alternative Access**

Means equally effective alternate access to the same information or services offered by an IT Resource that does not meet the College’s accessibility standards.

4. **Web-based Application**

Means a web-based program created to carry out or facilitate a task on a computing device.

### **Scope**

This Policy applies to all Digital Content or services that are acquired, developed, distributed, used, purchased, or implemented by or for the College and used within the context of teaching, learning, research, service, employment, and other official functions of the College. This includes any web pages, Web-based Applications, electronic documents, and multimedia. It also includes any third-party applications used to create and/or disseminate digital content (i.e., web-based content creation, textbook supplemental materials, or mobile applications).

### **Policy**

Ensuring accessibility of Digital Content is a shared responsibility for all members of the College community who create, obtain, share, utilize, and publish Digital Content. Each member of the College community (i.e., Personnel, students, Contractors, etc.) who obtains, designs, develops, recommends, procures, or manages Digital Content, Web-based Applications, or other technology-based resources is subject to and has responsibilities under this Policy.

## **Accessibility Standards**

The accessibility of online content and functionality will be measured according to the W3C's Web Content Accessibility Guidelines (WCAG) 2.1 Level AA. Web Content Accessibility Guidelines (WCAG) 2.1 (w3.org)

## **Effective Alternative Access**

- Consistent with applicable laws, the College will follow WCAG 2.1 Level AA for all web-based electronic information, communication, and technology unless doing so (1) fundamentally alters a program, service, or activity; or (2) creates an undue administrative or financial burden.
- For all aspects of this Policy for which the College determines an undue administrative or financial burden exists, or that require a fundamental alteration of a program or service or activity, the College will provide affected individuals with Effective Alternative Access.
- In providing Effective Alternative Access, EWC will take actions that do not impose any undue administrative or financial burden on the College and that do not require a fundamental alteration of any program or service or activity. Further, in providing Effective Alternative Access, the College will ensure that, to the maximum extent possible, individuals with disabilities receive the same benefits or services as their nondisabled peers.
- Effective Alternative Access alternatives are not required to produce the identical result or level of achievement for persons with disabilities, but they must afford persons with disabilities an equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement, in the most integrated setting appropriate to the person's needs.

## **Procurement/Purchases**

The College will have purchasing protocols in place to ensure that Web-based Applications, Digital Content, and other electronic products and solutions including, but not limited to, software, operating systems, video, and multimedia meet or exceed the above accessibility standards. The College recommends that all requests for proposals and contracts with vendors include language that outlines this requirement and provides stipulations for how the vendor is expected to demonstrate compliance.

## **Training**

The EWC President shall designate the CIO to ensure all Personnel and Contractors have received training on the requirements of this Policy.

## **References**

Americans with Disabilities Act of 1991, 42 U.S.C. § 12101 *et seq.* (**ADA**)

Sections 504, 508 of the Rehabilitation Act of 1973, 29 U.S.C. 794 § *et seq.*

Requirements for Accessible Electronic and Information Technology (E&IT) Design

<https://www2.ed.gov/about/offices/list/ocr/frontpage/pro-students/issues/dis-issue06.htm>

## **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Accessibility in Electronic and Information Technology Design  
**Policy Number:** P-002 (7.15)7.2

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**Purpose:** This Accessibility Policy (this “**Policy**”) outlines the College’s accessibility practices related to Institutional Resources. The College complies with the Americans with Disabilities Act, the Rehabilitation Act, and other federal, state, and local laws regarding disabilities and is committed to maintaining an inclusive community by striving to provide accessible electronic information, communication, and technology.

### **Definitions**

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security Policy.

**1. Accessible**

Means a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. The person with a disability must be able to obtain the information as fully, equally, and independently as a person without a disability, according to the U.S. Department of Education Office ~~for~~ Civil Rights.  
<https://www2.ed.gov/about/offices/list/ocr/docs/investigations/11116002-b.html>.

**2. Digital Content**

Includes anything on College websites and within the learning management system, Student Information System, including, but not limited to, audio, video, images, tables, forms, documents (in any format, including, .docx and .pdf), registration forms, surveys, and HTML.

**3. Effective Alternative Access**

Means equally effective alternate access to the same information or services offered by an IT Resource that does not meet the College’s accessibility standards.

**4. Web-based Application**

Means a web-based program created to carry out or facilitate a task on a computing device.

### **Scope**

This Policy applies to all Digital Content or services that are acquired, developed, distributed, used, purchased, or implemented by or for the College and used within the context of teaching, learning, research, service, employment, and other official functions of the College. This includes any web pages, Web-based Applications, electronic documents, and multimedia. It also includes any third-party applications used to create and/or disseminate digital content (i.e., web-based content creation, textbook supplemental materials, or mobile applications).

### **Policy**

Ensuring accessibility of Digital Content is a shared responsibility for all members of the College community who create, obtain, share, utilize, and publish Digital Content. Each member of the College community (i.e., Personnel, students, Contractors, etc.) who obtains, designs, develops, recommends,

procures, or manages Digital Content, Web-based Applications, or other technology-based resources is subject to and has responsibilities under this Policy.

### **Accessibility Standards**

The accessibility of online content and functionality will be measured according to the W3C's Web Content Accessibility Guidelines (WCAG) 2.1 Level AA. Web Content Accessibility Guidelines (WCAG) 2.1 (w3.org)

### **Effective Alternative Access**

- Consistent with applicable laws, the College will follow WCAG 2.1 Level AA for all web-based electronic information, communication, and technology unless doing so (1) fundamentally alters a program, service, or activity; or (2) creates an undue administrative or financial burden.
- For all aspects of this Policy for which the College determines an undue administrative or financial burden exists, or that require a fundamental alteration of a program or service or activity, the College will provide affected individuals with Effective Alternative Access.
- In providing Effective Alternative Access, EWC will take actions that do not impose any undue administrative or financial burden on the College and that do not require a fundamental alteration of any program or service or activity. Further, in providing Effective Alternative Access, the College will ensure that, to the maximum extent possible, individuals with disabilities receive the same benefits or services as their nondisabled peers.
- Effective Alternative Access alternatives are not required to produce the identical result or level of achievement for persons with disabilities, but they must afford persons with disabilities an equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement, in the most integrated setting appropriate to the person's needs.

### **Procurement/Purchases**

The College will ~~make an effort~~ have purchasing protocols in place to purchase to ensure that Web-based Applications, Digital Content, and other electronic products and solutions including, but not limited to, software, operating systems, video, and multimedia ~~that~~ meet or exceed the above accessibility standards. The College recommends that all requests for proposals and contracts with vendors include language that outlines this requirement and provides stipulations for how the vendor is expected to demonstrate compliance.

### **Training**

The EWC President shall designate the CIO to ensure all Personnel and Contractors have received training on the requirements of this Policy.

### **References**

Americans with Disabilities Act of 1991, 42 U.S.C. § 12101 *et seq.* (**ADA**)

Sections 504, 508 of the Rehabilitation Act of 1973, 29 U.S.C. 794 § *et seq.*

~~Board Policy 7.0 Information Security Policy~~

Requirements for Accessible Electronic and Information Technology (E&IT) Design

<https://www2.ed.gov/about/offices/list/ocr/frontpage/pro-students/issues/dis-issue06.htm>

### **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**





**Policy Title:**                    **Acceptable Use Policy**  
**Policy Number:**                **7.3 (formerly 7.14)**

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**Purpose:** This Acceptable Use Policy (this **Policy**) protects the confidentiality, integrity, and availability of institutional Resources, by setting expectations for all Authorized Users, including Personnel, Contractors, and students, regarding accessibility to technology resources for the College’s academic community and the prohibition of using Institutional Resources inappropriately.

### **Definitions**

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security.

### **Policy**

Institutional Resources are reserved for the educational, instructional, research, and administrative computing needs of Authorized Users.

Access to Institutional Resources is a privilege, and therefore, it is essential that all Authorized Users exercise responsible, ethical behavior when using these resources. Authorized Users are expected to read, understand, and comply with this Policy.

### **Acceptable Use**

Institutional Resources are intended to be used for educational purposes and to carry out the legitimate business of the College. Users are expected to:

- use only those resources that they have been authorized to use, and use them only in the manner and to the extent authorized;
- protect their user ID, password, and system from unauthorized use;
- be considerate in the use of shared resources; and
- comply with local, state, and federal law, including copyright law and College policies and administrative Regulations.

Incidental personal use of Institutional Resources by Personnel is permitted if the personal use does not interfere with the execution of job duties, does not incur cost on behalf of the College, and is not considered “unacceptable” as outlined in the “Unacceptable Use” section below. Incidental personal uses that inaccurately create the appearance that the College is endorsing, supporting, or affiliated with any organization, product, service, statement, or position is prohibited.

### **Unacceptable Use**

Personnel, including students acting as employees, and Contractors are prohibited from the following actions when using Institutional Resources:

- Unauthorized use for commercial purposes or personal gain; and
- Transmitting commercial or personal advertisements, solicitations, or promotions.

All users are prohibited from using Institutional Resources in a manner that results in a violation of law or policy or potentially adversely affects network service performance. Examples of unacceptable use include, but are not limited to, the following:

- Activity that violates federal, state, or local law;

- Activity that violates any College policy or administrative regulation;
- Activities that lead to the destruction or damage of equipment, software, or data belonging to others or the College;
- Circumventing information security controls of Institutional Resources;
- Releasing malware;
- Intentionally installing malicious software;
- Impeding or disrupting the legitimate computing activities of others;
- Unauthorized use of accounts, access codes, passwords, or identification numbers;
- Unauthorized use of systems and networks; and
- Unauthorized monitoring of communications.

This list is not complete or exhaustive. It provides examples of prohibited actions. Any user in doubt about the acceptable use of Institutional Resources should contact the Chief Information Officer for further clarification and assistance.

### **Enforcement and Penalties**

The College reserves the right to monitor activity of users. While the College does not routinely monitor the activity of users for violation of this Policy, situations may arise where the College may have the need to view information or email or monitor user activity on the network. This may include, but are not limited to, the health or safety of individuals or property or actual or suspected violations of College policies or administrative regulations or local, state, or federal laws.

Violations of this Policy may result in disciplinary action, including suspension or dismissal from employment, probation, suspension or expulsion from further study, and/or termination or suspension of network privileges. The College also reserves the right to notify appropriate legal authorities if Institutional Resources are used in a manner that constitutes a violation of any local, state, or federal law.

The College is not liable for the actions of anyone in their use of, access to, or connection to the Internet through Institutional Resources. All users will assume full liability, legal, financial or otherwise, for their actions when accessing or using Institutional Resources.

### **References**

#### **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Acceptable Use Policy  
**Policy Number:** P-001 (7.14) 7.3 (formerly 7.14)

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**Purpose:** This Acceptable Use Policy (this “**Policy**”) protects the confidentiality, integrity, and availability of institutional Resources, by setting expectations for all Authorized Users, including Personnel, Contractors, and students, regarding accessibility to technology resources for the College’s academic community and the prohibition of using Institutional Resources inappropriately.

### Definitions

Capitalized terms not defined in this Policy have the meaning set forth in the [Board Policy 7.0 Information Security Policy](#).

### Policy Statement

Institutional Resources are reserved for the educational, instructional, research, and administrative computing needs of Authorized Users.

Access to Institutional Resources is a privilege, and therefore, it is essential that all Authorized Users exercise responsible, ethical behavior when using these resources. Authorized Users are expected to read, understand, and comply with this Policy.

### Acceptable Use

Institutional Resources are intended to be used for educational purposes and to carry out the legitimate business of the College. Users are expected to:

- use only those resources that they have been authorized to use, and use them only in the manner and to the extent authorized;
- protect their user ID, password, and system from unauthorized use;
- be considerate in the use of shared resources; and
- comply with local, state, and federal law, including copyright law and College policies and administrative Regulations.

Incidental personal use of Institutional Resources by Personnel is permitted if the personal use does not interfere with the execution of job duties, does not incur cost on behalf of the College, and is not considered “unacceptable” as outlined in the “Unacceptable Use” section below. Incidental personal uses that inaccurately create the appearance that the College is endorsing, supporting, or affiliated with any organization, product, service, statement, or position is prohibited.

### Unacceptable Use

Personnel, including students acting as employees, and Contractors are prohibited from the following actions when using Institutional Resources:

- Unauthorized use for commercial purposes or personal gain; and
- Transmitting commercial or personal advertisements, solicitations, or promotions.

All users are prohibited from using Institutional Resources in a manner that results in a violation of law or policy or potentially adversely affects network service performance. Examples of unacceptable use include, but are not limited to, the following:

- Activity that violates federal, state, or local law;

- Activity that violates any College policy or administrative regulation;
- Activities that lead to the destruction or damage of equipment, software, or data belonging to others or the College;
- Circumventing information security controls of Institutional Resources;
- Releasing malware;
- Intentionally installing malicious software;
- Impeding or disrupting the legitimate computing activities of others;
- Unauthorized use of accounts, access codes, passwords, or identification numbers;
- Unauthorized use of systems and networks; and
- Unauthorized monitoring of communications.

This list is not complete or exhaustive. It provides examples of prohibited actions. Any user in doubt about the acceptable use of Institutional Resources should contact the Chief Information Officer for further clarification and assistance.

### **Enforcement and Penalties**

The College reserves the right to monitor activity of users. While the College does not routinely monitor the activity of users for violation of this Policy, situations may arise where the College may have the need to view information or email or monitor user activity on the network. This may include, but ~~are~~ **is** not limited to, the health or safety of individuals or property or actual or suspected violations of College policies or administrative ~~r~~**R**egulations or local, state, or federal laws.

Violations of this Policy may result in disciplinary action, including suspension or dismissal from employment, probation, suspension or expulsion from further study, and/or termination or suspension of network privileges. The College also reserves the right to notify appropriate legal authorities if Institutional Resources are used in a manner that constitutes a violation of any local, state, or federal law.

The College is not liable for the actions of anyone in their use of, access to, or connection to the Internet through Institutional Resources. All users will assume full liability, legal, financial or otherwise, for their actions when accessing or using Institutional Resources.

### **References**

#### **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Visitor - Use of Institutional IT Resources  
**Policy Number:** 7.04 (formerly 7.21)

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**Purpose:** This Visitor - Use of Institutional IT Resources Policy (this **Policy**) outlines the parameters under which Visitors of the College may access and use IT Institutional Resources. The College maintains an atmosphere that is open and allows visitors access to certain resources, as long as such access does not compromise the integrity of the systems or information contained within the campus and does not introduce malicious software or intent to harm the internal network and/or Institutional Resources.

### **Definitions**

Capitalized terms not defined in this Policy have the meaning set forth in Board Policy 7.0 Information Security.

#### **1. Internal Access**

Means access to systems or applications that are not publicly accessible, without relevant internal permissions, and may include access to:

- a. Wireless VLANs (i.e., campus, employees, and Lancers);
- b. Singular or multiple file access; or
- c. System access, such as Canvas Learning Management System, Colleague Student Information System, ID Card System, email system, etc.

2. **Visitor** is defined as anyone not enrolled at or employed by the College and can include, but are not limited to: community members, non-registered students, friends, spouses, children, guest speakers, consultants, and College sanctioned event participants.

### **Policy**

Visitor's access may be classified as:

1. Standard Access – Access granted to internet resources, to include Wi-Fi access, and public Institutional Resources located online; and
2. Special Access – Standard Access plus any Internal Access as requested by an individual with the authority to do so from the Vice President for Administrative Services or Vice President of Student and Academic Services, and the President, and Chief Information Officer, or other designee deemed necessary by the President.

Under no circumstances should Visitors be given Special Access unless permission has been obtained from the appropriate administrative personnel (i.e., signatures from personnel above) along with a detailed description of access and the need thereof.

To obtain Special Access, users should contact the College IT Department with their requested system access requirements.

### **References**

### **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Visitor - Use of Institutional IT Resources  
**Policy Number:** P-0057.04 (formerly 7.21)

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**Purpose:** This Visitor - Use of Institutional IT Resources Policy (this **Policy**) outlines the parameters under which Visitors of the College may access and use IT Institutional Resources. The College maintains an atmosphere that is open and allows visitors access to certain resources, as long as such access does not compromise the integrity of the systems or information contained within the campus and does not introduce malicious software or intent to harm the internal network and/or Institutional Resources.

### Definitions

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security Policy.

#### 1. Internal Access

Means access to systems or applications that are not publicly accessible, without relevant internal permissions, and may include access to:

- a. Wireless VLANs (i.e., campus, employees, and Lancers);
- b. Singular or multiple file access; or
- c. System access, such as Canvas Learning Management System, Colleague-Student Information System, ID Card System, email system, etc.

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Under no circumstances should Visitors be given Special Access unless permission has been obtained from the appropriate administrative personnel (i.e., signatures from personnel above) along with a detailed description of access and the need thereof.

To obtain Visitor Special Access, users should contact the College IT Department with their requested system access requirements using the Authorization of User Access form.

### References

#### Revision History

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**



**Policy Title:** Security Awareness Training Policy  
**Policy Number:** 7.5

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**Purpose:** This Security Awareness Training Policy (this **Policy**) ensures all Personnel and Contractors with access to Institutional Resources are provided with education and training opportunities to gain an understanding of the importance of securing the Institutional Data.

### **Definitions**

Capitalized terms not defined in this Policy have the meaning set forth in the Board Policy 7.0 Information Security .

1. **Security Awareness Training** is a formal process for educating employees about the Internet and computer security. A good security awareness program should educate employees about institutional policies and procedures for working with information technology (IT).

### **Scope**

This Policy applies to all College Personnel and Contractors. Exceptions are Personnel and Contractors who do not have access to computers and/or personally identifiable information (PII). Any other exceptions must be approved by the Chief Information Officer.

### **Policy**

The College will implement and maintain a Security Awareness Training program that is designed to educate Personnel and Contractors on their obligations with respect to the security of their accounts, Institutional Resources, and other information assets that could impact the College. The College requires Personnel and Contractors to appropriately protect College-owned and personal computers that store, access, or use Institutional Resources. The College also requires specific training based on the classification level of data, as set forth in Administrative Regulation 7.0.1 Information Classification, the Personnel or Contractor has access to and the role the Personnel or Contractor fills.

Personnel are required to attend Security Awareness Training within the first sixty (60) days of employment or the new hire will be deemed non-compliant with this Policy. Personnel and Contractors with access to PII are required to complete Security Awareness Training on a yearly basis. All part-time, temporary employees, and Contractors with access to PII must undergo Security Awareness Training before accessing any Institutional Resources.

The Security Awareness Training program will be reviewed annually and updated, as applicable, based on changes to the information security environment.

### **Enforcement**

Personnel and Contractors that do not comply with this Policy will have network access rights suspended until they comply.

### **References**

Gramm-Leach-Bliley Act (GLBA), 15 U.S.C. §§ 6801-6809, §§ 6821-6827

### **Revision History**

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Security Awareness Training Policy  
**Policy Number:** P-004 (7.12?)7.5

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**Purpose:** This Security Awareness Training Policy (this **Policy**) ensures all Personnel and Contractors with access to Institutional Resources are provided with education and training opportunities to gain an understanding of the importance of securing the Institutional Data.

### Definitions

Capitalized terms not defined in this Policy have the meaning set forth in the [Board Policy 7.0 Information Security Policy](#).

1. **Security Awareness Training** is a formal process for educating employees about the Internet and computer security. A good security awareness program should educate employees about institutional policies and procedures for working with information technology (IT).

### Scope

This Policy applies to all College Personnel and Contractors. Exceptions are Personnel and Contractors who do not have access to computers and/or personally identifiable information (PII). Any other exceptions must be approved by the Chief Information Officer.

### Policy

The College will implement and maintain a Security Awareness Training program that is designed to educate Personnel and Contractors on their obligations with respect to the security of their accounts, Institutional Resources, and other information assets that could impact the College. The College requires Personnel and Contractors to appropriately protect College-owned and personal computers that store, access, or use Institutional Resources. The College also requires specific training based on the classification level of data, as set forth in [Administrative Regulation 7.0.1 \(Information Classification\)](#), the Personnel or Contractor has access to and the role the Personnel or Contractor fills.

Personnel are required to attend Security Awareness Training within the first sixty (60) days of employment or the new hire will be deemed non-compliant with this Policy. Personnel and Contractors with access to PII are required to complete Security Awareness Training on a yearly basis. All part-time, temporary employees, and Contractors with access to PII must undergo Security Awareness Training before accessing any Institutional Resources.

The Security Awareness Training program will be reviewed annually and updated, as applicable, based on changes to the information security environment.

### Enforcement

Personnel and Contractors that do not comply with this Policy will have network access rights suspended until they comply.

### References

[Gramm-Leach-Bliley Act \(GLBA\), 15 U.S.C. §§ 6801-6809, §§ 6821-6827](#)

### Revision History

**Original Adoption Date:**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:**                   **Electronic Communications**  
**Policy Number:**           **7.6     (Old 7.16)**

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**Purpose:** Electronic communication is necessary to fulfill multiple roles and activities here at EWC. Because of the varying types of electronic communication, focus is on those used primarily at EWC:

1. Email
2. VoIP
3. Videoconferencing
4. Digital Signage

Regardless of the type of technology being used, electronic communication is meant to serve the needs of the college by sharing information with students, employees, vendors, other state agencies, campus visitors, and other individuals. Because of the unique capabilities of each system, it is important to realize that each type of communication method contains unique issues that must be addressed on a case-by-case basis; however, general rules can be set forth to ensure that any communication method is used wisely and according to its intended purpose. In general, EWC's electronic communication mechanisms are to be used to share information with students, employees, vendors, other state agencies, campus visitors, and other individuals. EWC is to adequately convey the appropriate knowledge so that the College mission is not hindered but enhanced.

This information is always to be distributed under the following assumptions:

1. is always understood to represent an official statement from the institution
2. shall never be used for the creation or distribution of any information that meets the following criteria: such as Disruptive or Offensive or Derogatory or Specific comments about race, gender, hair color, disabilities, age, sexual orientation, pornography, religious beliefs and practice, political beliefs, or national origin or any information that could be used to sabotage institutional progress or any personally identifiable information
3. shall not be used for personal gain
4. shall not be used extensively for personal use
5. shall not be used to distribute malicious or harmful software or information

#### **Email**

Email is the official method of communication at EWC, both for students and employees. Business is conducted every day via email. Since email has both positive and negative connotations, it is imperative that we recognize that the positive aspects greatly outweigh the negative aspects. However, we must also realize that the negative aspects exist and ensure that this method of communication is used effectively, efficiently, and for its intended purpose.

#### **VoIP Phone Communication**

EWC's VoIP phone system is used to transmit and receive audio/video within the institution to facilitate direct communication amongst employees and departments. It is also used to transmit and receive audio outside the institution to facilitate direct communication with vendors, students, other institutions, and other third-party entities. Because of this capability, we must ensure that it is used for work purposes.

**Videoconference Systems**

Videoconferencing equipment is used primarily for instructional classrooms requiring connectivity to other EWC locations and to service area high schools. Videoconferencing equipment is also used to facilitate conferences and meetings with other institutions, state agencies, or other third-party entities. Since this type of communication conveys not only audio, but video as well, it is particularly important for it to be used for its intended purposes.

**Digital Signage**

Digital signage is used on campus to convey student activities, important academic dates, campus events, and other information to students, employees, and visitors. Since this is also a visual and auditory communication mechanism, it is also important to ensure it is used for its intended purpose as well.

**Revision History**

**Original Adoption Date: 11-9-21**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:**                   **Emergency Notification**  
**Policy Number:**           **7.7 (Old 7.17)**

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**Purpose:** EWC maintains an emergency notification system that is used to notify students and employees who have opted in to the service via the CodeRed on the EWC website. This system is updated daily to reflect the current student data available so that any notification message will be delivered to the required student and employee list.

**Use of CodeRed**

The EWC Emergency Notification System is to be used, at all times, for emergency purposes or purposes deemed necessary by the President or designee only. The notification system is to be used to send messages via text to email addresses and mobile phones, via voice to office phones, personal phones, and mobile devices, and via applications to desktops and office phones.

At no time shall this system be used for normal messaging, notifications, or otherwise standard contact as this would compromise the importance of these messages and may create an environment where students and employees are able to overlook these types of messages because of the frequency with which they could occur. Tests of this system shall be conducted once a semester at minimum to ensure the system is functioning properly. Additional tests may be conducted but are not required; however, more than four tests per semester may be too many to retain the importance of such messages when an actual emergency arises requiring the system to be operational.

Only users defined below shall be able to send emergency notification messages via this system:

- Director of College Relations
- Director of Housing
- Vice President of the Douglas Campus
- Vice President of Student and Academic Services ~~for Student Services~~
- ~~Vice President of Academic Services~~
- Other designee deemed necessary by the President

**Revision History**

**Original Adoption Date: 11-9-21**

**Revision Date(s):**

**Date Reviewed, no change:**

**Policy Title:** Enforcement  
**Policy Number:** 7.8 (Old 7.19)

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**Purpose:** This policy is to establish enforcement guidelines to ensure that all EWC IT Department policies and procedures are adhered to and observed by all departments and individuals at EWC including students, employees, visitors, vendors, etc. Anyone using technology resources at EWC will be required to operate within the parameters described in this document or the following enforcement options may be administered.

**Actions**

All policies herein are applicable to any and all users of technology resources at EWC. If it is found that any individual, department, or external entity disobeys the policies and procedures set forth within this document, whether knowingly or unknowingly, then the enforcement of such policy may include, but may not be limited to:

- Forced compliance with the policy
- Disciplinary action including termination of employment, if an employee
- Disciplinary action including expulsion from the College, if a student
- Termination of vendor contract and or service agreement
- Prosecution to the fullest extent of the law

**Revision History**

**Original Adoption Date:** 11-9-21

**Revision Date(s):**

**Date Reviewed, no change:**