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Via Hand Delivery

May 29, 2018

Brenda Jones, USD 500 President
Dr. Valdenia Winn, USD 500 Vice-President
Central Office
2010 N. 59th Street
Kansas City, KS 66104

Re: KCKPS Audit

Dear Ms. Jones and Dr. Winn,

Thank you for contacting Corporate Integrity Systems, LLC ("CIS"), to conduct an audit related to the Kansas City, Kansas Public Schools' compliance and implementation of Board adopted policies related to the recruitment, hiring and assignment of compensation for administrative positions at Kansas City, Kansas Public Schools. This letter outlines the scope of work to be performed by CIS and terms of payment.

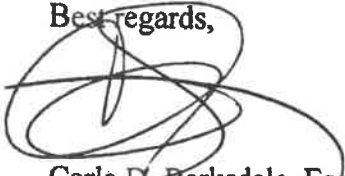
Under the terms of our engagement, CIS specialists and consultants will review Board policies; interview staff; review relevant documents, including but not limited to job descriptions; review administrative procedures that implement Board policies; and provide recommendations for compliance if non-compliance is found. The client will be the Board of Directors of the Kansas City, Kansas Public Schools and not any individual official, agent or employee.

Fees for performing this audit are based on the amount of time spent completing the audit, including travel time, and will be billed at \$85 - \$275 per hour based upon who is performing the audit. In addition to hourly fees, CIS shall be entitled to reimbursement for reasonable costs and expenses associated with the audit. CIS will submit invoices to the Board of Directors for services provided and expenses incurred during the applicable period. All invoices are due upon receipt. The contract price is not to exceed \$85,000 without written authorization from the Board of Directors.

If this letter accurately reflects your understanding of the terms and conditions of our engagement, please have the appropriate individual sign below on behalf of the Kansas City, Kansas Public Schools Board of Directors and forward a copy to me at your earliest convenience.

I look forward to working with the Board in its efforts to meet the needs of KCK students.

Best regards,



Carla D. Barksdale, Esq.
Owner/Lead Consultant

Rendu C. Jones
Authorized Signature

President
Title

6/02/2018
Date



Corporate Integrity Systems, LLC

Corporate Integrity Systems, LLC ("CIS") has been providing Human Resource consulting services for 20 years. Our goal is to support organizations with their efforts directed toward creating a workplace culture where employees feel valued, workplace conflicts are effectively addressed and resources are best utilized.

Our Process

Periodic workplace assessments and review of business operations are key to the ongoing success of an organization. Our customized solutions include:

1. **Workplace Assessments/Audits** – The CIS team will work with your leadership team to conduct an on-site audit of its human resource functions.
2. **On-Site Interviews with Key Employees/Board Members** – The CIS team will interview key employees. Interview with Board members may be included, when applicable.
3. **Preparation and Review of Report** – CIS will prepare a report based on the information gathered through the workplace audit and on-site interviews.
4. **Customized Plan of Action** -CIS will provide a customized Plan of Action
5. **Employee Development** – CIS will develop or recommend education courses/modules.

ABOUT US

Prior to launching Corporate Integrity Systems, LLC, the founder, Carla Barksdale, worked for a large law firm in Kansas City, providing legal services to a variety of businesses including school districts, home health agencies, and municipalities. Through CIS, Ms. Barksdale continues to work with CEO's and Boards of Directors regarding their roles in their organizations related to day-to-day operations, Board governance, management, leadership and policy development. CIS team members are experienced in conducting workplace assessments/audits, internal investigations and matters related to workplace compliance, employee development and operational procedures.

Addendum to Audit Agreement Between Corporate Integrity Systems, LLC and Kansas City, Kansas Public Schools

This Addendum to Audit Agreement Between Corporate Integrity Systems, LLC (“CIS”) and Kansas City, Kansas Public (“KCKPS”) schools is entered into this 14 day of August 2018. This Addendum modifies and clarifies the Agreement between CIS and KCKPS entered into on June 2, 2018.

Whereas, the KCKPS School Board approved a contract with Corporate Integrity Systems, LLC (“CIS”), to conduct an audit of the compliance and implementation of Board adopted policies as they relate to the recruitment, hiring, and assignment of compensation for administrative positions; and

Whereas, the scope of work includes an independent audit, assessment and evaluation of existing administrative positions; and

Whereas, the process will include a review of position descriptions, staff interviews, and salaries; and

Whereas, CIS will prepare a written report of its findings to the Board of Directors.

NOW THEREFORE, this Addendum modifies and clarifies the scope of the audit and cooperation needed from KCKPS to complete the audit.

1. Definition of Administrative Positions.

“Administrative positions” shall include all positions considered administrative, including but not limited to Officers, Directors, Executive Directors, Coordinators, Instructional Coaches, Technicians, Bus Drivers, and Administrative/Board support. Administrative positions include all positions referred to as the “Administrative tier.” Administrative tier positions include all personnel positions at KCKPS except teachers, police officers, and library employees.

2. Cooperation with Audit.

All District employees and contractors shall cooperate with this Board sanctioned audit. To assist with conducting the audit, KCKPS shall provide CIS with a private, confidential area to work; access to the administrative building during working hours; access to personnel files – paper and electronic; and access to payroll information.

3. Confidentiality. Federal and state privacy laws require many types of information maintained by KCKPS to be protected from public disclosure. Confidential information includes, but is not limited to: social security numbers, information from an individual’s personnel file (except for the individual’s name, position, salary, contract of employment and length of service), and medical/health insurance records. As part of this audit, CIS may obtain or have access to such confidential information whether from interviews, documents or other means. CIS agrees to hold and maintain any confidential information obtain during the performance of this audit in strict confidence and will not disclose or

otherwise reveal, directly or indirectly, to any other person or entity such confidential information unless authorized to do so, in writing, by KCKPS or required to do so by law or court order. CIS agrees to promptly notify KCKPS in writing of any requests or demands for information related to this audit CIS receives unless otherwise prohibited by law.

This Addendum is entered into this 14 day of August 2018.

Unified School District No. 500, Wyandotte County, Kansas
c/k/a Kansas City, Kansas Public Schools

By Valdenia Winn, Ph.D.
Valdenia Winn, Ph.D., Board President

Attest: Susan E. Westlake
Clerk, Board of Education

Corporate Integrity Systems, LLC

By Carla Barksdale
Carla Barksdale, Managing Member