AGENDA WITH COMMENTARY

GUTHRIE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MONTHLY MEETING
802 EAST VILAS
GUTHRIE, OKLAHOMA

MONDAY
OCTOBER 09, 2017
7:00 P.M.

AGENDA:

1. **Call to Order**

2. **Roll Call**

3. **Establish a Quorum**

4. **Pledge of Allegiance**

5. **Moment of Silence**

6. **Presentation of Certified and Support Employee of the Month**

7. **Comments to the Board by:**
   A. **Citizens registered to speak to the Board**
   B. **Board Members**

8. **Superintendent's Reports**

9. **Presentation by OG&E**

10. **Presentation by Mr. Doug Ogle and Ms. Carmen Walters of the 'Giving Oklahoma Students a Competitive Edge Guidance for Educators' provided by the Oklahoma State Department of Education for upcoming assessment data for 2016-2017**

11. **Consent Agenda……………………………………………………………..……Pages 5-67**
    All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration and action on the following items:

    A. **Minutes of regular meeting held on September 11, 2017**

    B. **Treasurer's Report**

C. Activity Fund Fundraisers as per attached list

D. Activity Fund Transfers as per attached list

E. New Activity Fund Account request by Guthrie High School

F. Fuel bid as recommended by bid committee

G. Encumbrances for General Fund #'s 426-521, Building Fund #'s 99-118, Child Nutrition Fund #12 and listed change orders and Activity Fund Reports

H. Out-of-State Trip Request:
Angela Moffitt-Jones, Lauren Nelson and Matt Perring-NCTE Conference-St. Louis, MO-November 15-19, 2017

I. Contracts/Agreements under $10,000

1. **Agreement with Trak-1 Technology for background checks for prospective employees and volunteers for 2017-2018…………Pages 59-67**

   Commentary:
   This is our annual renewal agreement with Trak-1 for background checks. This is basically our backup service. All employees must go through an OSBI fingerprint background check. The Trak-1 service is used when the OSBI report has not been received or has been delayed but is forthcoming. Trak-1 will verify any convictions that would be attributed to that individual. The cost for this service for 2016-2017 was $720. **Doug Ogle will answer any questions.**

   RECOMMENDED ACTION:
   The Superintendent recommends approval.

12. <u>Business Agenda:</u>

A. Discussion and possible action regarding the 2017-2018 School Budget Pages 68-101

Commentary:
A copy of the budget is included in your packet. Ms. Michelle Chapple will make a presentation to the Board. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

B. Recommendation, consideration and action to approve appropriations of the 2017 Bond Fund proceeds…………………………………………....Page 102

Commentary:
This approval authorizes the staff to spend proceeds of the bond issue received in August 2017. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

C. Recommendation, consideration and action upon Guthrie Jr. High Health Fair for 7th grade students October 19th and 24th, 2017………..…….Page 103

Commentary:
This Health Fair has been held for a number of years at the Jr. High. Classes are led by individuals from the Logan County Health Department, Guthrie Police Department, OSU Extension Office and FCA. A letter from Teresa Hopper, Guthrie Jr. High Counselor, which will be sent home to the parents, is included in your packet outlining different subjects to be covered. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

D. Recommendation, consideration and action to approve the transcription of math and science credit options taught at Meridian Technology Center Pages 104-110

Commentary:
We take this action every year. This allows 10th, 11th and 12th grade students to take a math or science course at Meridian Technology that counts as credit at Guthrie High School. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

E. Recommendation, consideration and action upon adopting the Logan County Natural Hazard Mitigation Plan……………………………….Pages 111-123

Commentary:
The adoption of this plan, which is for all of Logan County, will make dealing with FEMA an easier process in the future. It will also allow the school to apply for a mitigation grant from the projects listed in the plan. This proposal was submitted by Mr. David Ball, Director of Emergency Management for Logan County. **Cody Thompson will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

F. Recommendation, consideration and action upon agreement with American Fidelity Assurance Company for Section 403(b) Plan Administrative Services Pages 124-146

Commentary:
We have contracted with American Fidelity Assurance Company d/b/a AFPlanServ since 2009 for our 403(b) Plan administrative services. This is our Deferred Compensation Retirement Plan for employees under the Internal Revenue Code of 1986 (“IRC”). AFPlanServ has adopted a new IRS approved

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403(b) Plan document that has compliance assurance and is tailored specifically for public schools. This document was review by our attorneys Rosenstein, Fist & Ringold and approval of said request allows Guthrie Public Schools to amend and restate our current 403(b) plan by adopting the new IRS approved plan and executing the new Administrative Services agreement. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

13. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments for 2017-2018, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7

A. Vote to go into executive session
B. Acknowledge Board's return to open session
C. Statement of minutes of executive session

14. Vote on action as set out on the Personnel Reports…………………………….Page 147

15. Action upon recommendation of extra-duty assignments as listed for 2017-2018 Page 148

16. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda

17. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting

18. Adjourn

Dr. Mike Simpson
Superintendent

jf

Posted by:____________________________

Date:_______________ Time:_____________

Place:________________________________

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GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
SEPTEMBER 11, 2017

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON SEPTEMBER 11, 2017

Board Members Present:	**Gina Davis, Terry Pennington, Janna Pierson, Travis Sallee and Tina Smedley**
Board Members Absent:	**Jennifer Bennett-Johnson and Sharon Watts**
District Level School Officials Present:	**Dr. Mike Simpson, Superintendent** **Doug Ogle, Assistant Superintendent** **Carmen Walters, Executive Director of Federal Programs/Elementary Ed** **Michelle Chapple, Chief Financial Officer** **Angie Smedley, Director of Special Education** **Cody Thompson, Director of Operations** **Dee Benson, Director of Technology** **Susan Cox, Director of Child Nutrition** **Jean Watts, Deputy Minutes Clerk**

1. The meeting was called to order by Vice President Travis Sallee.

2. Members Gina Davis, Terry Pennington, Janna Pierson, Travis Sallee, and Tina Smedley were present for roll call.

Members Jennifer Bennett-Johnson and Sharon Watts were not present for roll call.

3. A quorum was established.

4. Vice President Sallee asked everyone present to stand and join him in the Pledge of Allegiance.

5. Vice President Sallee asked everyone present to join him in a Moment of Silence.

6. Vice President Sallee asked for the presentation of Certified and Support Employee of the Month.

Mr. Doug Ogle, Assistant Superintendent, announced the award winners for August: Ms. Kendra James, Para Professional at Cotteral Elementary (Willow Creek), for support employee of the month and our certified employee of the month will be recognized next month as she was unable to attend. Ms. James was nominated by Mr. Jay Benson, Pre-K Teacher at Cotteral (Willow Creek). Mr. Scot Graham read the nomination letter as Mr. Benson was unable to attend.

Mr. Ogle presented Ms. James with a plaque.

7A. Vice President Sallee asked the Superintendent if there were any citizens registered to speak to the Board.

Superintendent Simpson stated there were no citizens registered to speak to the Board.

7B. Vice President Sallee called for any comments to the Board by Board members.

There were no comments to the Board by Board members.

8. Vice President Sallee called for the Superintendent's Reports.

Superintendent Simpson reported on the following:

Reported that school has started and we have experienced a typical start to the school year. We have had a few challenges as normal but our staff and parents have been very patient while we get those all worked out.

Kara Walters, Special Needs Teacher at GUES, partnered with Brandy Parks from Sooner Success to write and receive a Donna Nigh Foundation Grant for $6,700. The money will be used to provide classroom resources for our severe and profound special needs students. The resources will assist the students in learning basic living skills.

Recognized GPS Fall sports are well underway. Cross County has shown they are one of the top programs in 5A. Our softball team has a 12-7 record and a district record of 5-1. Our football team had their first victory Friday night. They have a bye week this week and will host Carl Albert on the 22nd.

Our total student count is up 42 students compared to what we ended 2016-17 with.

We received notification from the SDE that an additional $32,723 would be allocated from the funds we lost last year during the revenue failure.

Reported that in light of the recent Oklahoma State Supreme Court ruling regarding revenue for our current state budget, Governor Fallin has called the state

legislature into special session. One of the cases established that removal of tax exemptions is not a revenue generating action subject to the constitutional conditions of SQ 640. That being said, even in a special session, any revenue generating measure must originate in the House of Representatives, garner 75% approval of both chambers and not be voted on in the last 5 days of the session. The special session begins on September 25th. The outcome of the session will dictate what revisions are necessary for this fiscal years' budget.

9. Vice President Sallee called for the presentation on ACT High School to College Success Report for 2016-2017 by Doug Ogle, Assistant Superintendent.

Mr. Doug Ogle, Assistant Superintendent, reported on last year's High School ACT results which were not received until after committee meetings were held. He announced that the results are from the 2017 senior class and include the score from the last ACT that was taken by each senior represented which may not necessarily be their best score. In all subjects, the State average as well as the average for GPS dropped. The drop can be attributed to all juniors being offered to take the ACT free of cost.

Mr. LeGrande, Guthrie High School Principal, stated that there are a couple of things they are doing differently at the High School to try and increase overall scores. The High school has implemented a power hour during the lunch hour. During that time, each junior student has a chance to complete an ACT prep course and if completed will receive a credit for an elective. They have also begun giving timed tests in senior Math classes. The purpose is to try and teach the students to manage their time as they must during the ACT. He also reiterated that having larger class sizes and fewer certified teachers does not help our scores but stated this is the reality not an excuse.

10. Vice President Sallee called for action on the Consent Agenda.

Member Pennington requested Item 10B be removed from the Consent Agenda for consideration.

A motion was made by Pennington and seconded by Smedley to approve the Consent Agenda excluding item 10B.

The motion carried with 5 ayes and 0 nays.

A motion was made by Smedley and seconded by Pierson to approve Item 10B, minutes of special meeting held on August 16, 2017.

The motion carried with 3 ayes and 2 abstentions-Member Pennington and Member Sallee abstaining.

11A. Vice President Sallee called for recommendation, consideration and action upon Gifted and Talented Committee for 2017-2018.

A motion was made by Smedley and seconded by Davis to approve the Gifted and Talented Committee for 2017-2018.

The motion carried with 5 ayes and 0 nays.

11B. Vice President Sallee called for recommendation, consideration and action upon Professional Development Committee for 2017-2018.

A motion was made by Smedley and seconded by Pierson to approve the Professional Development Committee for 2017-2018.

The motion carried with 5 ayes and 0 nays.

11C. Vice President Sallee called for recommendation, consideration and action upon contract with The Stacy Group for architectural services for 2017-2018.

A motion was made by Davis and seconded by Smedley to approve the contract with The Stacy Group for architectural services for 2017-2018.

Discussion followed.

The motion carried with 5 ayes and 0 nays.

11D. Vice President Sallee called for recommendation, consideration and action upon 2017-2018 Estimate of Needs as prepared by Putnam & Company, PLLC and 2016-2017 Financial Statement and the authority to publish the same.

A motion was made by Pierson and seconded by Smedley to approve the 2017-2018 Estimate of Needs as prepared by Putnam & Company, PLLC and 2016-2017 Financial Statement and the authority to publish the same.

The motion carried with 5 ayes and 0 nays.

11E. Vice President Sallee called for recommendation, consideration and action upon approval of agreement with FinCo Geodemographics, L.L.C. for 2017.

Allen Finchum with FinCo Geodemographics, L.L.C. was in attendance to address the board in regards to the contract.

Discussion followed.

A motion was made by Davis and seconded by Smedley to table the agreement with FinCo Geodemographics, L.L.C. for 2017 until the following meeting.

The motion carried with 5 ayes and 0 nays.

11F. Vice President Sallee called for recommendation, consideration and action upon change order for Jenco Construction Company.

A motion was made by Pennington and seconded by Davis to approve the change order for Jenco Construction Company.

The motion carried with 5 ayes and 0 nays.

11G. Vice President Sallee called for recommendation, consideration and action upon change order #1 for W.L. McNatt Construction on Charter Oak Elementary.

Mr. Charles McNatt from W.L. McNatt Construction was available to answer questions and address the Board in regards to change order #1.

Discussion followed.

A motion was made by Pennington and seconded by Pierson to approve change order #1 for W.L. McNatt Construction on Charter Oak Elementary.

The motion carried with 5 ayes and 0 nays.

11H. Vice President Sallee called to receive bids for the purchase of $3,200,000 Building and Equipment Bonds, Series 2017 of the District and vote to award said bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders.

Mr. Jon Wolff, from Municipal Financial Services, presented information regarding the opening of bids for the bond sale. The lowest bid was received by BOK Financial Securities, Inc. at 1.68%.

A motion was made by Pennington and seconded by Smedley to received bids for the purchase of $3,200,000 Building and Equipment Bonds, Series 2017 of the District and vote to awards said bonds to BOK Financial Securities, Inc.

The motion carried with 5 ayes and 0 nays.

11I. Vice President Sallee called to consider and vote on a resolution providing for the issuance of general obligation bonds in the sum of $3,200,000 by Independent School District Number 1, Logan County, Oklahoma, authorized at an election called and held for such purpose; prescribing form of bonds; designating bonds as "Building and Equipment Bonds, Series 2017"; providing for the registration

thereof; establishing the school district's reasonable expectation with respect to issuance of tax-exempt obligations in calendar year 2017 and designating bonds as "qualified tax-exempt in calendar year 2017 and designating bonds as "qualified tax-exempt obligations"; approving the form of a Continuing Disclosure Certificate; providing for the levy of an annual tax for the payment of principal of and interest on the same; and fixing other details of the issue.

Discussion followed.

A motion was made by Pennington and seconded by Smedley to approve a resolution providing for the issuance of general obligation bonds in the sum of $3,200,000 by Independent School District Number 1, Logan County, Oklahoma, authorized at an election called and held for such purpose; prescribing form of bonds; designating bonds as "building and Equipment Bonds, Series 2017"; providing for the registration thereof; establishing the school district's reasonable expectation with respect to issuance of tax-exempt obligations in calendar year 2017 and designating bonds as "qualified tax-exempt obligations"; approving the form of a Continuing Disclosure Certificate; providing for the levy of an annual tax for the payment of principal of and interest on the same; and fixing other details of the issue.

The motion carried with 5 ayes and 0 nays.

12. Vice President Sallee called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports and discussion of extra-duty assignments as listed for 2017-2018, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7.

12A. A motion was made by Pierson and seconded by Pennington to go into executive session.

The motion carried with 5 ayes and 0 nays. Executive session began at 8:02 p.m.

12B. Vice President Sallee acknowledged the Board's return to open session at 8:26 p.m.

12C. Vice President Sallee stated that in executive session only those items listed in Agenda Item 12 were discussed and no votes were taken.

13. Vice President Sallee called for a vote on action as set out on the Personnel Reports.

A motion was made by Pennington and seconded by Smedley to approve action as set out on the Personnel Reports.

The motion carried with 5 ayes and 0 nays.

14. Vice President Sallee called for action upon recommendation of extra-duty assignments as listed for 2017-2018.

A motion was made by Pierson and seconded by Davis to approve extra-duty assignments as listed for 2017-2018.

The motion carried with 5 ayes and 0 nays.

15. Vice President Sallee called for recommendation, consideration and action to accept any resignations offered since the posting of the agenda.

Superintendent Simpson stated he had received a retirement letter from Ms. Eva Cordero, effective May 25, 2018.

A motion was made by Smedley and seconded by Pennington to approve the retirement of Ms. Eva Cordero, effective May 25, 2018.

The motion carried with 5 ayes and 0 nays.

16. Vice President Sallee called for discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting.

Superintendent Simpson stated there was no new business.

17. A motion was made by Pennington and seconded by Smedley to adjourn the meeting.

The motion carried with 5 ayes and 0 nays.

The meeting adjourned at 8:28 p.m.

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Jana Frey, Minutes Clerk

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Travis Sallee, Acting President

TREASURER'S REPORT
SEPTEMBER 30, 2017

BANK BALANCES

FARMERS & MERCHANTS

General Fund	$ 2,917,081.36
Building Fund	439,904.12
Sinking Fund	247,376.22
ILR Fund	62,470.15
G&E Fund	3,715.67
Child Nutrition Fund	259,444.30
Activity Fund	630,705.51
School Age-Care Fund	75,619.14
Bond Fund	1,928,362.04
TOTAL	$ 6,564,678.51

RECEIPTS

GENERAL FUND:

Logan County	$ 46,048.96
State of Oklahoma	1,088,110.45
Okla. Tax Comm.	185,672.27
School Land Earn.	35,546.68
R.O.T.C.	5,436.56
Federal Programs	
Misc Receipts	23,637.63
Correcting Entry(-)	
General Acct. Int.	1,857.21
Minus (-) Bank Fees	142.25
TOTAL	$ 1,386,167.51

SINKING FUND:

Logan County	$7,736.29

CHILD NUTRITION FUND:

Local	25,751.88
State	12,175.62
Federal	53,970.41
TOTAL	$ 91,897.91

INS.LOSS RECOVERY FUND:

$

BUILDING FUND

Logan County	$ 2,773.69
Bldg. for Champs	20.00
TOTAL	$ 2,793.69

BOND FUND:

Interest	$ 482.13
Bank Fees	(-) 12.79
TOTAL	$ 469.34

WARRANTS PAID

GENERAL FUND:
2016-2017 $ 4,082.01
2017-2018 $1,562,484.80

BUILDING FUND:
2016-2017
2017-2018 $ 114,124.70

CHILD NUTRITION FUND:
2016-2017 $
2017-2018 $ 49,374.17

GIFTS & ENDOWMENTS FUND:
2016-2017
2017-2018

INS. LOSS RECOVERY FUND:
2016-2017
2017-2018

BOND FUND:
2016-2017 $ 40,960.00
2017-2018 $ 498,437.19

CD/INVESTMENTS:

Oklahoma State Bank – Bond CD $1,000,000.00
Farmers and Merchants Bank – Bond CD $7,000,000.00

TOTAL MONIES IN F&M BANK $6,564,678.51
PLEDGED – FDIC $250,000.00
PLEDGED – F&M BANK $ 15,484,000.00

TOTAL MONIES IN OKLAHOMA STATE BANK $1,000,000.00
PLEDGED – FDIC $250,000.00
PLEDGED – OSB $800,000.00

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
October 09, 2017

a. Fogarty	Donors Choose/Classroom items
b. FCCLA, 821	FCCLA t-shirt sales
c. Learn2Love, 826	Color Run-Run4Lexi
d. Stuco, 830	Canned Food Drive for Learn2Love
e. Stuco, 830	Bedlam Links
f. FFA, 877	Student dues
g. Foreign Lang. 879	T-shirt sales
h. Lady Jays BB, 881	Free Throw-a-thon
i. Lady Jays BB, 881	Apparel sale
j. Lady Jays BB, 881	Winter calendar with advertising
k. Lady Jays BB, 881	Concession sales at YMCA BB games

RECEIVED
9-8-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

a.

Date of Request: 9/6/17 **Site Name:** Fogarty

Acct. Name & #: N/A **Current Unobligated Account Balance:** N/A

Select One: ○ Soliciting in school only ● Soliciting in school and community ○ Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)

Funds requested for classroom items via DonorsChoose.org

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/*

Please supply the following information:

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:

Foam mat to be used in place of a rug for morning meeting; listening center supplies such as CD players, headphones, and read-along books/CDs

Name of Vendor: DonorsChoose.org

Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser:

Fundraiser will be conducted completely online, no items needed

a. Estimated INCOME:
b. Less Estimated EXPENSE:
c. Estimated PROFIT:

NOTES: Items are worth approximately $550.00 total

First day of Fundraiser: 10/12/17 **Last Day of Fundraiser:** 1/31/2018

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? No If yes, a facility use permit must be completed.

Sponsor's Signature: Rachel Rudick **Date:** 9/6/17

Principal's Signature: Marsha Todd **Date:** 9/6/17

Athletic Director's Signature (if applicable): **Date:**

M L Chapple

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED 8-20-17 OB

RECEIVED 9/15/17

b.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 08-22-17 **Site Name:** GJHS

Acct. Name & #: FCCLA 821 **Current Unobligated Account Balance:** ~~2055.95~~ 1943.95 OB

Select One: (●) Soliciting in school only ( ) Soliciting in school and community ( ) Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)

FCCLA T-shirts

If food and/or beverage items are being __sold to students during the school day__, they __must__ meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/

Please supply the following information:

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer: Jiffy

Purpose for which funds will be used:

Conference dues and transportation

Name of Vendor: Jiffy and FMexpressions

Address of Vendor: 565 Windsor Dr. Secaucus, NJ 07094

Items to be purchased in order to conduct the fundraiser:

We will be purchasing blank tshirts and vinyl transfers to make the tshirts ourselves

a. Estimated INCOME: 450
b. Less Estimated EXPENSE: 206
c. Estimated PROFIT: 246

NOTES:

First day of Fundraiser: 10-10-17 **Last Day of Fundraiser:** 12-22-17

*I understand that when this fundraiser is completed, an **After Sale Accountability Form** must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? pre-ordered

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: Jessica Petty **Date:** 8-23-17

Principal's Signature: [signature] **Date:** 8-23-17

Athletic Director's Signature (if applicable): **Date:**

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED
9-26-17

C.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/25/2017 **Site Name:** Guthrie Junior High

Acct. Name & #: Learn2Love 826 **Current Unobligated Account Balance:** ~~11,097.04~~ 10,433.18 ~~.98~~

Select One: ○ Soliciting in school only ◉ Soliciting in school and community ○ Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)

color run -Run4Lexi; soliciting community for bottled water, fruit, t-shirts

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/*

Please supply the following information:

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:

Learn2Love account -classroom, school, and/or student needs

Name of Vendor:

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:

color packets, dye, T-shirts

a. Estimated INCOME: 2,300.00
b. Less Estimated EXPENSE: 300.00
c. Estimated PROFIT: 2,000.00

NOTES:

First day of Fundraiser: 1/1/2018 **Last Day of Fundraiser:** 3/31/2018

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? keep to use next year

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: [signature] **Date:** 9/25/17

Principal's Signature: [signature] **Date:** 9/25/17

Athletic Director's Signature (if applicable): **Date:**

[signature]

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED 9-5-17

d.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 8/31/2017 Site Name: GJHS

Acct. Name & #: StuCo 830 Current Unobligated Account Balance: $4,337

Select One: (●) Soliciting in school only ( ) Soliciting in school and community ( ) Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Learn 2 Love Canned Food Drive: Classes will compete to have the most canned food items. The winner will receive a donut party from Student Council.

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/*
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
none

Manufacturer: none

Purpose for which funds will be used:
Canned foods will be donated to the GJHS food pantry.

Name of Vendor: Missy's Donuts & Bakery

Address of Vendor: 1122 N Wentz Guthrie, OK 73044

Items to be purchased in order to conduct the fundraiser:
3 dozen donuts for winning class.

a. Estimated INCOME: $0
b. Less Estimated EXPENSE: $40
c. Estimated PROFIT: $0

NOTES: The only expense will be the cost of donuts for the winning class.

First day of Fundraiser: 10/24/2017 Last Day of Fundraiser: 10/~~24~~ 27/2017

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: CBWakeman Date: 8/31/17

Principal's Signature: [signature] Date: 8/31/17

Athletic Director's Signature (if applicable): ____________ Date: ________

Board of Education Approval Date: ____________

MSchapple

Form: AF Fundraiser Request 4/2016

RECEIVED
9-5-17

e.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 8/31/2017 **Site Name:** GJHS

Acct. Name & #: StuCo 830 **Current Unobligated Account Balance:** $4,337

Select One: (●) **Soliciting in school only** ( ) **Soliciting in school and community** ( ) **Community Only**

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Bedlam Links: paper links will be sold to students for 25 cents/link in OU/OSU colors. The teacher(s) representing the team of the losing chain will receive a pie in the face.

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards:* *https://foodplanner.healthiergeneration.org/calculator/*
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
none

Manufacturer: none

Purpose for which funds will be used:
Donation to the Learn 2 Love program and/or donation of new GJHS auditorium curtains.

Name of Vendor: none

Address of Vendor: none

Items to be purchased in order to conduct the fundraiser:
Pie pans, whipped cream

a. Estimated INCOME: $700
b. Less Estimated EXPENSE: $40
c. Estimated PROFIT: $660

NOTES:

First day of Fundraiser: 10/30/2017 **Last Day of Fundraiser:** 11/3/2017

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: CBWarkman **Date:** 8/31/17

Principal's Signature: [signature] **Date:** 8/31/17

Athletic Director's Signature (if applicable): ______ **Date:** ______

mkChapple

Board of Education Approval Date: ______

Form: AF Fundraiser Request 4/2016

RECEIVED
9-8-17

f.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9-07-17 Site Name: High School

Acct. Name & #: FFA 877 Current Unobligated Account Balance: ~~11,254.76~~ $9,492.71

Select One: (●) Soliciting in school only ( ) Soliciting in school and community ( ) Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)

Collection of Student dues

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards:* https://foodplanner.healthiergeneration.org/calculator/

Please supply the following information:

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:
To pay to state and national level dues

Name of Vendor: Oklahoma FFA & National FFA

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:

a. Estimated INCOME: $4,000
b. Less Estimated EXPENSE: 0
c. Estimated PROFIT: $4,000

NOTES: Dues for Students would be $20 $5 to State and $15 to National FFA

First day of Fundraiser: 10-15-17 Last Day of Fundraiser: 5-22-17

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold?

Are school district facilities required? No If yes, a facility use permit must be completed.

Sponsor's Signature: [signature] Date: 9-7-17

Principal's Signature: [signature] Date: 9-7-17

Athletic Director's Signature (if applicable): Date:

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED
9-13-17 ap

9.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/12/17 **Site Name:** HS

Acct. Name & #: 879 Foreign Lang **Current Unobligated Account Balance:** $2,202.31 ap

Select One: ○ Soliciting in school only ◉ Soliciting in school and community ○ Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Selling t-shirts in school

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/*
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:
pay for transportation and subs for field trips

Name of Vendor: T-shirt Nerds

Address of Vendor: 1514 W. Cleveland Guthrie, OK 73044

Items to be purchased in order to conduct the fundraiser:
t-shirts

a. Estimated INCOME: 3000
b. Less Estimated EXPENSE: 2250
c. Estimated PROFIT: 750

NOTES:

First day of Fundraiser: 11/20/17 **Last Day of Fundraiser:** 5/10/17

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? donate to club members

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: [signature] **Date:** 9/12/17

Principal's Signature: [signature] **Date:** 9-13-17

Athletic Director's Signature (if applicable): **Date:**

mkchapple

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED
9-27-17

h.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/26/17 **Site Name:** GHS

Acct. Name & #: 881 **Current Unobligated Account Balance:** $1937.08

Select One: ○ Soliciting in school only ● Soliciting in school and community ○ Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Free Throw-a-thon

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards:* https://foodplanner.healthiergeneration.org/calculator/
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:
Travel, meals, basketball equipment

Name of Vendor: N/A

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:
N/A

a. Estimated INCOME: $2000
b. Less Estimated EXPENSE: 0
c. Estimated PROFIT: $2000

NOTES:

First day of Fundraiser: Oct 10/17 **Last Day of Fundraiser:** Nov 10/17

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: Cory Sawyer **Date:** 09/26/2017

Principal's Signature: **Date:**

Athletic Director's Signature (if applicable): JC **Date:** 9/26/2017

mdchapple

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED
9.27.17

i.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/26/17 Site Name: GHS

Acct. Name & #: 881 Current Unobligated Account Balance: $1937

Select One: ○ Soliciting in school only ◉ Soliciting in school and community ○ Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Apparel sale

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards:* https://foodplanner.healthiergeneration.org/calculator/
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:
Travel, meals, basketball equipment

Name of Vendor: Excite Fundraising

Address of Vendor: 1003 SE 14th Street, Suite 14 Bentonville Ark. 72712

Items to be purchased in order to conduct the fundraiser:
N/A

a. Estimated INCOME: $1200
b. Less Estimated EXPENSE: 0
c. Estimated PROFIT: $1200

NOTES:

First day of Fundraiser: Oct 10/17 **Last Day of Fundraiser:** Nov 10/17

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: Cory Sauser **Date:** 09/26/2017

Principal's Signature: **Date:**

Athletic Director's Signature (if applicable): **Date:** 9/26/2017

MAckappe

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED
9-27-17

j.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/26/17 **Site Name:** GHS

Acct. Name & #: 881 **Current Unobligated Account Balance:** $1937

Select One: ○ **Soliciting in school only** ○ **Soliciting in school and community** ◉ **Community Only**

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Winter Calendar with advertisments

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/*
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer:

Purpose for which funds will be used:
Travel, meals, basketball equipment

Name of Vendor: Excite Fundraising

Address of Vendor: 1003 SE 14th Street, Suite 14 Bentonville Ark. 72712

Items to be purchased in order to conduct the fundraiser:
N/A

a. Estimated INCOME: $1200
b. Less Estimated EXPENSE: 0
c. Estimated PROFIT: $1200

NOTES:

First day of Fundraiser: Oct 10/17 **Last Day of Fundraiser:** Nov 10/17

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? no If yes, a facility use permit must be completed.

Sponsor's Signature: Cory Sauser **Date:** 09/26/2017

Principal's Signature: **Date:**

Athletic Director's Signature (if applicable): D Chappell **Date:** 9/26/2017

McChapple

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

RECEIVED 9-27-17

R.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/26/17 **Site Name:** GHS

Acct. Name & #: 881 **Current Unobligated Account Balance:** $1937

Select One: ○ **Soliciting in school only** ◉ **Soliciting in school and community** ○ **Community Only**

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Concession Sales at YMCA basketball games

If food and/or beverage items are being ***sold to students during the school day****, they* ***must*** *meet the Smart Snacks in School s nutritional standards that went into effect across the country July 1st 2014. You may use the Smart Snacks Calculator to see if your snack meets these standards: https://foodplanner.healthiergeneration.org/calculator/*
Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
Selling out of High School and JH inventory

Manufacturer:

Purpose for which funds will be used:
Travel, meals, basketball equipment

Name of Vendor: N/A

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:
Girls Basketball will be using athletic concession inventory. Reinbursing at 40% Win Win for basketball and athletics.

a. Estimated INCOME: $1000
b. Less Estimated EXPENSE: 0
c. Estimated PROFIT: $1000

NOTES:

First day of Fundraiser: Dec 9/2017 **Last Day of Fundraiser:** Feb. 24/2018

I understand that when this fundraiser is completed, an ***After Sale Accountability Form*** *must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A

Are school district facilities required? yes If yes, a facility use permit must be completed.

Sponsor's Signature: Cory Sauser **Date:** 09/26/2017

Principal's Signature: **Date:**

Athletic Director's Signature (if applicable): [signature] **Date:** 9/26/2017

Board of Education Approval Date:

Form: AF Fundraiser Request 4/2016

TRANSFERS FOR BOARD APPROVAL
October 09, 2017

TO:	FROM:	REASON	$AMOUNT
Cotteral PTO, 804	Central PTO, 803	Transfer student snack money	$19.00
Cotteral, 805	Central, 802	Transfer student tshirt money	$ 7.00
Stuco, 899	HS Activity, 884	Homecoming parade fee	$20.00
Stuco, 899	JROTC, 895	Homecoming parade fee	$100.00
Stuco, 899	Class of 2019, 863	Homecoming parade fee	$20.00

GPS

Guthrie Public Schools
ACTIVITY FUND
REQUEST FOR TRANSFER OF FUNDS
(Effective 2006)

Amount 19.00

Date Requested September 13, 2017

Transfer to: Cotteral 804 PTO
Account Name & Number

Transfer from: Central 803 PTO
Account Name & Number

State Reason for Transfer Below

Child was at Central at time of payment for popcorn and is now attending Cotteral.

Sponsor's Signature:

President / Vice-Pres. Signature:

Treasurer/Secretary's Signature: Deborah A. Pepper

Principal's Signature: Dan Watson

Transfer #

Board Approved

AF Request for Fund Transfer 8-06

RECEIVED

Guthrie Public Schools
ACTIVITY FUND
REQUEST FOR TRANSFER OF FUNDS
(Effective 2006)

Amount 7.00

Date Requested September 13, 2017

Transfer to: Cotteral 805
Account Name & Number

Transfer from: Central 802
Account Name & Number

State Reason for Transfer Below

Child was at Central at time of payment for T-Shirt and is now attending Cotteral.

Sponsor's Signature: ____________________

President / Vice-Pres. Signature: ____________________

Treasurer/Secretary's Signature: Deborah A. Pepper

Principal's Signature: Dami Watson

Transfer # ____________________

Board Approved ____________________

AF Request for Fund Transfer 8-06

2017-18

Guthrie Public Schools
ACTIVITY FUND
REQUEST FOR TRANSFER OF FUNDS
(Effective 2006)

Amount 20.00 Date Requested 9/27

Transfer to: STUCO - #899
Account Name & Number

Transfer from: HS Activity - #884
Account Name & Number

State Reason for Transfer Below

Homecoming parade payment for Class of 2007

Sponsor's Signature: Chris LeGrande

President / Vice-Pres. Signature: ______________________

Treasurer/Secretary's Signature: ______________________

Principal's Signature: Chris LeGrande

Transfer # ______________

Board Approved ______________

AF Request for Fund Transfer 8-06

RECEIVED
9-28-17

Guthrie Public Schools
ACTIVITY FUND
REQUEST FOR TRANSFER OF FUNDS
(Effective 2006)

Amount 100.00 Date Requested 26 Sep 17

Transfer to: Student Council
Account Name & Number

Transfer from: JROTC 895
Account Name & Number

State Reason for Transfer Below

Fee for Homecoming Parade vehicles (6)

Sponsor's Signature:

President / Vice-Pres. Signature: N/A

Treasurer/Secretary's Signature: N/A

Principal's Signature:

Transfer # ____________

Board Approved ____________

AF Request for Fund Transfer 8-06

RECEIVED
9-28-17

GPS

Guthrie Public Schools
ACTIVITY FUND
REQUEST FOR TRANSFER OF FUNDS
(Effective 2006)

Amount 20.00 Date Requested 9/27/17

Transfer to: STUCO #899
Account Name & Number

Transfer from: Class of 2019 #863
Account Name & Number

State Reason for Transfer Below

Parade float entry fee

Sponsor's Signature: Michelle Rhodes

President / Vice-Pres. Signature: ____________

Treasurer/Secretary's Signature: ____________

Principal's Signature: Chris L Grande

Transfer # ____________

Board Approved ____________

RECEIVED
9-6-17

Guthrie Public Schools
ACTIVITY FUND REQUEST FOR NEW ACCOUNT
Effective 7-2014

Date 9/517 **Site** Guthrie HS

Desired Name of new Account XC-Bluecrew

Purpose of account Provide meals, nutrition specific items (ex: drinks, health bars) massage theraphy items and running accessories.

Types of BOE allowable expenditures the account will incur (See page 11 of AF Handbook)
Donations, Student uniforms and accessories, Student travel and related expenses, Team registrations, memorials, fund raising expenses, expenses related to competetion and athletic equipment.

Source of BOE allowable income that will support this account (See page 13 of AF Handbook) T-shirt sales, raffle ticket drawing, carwash, test drive, golf tournament,calendars

Be specific as all financial activity will be based on your response.
This form does NOT replace the fundraiser request form as required.

X [signature]
Sponsor Signature

X [signature]
Principal/Administrator Signature

Recommended by James Strahorn

Date 9/5/17

New Account Name XC-Bluecrew

New Account Number __________

Board of Education Approval Date __________

AF Request for New Account 11/15

Transportation Department
Fuel Bids
2017-2018

DATE: 9-19-17 PO#:	TIME BIDS BEGAN: 9:03 TIME BIDS CLOSED: 9:48	AMOUNT NEEDED: DIESEL: 7000 UNLEADED: 1000

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	1.9175	1.9165
PENLEY OIL COMPANY	MIKE, SCOTT or GEORGEANN	235-7553	1.92114	1.91994
RED ROCK	JOANIE or TRICHA	677-3373	1.8876	1.8865
TRUMAN ARNOLD COMPANIES	~~CASEY~~ Kyle	1-800-808-6500	2.008143	2.005743

AMOUNT OF FUEL PURCHASED:

COMPANY BID AWARDED TO: Red Rock

UNLEADED FUEL: 1000	PRICE PER GALLON: 1.8876	TOTAL AMT: 1887.60
DIESEL FUEL: 7000	PRICE PER GALLON: 1.8865	TOTAL AMT: 13,205.50
		TOTAL PURCHASE: 15,093.10

PER TELEPHONE BIDS RECEIVED BY:

[signature]

[signature]

COMMENTS:

Guthrie Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 426 - 521

PO No	Date	Vendor No	Vendor	Description	Amount
426	09/05/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/C. PRATT/GUES	50.00
427	09/05/2017	44003	ASSOC THEATRICAL CONTRACTORS, INC	STAGE CURTAINS	2,062.00
428	09/05/2017	10954	DICK BLICK COMPANY	ART SUPPLIES/J. HOWARD/JH	309.65
429	09/05/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/B. KNIGHT/JH	100.00
430	09/05/2017	12910	OFFICE DEPOT, INC.	$100 CLASSROOM SUPPLIES/K. JENSEN/COTTERAL	100.00
431	09/05/2017	16611	ACT HOLDCO	REPAIRS TO BUS 14/TRANSPORTATION	6,301.26
432	09/05/2017	40662	FAIRFIELD INN - TULSA	TEACHERS' ROOMS FOR TULSA STATE FAIR/AG/HS	939.84
433	09/05/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLY/R. CARROLL/GUES	100.00
434	09/05/2017	15444	SCHOOL SPECIALTY	$100 CLASSROOM SUPPLIES/D. SHAFFER/CENTRAL	100.00
435	09/05/2017	83615	PATTI JO BOHLMAN	MILEAGE REIMBURSE FOR HOMEBOUND/SPEC ED.	500.00
436	09/05/2017	17963	HEATH SHELTON	CENTRAL PHOTOGRAPH	215.00
437	09/07/2017	15571	STAPLES ADVANTAGE	COPY PAPER/DISTRICT	13,230.00
438	09/08/2017	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/HS	2,984.76
439	09/08/2017	42351	DELCO DIESEL SERVICES, INC.	TERMINAL CLEANING KIT/TRANSPORTATION	89.00
440	09/08/2017	10802	PEARISON INC.	FLAGS FOR BAND/BLACKBURN/HS	1,152.20
441	09/08/2017	13646	CAROLYN BLACK HALLER	HS- WELCOME TO THE ROCK SIGN (FB)	375.00
442	09/11/2017	43993	CENTRAL RURAL ELECTRIC COOP	BLANKET FOR ELECTRIC SERVICE	500.00
443	09/11/2017	15994	AMAZON CAPITAL SERVICES	COIN COUNTER/WEBB/JH	199.99
444	09/11/2017	17289	A-1 RADIATOR SERVICE, INC.	BLANKET FOR RADIATORS AND RADIATOR REPAIR	5,000.00
445	09/11/2017	16003	VERNIER SOFTWARE AND TECHNOLOGY LLC	SUPPLIES/TECH ENG/DARCY/JH	879.29
446	09/11/2017	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	RED WEIGHTED VEST	58.49
447	09/11/2017	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES/SPECIAL ED/COTTERAL	29.38
448	09/12/2017	44002	KRISTINE THOMPSON	VISUAL TECH/MARCHING BAND/HS	500.00
449	09/13/2017	15994	AMAZON CAPITAL SERVICES	SUPPLIES/TECH ENG/PETERMAN/JH	121.36
450	09/14/2017	13229	QUILL CORPORATION	FILING CABINET FOR SPEECH PATH	89.99
451	09/14/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/J. ALEXANDER/FOGARTY	100.00
452	09/14/2017	17921	SCHOOL HEALTH CORPORATION	SCOOPER PLATE FOR CLASSROOM USE/SPECIAL ED	35.94
453	09/14/2017	14207	WALMART COMMUNITY	BLANKET FOR CLASSROOM SUPPLIES/SPEC ED.	500.00
454	09/14/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/S. LAUSEN/COTTERAL	99.52

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 426 - 521

PO No	Date	Vendor No	Vendor	Description	Amount
455	09/14/2017	15994	AMAZON CAPITAL SERVICES	WIRELESS HEADSET MICROPHONE/COTTERAL	69.85
456	09/14/2017	17290	FLEETPRIDE, INC.	KINGPIN AND BRAKE ANCHOR PIN PUSHER	2,449.99
457	09/15/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/PATSY KINZIE/HS	100.00
458	09/15/2017	40791	APPLE, INC.	INSTRUCTIONAL IPAD APPS/COTTERAL	192.00
459	09/15/2017	16371	TWOTREES TECHNOLOGY, LLC	NETWORK SUPPORT SERVICES/TECHNOLOGY	1,000.00
460	09/15/2017	15324	OKLAHOMA TECHNOLOGY ASSOCIATION	OTA REGISTRATION	475.00
461	09/18/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/S. STEVENSON/JH	100.00
462	09/18/2017	40354	FAMILY CAREER & COMMUNITY	FCCLA MEMBER DUES	168.00
463	09/18/2017	42234	CHALK'S TRUCK PARTS, INC.	BLANKET FOR PARTS AND SUPPLIES/TRANSPORTATION	7,000.00
464	09/18/2017	40123	ROBERTS TRUCK CENTER OF OK LLC	BLANKET FOR PARTS/TRANSPORTATION	5,000.00
465	09/18/2017	15994	AMAZON CAPITAL SERVICES	MAGNIFIER FOR SPECIAL NEEDS STUDENT	27.95
466	09/18/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/E. DAVIS/FOGARTY	100.00
467	09/19/2017	44005	UNION HILL HOSPITALITY, LLC	ROOM FOR LIVESTOCK SHOW/WILLIAMS/AG/HS	548.16
468	09/19/2017	11565	HAWTHORNE EDUCATIONAL SERVICES, INC	PRE-REFERRAL INTERVENTION MANUAL/SPECIAL ED	232.00
469	09/19/2017	13130	BETROLD ENTERPRISES, INC.	MUSIC FOR CHOIR CONCERTS & CONTESTS/VOCAL/HS	400.00
470	09/19/2017	83113	TAMARA KAYE KURIGER	MILEAGE REIMBURSEMENT FOR PD/KURIGER/SPEC ED.	60.00
471	09/19/2017	83618	KATIE AMANDA HIGGINS	MILEAGE REIMBURSEMENT FOR PD/K. HIGGINS/SPEC ED	120.00
472	09/19/2017	18001	OKLAHOMA REHABILITATION ASSOCIATION	REGISTRATION FOR OK TRANSITION/SPEC ED	50.00
473	09/19/2017	13286	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	15,093.10
474	09/19/2017	12394	LOWE'S COMPANIES, INC.	LOCKER LOCKS/JH	108.60
475	09/19/2017	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/JH	1,400.00
476	09/19/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/G. RITTER/GUES	100.00
477	09/19/2017	40205	MIDWEST CITY PUBLIC SCHOOLS	SUBURBAN CONFERENCE FEES (ALL SPORTS)/ATHLETICS	1,200.00
478	09/21/2017	13991	THOMPSON SCHOOL BOOK DEPOSITORY	TEXTBOOKS/SCIENCE/GUES	474.87
479	09/21/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/JBENSON/HS	100.00
480	09/21/2017	14280	WILLOBY'S FEED AND OUTFITTERS, LLC	FERTILIZER, FIELD SUPPLIES/ATHLETICS/HS	500.00
481	09/21/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/T. MORGAN/FOGARTY	97.57

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 426 - 521

PO No	Date	Vendor No	Vendor	Description	Amount
482	09/21/2017	11626	HOME DEPOT/GECF	DRUM FANS FOR HS GYMS/ATHLETICS	756.00
483	09/21/2017	40722	SHERYL MILES	MILEAGE REIMBURSEMENT FOR 2017-2018	500.00
484	09/22/2017	43991	TKO ELECTRONICS, INC.	LAPTOP CART WITH CHROMEBOOKS - SCHOOL IMPROVEMENT	15,750.00
485	09/22/2017	42240	PERSONAL COMPUTER SYSTEMS, INC.	OTTERBOXES FOR IPADS ST MARY'S	294.00
486	09/22/2017	40791	APPLE, INC.	IPADS FOR ST MARY'S	1,794.00
487	09/25/2017	16611	ACT HOLDCO	PARTS/TRANSPORTATION	1,826.40
488	09/25/2017	44020	MARRIOTT HOTEL SERVICES, INC	HOTEL STAY FOR OTI CONFERENCEN NORMAN OK	93.00
489	09/25/2017	13229	QUILL CORPORATION	INK CARTRIDGE FOR CLASSROOM PRINTER/SPECIAL ED	71.27
490	09/25/2017	42601	LIGHTSPEED TECHNOLOGIES, INC.	POWER SUPPLY FOR REDCAT DEVICE/SPECIAL ED	37.00
491	09/26/2017	44024	SHI INTERNATIONAL CORP	SOFTWARE/TECHNOLOGY	1,736.00
492	09/26/2017	15444	SCHOOL SPECIALTY	$100 CLASSROOM SUPPLIES/T. SIESS/FOGARTY	99.97
493	09/26/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/D. WARD/CENTRAL	100.00
494	09/26/2017	41201	DOLLAR TREE	CLASSROOM SUPPLIES/J. DELANEY/FOGARTY	24.00
495	09/26/2017	11626	HOME DEPOT/GECF	CLASSROOM SUPPLIES/J. DELANEY/FOGARTY	13.83
496	09/26/2017	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES/J. DELANEY/FOGARTY	61.97
497	09/26/2017	17124	OU CHILD STUDY CENTER	REGISTRATION FOR MESA PROJECT TRAINING/SPECIAL ED	660.00
498	09/26/2017	44001	MICROSOFT CORPORATION	WINDOWS LICENSE/TECHNOLOGY	3,000.00
499	09/27/2017	43991	TKO ELECTRONICS, INC.	CHROMEBOOKS AND CARTS/GUES/TITLE VI	10,500.00
500	09/27/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/S. DOWNS/COTTERAL	100.00
501	09/27/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/JOYCE ALLEN/HS	100.00
502	09/27/2017	40775	APPLE STORE	BOOKSHARE APP/SPECIAL ED	150.00
503	09/28/2017	42234	CHALK'S TRUCK PARTS, INC.	MISC. PARTS/TRANSPORTATION	1,772.70
504	09/28/2017	17830	BOYCE EQUIP. & PARTS CO., INC.	MISC. PARTS/TRANSPORTATION	409.00
505	09/28/2017	12682	MIDWEST BUS SALES, INC.	MISC. PARTS/TRANSPORTATION	2,167.24
506	09/28/2017	17839	MOORE NORMAN TECHNOLOGY	PARAPROFESSIONAL TRAINING/SPEC ED	660.00
507	09/28/2017	40775	APPLE STORE	CHARGERS FOR IPADS/SPECIAL ED	190.00
508	09/28/2017	12903	ODSS CONFERENCE	SPECIAL SERVICES DIRECTOR TRAINING/SPEC ED	100.00
509	09/28/2017	11277	FLINN SCIENTIFIC, INC.	SCIENCE SUPPLIES/OK GEOLOG. GRANT/WOODARD/HS	3,609.80

Guthrie Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 426 - 521

PO No	Date	Vendor No	Vendor	Description	Amount
510	09/28/2017	13183	PITSCO, INC	SCIENCE SUPPLIES/OK GEOLOG. GRANT/WOODARD/HS	965.00
511	09/28/2017	11325	SCHOOL SPECIALTY SCIENCE	SCIENCE SUPPLIES/OK GEOLOG. GRANT/WOODARD/HS	930.16
512	09/29/2017	11642	HOUGHTON MIFFLIN HARCOURT PUBLISHIN	PSYCH TESTING MATERIALS/SPECIAL ED	85.70
513	09/29/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/A. RIFE/JH	100.00
514	09/29/2017	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	LOCKS FOR JUNIOR HIGH	119.75
515	09/29/2017	14230	MANSON WESTERN CORPORATION	PSYCH TESTING SUPPLIES/SPECIAL ED	272.00
516	09/29/2017	13210	PRO-ED	PSYCH TESTING SUPPLIES/SPECIAL ED	408.00
517	10/02/2017	16611	ACT HOLDCO	ARM REST CLIPS/TRANSPORTATION	69.00
518	10/02/2017	10802	PEARISON INC.	FLAG POLES AND PLUME BOX/BAND/HS	282.00
519	10/02/2017	11933	JOHN VANCE MOTORS, INC.	UPPER DOOR TRUCK HINGE/TRANSPORTATION	74.25
520	10/02/2017	12967	OKLAHOMA HOME CENTERS, INC.	MISC. PARTS/TRANSPORTATION	201.86
521	10/02/2017	10129	NORTHUP AUTO PARTS & MACHINE	AIR HOSE FOR BUS 2/TRANSPORTATION	37.89

Non-Payroll Total:	**$124,011.55**
Payroll Total:	**$0.00**
Report Total:	**$124,011.55**

Guthrie Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: Building, Date Range: 7/1/2017 - 6/30/2018, PO Range: 99 - 118

PO No	Date	Vendor No	Vendor	Description	Amount
99	09/11/2017	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	5,000.00
100	09/11/2017	17152	TIME SPENT LLC	DISTRICT CARPET CLEANING	5,000.00
101	09/11/2017	44011	ARROW MACHINERY CO, INC.	HS- DRYER PLUG (ALL SPORTS) /ATHLETICS	100.00
102	09/13/2017	17249	S. T. BOLDING III	DISTRICT ELECTRICAL SERVICE AND REPAIRS	4,000.00
103	09/13/2017	15994	AMAZON CAPITAL SERVICES	CLAMP METER FOR MAINTENANCE	111.18
104	09/13/2017	10170	BECK IMPLEMENT & TRAILER	AUGER BIT/MAINTENANCE	119.55
105	09/19/2017	43992	INTEGRITY HEAT & AIR, LLC	REPLACE EVAPORATOR COIL IN GUES PORTABLE	2,200.00
106	09/19/2017	43992	INTEGRITY HEAT & AIR, LLC	REPLACE EVAPORATOR COIL CLASSROOM AT JR HIGH	2,500.00
107	09/19/2017	17258	LUBER BROTHERS, INC.	BOBCAT MOWER SPINDLE /ATHLETICS	300.00
108	09/20/2017	42501	EARTHSMART CONTROLS, LLC	INSTALL DELTA CONTROLS IN HS GYM	1,054.35
109	09/20/2017	15300	AAF-MCQUAY, INC.	JR. HIGH CHILLER REPAIRS	4,000.00
110	09/21/2017	15300	AAF-MCQUAY, INC.	CONTROL BOARD FOR JR HIGH CHILLER	5,225.00
111	09/21/2017	43992	INTEGRITY HEAT & AIR, LLC	REPLACE COMPRESSOR AT STADIUM PRESS BOX	3,800.00
112	09/25/2017	10170	BECK IMPLEMENT & TRAILER	ROCK AUGER	300.00
113	09/26/2017	43801	6-L MECHANICAL	DISTRICT HVAC REPAIRS	4,000.00
114	09/27/2017	11941	JOHNSTONE SUPPLY OF OKLAHOMA CITY,	FAN MOTOR FOR HS CLASSROOM UNIT	239.23
115	09/28/2017	44013	CENTRAL OKLAHOMA WINNELSON	PLUMBING SUPPLIES	143.16
116	09/28/2017	42004	ROBERT BROOKE & ASSOCIATES	RESTROOM PARTITION STOPS	40.64
117	09/28/2017	12955	OKLAHOMA ROOFING	REPAIRS TO FOGARTY COPING AND FLASHING	3,530.00
118	10/02/2017	43801	6-L MECHANICAL	DISTRICT HVAC REPAIRS	3,000.00
				Non-Payroll Total:	**$44,663.11**
				Payroll Total:	**$0.00**
				Report Total:	**$44,663.11**

Guthrie Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2017 - 6/30/2018, PO Range: 12 - 12

PO No	Date	Vendor No	Vendor	Description	Amount
12	09/29/2017	44029	JACKI MCCLENDON	MEAL REFUND/GRADUATED	6.90
				Non-Payroll Total:	**$6.90**
				Payroll Total:	**$0.00**
				Report Total:	**$6.90**

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 9/2/2017 - 6/30/2018, PO Range: 1 - 425, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description		Amount
46	07/01/2017	15950	DEWART-GUMERSON INSURANCE AGENCY	POSITION BOND RENEWAL FOR 2017-18		-7.00
POSITION BOND RENEWAL FOR 2017-18	021-2312-525-000-0000-000-050			07/01/2017	09/06/2017	-7.00
109	07/01/2017	17289	A-1 RADIATOR SERVICE, INC.	SUPPLIES/REPAIRS/TRANSPORTATION		-209.00
SUPPLIES AND REPAIRS	018-2740-430-000-0000-000-070			07/01/2017	09/13/2017	-209.00
114	07/01/2017	42234	CHALK'S TRUCK PARTS, INC.	BLANKET FOR PARTS		-118.04
BLANKET FOR PARTS	018-2740-612-000-0000-000-070			07/01/2017	09/18/2017	-118.04
130	07/01/2017	12899	O'REILLY AUTOMOTIVE INC.	BLANKET FOR PARTS AND SUPPLIES		20.82
PARTS AND SUPPLIES FOR VEHICLES	018-2650-612-000-0000-000-070			07/01/2017	09/18/2017	-942.10
	018-2650-612-000-0000-000-070			09/18/2017		1,205.63
PARTS AND SUPPLIES FOR BUSES	018-2740-612-000-0000-000-070			07/01/2017	09/18/2017	-242.71
139	07/01/2017	40123	ROBERTS TRUCK CENTER OF OK LLC	BLANKET FOR PARTS AND SUPPLIES		553.79
BLANKET FOR PARTS AND SUPPLIES	018-2740-612-000-0000-000-070			07/01/2017	09/18/2017	-3,050.91
	018-2740-612-000-0000-000-070			09/18/2017		370.13
	018-2740-612-000-0000-000-070			09/18/2017		3,234.57
143	07/01/2017	14201	WALKER TIRE DTR LLC	BLANKET FOR TIRES		-1,465.50
BLANKET FOR TIRES	018-2650-612-000-0000-000-070			07/01/2017	09/22/2017	-1,465.50
158	07/01/2017	14316	AHP OF OKLAHOMA	FERPA PUBLICATION FOR 2017-18		-45.20
FERPA PUBLICATION FOR 2017-18	044-2560-530-239-0000-000-000			07/01/2017	09/22/2017	-45.20
230	07/24/2017	13438	ROSS TRANSPORTATION, INC.	INSTALLATION OF NEW BUS LIFT/TRANSPORTATION		-44.00
NEW LIFT FOR BUS 53	018-2740-430-000-0000-000-070			07/24/2017	09/18/2017	-44.00
233	07/26/2017	42077	DESHIELDS TRUCK SERVICE, INC.	BUS REPAIR/TRANSPORTATION		-446.75
REPAIR CROSSMEMBER FRAME FOR BUS 53	018-2740-430-000-0000-000-070			07/26/2017	09/15/2017	-446.75
237	07/26/2017	17797	TALK RADIO, LLC	FOR TOWER USAGE		-1,350.00
TOWER USAGE	018-2740-810-000-0000-000-070			07/26/2017	09/18/2017	-1,350.00
240	07/31/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/LAURA PORTER/HS		-0.12
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-239-1060-000-705			07/31/2017	09/27/2017	-0.12
246	07/31/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/TED LAUSEN/HS		-6.95
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-5400-000-705			07/31/2017	09/27/2017	-6.95
255	08/01/2017	13704	BSN SPORTS, INC.	SOFTBALL UNIFORMS/ATHLETICS/HS		-36.50
HS- UNIFORMS (SB)	119-2199-657-831-0000-000-705			08/01/2017	09/18/2017	-36.50
269	08/03/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/CASEY PORTER/HS		-0.04
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-5400-000-705			08/03/2017	09/27/2017	-0.04
277	08/04/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLY/T. DARCY/JH		-3.32
Classroom Supplies, AS PER ATTACHED	034-1000-619-317-8700-000-610			08/04/2017	09/27/2017	-3.32

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PO No	Date	Vendor No	Vendor	Description		Amount
281	08/04/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/CORY SAUSER/HS		-1.54
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-2400-000-705		08/04/2017	09/27/2017	-1.54
282	08/04/2017	13286	RED ROCK DISTRIBUTING CO.	1000 GAL UNLEADED		-23.81
1000 GALLONS UNLEADED @1.9849		019-2740-625-000-0000-000-070		08/07/2017	09/06/2017	-23.81
283	08/09/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/KURIGER/HS		-0.08
CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-4400-000-705		08/09/2017	09/27/2017	-0.08
285	08/09/2017	15571	STAPLES ADVANTAGE	$100 CLASSROOM SUPPLIES/METZ/HS		-1.92
CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-5400-000-705		08/09/2017	09/12/2017	-1.92
290	08/09/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLY/K. KNAPP/FOGARTY		-0.76
CLASSROOM SUPPLIES, AS PER ATTACHED		034-1000-619-100-3000-000-110		08/09/2017	09/12/2017	-0.76
297	08/09/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLY/A. YOUNG/COTTERAL		-0.27
$100 Allowance for Command hooks, ink, pens, folders and misc classroom supplies		034-1000-619-100-1012-000-120		08/09/2017	09/27/2017	-0.27
302	08/09/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/A. MOORE/FOGARTY		-0.04
Picture Frames for bulletin board		034-1000-619-100-1050-000-110		08/09/2017	09/12/2017	-2.58
8 Pack of Poster Board		034-1000-619-100-1050-000-110		08/09/2017	09/12/2017	-7.62
		034-1000-619-100-1050-000-110		09/12/2017		10.16
306	08/10/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES-ALLISON LOWE/GUES		-0.16
CLASSROOM SUPPLIES ALLISON LOWE		034-1000-619-100-1050-000-125		08/10/2017	09/12/2017	-0.16
311	08/11/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/T. JORDAN/CENTRAL		-1.14
sign language supplies, textbooks, charts,reading and math curriculum, and other misc. supplies for classroom use.		034-1000-619-100-1050-000-130		08/11/2017	09/12/2017	-1.14
312	08/11/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/K. ICE/JH		-1.07
Misc. Science Items for labs; classroom supplies, etc.		034-1000-619-100-2250-000-610		08/11/2017	09/27/2017	-1.07
315	08/14/2017	13704	BSN SPORTS, INC.	HS- UNIFORMS-BASKETBALLS, ETC		0.05
HS- SHIPPING		119-2199-683-907-0000-000-705		08/14/2017	09/18/2017	-30.95
		119-2199-683-907-0000-000-705		09/18/2017		31.00
316	08/14/2017	17249	S. T. BOLDING III	HS- TIME CLOCK/ LABOR		9.10
HS- TIME CLOCK/ LABOR		119-2640-430-824-0000-000-705		08/14/2017	09/12/2017	-150.00
		119-2640-430-824-0000-000-705		09/12/2017		159.10
318	08/15/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/LAUREN NELSON/HS		-2.75
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-4000-000-705		08/15/2017	09/27/2017	-2.75

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 9/2/2017 - 6/30/2018, PO Range: 1 - 425, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description		Amount
319	08/15/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/DAYLON EDWARDS/HS		-0.20
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-5000-000-705			08/15/2017	09/27/2017	-0.20
320	08/15/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/E. CARPENTER/GUES		-0.39
CLASSROOM MATERIALS AS PER ATTACHED	034-1000-619-100-1050-000-125			08/15/2017	09/13/2017	-0.39
322	08/15/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/V. GODDARD/GUES		-5.35
CLASSROOM MATERIALS	034-1000-619-100-1050-000-125			08/15/2017	09/27/2017	-5.35
323	08/15/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/T. ADAMS/GUES		-44.14
CLASSROOM MATERIALS	034-1000-619-100-1050-000-125			08/15/2017	09/12/2017	-44.14
326	08/15/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/R. WISS/GUES		-0.10
CLASSROOM SUPPLIES	034-1000-619-100-1050-000-125			08/15/2017	09/12/2017	-0.10
329	08/15/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/J. PALMER/GUES		-0.60
CLASSROOM MATERIALS AS PER ATACHED	034-1000-619-100-1050-000-125			08/15/2017	09/12/2017	-0.60
330	08/15/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/J. PALMER/GUES		-2.36
CLASSROOM MATERIALS	034-1000-619-100-1050-000-125			08/15/2017	09/27/2017	-2.36
332	08/16/2017	11610	HOBBY LOBBY STORES, INC.	BLANKET FOR SUPPLIES/AG/HS		-143.51
Hobby Lobby for supplies such as flowers, frames, vases, materials	412-1000-681-311-8000-000-705			08/16/2017	09/12/2017	-143.51
333	08/16/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/A. PERRING/FOGARTY		-0.15
Learning Resources Place Value Disks (LER5215)	034-1000-681-100-1050-000-110			08/16/2017	09/12/2017	-12.02
	034-1000-681-100-1050-000-110			09/12/2017		15.68
IRIS Extra Large 4 x 6 Inch Photo and Embellishment Craft Keeper, 2 Pack, Clear	034-1000-619-100-1050-000-110			08/16/2017	09/12/2017	-12.30
Advantus Photo Keeper Box with 6 Individual Clear Photo Cases, Holds up to 600 Photos (61989)	034-1000-619-100-1050-000-110			08/16/2017	09/12/2017	-8.49
	034-1000-619-100-1050-000-110			09/12/2017		16.98
334	08/16/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/A. DABLEMONT/JH		-8.06
General classroom supplies	034-1000-619-100-2200-000-610			08/16/2017	09/27/2017	-8.06
335	08/16/2017	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	$100 CLASSROOM SUPPLIES/C. LYONS/CENTRAL		-5.49
Back to school supplies for classroom. See attached order.	034-1000-619-100-1050-000-130			08/16/2017	09/12/2017	-5.49
337	08/17/2017	12910	OFFICE DEPOT, INC.	$100 CLASSROOM SUPPLIES/JAMES STRAHORN/HS		-2.33
Classroom Supplies	034-1000-619-100-4400-000-705			08/17/2017	09/12/2017	-2.33
338	08/17/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/KIM CARNES/HS		-0.96
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-4400-000-705			08/17/2017	09/12/2017	-0.96

Guthrie Public Schools

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 9/2/2017 - 6/30/2018, PO Range: 1 - 425, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description		Amount
339	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/SHELLEY BERRYMAN/HS		-0.31
$100 CLASSROOM SUPPLIES PER ATTACHED		034-1000-619-100-4000-000-705		08/17/2017	09/27/2017	-0.31
340	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/RYAN HOSKINS/HS		-14.17
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-5000-000-705		08/17/2017	09/27/2017	-14.17
341	08/17/2017	12910	OFFICE DEPOT, INC.	$100 CLASSROOM SUPPLIES/RIC MESHEW/HS		-4.85
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-3300-000-705		08/17/2017	09/12/2017	-4.85
342	08/17/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/SEAN MORGAN/HS		-2.35
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-4400-000-705		08/17/2017	09/12/2017	-2.35
344	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/RACHEL COPELAND/HS		-7.73
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-4000-000-705		08/17/2017	09/27/2017	-7.73
345	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/JEFF JORDAN/HS		-4.09
$100 CLASSROOM SUPPLIES AS PER ATTACHED		034-1000-619-100-4000-000-705		08/17/2017	09/27/2017	-4.09
347	08/17/2017	42456	STILLWATER MILLING COMPANY	BLANKET FOR AG PROGRAM SUPPLIES/DRAKE/HS		1.35
Livestock supplies and shop equipment		412-2199-681-311-8000-000-705		08/17/2017	09/12/2017	-300.00
		412-2199-681-311-8000-000-705		09/12/2017		301.35
349	08/17/2017	13704	BSN SPORTS, INC.	HS- BUCKET HATS/ATHLETICS		33.00
HS- BUCKET HAT (ATHLETIC)		119-2575-657-846-0000-000-705		08/17/2017	09/22/2017	-144.00
		119-2575-657-846-0000-000-705		09/22/2017		177.00
353	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/L. GOOD/GUES		-4.17
CLASSROOM MATERIALS		034-1000-619-100-1050-000-125		08/17/2017	09/27/2017	-4.17
355	08/17/2017	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	$100 CLASSROOM SUPPLIES/C. BRASSARD/GUES		-3.56
CLASSROOM MATERIALS INCLUDING: TAPE, BALLS, BEAN BAGS, AND OTHER MISC. CLASSROOM SUPPLIES		034-1000-619-100-1050-000-125		08/17/2017	09/12/2017	-3.56
356	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/C. CROCKETT/GUES		-1.37
CLASSROOM MATERIALS		034-1000-619-100-1050-000-125		08/17/2017	09/27/2017	-1.37
360	08/17/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/J. CHAMBERS/FOGARTY		-0.36
CLASSROOM SUPPLIES		034-1000-619-100-1050-000-110		08/17/2017	09/29/2017	-0.36
361	08/17/2017	43993	CENTRAL RURAL ELECTRIC COOP	ELECTRIC POLE FOR CHARGER OAK ELEMENTARY		-50.00
ELECTRIC POLE FOR CHARTER OAK ELEMENTARY SITE		008-2620-624-000-0000-000-050		08/17/2017	09/12/2017	-50.00
362	08/17/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/KARA TARRANT/HS		-13.19
$100 CLASSROOM SUPPLIES AS PER		034-1000-619-100-5400-000-705		08/17/2017	09/12/2017	-13.19

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 9/2/2017 - 6/30/2018, PO Range: 1 - 425, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description		Amount
ATTACHED						
363	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/LISA KROTH/HS		-0.49
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-239-1060-000-705			08/17/2017	09/27/2017	-0.49
364	08/17/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/LINDSEY BAKER/HS		-3.02
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-2800-000-705			08/17/2017	09/27/2017	-3.02
366	08/17/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/B. STONE/GUES		-30.24
CLASSROOM MATERIALS	034-2120-619-100-0000-000-125			08/17/2017	09/12/2017	-30.24
372	08/18/2017	12910	OFFICE DEPOT, INC.	$200 CLASSROOM SUPPLIES/BLACKBURN&STEIER/HS		-0.09
$100 CLASSROOM SUPPLIES AS PER ATTACHED$100 - ROB BLACKBURN$100 - TAYLOR STEIER	034-1000-619-100-3000-000-705			08/18/2017	09/29/2017	-0.09
374	08/18/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/LISA REECE/HS		-4.10
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-3300-000-705			08/18/2017	09/27/2017	-4.10
380	08/22/2017	15571	STAPLES ADVANTAGE	$100 CLASSROOM SUPPLIES/JULIE MURRAY/HS		-1.55
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-4000-000-705			08/22/2017	09/12/2017	-1.55
382	08/22/2017	42601	LIGHTSPEED TECHNOLOGIES, INC.	BATTERIES FOR REDCAT DEVICES/SPEC ED		-30.00
BATTERIES FOR REDCAT DEVICES	621-1000-619-239-1050-000-050			08/22/2017	09/22/2017	-30.00
387	08/25/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/E. MANN/FOGARTY		-1.65
labels	034-2220-619-000-0000-000-110			08/25/2017	09/27/2017	-1.64
tape-packing tape for mending and relettering books	034-2220-619-000-0000-000-110			08/25/2017	09/27/2017	-1.03
dusters	034-2220-618-000-0000-000-110			08/25/2017	09/27/2017	-0.18
crates for benches	034-2220-619-000-0000-000-110			08/25/2017	09/27/2017	-0.06
carpet	034-2220-619-000-0000-000-110			08/25/2017	09/27/2017	-0.12
foam rubber-to make benches	034-2220-619-000-0000-000-110			08/25/2017	09/27/2017	-0.06
markers	034-2220-619-000-0000-000-110			08/25/2017	09/27/2017	-5.50
	034-2220-619-000-0000-000-110			09/27/2017		6.94
388	08/25/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/CARIE KEITH/HS		-0.58
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-5000-000-705			08/25/2017	09/15/2017	-0.58
389	08/25/2017	15994	AMAZON CAPITAL SERVICES	TUTORING SUPPLIES FOR TITLE VI		-3.99
AVERY BIG TAB REVERSIBLE FASHION DIVIDERS, CHEVRON, 5 TAB SET (24975)	561-1000-619-100-1050-000-110			08/25/2017	09/18/2017	-3.99
390	08/25/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/KEITH HEDGE/HS		-0.35
$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-3300-000-705			08/25/2017	09/27/2017	-0.35

Guthrie Public Schools

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 9/2/2017 - 6/30/2018, PO Range: 1 - 425, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description		Amount
392	08/25/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/J. MUNGAI/COTTERAL		-2.70
	classroom supplies- art supplies (googly eyes, craft sticks, hot glue sticks, etc.)classroom materials- puzzles and manipulatives for fine motor activities, such as peg boards and stacking blocks) and other misc. classroom supplies	034-1000-619-239-1012-000-120		08/25/2017	09/27/2017	-2.70
393	08/25/2017	12447	MARDEL, INC.	$100 CLASSROOM SUPPLIES/M. MABREY/COTTERAL		-0.42
	CLASSROOM SUPPLIES, AS PER ATTACHED	034-1000-619-100-1024-000-120		08/25/2017	09/12/2017	-0.42
394	08/28/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/D. HAYS/GUES		-15.20
	MISC. CLASSROOM SUPPLIES	034-1000-619-100-1050-000-125		08/28/2017	09/27/2017	-15.20
395	08/28/2017	12910	OFFICE DEPOT, INC.	$100 CLASSROOM SUPPLIES/G. RITTER/GUES		-100.00
	MISC. CLASSROOM SUPPLIES	034-1000-619-100-1050-000-125		08/28/2017	09/19/2017	-100.00
397	08/29/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/ K. DEARMAN/JH		-0.93
	Member's Mark Hand Sanitizer, 67.6 fl. oz.	034-1000-619-100-1110-000-610		08/29/2017	09/13/2017	-11.99
	Sterilite ClearView 3 Storage Drawer Organizer	034-1000-619-100-1110-000-610		08/29/2017	09/13/2017	-18.91
		034-1000-619-100-1110-000-610		09/13/2017		19.49
	Pendaflex File Folders, Letter Size, 1/3 Cut, Manila, 100 per Box (752 1/3)	034-1000-619-100-1110-000-610		08/29/2017	09/13/2017	-9.00
		034-1000-619-100-1110-000-610		09/13/2017		10.99
	Scotch Magic Tape 6-Roll with Black Dispenser, 3/4 x 1000 Inches (810K6C38)	034-1000-619-100-1110-000-610		08/29/2017	09/13/2017	-10.00
		034-1000-619-100-1110-000-610		09/13/2017		18.49
404	08/30/2017	16667	CDW DIRECT LLC	TABLETS/PETERMAN/STEM/JH		-589.00
	31 Acer ICONIA Tab 10 A3-A30-18P1-Tablet-Android 5.0 (Lollipop) 16GB	469-2230-653-315-8700-000-610		08/30/2017	09/22/2017	-589.00
406	08/30/2017	10311	NATIONAL FFA ORGANIZATION	BOOKS FOR AG PROGRAM/DRAKE/HS		-12.00
	shipping	412-1000-640-311-8000-000-705		08/30/2017	09/12/2017	-12.00
408	08/30/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/C. GALLUPE/FOGARTY		-4.52
	Student folders, journals, crayons, markers, watercolors, paint brushes, tape, stapler, staples, paperclips, pens, and other misc. classroom/office spplies	034-2120-619-100-0000-000-110		08/30/2017	09/27/2017	-4.52
412	08/30/2017	14207	WALMART COMMUNITY	$100 CLASSROOM SUPPLIES/TIFFANY DEMENT/HS		-0.15
	$100 CLASSROOM SUPPLIES AS PER ATTACHED	034-1000-619-100-5000-000-705		08/30/2017	09/27/2017	-0.15
414	08/31/2017	14000	BROOKLYN PUBLISHERS, LLC	PLAYSCRIPTS AND FEES/BERRYMAN/HS		-2.60
	Scripts	112-1000-681-100-4000-000-705		08/31/2017	09/15/2017	-13.00
	Book of Scripts: It Just Got Real and Chew on This	112-1000-681-100-4000-000-705		08/31/2017	09/15/2017	-30.50
		112-1000-681-100-4000-000-705		09/15/2017		33.90
	Shipping and handling and royalties	112-1000-681-100-4000-000-705		08/31/2017	09/15/2017	-47.00
		112-1000-681-100-4000-000-705		09/15/2017		54.00

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PO No	Date	Vendor No	Vendor	Description		Amount
416	08/31/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/S. HURT/FOGARTY		-4.57
X-ACTO SchoolPro Classroom Electric Pencil Sharpener, Heavy Duty, Blue/Grey	034-1000-619-100-1050-000-110			08/31/2017	09/12/2017	-26.00
	034-1000-619-100-1050-000-110			09/12/2017		26.14
Post-it Tabletop Easel Pad, 20 x 23-Inches, White, 20-Sheets/Pad	034-1000-619-100-1050-000-110			08/31/2017	09/12/2017	-0.28
Valuetoner Remanufactured Ink Cartridge Replacement For Hewlett Packard HP 56 & HP 57 C9321BN C6656AN C6657AN (1 Black, 1 Tri-Color) 2 Pack	034-1000-611-100-1050-000-110			08/31/2017	09/12/2017	-3.01
Decibella and Her 6-Inch Voice (Communicate With Confidence)	034-1000-641-100-1050-000-110			08/31/2017	09/12/2017	-0.56
Dear Mrs. LaRue: Letters from Obedience School (LaRue Books)	034-1000-641-100-1050-000-110			08/31/2017	09/12/2017	-0.40
What Do You Do With a Problem? book	034-1000-614-100-1050-000-110			08/31/2017	09/12/2017	-0.46
420	08/31/2017	44016	TABLET 2 CASES LTD	TABLET CASES/TECH ENG/PETERMAN/JH		85.55
Acer Iconia Tab 8 W case, COOPER TROOPER 2K Shoulder Strap Rugged Heavy Duty Tough Protective Drop Shock Proof Rubber Silicon Carry Kids Toy Work Holder Cover Bag, Stand W1-810-1193 (Black)	469-1000-653-315-8700-000-610			08/31/2017	09/14/2017	-758.10
	469-1000-653-315-8700-000-610			09/14/2017		843.65
423	08/31/2017	15994	AMAZON CAPITAL SERVICES	$100 CLASSROOM SUPPLIES/B. DEARING/JH		-1.62
Classroom Supplies	076-1000-619-100-2300-000-610			08/31/2017	09/29/2017	-1.62

Non-Payroll Total:	**($4,191.86)**
Payroll Total:	**$0.00**
Report Total:	**($4,191.86)**

Project Totals

008	ELECTRICITY	-50.00
018	TRANSPORTATION	-3,058.68
019	FUEL	-23.81
021	INSURANCE/BONDS	-7.00
034	$100.00 TEACHER SUPPLIES	-317.00
044	SPECIAL ED. DIR.	-45.20
076	JH ADMINISTRATION	-1.62
112	HS BUSINESS	-2.60
119	ATHLETICS	5.65
412	VOC.PROG.INCENTIVE GRANTS	-154.16
469	OK ED LOTTERY FUND	-503.45
561	TITLE VI INDIAN, NATIVE HAWAIIAN & ALASKAN	-3.99
621	FLOW THRU P.L. 105-17 IDEA PTB	-30.00

Unit Totals

000	ALLOCATIONS	-45.20
050	DISTRICT WIDE	-87.00

Change Order Listing

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070	TRANSPORTATION	-3,082.49
110	FOGARTY	-16.04
120	COTTERAL	-3.39
125	GUES	-207.64
130	CENTRAL	-6.63
610	JR. HIGH	-518.45
705	HIGH SCHOOL	-225.02

Guthrie Public Schools

Change Order Listing

Options: Fund: Building, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 9/2/2017 - 6/30/2018, PO Range: 1 - 98, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description		Amount
9	07/01/2017	17152	TIME SPENT LLC	DISTRICT CARPET CLEANING		-232.65
BLANKET FOR DISTRICT CARPET AND RUG CLEANING	013-2620-420-000-0000-000-003			07/01/2017	09/21/2017	-233.25
	013-2620-420-000-0000-000-110			07/01/2017	09/21/2017	-1,296.00
	013-2620-420-000-0000-000-110			09/21/2017		1,296.60
23	07/01/2017	17387	BRADFORD INDUSTRIAL SUPPLY	DISTRICT HVAC PARTS AND SUPPLIES		-153.23
DISTRICT HVAC PARTS AND SUPPLIES	013-2620-618-000-0000-000-050			07/01/2017	09/21/2017	-113.23
	013-2620-618-000-0000-000-125			07/01/2017	09/21/2017	-40.00
27	07/01/2017	43801	6-L MECHANICAL	DISTRICT HVAC REPAIRS		-92.50
DISTRICT HVAC REPAIRS	013-2620-430-000-0000-000-050			07/01/2017	09/29/2017	-92.50
50	07/06/2017	43798	DENSE MECHANICAL	CHILLER REPAIRS AT CENTRAL		-2,646.00
CHILLER REPAIRS AT CENTRAL	013-2620-430-000-0000-000-130			07/10/2017	09/29/2017	-2,646.00
70	08/04/2017	43798	DENSE MECHANICAL	AHU REPAIRS AT GUES GYM & CAFE		-92.00
AHU REPAIRS AT GUES CAFE & GYM	013-2640-430-000-0000-000-125			08/04/2017	09/13/2017	-92.00
73	08/08/2017	14201	WALKER TIRE DTR LLC	REPAIR FLAT ON FORKLIFT		-50.00
REPAIR FLAT ON FORKLIFT	013-2640-430-000-0000-000-002			08/08/2017	09/11/2017	-50.00
75	08/08/2017	43927	TECHNICAL ANALYSIS, INC	MOLD TEST AT JR. HIGH		-1,100.00
MOLD TEST AT JR HIGH	013-2600-430-000-0000-000-610			08/08/2017	09/11/2017	-1,100.00
81	08/16/2017	43801	6-L MECHANICAL	BLANKET FOR DISTRICT HVAC REPAIRS		-70.00
BLANKET FOR DISTRICT HVAC REPAIRS	013-2640-430-000-0000-000-050			08/16/2017	09/29/2017	-70.00
83	08/18/2017	43992	INTEGRITY HEAT & AIR, LLC	DISTRICT HVAC REPAIRS AND SERVICE		-228.68
DISTRICT HVAC & HEATING REPAIRS AND SERVICE	013-2640-430-000-0000-000-050			08/18/2017	09/21/2017	-228.68
84	08/21/2017	41365	EWING IRRIGATION	SPRINKLER SYSTEM REPAIRS/ATHLETICS/HS		87.63
HS- I25 ROTOR	119-2640-430-828-0000-000-705			08/21/2017	09/26/2017	-192.50
	119-2640-430-828-0000-000-705			09/26/2017		272.25
HS- NOZZLES	119-2640-430-828-0000-000-705			08/21/2017	09/26/2017	-77.00
	119-2640-430-828-0000-000-705			09/26/2017		84.88

Non-Payroll Total: **($4,577.43)**

Payroll Total: **$0.00**

Report Total: **($4,577.43)**

Project Totals

013	MAINTENANCE/CUSTODIAL	-4,665.06
119	ATHLETICS	87.63

Unit Totals

002	MAINTENANCE	-50.00
003	CAFETERIA	-233.25
050	DISTRICT WIDE	-504.41
110	FOGARTY	0.60
125	GUES	-132.00
130	CENTRAL	-2,646.00
610	JR. HIGH	-1,100.00

Guthrie Public Schools

Change Order Listing

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705	HIGH SCHOOL	87.63

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
10/09/2017

GENERAL LEDGER ACCOUNT		**BANK RECONCILIATION**	
Balance (9/01/17)	$464,470.08	Balance per bank statement As of (9/30/17)	$630,705.51
Add Receipts	$234,391.05	Add Deposits in Transit	$ 7,497.07
Less Checks Written	$ 82,566.70	less O/S Checks	$ 21,908.15
Adjustments	$	*Adjustments Bank correction	$ $
Balance per Ledger	$616,294.43	Balance per Ledger	$616,294.43

Adjustment/Correction explanations:

This information is accurate and correct to the best of my knowledge.

Anita Paul
Activity Fund Clerk

10/2/17
Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2017 - 9/30/2017

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	$156.30	$25.55	$0.00	$0.00	$181.85	$0.00	$181.85
802 CENTRAL ACTIVITY	$11,135.71	$11,978.99	$0.00	$722.53	$22,392.17	$14,034.20	$8,357.97
803 CENTRAL PTO	$6,000.40	$6,026.05	$0.00	$561.53	$11,464.92	$3,357.00	$8,107.92
804 COTTERAL PTO	$6,181.89	$4,772.67	$0.00	$643.40	$10,311.16	$359.40	$9,951.76
805 COTTERAL ACTIVITY	$15,293.93	$15,658.52	$0.00	$1,511.56	$29,440.89	$14,512.38	$14,928.51
806 COTTERAL FACULTY	$340.97	$12.35	$0.00	$0.00	$353.32	$0.00	$353.32
808 FOGARTY PARENTS ORG.	$12,332.25	$4,886.20	$0.00	$3,243.11	$13,975.34	$1,388.61	$12,586.73
809 FOGARTY ACTIVITY	$15,806.63	$4,905.75	$0.00	$773.33	$19,939.05	$13,116.95	$6,822.10
810 FOGARTY FACULTY	$526.92	$23.75	$0.00	$0.00	$550.67	$0.00	$550.67
811 Elem Snack Grant	$893.84	$2,960.00	$0.00	$0.00	$3,853.84	$615.51	$3,238.33
812 GUES ACTIVITY	$19,900.01	$18,945.20	$0.00	$335.71	$38,509.50	$27,606.52	$10,902.98
813 GUES FACULTY	$1,435.16	$1,111.25	$0.00	$204.00	$2,342.41	$700.00	$1,642.41
815 GUES PARENTS ORG.	$22,456.18	$4,889.52	$0.00	$5,795.17	$21,550.53	$1,888.60	$19,661.93
816 GHS SPECIAL KIDS	$338.22	$0.00	$0.00	$0.00	$338.22	$0.00	$338.22
817 ART JUNIOR HIGH	$309.56	$0.00	$0.00	$75.96	$233.60	$212.50	$21.10
818 JH BUILDERS CLUB	$454.54	$0.00	$0.00	$0.00	$454.54	$0.00	$454.54
819 ATHLETICS JUNIOR HIGH	$10,564.14	$5,282.00	$0.00	$1,828.37	$14,017.77	$3,185.42	$10,832.35
820 GOLF JUNIOR HIGH	$2,155.49	$0.00	$0.00	$0.00	$2,155.49	$0.00	$2,155.49
821 FHA JUNIOR HIGH	$2,055.95	$425.00	$0.00	$34.40	$2,446.55	$81.00	$2,365.55
822 HONOR SOCIETY JR HIGH	$3,067.10	$0.00	$0.00	$0.00	$3,067.10	$0.00	$3,067.10
823 JR HIGH ACCOUNT	$9,030.98	$0.00	$0.00	$634.12	$8,396.86	$5,306.00	$3,090.86
824 JR HIGH FACULTY	$1,567.55	$368.15	$0.00	$383.10	$1,552.60	$481.80	$1,070.80
825 LIBRARY JR HIGH	$2,506.55	$264.70	$0.00	$0.00	$2,771.25	$2,000.00	$771.25
826 LEARN 2 LOVE	$12,218.00	$110.00	$0.00	$1,230.94	$11,097.06	$663.88	$10,433.18
827 CHEERLEADERS JR HIGH	$2,886.85	$300.00	$0.00	$538.53	$2,648.32	$61.27	$2,587.05
830 STUCO JH	$4,362.28	$0.00	$0.00	$25.28	$4,337.00	$1,658.23	$2,678.77
831 T.S.A. JR HIGH	$1,599.86	$0.00	$0.00	$0.00	$1,599.86	$0.00	$1,599.86
832 YEARBOOK JR HIGH	$2,656.15	$205.99	$0.00	$0.00	$2,862.14	$0.00	$2,862.14
834 JR HIGH ACADEMIC TEAM	$170.74	$0.00	$0.00	$0.00	$170.74	$0.00	$170.74
850 ACADEMIC TEAM HS	$89.70	$0.00	$0.00	$0.00	$89.70	$0.00	$89.70
851 ART CLUB HS	$8,311.49	$120.00	$0.00	$934.53	$7,496.96	$346.18	$7,150.78
852 ATHLETICS HS	$45,203.05	$57,371.02	$0.00	$31,676.78	$70,897.29	$48,290.38	$22,606.91
853 HS CHEER	$3,006.54	$1,525.00	$0.00	$816.24	$3,715.30	$600.00	$3,115.30
854 FOOTBALL CAMP	$1,788.83	$0.00	$0.00	$612.00	$1,176.83	$0.00	$1,176.83
855 TENNIS HS	$9,549.37	$950.00	$0.00	$387.36	$10,112.01	$750.00	$9,362.01
856 GHS LIBRARY	$1,601.42	$0.00	$0.00	$79.41	$1,522.01	$0.00	$1,522.01
857 YOUTH & GOVERNMENT HS	$51.94	$0.00	$0.00	$0.00	$51.94	$0.00	$51.94
858 GHS LINK CREW	$374.99	$15.00	($256.00)	$0.00	$133.99	$0.00	$133.99
859 BAND (OPERATING) HS	$12,315.66	$8,867.50	$0.00	$2,648.88	$18,534.28	$11,924.90	$6,609.38
860 CLASS OF 2021 HS	$600.00	$225.00	$0.00	$0.00	$825.00	$250.00	$575.00
861 CLASS OF 2017 HS	$1,959.85	$0.00	$0.00	$0.00	$1,959.85	$0.00	$1,959.85
862 CLASS OF 2018 HS	$5,004.60	$0.00	$0.00	$0.00	$5,004.60	$1,279.40	$3,725.20
863 CLASS OF 2019 HS	$5,628.62	$650.00	$0.00	$0.00	$6,278.62	$600.00	$5,678.62
864 GHS ALUMNI ACCOUNT	$2,499.32	$0.00	$0.00	$0.00	$2,499.32	$0.00	$2,499.32
869 ENGLISH CLUB	$1,435.95	$385.00	$0.00	$0.00	$1,820.95	$0.00	$1,820.95
870 HS FACULTY/COURTESY ACCOUNT	$2,326.55	$180.00	$0.00	$335.79	$2,170.76	$175.00	$1,995.76
871 HS STUDENT PANTRY	$3,406.13	$0.00	$0.00	$71.96	$3,334.17	$3,128.04	$206.13
872 CLASS OF 2020	$1,495.35	$525.00	$0.00	$0.00	$2,020.35	$400.00	$1,620.35
873 SPEECH HS	$503.25	$0.00	$0.00	$0.00	$503.25	$0.00	$503.25
876 FFA 4H BOOSTER CLUB HS	$41,924.58	$240.00	$0.00	$8,050.00	$34,114.58	$3,850.00	$30,264.58
877 FFA HS	$13,732.96	$51,430.75	$0.00	$1,936.88	$63,226.83	$57,718.14	$5,508.69
878 FCCLA (FHA) HS	$374.85	$635.00	$0.00	$30.00	$979.85	$681.00	$298.85
879 FOREIGN LANGUAGE SPAN HS	$3,627.13	$1,230.00	$0.00	$0.00	$4,857.13	$1,875.00	$2,982.13
881 Lady Jays Basketball	$3,237.99	$0.00	$0.00	$0.00	$3,237.99	$2,306.60	$931.39

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2017 - 9/30/2017

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
882 GUTHRIE RUNNING CLUB HS	$3,058.02	$430.00	$0.00	$1,842.00	$1,646.02	$250.00	$1,396.02
883 HERITAGE CLUB HS	$727.40	$500.00	$0.00	$0.00	$1,227.40	$150.00	$1,077.40
884 HIGH SCHOOL ACCOUNT	$17,567.04	$677.39	$256.00	$749.08	$17,751.35	$3,642.07	$14,109.28
885 STUDENT SUPPORT HS	$1,184.16	$478.25	$0.00	$70.00	$1,592.41	$140.00	$1,452.41
886 HONOR SOCIETY HS	$1,078.44	$0.00	$0.00	$0.00	$1,078.44	$0.00	$1,078.44
888 JOURNALISM HS	$387.30	$0.00	$0.00	$0.00	$387.30	$0.00	$387.30
889 KEY CLUB HS	$560.67	$60.00	$0.00	$0.00	$620.67	$0.00	$620.67
892 MATH OF FINANCE	$27.58	$7.00	$0.00	$0.00	$34.58	$0.00	$34.58
893 MU ALPHA THETA HS	$500.21	$0.00	$0.00	$0.00	$500.21	$0.00	$500.21
895 JROTC HS	$4,885.44	$0.00	$0.00	$577.70	$4,307.74	$590.00	$3,717.74
896 S.A.D.D. HS	$40.02	$0.00	$0.00	$0.00	$40.02	$0.00	$40.02
897 SOCCER CLUB HS	$2,983.11	$1,174.00	$0.00	$0.00	$4,157.11	$0.00	$4,157.11
898 SCIENCE CLUB HS	$7,500.05	$2,195.00	$0.00	$145.40	$9,549.65	$1,009.60	$8,540.05
899 STUDENT COUNCIL HS	$5,494.57	$7,056.61	$0.00	$1,410.14	$11,141.04	$2,449.41	$8,691.63
900 CAMPUS BEAUTIFICATION HS	$11,054.70	$670.00	$0.00	$1,178.05	$10,546.65	$4,078.43	$6,468.22
902 VOCAL HS	$2,689.90	$980.00	$0.00	$506.87	$3,163.03	$2,131.60	$1,031.43
904 YEARBOOK HS	$3,773.79	$3,186.00	$0.00	$306.97	$6,652.82	$128.00	$6,524.82
907 HS MEMORIAL FUND	$73.92	$0.00	$0.00	$0.00	$73.92	$0.00	$73.92
908 VOCAL TRIP ACCOUNT HS	$58.14	$0.00	$0.00	$0.00	$58.14	$0.00	$58.14
911 FFA BUILDING FUND	$7,116.43	$0.00	$0.00	$0.00	$7,116.43	$397.60	$6,718.83
912 GHS BUSINESS PROF OF AMERICA	$597.44	$0.00	$0.00	$0.00	$597.44	$0.00	$597.44
913 DRAMA HS	$2,877.80	$480.00	$0.00	$422.77	$2,935.03	$867.23	$2,067.80
922 COURTESY COMMITTEE ADMIN	$218.87	$0.00	$0.00	$45.00	$173.87	$255.00	($81.13)
925 GENERAL FUND REFUND	$2,693.64	$159.57	$0.00	$156.00	$2,697.21	$0.00	$2,697.21
927 HALL OF FAME BANQUET	$3,308.67	$100.00	$0.00	$0.00	$3,408.67	$2,000.00	$1,408.67
929 SPECIAL OLYMPICS	$27,411.14	$0.00	$0.00	$0.00	$27,411.14	$1,830.00	$25,581.14
930 DISTRICT ELEM. PTO	$175.34	$0.00	$0.00	$0.00	$175.34	$0.00	$175.34
932 SUMMER SCHOOL HS	$1,525.00	$0.00	$0.00	$0.00	$1,525.00	$0.00	$1,525.00
933 FAVER C&C	$201.03	$0.00	$0.00	$0.00	$201.03	$0.00	$201.03
934 TRANSPORTATION C&C	$2,552.96	$940.00	$0.00	$476.25	$3,016.71	$1,291.78	$1,724.93
935 VENDING MACHINE ADMIN	$533.55	$47.45	$0.00	$0.00	$581.00	$302.81	$278.19
936 GUES HONOR CHOIR	$587.93	$0.00	$0.00	$0.00	$587.93	$0.00	$587.93
937 FAVER ACTIVITY	$156.30	$0.00	$0.00	$0.00	$156.30	$0.00	$156.30
938 NATIVE AMERICAN PARENT COM	$205.72	$0.00	$0.00	$0.00	$205.72	$0.00	$205.72
940 ADMINISTRATION MISC	$8,999.93	$122.87	$0.00	$0.00	$9,122.80	$199.90	$8,922.90
942 C.N. CLEARING ACCT	$3,209.60	$7,626.00	$0.00	$8,559.60	$2,276.00	$5,021.50	($2,745.50)
Total	**$464,470.08**	**$234,391.05**	**$0.00**	**$82,566.70**	**$616,294.43**	**$252,138.84**	**$364,155.59**

GPS

EMPLOYEE TRIP REQUEST

Check if Out of State ☑

Anglea Moffit-Jones — Name of Employee

9/29/17 — Date

Employee's Current Assignment: HS English Teacher

Title of Conference or Activity: NCTE Conference

Location: St. Louis, MO

Date(s) of Conference: 11/15-11/19/17

Full Legal Name (for air travel): ______

Submit copy of Driver's License for flights - it must match the boarding pass

Departure Date: 11/15/17 ☑ AM ☐ PM *(check one)*

Return Date: 11/19/17 ☐ AM ☑ PM *(check one)*

If applicable, a Field Trip / Transportation Request has been completed: ☑ Yes
(See site financial secretary for details on Out of State transportation requests.)

PLEASE INDICATE HOW THIS EVENT WILL RELATE TO YOUR PRESENT ASSIGNMENT.

Through colloboration with Oklahoma State and the National Writing Project Guthrie High School is sending teachers to the National Conference for Teacher's of English. The conference and corresponding workshops will provide techniques to bring back to the district on effective writing strategies, purposeful technologies, and engaging teaching techniques.

Cost for attendance – EMPLOYEE expenses only.
(Give a close estimate, if necessary)

Travel*	$ 112.50	(mileage, air, ground, parking & toll) *see below*
Registration	$ 590.00	
Lodging	$ 189.00	
Meals	$ 250.00	(overnight stay required; calculate at $30 per day in state; $50 out of state)
Substitute	$ 195.00	(calculate @ $65 per day)
Total	$ **1336.50**	

Costs are covered by which fund?
BE SPECIFIC PLEASE.
General Fund, Title I, Staff Development, Activity Fund, etc.

$4000 is being paid towards the overall bill by the
NWP Seed- Needs School Grant and the College,
Career, and Community Writer's program.
The HS activity is providing the rest of the funds.

Will a substitute be needed? ☑ Yes ☐ No (Remember to complete your sub request)

Principal's Approval: Chris L Grande — Signature; 9-29-17 — Date

Program Director's Approval: ______ Signature ______ Date

Board of Education Approval: ______ Date

*Refund for toll fees, parking and ground travel requires receipt.

EMPLOYEE TRIP REQUEST

GPS

Check if Out of State ☑

Lauren Nelson
Name of Employee

9/29/17
Date

Employee's Current Assignment: HS English Teacher

Title of Conference or Activity: NCTE Conference

Location: St. Louis, MO

Date(s) of Conference: 11/15-11/19/17

Submit copy of Driver's License for flights – it must match the boarding pass

Full Legal Name (for air travel):

Departure Date: 11/15/17 ☑ AM ☐ PM *(check one)*

Return Date: 11/19/17 ☐ AM ☑ PM *(check one)*

If applicable, a Field Trip / Transportation Request has been completed: ☑ Yes
(See site financial secretary for details on Out of State transportation requests.)

PLEASE INDICATE HOW THIS EVENT WILL RELATE TO YOUR PRESENT ASSIGNMENT.

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Cost for attendance – EMPLOYEE expenses only.
(Give a close estimate, if necessary)

Travel*	$ 112.50	(mileage, air, ground, parking & toll) *see below*
Registration	$ 590.00	
Lodging	$ 189.00	
Meals	$ 250.00	(overnight stay required; calculate at $30 per day in state; $50 out of state)
Substitute	$ 195.00	(calculate @ $65 per day)
Total	**$ 1336.50**	

Costs are covered by which fund?
BE SPECIFIC PLEASE.
General Fund, Title I, Staff Development, Activity Fund, etc.

$4000 is being paid towards the overall bill by the
NWP Seed- Needs School Grant and the College,
Career, and Community Writer's program.
The HS activity is providing the rest of the funds.

Will a substitute be needed? ☑ Yes ☐ No (Remember to complete your sub request)

Principal's Approval: Chris L. Grandi
Signature

9-29-17
Date

Program Director's Approval: ____________
Signature

____
Date

Board of Education Approval: ____________
Date

*Refund for toll fees, parking and ground travel requires receipt.

GPS

EMPLOYEE TRIP REQUEST

Check if Out of State ☑

Matthew Perring — Name of Employee

9/29/17 — Date

Employee's Current Assignment: HS English Teacher

Title of Conference or Activity: NCTE Conference

Location: St. Louis, MO

Date(s) of Conference: 11/15-11/19/17

Full Legal Name (for air travel):

Submit copy of Driver's License for flights – it must match the boarding pass

Departure Date: 11/15/17 ☑ AM ☐ PM *(check one)*

Return Date: 11/19/17 ☐ AM ☑ PM *(check one)*

If applicable, a Field Trip / Transportation Request has been completed: ☑ Yes
(See site financial secretary for details on Out of State transportation requests.)

PLEASE INDICATE HOW THIS EVENT WILL RELATE TO YOUR PRESENT ASSIGNMENT.

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(Give a close estimate, if necessary)

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Registration	$ 590.00	
Lodging	$ 189.00	
Meals	$ 250.00	(overnight stay required; calculate at $30 per day in state; $50 out of state)
Substitute	$ 195.00	(calculate @ $65 per day)
Total	**$ 1336.50**	

Costs are covered by which fund?
BE SPECIFIC PLEASE.
General Fund, Title I, Staff Development, Activity Fund, etc.

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NWP Seed- Needs School Grant and the College,
Career, and Community Writer's program.
The HS activity is providing the rest of the funds.

Will a substitute be needed? ☑ Yes ☐ No (Remember to complete your sub request)

Principal's Approval: Chris L Grande — Signature 9-29-17 — Date

Program Director's Approval: ____ Signature ____ Date

Board of Education Approval: ____ Date

*Refund for toll fees, parking and ground travel requires receipt.

The First Chapter

2017 NCTE Annual Convention

St. Louis, Missouri

Join thousands of educators, experts, authors, administrators, publishers, and others in St. Louis, Missouri, for the 2017 NCTE Annual Convention!
November 16-19, 2017

Register

SHARE (http://www.facebook.com/sharer/sharer.php?u=http://convention.ncte.org/2017-convention/schedule/) (http://twitter.com/share?text=Don%27t miss %23NCTE17 in St. Louis. Register today at &url=http://convention.ncte.org/2017-convention/schedule/)

Menu

Schedule

TH Thursday, November 16

11:30 a.m.–3:30 p.m.
Preconvention Workshops (http://convention.ncte.org/app/uploads/2017/07/workshops-website.pdf) (*additional registration required*)

4:00 p.m.–5:30 p.m. ☆

Thursday General Session: "Our Family Gathering: A Conversation with Students and Educators"

5:45 p.m.–7:15 p.m.
Section Get-Togethers

FR Friday, November 17

8:00 a.m.–9:15 a.m. ☆

Friday General Session: Poet and Writer Jimmy Santiago Baca (/2017-convention/speakers/#cbpi=#jimmy-santiago-baca)

9:30 a.m.–10:45 a.m.
A Sessions

11:00 a.m.–12:15 p.m.
B Sessions

11:00 a.m.–6:30 p.m.
Exhibit Hall Open

12:00 p.m–1:45 p.m.
Ticketed Luncheons

Speakers:

Sherman Alexie (/2017-convention/speakers/#cbpi=#sherman-alexie), Middle Level Section Luncheon
Angie Thomas (/2017-convention/speakers/#cbpi=#angie-thomas), CEE Luncheon

12:30 p.m.–1:45 p.m.
C Sessions

2:00 p.m.–3:15 p.m.
D Sessions

3:30 p.m.–4:45 p.m.
E Sessions

5:00 p.m.–6:30 p.m.
Annual Business/Board of Directors Meeting

6:30 p.m.–8:45 p.m.
Evening for All Attendees: Join NCTE and Astronaut Leland Melvin (/2017-convention/speakers/#cbpi=#leland-melvin) for an evening of Chasing Space and pursuing our shared passion in spite of adversity

SA Saturday, November 18

6:30 a.m.–8:45 a.m.
Ticketed Breakfast

Speakers:

Rick Riordan (/2017-convention/speakers/#cbpi=#rick-riordan), ALAN Breakfast

7:30 a.m.–8:45 a.m.
Awards Session

9:00 a.m.–10:15 a.m. ☆

Saturday General Session: Jacqueline Woodson (/2017-convention/speakers/#cbpi=#jacqueline-woodson)

10:30 a.m.–5:00 p.m.
Exhibit Hall Open

10:30 a.m.–11:45 a.m.
F Sessions

12:00 p.m.–1:15 p.m.
G Sessions

12:30 p.m.–2:15 p.m.
Ticketed Luncheons

Speakers:

Marilyn Nelson (/2017-convention/speakers/#cbpi=#marilyn-nelson), Jason Reynolds (/2017-convention/speakers/#cbpi=#jason-reynolds), and Melissa Sweet (/2017-convention/speakers/#cbpi=#melissa-sweet), Children's Book Award Luncheon
Daniel José Older (/2017-convention/speakers/#cbpi=#daniel-jose-older), Secondary Section Luncheon
Laurie Gries (/2017-convention/speakers/#cbpi=#laurie-gries), CCCC/College Section Luncheon

1:30 p.m.–2:45 p.m.
H Sessions

3:00 p.m.–4:15 p.m.
I Sessions

4:30 p.m.–5:45 p.m.
J Sessions

6:00 p.m.–7:15 p.m.
Special Interest Group Events

SU Sunday, November 19

7:00 a.m.–8:45 a.m.
Ticketed Breakfasts

Speakers:

Kevin Henkes (/2017-convention/speakers/#cbpi=#kevin-henkes), Children's Literature Assembly Breakfast
Franki Sibberson (/2017-convention/speakers/#cbpi=#franki-sibberson), Affiliate Roundtable Breakfast

9:30 a.m.–1:30 p.m.
Exhibit Hall Open

8:00 a.m.–9:15 a.m.
K Sessions

9:30 a.m.–11:00 a.m. ☆

Sunday General Session: Author Gareth Hinds (/2017-convention/speakers/#cbpi=#gareth-hinds)

11:15 a.m.–12:30 p.m.
L Sessions

12:45 p.m.–2:00 p.m.
M Sessions

2:15 p.m.–3:30 p.m.
N Sessions

CEL Convention (http://www.ncte.org/cel/convention) (*additional registration required*)

MO Monday, November 20

CEL Convention (http://www.ncte.org/cel/convention) (*additional registration required*)

ALAN Workshop (http://www.alan-ya.org/workshop/) (*additional registration required*)

TU Tuesday, November 21

ALAN Workshop (http://www.alan-ya.org/workshop/) (*additional registration required*)

Account Number: 6369
(Internal Use Only)

TRAK-1 | **Customer Application**

CUSTOMER INFORMATION

Customer's Legal Name: Guthrie Public Schools - OK - T1OK

Physical Address: 802 E. Vilas

City: Guthrie State: OK Zip: 73044 Years at Address: ______

Type of Business: *(Check One)* ☐ Proprietorship ☐ Partnership ☒ Corporation ☐ LLC ☐ Non-Profit State of Inc.: OK

Tax Exempt under Section 501(c)(3) of the Internal Revenue Code: ☒ Yes ☐ No If Yes, Tax Exempt Certificate Provided: ☒ Yes ☐ No

Tax ID / FEIN: 73-6021131 Approximate No. of Employees: 450 Business Start Date: ______

Business Website Address: www.guthrieps.net

List All Business Activities: ______

Customer Contact Name: Doug Ogle Title: Assistant Superintendent

Phone Number: 405 282 8900 Fax Number: 405 282 5904

Email: doug.ogle@guthrieps.net

Referred by: ______

BILLING INFORMATION

Billing Contact: Michele Hamby

Billing Address: 802 E. Vilas

City: Guthrie State: OK Zip: 73044

Billing/AP Phone: 4052828900 Billing/AP Fax: ______

Billing/AP Email for Invoicing: michele.hamby@guthrieps.net

If paying via Credit Card: Type: ☐ MC ☐ VISA ☐ AMEX Credit Card #: ______

Name on Credit Card: ______ Exp. Date: ______ CSV: ______

Credit Card Billing Address: ______

City: ______ State: ______ Zip: ______

SERVICE REQUEST DETAILS *(Check all that apply)*

Service Type: ☐ Residential Screening ☒ Employment Screening ☐ Non-Profit Volunteer Screening
☐ Other *(please describe)*: ______

TRAK-1 | Customer Service Agreement

THIS BACKGROUND SCREENING SERVICE AGREEMENT ("Agreement") is effective 10/10, 20 17 , by and between Trak-1 Technology, Inc. d/b/a Trak-1 Technology ("Trak-1"), an Oklahoma corporation, having its principal place of business at 7131 Riverside Parkway, Tulsa, Oklahoma, 74136, and Guthrie Public Schools - Ol(Customer).

SCOPE OF AGREEMENT AND RELATIONSHIP OF PARTIES

These terms and conditions, together with: (i) the information provided by Customer on the Customer Application form, (ii) the signature page, (iii) any applicable Compliance Addenda and (iv) the Product Descriptions and Pricing Addendum, compose the entire agreement between the parties, and all other understandings, whether oral or written, are expressly superseded by this Agreement (this "Agreement"). If any provision of this Agreement is held to be prohibited or invalid under applicable law, such provision will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Agreement. This Agreement may only be amended by a written instrument signed by both parties. This Agreement shall not be binding on either party until accepted and signed by an authorized individual on behalf of Trak-1. Trak-1 and Customer will perform their obligations hereunder as independent contractors. Nothing contained within this agreement shall be deemed to create any association, partnership, joint venture, or relationship of principle and agent or master and servant between the parties.

RECITALS AND REPRESENTATIONS

Trak-1 represents that it is a consumer reporting agency that provides information delivery products and services that are put to use by organizations and individuals throughout the United States of America for such purposes that include screening in connection with employment decisions, residential decisions, licensing decisions, lending decisions and more. The information products and services are delivered by and through Trak-1's own proprietary delivery system(s) as well as by and through such systems as may be proprietary to other companies but which are properly put to use by Trak-1, (collectively, "The Trak-1 System"). Trak-1 obtains consumer information from third party sources (including but not limited to credit bureaus, courthouses, individuals, government agencies, former employers, and other furnishers of information of interest to Customer) that Trak-1 has made a good faith attempt to determine is a reliable and legitimate source. Trak-1 collects such information and reports such information in a manner that is designed to be lawful as well as to assist Customer in its decision making processes. Trak-1 warrants and represents that it will accurately report the information provided to it by any third party sources based on the request made by Customer and subject to any restrictions on reporting imposed on Trak-1. Trak-1 cannot and does not guarantee the accuracy of the information furnished to Trak-1 by any third party source. Customer represents that it is a legitimate business entity or individual having a legally permissible purpose for obtaining consumer reports and that it utilizes such reports lawfully and properly. Customer desires to purchase certain background screening products and services from Trak-1, and Trak-1 desires to provide Customer with the same pursuant to the terms and conditions of this Agreement. Based on these understandings, the parties to this Agreement agree as follows.

FEES

The fees for Reports are set forth in the Pricing Addendum made part hereof. Said pricing will be valid for 90 days from the effective date of this Agreement, but in any event is subject to change annually upon written notice to Customer by Trak-1. The prices and rates for the Reports do not include any third party access fees, government surcharges, nor applicable federal, state or local taxes, which are subject to being imposed or changed as to their amount, with or without notice. Customer will be solely responsible for payment of such additional access fees, government surcharges, and taxes levied or assessed upon Trak-1 in connection with Trak-1's provision of services. Trak-1 does make available to Customers schedules of fees and surcharges as they are reported to and/or become available to Trak-1.

PAYMENT TERMS

Trak-1 shall issue a statement to Customer monthly for services rendered by Trak-1 in accordance with the following terms. Customer agrees to pay Trak-1 upon receipt of an invoice for Reports rendered during the previous calendar month according to the current rate schedules in effect, including any taxes, surcharges or add-on fees imposed directly by any municipality, government, court or other such entity. Invoicing may be transmitted electronically or via paper transmission. Invoice processing fees will apply. Customer specifically agrees that it shall be financially responsible for all reports issued as a result of any use of Customer's assigned access codes, whether intended or not. Customer may only dispute charges appearing upon an invoice, if such dispute is provided to Trak-1 in writing within 30 days from the date of the invoice. All past due amounts shall accrue interest at a rate of 1.5% per month. Accounts suspended for late payment or returned checks are subject to a $25.00 reconnection fee. If collection efforts are required, Customer shall pay all costs of collection, including reasonable attorney's fees. All payments shall be submitted by ACH, approved and authorized credit card payment, or mailed via US Mail to Trak-1 at the following BILLING ADDRESS, unless otherwise notified in writing: PO Box 720972, Norman OK 73070.

TERM AND TERMINATION

This Agreement will remain in force and in effect for one year, and thereafter from year-to-year, on the same basis as set forth herein. Trak-1 reserves the right to terminate Customer's request for information at any time in the event of : (a) multiple declines due to non-sufficient funds on Customer's credit card account, (b) if Customer is delinquent in any payment provided for herein, (c) if Customer is in violation of the FCRA, (d) if Customer has breached any term of this Agreement, (e) if there is a material change in any law or regulation that adversely affects this Agreement, or (f) upon expiration or termination of Trak-1 agreement with any source of information being requested by Customer. Under these circumstances, Trak-1 will have an unrestricted right, without prior notice, to immediately terminate any part or all of this Agreement, without any liability of any kind or nature whatsoever to Customer. Trak-1 further reserve the right to terminate this Agreement for any reason other than previously listed upon 30-days written notice to Customer. Customer may terminate this Agreement for any reason, effective upon 30-days written notice to Trak-1. The following sections shall survive expiration or termination of this Agreement: all provisions relating to obligations to pay or terms thereof, indemnifications and limitations on liability, confidentiality and/or limitations thereof, compliance requirements and audit rights, changes in ownership, assignment of rights, force majeure, dispute resolution, attorney's fees recovery rights and credit authorizations.

TRAK-1 OBLIGATIONS

Trak-1 agrees to provide to Customer various background screening products and services, which are further detailed and described in Trak-1's product and pricing lists, via the Trak-1 System ("System"). The Trak-1 System includes copyrighted, proprietary, web-based automated software platforms that provide a variety of services all of which relate to background screening, training, information management and more.

Trak-1 Automated Screening Products and Services. Trak-1 makes available to Customer for a fee, information using a variety of electronic transmission methods via internet-based gateway connections established by and between Trak-1 and said third party providers of information. Any Trak-1 automated products and will be available within seconds or minutes of the request for information being submitted by Customer. Automated products and services return results based on search criteria input by Customer and based on search criteria made available from the various third party resources of consumer data and information.

Trak-1 Non-Automated Screening Products and Services. Trak-1 makes available to Customer for a fee, information that is made available to Trak-1 from a variety of third party resources of information using a variety of manual research and investigative methods. Any Trak-1 non-automated products are made available subsequent to the request for information being submitted by Customer. Non-automated products and services return results based on search criteria input by Customer and based on search criteria made available from the various third party resources of information. Non-automated products are returned within time frames specified in the product and service coverage descriptions and specifications which are subject to change and are made available to all Customers through the System, and may be subject to additional access fees which will be passed through directly to Customer on Customer's monthly invoice from Trak-1.

Trak-1 Completion of Customer Request. On occasion, in connection with a request by Customer for Trak-1's products and services, Customer may be required to provide Trak-1 certain written documentation or information required in order for Trak-1 to gain access to the particular information in question. Customer understands that Trak-1 will not initiate the processing of Customer's request for information unless and until Trak-1 has received such written documentation from Customer. In connection with any request for products and services, Trak-1 will at all times show Customer in the System a status report on each request. Each request will reflect a status (for example, "complete" or "pending"). Customer understands that if for any reason Trak-1 performs its duties to complete a search but nonetheless is unable to verify information requested by Customer because a third party fails to provide the information (i.e. the individual or organization that was designated by the consumer for contact by Trak-1 did not respond to Trak-1's inquiries for information), Trak-1's obligations will have been satisfied and the service performed will be billed to Customer.

Trak-1 Report of Information. Customer acknowledges that certain searches (for example, criminal and sex offender searches) are performed using different identifying information, such as name, date of birth or social security number. In general terms, the more precise the identifying information, the more accurate (fewer false positives, fewer false negatives) the search result will be. Certain states and jurisdictions prohibit the use of personal identifying information when providing access to public records. The prohibitions vary from state to state, and even from courthouse to courthouse, but generally preclude the use of date of birth and social security numbers. Consequently, searches of all 50 states with nothing more than a name, particularly with common names, will frequently result in multiple potential positive results, i.e., a criminal record for an individual with the same name as an applicant but who is not the actual applicant on whom the search was performed. When a particular state prohibits the use of a social security number in public records, Trak-1 has the ability to filter the results of a search to eliminate most, if not all, of the potential positive results by requiring a match of not only the name of the individual, but also a date of birth as well. The potential problem with filtering results is that it may cause the search to not report a positive result because there is no date of birth available, however the result may in fact be for the individual for whom the search was performed. In situations where is a name match only, Trak-1 will label any such record reported as such. The undersigned hereby acknowledges and understands that Trak-1 disclaims any and all liability resulting from false positive search results or the failure of Trak-1 to report positive search results based upon various filtering methods employed by or specified for use by Customer and Customer waives any claim for liability against Trak-1 based upon the same.

Trak-1 Not Legal Counsel. Customer acknowledges that Trak-1 cannot and does not function as legal counsel. Trak-1 does not provide legal advice. Trak-1 strongly recommends that Customer consult with legal counsel before engaging in any program of background screening to ensure overall compliance with all applicable federal, state, and local laws.

CUSTOMER'S COMPLIANCE AND OTHER OBLIGATIONS

Customer Acknowledgement of Compliance Obligations. Customer agrees to abide by all applicable state and federal laws and/or regulations governing the requesting, use, retention and transmission of consumer reports and/or information of the nature being requested and provided under this Agreement. Trak-1 refers Customer to the Compliance resources provided for further information about Customer's compliance obligations. Specific obligations of Customer include (but are not limited to) the following: (a) Customer may only use the reports and information obtained from Trak-1 under this Agreement for a lawful and permissible purpose, (b) Customer will provide written disclosure and obtain written authorization, as required by federal and state law, prior to requesting a report on any individual or company from Trak-1; (c) Customer acknowledges and agrees that insofar as the Trak-1 web site can be accessed internationally, Customer shall follow all applicable local laws about the Internet, data and email use, privacy and transmission of technical or other data exported from the United States to the country where Customer may be domiciled; and, Customer will comply with the applicable provisions of the FCRA, the Federal Equal Credit Opportunity Act, the Driver Privacy Protection Act, the Gramm-Leach-Bliley Act and any amendments to them, all applicable state law counterparts, and all applicable regulations promulgated under any of them, including, without limitation, any provisions requiring adverse action notification to the consumer.

Customer Certifications. As required by law, Customer hereby certifies that every request submitted to Trak-1 is (a) to obtain information which Customer is permitted by law to have, (b) for Customer's authorized and one-time use for such permissible purpose, and (c) not for the purpose of selling, leasing, renting, compiling, reuse or other impermissible activity. Customer warrants that it will not, either directly or indirectly, itself or through any agent or third party: A) request, compile, store, maintain or use information obtained in Report to build its own database; B) resell any information obtained from Reports; and/or C) copy or otherwise reproduce the information in the Report. Each time a request for a consumer credit report is made on a Vermont resident or a resident of any state having a similar consumer consent statute, Customer certifies, represents and warrants that Customer has obtained the consent of the consumer prior to accessing the Information. Customer understands that any person who knowingly and willfully obtains information about a consumer from Trak-1 under false pretenses shall be fined under Title 18, United States Code, imprisoned for not more than 2 years, or both. Trak-1 shall not be liable for Customer's improper or unlawful access of or use of any information reported to by Trak-1.

Customer Confidentiality of Information and Restrictions on Access of Trak-1 System. All reports and information provided by Trak-1 to Customer will be treated as confidential and shall only be used for the permissible purpose which was the basis of the request by Customer for the information. The ability to access Reports shall be restricted and any issued individual usernames or passwords used to obtain reports should be restricted to those individuals to whom such access was granted. Customer will require that each user of Customer's system access will be assigned a unique logon password. Under no circumstances should unauthorized personnel have knowledge of any passwords used to access the Trak-1 System. Customer must protect account numbers and passwords in such a way as to be known only to key personnel. Any system access software Customer may use, whether developed by Trak-1 or purchased from a third party vendor, must have account numbers and passwords "hidden" or embedded so that the passwords and account numbers are known only to supervisory personnel or other personnel authorized to use the services. Customer is solely responsible for the security of assigned access codes, and is required to promptly notify Trak-1 of any security breach involving usernames, passwords, or consumer information.

Restrictions on Access to Credit or Financial Information. Pursuant to the requirements of the credit bureaus and in an effort to protect the rights of consumers and ensure that only legitimate businesses are given access to their credit information, an On-Site Physical Inspection ("Inspection") of Customer facilities is required prior to Customer being granted access to Trak-1's credit-related or financial service related products. Trak-1 will notify Customer of the need for an Inspection of the Customer's business by a neutral, third-party vendor who is approved by the credit bureaus for conducting such inspections. Such inspection shall only be conducted at a time mutually agreeable to both the vendor and Customer and shall be non-intrusive in nature, shall not include any proprietary or confidential information of Customer and shall not involve inspection of any information existing in secured or non- public areas. Any Customer failing the initial Inspection will be subject to denial of access to Trak-1 credit or credit-related products and services. The Customer will thereafter have the opportunity to resolve any issue identified during the Inspection. Once all issues have been resolved, a second On-Site Re-Inspection may be requested by Customer. Should the Customer satisfy the requirements of either the initial or second inspection, the Customer will be granted access to credit data from Trak-1. Additionally, any Customer accessing credit or financial information hereby agrees that it shall be subject to an Inspection at any time during the terms of this Agreement to verify that the Customer is still operating as a legitimate business entity. Trak-1 reserves the right to deny access to any Trak-1 credit-related products for failure to comply or to meet the requirements of any Inspection or any credit bureau or other data source imposed requirements. Customer is not obligated to permit inspection and/or provide identification; however, Trak-1 reserves the right not to provide certain credit related or financial service related products and services to Customer in such circumstances. All Customers hereby acknowledge that Trak-1 reserves the right to require an on-site inspection at any time in order to satisfy Trak-1's interest in protecting the information it provides.

Electronic File Storage. Each Report issued by Trak-1 will be available on the System for a period of 90 days from the date the Report was issued. Thereafter, Trak-1 will retain such report in an archived, digital, secure fashion. Trak-1 reserves the right to limit access and charge an appropriate fee for such archived data retrieval. Once issued by Trak-1 upon request of Customer, Customer shall be solely responsible for the proper and lawful use, retention, storage and destruction of all such Reports by Customer.

Customer Audit Obligation. Trak-1 reserves the right to periodically audit Customer's compliance with the FCRA and other privacy and confidentiality laws. Customer hereby consents to Trak-1 conducting such audits and agrees that any failure to cooperate fully in the conduct of any audit will result in immediate termination of Customer's access to Trak-1.

CONFIDENTIAL INFORMATION

Each party agrees that the following materials and information and all copies thereof of whatever nature are confidential: (i) proprietary information of either party (including, without limitation, the names and addresses of customers and consumers) and information that either party does not generally make available to the public; (ii) the methods, means, personnel, equipment, and software by and with which the other party provides its products and services ; and (iii) any other information that either party reasonably designates, by notice in writing delivered to the other party, as being confidential or proprietary ("Confidential Information"). Except as expressly permitted herein, neither party shall use the Confidential Information of the other party and each party shall keep the Confidential Information of the other party secret to the degree such party keeps secret its own confidential or proprietary information, and in any case using no less than reasonable care. Confidential Information of the disclosing party shall not be disclosed by the party who receives such information except: (i) to a party's accountants, auditors, agents, legal counsel, and parent companies; provided, however, that such parties agree to be bound by these confidentiality provisions; or (ii) as may be required by any legal process, court order, or governmental agency, in which event the party making such disclosure shall so notify the other as promptly as practicable prior to making such disclosure and shall seek confidential treatment of such information. No information that would otherwise be Confidential Information shall be subject to the restrictions on disclosure in the event and to the extent that: (i) such information is in, or becomes part of, the public domain otherwise than through the fault of the receiving party; (ii) such information was known to the receiving party prior to the execution of the Agreement as proven by the receiving party's written records; (iii) such information was revealed to the receiving party by a third party having no obligation to hold such information confidential; or (iv) such information is developed independently of any of the disclosing party's Confidential Information by the receiving party.

MUTUAL INDEMNIFICATON

Trak-1 shall indemnify, defend and hold Customer harmless from and against any and all causes, actions, claims, litigation, demands, liabilities, loss, damage or expense of whatsoever kind and nature, including but not limited to reasonable attorney's fees and any other reasonable expenditures, i.) which arise out of Trak-1's breach of this Agreement, Trak-1's negligence, or unlawful or intentional misconduct or ii) in which it is alleged that any part of the Program (as defined below), "Trak-1 Technology", or Trak-1's services provided to Customer hereunder infringes any third party's U.S. intellectual property (an "Infringement Claim"), provided that Customer promptly notifies Trak-1 of any such intellectual property claim and reasonably cooperates with Trak-1 in the defense thereof. Nothing in this paragraph shall obligate Trak-1 to indemnify, defend or hold Customer harmless from and against claims to the extent attributable to Customer's negligence or unlawful or intentional misconduct. Customer shall indemnify, defend and hold Trak-1 harmless from and against any and all causes, actions, claims, litigation, demands, liabilities, loss, damage or expense of whatsoever kind and nature, including but not limited to reasonable attorney's fees and any other reasonable expenditures, which arise out of Customer's breach of this Agreement, Customer's negligence, or Customer's unlawful or intentional misconduct. Nothing in this paragraph shall obligate Customer to indemnify, defend or hold Trak-1 harmless from and against claims to the extent attributable to Trak-1's negligence, or unlawful or intentional misconduct. Likewise nothing in paragraph shall obligate Customer or Trak-1 to be liable if to do so would be in direct violation of law.

LIMITATION ON LIABILITY

TRAK-1 DOES NOT WARRANT THE ACCURACY, TIMELINESS, COMPLETENESS, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF CONSUMER INFORMATION, SERVICES, OR PROGRAMS RETRIEVED BY TRAK-1 FROM THIRD-PARTY SOURCES DUE TO THE FACT THAT SAID INFORMATION, SERVICES, OR PROGRAMS ARE SECURED BY AND THROUGH FALLIBLE TECHNOLOGY AND/OR HUMAN SOURCES. TRAK-1 SHALL NOT BE THE INSURER OF THE ACCURACY OF THE INFORMATION AND SHALL NOT BE LIABLE TO END-USER FOR ANY LOSS, INJURY OR DAMAGE, INCLUDING BUT NOT LIMITED TO ANY LOST PROFITS, OR OTHER INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, WHETHER FORESEEABLE OR NOT AND HOWEVER CAUSED, ARISING OUT OF CUSTOMER'S USE (OR INABILITY TO USE) REPORTS OR SERVICES, OR IN WHOLE OR IN PART BY TRAK-1'S ACTS OR OMISSIONS IN PROCURING, COMPILING, REPORTING, COLLECTING, INTERPRETING, COMMUNICATING OR DELIVERING SERVICES, REPORTS, PROGRAMS, OR INFORMATION THEREIN. SHOULD ANY PORTION OF THE FOREGOING DISCLAIMER OF WARRANTY BE DETERMINED TO BE INVALID OR UNENFORCEABLE, OR SHOULD TRAK-1 BECOME LIABLE FOR DAMAGES ARISING UNDER THIS AGREEMENT, THEN END-USER MAY RECOVER FROM TRAK-1 ITS DIRECT DAMAGES UP TO AN AMOUNT NOT TO EXCEED THE LESSER OF THE PRECEDING TWELVE (12) MONTHS OF CHARGES PAID BY CUSTOMER TO TRAK-1 OR $25,000.00.

FORCE MAJEURE

TRAK-1 SHALL NOT BE LIABLE FOR ITS INABILITY TO PERFORM, OR FOR ANY DELAY IN PERFORMING, ANY OF ITS OBLIGATIONS UNDER THIS AGREEMENT IF THAT INABILITY OR DELAY IS CAUSED BY A FORCE MAJEURE EVENT, INCLUDING, BUT NOT LIMITED TO, EQUIPMENT FAILURES, GOVERNMENT ACTION, TRAK-1'S INABILITY TO ACQUIRE DATA, SERVICES OR OTHER PRODUCTS ON TERMS ANTICIPATED BY TRAK-1, OR FOR ANY OTHER CAUSE REASONABLY BEYOND TRAK-1'S CONTROL.

DISPUTE RESOLUTION, FORUM, CHOICE OF LAW, ATTORNEY'S FEE

Any dispute arising out of or relating to this Agreement or its breach will be settled by arbitration under and in accordance with the Commercial Arbitration Rules of the American Arbitration Association and governed by the laws of the State of Oklahoma. The arbitration will be held in Tulsa, Oklahoma. The award rendered by arbitration shall be final and binding upon the parties, and judgment upon the award may be entered in any court of competent jurisdiction in the United States. This agreement to arbitrate will not prevent either party from applying to a court of competent jurisdiction for a temporary restraining order, preliminary injunction or other equitable relief to preserve the status quo or prevent irreparable harm. Each party hereby consents to the jurisdiction of the state and federal courts of Oklahoma in connection with any application for such relief. Should the arbitration provision hereinabove fail for any reason to bind the parties to such dispute resolution, the parties expressly agree that any legal action between the parties for a claim or dispute arising out of or relating to this Agreement or its breach shall commence in a court of competent jurisdiction in Tulsa County, Oklahoma. This Agreement shall be governed by the laws of the State of Oklahoma. Additionally, the governing law for any arbitration, or legal action in the event of the failure of the arbitration provision of this Agreement, shall be the law of the State of Oklahoma, without reference to its conflict of law provisions. The parties hereby waive any objection they may have to the law and forum set forth above. In the event of any default on the part of either party to this Agreement, in addition to all other remedies, the party in default will pay the aggrieved party all amounts due and all damages, costs and expenses, including reasonable attorneys' fees, incurred by the aggrieved party in any legal action, arbitration or other proceeding as a result of such default, plus interest at the highest rate allowable by law, accruing from the date of such default.

ASSIGNMENT OR CHANGE OF OWNERSHIP

Customer shall not assign, sell or transfer its rights in this Agreement or the right to receive the Information, services or products provided hereunder, whether by operation of law or otherwise, without Trak-1's prior written consent, which shall not be unreasonably withheld or delayed. Any attempted assignment in violation of this provision shall be void. This Agreement is fully assignable by Trak-1 and shall inure to the benefit of any assignee or other legal successor in interest. Trak-1 also reserves the right to assign or subcontract any or all of its duties arising hereunder. In the event of a change in ownership or change in control of Customer, Customer must notify Trak-1 in writing, and, if Trak-1 so requests, must execute a new Customer Agreement or Customer's service hereunder may be suspended or terminated.

NO WAIVER

The terms, representations and warranties of this Agreement may only be waived by a written instrument executed by the party waiving compliance. Except as otherwise provided for herein, neither party's failure to enforce any right or remedy available to it under this Agreement shall be construed as a continuing waiver of such right or a waiver of any other provision hereunder.

CREDIT AUTHORIZATIONS

Customer authorizes Trak-1 to obtain any and all information concerning Customer's business and personal history and financial credit report, which Trak-1 may require in connection with this Agreement.

COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. A facsimile or electronic transmission of the signed Agreement shall be legal and binding on all Parties.

NOTICE

Any notice required under the terms of this Agreement must be in writing either by U.S. Mail or by electronic transmission.

☒ By checking this box, Customer does hereby certify that customer has and utilizes proper and lawful consumer and adverse action process and forms which ensure that the rights of the consumer about whom they are ordering a report are properly respected as required by the Fair Credit Report Act, 15 USC 1681 et seq and various applicable state laws.

☒ By selecting this box, Customer Certifies it has a copy of the FCRA Summary of Rights form, and the Obligations of End Users form.

☒ By selecting this box, Customer certifies that it is NOT engaged in any of the following business activities:

- Adult Entertainment
- Law firm engaged in practice of law (unless engaged in collection or using the report in connection with a consumer bankruptcy)
- Bail bondsman (unless licensed by the state in which they are operating)
- Credit counseling (except not-for-profit credit counselors)
- Credit repair clinic
- Dating service
- Financial counseling (except a registered securities broker dealer)
- Genealogical or heir research firm
- Massage service
- Company that locates missing children
- Pawn shop
- Private detective, detective agency or investigative company
- Company that handles third party repossessions
- Subscriptions (magazines, book clubs, record clubs, etc.)
- Tattoo service
- Company seeking information in connection with time shares (exception: financers of time shares)
- Law enforcement agency
- News agency or journalist
- Other resellers (in some cases)

IN WITNESS WHEREOF, Customer and Trak-1 each caused this Agreement to be executed by its duly authorized representative as of the date first written above.

TRAK-1 TECHNOLOGY, INC. **d/b/a TRAK-1**		Customer:	Guthrie Public Schools - OK - T1O *(Print Company Legal Name)*
By:	*(Authorized Signature)*	By:	Mike Simpson *(Authorized Signature)*
Name:	Dan Roberts	Name:	Mike Simpson
Title:	President	Title:	Superintendent
Address:	7131 Riverside Pkwy, Tulsa, OK 74136	Address:	802 E. Vilas
Phone:	(918)779-7000	Phone:	4052828900
Fax:	(918)779-6505	Fax:	
Email:	Sales@trak-1.com	Email:	mike.simpson@guthrieps.net

PRICING ADDENDUM

AVAILABLE PACKAGES

Package Name	Included Components	Price
BASIC BACKGROUND-$15	Broadscreen Verify Multi-County Criminal Search SSN Trak	$15.71
Criminal & SexOffender & MVR $20.94 + sf	Broadscreen Verify Motor Vehicle Report (MVR) Multi-County Criminal Search	$20.94
Criminal & SexOffender & Social & MVR-$24.08	Broadscreen Verify Motor Vehicle Report (MVR) Multi-County Criminal Search SSN Trak	$24.08
Motor Vehicle Report $5.24 + sf	Motor Vehicle Report (MVR)	$5.24

AVAILABLE ADD-ON REPORTS

County Criminal Search	$10.00

ALL TRAK-1 COMPONENTS

Product	Product Description
Automated Eviction Report	Using available identifiers, Trak-1 will query a national database of Landlord-Tenant court filings and judgements maintained and reported by county courthouses nationwide.
Broadscreen Verify	Using the applicant's name and date of birth, Trak-1 queries our national database for criminal history, including felonies, misdemeanors, sexual offenses, and where permitted, felony traffic offenses. Also includes a search of Federal watch lists for the Office of Foreign Asset Control (OFAC), the Drug Enforcement Administration (DEA), the Bureau of Alcohol Tobacco Firearms and Explosives (ATF), and Most Wanted lists for the Federal Bureau of Investigation (FBI), the US Secret Service, America's Most Wanted, and the US Marshal's office. Trak-1 verifies criminal hits associated with the applicant by searching the original reporting jurisdiction at the time report is produced.
Business Credit Report	Using the business name and location, Trak-1 queries a national credit bureau for a full credit report on the business.
Civil Lawsuit Search	Using the applicant's name and date of birth, Trak-1 queries the county court records for civil record filings. Reports will include all available records for civil cases not restricted local, state or federal law or regulation.
Commercial Drivers License (CDLIS) Report	Using all available identifiers including name and social security number, Trak-1 will query the Commercial Driver's License Information System. Reports will include all available records of Commercial Driver's licenses not restricted local, state or federal law or regulation.

County Criminal Search	Trak-1 queries the requested county-seat court records for all criminal records on file. Reports will include all available records for criminal conviction and non-conviction information not restricted local, state or federal law or regulation.
CrimTRAK	An automated ordering process that initiates County Criminal searches in each county of residence based on the results of a SSN Trak report according to perimeters set by Client.
DOT 3-Year Drug/Alcohol Emp Verification	Our In-House verifications team obtains the following DOT required information on your applicant: Date of Hire, Position, Date of Separation, and Reason for Separation and re-hire status. Additionally, we provide their DOT accident/incident history and previous DOT alcohol/drug test result history. Trak-1 will make up to 10 solid attempts to obtain verification. A solid attempt is efforts reasonably likely to lead to the completion of the verification. Busy signals, incomplete calls are examples of what would NOT be consider a solid attempt.
Drug Screen	Trak-1 is a Third Party Administrator of Customer defined drug screening program. As defined by the Customer, Trak-1 will arrange for a sample-collection site, transportation of specimen to laboratory, laboratory analysis, Medical Review officer certification and reporting to Customer.
Education Verification	Using information provided, Trak-1 verifies the dates of attendance, degrees obtained, and school of attendance. A search of known diploma mills and fraudulent degrees are searched and reported. Trak-1 will make up to 10 solid attempts to obtain verification. A solid attempt is efforts reasonably likely to lead to the completion of the verification. Busy signals, incomplete calls are examples of what would NOT be consider a solid attempt.
Employment Eligibility Verification	Using the applicant's name and social security number, Trak-1 queries the US Citizen and Immigration Service E-Verify database. Reports will include all available information and not restricted local, state or federal law or regulation, and includes the appeals assistance.
Employment Verification	Using employment information provided, Trak-1 verifies position held, salary, reason for departure and hiring recommendations. Additional information, such as employer contact information and verification of official sources of employment information, may be located through online sources, such as webpage searches. Trak-1 will make up to 10 solid attempts to obtain verification. A solid attempt is efforts reasonably likely to lead to the completion of the verification. Busy signals, incomplete calls are examples of what would NOT be consider a solid attempt.
Equifax Employment Credit Report	Using all available identifiers, including social security number, Trak-1 queries the selected credit bureaus. Reports will include all available credit information not restricted local, state or federal law or regulation. Employment Credit reports do not impact the consumer's credit rating and the inquiry appears only to the consumer. (Requires an On-Site Inspection)
Equifax Residential Credit Report	Using all available identifiers, including social security number, Trak-1 queries the selected credit bureaus. Reports will include all available credit information not restricted local, state or federal law or regulation.
FACIS Level 3	Using all available identifiers, Trak-1 will search the Fraud and Abuse Control Information System for any matches. Reports will include information from all 50 states on individual who have been the subject of state licensing board sanctions, as well as more than 800 licensing and certification agencies. Additionally, this search includes sanction reports from the Department of Health and Human Services Office of the Inspector General, and the United States General Services Administration.
Federal Court Records Search	Using all available identifiers, Federal court records will be searched for criminal, civil, OR bankruptcy court record based on Client requested state and search type. Reports will include all available records for civil, bankruptcy, or criminal conviction and non-conviction information not restricted local, state or federal law or regulation.
Federal GSA Search	Using all available identifiers, Trak-1 will search the General Services Administration's Excluded Parties List System (EPLS).
Federal OIG Search	Using all available identifiers, Trak-1 will search the Department of Health and Human Services List of Excluded Individuals and Entities (LEIE). Reports will include records that have been verified through the DHHS verification process.
FedTRAK	An automated ordering process that initiates Federal Criminal searches in each State of residence based on the results of a SSN Trak report according to perimeters set by Client.
HotCHEX Search	Using available identifiers, Trak-1 will query a national database of the check writing history of the consumer. Reports will include all available records not restricted local, state or federal law or regulation.

International Criminal	Using the applicant's name, date of birth and other required information Trak-1 queries the available criminal information for a selected country.
International Education Verification	Using the applicant's education information provided, Trak-1 verifies the dates of attendance, degrees obtained, and school of attendance for international applicants.
International Employment Verification	Using the applicant's employment information provided, Trak-1 verifies the position held, salary, reason for departure and hiring recommendations for international applicants.
Manual Statewide Criminal Search	Using the applicant's name, date of birth and social security number as allowed, Trak-1 queries the appropriate state repository such as the State Bureau of Investigation, State Police, State Patrol, Department of Public Safety, State Law Enforcement Division, etc. for criminal offense committed in the selected state. Reports will include all available records for criminal conviction and non-conviction information not restricted local, state or federal law or regulation. Scope and years of coverage vary by state.
Motor Vehicle Report (MVR)	Using all available identifiers (including Driver's License Number), Trak-1 will query the appropriate state agency for all available driving history. Reports will include all available records for violations and conviction information not restricted local, state or federal law or regulation.
Multi-County Criminal Search	Using the applicant's name, date of birth, and (where permitted) social security number, Trak-1 queries county level records for a selected state. Reports will include all available records for criminal conviction and non-conviction information not restricted local, state or federal law or regulation.
Professional License Verification	Using the provided license information, Trak-1 verifies status and standing of purported credentials including certification and professional licensure. Trak-1 will make up to 10 solid attempts to obtain verification. A solid attempt is efforts reasonably likely to lead to the completion of the verification. Busy signals, incomplete calls are examples of what would NOT be consider a solid attempt.
Professional Reference	Using the contact information provided, Trak-1 interviews the reference and obtains vital information about personality, general reputation in the community and overall character. Trak-1 will make up to 10 solid attempts to obtain verification. A solid attempt is efforts reasonably likely to lead to the completion of the verification. Busy signals, incomplete calls are examples of what would NOT be consider a solid attempt.
SSN Trak	Using all available identifiers including name, address and social security number, Trak-1 queries a national database consisting of credit header data, the SSA Death Master File, and additional address source information. Reports will include all available information not restricted local, state or federal law or regulation.
StateTRAK	An automated ordering process that initiates Statewide Criminal searches in each State of residence based on the results of a SSN Trak report according to perimeters set by Client.
TransUnion Employment Credit Report	Using all available identifiers, including social security number, Trak-1 queries the selected credit bureaus. Reports will include all available credit information not restricted local, state or federal law or regulation. Employment Credit reports do not impact the consumer's credit rating and the inquiry appears only to the consumer. (Requires an On-Site Inspection)
TransUnion Residential Credit Report	Using all available identifiers, including social security number, Trak-1 queries the selected credit bureaus. Reports will include all available credit information not restricted local, state or federal law or regulation.
Workers Compensation Search	Using the applicant's name, social security number and date of birth, Trak-1 searches prior workers compensation claims in a selected state. Workers' Compensation reports are not available in all states. State access fees may apply. Workers compensation searches are restricted for use in determining if a prior claim would prevent the consumer from executing job requirements, and is restricted to a post-offer screening.

1. Some jurisdictions charge access fees to obtain record information. These access fees will be advanced by Trak-1 and included on that month's invoice for reimbursement.
2. A $.29 compliance fee is added to each BroadScreen Verify report
3. Invoice/Statement fee may apply
4. Some verification sources charge access fees. These access fees will be advanced by Trak-1 and included on that month's invoice for reimbursement.

GUTHRIE PUBLIC SCHOOLS

2017-2018 BOARD ADOPTED OPERATING BUDGET

PREPARED BY

MICHELLE L. CHAPPLE
CHIEF FINANCIAL OFFICER

GUTHRIE PUBLIC SCHOOLS

2017-2018 SCHOOL OFFICIALS

BOARD OF EDUCATION

BENNETT-JOHNSON, JENNIFER	PRESIDENT
DAVIS, GINA	MEMBER
PENNINGTON, TERRY	MEMBER
PIERSON, JANNA	CLERK
SALLEE, TRAVIS	FIRST VICE PRESIDENT
SMEDLEY, TINA	SECOND VICE PRESIDENT
WATTS, SHARON	DEPUTY CLERK

DR. MIKE SIMPSON, SUPERINTENDENT

JANA FREY, MINUTES CLERK

JANA WANZER, TREASURER

2017-2018 OPERATING BUDGET
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BUDGET PHILOSOPHY

A budget is a plan for financial operation made up of proposed expenditures for a given period and the proposed means of financing them. A budget is prepared as a plan to carry the mission of public schools and to insure that all necessary programs are provided for.

The choice of the appropriate budget method is an important decision. Some budget methods may promote greater board and community understanding of the budget and ultimately, the district's priorities, than others. If the community can see the connection between dollars and educational programs, it is likely that the school board will be more successful in gaining acceptance of the budget from school district patrons. In addition, budget methods which result in better community understanding may result in increased financial support of schools. This will also determine which educational priorities are seen as important to the community.

A benefit of a move toward greater decentralization of financial control may well be that such a move increases the ability of the school principal to effectively direct resources to achieve program goals. Also, budget methods which attempt to direct resources to program needs rather than "across-the-board" increases serve to increase cost effectiveness. One of the drawbacks to decentralization is that curriculum coordination across programs and schools may be difficult. An effective management information system, open lines of communication among staff members, and a concern for equity should alleviate some of these problems, while allowing a school administrator to target resources to students' needs at the same time he or she manages a consistent and coherent educational program.

One of the potential disadvantages of a budget method which does not use an "objective" formula to allocate resources is that politically active groups may be in an advantageous position to lobby for additional funds. When using certain budgeting models that allow for community participation, great care should be taken to effectively guard against undue influence of special interest groups. The degree to which children will receive equal access to educational resources will depend to a large extent on the commitment of school officials to equity and excellence.

2017-2018 BUDGET TIMETABLE

The budget cycle is typically a year-round process, beginning with ongoing fund balance projections and statutory staffing commitments that are required to be made by the first Monday in June of each year prior to the start of the upcoming fiscal year in July. At any one time the Superintendent is concerned with three fiscal years' budgets; planning for the next fiscal year, administering the current fiscal year, and evaluating the last fiscal year. It is very difficult to manage a public school budget because the major expenditure, salaries and benefits, must, by law, be committed before revenue allocations are known. The budgeting timetable for this fiscal year is shown below:

June, 2017	Renew Teacher Contracts
June, 2017	Renew Support Personnel Contracts
June, 2017	Approve Temporary Appropriations
July, 2017	Notification of Initial State Aid Allocation
August, 2017	Certification of Property Valuations by County Assessor
September, 2017	Board of Education approval of Estimate of Needs
September, 2017	County Excise Board approval of Estimate of Needs
October, 2017	Board of Education Approval of Operating Budget
December, 2017	Notification of Mid-Term Adjustment to State Aid Allocation
If needed.......	Request(s) for Supplemental Appropriations and Amendments to Operating Budget

2017-2018 BUDGET BY FUNCTION AND OBJECT DIMENSIONS

GUTHRIE PUBLIC SCHOOLS
OPERATING BUDGET BY FUNCTION CLASSIFICATION
FOR THE YEAR ENDED JUNE 30, 2018

FUNCTION	GENERAL FUND	BUILDING FUND	CHILD NUTRITION FUND	SINKING FUND	GIFTS & ENDOWMENTS FUND	INSURANCE CASUALTY FUND	2017 BOND FUND
1000 - Instruction	$11,493,453.14	$5.76	$0.00	$0.00	$0.00	$0.00	$0.00
2100 - Support Services, Students	1,280,105.41	0.00	0.00	0.00	0.00	0.00	0.00
2200 - Support Services, Instructional Staff	1,156,894.32	0.00	0.00	0.00	0.00	30,000.00	0.00
2300 - General Administration	761,745.83	0.00	0.00	0.00	0.00	0.00	0.00
2400 - School Administration	1,428,049.49	0.00	0.00	0.00	0.00	0.00	0.00
2500 - Central Services	679,813.41	0.00	0.00	0.00	0.00	0.00	0.00
2600 - Operation & Maintenance of Plant	1,896,539.67	552,880.70	0.00	0.00	0.00	15,363.39	0.00
2700 - Student Transportation	1,850,140.84	0.00	0.00	0.00	0.00	17,000.00	0.00
3100 - Child Nutrition Program	162,100.00	10,720.00	1,302,940.40	0.00	0.00	0.00	0.00
3300 - Community Service	960.00	0.00	0.00	0.00	0.00	0.00	0.00
4000 - Facility Acquisition & Construction	105,110.89	0.00	0.00	0.00	0.00	0.00	64,000.00
5100 - Debt Service	0.00	0.00	0.00	1,955,078.13	0.00	0.00	0.00
5200/5300/5600 - Corrections, Clearing & Fund Transfers	0.00	0.00	114,886.56	0.00	0.00	0.00	0.00
5500 - Private Non-Profit Schools	27,130.00	0.00	0.00	0.00	0.00	0.00	0.00
7000 - Scholarships, Awards, and Claims	0.00	0.00	0.00	0.00	2,215.67	0.00	0.00
8000 - Repayments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	$20,842,043.00	$563,606.46	$1,417,826.96	$1,955,078.13	$2,215.67	$62,363.39	$64,000.00

GUTHRIE PUBLIC SCHOOLS
OPERATING BUDGET BY OBJECT CLASSIFICATION
FOR THE YEAR ENDED JUNE 30, 2018

OBJECT	GENERAL FUND	BUILDING FUND	CHILD NUTRITION FUND	SINKING FUND	GIFTS & ENDOWMENTS FUND	INSURANCE CASUALTY FUND	2017 BOND FUND
100 - Salaries	$12,889,898.53	$0.00	$348,813.17	$0.00	$0.00	$0.00	$0.00
200 - Employee Benefits	5,287,299.15	0.00	212,380.00	0.00	0.00	0.00	0.00
300 - Professional & Technical	386,208.66	0.00	7,080.00	0.00	0.00	0.00	0.00
410 - Utilities	155,100.00	0.00	0.00	0.00	0.00	0.00	0.00
420,430 - Cleaning, Repair, & Maint.	110,375.00	277,680.00	11,830.00	0.00	0.00	17,363.39	0.00
440 - Rental & Leases	35,000.00	2,170.00	0.00	0.00	0.00	0.00	0.00
450 - Construction Services	110.89	0.00	0.00	0.00	0.00	0.00	64,000.00
510,530-580 - Other Purchased Services	283,149.32	4,850.00	193,810.00	0.00	0.00	0.00	0.00
520 - Insurance	206,574.00	0.00	0.00	0.00	0.00	0.00	0.00
600 - General Supplies	309,343.70	238,590.00	51,300.00	0.00	0.00	6,500.00	0.00
620 - Energy (Fuel, Electric, Natural Gas)	540,000.00	0.00	0.00	0.00	0.00	0.00	0.00
630 - Food & Milk	0.00	0.00	461,127.23	0.00	0.00	0.00	0.00
640 - Books & Periodicals	69,873.75	0.00	0.00	0.00	0.00	0.00	0.00
650 - Durable Supplies & Software	347,429.87	24,810.70	0.00	0.00	0.00	30,000.00	0.00
710,720 - Land & Buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 - Equipment	105,060.00	15,500.00	16,000.00	0.00	0.00	0.00	0.00
760 - Vehicles	0.00	0.00	0.00	0.00	0.00	8,500.00	0.00
800,900 - Other Miscellaneous Expenditures	116,620.13	5.76	115,486.56	1,955,078.13	2,215.67	0.00	0.00
	$20,842,043.00	$563,606.46	$1,417,826.96	$1,955,078.13	$2,215.67	$62,363.39	$64,000.00

2017-2018 GENERAL FUND BUDGET BY PROJECT DIMENSION

The Project Reporting dimension permits LEAs to accumulate expenditures to meet a variety of specialized management and reporting requirements regardless of whether they are district, state, or federal.

GUTHRIE PUBLIC SCHOOLS
GENERAL FUND
2017-2018 PROJECT BUDGET

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
001	Administrators Salaries	$1,500,000.00
002	Certified Salaries	9,000,000.00
003	Support Salaries	2,830,000.00
006	Dues/ Memberships/Regis.	28,000.00
007	Data Processing	49,500.00
008	Electricity	340,000.00
009	Natural Gas	70,000.00
011	Water/Sewer/Garbage	150,000.00
012	Telephone	60,000.00
015	Negotiations	7,500.00
017	Purchase of Vehicles	0.00
018	Transportation	275,000.00
019	Fuel	130,000.00
021	Insurance/Bonds	210,000.00
022	Security - SRO	70,000.00
023	Textbooks	50,000.00
026	Director of Technology	300,000.00
027	Printing/Publ./Ads	1,000.00
028	Legal Services	70,000.00
029	Postage/Freight	7,500.00
031	Professional Travel	15,000.00
033	Child Nutrition	120,000.00
034	$100.00 Teacher Supplies	18,000.00
035	Nursing Services/Medical	12,000.00
036	Audit Services	8,000.00
037	Copiers/Duplicators	50,000.00
039	Elections	6,000.00
041	Administration Supplies	10,000.00
042	Testing	35,000.00
043	Gifted and Talented Program	2,000.00
044	Special Education Director	172,525.00
045	Personnel Director	11,000.00
046	3rd Party Sick Leave	5,000.00
048	Lease Purchase Payments	80,000.00
049	Revaluation	68,000.00
051	Cotteral Budget	3,300.00
052	Cotteral Library Budget	4,530.00
053	Cotteral Furniture Budget	0.00
054	CREC Grant	0.00
056	Central Budget	2,150.00

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
057	Central Library Budget	2,710.00
058	Central Furniture Budget	0.00
061	Guthrie Educ. Found. Grants	15,000.00
062	Fogarty Budget	4,700.00
063	Fogarty Library Budget	5,000.00
064	Fogarty Furniture Budget	0.00
067	GUES Budget	6,550.00
068	GUES Library Budget	6,000.00
069	GUES Furniture Budget	0.00
073	JH Library Budget	4,815.00
074	JH Furniture Budget	0.00
075	Meridian Technology Grant	70,000.00
076	JH Administration	11,100.00
077	Donna Nigh Foundation Grant	6,723.00
097	HS Library Budget	7,500.00
098	HS Furniture Budget	0.00
101	HS Administration	19,050.00
102	HS Foreign Language	0.00
103	HS Counselors	0.00
104	HS Language Arts	700.00
105	HS Math	300.00
106	HS Science	2,000.00
107	HS History	300.00
108	HS Health/PE/Driver Ed	0.00
109	HS Art	425.00
112	HS Business	500.00
114	HS Drama	0.00
115	OK Geo Foundation Grant	5,523.00
116	Vocal Music	2,550.00
118	Band	14,000.00
119	Athletics	27,000.00
121	Extra Curricular Drug Testing	8,000.00
122	ROTC (Local)	110,000.00
123	Boys Athletics / Extra Duty	163,000.00
124	Girls Athletics / Extra Duty	70,000.00
125	Alternative Education (Local)	170,000.00
126	Faver Budget	1,350.00
131	Hamilton Estate Donation	640.89
134	District Equipment Purchases	10,000.00
135	TLE Training - District Paid	0.00

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
136	District Supplies Purchases	40,000.00
307	UVA Project, State Grant	0.00
311	Professional Development	5,000.00
312	National Board Cert. Stipend	10,000.00
317	Driver Education	10,000.00
331	Flex Benefit (Certified Salary)	31,787.76
332	Flex Benefit (Support Salary)	93,327.48
333	State Textbook Aid	0.00
334	Flex Benefit (Certified Fringe)	1,377,788.40
335	Flex Benefit (Support Fringe)	751,940.40
338	Okla Parents as Teachers	0.00
361	ACE Technology	1,350.00
362	ACE Remediation	21,000.00
366	3rd Grade Summer Reading	0.00
367	Reading Suffiency	25,000.00
368	Advanced Placement Equip.	0.00
369	Advanced Placement Incent.	0.00
385	Child Nutrition-State Funds	0.00
388	Alternative Education (State)	70,282.71
411	Vocational Salary Aid	34,160.00
412	Vocational Incentive Aid	56,281.00
421	Carl Perkins Funds	43,327.00
424	Carl Perkins Supplemental	0.00
456	Vocational Rehab - OJT	1,500.00
469	OK Education Lottery	22,425.00
511	Title I	841,171.68
512	Title I, 3 Month Carryover	0.00
515	Title I - School Support	18,000.00
541	Title II, Part A	1,410.91
561	Title VII, Indian Education	53,013.00
613	IDEA-B Discretionary	2,750.00
621	IDEA-B Flowthrough	644,504.37
623	IDEA-B Early Intervention	36,860.00
625	IDEA-B Private School	2,750.00
641	IDEA-B Preschool	12,049.40
642	IDEA-B Private Preschool	2,030.00
771	ROTC (Federal)	74,052.00
786	Consolidated Admin. Funds	41,840.00
	TOTAL GENERAL FUND	$20,842,043.00

APPENDIX A

BUDGET GUIDELINES BY FUND

11 GENERAL FUND (FOR OPERATIONS)

The general fund of any school district is hereby defined as a current expense fund and shall consist of all revenue or monies that can legally be expended within a certain specified fiscal year, but shall not be considered as including any money derived from a special Building Fund levy, nor shall it include any monies derived from the sale of bonds. Expenditures from the General Fund shall be non-capital in nature.

Revenue

When planning a budget, the first step is to project revenue in order to determine the funding level available to finance expenditures. At one time, the General Fund balance was required by law to be no greater than 12%. However due to hardships created by revenue shortfalls at the state level in past years, the legislature, in 2005, increased the allowable fund balance to 14% for schools with General Fund revenue of $10,000,000.00 and above which includes Guthrie Public Schools. Every effort should be made to limit expenditures in any fiscal year to the amount of revenue collected in that year to prevent any material erosion of the fund balance. In the 2016-2017 fiscal year, the district experienced an operating surplus of $368,378.52. The current fund balance of $2,414,721.95 (15%) represents a decrease of $384,838.58 from the end of the 2015-2016 fiscal year. School board policy establishes a fiscal management priority to maintain a general fund balance of 12% or approximately $2.45 million.

In 2016-2017 local sources of revenue provided 23.90% of total revenue, county sources 4.00%, state sources 64.50%, and federal sources 7.6%. A comparative revenue report is provided in Appendix C.

The state aid formula was revised in 1997. We now receive a preliminary allocation of funds in July, which is subject to change when a final allocation is made in December. As a result, we are approximately six months into the budget year before we have information to accurately determine state aid. Due to this situation, a conservative estimate of state aid revenue is required when making initial projections. The District's initial state aid allocation for 2017-2018 is $632,341 more than was actually collected in 2016-2017 which is encouraging. However, it is also very likely that another source of state revenue, gross production tax, could decline substantially in 2017-2018. There is also a very real possibility that revenue estimates at the state level, which are the basis for our state aid appropriation, are overstated, and that before the end of the 2017-2018 fiscal year a revenue failure could occur resulting in reduced funding from state sources.

Expenditures

Revenue projections determine the amount of funds available to finance expenditures. In other words, Guthrie Public Schools plan to live within the revenue we will collect. Revenue projections are made in the summer after various allocation notices are received by the district.

Every school site has two budgets; an instructional budget and a library budget. The library budget is normally based upon State Department of Education accreditation requirements which have been waived until the state aid funding factor increases to $3,291.60 per weighted student. The requirements for each site are: 500 or fewer students, $9 per pupil; 500-999 students, $4,500 for first 500 students and $5 per student above 500; and 1000-1999 students, $7000 for first 1000 students and $4 per student above 1000.

The procedure for making expenditures involves the use of the encumbrance system. An encumbrance is an obligation to pay in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation account, and for which a part of the appropriation is reserved. When an encumbrance is paid, it becomes an expenditure. In this manner, financial officers of the school district are able to distinguish the portion of the budget already expended, the portion encumbered and the portion unencumbered.

Personnel adjustments have been made to reduce expenditures for salaries, benefits and employer payroll costs in the 2017-2018 fiscal year. This has been accomplished largely through attrition. A Fixed Cost Analysis is provided under Appendix C.

Title 70-5-134.1 of Oklahoma Statute, enacted in 1994 and since repealed, required a budget by the function expenditure classification to be approved by the Board of Education. Guthrie Public Schools has chosen to continue this practice for the purposes of public information and transparency. The function dimension describes the purpose of the expenditure. The primary purpose is, of course, instruction. Other functions include library services, counseling services, transportation, building operation and maintenance, and school district administration. A brief definition of the function expenditure classifications can be found in Appendix A.

21 BUILDING FUND

The Building Fund of any school district shall consist of all monies derived from the proceeds of a Building Fund levy not to exceed five (5) mills in any year, unless elimination of personal taxes is voted by the patrons of a school district and by LEA Board Resolution. The Building Fund may be used for erecting, remodeling, or repairing school buildings, for purchasing furniture, equipment and computer software, for repairing and maintaining computer systems and equipment, for paying energy and utility costs, for purchasing telecommunications utilities and services, for paying fire and casualty insurance premiums, for purchasing security systems, for paying salaries of security personnel, or for one or more, or all, of such purposes. Proceeds of such levies shall not be required to be used during the year for which a levy is made but may accumulate from year to year until adequate for purposes intended. The Building Fund is classified as a current expense fund, but shall not be considered a part of the General Fund. Fiscal year 2017-2018 Building Fund revenues are projected to be $679,551.34.

22 CHILD NUTRITION PROGRAMS FUND

State, federal and local collections of child nutrition monies may be placed in a governmental budget account that will be administered through the school district treasurer and appropriated separately from all other funds. The beginning fund balance each year, combined with all revenues including collected and estimated revenues must be appropriated before being expended.

It is very important that expenditures be limited to the amount of projected revenue available in the Child Nutrition Fund to minimize the need for the General Fund to subsidize child nutrition operations resulting in a reduction in funding available for instructional purposes.

31 BOND FUND

A Bond Fund accounts for proceeds from the sale of bonds, from which all expenditures for bond projects are paid. By law, Guthrie Public Schools shall expend all of the proceeds of such bond issue for the general purposes set out in the proposition voted upon, and shall expend not less than eighty-five percent of the monies allocated to each specific project, unless such project can be completed for a lesser amount of money. Bond Fund titles should include purpose and fiscal year of authorization.

41 SINKING FUND (DEBT SERVICE FUND)

The Sinking Fund of any district shall consist of all money derived from ad valorem taxes or otherwise as provided by law for the payment of bonds and judgments and interest thereon. Since this fund is for the purpose of debt service only, financial reporting as a part of the operating budget will be minimal. A treasurer's check or EFT is issued for Sinking Fund payments according to a legally authorized amortization schedule until all indebtedness, including interest, is paid.

81 GIFTS AND ENDOWMENT FUND

This is a separately appropriated fund established to account for revenue from a philanthropic foundation, private individual, or private organization for which no repayment or special service to the contributor is expected. In many cases endowment funds allow for income derived from such funds to be expended, but the principal must remain intact.

86 CASUALTY/FLOOD INSURANCE RECOVERY FUND

This fund is established to account for receipt of proceeds from the filing of insurance claims and the subsequent expenditure of funds to replace or repair damaged or stolen property.

APPENDIX B

FUNCTION EXPENDITURE CODE DEFINITIONS

1000 INSTRUCTION

Instruction includes the activities dealing directly with interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location such as a home, and in other learning situations such as those involving co-curricular activities. It may also be provided through some other approved medium such as internet, television, radio, telephone, and correspondence. Included here are the activities of teacher assistants of any type that assist in the instructional process. The activities of tutors, translators, and interpreters would be recorded here.

2100 SUPPORT SERVICES - STUDENTS

This involves activities designed to assess and improve the well being of students and to supplement the teaching process. This would include counseling services, health services, psychological services, and speech pathology and audiology services.

2200 SUPPORT SERVICES - INSTRUCTIONAL STAFF

Activities associated with assisting the instructional staff with the content and process of providing learning experiences for students fall into this classification. This would include staff development, and educational media services.

2300 SUPPORT SERVICES - GENERAL ADMINISTRATION

This includes activities involving the establishment and administration of policy in connection with operating the entire school district. This would include Board of Education services, and Office of the Superintendent services.

2400 SUPPORT SERVICES - SCHOOL ADMINISTRATION

Expenditures for overall administrative responsibility of a single school or a group of schools are given this classification. This would include Office of the Principal services.

2500 SUPPORT SERVICES - BUSINESS

Activities concerned with paying, transporting, exchanging and maintaining goods and services for the LEA are coded to this function. Included are the fiscal and internal services necessary for operating the LEA. This would include budgeting, receiving and disbursing, financial accounting, payroll and internal auditing.

2600 OPERATION AND MAINTENANCE OF PLANT SERVICES

This includes activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in an effective working condition and state of repair. Activities, which maintain safety in buildings, on the grounds, and in the vicinity of schools, are included.

2700 STUDENT TRANSPORTATION SERVICES

This classification provides financial documentation of activities concerned with the conveyance of students to and from school, as provided by state law. Also included is any transportation costs incurred for various school activity trips.

3100 CHILD NUTRITION PROGRAMS OPERATIONS

These are activities concerned with providing food to students and staff in a school or LEA. This service includes the preparation and service of regular and incidental meals -- breakfasts, lunches, or supplements -- in connection with school activities, and the delivery of food.

3200 OTHER ENTERPRISE SERVICES OPERATIONS

Activities that are financed and operated in a manner similar to private business enterprises -- where the stated intent is that the costs are financed or recovered primarily through user charges. One example could be the LEA bookstore, or items purchased through the Activity Fund for resale.

3300 COMMUNITY SERVICE OPERATIONS

This classification accounts for activities that are not directly related to the provision of education to students in the LEA. These include services such as community recreation programs, civic activities, public libraries, programs for custody and care of children, and community welfare activities provided by the LEA for the community as a whole or some segment of the community.

4000 FACILITIES ACQUISITION AND CONSTRUCTION SERVICES

This function classification consists of activities involved with the acquisition of land and buildings; remodeling buildings; the construction of buildings and additions; initial installation or extension of service systems and other built-in equipment; and improvements to sites.

5200 FUND TRANSFER/REIMBURSEMENT (CHILD NUTRITION FUND/ACTIVITY FUND/PETTY CASH/CHANGE)

Transactions that withdraw money from one fund and place it in another without recourse are included in this category.

5300 CLEARING ACCOUNT

This classification is used for recording of expenditures that cannot be charged to a specific function code at the time the expenditure must be made. As an example, this function code would be used for prepayment of workers' compensation premiums.

5500 PRIVATE NONPROFIT SCHOOLS

Expenditure of funds received by the LEA for purchases to benefit students and/or teachers of private nonprofit schools are coded here. It is illegal for these funds to go directly to the private nonprofit schools. The LEA purchases, directly from the provider, supplies or services for the private nonprofit school's use.

7000 OTHER USES

This function classification is used to account for payments made from self-funded workers' compensation, unemployment, medical insurance, and other employee benefit funds.

8000 REPAYMENTS

This would include district payments to outside agencies for refund of restricted revenue previously received for overpayments, nonqualified expenditures, and other refunds to be repaid from district funds.

APPENDIX C

GENERAL FUND REVENUE - COMPARATIVE ANALYSIS

GUTHRIE PUBLIC SCHOOL
GENERAL FUND REVENUE ANALYSIS

REVENUE SOURCES	2015-2016 PROJECTED	2015-2016 ACTUAL	DIFFERENCE	2016-2017 PROJECTED	2016-2017 ACTUAL	DIFFERENCE	2017-2018 PROJECTED
LOCAL SOURCES							
AD VAL TAX LEVY (CUR. YR)	$ 4,505,000.00	$ 4,557,938.16	$ 52,938.16	$ 4,750,000.00	$ 4,699,793.39	$ (50,206.61)	$ 4,750,000.00
AD VAL TAX LEVY (PRIOR YR.)	$ 190,000.00	$ 167,850.64	$ (22,149.36)	$ 125,000.00	$ 129,847.99	$ 4,847.99	$ 125,000.00
REVENUE IN LIEU OF TAXES	$ 7,500.00	$ 14,553.15	$ 7,053.15	$ 12,000.00	$ 15,254.56	$ 3,254.56	$ 12,000.00
OTHER TAXES	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TUITIONS & FEES	$ -	$ 2,226.80	$ 2,226.80	$ 2,200.00	$ -	$ (2,200.00)	$ -
INTEREST EARNINGS	$ 29,000.00	$ 26,001.73	$ (2,998.27)	$ 25,000.00	$ 27,203.83	$ 2,203.83	$ 25,000.00
RENTALS/SALES/COMMISSIONS	$ 15,000.00	$ 52,450.70	$ 37,450.70	$ 30,000.00	$ 45,692.01	$ 15,692.01	$ 30,000.00
REIMBURSEMENTS	$ 41,000.00	$ 19,080.08	$ (21,919.92)	$ 20,000.00	$ 27,442.04	$ 7,442.04	$ 20,000.00
CONTRIBUTIONS / MISC.	$ 50,000.00	$ 105,025.99	$ 55,025.99	$ 70,000.00	$ 92,298.90	$ 22,298.90	$ 70,000.00
TOTAL LOCAL SOURCES	**$ 4,837,500.00**	**$ 4,945,127.25**	**$ 107,627.25**	**$ 5,034,200.00**	**$ 5,037,532.72**	**$ 3,332.72**	**$ 5,032,000.00**
INTERMEDIATE SOURCES							
COUNTY 4 MILL AD VAL.	$ 635,000.00	$ 627,749.28	$ (7,250.72)	$ 650,000.00	$ 628,181.05	$ (21,818.95)	$ 650,000.00
CO. APPORT. & MISC. INTERMEDIATE	$ 210,000.00	$ 213,250.87	$ 3,250.87	$ 225,000.00	$ 269,600.78	$ 44,600.78	$ 225,000.00
TOTAL INTERMEDIATE SOURCES	**$ 845,000.00**	**$ 841,000.15**	**$ (3,999.85)**	**$ 875,000.00**	**$ 897,781.83**	**$ 22,781.83**	**$ 875,000.00**
STATE SOURCES							
GROSS PRODUCTION TAX	$ 1,000,000.00	$ 1,092,243.38	$ 92,243.38	$ 875,000.00	$ 556,214.50	$ (318,785.50)	$ 700,000.00
MOTOR VEHICLE COLLECTION	$ 1,424,000.00	$ 1,355,901.02	$ (68,098.98)	$ 1,300,000.00	$ 1,294,432.68	$ (5,567.32)	$ 1,300,000.00
R.E.A. TAX	$ 95,000.00	$ 90,806.25	$ (4,193.75)	$ 90,000.00	$ 87,275.85	$ (2,724.15)	$ 90,000.00
ST. SCH. LAND EARNINGS	$ 490,000.00	$ 523,946.11	$ 33,946.11	$ 515,000.00	$ 532,610.66	$ 17,610.66	$ 515,000.00
VEHICLE/FARM TAX STAMP	$ 12,000.00	$ 10,037.76	$ (1,962.24)	$ 11,000.00	$ 9,074.49	$ (1,925.51)	$ 11,000.00
FLEXIBLE BENEFIT ALLOW. REIMB.	$ 1,976,400.00	$ 2,061,777.00	$ 85,377.00	$ 2,075,000.00	$ 2,117,505.05	$ 42,505.05	$ 2,075,000.00
FOUNDATION & SAL INCENT AID	$ 8,195,630.00	$ 7,734,675.00	$ (460,955.00)	$ 7,994,638.00	$ 7,733,106.00	$ (261,532.00)	$ 8,000,000.00
MENTOR TEACHER STIPEND	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OKLAHOMA PARENTS AS TEACHERS	$ 38,000.00	$ 38,000.00	$ -	$ -	$ -	$ -	$ -
PROFESSIONAL DEVELOPMENT	$ 21,530.00	$ 10,765.00	$ (10,765.00)	$ -	$ 13,982.00	$ 13,982.00	$ -
DRIVER EDUCATION	$ 4,500.00	$ 1,732.50	$ (2,767.50)	$ 1,500.00	$ 11,302.50	$ 9,802.50	$ 4,000.00
TLE TRAINING	$ -	$ -	$ -	$ -	$ -	$ -	$ -
MISC. STATE SOURCES	$ 50,000.00	$ 1,257.68	$ (48,742.32)	$ 2,000.00	$ 10,128.76	$ 8,128.76	$ 5,000.00
VOC. SAL. REIMB.	$ 34,160.00	$ 34,160.00	$ -	$ 34,160.00	$ 34,160.00	$ -	$ 34,160.00
VOC. INCENT ASSIST. REIMB.	$ 66,320.00	$ 62,474.00	$ (3,846.00)	$ 59,904.00	$ 62,150.00	$ 2,246.00	$ 56,280.00
READING SUFFIENCY FUNDS	$ 35,000.00	$ 31,747.78	$ (3,252.22)	$ 22,000.00	$ 21,216.96	$ (783.04)	$ 24,996.05

STATE SOURCES-CONTINUED	2016-2017 PROJECTED	2016-2017 ACTUAL	DIFFERENCE	2016-2017 PROJECTED	2016-2017 ACTUAL	DIFFERENCE	2017-2018 PROJECTED
ALTERNATIVE EDUC./STATEWIDE	$ 95,768.00	$ 84,884.18	$ (10,883.82)	$ 58,500.00	$ 70,351.00	$ 11,851.00	$ 70,300.00
ADVANCED PLACEMENT	$ -	$ -	$ -	$ -	$ -	$ -	$ -
NATIONAL BOARD CERTIFICATION	$ 40,000.00	$ 35,000.00	$ (5,000.00)	$ 35,000.00	$ -	$ (35,000.00)	$ 10,000.00
ACE REMEDIATION & TECHNOLOGY	$ 55,000.00	$ 60,846.89	$ 5,846.89	$ 50,000.00	$ -	$ (50,000.00)	$ 8,000.00
STATE ADOPTED TEXTBOOKS	$ 165,631.00	$ 167,164.00	$ 1,533.00	$ -	$ -	$ -	$ -
TOTAL STATE SOURCES	**$ 13,798,939.00**	**$ 13,397,418.55**	**$ (401,520.45)**	**$ 13,123,702.00**	**$ 12,553,510.45**	**$ (570,191.55)**	**$ 12,903,736.05**
FEDERAL SOURCES							
TITLE I	$ 625,000.00	$ 626,528.74	$ 1,528.74	$ 625,000.00	$ 688,112.86	$ 63,112.86	$ 625,000.00
IDEA-B, FLOW THROUGH	$ 625,000.00	$ 661,930.53	$ 36,930.53	$ 650,000.00	$ 620,067.15	$ (29,932.85)	$ 650,000.00
IDEA-B, ALL OTHER	$ 15,000.00	$ 10,019.72	$ (4,980.28)	$ 10,000.00	$ 22,934.77	$ 12,934.77	$ 10,000.00
TITLE VII, INDIAN ED	$ 53,000.00	$ 50,742.00	$ (2,258.00)	$ 50,000.00	$ 52,838.00	$ 2,838.00	$ 50,000.00
TITLE II, PART A	$ 70,000.00	$ 133,338.68	$ 63,338.68	$ 100,000.00	$ 161,005.56	$ 61,005.56	$ 100,000.00
TITLE II, PART D	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OTHER FEDERAL SOURCES	$ -	$ -	$ -	$ -	$ 8,345.55	$ 8,345.55	$ -
ROTC	$ 80,000.00	$ 65,238.31	$ (14,761.69)	$ 65,000.00	$ 65,193.97	$ 193.97	$ 65,000.00
CARL PERKINS	$ 43,000.00	$ 43,435.80	$ 435.80	$ 40,000.00	$ 55,195.74	$ 15,195.74	$ 43,300.00
TOTAL FEDERAL SOURCES	**$ 1,511,000.00**	**$ 1,591,233.78**	**$ 80,233.78**	**$ 1,540,000.00**	**$ 1,673,693.60**	**$ 133,693.60**	**$ 1,543,300.00**
NON-REVENUE SOURCES							
FUND TRANSFERS	$ 215,000.00	$ 223,916.94	$ 8,916.94	$ 220,000.00	$ 221,250.92	$ 1,250.92	$ 220,000.00
CORRECTING ENTRY	$ -		$ -	$ -		$ -	
TOTAL NON-REVENUE SOURCES	**$ 215,000.00**	**$ 223,916.94**	**$ 8,916.94**	**$ 220,000.00**	**$ 221,250.92**	**$ 1,250.92**	**$ 220,000.00**
BALANCE SHEET ACCOUNTS							
FUND BALANCE/CASH FORWARD	$ 2,799,560.53	$ 2,799,560.53	$ -	$ 2,046,343.43	$ 2,046,343.43	$ -	$ 2,414,721.95
TOTAL BALANCE SHEET ACCOUNTS	**$ 2,799,560.53**	**$ 2,799,560.53**	**$ -**	**$ 2,046,343.43**	**$ 2,046,343.43**	**$ -**	**$ 2,414,721.95**
TOTAL BALANCE & COLLECTIONS	**$ 24,006,999.53**	**$ 23,798,257.20**	**$ (208,742.33)**	**$ 22,839,245.43**	**$ 22,430,112.95**	**$ (409,132.48)**	**$ 22,988,758.00**
PROJECTED EXPENDITURES FOR 2017-2018							**$ 20,842,043.00**
PROJECTED FUND BALANCE FOR 2017-2018							**$ 2,146,715.00**

APPENDIX D

GENERAL FUND - FIXED COST ANALYSIS

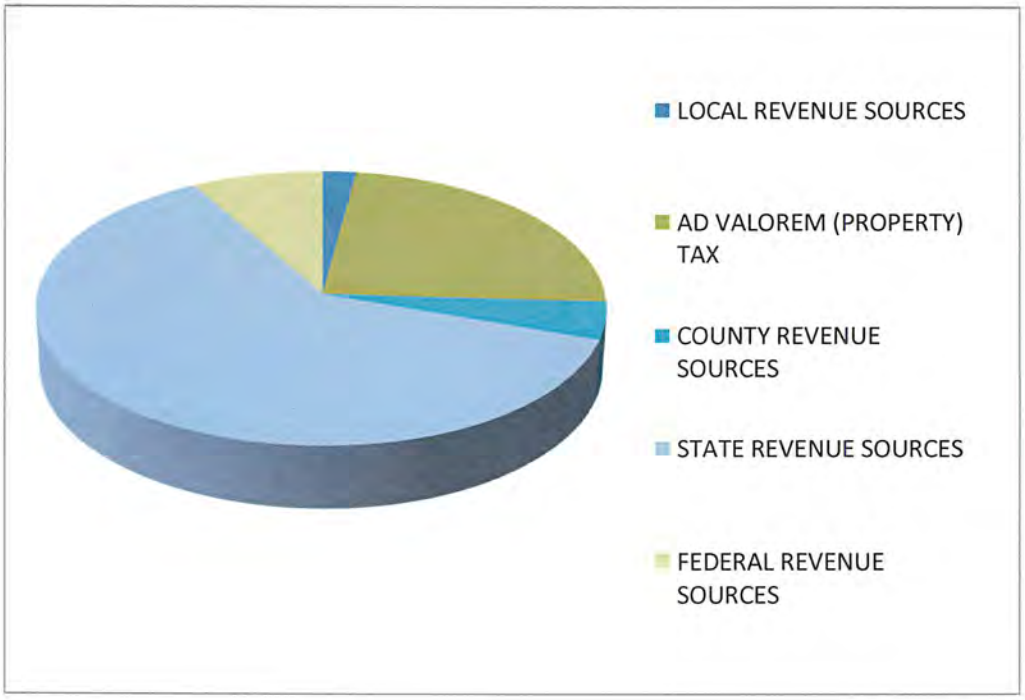
GUTHRIE PUBLIC SCHOOLS
GENERAL FUND
FIXED / DISCRETIONARY COSTS

	2016-2017 ACTUAL COST	2016-2017 % OF COST	2017-2018 PROJECTED COST	2017-2018 % OF COST
FIXED COSTS				
SALARY / BENEFITS	$17,786,691.28	88.83%	$18,177,197.68	87.21%
PROFESSIONAL & TECHNICAL SERVICES	125,581.41	0.63%	158,000.00	0.76%
UTILITIES / TELEPHONE	528,742.62	2.64%	620,000.00	2.97%
INSURANCE	198,268.00	0.99%	206,574.00	0.99%
LEASE / PURCHASE & MAINTENANCE AGREEMENTS	130,622.08	0.65%	130,000.00	0.62%
GASOLINE / DIESEL	126,635.96	0.63%	130,000.00	0.62%
COUNTY REVALUATION COST	66,331.65	0.33%	68,000.00	0.33%
EARMARKED STATE AND FEDERAL FUNDS	204,766.12	1.02%	240,926.00	1.16%
CHILD NUTRITION EXPENDITURES (PER LOAN AGREEMENT W/ CNF)	114,880.45	0.57%	120,000.00	0.58%
TOTAL FIXED COSTS	19,282,519.57	96.30%	19,850,697.68	95.24%
DISCRETIONARY COSTS				
SITE COSTS - TEXTBOOKS, LIBRARIES, FURNITURE, SUPPLIES	299,895.76	1.50%	366,345.32	1.76%
DEPARTMENTAL COSTS - TRANSPORTATION, MAINTENANCE, CUSTODIAL, TECHNOLOGY, OTHER DISTRICT-WIDE COSTS	440,146.73	2.20%	625,000.00	3.00%
TOTAL DISCRETIONARY COSTS	740,042.49	3.70%	991,345.32	4.76%
GRAND TOTAL - ALL COSTS	$20,022,562.06	100.00%	$20,842,043.00	100.00%

APPENDIX E

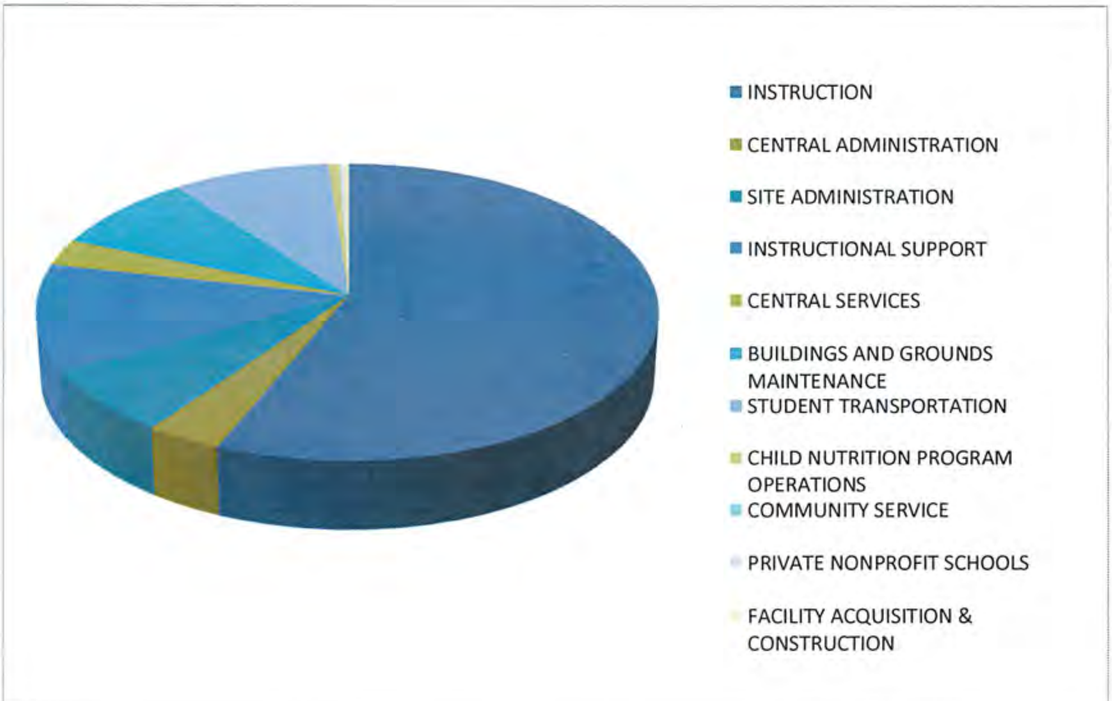
2016-2017 CONDENSED FINANCIAL INFORMATION

GUTHRIE PUBLIC SCHOOLS
GENERAL FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2017



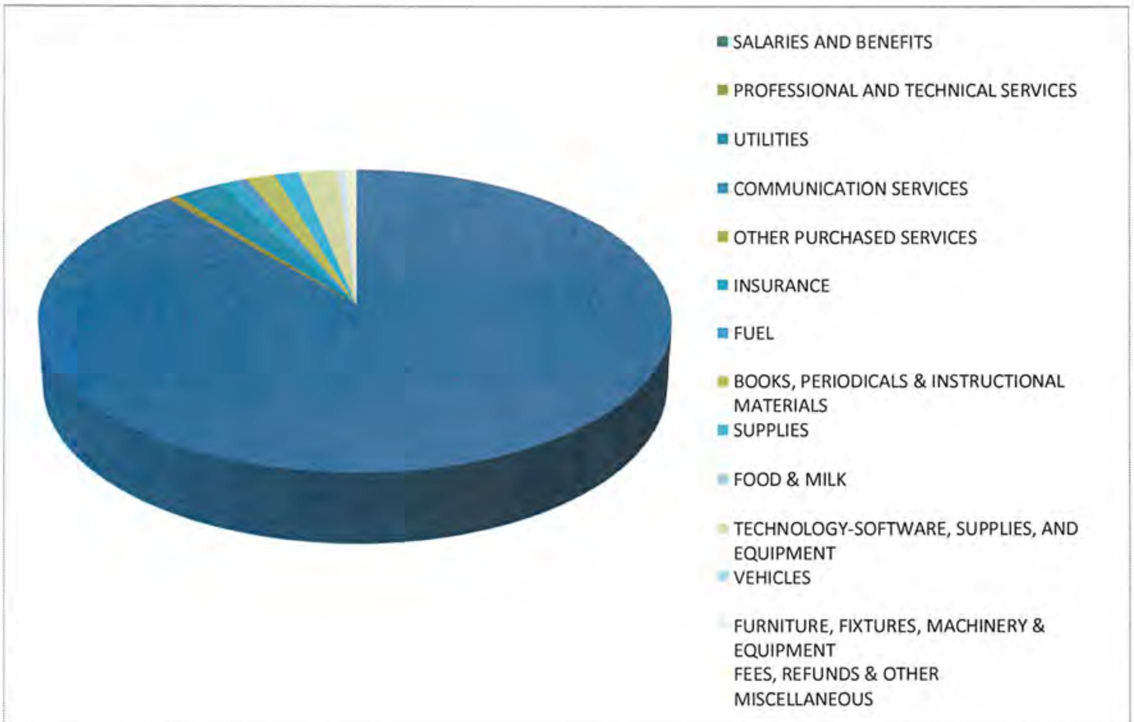
SOURCE OF REVENUE	AMOUNT	PERCENT OF TOTAL REVENUE
LOCAL REVENUE SOURCES	$ 429,192.26	2.11%
AD VALOREM (PROPERTY) TAX	$ 4,829,641.38	23.69%
COUNTY REVENUE SOURCES	$ 897,781.83	4.40%
STATE REVENUE SOURCES	$ 12,553,510.45	61.59%
FEDERAL REVENUE SOURCES	$ 1,673,693.60	8.21%
TOTAL GENERAL FUND REVENUE	$ 20,383,819.52	100.00%

GUTHRIE PUBLIC SCHOOLS
GENERAL FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2017



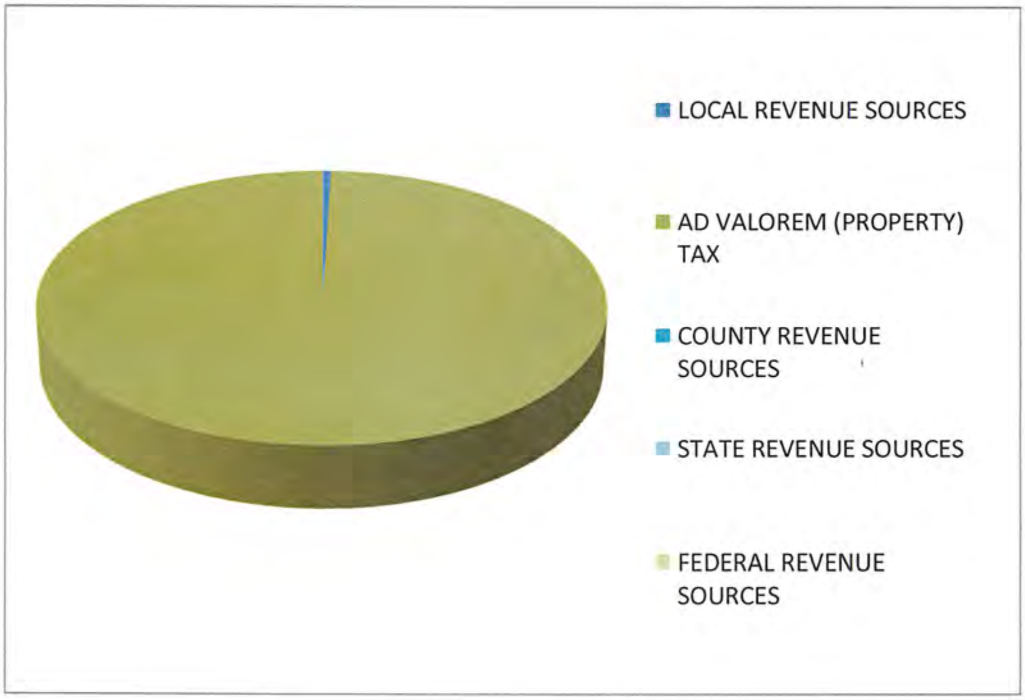
EXPENDITURE CLASSIFICATION	AMOUNT	PERCENT OF TOTAL EXPENDITURES
INSTRUCTION	$ 11,251,059.12	56.19%
CENTRAL ADMINISTRATION	$ 709,461.60	3.54%
SITE ADMINISTRATION	$ 1,424,066.37	7.11%
INSTRUCTIONAL SUPPORT	$ 2,296,345.22	11.47%
CENTRAL SERVICES	$ 579,671.67	2.90%
BUILDINGS AND GROUNDS MAINTENANCE	$ 1,708,039.26	8.53%
STUDENT TRANSPORTATION	$ 1,818,073.84	9.08%
CHILD NUTRITION PROGRAM OPERATIONS	$ 131,442.55	0.66%
COMMUNITY SERVICE	$ 652.00	0.00%
PRIVATE NONPROFIT SCHOOLS	$ 25,008.35	0.12%
FACILITY ACQUISITION & CONSTRUCTION	$ 78,742.08	0.39%
TOTAL GENERAL FUND EXPENDITURES BY FUNCTION	$ 20,022,562.06	100.00%

GUTHRIE PUBLIC SCHOOLS
GENERAL FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2017



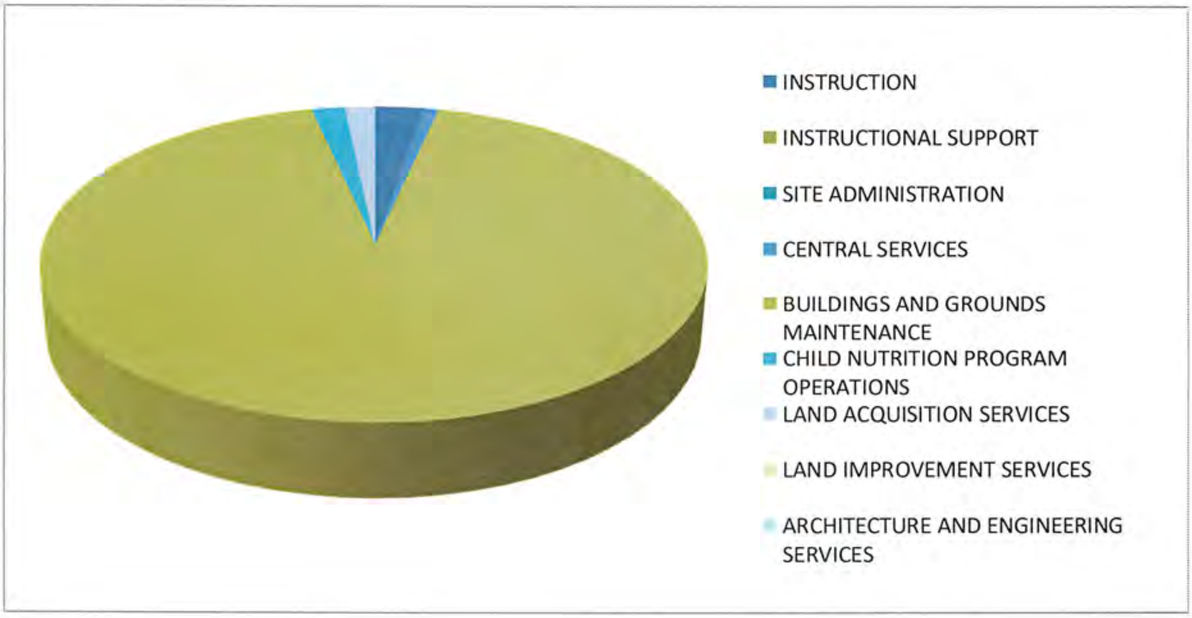
EXPENDITURE CLASSIFICATION		AMOUNT	PERCENT OF TOTAL EXPENDITURES
SALARIES AND BENEFITS	$	17,786,691.28	88.83%
PROFESSIONAL AND TECHNICAL SERVICES	$	125,581.41	0.63%
UTILITIES	$	528,742.62	2.64%
COMMUNICATION SERVICES	$	-	0.00%
OTHER PURCHASED SERVICES	$	-	0.00%
INSURANCE	$	198,268.00	0.99%
FUEL	$	126,635.96	0.63%
BOOKS, PERIODICALS & INSTRUCTIONAL MATERIALS	$	335,388.20	1.68%
SUPPLIES	$	277,479.99	1.39%
FOOD & MILK	$	-	0.00%
TECHNOLOGY-SOFTWARE, SUPPLIES, AND EQUIPMENT	$	435,027.18	2.17%
VEHICLES	$	-	0.00%
FURNITURE, FIXTURES, MACHINERY & EQUIPMENT	$	78,798.24	0.39%
FEES, REFUNDS & OTHER MISCELLANEOUS	$	129,949.18	0.65%
TOTAL GENERAL FUND EXPENDITURES BY OBJECT	$	20,022,562.06	100.00%

GUTHRIE PUBLIC SCHOOLS
BUILDING FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2017



SOURCE OF REVENUE		AMOUNT	PERCENT OF TOTAL REVENUE
LOCAL REVENUE SOURCES	$	3,590.00	0.52%
AD VALOREM (PROPERTY) TAX	$	689,948.76	99.44%
COUNTY REVENUE SOURCES	$	50.38	0.01%
STATE REVENUE SOURCES	$	269.83	0.04%
FEDERAL REVENUE SOURCES	$	-	0.00%
TOTAL BUILDING FUND REVENUE	$	693,858.97	100.00%

GUTHRIE PUBLIC SCHOOLS
BUILDING FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2017

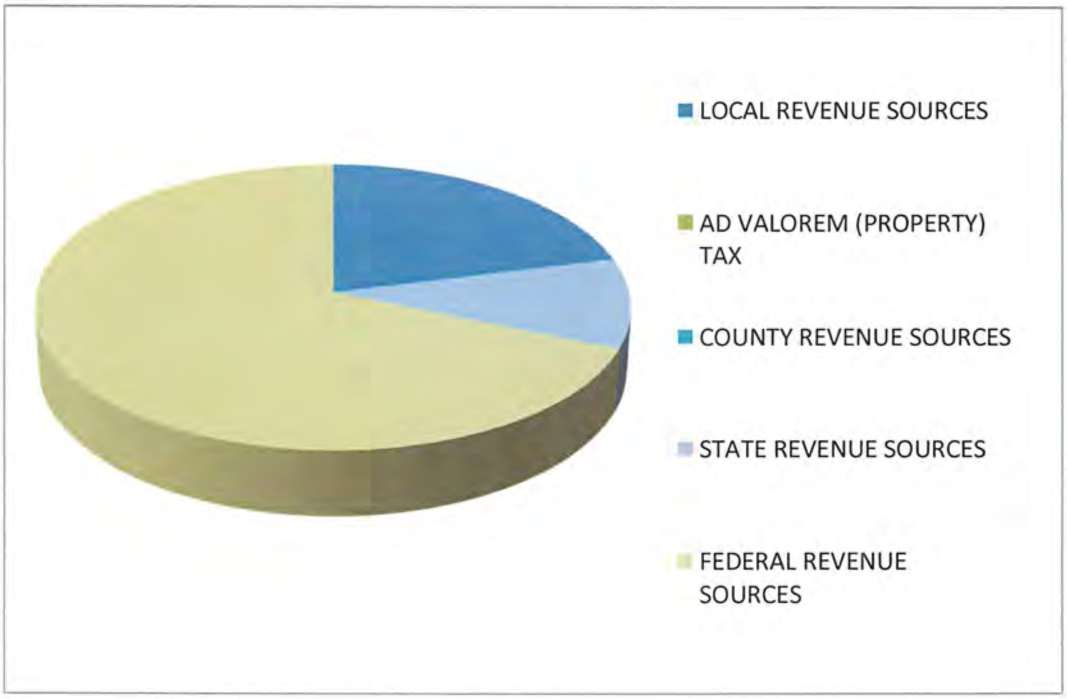


EXPENDITURE CLASSIFICATION		AMOUNT	PERCENT OF TOTAL EXPENDITURES
INSTRUCTION	$	15,662.24	2.68%
INSTRUCTIONAL SUPPORT	$	-	0.00%
SITE ADMINISTRATION	$	-	0.00%
CENTRAL SERVICES	$	4,696.84	0.80%
BUILDINGS AND GROUNDS MAINTENANCE	$	543,004.98	93.03%
CHILD NUTRITION PROGRAM OPERATIONS	$	10,705.07	1.83%
LAND ACQUISITION SERVICES	$	9,621.50	1.65%
LAND IMPROVEMENT SERVICES	$	-	0.00%
ARCHITECTURE AND ENGINEERING SERVICES	$	-	0.00%
TOTAL BUILDING FUND EXPENDITURES BY FUNCTION	$	583,690.63	100.00%

GUTHRIE PUBLIC SCHOOLS
BUILDING FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2017

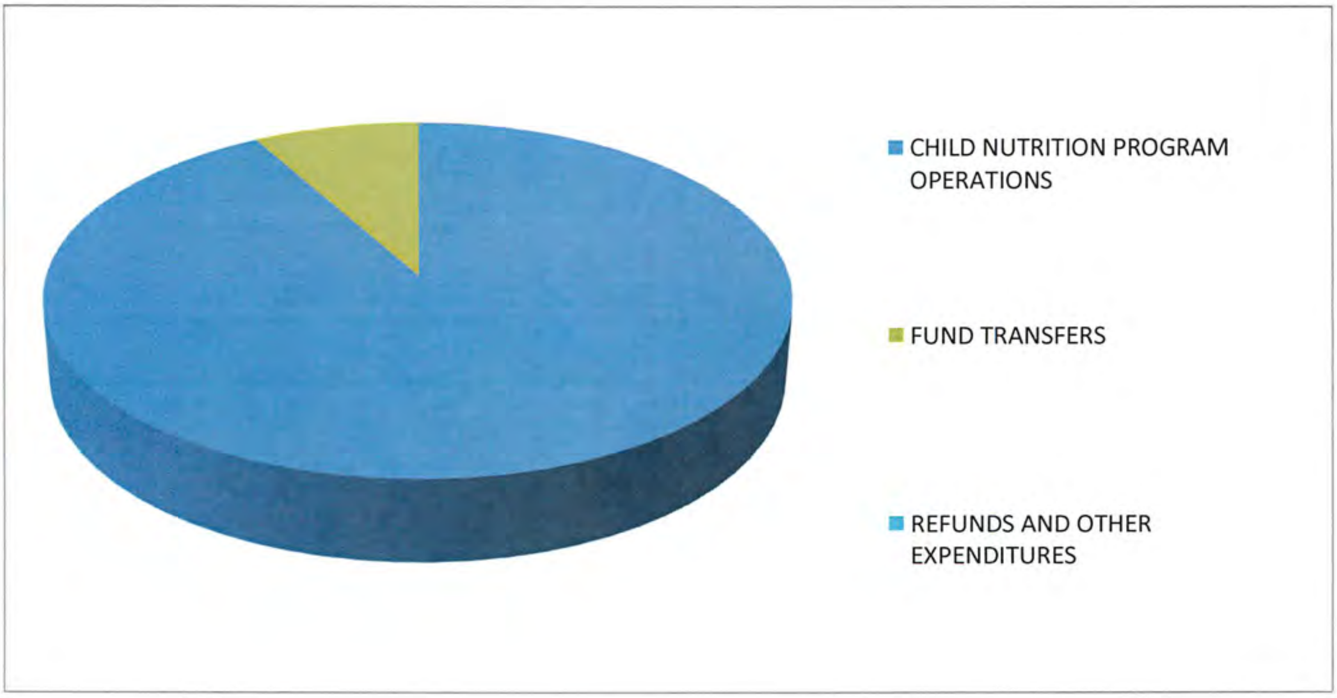
EXPENDITURE CLASSIFICATION		AMOUNT	PERCENT OF TOTAL EXPENDITURES
PROFESSIONAL AND TECHNICAL SERVICES	$	-	0.00%
CLEANING SERVICES	$	21,677.31	3.71%
LAWN CARE SERVICES	$	64,311.00	11.02%
CONSTRUCTION SERVICES - OUTSIDE CONTRACTORS	$	7,369.99	1.26%
REPAIRS & MAINTENANCE SERVICES	$	189,753.68	32.51%
OTHER PURCHASED SERVICES	$	5,009.24	0.86%
SUPPLIES	$	267,070.51	45.76%
UTILITIES - ELECTRICITY	$	-	0.00%
LAND & IMPROVEMENTS	$	-	0.00%
EQUIPMENT	$	27,704.53	4.75%
FEES, REFUNDS & OTHER MISCELLANEOUS	$	794.37	0.14%
TOTAL BUILDING FUND EXPENDITURES BY OBJECT	$	583,690.63	100.00%

GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2017



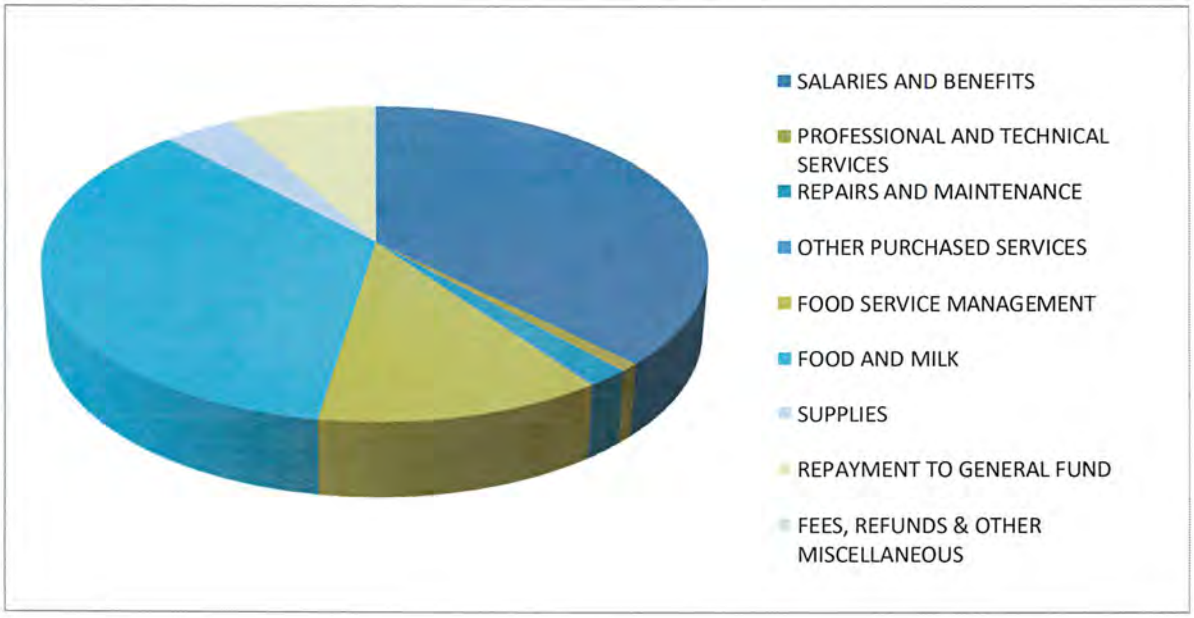
SOURCE OF REVENUE	AMOUNT	PERCENT OF TOTAL REVENUE
LOCAL REVENUE SOURCES	$ 312,870.14	21.16%
AD VALOREM (PROPERTY) TAX	$ -	0.00%
COUNTY REVENUE SOURCES	$ -	0.00%
STATE REVENUE SOURCES	$ 147,740.88	9.99%
FEDERAL REVENUE SOURCES	$ 1,017,767.82	68.84%
TOTAL CHILD NUTRITION FUND REVENUE	$ 1,478,378.84	100.00%

GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2017



EXPENDITURE CLASSIFICATION	AMOUNT	PERCENT OF TOTAL EXPENDITURES
CHILD NUTRITION PROGRAM OPERATIONS	$ 1,301,827.10	91.89%
FUND TRANSFERS	$ 114,880.45	8.11%
REFUNDS AND OTHER EXPENDITURES	$ -	0.00%
TOTAL CHILD NUTRITION FUND EXPENDITURES BY FUNCTION	$ 1,416,707.55	100.00%

GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2017



EXPENDITURE CLASSIFICATION		AMOUNT	PERCENT OF TOTAL EXPENDITURES
SALARIES AND BENEFITS	$	530,196.69	37.42%
PROFESSIONAL AND TECHNICAL SERVICES	$	12,028.00	0.85%
REPAIRS AND MAINTENANCE	$	23,535.72	1.66%
OTHER PURCHASED SERVICES	$	3,217.87	0.23%
FOOD SERVICE MANAGEMENT	$	173,681.27	12.26%
FOOD AND MILK	$	503,451.95	35.54%
SUPPLIES	$	55,115.60	3.89%
REPAYMENT TO GENERAL FUND	$	113,530.45	8.01%
FEES, REFUNDS & OTHER MISCELLANEOUS	$	1,950.00	0.14%
TOTAL CHILD NUTRITION FUND EXPENDITURES BY OBJECT	$	1,416,707.55	100.00%

S. A. & I. 308 (2000)

Cash Fund Estimate of Needs and Request for Appropriation
FOR THE 2017 BOND FUND CASH FUND

OF I001, Guthrie MUNICIPALITY
County, City or Town

Certificate of County Treasurer

I, hereby certify that I have received and now hold, In actual cash available for and subject to appropriation to the 2017 Bond cash fund of I-001 of Logan County, Oklahoma, derived from the following designated sources and restricted by statute to expenditure for the purpose for which such fund was created as follows, to-wit:

From Sale of Bonds ____ The Sum of $ 64,000.00
From ____ The Sum of $ ____
From ____ The Sum of $ ____
From ____ The Sum of $ ____

TOTAL unappropriated available for purposes of said fund $64,000.00

Said sums include no part of any revenues heretofore reported and appropriated for the purposes of said cash fund and are being held subject to action by the County Excise Board.

Certified to this 9th day of October, 2017 ____ Treasurer

By ____ Deputy

To the Excise Board of Logan County, Oklahoma

This Is to certify that, pursuant to the 5th proviso of 62 Okl.St. Ann. § 331 there has accrued In the Treasury and Is hereinbefore certified to as available for appropriation and use in the 2017 Bond cash fund of the aforesaid municipality, an amount of money equal to or greater than the total estimated needs hereinafter set out, that the Itemized purposes hereinafter named are lawful purposes to which said fun may be put, and we hereby respectfully request approval and appropriation therefore as follows, to wit:

ACCT.NO.	PURPOSE	AMOUNT REQUESTED		APPROVED BY EXCISE BOARD	
	Capital Projects	$64,000	00	$64,000	00

Done by order of the Governing Board of said Municipality and recorded In the minutes of the Clerk at Guthrie, Oklahoma, this 9th day of October 2017

ATTEST:

Clerk or Secretary to Governing Board.

Certificate of the County Excise Board

County of ____, State of Oklahoma, ss.

We, the undersigned duly qualified and acting members of the Excise Board in aforesaid County and State, having considered the estimate of needs submitted by the Governing Board of said Municipality and, to the extent that the same was within the amount of cash available for such purpose, we have approved the several items of appropriation ascertained to be for purpose authorized by law and have indicated the items and amounts for approval in the last column.

Done at ____ Oklahoma, this ____ day of ____, 20____

ATTEST:

COUNTY EXCISE BOARD OF THE AFORESAID COUNTY AND STATE

____ Chairman

____ Member

____ Member

Secretary of County Excise Board

September 13, 2017

Guthrie Public Schools Board of Education,

I would like to request your approval of the Guthrie Junior High's annual Health Fair. The Health Fair is for seventh grade students and is tentatively planned for Thursday, October 19th and Tuesday, October 24th. Following is a list of the presenter's with a description of their presentations.

Nutrition and Portion Size presented by Carissa Redman, Logan County Health Department, will focus on reading food labels and understanding what is an appropriate portion size and exactly what nutrients are in the food you are choosing to eat.

Bullying Prevention presented by John Talley, FCA Regional Director, this class teaches students how to recognize bullying, prevent bullying and how to help someone else who is being bullied.

Fitness presented by Courtney McLemore, Logan County Health Department, is an active workshop of fun filled games showing the students just how much fun and how easy it is to be physically active.

AIDS Awareness presented by Heather Ward, Logan County Health Department, gives factual information on how you become infected with HIV/AIDS and how to prevent becoming infected.

Drug Intervention presented by Officer Anthony Gibbs, Guthrie Police Department. This class will discuss the substances that are considered "DRUGS" in the school environment, the effects on the body and how to deal with the pressures driving students to use drugs.

Tobacco Stops With Me presented by Nikkiey Morton, Logan County Health Department, is focusing on the negative health effects that tobacco and secondhand smoke has on the body.

If you have any questions or concerns please feel free to call me at 282-5936. I appreciate your continued support.

Respectfully,

Teresa Hopper, M.Ed.
GJHS Counselor

MERIDIAN TECHNOLOGY CENTER

September 25, 2017

Dr. Mike Simpson
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

Dear Dr. Simpson,

I hope you are off to a great start for a successful school year.

The attached form is a Memorandum of Understanding with our partner school districts concerning the academic credit options provided at Meridian Technology Center. As a requirement of the Oklahoma State Department of Education's Accreditation Department, Meridian Technology Center is required to have documentation available from our sending school's local board approving mathematics, science, and computer science courses to be counted for graduation credits.

Please complete the enclosed Memorandum of Understanding (MOU) and return the original to me at your earliest convenience.

Also enclosed you will find 2017-18 Unit Transcripting Options and Codes containing a list of courses, including OCAS codes, for students needing Academic Credit.

Sincerely,

Douglas R. Major

Douglas R. Major, Ed.D.
Superintendent/CEO

Enclosures

1312 South Sangre Road
Stillwater, Oklahoma 74074-1899

Tel: (405) 377-3333
Fax: (405) 377-9604
www.meridiantech.edu

Meridian Technology Center
2017-18 Unit Transcripting Options and Codes

MTC Program Name with Career Majors	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
ACR						
Residential HVAC Installer	Heating, Ventilation, A/C	Travis Snowden	405894	3-4	9059	
Residential HVAC Technician	Heating, Ventilation, A/C - Specialized	Travis Snowden	405894	3-4	9080	
Automotive Service Technology						
Automotive Maintenance & Light Repair	Automotive Service Technology-Specialized	David Shields/Shelly Smith	152498/194126	3-4	9907	
Automotive Service Technician	Automotive Service Technology	David Shields/Shelly Smith	152498/194126	3-4	9906	
Business Technology						
Accounts Payable/Receivable Clerk	Accounting	Melody Johnston	157467	3-4	9258	
Administrative Assistant	Administrative Support	Melody Johnston	157467	3-4	9202	
Entrepreneur	Introduction to Entrepreneurship	Melody Johnston	157467	3-4	8179	
Carpentry						
Frame Carpenter	Carpentry - Specialized	Cy Boles	155600	3-4	9078	
Finish Carpenter	Finish Carpentry	Cy Boles	155600	3-4	9052	
Collision Repair Technology						
Collision Repair and Refinishing Apprentice	Automotive Collision Repair & Refinishing - Specialized	Steve Young	186062	3-4	9905	
Combination Collision Repair Technician	Automotive Collision Repair & Refinishing - Specialized	Steve Young	186062	3-4	9905	
Non-Structural Repair Technician	Automotive Collision Repair & Refinishing	Steve Young	186062	3-4	9904	
Refinishing Technician	Automotive Collision Repair & Refinishing	Steve Young	186062	3-4	9904	
Computer Aided Drafting						
CAD Design Architectural Specialist	Computer-Aided Drafting - Construction - Specialized	Russell Frick	181505	3-4	9084	
CAD Design Mechanical Specialist	Computer-Aided Drafting MN - Specialized	Russell Frick	181505	3-4	9682	
CAD Technical Architectural	Computer-Aided Drafting - Construction	Russell Frick	181505	3-4	9054	
CAD Technician Mechanical	Computer-Aided Drafting MN	Russell Frick	181505	3-4	9681	
Cosmetology						
Cosmetologist - Public	Cosmetology	Sue Ann Paine	237070	3-4	9478	
Culinary Arts						
Food Service Management Assistant	Culinary Arts - Specialized	Donna Cantrell/Joe Moore	218179/416536	3-4	9427	
Food Service Attendant	Culinary Arts	Donna Cantrell/Joe Moore	218179/416536	3-4	9426	
Digital Media						
Graphic Design Specialist	Digital Media and Publishing - Specialized	Michelle Moore	214017	3-4	9538	
Web Designer	Web Design and Development IT	Michelle Moore	214017	3-4	9557	
3D Animation Level 1	Animation Technology	Sheila McMurry	221804	3-4	9526	
3D Animation Level 2	Animation Technology - Specialized	Sheila McMurry	221804	3-4	9527	
Digital Video Production Level 1	Audio and Video Technology IT	Michelle Moore	214017	3-4	9554	
Digital Video Production Level 2	Audio and Video Technology IT - Specialized	Michelle Moore	214017	3-4	9555	
Electrical Technology						
Electrical Apprenticeship - Residential	Electrical Trades	Wayne Ford	416280	3-4	9058	
Electrical Apprenticeship - Commercial	Electrical Trades - Specialized	Wayne Ford	416280	3-4	9086	
Facilities Management						
Facilities Management	Introduction to Construction Technology	Bret Pickens	143204	3-4	9098	

MTC Program Name with Career Majors	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Health Careers						
Health Careers 1 †	Nursing Services	Jeana Bateson/Michelle Mills	208978/218180	3-4	9301	
Health Careers 2	Medical Services	Anita Bolay/Crystal Hazelbaker	401150/424323	3-4	9326	
Information Technology						
Cyber Security Professional	Cyber Security	Daniel Devers/Les Little	403953/412516	3-4	9530	
Network PC Support Specialist	Computer/Network Support - Specialized	Daniel Devers/Les Little	403953/412516	3-4	9543	
Network Systems Engineer	Network Systems	Daniel Devers/Les Little	403953/412516	3-4	9547	
PC Support Technician	Computer/Network Support	Daniel Devers/Les Little	403953/412516	3-4	9542	
Cyber Crime Specialist	Cyber Security - Specialized	Daniel Devers/Les Little	403953/412516	3-4	9564	
Masonry						
Brick and Stone Mason	Masonry	Bret Pickens	143204	3-4	9065	
Pharmacy Tech						
Advanced Pharmacy Technician	Pharmacy Services	Heather Black	405710	3-4	9334	
Precision Metal Fabrication						
Beginning Metal Fabrication	Metal Fabrication	Justin Nisbett	412219	3-4	9702	
Metal Fabricator Level 1	Metal Fabrication	Justin Nisbett	412219	3-4	9702	
Metal Fabricator Level 2	Metal Fabrication - Specialized	Justin Nisbett	412219	3-4	9714	
Product Development & Machining						
CNC Machinist	CNC Machining - Specialized	Jimmy Williams	186015	3-4	9680	
CNC Machinist Assistant	CNC Machining	Jimmy Williams	186015	3-4	9679	
Engine Lathe Operator	Manual Machinist	Jimmy Williams	186015	3-4	9697	
STEM Academy						
Project Lead the Way Biomedical Sciences (1440) ††	Biomedical Sciences and Medicine STEM Academy	Cheryl Cottom/Stephanie Hara/Brian James/Debbie Short/Mark Thomas	198873/408848/208458/173145/183094	4	9852	
Project Lead the Way Biomedical Sciences (960) ††	Biomedical Sciences and Medicine STEM Academy	Cheryl Cottom/Stephanie Hara/Brian James/Debbie Short/Mark Thomas	198873/408848/208458/173145/183094	4	9852	
Project Lead The Way Pre-Engineering (1440) †††	Pre-Engineering STEM Academy-Advanced	Debbie Short/Mark Thomas/Brian James/Claudette Hixon	173145/183094/208458/138204	4	9871	
Project Lead The Way Pre-Engineering (960) †††	Pre-Engineering STEM Academy	Debbie Short/Mark Thomas/Brian James/Claudette Hixon	173145/183094/208458/138204	4	9862	
Welding Technology						
Welding Level 1	Welding MN	Joe Steele	401001	3-4	9707	
Welding Level 2	Welding MN - Specialized	Joe Steele	401001	3-4	9708	

OCAS Codes for Students Needing Academic Credit

Career Majors with Courses Eligible for Academic Credit	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Accounts Payable/Receivable Clerk	Accounting	Melody Johnston	157467	3-4	9258	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Computerized Accounting	Computerized Accounting	Melody Johnston	157467	1 Computer Science	8109	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Administrative Assistant	Administrative Support	Melody Johnston	157467	3-4	9202	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Office Administration & Management	Office Administration & Management	Melody Johnston	157467	1 Computer Science	8105	X
Entrepreneur	Introduction to Entrepreneurship	Melody Johnston	157467	3-4	8179	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Computerized Accounting	Computerized Accounting	Melody Johnston	157467	1 Computer Science	8109	X
CAD Design Architectural Specialist	Computer-Aided Drafting - Construction - Specialized	Russell Frick	181505	3-4	9084	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Architectural Computer Aided Drafting and Design	Architectural Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8903	X
CAD Design Mechanical Specialist	Computer-Aided Drafting MN - Specialized	Russell Frick	181505	3-4	9682	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Engineering Computer Aided Drafting and Design	Engineering Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8904	X
Manufacturing Computer Aided Drafting and Design	Manufacturing Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8906	X
CAD Technical Architectural	Computer-Aided Drafting - Construction	Russell Frick	181505	3-4	9054	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Architectural Computer Aided Drafting and Design	Architectural Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8903	X
CAD Technician Mechanical	Computer-Aided Drafting MN	Russell Frick	181505	3-4	9681	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Engineering Computer Aided Drafting and Design	Engineering Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8904	X
Manufacturing Computer Aided Drafting and Design	Manufacturing Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8906	X
3D Animation Level 1	Animation Technology	Sheila McMurry	221804	3-4	9526	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
3D Animation Level 2	Animation Technology - Specialized	Sheila McMurry	221804	3-4	9527	
Advanced Design Techniques	Advanced Design Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8155	X
Digital Video Production Level 1	Audio and Video Technology IT	Michelle Moore	214017	3-4	9554	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
Graphic Design Specialist	Digital Media and Publishing - Specialized	Michelle Moore	214017	3-4	9538	
Advanced Design Techniques	Advanced Design Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8155	X
Design Tools and Electronic Marketing Strategies	Design Tools and Electronic Marketing Strategies	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8154	X
Desktop Publishing and Graphic Design	Desktop Publishing and Graphic Design	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8149	X
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
Web Designer	Web Design and Development IT	Michelle Moore	214017	3-4	9557	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
Web Scripting Foundations	Web Scripting Foundations	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8157	X
Health Careers 1	Nursing Services	Jeana Bateson/Anita Bolay/Crystal Hazelbaker/Michelle Mills	208978/401150/424323/218180	3-4	9301	
Anatomy (1st year students)	Anatomy	Michelle Mills	218180	1 Science Credit	5333	X

Career Majors with Courses Eligible for Academic Credit	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Cyber Security Professional	Cyber Security	Daniel Devers/Les Little	403953/412516	3-4	9530	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Cyber Forensics	Cyber Forensics	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8134	X
Enterprise Security Management	Enterprise Security Management	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8132	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X
Network Management	Network Management	Daniel Devers/Les Little	403953/412516	1 Computer Science	8123	X
Network Security	Network Security	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8131	X
Network/Client Operating Systems	Network/Client Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8121	X
Principals of Information Assurance	Principals of Information Assurance	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8130	X
Secure Electronic Commerce	Secure Electronic Commerce	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8133	X
Server Operating Systems	Server Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8122	X
Network PC Support Specialist	Computer/Network Support - Specialized	Daniel Devers/Les Little	403953/412516	3-4	9543	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X
Network Systems Engineer	Network Systems	Daniel Devers/Les Little	403953/412516	3-4	9547	
Active Directory Infrastructure	Active Directory Infrastructure	Daniel Devers/Les Little	403953/412516	1 Computer Science	8184	X
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X
Network Management	Network Management	Daniel Devers/Les Little	403953/412516	1 Computer Science	8123	X
Network/Client Operating Systems	Network/Client Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8121	X
Server Infrastructure Design	Server Infrastructure Design	Daniel Devers/Les Little	403953/412516	1 Computer Science	8185	X
Server Operating Systems	Server Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8122	X
PC Support Technician	Computer/Network Support	Daniel Devers/Les Little	403953/412516	3-4	9542	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Cyber Crime Specialist	Cyber Security - Specialized	Daniel Devers/Les Little	403953/412516	3-4	9564	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Cyber Forensics	Cyber Forensics	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8134	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X

Career Majors with Courses Eligible for Academic Credit	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Project Lead the Way Biomedical Sciences	Biomedical Sciences and Medicine STEM Academy	Cheryl Cotton/Stephanie Hara/Brian James/Debbie Short/Mark Thomas	198873/408848/208458/173145/183094	4	9852	
AP Biology	AP Biology	Stephanie Hara	408848	1 Science Credit	5035	X
AP Calculus AB	AP Calculus AB	Mark Thomas	183094	1 Math Credit	4615	X
AP Calculus BC	AP Calculus BC	Mark Thomas	183094	1 Math Credit	4616	X
AP Chemistry	AP Chemistry	Debbie Short	173145	1 Science Credit	5055	X
AP Computer Science Principles	PLTW AP Computer Science Principles	Mark Thomas	183094	1 Computer Science	8851	X
AP Physics I	AP Physics I	Mark Thomas	183094	1 Science Credit	5213	X
AP Statistics	AP Statistics	Brian James	208458	1 Math Credit	4760	X
Algebra II	Algebra II	Cheryl Cotton	198873	1 Math Credit	4412	X
Anatomy	Anatomy	Stephanie Hara	408848	.5 Science Credit	5333	X
Biomedical Innovation	PLTW Biomedical Innovation	Cheryl Cotton	198873	1 Science Credit	8719	X
Calculus	Calculus	Mark Thomas	183094	1 Math Credit	4612	X
Computer Science Principles	PLTW AP Computer Science Principles	Mark Thomas	183094	1 Computer Science	8851	X
Environmental Sustainability	PLTW Environmental Sustainability	Debbie Short	173145	1 Elective Credit	8854	
Human Body Systems	PLTW Human Body Systems	Cheryl Cotton/Stephanie Hara	198873/408848	1 Science Credit	8707	X
Medical Interventions	PLTW Medical Interventions	Stephanie Hara	408848	1 Science Credit	8708	X
Physiology	Physiology	Stephanie Hara	408848	.5 Science Credit	5220	X
Pre-AP Chemistry	Chemistry	Cheryl Cotton	198873	1 Science Credit	5051	X
Principles of Biomedical Sciences	PLTW Principles of Biomedical Sciences	Cheryl Cotton	198873	1 Science Credit	8706	X
Pre Calculus	Pre-Calculus	Claudette Hixon	138204	1 Math Credit	4611	

Project Lead The Way Pre-Engineering	Pre-Engineering STEM Academy	Debbie Short/Mark Thomas/Brian James/Claudette Hixon	173145/183094/208458/138204	4	9862	
Aerospace Engineering	PLTW Aerospace Engineering	Brian James	208458	1 Elective Credit	8715	X
Algebra II	Algebra II	Brian James	208458	1 Math Credit	4412	X
AP Biology	AP Biology	Stephanie Hara	408848	1 Science Credit	5035	X
AP Calculus AB	AP Calculus AB	Mark Thomas	183094	1 Math Credit	4615	X
AP Calculus BC	AP Calculus BC	Mark Thomas	183094	1 Math Credit	4616	X
AP Chemistry	AP Chemistry	Debbie Short	173145	1 Science Credit	5055	X
AP Computer Science Principles	PLTW AP Computer Science Principles	Mark Thomas	183094	1 Computer Science	8851	X
AP Physics I	AP Physics I	Mark Thomas	183094	1 Science Credit	5213	X
AP Statistics	AP Statistics	Brian James	208458	1 Math Credit	4760	X
Calculus	Calculus	Mark Thomas	183094	1 Math Credit	4612	X
Civil Engineering and Architecture	PLTW Civil Engineering and Architecture	Claudette Hixon	138204	1 Elective Credit	8713	
Computer Science Principles	PLTW Computer Science Principles	Mark Thomas	183094	1 Computer Science	8851	X
Engineering Design and Development	PLTW Engineering Design and Development	Debbie Short	173145	1 Elective Credit	8716	
Environmental Sustainability	PLTW Environmental Sustainability	Debbie Short	173145	1 Elective Credit	8854	
Introduction to Engineering Design	Introduction to Engineering Design	Brian James	208458	1 Computer Science	8709	X
Pre-AP Chemistry	Chemistry	Debbie Short	173145	1 Science Credit	5051	X
Principles of Engineering	Principles of Engineering	Mark Thomas/Claudette Hixon	183094/138204	1 Computer Science	8710	X
Pre-Calculus	Pre-Calculus	Claudette Hixon	138204	1 Math Credit	4611	

Pull out academic courses are taught by a certified math instructor.

The number of units of credit given for the technology program is reduced by one if an academic or math pull-out course is taken. Students must be recommended by their school counselor to take these courses.

Academic Credit Recovery classes are offered through on-line instruction. Courses are supervised by our math instructor and/or sending school teacher of record. The SDE code for each course will be the same as the code used at the sending school.

Algebra II	Algebra 2	Carol Herring	193249	1 Math Credit	4412	X
Geometry	Combined Geometry	Carol Herring	193249	1 Math Credit	4520	X
Mathematics of Finance	Mathematics of Finance	Carol Herring	193249	1 Math Credit	4770	
Pre-Calculus	Pre-Calculus	Carol Herring	193249	1 Math Credit	4611	X
Trigonometry	Trigonometry	Carol Herring	193249	.5 Math Credit	4750	X

† Health Careers first-year students will also receive one Anatomy credit.

†† Biomedical students will receive one science credit and one math credit each year.

††† Pre-Engineering students will receive one math credit and one science credit each year.

Definition of Heading Terms:

MTC Units-Elective credits awarded to students for completing courses at Meridian Technology Center. List of approved courses and OCAS found at https://www.okcareertech.org/educators/business-marketing-and-information-technology-education/courses/OCAS20172018Number.pdf/view

OHLAP-List of approved courses and credits found online at https://secure.okcollegestart.org/College_Planning/Prepare_for_College/course_guidelines.aspx

MERIDIAN TECHNOLOGY CENTER

Memorandum of Understanding for Academic Credit Options

The Guthrie Public Schools Board of Education has approved the transcription of mathematics, science, and computer science credit options taught at Meridian Technology Center. The Oklahoma Department of Career and Technology Education and the Oklahoma State Department of Education set guidelines for courses that may be used at the technology center for public school academic credit. Meridian Technology Center follows those guidelines as set forth by both agencies. The approval to utilize the academic credit options at Meridian Technology Center for high school graduation credit was approved by the Board of Education on:

______________________________.

School Official Signature: ______________________________________

Position: ____

Date of Signature: ____

1312 South Sangre Road
Stillwater, Oklahoma 74074-1899

Tel: (405) 377-3333
Fax: (405) 377-9604

www.meridiantech.edu

ALBERT ASHWOOD
State Director

MARY FALLIN
Governor

STATE OF OKLAHOMA
DEPARTMENT OF EMERGENCY MANAGEMENT

September 13, 2017

Dr. Mike Simpson, Superintendent
Guthrie Public Schools
802 East Vilas Avenue
Guthrie, OK 73044

Re: Multi-Jurisdictional Hazard Mitigation Plan Update
Jurisdictions: Logan County, including jurisdictions listed in Enclosure A

Dear Dr. Simpson:

We are pleased to inform you the Logan County Hazard Mitigation Plan has been approved by the Federal Emergency Management Agency (FEMA) pending adoption by the Logan Board of County Commissioners and the governing councils/boards of each jurisdiction participating in the plan. The Point of Contact (POC) for the plan will be responsible for delivering copies of the signed adoption resolutions to our department for review, filing and forwarding to FEMA for the plan's final approval. This action must be completed within 60 days from the date of the FEMA letter attached hereto. ***Please do not forward the resolutions directly to FEMA.***

Once the plan is formally approved by FEMA (receipt and approval of the final documentation and resolutions as described above), you will receive a final plan approval notification letter that will outline the process for requesting applications for mitigation actions identified in your plan.

If you have any questions regarding the above, please contact Michael Bradford, Hazard Mitigation Planning Coordinator, at (405) 521-3152, or via email at michael.bradford@oem.ok.gov.

Sincerely,

Matthew Rollins
State Hazard Mitigation Officer

Enclosures

cc: Jennifer Bennett-Johnson, President, Board of Education
David Ball, Logan County, Emergency Management Director

RECEIVED

SEP 14 2017

OKLAHOMA
EMERG. MGMT.

ACTION: 9/6/2018

U.S. Department of Homeland Security
Region VI
800 N. Loop 288
Denton, TX 76209-3698

FEMA

COPY

Dir	✓
Deputy	✓
Admin	✓
Finance	
Purchasing	
PIO	✓
Response	
EM Coor	✓Rollins
Recovery	C.Graybill
OPS Supp	
Training	
Haz/Mat	
Vol	

September 6, 2017

Mr. Matthew Rollins
Oklahoma Department of Emergency Management
P.O. Box 53365
Oklahoma City, OK 73152-3365

RE: Approvable Pending Adoption of the Logan County, Oklahoma Multi-Jurisdiction Hazard Mitigation Plan.

Dear Mr. Rollins:

This office has concluded its review of the referenced plan, in conformance with the Final Rule on Mitigation Planning (44 CFR Part 201.6). Formal approval of this plan is contingent upon the adoption by resolution by the participants on Enclosure A, as well as the receipt of a CD containing all components of this plan.

Adopting resolutions must be submitted to this agency for review and approval no later than 1 year from the date of this letter. Failure to submit these resolutions in a timely manner could lead to a required update of the plan prior to FEMA approval.

Once this final requirement has been met, a letter of official approval will be generated. The Local Hazard Mitigation Planning Tool, with the reviewer's comments has been enclosed to further assist the jurisdictions in complying with planning requirements.

If you have any questions, please contact Shanene Thomas, HM Community Planner, at (940) 898-5492.

Sincerely,

Diane Howe

for Ronald C. Wanhanen
Chief, Risk Analysis Branch

Enclosure

Enclosure A

Logan County, Oklahoma
Multi-Jurisdiction
Hazard Mitigation Plan Participants

Attached is the list of approved participating governments included in the September 6, 2017 review of the referenced Hazard Mitigation plan.

	Community Name
1)	Cedar Valley
2)	Coyle Public Schools
3)	Coyle
4)	Crescent
5)	Crescent Public Schools
6)	Guthrie
7)	Guthrie Public Schools
8)	Langston
9)	Logan County
10)	Marshall
11)	Meridian
12)	Mulhall-Orlando Public Schools
13)	Mulhall
14)	Orlando
15)	Cimarron City

Adoption Submittal (Final)

Region 6 recommends that all jurisdictions refrain from adopting a plan until it has received an Approvable Pending Adoption status from FEMA. Following the issuance of Approvable Pending Adoption letter, all participants are provided 1 year to adopt the plan and submit it through the State to FEMA. For multi-jurisdictional plans, multiple adoptions should be submitted as a complete package as outlined below.

All Plans must be submitted to the address contained in the header of these procedures; mark each submittal with Attn: Mitigation Planning. Each submittal must include:

1. State transmittal letter containing:
   a. List of all participating jurisdictions.
   b. Plan name, sub-grantee, FEMA funding source, grant or disaster number, and project number, as applicable.
   c. Identification of plan developer (i.e. contractor, jurisdiction, planning commission, etc.)
2. CD or DVD of the revised final draft of the plan in MS Word or pdf format (hardcopies may be submitted at the States discretion) containing:
   a. Labeled with the plan name as well as the State and date sent.
   b. The final plan formatted as a single document.
   c. Documentation demonstrating adoption by the participating jurisdictions seeking approval. (i.e. copies of signed resolutions, official meeting minutes, etc....)
   d. Remove strikethroughs, highlights and all Track Changes must be accepted in the final plan.
3. Submittals which do not conform to the above requirements will be returned to the State for resubmission.

In addition to the CD/DVD the State may also submit the plan files via:
1. Floodmaps File eXchange (FFX) https://www.floodmaps.fema.gov/ffx/
2. Risk Management Directorate (RMD)SharePoint https://rmd.msc.fema.gov/Regions/VI/Mitigation%20Planning/Forms/AllItems.aspx

Please forward an email addressed to the current HM Planning State Point of Contact or to the HM Planning Team Lead as notification that the electronic file has been submitted

LOCAL MITIGATION PLAN REVIEW TOOL

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community.

- The Regulation Checklist provides a summary of FEMA's evaluation of whether the Plan has addressed all requirements.
- The Plan Assessment identifies the plan's strengths as well as documents areas for future improvement.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

Jurisdiction: Logan County	**Title of Plan:** Logan County Hazard Mitigation Plan Update	**Date of Plan:** May 2017

Local Point of Contact: David Ball	**Address:** 312 E. Harrison Guthrie, OK 73044
Title: EM Director	
Agency: Logan County	
Phone Number: 405-282-0494	**E-Mail:** Loganem@gmail.com

State Reviewer: Nicholas Rutledge	**Title:** Hazard Mitigation Plan Reviewer	**Date:** 08/08/2017
FEMA Reviewer: David Freeborn Shanene Thomas	**Title:** Mitigation Champion Mitigation Planner	**Date:** 8/28/2017 9/6/2017
Date Received in FEMA Region 6	September 6, 2017	
Plan Not Approved		
Plan Approvable Pending Adoption	September 6, 2017	
Plan Approved		

SECTION 1:
REGULATION CHECKLIST

INSTRUCTIONS: The Regulation Checklist must be completed by FEMA. The purpose of the Checklist is to identify the location of relevant or applicable content in the Plan by Element/sub-element and to determine if each requirement has been 'Met' or 'Not Met.' The 'Required Revisions' summary at the bottom of each Element must be completed by FEMA to provide a clear explanation of the revisions that are required for plan approval. Required revisions must be explained for each plan sub-element that is 'Not Met.' Sub-elements should be referenced in each summary by using the appropriate numbers (A1, B3, etc.), where applicable. Requirements for each Element and sub-element are described in detail in this *Plan Review Guide* in Section 4, Regulation Checklist.

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
ELEMENT A. PLANNING PROCESS			
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	**Pages 1-4**	**X**	
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	**Page 4**	**X**	
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	**Pages 3-4**	**X**	
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	**Pages 4-7**	**X**	
A5. Is there discussion of how the community (ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))	**Pages 8-9**	**X**	
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))	**Pages 7-8**	**X**	
ELEMENT A: REQUIRED REVISIONS			

ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT			
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))	Pages 12-41	X	
B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))	Pages 12-41	X	
B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))	Pages 12-41	X	
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))	Page 47	X	
ELEMENT B: REQUIRED REVISIONS			

ELEMENT C. MITIGATION STRATEGY			
C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))	Pages 42-53	X	
C2. Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))	Pages 29, 47	X	
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	Pages 7	X	
C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))	Pages 56-91	X	
C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	Pages 52-91	X	
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	Page 53	X	
ELEMENT C: REQUIRED REVISIONS			

ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION (applicable to plan updates only)			
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	Page 42	X	
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Page 55	X	
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Page 53-54	X	
ELEMENT D: REQUIRED REVISIONS			

ELEMENT E. PLAN ADOPTION			
E1. Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))			X
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))			X
ELEMENT E: REQUIRED REVISIONS E1 & E2: Upon receiving Approval Pending Adoption status from FEMA, each jurisdiction in the plan must provide documentation showing adoption.			

ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)			
F1.			
F2.			
ELEMENT F: REQUIRED REVISIONS			

SECTION 2:
PLAN ASSESSMENT

Resources for Implementing Your Approved Plan **provides a place for FEMA to offer information, data sources and general suggestions on the overall plan implementation and maintenance process. Information on other possible sources of assistance including, but not limited to, existing publications, grant funding or training opportunities, can be provided. States may add state and local resources, if available.**

A. Plan Strengths and Opportunities for Improvement
This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

Element A: Planning Process

Element B: Hazard Identification and Risk Assessment

Including maps in the plan would greatly clarify the location of the identified hazards.

Element C: Mitigation Strategy

Several of the actions are very similar to others (for example: sirens, warning systems, weather radios, communication systems). These actions can be combined. *In several cases, the schools are listed without it being clear what their connection or involvement is. For example, when improving flood drainage, the school districts usually don't fund city infrastructure improvements. And, since the plan does not specify the locations of the schools in relation to flood areas, it is impossible to determine whether these are applicable.* *The plan does not provide the locations for dam failure. Assigning a dam spillway improvement action might count towards the requirement if the locations are clarified.* *Several actions presented were not mitigation in nature and were for planning or response activities.*

Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)

B. Resources for Implementing Your Approved Plan

Ideas may be offered on moving the mitigation plan forward and continuing the relationship with key mitigation stakeholders such as the following:

- *What FEMA assistance (funding) programs are available (for example, Hazard Mitigation Assistance (HMA)) to the jurisdiction(s) to assist with implementing the mitigation actions?*
- *What other Federal programs (National Flood Insurance Program (NFIP), Community Rating System (CRS), Risk MAP, etc.) may provide assistance for mitigation activities?*
- *What publications, technical guidance or other resources are available to the jurisdiction(s) relevant to the identified mitigation actions?*
- *Are there upcoming trainings/workshops (Benefit-Cost Analysis (BCA), HMA, etc.) to assist the jurisdictions(s)?*
- *What mitigation actions can be funded by other Federal agencies (for example, U.S. Forest Service, National Oceanic and Atmospheric Administration (NOAA), Environmental Protection Agency (EPA) Smart Growth, Housing and Urban Development (HUD) Sustainable Communities, etc.) and/or state and local agencies?*

SECTION 3:
MULTI-JURISDICTION SUMMARY SHEET (OPTIONAL)

INSTRUCTIONS: For multi-jurisdictional plans, a Multi-jurisdiction Summary Spreadsheet may be completed by listing each participating jurisdiction, which required Elements for each jurisdiction were 'Met' or 'Not Met,' and when the adoption resolutions were received. This Summary Sheet does not imply that a mini-plan be developed for each jurisdiction; it should be used as an optional worksheet to ensure that each jurisdiction participating in the Plan has been documented and has met the requirements for those Elements (A through E).

MULTI-JURISDICTION SUMMARY SHEET												
							Requirements Met (Y/N)					
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Require-ments
1	Logan County											
2	Guthrie	City										
3	Cedar Valley	Town										
4	Cimarron City	Town										
5	Coyle	Town										
6	Crescent	Town										
7	Langston	Town										
8	Marshall	Town										
9	Meridian	Town										

MULTI-JURISDICTION SUMMARY SHEET													
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Require-ments
10	Mulhall	Town										
11	Orlando	Town										
12	Coyle Public Schools											
13	Crescent Public Schools											
14	Guthrie Public Schools											
15	Mulhall-Orlando Schools											
16												
17												
18												
19												
20												

RESOLUTION

Guthrie Public School District-Logan County
Guthrie School District Board of Education
802 E. Vilas, Guthrie, OK 73044

RESOLUTION

WHEREAS, Guthrie Public School District, with the assistance from the Logan County Hazard Mitigation Planning Team, has gathered information and prepared the Logan County Hazard Mitigation Plan; and

WHEREAS, the Logan County Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, Guthrie Public School District is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, Guthrie Public School District has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by Guthrie School District Board of Education that Guthrie Public School District adopts the Logan County Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

Adopted this 9th day of October, 2017 at the meeting of the Guthrie School District Board of Education.

____
Superintendent

____
Board Clerk

SECTION 403(b) PLAN
ADMINISTRATIVE SERVICES AGREEMENT

THIS Section 403(b) Plan Administrative Services Agreement ("Agreement") is entered into as of ____________________ ("Effective Date") by and between American Fidelity Assurance Company, d/b/a AFPlanServ® ("AFA" or "AFPlanServ®") and GUTHRIE PUBLIC SCHOOLS the Plan Sponsor and Plan Administrator ("Sponsor").

WHEREAS, Sponsor affirms that it is eligible for, has established, and is responsible for the administration of a Deferred Compensation Retirement Plan for its employees under Section 403(b)(1) ("Plan") of the Internal Revenue Code of 1986, as amended ("IRC") and applicable state law;

WHEREAS, Sponsor has established a plan that is not subject to the regulations of the Employee Retirement Income Security Act of 1974 ("ERISA");

WHEREAS, AFA is or will be the provider of administrative services for the Section125 Plan sponsored by Sponsor made available to employees of the Sponsor;

WHEREAS, AFPlanServ® is in the business of managing and performing administrative services on behalf of school district Plan sponsors and has developed systems, facilities and techniques for servicing such Plans;

WHEREAS, assets of the Plan are or will be allocated to, and invested in, any investments offered by an approved Provider, including AFA Annuity Contracts, as selected by Participants (as defined in the Plan document) and made available by Sponsor under the terms of the Plan;

WHEREAS, Sponsor desires to engage AFPlanServ® to provide certain administrative, clerical and other duties related to Sponsor's obligations to the Plan; and

WHEREAS, Sponsor and AFPlanServ® desire to set forth their understanding of the duties and services to be performed by both parties.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the value of which is hereby acknowledged by both parties, AFPlanServ® and Sponsor agree as follows:

ARTICLE I - RELATIONSHIP OF PARTIES

1.01 Nonexclusive Arrangement. Nothing herein shall prevent or restrict AFPlanServ® from providing the same or similar administrative services to other school districts or employers, whether or not affiliated with either party, in any jurisdiction.

1.02 Role of AFPlanServ®. AFPlanServ® shall be considered a record keeper for the Plan to provide administrative services set forth in Appendix A on behalf of Sponsor. Such services are limited to those described herein and as selected and designated by Sponsor during the term of this Agreement. AFPlanServ® shall not be considered the "Plan Sponsor" or "Plan Administrator" for purposes of the IRC and any other applicable federal or state law and supporting regulations. Rather, the duties of AFPlanServ® hereunder shall be recordkeeping in nature and nothing in this Agreement should be construed to confer or delegate any discretionary authority or discretionary responsibility in the administration of the Plan. Sponsor acknowledges and agrees that AFPlanServ® shall not have discretionary authority, responsibility or control over Plan adoption, management and/or compliance, or over disposition of assets of the Plan as a result of this Agreement. AFPlanServ® shall not be responsible or liable for complying with the provisions of any federal, state or local laws, regulations or notices pertaining to the Plan except as to AFPlanServ's® services as expressly described herein that are selected and designated by Sponsor during the term of this Agreement.

Sponsor acknowledges and agrees that under no circumstances will AFPlanServ® be liable or responsible for Sponsor's failure to comply with its duties and obligations as Plan Sponsor under applicable federal, state and local laws, regulations and notices prior to, during or subsequent to the term of this Agreement. Sponsor further acknowledges and agrees that AFPlanServ® is providing administrative services to the Plan based on the representation by the Sponsor that the Plan is not subject to the requirements of ERISA and that under no circumstances will AFPlanServ® be liable or responsible for failure of the Plan to comply with ERISA.

1.03 Role of Sponsor. Sponsor acknowledges and agrees that it is solely responsible and liable for the establishment, compliance and lawful operation of the Plan, including but not limited to written plan adoption requirements, identification of approved annuity contract and custodial account providers, reporting, taking corrective and remedial measures, disclosure and other requirements imposed on the Plan pursuant to applicable federal, state, and local laws, regulations and notices, effective prior to, during and subsequent to the term of this Agreement, including but not limited to applicable final regulations pertaining to IRC Section 403(b). Sponsor agrees that it is solely responsible to determine whether the Plan is subject to the requirements of ERISA, and will immediately notify AFPlanServ® in writing if the Sponsor becomes aware that the Plan is or has become subject to ERISA. Sponsor is and shall remain the fiduciary with respect to the management and administration of the Plan and the related participation obligations. Sponsor has final complete discretion to construe or interpret the provisions of the Plan, to determine eligibility for benefits under the Plan and coverage to Participants, and to determine the type and extent of benefits to be provided by the Plan. Sponsor's decisions in such matters shall be controlling, binding, and final. For purposes of this Agreement, the term "Participants" shall include, but not be limited to any former, current and/or future active, inactive or terminated employees of Sponsor for whom contributions to the Plan are/were made or that maintain Plan assets during any particular billing period or Plan Year (as defined in Section 7.01 of this Agreement). Sponsor agrees that it shall not represent to Participants or any third party that AFPlanServ® is the Plan Sponsor or Plan Administrator.

1.04 Independent Contractor Status. AFPlanServ® is an independent third party and not an employee or agent of Sponsor, and nothing in this Agreement shall be construed to create a partnership, joint venture or agency relationship between AFPlanServ® and Sponsor.

1.05 Nature of Advice. The services provided hereunder by AFPlanServ® shall comply, at all times, with the applicable laws and regulations of the IRC. Sponsor acknowledges and agrees that AFPlanServ® shall not provide legal advice, legal opinions or other representations with respect to whether the Plan complies with applicable law. Sponsor agrees to seek legal counsel as to the Plan's compliance with applicable law.

ARTICLE II - AFPlanServ® RESPONSIBILITIES

2.01 Services. Unless otherwise agreed, AFPlanServ® shall provide the services set forth in Appendix A on behalf of Sponsor and agrees to perform such services in accordance with the professional standards common in the industry. Further, AFPlanServ® agrees that in performing such services, it shall invest sufficient effort and finances in its own internal systems and personnel to comply with standards common in the industry. All services provided herein shall be provided in compliance with the terms of this Agreement, and the terms, standards and conditions of Sponsor which are hereby incorporated into this Agreement by reference. AFPlanServ® reserves the right to make changes to any administrative procedures in order to assume quality service; provided, that AFPlanServ® agrees to provide Sponsor with reasonable advance notice of any changes and the opportunity to have input into the manner of which any such changes are made or implemented.

2.02 Investment Provider Agreements. AFPlanServ® shall not be required to provide, nor assume any form of direct or indirect responsibility or liability under the Agreement for providing the services set forth in Appendix A of the Agreement, unless and until:

(i) each entity selected by the Sponsor to provide investment options to Participants under the Plan ("Provider") has agreed to and executed an AFPlanServ® supplied Investment Provider Agreement with Sponsor ("Approved Provider"); or

(ii) each entity selected by the Sponsor that has not agreed to provide investment options to Participants under the Plan ("Provider") has agreed to and executed an AFPlanServ® supplied Non-Investment Provider Agreement to Share Information form with Sponsor.

Any Provider that elects not to agree to and execute the Investment Provider Agreement is de-selected by Sponsor from the Plan and all further contributions to that Provider are thereafter discontinued. Furthermore, no hardship distributions or Plan loans will be allowed by the Plan for all Participants with accounts established with a de-selected investment provider.

2.03 Regulatory Compliance. AFPlanServ® warrants that it is legally authorized to engage in business and that it shall comply, at all times, with all applicable laws and regulations of any jurisdiction in which AFPlanServ® acts, and shall for the duration of this Agreement maintain, where required by law, all permits and licenses required to perform the services under this Agreement. AFPlanServ® shall provide Sponsor with satisfactory evidence of AFPlanServ® compliance and authority to conduct business upon the request of Sponsor. In the event that AFA, AFPlanServ® or any affiliated successor entity to this Agreement is required to obtain and maintain a third party administrator's license in any jurisdiction in which AFPlanServ® acts, the additional provision(s) set forth in Exhibit B shall apply. Exhibit B is attached hereto and is hereby incorporated into this Agreement by reference.

2.04 Information from Sponsor. AFPlanServ® is not responsible to perform the services under this Agreement if Sponsor does not provide the information set forth in Section 3.01(b) of this agreement in a mutually agreed-on secure electronic format, and AFPlanServ® shall have no liability to Sponsor or any Participant as a consequence of incomplete, inaccurate and/or untimely information provided or not provided to AFPlanServ® by Sponsor, a covered Participant or a third party who may provide information to AFPlanServ® on behalf of Sponsor or at Sponsor's direction [e.g. an Approved Provider (as defined in Section 2.02), or prior/ existing administrative service provider]. An additional fee, that the parties shall agree upon in advance, may be required if AFPlanServ® is required to take corrective action as a result of such incomplete, inaccurate or untimely information.

2.05 Indemnification of Sponsor. In the event that Sponsor elects AFPlanServ® to provide the services set forth and described in Appendix A, AFPlanServ® shall indemnify and hold Sponsor harmless from and against any damages, liabilities, claims, charges, reasonable attorneys' fees, or other reasonable costs arising from or in connection with any claim, action, or proceeding relating to or arising from any negligent act, omission or intentional misconduct by AFPlanServ® during the term of this Agreement relating to the failure of AFPlanServ® to comply with the terms of this Agreement or any applicable law, rule or regulation pertaining solely to AFPlanServ's® services that are selected and designated by Sponsor hereunder. Sponsor acknowledges and agrees that under no circumstances shall AFPlanServ® indemnify and hold Sponsor harmless, or be liable or responsible in any way to Sponsor, Participants or any third party for Sponsor's failure to comply with Sponsor's duties and obligations as Plan Sponsor as set forth under applicable federal, state and local laws, regulations and notices, including but not limited to the establishment, adoption, correction, compliance and lawful operation of the Plan prior to, during or subsequent to the term of this Agreement.

Sponsor shall promptly notify AFPlanServ® of the existence of any claim, suit, proceeding or other matter as to which AFPlanServ® indemnification obligations would apply, and shall give AFPlanServ® reasonable opportunity to defend the same at its own expense, and with mutually acceptable counsel; provided, that Sponsor shall at all times also have the right to fully participate in the defense at its own expense. Sponsor shall make available all information and assistance that AFPlanServ® may reasonably request in connection with such defense.

2.06 Third Party Communication Assistance. AFPlanServ® will notify Sponsor immediately of any letter, telephone call or other communication AFPlanServ® receives from an attorney, state insurance department, or other federal or state agency with respect to any matter relating to Sponsor or the Plan. If requested, AFPlanServ® shall assist Sponsor and provide any applicable information that it may possess for AFPlanServ® and/or Sponsor to respond to letter, telephone call or other communication as the parties may mutually agree.

ARTICLE III - SPONSOR RESPONSIBILITIES

3.01 Service Responsibilities. Sponsor agrees to perform the following duties regarding the Plan services performed hereunder:

(a) Sponsor will determine if the Plan is subject to ERISA and will certify in the form provided by AFPlanServ® that the Plan is not subject to ERISA at the time this Agreement is executed. Sponsor will immediately notify AFPlanServ® if at any time Sponsor determines the Plan is subject to ERISA.

(b) Sponsor will provide to AFPlanServ®, the information necessary to permit AFPlanServ® to provide the services and satisfy its responsibilities under this Agreement. This information may include, but is not limited to, Participant date of hire, Participant date of birth, Participant salary, Participant employment status (full or part-time), prior Participant deferrals, Participant contributions, Participant termination date, if applicable, etc. All required information, from whatever source, shall be provided to AFPlanServ® in a secure electronic format that is acceptable to AFPlanServ® in the time and in the manner requested by AFPlanServ®.

(c) Sponsor shall process payroll deductions in accordance with applicable signed, executed and approved salary reduction agreements. No deduction may be started, changed, or stopped without a properly executed salary reduction agreement approved by AFPlanServ®.

(d) Notwithstanding anything to the contrary contained herein, Sponsor shall be responsible for any delay in AFPlanServ® performance of its services under this Agreement to the extent any such delay was caused by the direct or indirect failure of Sponsor to promptly furnish AFPlanServ® with any data or information required under this Agreement.

(e) Sponsor shall respond to all requests for information regarding the Plan from covered Participants.

(f) Sponsor shall determine and select those entities, in addition to AFA, that are Providers meeting the Plan criteria established by Sponsor.

All Providers must have the proper insurance licenses and/or FINRA registrations and execute AFPlanServ® provided Investment Provider Agreement to abide by the rules and information sharing requirements of the IRC, AFPlanServ® and the Plan prior to receiving Plan contributions. Sponsor shall prohibit and discontinue participant contributions, hardship distributions and Plan loans under the Plan to any Provider that elects not to agree to and execute the AFPlanServ® provided Investment Provider Agreement. In the event one of the Approved Providers selected by the Sponsor either fails to timely execute the required Provider Agreement or at any time an Approved Provider fails to abide by the rules and information sharing requirements set forth in such Agreement, Sponsor has the responsibility to ensure such Approved Provider corrects the failure. If the failure continues for more than 30 days after the date of written notice by AFPlanServ® of such failure, such Approved Provider will no longer be treated as an Approved Provider by AFPlanServ® under the terms of the Plan this Agreement and the Investment Provider Agreement.

(g) Sponsor will be responsible for requesting and maintaining, at least annually, a list of available and approved Investment Arrangements ("Products") from each approved investment provider of the Plan. AFPlanServ® will provide education and guidance to the Sponsor upon request.

(h) In the event that Sponsor elects Common Remitter Services to be performed by AFPlanServ® per Option B of Exhibit A of this Agreement, Sponsor shall remit Plan contributions to AFPlanServ® in format that is acceptable to AFPlanServ® on a timely basis. The Sponsor will provide complete payroll data and reconciliation files as needed to properly reconcile the contributions.

3.02 Indemnification of AFPlanServ®. In the event that Sponsor elects AFPlanServ® to provide the services set forth and described in Appendix A, Sponsor shall indemnify AFPlanServ® and hold AFPlanServ® harmless from and against any damages, liabilities, claims, charges, reasonable attorneys' fees, or other reasonable costs arising from or in connection with any claim, action, or proceeding relating to or arising from any negligent act, omission or intentional misconduct by Sponsor, its officers or employees, during the term of this Agreement relating to the failure of Sponsor to comply with the terms of this Agreement or any applicable law, rule or regulation pertaining to Sponsor's responsibilities as set forth in the Agreement. Sponsor acknowledges and agrees that under no circumstances shall AFPlanServ® be liable or responsible in any way to Sponsor, Participants or any third party for Sponsor's failure to comply with Sponsor's duties and obligations as Plan Sponsor as set forth under applicable federal, state and local laws, regulations and notices, including but not limited to the establishment, adoption, correction, compliance and lawful operation of the Plan prior to, during or subsequent to the term of this Agreement. Sponsor agrees to indemnify and hold AFPlanServ® harmless from all liability arising from actions taken by AFPlanServ® pursuant to Sponsor's express written instructions. Notwithstanding anything herein to the contrary, Sponsor's indemnification obligations are limited to the extent that Sponsor's indemnification is allowable under Oklahoma law.

AFPlanServ® shall promptly notify Sponsor of the existence of any claim, suit, proceeding or other matter as to which Sponsor indemnification obligations would apply, and shall give Sponsor reasonable opportunity to defend the same at its own expense, and with mutually acceptable counsel; provided, that AFPlanServ® shall at all times also have the right to fully participate in the defense at its own expense. AFPlanServ® shall make available all information and assistance that Sponsor may reasonably request in connection with such defense.

ARTICLE IV - FEES

4.01 Fees – AFPlanServ® Services. Sponsor agrees to the applicable fees set forth in Exhibit A attached hereto and incorporated herein by reference in exchange for the administrative and if selected, Common Remitter Services ("CRS") services provided by AFPlanServ® under this Agreement. Sponsor may elect to pass on the fees for services to its Approved Providers and each Approved Provider must agree to pay the fees as a condition of becoming or remaining an Approved Provider. Fees will be in effect from the Effective Date of this Agreement and will continue until the completion of the first full Plan Year. Prior to the end of each Plan year, the fee will be reviewed and may change with ninety (90) day written notification from AFPlanServ® to Sponsor and parties as may be identified hereinafter. Fees shall be due and payable by Sponsor or by its Approved Providers, within thirty (30) days of the date of AFPlanServ's® invoice, unless otherwise agreed in writing by AFPlanServ®. If payment is not received by AFPlanServ® on a timely basis, AFPlanServ® shall have the option to (i) discontinue service under this Agreement until such time as Sponsor pays the applicable fees in full; or (ii) if Sponsor has elected to pass on the fees onto the Approved Providers and any Approved Provider fails to pay the fee, no longer treat the Provider as an Approved Provider until such time as Provider pays its applicable fees in full; or (ii) terminate the Agreement for cause as provided in Section 7.02 of this Agreement.

ARTICLE V - BOOKS, RECORDS AND REPORTS

5.01 Records. AFPlanServ® shall maintain, at its principal office accurate and complete records, books and accounts of all transactions arising out of the Agreement, including electronic records in the possession of AFPlanServ®, during the time this Agreement. Such records, books and accounts shall be maintained in accordance with generally accepted industry standards.

5.02 Record Retention. In addition to Section 5.01 above, the parties agree that all records, accounts or other documents including policies relating to the business arising out of this Agreement are the property of Sponsor. AFPlanServ® shall deliver all such records or any required part of them to Sponsor whenever requested by Sponsor and required temporarily in the case of audit by regulatory bodies, and shall deliver copies of all such records or any required part of them to Sponsor whenever requested by Sponsor within ten (10) business days of such request, or earlier, if required by state law. Sponsor shall be responsible for expenses related to such deliveries which exceed $50.00. All such records necessary for the processing of transactions hereunder shall be maintained and preserved for the minimum of seven (7) years after the end of the year of processing, unless transferred prior thereto to another entity for administration of the Plan per the written request of Sponsor. In such case, the new entity shall acknowledge, if required by law, that it is responsible for retaining the records of AFPlanServ® regarding transactions that may have occurred under this Agreement on behalf of Sponsor.

5.03 Agreement Retention. In addition to Section 5.01 above, the parties agree that this Agreement shall be retained as part of the official records of both AFPlanServ® and Sponsor during the term of this Agreement and for seven (7) years thereafter.

ARTICLE VI - EXPENSES

6.01 Expenses. Except to the extent otherwise provided in this Agreement, AFPlanServ® shall be responsible for all expenses in connection with the administration of the business under this Agreement. Sponsor shall be responsible for only those expenses stated in the Agreement or which have been authorized in writing by Sponsor.

ARTICLE VII - TERM AND TERMINATION

7.01 Term of Agreement. Unless earlier terminated pursuant to Section 7.02 below, this Agreement will commence on the effective date set forth in the first sentence of this Agreement and shall remain in effect until completion of the first full Plan Year thereafter. Unless otherwise agreed to in writing by the parties hereto, for purposes of this Agreement, the term "Plan Year" shall mean a twelve (12) month calendar year beginning January 1. Upon completion of the first full Plan Year, this Agreement will continue in full force and effect for additional Plan Years until terminated. In addition, this Agreement will automatically terminate upon termination of the Plan and the distribution of all Plan assets.

7.02 Termination Upon Written Notice. This Agreement may be terminated with or without cause by either party upon sixty (60) days written notice to the other party by Registered or Certified Mail. Unless terminated, this Agreement will continue without notice or election of either party.

7.03 AFPlanServ® Right of Termination. AFPlanServ® may terminate this Agreement effective no sooner than 30 days following:

(1) the date of receipt by AFPlanServ® of written notice by the Sponsor that the Plan is determined to be subject to ERISA or,

(2) the date of receipt by AFPlanServ® of written confirmation by the Employer that the Plan is subject to ERISA if AFPlanServ® independently becomes aware of facts indicating that the Plan is subject to ERISA. AFPlanServ® may terminate this agreement with (30) days written notice for the Sponsor any time after the end of the final Plan Year this Agreement is in force if as of the end of that Plan Year AFA is not the provider of administrative services for the Section 125 Plan sponsored by Sponsor.

7.04 Rights Upon Termination. Upon termination of this Agreement for any reason, each party shall pay all amounts due the other party within thirty (30) days of the effective date of the termination, unless otherwise provided herein. In addition, in the event Sponsor desires AFPlanServ® to transfer all records related to the business which is the subject matter of this Agreement to Sponsor or another administrator, Sponsor shall make written request of transfer, and AFPlanServ® shall transfer such records within a reasonable time frame to Sponsor or Sponsor's designee, for the fee amount set forth in Exhibit A. AFPlanServ® agrees to follow such reasonable instructions as provided by Sponsor relating to the transfer of such records. Prior to forwarding any such records, AFPlanServ® and Sponsor shall ensure that all statutory and regulatory requirements regarding the disclosure and receipt of non-public personal health and/or financial information are satisfied.

ARTICLE VIII - CONFIDENTIALITY AND PRIVACY

8.01 Confidentiality. AFPlanServ® agrees to treat any Confidential Information obtained, as a consequence of this Agreement, including all medical and/or financial information regarding Sponsor, Providers, Participants and other personnel as confidential and proprietary in nature and not to be shared with any other entity without the express prior written permission of Sponsor. All information regarding Plan Participants will be kept confidential by AFPlanServ® and will only be used for the purpose of providing services under this Agreement.

8.02 Definition of Confidential Information. As used, the term "Confidential Information" shall mean any and all information including proprietary information relating to Sponsor, the Plan, Providers, Participants, employees and personnel including, but not limited to, information relating to documents, contracts, data, contributions, records, remittances, positions, agreements, deposits, products, correspondence, terms, files, statements, reviews, compliance, and any and all books, notes and records whether acquired or disclosed verbally, electronically, visually, or in a written or other tangible form. The term, "Confidential Information" shall not include information that becomes available to the public through no wrongful action of the receiving party, is already in the possession of the receiving party and not subject to an existing agreement of confidentiality between the parties, is received from a third party without restriction and without breach of the agreement, is independently developed by the receiving party, or is disclosed pursuant to a requirement or request from a government agency.

8.04 Legally Required Disclosure. In the event that AFPlanServ® becomes subject to any legal or regulatory process pursuant to which disclosure of Confidential Information is sought, including, but not limited to, a subpoena or order issued by a court or governmental body, AFPlanServ® will (i) give Sponsor prompt notice thereof; (ii) allow Sponsor a reasonable opportunity at its own expense to challenge such subpoena or court order, or to seek a protective order or other appropriate remedies with respect thereto; and (iii) disclose such Confidential Information in connection therewith only to the extent that such Confidential Information is legally required to be disclosed. Any disclosure which complies with the foregoing sentence shall not be deemed to be a breach of the terms of this Agreement.

8.05 Protection of Individual Privacy. AFPlanServ® is obligated to comply with the requirements of the federal Gramm-Leach-Bliley Act of 1999, and related federal and state laws regarding the privacy of the individual, non-public personal information of Sponsor's employees.

Based on the foregoing, AFPlanServ® agrees and warrants that AFPlanServ® is aware of the requirements of the Gramm-Leach-Bliley Act of 1999, and related federal and state laws, regulations, rules and requirements, and agrees that AFPlanServ® shall: (i) comply with all such federal and state laws, rules, regulations and requirements in the performance of AFPlanServ's® obligations and duties for Sponsor; and (ii) restrict AFPlanServ's® use of the non-public personal, health and/or financial information that AFPlanServ® obtains, collects, receives or otherwise accesses on behalf of Sponsor pertaining to Plan Participants solely for the purpose of performing services under this Agreement; and (iii) take all reasonable steps to protect the non-public personal, health and/or financial information pertaining to the Plan Participants, to the extent AFPlanServ® acquires and possesses such information.

AFPlanServ® further agrees that it will not: (i) sell, share, trade or disclose any non-public personal, health and/or financial information pertaining to any individual Plan Participant, to any individual or entity, including its affiliates, employees, agents and representatives, except those having a need to know or access such information to allow AFPlanServ® to perform its duties and obligations required under this Agreement on behalf of Sponsor; and/or (ii) take any action that will cause Sponsor to be in violation of any federal or state privacy laws and regulations.

ARTICLE IX - MISCELLANEOUS PROVISIONS

9.01 Trademarks and Copyrights. The parties hereto reserve the right to the control and use of their names and all symbols, trademarks or service marks presently existing or later established. No party hereto shall use any other party's name, symbols, trademarks, or service marks in advertising or promotional materials without the prior written consent of such other party. Any use by a party, without the approval by the other party, of the name, symbols, trademarks or service marks of such other party shall cease immediately upon the earlier of written notice of such other party or termination of this Agreement. The foregoing prohibitions shall not be construed to prevent AFPlanServ® from using Sponsor's name in any notices or other documents developed and delivered in connection with the services hereunder.

9.02 Notice. Unless otherwise provided herein, any notice required to be given must be in writing per the terms set forth in Exhibit C attached hereto and incorporated by reference.

9.03 Nonwaiver. No waiver by either party of any breach of this Agreement by the other party shall be deemed to be a waiver of another breach of the same or of any other provision, and such a waiver shall not stop the first party from asserting any right under the terms of this Agreement.

9.04 Binding Agreement. All the terms of this Agreement shall be binding upon the respective personal representatives, successors and assigns of the parties hereto and shall inure to the benefit of and be enforceable by the parties hereto and their respective personal representatives, successors and assigns.

9.05 Transaction Situs/Governing Law/Venue. The parties agree that all transactions and services performed hereunder by AFPlanServ® for and on behalf of Sponsor shall be deemed to have been performed in the State of Oklahoma. Unless otherwise required by state law with regard to the Employer, the parties further agree that this Agreement shall be governed as to its interpretation and construction by the laws of the State of Oklahoma without giving effect to any conflict of laws doctrine which may result in the application of the laws of another jurisdiction. Venue for any legal proceeding brought under this Agreement by either of the parties hereto shall be restricted to the District Court of Logan County, Oklahoma.

9.06 Modification. This Agreement may be amended by written endorsements properly executed by both parties hereto.

9.07 Sole Agreement. This Agreement and any amendments or addendums agreed to in writing by the parties, embody the final, complete and entire agreement related to the subject matter between the parties. No other representation, understandings or agreements have been made or relied upon in the making of this Agreement other than those specifically set forth or referred to herein. This Agreement shall replace and supersede any prior Agreements between the parties dealing with the same subject matter (including but not limited to any agreements to which a party may now be or may hereafter become obligated due to acquisition of or merger with another entity. All amendments to this Agreement must be in writing and signed by both parties.

9.08 Partial Invalidity. If any provision of this Agreement is held by final judgment of a court of competent jurisdiction to be invalid, illegal or unenforceable, such invalid, illegal or unenforceable provision shall be severed from the remainder of this Agreement, and the remainder of this Agreement shall be enforced. In addition, the invalid, illegal or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in this Agreement, such modification being made to the minimum extent necessary to render the provision valid, legal and enforceable. Notwithstanding the foregoing, however, if the severed or modified provision concerns all or a portion of the essential consideration to be delivered under this Agreement by one party to the other, the remaining provisions of this Agreement shall also be modified to the extent necessary to equitably adjust the parties' respective rights and obligations hereunder.

9.09 Force Majeure. If the performance of any obligation under this Agreement is prevented, restricted or interfered with by reason of fire or other casualty or accident, strikes or labor disputes, war or other violence, any law, order, proclamation, regulations, ordinance, demand or requirement of any government agency, or any other act or condition beyond the reasonable control of AFPlanServ® ("Event of Force Majeure"), AFPlanServ®, upon giving prompt notice to Sponsor, shall be excused from such performance to the extent of such prevention, restriction or interference; provided that AFPlanServ® shall avoid or remove such causes of nonperformance and shall continue performance hereunder with the utmost dispatch whenever such causes are removed. AFPlanServ® shall notify the other party within five (5) days or as soon as reasonably possible thereafter, of the occurrence of such Event of Force Majeure and within ten (10) days shall furnish Sponsor with a recovery plan of action. Without limiting the foregoing, AFPlanServ® shall limit the impact of the Event of Force Majeure on its performance of this Agreement. If a Force Majeure Event lasts for more than thirty (30) days, Sponsor shall have the right to terminate this Agreement.

9.10 Advice of Counsel. The parties represent that in executing this Agreement they do so with full knowledge of any and all rights released or compromised by this Agreement, and that they have received independent legal advice from their respective counsel with regard to the facts involved and with regard to their rights and asserted rights arising out of such facts. The parties shall each bear their own costs and attorneys' fees regarding the negotiation and execution of this Agreement.

9.11 Negotiated Agreement. This Agreement has been the subject of negotiations between the parties. It has been and shall be construed to have been drafted by both of the parties, so that any rule of construing ambiguities against the drafter shall have no force or effect.

9.12 Counterparts; Signatures via Facsimile. This Agreement may be executed in one or more counterparts, all of which together shall constitute one and the same original. Signatures to this Agreement by either of the parties tendered by facsimile shall be binding as if they were originals.

9.13 Headings and Titles. The headings and titles used herein are for reference only. They are not to be construed to be a substantive part of this Agreement or in any way to affect the validity, construction or effect of any provisions of this Agreement.

IN WITNESS WHEREOF, Sponsor and AFPlanServ® have caused this Plan Administrative Services Agreement to be executed on the day and year written below:

AMERICAN FIDELITY ASSURANCE COMPANY (d/b/a AFPlanServ®)	**PLAN SPONSOR:** **GUTHRIE PUBLIC SCHOOLS**
By: ____________________	By: ____________________
Title: ____________________	Title: ____________________
Date: ____________________	Date: ____________________

EXHIBIT A
AFPlanServ® Fee Schedule

I. Service Fees

In exchange for the administrative services provided by AFPlanServ® as set forth in Section 2.01 and Appendix A of the Agreement, Sponsor agrees to pay AFPlanServ® the following fees:

a) one time set-up fee in the amount of **$0.00**; and

b) a monthly fee of $1.00 for each Participant in Sponsor's 403(b) Plan.

Monthly fees will be due and owing for each Participant during a billing period. This fee amount will be in effect from the Effective Date of this Agreement and will continue until the completion of the first full Plan Year. Prior to the end of each Plan year, the fee will be reviewed and may change with ninety (90) day written notification from AFPlanServ® to Sponsor and parties as may be identified hereinafter.

Sponsor also hereby selects, as set forth in Section 3.01(h) and Appendix A(p) of the Agreement, the following with regard to Sponsor's Plan:

Option A:

☑ Sponsor elects the additional Select package of administrative services ***without*** Common Remitter Services.

Option B:

☐ Sponsor elects the additional Select package of administrative services ***with*** Common Remitter Services.

II. Fee Invoicing Method

Per Article V of the Agreement, AFPlanServ® will collect the fees due hereunder by invoicing Sponsor periodically at its mailing address as provided in Exhibit C or to Sponsor's Approved Providers, if applicable, at the Approved Providers mailing address as provided on the executed Investment Provider Agreement.

III. Post-Termination Record Transfer Fee

In exchange for AFPlanServ® agreeing to transfer records maintained under this Agreement to Sponsor or Sponsor's designee upon termination of this Agreement, Sponsor agrees to pay AFPlanServ®:

(a) a record transfer fee of $150.00; and

(b) any outstanding amounts due and owing to AFPlanServ® under this Agreement.

All fees set forth above shall be due and payable to AFPlanServ® at the time of Sponsor's written request to AFPlanServ® for the record transfer. AFPlanServ® shall have no duty or obligation to comply with Sponsor's request until all fees are received by AFPlanServ® in full.

EXHIBIT B
Third Party Administrator -
Additional Regulatory Requirements

I. Remittance Trust Account

In addition to other required provisions set forth in this Agreement, AFPlanServ® shall, where required by law, establish and maintain a remittance account in trust for Sponsor. Funds received from or on behalf of Sponsor via AFPlanServ's® Common Remitter Services, if elected by the Sponsor, shall be received by AFPlanServ® in a fiduciary capacity. These requirements are in addition to any other requirements of state or federal law relating to the Agreement, including any statutory requirements which may require the establishment of a separate trust account for any funds collected or returned in a particular state. All funds received by AFPlanServ® shall be deposited promptly in said account and any return funds shall be immediately returned to Sponsor.

Only funds for the following items may be deposited or withdrawn from this account:

(a) AFPlanServ® deposit of Participant contributions received from Sponsor; and

(b) AFPlanServ® remittance of funds to Approved Providers (as defined in Appendix A (p.)); and

(c) AFPlanServ® return of funds to Sponsor; and

(d) Payment of fees to AFPlanServ®, as authorized by Sponsor.

If applicable, payment to AFPlanServ® of any funds by, or on behalf of a Participant is considered to be received by Sponsor. Further, any payment of return funds by Sponsor to AFPlanServ® is not considered payment to a Participant until the payment is received by the Participant, if applicable. Nothing contained within this subsection shall limit any legal rights or remedies of Sponsor against AFPlanServ® resulting from AFPlanServ's® failure to remit payments as required herein.

If funds deposited have been collected on behalf of more than one Sponsor, AFPlanServ® shall keep records clearly recording the deposits in and withdrawals from the account on behalf of or for each Sponsor. AFPlanServ® shall keep copies of all records and, upon request of Sponsor, shall furnish Sponsor with copies of such records pertaining to such deposits and withdrawals on behalf of or for Sponsor. AFPlanServ® will periodically render an accounting to Sponsor detailing account transactions performed by AFPlanServ® under this Agreement.

II. Notice to Participants

AFPlanServ® shall provide written notice to Participants regarding the engagement of AFPlanServ® by Sponsor in accordance with applicable statutes. Any required notices of AFPlanServ® relationship with Sponsor must be approved by Sponsor and will be forwarded to Participants by Sponsor at Sponsor expense.

EXHIBIT C
Terms of Notice

Pursuant to Section 9.02 of this Agreement, notice may be given under this Agreement by either party hereto by delivery of said notice to the other party or by mailing said notice to the other party at the address provided below or its last known address. A receipt of mailing provided by the United States Post Office Department shall be sufficient proof of notice. Notice may also be given by facsimile transmission or overnight mail.

IF TO AFA/AFPlanServ®:

American Fidelity Assurance Company
AFPlanServ®
9000 Cameron Parkway
P.O. Box 269008
Oklahoma City, OK 73126

IF TO SPONSOR:

GUTHRIE PUBLIC SCHOOLS
MICHELLE CHAPPLE
802 EAST VILLAS
GUTHRIE OK 73044

APPENDIX A

With respect to Approved Providers and Providers that are not Approved Providers but have agreed to provide AFPlanServ® account information, AFPlanServ® provides the following services only to the extent information is provided by the Providers. Where any question arises with regard to actions taken by a Provider based on information provided to AFPlanServ® by that Provider, AFPlanServ® will notify the Sponsor of the issue for resolution by the Sponsor. AFPlanServ® shall not provide any services with respect to accounts with Providers that do not agree to provide any account information to AFPlanServ®. Services provided herein are set forth below:

(a) AFPlanServ® will provide guidance and sample forms to assist Sponsor in the overall administration of the Plan.

(b) AFPlanServ® will provide sample eligibility notices and guidance to assist Sponsor in complying with the Universal Availability rules for Section 403(b) Plans.

(c) AFPlanServ® will provide a written Plan document and written Amendments or Plan document updates from time to time as required to continue qualification of Sponsor's Section 403(b) Plan.

(d) AFPlanServ® will work with Sponsor to audit and maintain properly executed salary reduction agreements. A sample salary reduction agreement will be provided for use by Sponsor and Sponsor's Approved Providers.

(e) On behalf of Sponsor, AFPlanServ® will approve and monitor distributions from approved Providers of the Plan according to Plan rules and Internal Revenue Service guidelines. This will include the following:

   (i) Provide Participants with Code required notice of right to elect a direct rollover prior to processing an eligible rollover distribution from the Plan;

   (ii) Provide Participants an approval form and instructions to request a Plan distribution;

   (iii) Apply the rules under the Plan in accordance with applicable law at the direction of the Sponsor to determine eligibility for distributions from the Plan, including distributions due to age, termination of employment, disability, or financial hardship;

   (iv) Monitor Provider reports of financial hardship distribution and report such distributions to Sponsor upon request; and

   (v) Monitor and approve contract exchanges, transfers, rollovers, and service credit purchases.

(f) AFPlanServ® will review any Domestic Relations Orders ("DROs") received by the Plan and apply the rules under the Plan in accordance with applicable law at the direction on the Sponsor to determine if the DRO qualifies as a "Qualified Domestic Relations Order" ("QDRO").

(g) AFPlanServ® shall maintain records of each Plan Participant's and beneficiary's account balances as of the most recent valuation data available solely for the purpose of determining the Plans compliance with applicable qualified Plan rules and not for the purposes of reliance as to account balance by a Participant or beneficiary. The records of each such account balance shall reflect amounts attributable to employer contributions (if any), Participant elective-deferral contributions, rollover contributions and transfers, and any after-tax contributions. If a 403(b) Plan accepts after-tax Roth Elective Deferral Contributions as permitted under Code section 402A ("Roth contributions"), AFPlanServ® shall keep records that separately account for such contributions. AFPlanServ® shall also maintain records of rollover Roth contributions, as permitted by the Plan Sponsor's Plan, which shall also be accounted for separately.

(h) AFPlanServ® shall arrange for contributions to and investments in a Participant's account to be allocated in contracts available under the Plan, or as directed by the Participants or the Participant's beneficiary in the event of the Participant's death. All contributions shall be allocated among such options in accordance with the most recent valid instructions. Transfers among Plan funding options shall be made pursuant to the instructions of the Participant or beneficiary in accordance with the terms of the Plan but subject to any restrictions in the applicable mutual fund or annuity contract. AFPlanServ® shall provide to the Participant or beneficiary all of the forms necessary to enable allocations of contributions or transfer amounts among the Plan funding options.

(i) AFPlanServ® shall, as authorized under the Plan pursuant to instructions from the Plan Administrator and subject to applicable law, administer Plan loans. This duty shall include, but not limited to, determining the availability of Plan loans, approving, and accounting for Plan loans available under the terms of the Plan.

(j) AFPlanServ® shall receive beneficiary distribution request forms from Participants, verify the documents comply with Plan and applicable legal requirements, and notify the applicable Provider of such determination.

(k) AFPlanServ® shall notify Sponsor if any Approved Provider no longer qualifies as such, and shall provide Sponsor with a sample announcement memo for Sponsor's use in notifying Participants.

(l) Prior to the distribution of a Participant's benefits from a Provider that is not an Approved Provider account, AFPlanServ® shall provide the appropriate tax notice as required under section 402(f) of the Code.

(m) AFPlanServ® shall notify Participants nearing or exceeding the applicable limits on employee elective deferrals in sections 402(g) and 414(v) of the Code. AFPlanServ® shall, at such times as the Sponsor and AFPlanServ® shall agree, provide reports to the Sponsor concerning employee elective deferrals in order to aid in their compliance with the applicable limits on employee elective deferrals in sections 402(g) and 414(v) of the Code.

(n) AFPlanServ® or AFA shall provide upon request a sufficient number of representatives for enrolling, educational, communications, administrative, and other support to assist Sponsor and Sponsor's Participants.

(o) AFPlanServ® shall implement appropriate data security measures, policies, and procedures that are designed to comply with privacy laws directly applicable to its businesses which may be applicable to the Sponsor, employers, and Participants, including the Gramm Leach Bliley Act of 1999 and the Fair Credit Reporting Act as amended by the Fair and Accurate Credit Transactions Act of 2003.

(p) AFPlanServ® shall take such steps to correct any AFPlanServ® or Custodian error so that the Participant is made whole.

(q) In the event that Sponsor elects Common Remitter Services per Option B of Exhibit A of this Agreement, AFPlanServ® will use its best efforts to process remittances and data files received in good order by the end of the following business day. Files and remittances received from Sponsor shall be maintained and processed by AFPlanServ® via a separate bank account, with all data received encrypted for security prior to transmittal to Providers. If employee contributions cannot be processed as received, AFPlanServ® will notify Sponsor immediately for assistance in reconciliation so that the contributions can be processed on a timely basis.

ADOPTION AGREEMENT FOR THE AFPLANSERV®
VOLUME SUBMITTER 403(b) PLAN DOCUMENT
GENERAL

Employer hereby establishes, amends, or restates a 403(b) plan by adopting the AFPlanServ® Volume Submitter 403(b) Plan Document (the "Plan") as modified by this Adoption Agreement and agrees that the following provisions shall be incorporated as part of the Plan document. Failure to complete the Adoption Agreement, and follow the rules as stated in this agreement, may result in the loss of favorable tax treatment for the Plan. This Adoption Agreement can only be used in conjunction with the AFPlanServ® 403(b) Volume Submitter Plan Document.

Regulation changes may occasionally require amendments be made to the adopting Employer's Plan documents. AFPlanServ® will provide notice to the Plan Sponsor (Employer) of any changes and will update the plan documentation as needed.

This document is intended for use exclusively for 403(b) plans maintained by Public Schools, as defined in the Plan. This document may not be used for 403(b) plans maintained by 501(c)(3) organizations, churches, or qualified church-controlled organizations.

EMPLOYER INFORMATION

Name of Employer:	GUTHRIE PUBLIC SCHOOLS		
Federal Tax ID:	736021131		
Employer's Address:	802 EAST VILLAS		
	GUTHRIE, OK 73044		
Telephone Number:	(405) 282-8900	**Fax:**	(405) 282-5967
Contact Person:	MICHELLE CHAPPLE		
Telephone/Extension:	(405) 282-8900	**Contact Email:**	MICHELLE.CHAPPLE@GUTHRIEPS.NET
Type of Organization:	K-12 PUBLIC SCHOOL		

☐ Employer also includes the Related Employers identified below that are Eligible Employers within the meaning of Treasury Regulations Section 1.403(b)-2(b)(8)(i), Public Schools of a State.

____

PLAN INFORMATION

Name of Plan: GUTHRIE PUBLIC SCHOOLS 403(b) Plan.

Effective Date *(must be on or after January 1, 2009, and cannot be earlier than the inception of the Plan.)*

☐ This Adoption Agreement establishes a Plan effective as of **January 1, 2009** (the "Effective Date") and is the first 403(b) plan established by the Employer.

☒ This Adoption Agreement amends and restates a previously established 403(b) plan of the Employer. The effective date of this amended Plan is __________________ (the "Effective Date").

Entry Dates - The Entry Date for participation shall be *(applies to Elective Deferrals, Roth Deferrals, and Employer Contributions, if applicable, as indicated below).* (Select one of the Entry Dates below.)

☒ The entry date for participation is anytime during the plan year.

☐ The first day of the _______________ (enter week, payroll period, or month),

Occurring on or after the latest of the date that the Employee becomes a member of an eligible class of employees or properly completes an Elective Deferral election in form and manner satisfactory to the Administrator. An Employee shall participate in Employer Contributions (if applicable) effective on the first Entry Date occurring on or after the Employee satisfies the age and service requirements selected in the Employer Contributions section of this Adoption Agreement.

Plan Year

Option 1: ☒ Calendar Year (January 1 through December 31)

Option 2: ☐ The 12-consecutive month period commencing on ____________ and each anniversary thereafter.

If no option is selected, Option 1 shall be deemed to be selected.

Elective Deferral Eligibility - Except as otherwise selected below, all Employees are immediately eligible to make elective deferral contributions under the Plan.

The plan shall not include:

☐ Employees who are eligible under another section 403(b) plan of the Employer which permits an amount to be contributed or deferred at the election of the Employee.

☐ Employees who are eligible under a section 457(b) eligible governmental plan of the Employer which permits an amount to be contributed or deferred at the election of the Employee.

☐ Employees who are eligible to make a cash or deferred election (as defined at section 1.401(k)-1(a)(3) of the Treasury Regulations) under a section 401(k) plan of the employer.

☒ Employees who are students performing services described in section 3121(b)(10) of the Internal Revenue Code.

☐ Employees who normally work fewer than 0 hours per week. An Employee normally works fewer than 20 hours per week if, for the 12-month period beginning on the date the Employee's employment commenced, the Employer reasonably expects the Employee to work fewer than 1,000 hours of service (as defined in section 1.16 (Hour of Service) of the 403(b) Plan document) in such period, and, for each Plan Year ending after the close of that 12-month period, the Employee has worked fewer than 1,000 hours of service in the preceding 12-month period. Under this provision, an Employee who works 1,000 or more hours of service in the 12-month period beginning on the date the Employee's employment commenced or in a Plan Year ending after the close of that 12-month period shall then be eligible to participate in the Plan. Once an Employee becomes eligible to have Elective Deferrals made on his or her behalf under the Plan under this standard, the Employee cannot be excluded from eligibility to have Elective Deferrals made on his or her behalf in any later year under this standard. (The inclusion of all common law employees will prevent an inadvertent violation of the eligibility requirements of Section 403(b)(A)(ii).)

☐ Employees who are non-resident aliens described in section 410(b)(3)(C) of the Internal Revenue Code.

CONTRIBUTIONS

This section of the Adoption Agreement applies to Elective Deferrals and Roth Deferrals only. If Employer wishes to make Non-Elective or Matching Contributions to the Plan as well, the Employer Contributions section on pages 5 - 8, which when completed is incorporated as part of the Adoption Agreement, must be completed. Elections in the Employer Contributions section apply only to the Non-Elective and/or Matching Contributions. If the Employer Contributions section is completed, Employer's signature below also signifies adoption of the provisions contained in that Section.

Limits on Elective Deferrals

The maximum amount of Elective Deferrals (per calendar year) shall not exceed the applicable dollar amount established under IRC Section 402(g)(1)(B), and adjusted for cost-of-living to the extent provided for under Section 402(g)(4) for periods after the 2014 tax year.

The **minimum** annual deferral amount will be $_____ (the amount indicated can be no more than $200).

Elective Deferrals Special Effective Date: ________ *(may be left blank if effective date for Elective Deferrals is the same as the Plan or Restatement Effective Date; may not be earlier than the date on which the Employer first adopts the Elective Deferral component of the Plan, or January 1, 2009, whichever is later).*

15 Years of Service Catch-Up Contributions

☐ The Plan will permit the Special Section 403(b) Catch-up Limitation for Employees with 15 Years of Service to increase their Elective Deferral limitation.

If not checked, 15 Years of Service Catch-Up Contributions are NOT permitted.

Employer Contributions *(if any)* — see sections 4.3 and 4.4 of the Plan Document for additional details regarding Employer Contributions, and the Employer Contributions Section beginning on page 5 of this Adoption Agreement for any age or service requirements which must be satisfied for a Participant to receive an allocation of Employer Contributions.

☐ Employer Contributions will be made in accordance with applicable employment agreements and collective bargaining agreements, the terms of which are incorporated by reference and made a part of the plan, or as may be determined from year to year by the Employer. Permitted Employer Contribution types, age and service participation requirements, and other requirements and/or restrictions are indicated on the attached Employer Contributions section of the Adoption Agreement.

If not checked, Employer Contributions are NOT permitted.

Roth Employee Contributions

☒ Roth 403(b) Contributions to the Plan are permitted.

If not checked, Roth 403(b) Contributions are NOT permitted under the Plan.

OTHER TRANSACTIONS

Exchanges Within the Plan

☒ The Plan will permit Participants to make Exchanges to those organizations listed on Appendix I.
If not checked, Exchanges within the Plan are NOT permitted.

Transfers Into the Plan

☒ The Plan will accept Transfers from another employer's 403(b) plan.
If not checked, Transfers WILL NOT be accepted.

Transfers From the Plan

☒ The Plan will permit Transfers from the Plan to another employer's 403(b) plan.

If not checked, Transfers will NOT be permitted to another 403(b) plan.

Rollovers Into the Plan

The Plan will accept a direct rollover of an eligible rollover distribution from the following types of retirement plans. Rollovers of after-tax contributions will not be accepted unless otherwise indicated. (Check each that applies or none.)

If no option is selected below, then rollovers will NOT be allowed.

☒ An annuity contract described in section 403(b) of the Internal Revenue Code,

☒ including after-tax contributions.

☒ An eligible governmental plan under section 457(b) of the Code which is maintained by a State.

☒ An individual retirement account or annuity (IRA) described in section 408(a) or 408(b) of the Internal Revenue Code that is eligible to be rolled over and would otherwise be includible in gross income.

☒ Direct rollovers from other Roth 403(b) or Roth 401(k) plans are accepted into the Plan.

Not applicable if Roth Contributions are not permitted to the Plan.

☒ A qualified plan described in section 401(a) or 403(a) of the Internal Revenue Code,

☒ including after-tax contributions.

Financial Hardship Distributions — for Elective Deferrals.

☒ Hardship distributions are available under the Plan.

If not checked, Hardship Distributions ARE NOT permitted.

Loans

☒ Loans are available under the Plan subject to availability and any additional conditions that may apply under a Participant's 403(b) investment arrangement(s).

> ***If not checked, Loans ARE NOT permitted from the Plan, and the Loans option in the Employer Contributions Section may not be checked.***
>
> ***If checked, and Employer also makes Employer contributions as designated in the Employer Contributions Section, loans are permitted from Elective Deferrals and Roth Deferrals ONLY unless the Loans option for Employer Contributions is also checked on page 7.***

Investment Arrangement. For Elective Deferrals and Roth Deferrals only, Participants may select either an Annuity Contract or a Custodial Account offered by an approved Vendor identified in Appendix I. If the Employer also provides Non-Elective or Matching Contributions to the Plan, the Employer may permit the Non-Elective and Matching contributions to be invested in either an Annuity Contract or a Custodial Account or both by making the appropriate selection in the Employer Contributions section (if applicable) on page 7 of the Adoption Agreement.

PLAN ADMINISTRATION

Plan Administration

The Employer, as Plan Administrator, has named AFPlanserv® to provide certain administrative services for the Plan.

PROTOTYPE SPONSOR

The name, address, telephone number, and e-mail address of the prototype plan sponsor to whom adopting employers may direct inquiries regarding the adoption of the Plan, the meaning of Plan provisions, or the effect of the opinion letter is:

AFPlanServ®
P.O. Box 269008
Oklahoma City, OK 73126-9008
Phone: 866-560-6415
Fax: 866-578-0962
Email: WG-Annuity-AF-PlanServ@americanfidelity.com

EMPLOYER ACKNOWLEDGEMENTS AND SIGNATURES

Employer acknowledges that it is an eligible educational organization as defined in Section 170(b)(1)(A)(ii) of the Code or a governmental unit as defined in Section 170(b)(1)(A)(v) of the Code and the Plan is a governmental plan as defined in Section 414(d) of the Code and ERISA §3(32), 29. U.S.C.A. §1002(32).

Employer: GUTHRIE PUBLIC SCHOOLS

By: ______________________________

Print Name of Signer: ______________________________

Title: ______________________________

Dated: ______________________________

ADOPTION AGREEMENT FOR AFPLANSERV®
403(b) PLAN DOCUMENT - EMPLOYER CONTRIBUTIONS

Employer Name: GUTHRIE PUBLIC SCHOOLS **State:** OK

Employer hereby makes available to its employees a 403(b) Plan that provides for employer contributions in accordance with applicable employment agreements and/or collective bargaining agreements, and agrees that the following provisions shall govern all employer contributions and any earnings attributable to the employer contributions made to the Plan. The following Plan rules are applicable to Employer (Non-elective) contributions only.

Type and Allocation of Employer Contributions

☐ **Employer Non-elective Contributions**

☐ **Contribution Formula**

☐ **Discretionary Non-elective Contributions.** Discretionary contribution, to be determined by the Employer in accordance with Section 4.3 of the Plan. Discretionary Non-elective Contributions will be allocated to each Participant in the ratio that such Participant's Compensation bears to the Compensation of all Participants to whom Non-elective Contributions are allocated.

☐ **Fixed Non-elective Contributions.** Fixed contribution equal to ______ % of Compensation of each Participant eligible to share in allocations.

☒ **Other** (describe): **ER contributions were only made in 2009-2010 school year. No longer being made.**
Note: the formula described must satisfy the definitely determinable requirement under Reg. §1.401-1(b). If the formula is non-uniform, it will not satisfy this requirement.

☐ **Former Employees.** If elected, Former Employees will share in the Non-elective Contributions made by the Employer for a Plan Year. In any event, no contribution will be made after the end of the Participant's fifth taxable year after the year in which he terminated employment. *See* Plan Section 4.5. ***If this option is not selected, Participants will not share in Employer Non-elective Contributions after the Plan Year in which their employment terminates, and Non-elective Contributions will be allocated based only on Compensation earned prior to the Severance from Employment.***

☐ **Disabled Employees.** If elected, Employees who are permanently and totally disabled (as defined in Code §22(e)(3)) will continue to share in the Non-elective Contributions made by the Employer for a Plan Year for (*See* Plan Section 4.5):

☐ A fixed period of ________ years, or

☐ A period to be determined by the Employer, which shall be determined on a uniform and non-discriminatory basis for all Participants.

☐ **Matching Contributions**

☐ Matching Contribution Formula as follows (select 1. or 2. below):

☐ **Discretionary.** The Employer may make matching contributions equal to a discretionary percentage, to be determined by the Employer, of the Participant's Elective Deferrals.

☐ **Fixed - uniform rate/amount.** The employer will make matching contributions equal to ________% (e.g., 50) of the Participant's Elective Deferrals

☐ **Matching limit on Elective Deferrals.** In determining the Employer matching contribution above, only the following will be matched. (Leave blank if not applicable.)

☐ The percentage or dollar amount specified below (select one or both):

☐ ______ % of a Participant's Compensation.

☐ $_______.

☐ A discretionary percentage of a Participant's Compensation or a discretionary dollar amount, the percentage or dollar amount to be determined by the Employer on a uniform basis for all Participants.

☐ **Maximum matching contribution.** The matching contribution made on behalf of any Participant for any Plan Year will not exceed (leave blank if no limit on matching contributions)

☐ $_____.

☐ ______% of a Participant's Compensation.

Eligibility

☐ All employees shall be eligible to receive 403(b) Employer contributions except as listed below (if no exclusions are listed, all employees will be eligible).

____

____

☒ Other – If Employer contributions are limited to a small class of employees, then list who is eligible to receive 403(b) Employer contributions (attach any corresponding agreement that defines who is eligible to receive 403(b) Employer contributions).

ER contributions were only made in 2009-2010 school year. No longer being made.

Age Requirement

☐ An Employee will be eligible to receive Employer contributions after attaining age _____ (May not be more than 21 years of age). ***If not checked, there will be no age requirement.***

Years of Eligibility

☐ Participants are eligible to receive Employer contributions after completing _____ Year(s) of Service (the Years of Service required may not be more than _____ Years of Service). ***If not checked, there will be no Years of Service requirement.***

Entry Date. Employer Non-elective Contributions and Matching Contributions will be effective on the first Entry Date occurring on or after the Employee has satisfied any applicable Age and Service conditions indicated above, or as soon as administratively feasible thereafter.

Vesting Schedule. The Vesting schedule selected below will apply only to Employer Matching Contributions and Employer Non-elective Contributions made on behalf of a Participant.

	Years of Service	Vested Percentage
☐ Graded Vesting Schedule		
	1	0%
	2	20%
	3	40%
	4	60%
	5	80%
	6	100%
☐ Cliff Vesting Schedule	Years of Service	Vested Percentage
	1	0%
	2	0%
	3	100%

☐ Other — Please attach vesting schedule. *Schedule must be at least as liberal as a 15-year cliff vesting schedule or a 5 to 20 year graded vesting schedule in each year, without switching between the schedules.*

If no option is selected, all eligible employees will be 100% vested upon becoming eligible to participate in the Plan. Regardless of the option selected above, all Participants will be 100% vested immediately in the portion of their Accounts attributable to Elective Deferrals, Roth Elective Deferrals, and Rollover Contributions.

Investment Arrangement

☐ Annuity Contract offered by an approved Vendor identified in Appendix I.

☐ Custodial Account offered by an approved Vendor identified in Appendix I.

Loans

☒ Loans ***will be*** available under the Plan from vested Employer contributions, subject to availability and any additional conditions that may apply under a Participant's 403(b) Individual Agreement(s).
If not checked, Loans ARE NOT permitted from vested Employer contributions. You may select this option ONLY if you have also selected the Loans option in the General Loans section on page 4.

Distribution Restrictions - (Employer contributions only)

☒ **Custodial Account.** Employer contributions held in a Custodial Account may be distributed upon the occurrence of any of the following events (select those which apply):

☐ Retirement or severance from employment.

☐ Death.

☐ Disability.

☒ Attainment of age 59.5. (Must not be earlier than age 59½.)

☒ **Annuity Contract.** Employer contributions held in an Annuity Contract may be distributed upon the occurrence of any of the following events (select those which apply):

☐ Retirement or severance from employment.

☐ Disability.

☐ Death.

☐ Completion of _____ Years of Service.

☒ Attainment of age 59.5. (May be earlier than age 59½).

Forms of Distribution. Elect one or more of the following options for Custodial Accounts:

☒ Single lump sum.

☒ Partial lump sum.

☒ Installments.

☒ Other form permitted under the terms of the applicable Custodial Agreement as selected by the Participant.

APPENDIX I

EFFECTIVE DATE: 09/05/2017

GUTHRIE PUBLIC SCHOOLS 403(b) PLAN

ALLOCATION OF PLAN ADMINISTRATIVE FUNCTIONS

Below are the various administrative functions necessary to operate the plan and the party responsible for carrying out that function, including the discretionary authority to make determinations with respect to that function. See Section 2.1.B. of the Plan.

DESCRIPTION OF ADMINISTRATIVE FUNCTION	PARTY RESPONSIBLE
Determine whether an employee is eligible to participate in the Plan	Administrator
Determine that the requirements of the Plan and section 403(b) of the Internal Revenue Code are properly applied, including whether the Employer is a member of a controlled group	Administrator
Determine the status of domestic relations orders or qualified domestic relations orders.	AFPlanServ®
Providing notice of the plan to employees and enrolling eligible employees	Administrator
Determine whether contributions comply with the applicable requirements and limitations	AFPlanServ®
Determine whether hardship withdrawals and loans comply with applicable requirements and limitations	AFPlanServ®
Determine that any transfers, rollovers, or purchases of service credit comply with applicable requirements and limitations	AFPlanServ®

APPROVED/DESELECTED VENDORS

APPROVED VENDOR LIST

Approved Vendor — an investment provider selected by the Plan Sponsor to receive 403(b) contributions from the plan for investment in Annuity Contract(s) or Custodial Agreements.

Name of Vendor	Contact Person	Telephone Number
AMERICAN FIDELITY ASSURANCE	ANNUITIES	(800) 662-1113
ASPIRE FINANCIAL SERVICES	CLIENT SERVICES	(866) 634-5873
GREAT AMERICAN FINANCIAL RESOURCES	CATHY MEYER EXT. 10228	(800) 438-3398
HORACE MANN LIFE INSURANCE COMPANY	TRICIA SEIFERT	(866) 999-1945
METROPOLITAN LIFE INSURANCE COMPANY	CUSTOMER SERVICE	(800) 560-5001
MODERN WOODMEN OF AMERICA	CUSTOMER SERVICE	(800) 447-9811
NATIONAL LIFE GROUP	PLAN ADMIN UNIT	(800) 579-2878
PLANMEMBER SERVICES	PLANMEMEBER CALL CENTER (JENNIFER HADJIAN)	(800) 874-6910
TEACHERS RETIREMENT SYSTEM OF OKLAHOMA	JESSICA MALLOY	(405) 522-2857
VOYA RELIASTAR LIFE INSURANCE COMPANY	CUSTOMER SERVICE	(877) 884-5050

DESELECTED VENDOR LIST

Deselected Vendor — an investment provider that is no longer eligible to receive 403(b) contributions on behalf of the Plan as elected by the Plan Sponsor.

Name of Vendor	Contact Person	Telephone Number
OM FINANCIAL LIFE INSURANCE COMPANY	SHARON VOLLERTSEN	(888) 513-8797
USAA LIFE INSURANCE COMPANY		

Important Notes:

1. As provided under the Plan, any Approved Vendor, named in Appendix I, has agreed to share information necessary for compliance purposes with the Employer, an Administrator and/or with any other 403(b) vendor as may be required to facilitate compliance with the Plan and all applicable laws and regulations.
2. Each Approved Vendor named above is required to maintain records of the Investment Arrangements offered under the Plan to comply with the information sharing requirements of the Plan and applicable information sharing agreements.

AFPlanServ®
a different opinion

Revision to 403(b) Investment Provider Agreement
-Acceptance and Approval -

Name of Plan: GUTHRIE PUBLIC SCHOOLS 403(b) Plan.
Plan ID: PSOK35669

GUTHRIE PUBLIC SCHOOLS has reviewed the official copy of the revised 403(b) Investment Provider Agreement ("Agreement") provided by AFPlanServ® as part of the amendment and restatement of our 403(b) Plan ("Plan") to begin operating under the new Volume-Submitter Prototype Plan Document.

By our signature below, we approve and accept the revisions that have been made to the Agreement, and understand that as of the effective date our Plan is officially amended and restated, the revised Agreement will supersede all Agreements that are currently in place.

The effective date of this change will either be the date we officially adopt the amended Plan* or September 1, 2017, whichever comes first.

**The date the Adoption Agreement is signed and executed.*

Acknowledgment and Signature:

____
Authorized Signature

____
Printed Name/Title

____
Date

Board of Education Personnel Reports

Employment Request

Classification Support

Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Birt, Cheryl	Transportation	Route Driver	10/09/17	13	6	Jaylene Smith
Fairchild, Carol	Junior High	Cafeteria Worker 7.5 Hrs.	09/12/17	2	7.5	Joshua Permberton
Hedge, Shelby	Child Nutrition	Site Secretary Child Nutrito	10/02/17	4	7.5	New Position
Reinhart, Susan	High School	Cafeteria Manager	09/20/17	6	8	Lisa Green
Stovall, Teri	GUES	Sp Ed Paraprofessional	10/09/17	3	7.5	Sheryl Reeve
Thomas, Chad	Transportation	Route Driver	10/02/17	13	6	Manwana Harvey

Transfer of Position Report

Classification Support

Name	Transfered From	Transfered To	Replacing	Tran sfer Date
Ellis, Oleta	JH Café 6.5 Hrs	GUES Café. 6.5 Hrs	Natasah Kroth	9/14/2017
Smith, Jaylene	Route Driver	Sp Needs Rt Driver	Brenda Burns	9/11/2017

Separation of Employment

Classification Support

Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Burns, Brenda	Transportation	Route Driver	Resigning	9/15/2017
Kroth, Natasha	High School	Cafeteria Worker	Resigning	10/6/2017
Reeve, Sheryl	GUES	Sp Ed Paraprofessional	Resigning	9/26/2017

GPS

Staking A Claim in Our Students' Future

Telephone: 405-282-8900

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

Recommendation for the following employee for an extra-duty position with the Guthrie Public School District:

Bertels — Last Name

Emily — First Name

Middle Initial

Asst Girls HS Soccer — Extra-Duty Position

GHS — Site

If hired by the Board of Education, would this be a replacement? ☐ Yes ☑ No

If yes, whom would this employee replace? ____________________

If this is an extra-duty position for athletics, has this person had ***Care and Prevention of Athletic Injuries?*** ☐ Yes ☑ No

Start Date Nov 1

Extra-Duty Compensation $1500

Submitted By: Jon Chappell — Principal or Program Director

9/27/17 — Date

Doug Ogle, Executive Director
Personnel/Secondary Education

9/27/17 — Date

Guthrie Public Schools
Property Committee Meeting
October 2, 2017   5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Cody Thompson, Jennifer Bennett-Johnson, Terry Pennington, and Linda Skinner.
Janna Pierson attended for Sharon Watts.

Mr. Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for September
- 17 new Purchase Orders for September

Completed Projects:

- 262 Work-Orders completed at Maintenance
- 20 Work-Orders completed at Transportation
- HVAC repairs/upgrades throughout the District
- Plumbing repairs/upgrades throughout the District
- Electrical repairs/upgrades throughout the District
- Repaired/replaced doors/keys/locks throughout the district
- Repaired the chillers at Central and the J.H.
- Repaired a/c unit to the press box at the football stadium
- Replaced broken sections of the east sidewalk at Central
- Placed entry door identification numbers at all schools
- Installed additional circuit in 6th grade computer lab at GUES
- Assisted athletic staff in repairing water line on football field
- Installed 3 computerized t-stats in classrooms at H.S.
- Completed the installation of 2 security gates at the H.S.

Projects in Progress:

- Currently have 125 Maintenance Work-Orders in progress
- Currently have 124 Transportation Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- Replacing air filters at all sites and cleaning coils – Central, Fogarty, and the J.H. completed in September
- Continue to make repairs to bus fleet
- Replacing entry doors at Fogarty and the J. H.
- Continuing roof repairs where needed at all sites:
  a. Fogarty Quad bldg. and coping stone on main roof
  b. Central café – warranty
  c. J.H. gym – SW corner
- Began painting the center section hall walls at the H.S.
- Installing stockade fence at Charter Oak Elementary
- Place french drain on south side of J.H. kitchen for drainage
- Replacing the bathroom stall partitions at Fogarty & H.S.
- Repairing plaster on walls in Teachers' lounge at Cotteral
- Preparing Transportation Dept. for fall accreditation audit on Oct. 9th

Future Projects:

- Continue making repairs/upgrades to facilities and equipment recommended in the Performance Review Report
- Replace the carpet in the 4th grade music room at GUES
- Get pricing on restroom fixtures and playground upgrades to prepare for neighborhood school transition
- Continue to make repairs or replace HVAC units at all sites
- Roof repairs throughout the district
- Floor upgrades in classrooms at the HS, Bus Drivers Room, and Fogarty
- Inspect and prepare all boilers and HVAC units for heating season
- Master lock/key system - J.H. classroom doors
- Build a closet for one classroom at Fogarty
- Chiller replacement/repairs – GUES and the H.S.
- Repair/Replace/Paint the siding on the football locker rooms at Faver
- Parking lot repairs to the H.S. and GUES
- Install 18 Smartboards in designated classrooms at GUES

Bond Projects Discussion:

Dr. Simpson discussed the progress at Charter Oak School.

Hazard Mitigation Plan

Mr. Thompson discussed the schools' role in the Hazard Mitigation Plan.

Guthrie Public Schools

Finance Committee

October 3, 2017

4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Carmen Walters, Angie Smedley, Gina Davis, Janna Pierson, Tina Smedley, and Michele Hamby

Ms. Chapple opened the meeting informing the committee the first items were routine financial reports and noted that revenue in General Fund, Building Fund, and Child Nutrition fund is up, compared to FY17.

Ms. Chapple spoke on the following:

Operating Budget 2017-2018

The FY18 budget remains flat and expenses/revenue will be monitored closely. Estimates remain conservative in anticipation of mid-year adjustments.

Agreement with American Fidelity 403(b)

This is a renewal of our current agreement with a change of language. Provider will now pay the $1 fee for each participant. The district had covered this cost in the past.

Mr. Ogle spoke on the following:

Testing Letter/Assessment Info.

State Superintendent Joy Hofmeister's recent letter regarding new expectations was discussed. Scoring of assessments has changed significantly and won't be comparable to prior years.

Agreement with Trak-1 for Employee Background Checks

This is a renewal of our current agreement with Trak-1 to provide quick background checks at a cost of $15 per test.

Curriculum Committee Meeting
Minutes
October 3, 2017
5:00 p.m.

In attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Angie Smedley, Travis Sallee, Janna Pierson, Gina Davis and Sheryl Miles

Ms. Walters

- Elementary Transition

Mr. Ogle

- Junior High Health Fair
    - Seventh Grade Students
    - October 19th and 24th

- Meridian Technology Memorandum of Understanding with partner school districts

Mr. Ogle/Ms. Walters

- Testing Letter from State Superintendent Joy Hofmeister

- Assessment PowerPoint