

AGENDA WITH COMMENTARY

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

**MONDAY
MARCH 11, 2019
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 by Mr. Brian Billings from Sonic of East Guthrie**
- 7. Student Recognition**
- 8. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 9. Superintendent's Reports**
- 10. Presentation of 2017-2018 Site Report Cards by Ms. Carmen Walters, Executive Director of Federal Programs and Elementary Education and Mr. Doug Ogle, Assistant Superintendent**
- 11. Consent Agenda.....Pages 4-31**

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 February 11, 2019**
 - B. Treasurer's Report**
 - C. New Activity Fund Account Request**

- D. Activity Fund Fundraisers as per attached list
- E. Fuel bid as recommended by bid committee
- F. Encumbrances for General Fund #'s 1058-1144, Building Fund #'s 343-396, Building Bond 2017 Fund #'s 23-24, Gifts and Endowments Fund #3 and listed change orders and Activity Fund Reports

12. **Business Agenda:**

- A. **Recommendation, consideration and action upon contract renewal with Municipal Accounting Systems, Inc. for providing software and support for financial accounting, personnel, child nutrition and student information programs including student gradebooks.....Pages 32-41**

Commentary:

The District has used Municipal Accounting Systems for over 20 years. Part of the cost is driven by student enrollment. There will be a net increase of \$61.25. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- B. **Recommendation, consideration and action upon request for Special Education students to attend State Special Olympics Summer Games May 15-17, 2019.....Page 42**

Commentary:

This event is held in Stillwater in May of each year. The cost is paid from the Guthrie Special Olympics Activity Fund. Our students have participated in these games for a number of years. It is a great opportunity for the students. A complete explanation from Ms. Smedley is in your packet. **Angie Smedley will answer any questions.**

RECOMMENDATION ACTION:

The Superintendent recommends approval.

- C. **Recommendation, consideration and action upon K-8 Remedial Summer School Program.....Page 43**

Commentary:

This is a request to again provide our annual Remedial Summer School Program for students in Kindergarten through 8th grade. The program is funded through Title I funds. There is no cost to the student. Teacher recommendations will be submitted for your approval at the May 2019 Board meeting. **Carmen Walters will answer any questions.**

RECOMMENDATION 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 as listed for 2018-2019, discussion of all building level administrator’s contracts as listed for 2019-2020, and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, 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 44**
- 15. Action upon recommendation of extra-duty assignments as listed for 2018-2019
Pages 45-46**
- 16. Recommendation, consideration and action upon building level administrator’s contracts as listed for 2019-2020 without specification for salary or assignment.....Page 47**
- 17. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
- 18. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
- 19. Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by:_____

Date:_____ Time:_____

Place:_____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
FEBRUARY 11, 2019**

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 FEBRUARY 11, 2019

Board Members Present: Jennifer Bennett-Johnson, Gina Davis, Janna Pierson, Ron Plagg, Travis Sallee, Tina Smedley 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
Kary Jarred, Deputy Minutes Clerk

- 1. The meeting was called to order by President Sallee.**
- 2. Members Jennifer Bennett-Johnson, Gina Davis, Janna Pierson, Ron Plagg, Travis Sallee, Tina Smedley and Sharon Watts were present for roll call.**
- 3. A quorum was established.**
- 4. President Sallee asked everyone present to stand and join him in the Pledge of Allegiance.**
- 5. President Sallee asked everyone present to join him in a Moment of Silence.**
- 6. President Sallee called for Student Recognition.**

Dr. Simpson introduced Blake Wimsey from Foundation Insurance. Mr. Wimsey introduced the January Student of the Month, Wesley Cook. Mr. Wimsey read the nomination letter submitted by Ms. Kim Barrett, teacher at Faver Alternative School. Mr. Wimsey presented Wesley with a \$60 Stacy's Place gift card and a Starbucks gift card.

7. **President Sallee called for the Presentation of the Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2018-2019.**

Dr. Simpson introduced the following Site Teachers of the Year: Julie Chambers, Dixie Shaffer, Lyndsey Rollins, Amanda Perring, Sheri Stevenson, Kristen Hooper, Gloria Salas and Jeff Jordan. Ms. Carmen Walters, Executive Director of Federal Programs and Elementary Education, introduced the 2019 Elementary Teacher of the Year as Ms. Amanda Perring. Mr. Doug Ogle, Assistant Superintendent, introduced the 2019 Secondary Teacher of the Year as Mr. Jeff Jordan.

Dr. Simpson then announced the 2019 District Teacher of the Year as Mr. Jeff Jordan.

- 8A. **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.

- 8B. **President Sallee called for any comments to the Board by Board members.**

President Sallee announced this is the best meeting of the year. He thanked the teachers, staff and community for this great evening.

9. **President Sallee called for the Superintendent's Reports.**

Superintendent Simpson reported on the following:

Recognized that tonight is one of the highlights of the year. This event has grown every year since he began his tenure at GPS.

There will be no school for students on Monday, February 18th as our staff will have Professional Development on that day. Board members are invited to attend as well.

The Guthrie Band will hold their annual Spaghetti Dinner on February 21st at GHS.

Announced that the Legislative Session is underway. Dr. Simpson recently hosted a luncheon with Logan County Superintendents and our legislators.

The tracking page for education related legislation is currently at 398 pages. This should reduce significantly as the session moves on.

Our snow day from last Thursday caught many districts by surprise. He thanked Cody Thompson, Shelley Toon-Daves, and Mr. Ogle for their help with driving the roads of our District. As of now, that day should not have to be made up due to our

hours we have accumulated for this year. That may change if we have other inclement weather days ahead.

A pre-construction meeting was held with our heating and air conditioning contractor for the High School project. The work on this bond project will begin shortly and is scheduled to conclude by August 1st.

Ms. Tamara Kuriger from Guthrie High School and Ms. Tonya Stansbury from Cotteral Elementary have both been nominated for the LifeChanger of the Year Award. The National Life Group Foundation recognizes and rewards the very best K-12 educators and school district employees across the United States who are making a difference in the lives of students by exemplifying excellence, positive influence and leadership. There will be 17 winners selected from hundreds of nominees across the United States.

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

A motion was made by Pierson and seconded by Smedley to approve the Consent Agenda.

The motion carried with 7 ayes and 0 nays.

- 11A. President Sallee called for recommendation, consideration and action upon Guthrie High School Driver's Education Summer School 2019.

A motion was made by Watts and seconded by Bennett-Johnson to approve Guthrie High School Driver's Education Summer School 2019.

The motion carried with 7 ayes and 0 nays.

- 11B. President Sallee called for recommendation, consideration and action to approve E-rate Technology Plan for 2019-2022.

A motion was made by Pierson and seconded by Plagg to approve the E-rate Technology Plan for 2019-2022.

The motion carried with 7 ayes and 0 nays.

- 11C. President Sallee called for recommendation, consideration and action to approve Category 1 E-rate contracts with Cox and Onenet for 2019-2020.

A motion was made by Smedley and seconded by Watts to approve Category 1 E-rate contracts with Cox and Onenet for 2019-2020.

The motion carried with 7 ayes and 0 nays.

- 12. 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, discussion of extra-duty assignments as listed for 2018-2019, discussion of all district level administrator's contracts as listed for 2019-2020, 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 Smedley and seconded by Watts to go into executive session.**
- The motion carried with 7 ayes and 0 nays. Executive session began at 7:32 p.m.**
- 12B. President Sallee acknowledged the Board's return to open session at 7:51 p.m.**
- 12C. President Sallee stated that in executive session only those items listed in Agenda Item 12 were discussed and no votes were taken.**
- 13. President Sallee called for a vote on action as set out on the Personnel Reports.**
- A motion was made by Watts and seconded by Bennett-Johnson to approve action as set out on the Personnel Reports.**
- The motion carried with 7 ayes and 0 nays.**
- 14. President Sallee called for action upon recommendation of extra-duty assignments as listed for 2018-2019.**
- A motion was made by Davis and seconded by Watts to approve extra-duty assignments as listed for 2018-2019.**
- The motion carried with 7 ayes and 0 nays.**
- 15. President Sallee called for recommendation, consideration and action upon district level administrators' contracts as listed for 2019-2020 without specification for salary or assignment.**
- A motion was made by Smedley and seconded by Pierson to approve district level administrators' contracts as listed for 2019-2020 without specification for salary or assignment.**
- The motion carried with 7 ayes and 0 nays.**
- 16. President Sallee called for recommendation, consideration and action to accept any resignations offered since the posting of the agenda.**

Superintendent Simpson stated that no resignations were offered since the posting of the agenda.

- 17. 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.

- 18. A motion was made by Watts and seconded by Bennett-Johnson to adjourn the meeting.**

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 7:53 p.m.

Jana Frey, Minutes Clerk

Travis Sallee, Board President

TREASURER'S REPORT
February 28, 2019

BANK BALANCES

FARMERS & MERCHANTS

| | |
|----------------------|---------------------|
| General Fund | \$ 6,432,087.68 |
| Building Fund | 1,050,971.34 |
| Sinking Fund | 1,737,330.08 |
| ILR Fund | 46,919.94 |
| G&E Fund | 45,032.00 |
| Child Nutrition Fund | 279,076.81 |
| Activity Fund | 605,169.76 |
| School Age-Care Fund | 75,619.14 |
| Bond Fund | <u>1,740,164.09</u> |

TOTAL \$ 12,012,370.84

RECEIPTS

GENERAL FUND:

| | |
|---------------------|----------------|
| Logan County | \$ 93,256.68 |
| State of Oklahoma | 1,101,318.24 |
| Okla. Tax Comm. | 213,861.56 |
| School Land Earn. | 46,374.15 |
| R.O.T.C. | 6,208.40 |
| Federal Programs | 197,670.22 |
| Misc Receipts | 37,515.13 |
| Correcting Entry(-) | |
| General Acct. Int. | 3,961.43 |
| Minus (-) Bank Fees | <u>98.58</u> |
| TOTAL | \$1,700,067.23 |

SINKING FUND:

Logan County \$ 23,534.03

CHILD NUTRITION FUND:

| | |
|---------|-------------------|
| Local | 26,451.41 |
| State | 20,614.97 |
| Federal | <u>106,726.81</u> |
| TOTAL | \$153,793.19 |

INS.LOSS RECOVERY FUND:

\$2,759.07

BUILDING FUND

| | |
|------------------|--------------|
| Logan County | \$ 8,712.69 |
| Bldg. for Champs | <u>20.00</u> |
| TOTAL | \$ 8,732.69 |

BOND FUND:

| | |
|-----------|------------------|
| Interest | \$ 353.48 |
| Bank Fees | <u>(-) 11.18</u> |
| TOTAL | \$ 342.30 |

W

WARRANTS PAID

GENERAL FUND:

2017-2018 \$ 6,547.21
2018-2019 \$ 1,877,035.43

GIFTS & ENDOWMENTS FUND:

2017-2018
2018-2019

BUILDING FUND:

2017-2018 \$
2018-2019 \$42,626.77

INS. LOSS RECOVERY FUND:

2017-2018
2018-2019 \$3,301.33

CHILD NUTRITION FUND:

2017-2018 \$
2018-2019 \$130,958.29

BOND FUND:

2017-2018 \$ 97,967.82
2018-2019 \$119,924.83

CD/INVESTMENTS:

Farmers and Merchants Bank – Bond CD \$ 1,000,000.00

TOTAL MONIES IN F&M BANK \$12,012,370.84

PLEDGED – FDIC \$ 250,000.00

PLEDGED – F&M BANK \$15,377,000.00

tw



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

Date February 11,2019

Site Guthrie High School

Desired Name of new Account Speech/Journalism

Purpose of account Classroom supplies,incentive trips /plays and field trips supporting the performing art programs.

Types of BOE allowable expenditures the account will incur (See page 11 of AF Handbook)

Transportation,substitutes,fuel and activity deposits. Classroom projects,printing,refreshments,incentives and rewards,field trip expenses
entry fees,ticket deposits,printing materials,fund raising expenses and bus driver. Rewards for the performing arts program

Source of BOE allowable income that will support this account (See page 13 of AF Handbook)

Students will pay for tickets,meals and donate to cover the cost for activity expenses. Donations will be greatly appreciated.
Dues and fees,student/public sales,resale items for profit,snack sales,ticket sales,t-shirt and sweat shirt,all activity expenses depending on the vendor.

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: Joyce Allen]

Sponsor Signature

X [Signature: Chris L. ...]

Principal/Administrator Signature

Recommended by

Date

New Account Name

New Account Number

Board of Education Approval Date

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
As of 2/28/2019**

- | | |
|---------------------|---|
| a. Central PTO, 803 | Donation solicitation for Teacher Appreciation Week |
| b. Charter Oak, 840 | Solicitation of funds for memorial plaque |
| c. XC Bluecrew, 880 | Geranium Sales |
| d. HS Stuco, 899 | Amend dates for United Week to April 1-26 |



a.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

at 6,472.48/8

Request Date: 2/14/19 Site: Central Unobligated Account Balance: _____
Account Name: Central PTO Account Number: 803

Select One: Soliciting in School Only Soliciting in school & community Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) PTO will be soliciting parents and community members for monetary donations to help offset cost of Teacher Appreciation Week items

If food and/or beverage items are being **sold to students during the school day**, they **must** meet the Smart Snacks in Schools 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/>

Does the fundraiser have food items? Yes No If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen (14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with **Oklahoma State Administration Code 210:10-3-112.**

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

Manufacturer: _____

Purpose for which funds will be used: Items for Teacher Appreciation Week

Name/Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser: _____

| | |
|-----------------------------------|--------------------------------------|
| Estimated INCOME: <u>200.00</u> | Fundraiser start date: <u>4/1/19</u> |
| Less Estimated EXPENSES: <u>0</u> | |
| Estimated PROFIT: <u>200.00</u> | Fundraiser end date: <u>5/13/19</u> |

I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close 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 Signature: [Signature] Date: 2/14/19

Principal's Signature: [Signature] Date: 2/14/19

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

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

[Signature]



RECEIVED
2-6-19

b.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

\$7030.46

Request Date: 2-5-19 Site: 135 Charter Oak Unobligated Account Balance: \$9002.15

Account Name: Activity Account Number: 840

Select One: Soliciting in School Only Soliciting in school & community Community Only

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

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in Schools 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/>

Does the fundraiser have food items? Yes No If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen (14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

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

Manufacturer: Nelson Monument Company

Purpose for which funds will be used: purchase a memorial plaque for playground bench

Name/Address of Vendor: Nelson Monument Company

Items to be purchased in order to conduct the fundraiser: none

Estimated INCOME: \$500.00 Fundraiser start date: March 15, 2019
Less Estimated EXPENSES:

Estimated PROFIT: \$500.00 Fundraiser end date: March 15, 2019

I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser.

What will happen to any items that are not sold? Are

school district facilities required? if yes a facility use permit must be completed.

Sponsor Signature: Date: 2/5/19

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

Board of Education Approval Date: AF Fundraiser Request 12/2017

[Handwritten signature]



C.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2/4/2019 Site: GHS Unobligated Account Balance: \$350

Account Name: XC Bluecrew Account Number: 880

Select One: Soliciting in School Only Soliciting in school & community Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Cross Country teams will sell Geraniums.

If food and/or beverage items are being **sold to students during the school day**, they must meet the Smart Snacks in Schools 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/>

Does the fundraiser have food items? Yes No If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen (14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) N/A

Manufacturer: N/A

Purpose for which funds will be used: We will use the funds for travel, food and cross country apparel.

Name/Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser: Geraniums

Estimated INCOME: \$4,000 Fundraiser start date: 3/12/2019
 Less Estimated EXPENSES: \$2,000
 Estimated PROFIT: \$2,000 Fundraiser end date: 3/25/2019

I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser.

What will happen to any items that are not sold? Sold for a discount or keep. Are

school district facilities required? No if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: 2/14/2019

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable) [Signature] Date: 2/14/2019

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

[Signature] [Signature]

d.

see attached

Feb. 13, 2019

Due to testing dates scheduled at the high school, Matt Perring, HS Stuco sponsor wishes to amend the dates of the previously approved fundraiser for United Week to April 1- April 26, 2019.



RECEIVED
5-22-18 JUN 22 2018
BY: _____

9.4...

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 5/22/18 Site: HS Unobligated Account Balance: 10,964⁹¹
Account Name: Student Council Account Number: 899

Select One: Soliciting in School Only Soliciting in school & community Community Only

Describe the fundraiser to be conducted (Items sold/activly planned, etc.) United Week (3v3 basketball, golf, soda, dance, paint rave, carnival, tickets, wristbands, assemblies, talent show, shirts, etc)

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in Schools 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/caulculator/>

Does the fundraiser have food items? Yes No If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school compus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen (14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) soda, candy, concession foods, brownies, cookies, gum, coffee

Manufacturer: amazon, walmart, sam's, gandy ink, ticket printing.com

Purpose for which funds will be used: donated to charity

Name/Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser: food, shirts, decorations, wristbands, tickets, posters, etc)

| | | | |
|-----------------------------|--------------|------------------------|----------------------------------|
| a. Estimated INCOME: | <u>13000</u> | Fundraiser start date: | <u>Feb. 1, 2018⁹</u> |
| b. Less Estimated EXPENSES: | <u>5000</u> | Fundraiser end date: | <u>Mar. 31, 2018⁹</u> |
| c. Estimated PROFIT: | <u>8000</u> | | |

I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser.

What will happen to any Items that are not sold? Reused at a later date

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

Sponsor Signature: Mart Date: 5/22/18

Principal's Signature: Chris Date: 5-24-18

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

APPROVED


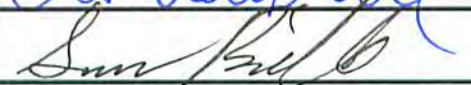
[Handwritten Signature]

AF Fundraiser Request 11/8/2017

JUL 09 2018

BOARD OF EDUCATION

**Transportation Department
Fuel Bids
2018-2019**

| DATE: 2-15-19 | TIME BIDS BEGAN: 8:20 am | AMOUNT NEEDED: | | |
|---|---|--|----------------|--------|
| PO#: 2019-11-1094 | TIME BIDS CLOSED: 9:25 am | DIESEL: 7000 | UNLEADED: 1000 | |
| COMPANY NAME | CONTACT PERSON | PHONE | UNLEADED | DIESEL |
| FUEL MASTERS | KIT, BRIAN, CODY or HARDIN Thomas | 1-866-455-3835 | 1.6913 | 2.0287 |
| PENLEY OIL COMPANY | MIKE, SCOTT or GEORGEANN | 235-7553 | 1.7317 | 2.0548 |
| RED ROCK | JOANIE or TRICHA | 677-3373 | 1.7526 | 2.0317 |
| EARNHEART OIL & PROPANE | DUSTIN | 405-612-2650 | no bid | no bid |
| AMOUNT OF FUEL PURCHASED: | | COMPANY BID AWARDED TO: Red Rock | | |
| UNLEADED FUEL: 1000 | PRICE PER GALLON: 1.7526 | TOTAL AMT: 1,752.60 | | |
| DIESEL FUEL: 7000 | PRICE PER GALLON: 2.0317 | TOTAL AMT: 14,221.90 | | |
| | | TOTAL PURCHASE: 15,974.50 | | |
| PER TELEPHONE BIDS RECEIVED BY:   | | COMMENTS: Fuel Masters unable to deliver today. | | |

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 1058 - 1144

| PO No | Date | Vendor No | Vendor | Description | Amount |
|-------|------------|-----------|-------------------------------------|---|-----------|
| 1058 | 02/05/2019 | 44296 | OFFICE SUPPLIES BY THE CASE INC | COMPOSITION NOTEBOOKS FOR STEM CLASSES/DARCY/JH | 611.52 |
| 1059 | 02/05/2019 | 84248 | LACY DAWN IAKOVAKIS | MILEAGE REIMBURSEMENT/SPECIAL ED | 50.00 |
| 1060 | 02/05/2019 | 16518 | BRAD J DAVENPORT | PODIUM FOR DISTRICT USE | 1,700.00 |
| 1061 | 02/05/2019 | 13991 | THOMPSON SCHOOL BOOK DEPOSITORY | READING TEXTBOOKS/ELEMENTARY | 2,335.93 |
| 1062 | 02/05/2019 | 12993 | ARCHWAY TEXTBOOK DEPOSITORY | MATH TEXTBOOKS/ELEMENTARY | 1,443.02 |
| 1063 | 02/05/2019 | 44297 | JONATHAN BRETT WELLDEN | SECURITY FOR ELEMENTARY SITES | 10,000.00 |
| 1064 | 02/06/2019 | 13229 | QUILL CORPORATION | SUPPLIES FOR OFFICE/CHARTER OAK | 150.00 |
| 1065 | 02/06/2019 | 14116 | UNITED SUBURBAN SCHOOLS ASSOC. | CONFERENCE REGISTRATION/SIMPSON | 150.00 |
| 1066 | 02/08/2019 | 41049 | PORTA PHONE CO, INC. | PORTA PHONE/ATHLETICS/HS | 2,125.50 |
| 1067 | 02/08/2019 | 13704 | BSN SPORTS, INC. | FOOTBALL UNIFORMS/ATHLETICS/HS | 11,220.00 |
| 1068 | 02/08/2019 | 13026 | OKLAHOMA STATE UNIVERSITY | CONFERENCE REGISTRATION/SPECIAL ED | 360.00 |
| 1069 | 02/08/2019 | 15994 | AMAZON CAPITAL SERVICES | TABLET CASE FOR CLASSROOM USE/SPECIAL ED | 24.95 |
| 1070 | 02/11/2019 | 15994 | AMAZON CAPITAL SERVICES | STEM CLASS SUPPLIES/PAUL/DARCY/JH | 195.18 |
| 1071 | 02/11/2019 | 15994 | AMAZON CAPITAL SERVICES | STEM SUPPLIES/DARCY/JH | 466.20 |
| 1072 | 02/11/2019 | 17723 | FRONTLINE TECHNOLOGIES GROUP, LLC | AESOP TRAINING REGISTRATION/SARASUA | 595.00 |
| 1073 | 02/11/2019 | 15354 | RADIOS UNLIMITED, INC. | JPS VIA LICENSES/TECHNOLOGY | 4,050.20 |
| 1074 | 02/12/2019 | 16611 | PENSKE COMMERCIAL VEHICLES, US, LLC | REPAIR ESTIMATE ON BUS #5 | 0.00 |
| 1075 | 02/12/2019 | 16611 | PENSKE COMMERCIAL VEHICLES, US, LLC | REPAIR ESTIMATE ON BUS #16 | 500.00 |
| 1076 | 02/12/2019 | 12682 | MIDWEST BUS SALES, INC. | DOOR COVER, ACC PEDALS, MIRRORS | 2,017.68 |
| 1077 | 02/13/2019 | 17723 | FRONTLINE TECHNOLOGIES GROUP, LLC | AESOP TRAINING REGISTRATION/JARRED | 595.00 |
| 1078 | 02/13/2019 | 13130 | BETROLD ENTERPRISES, INC. | SHEET MUSIC FOR CLASS/GUES | 150.00 |
| 1079 | 02/13/2019 | 17034 | LAMINATION DEPOT, INC. | LAMINATING FILM/CHARTER OAK | 125.00 |
| 1080 | 02/13/2019 | 83866 | BETHANY LAINE KNIGHT | MILEAGE REIMB/NORMAN, OK/MARCH 6 | 75.00 |
| 1081 | 02/13/2019 | 12173 | LAMPTON WELDING SUPPLY COMPANY, INC | GAS BOTTLE LEASE/DRAKE/AG/HS | 800.00 |
| 1082 | 02/13/2019 | 12173 | LAMPTON WELDING SUPPLY COMPANY, INC | SUPPLIES/MATERIALS FOR AG PROGRAM/DRAKE/HS | 650.00 |
| 1083 | 02/13/2019 | 15571 | STAPLES CONTRACT & COMMERCIAL, INC. | CHROMEBOOK CART/TITLE I/JH | 755.16 |
| 1084 | 02/13/2019 | 15571 | STAPLES CONTRACT & COMMERCIAL, INC. | CHROMEBOOK CARTS/TITLE VI | 3,775.80 |
| 1085 | 02/13/2019 | 44291 | CERTIFIED LANGUAGES INT'L, LLC | PHONE TRANSLATION SERVICE/TITLE I | 4,200.00 |
| 1086 | 02/13/2019 | 15994 | AMAZON CAPITAL SERVICES | INK CARTRIDGES/TITLE VI/FOGARTY | 92.18 |

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 1058 - 1144

| PO No | Date | Vendor No | Vendor | Description | Amount |
|-------|------------|-----------|--|--|-----------|
| 1087 | 02/14/2019 | 44195 | DHE COMPUTER SYSTEMS, LLC | TITLE I PARENT RESOURCE CHROMEBOOKS/COTTERAL | 1,686.00 |
| 1088 | 02/14/2019 | 44195 | DHE COMPUTER SYSTEMS, LLC | TITLE I/CHROMEBOOKS/COTTERAL | 1,686.00 |
| 1089 | 02/14/2019 | 44195 | DHE COMPUTER SYSTEMS, LLC | TITLE VI/CHROMEBOOKS/COTTERAL | 1,686.00 |
| 1090 | 02/15/2019 | 43651 | MUNICIPAL FINANCE SERVICES, INC. | FINANCIAL ADVISORY SERVICES FEE | 1,500.00 |
| 1091 | 02/15/2019 | 44195 | DHE COMPUTER SYSTEMS, LLC | TITLE I CHROMEBOOKS/ALL SITES | 59,718.00 |
| 1092 | 02/15/2019 | 44195 | DHE COMPUTER SYSTEMS, LLC | TITLE VI/CHROMEBOOKS | 29,052.00 |
| 1093 | 02/15/2019 | 12388 | INSTITUTE FOR PROF. DEVELOPMENT | WORKSHOP REGISTRATION FEE/WOODARD/FAVER | 99.00 |
| 1094 | 02/15/2019 | 13286 | RED ROCK DISTRIBUTING CO. | FUEL PER BID/TRANSPORTATION | 15,974.50 |
| 1095 | 02/15/2019 | 11453 | W. W. GRAINGER | DRUM DOLLIES/TRANSPORTATION | 358.88 |
| 1096 | 02/15/2019 | 15969 | SOUTHWEST PAPER, INC - OKC | BIG D D-VOUR KITS FOR BUSES/TRANSPORTATION | 236.28 |
| 1097 | 02/18/2019 | 44221 | PRENTKE ROMICH COMPANY | REGISTRATION FOR LAMP TRAINING/SPED | 290.00 |
| 1098 | 02/18/2019 | 15994 | AMAZON CAPITAL SERVICES | CLASSROOM SUPPLIES/SPED/GUES | 231.79 |
| 1099 | 02/18/2019 | 13018 | OKLAHOMA SCHOOL PSYCHOLOGICAL ASSN | REGISTRATION FOR SPRING 2019 CONFERENCE/SPED | 270.00 |
| 1100 | 02/18/2019 | 44200 | SCOTT SINGLETON | BEHAVIOR COACH CONTRACT/SPED | 5,000.00 |
| 1101 | 02/18/2019 | 81882 | KARA B SAWYER | MILEAGE REIMBURSEMENT FOR PROF DEVEL/SPED | 50.00 |
| 1102 | 02/20/2019 | 14122 | STATE OF OKLAHOMA | JOB FAIR REGISTRATION | 125.00 |
| 1103 | 02/20/2019 | 44307 | SJS HOSPITALITY, LLC | HOTEL FOR OVERNIGHT OF OSPA CONFERENCE/SPED | 180.00 |
| 1104 | 02/20/2019 | 42047 | WALKER COMPANIES | NOTARY STAMP/MAYS/HS | 80.00 |
| 1105 | 02/20/2019 | 17152 | TIME SPENT LLC | DRY-CLEANING FOR TABLECLOTH/ADMIN | 15.00 |
| 1106 | 02/20/2019 | 44308 | JOHN ROBERT EVANS | SECURITY FOR ELEMENTARY SITES | 8,000.00 |
| 1107 | 02/20/2019 | 81174 | LAURA JUNE PORTER | MILEAGE REIMB. FOR HOMEBOUND INSTRUCTION/SPED | 500.00 |
| 1108 | 02/20/2019 | 42872 | PATRICK A. COUNTESS | FENCING FOR CHARTER OAK PLAYGROUND PER QUOTE | 24,000.00 |
| 1109 | 02/20/2019 | 15571 | STAPLES CONTRACT & COMMERCIAL, INC. | CHROMEBOOK CARTS/TITLE I/ALL SITES | 5,160.12 |
| 1110 | 02/20/2019 | 43932 | TREASURE BAY, INC. | TITLE I/EQUITABLE SHARE BOOKS/ST. MARY'S | 148.20 |
| 1111 | 02/20/2019 | 43932 | TREASURE BAY, INC. | TITLE III PART A/EL INTERACTIVE BOOKS | 239.43 |
| 1112 | 02/20/2019 | 83480 | AMANDA JENSEN PAUL | MILEAGE REIMBURSEMENT | 65.00 |
| 1113 | 02/21/2019 | 42632 | AAA PLAYGROUNDS | PLAYGROUND EQUIPMENT FOR CHARTER OAK | 1,940.00 |
| 1114 | 02/21/2019 | 41419 | NO TEARS LEARNING INC. | BOOKS FOR CLASSROOM USE/SPED | 74.80 |

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 1058 - 1144

| PO No | Date | Vendor No | Vendor | Description | Amount |
|-------|------------|-----------|--|---|----------|
| 1115 | 02/21/2019 | 42234 | CHALK'S TRUCK PARTS, INC. | MIRRORS PER QUOTES/TRANSPORTATION | 1,860.42 |
| 1116 | 02/21/2019 | 10707 | COUNTRY FORD MERCURY, INC. | DOOR WEATHERSTRIPPING/TRANSPORT ATION | 53.34 |
| 1117 | 02/21/2019 | 16611 | PENSKE COMMERCIAL VEHICLES, US, LLC | REPAIRS TO BUS #5/TRANSPORTATION | 4,475.04 |
| 1118 | 02/21/2019 | 43510 | HOOTEN OIL COMPANY, INC | 300 GALS DEF/TRANSPORTATION | 429.00 |
| 1119 | 02/21/2019 | 14377 | FOLLETT SCHOOL SOLUTIONS, INC | BOOKS FOR LIBRARY/MANN/FOGARTY | 275.27 |
| 1120 | 02/21/2019 | 44302 | DAN HARDING | SIGN IN APP FOR OFFICE USE/JH | 380.00 |
| 1121 | 02/21/2019 | 15994 | AMAZON CAPITAL SERVICES | SUPPLIES FOR OFFICE/JH | 97.27 |
| 1122 | 02/22/2019 | 42234 | CHALK'S TRUCK PARTS, INC. | LATCHES & WINDOW SLIDES PER QUOTE 856591 | 918.51 |
| 1123 | 02/22/2019 | 12682 | MIDWEST BUS SALES, INC. | INTAKE DUCTS PER QUOTE/TRANSPORTATION | 896.87 |
| 1124 | 02/22/2019 | 40123 | ROBERTS TRUCK CENTER OF OK LLC | FUEL AND TRANSITION PUMPS PER QUOTE/TRANSPORTATION | 1,601.27 |
| 1125 | 02/22/2019 | 17776 | JASPER ENGINE EXCHANGE, INC. | TURBO FOR #1/TRANSPORTATION | 2,400.00 |
| 1126 | 02/22/2019 | 41894 | D & M FRIDAY ENTERPRISES | CLEAN PITS/TRANSPORTATION | 500.00 |
| 1127 | 02/22/2019 | 10707 | COUNTRY FORD MERCURY, INC. | LEAF SPRINGS FOR #61/TRANSPORTATION | 963.24 |
| 1128 | 02/22/2019 | 17992 | WESTERN GLASS & ATV, INC. | WINDSHIELD FOR BUS #47/TRANSPORTATION | 695.00 |
| 1129 | 02/22/2019 | 11565 | HAWTHORNE EDUCATIONAL SERVICES, INC | PSYCH TESTING MATERIALS/SPED | 194.00 |
| 1130 | 02/22/2019 | 41416 | SCHOOL SPECIALTY, INC | SUPPLIES FOR OFFICE/COTTERAL | 290.50 |
| 1131 | 02/25/2019 | 15994 | AMAZON CAPITAL SERVICES | TITLE VI TUTORING SUPPLIES | 292.08 |
| 1132 | 02/25/2019 | 42632 | AAA PLAYGROUNDS | RUBBER SWING MATS FOR PLAYGROUND/CHARTER OAK | 1,210.00 |
| 1133 | 02/26/2019 | 15370 | OKLA SOCIETY TO PREVENT BLINDNESS | STUDENT VISION SCREENING/GUES | 100.00 |
| 1134 | 02/26/2019 | 41416 | SCHOOL SPECIALTY, INC | SUPPLIES FOR OFFICE/COTTERAL | 58.40 |
| 1135 | 02/26/2019 | 43202 | STARFALL EDUCATION FOUNDATION | ONLINE CURRICULUM/SPED | 70.00 |
| 1136 | 02/27/2019 | 42234 | CHALK'S TRUCK PARTS, INC. | DRIVER SEATBELT PER QUOTE/TRANSPORTATION | 204.89 |
| 1137 | 02/27/2019 | 16611 | PENSKE COMMERCIAL VEHICLES, US, LLC | ADDITIONAL REPAIRS TO BUS #5/TRANSPORTATION | 2,365.00 |
| 1138 | 02/27/2019 | 42884 | LOYAL SUPPLY, INC. | MISC SHOP SUPPLIES/TRANSPORTATION | 1,031.93 |
| 1139 | 02/27/2019 | 17830 | BOYCE EQUIP. & PARTS CO., INC. | HEATER FOR DUCE/TRANSPORTATION | 300.00 |
| 1140 | 02/27/2019 | 13123 | KATHERYNE B PAYNE EDUCATION CENTER | RSA TEACHER TRAINING/FOGARTY | 6,997.50 |
| 1141 | 02/27/2019 | 13123 | KATHERYNE B PAYNE EDUCATION CENTER | RSA TEACHER TRAINING/CHARTER OAK | 3,780.00 |
| 1142 | 02/27/2019 | 13123 | KATHERYNE B PAYNE EDUCATION CENTER | RSA TEACHER TRAINING/COTTERAL | 4,234.00 |

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 1058 - 1144

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|------------|-----------|------------------------------------|---------------------------------|---------------------|
| 1143 | 02/27/2019 | 13123 | KATHERYNE B PAYNE EDUCATION CENTER | RSA TEACHER TRAINING/CENTRAL | 5,082.00 |
| 1144 | 03/05/2019 | 15994 | AMAZON CAPITAL SERVICES | BOOKS AND PE ITEMS/BENSON/FAVER | 125.00 |
| Non-Payroll Total: | | | | | \$249,459.85 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$249,459.85 |

Purchase Order Register

Options: Year: 2018-2019, Fund: Building, Date Range: 7/1/2018 - 6/30/2019, PO Range: 343 - 396

| PO No | Date | Vendor No | Vendor | Description | Amount |
|-------|------------|-----------|-------------------------------------|---|----------|
| 343 | 02/04/2019 | 44226 | SUNSTATE EQUIPMENT CO, LLC | LIFT RENTAL FOR HS | 500.00 |
| 344 | 02/04/2019 | 17387 | BRADFORD INDUSTRIAL SUPPLY CORP | HVAC PARTS AND SUPPLIES FOR DISTRICT | 1,000.00 |
| 345 | 02/04/2019 | 15994 | AMAZON CAPITAL SERVICES | HVAC MOTORS | 500.00 |
| 346 | 02/06/2019 | 43749 | TREAT'S SOLUTIONS, LLC | DISTRICT ROLL TOWELS AND CLEANER | 3,462.24 |
| 347 | 02/06/2019 | 15969 | SOUTHWEST PAPER, INC - OKC | DISTRICT CUSTODIAL SUPPLIES | 2,347.68 |
| 348 | 02/06/2019 | 11453 | W. W. GRAINGER | WIFI T-STATS AND ELECTRONIC TEMP CONTROLS | 502.84 |
| 349 | 02/11/2019 | 15969 | SOUTHWEST PAPER, INC - OKC | SANITIZER FOR DISINFECTING MACHINE | 200.00 |
| 350 | 02/11/2019 | 12967 | OKLAHOMA HOME CENTERS, INC. | DISTRICT PARTS AND SUPPLIES | 1,000.00 |
| 351 | 02/11/2019 | 15994 | AMAZON CAPITAL SERVICES | REPLACEMENT HANDLE FOR HS | 25.00 |
| 352 | 02/11/2019 | 11514 | H & M CARPET CENTER LLC | 100' ROLL BLACK 4" COVE BASE | 95.00 |
| 353 | 02/11/2019 | 17249 | S. T. BOLDING III | DISTRICT ELECTRICAL REPAIRS | 1,000.00 |
| 354 | 02/11/2019 | 44298 | MICHAEL MILLER | GUTTERING FOR AG BARN | 1,875.00 |
| 355 | 02/12/2019 | 44197 | ALL HOURS LOCKSMITH, INC. | REKEYING AT CENTRAL | 350.00 |
| 356 | 02/12/2019 | 17450 | ALL COMMERCIAL OPENINGS, INC. | DOOR FOR TRANSPORTATION | 275.00 |
| 357 | 02/12/2019 | 44248 | CBS MANHATTAN, LLC | HOLLOW METAL DOOR FRAME FOR GUES CAFE | 930.00 |
| 358 | 02/13/2019 | 17740 | WAYFAIR LLC | EXECUTIVE CHAIR/SIMPSON | 1,250.94 |
| 359 | 02/13/2019 | 12910 | OFFICE DEPOT, INC. | 2 DRAWER LATERAL FILE CABINET | 320.00 |
| 360 | 02/13/2019 | 17491 | ENGINEERED EQUIPMENT, INC. | MOTOR FOR HEATING UNIT AT HS ANNEX | 369.00 |
| 361 | 02/14/2019 | 15994 | AMAZON CAPITAL SERVICES | SCAFFOLDING | 955.90 |
| 362 | 02/14/2019 | 15994 | AMAZON CAPITAL SERVICES | HVAC PARTS FOR HS | 285.98 |
| 363 | 02/15/2019 | 44303 | SCHOOL BUS SAFETY COMPANY, INC. | BUS DRIVER TRAINING VIDEOS | 2,640.00 |
| 364 | 02/15/2019 | 15994 | AMAZON CAPITAL SERVICES | RU46 KEY BLANKS | 75.00 |
| 365 | 02/15/2019 | 42632 | AAA PLAYGROUNDS | DISTRICT LANDSCAPING MULCH | 1,500.00 |
| 366 | 02/15/2019 | 15718 | OVERHEAD DOOR COMPANY OF OKC, INC. | OVERHEAD DOOR REPAIR AT OPERATIONS | 500.00 |
| 367 | 02/20/2019 | 43749 | TREAT'S SOLUTIONS, LLC | DISTRICT ICE MELT | 709.80 |
| 368 | 02/20/2019 | 14977 | CARROT TOP INDUSTRIES, INC. | FLAGS FOR CHARTER OAK CLASSROOMS & STAGE | 761.53 |
| 369 | 02/21/2019 | 15994 | AMAZON CAPITAL SERVICES | BREAKERS FOR JELSMA STADIUM | 85.98 |
| 370 | 02/21/2019 | 17767 | R.B. AKINS COMPANY | EXHAUST VENTILATOR FOR CENTRAL KITCHEN | 1,860.00 |
| 371 | 02/21/2019 | 15969 | SOUTHWEST PAPER, INC - OKC | BATTERY FOR HS SCRUBBER | 310.22 |
| 372 | 02/21/2019 | 14189 | VOSS ELECTRIC CO. | LIGHT FIXTURE LENS | 360.00 |
| 373 | 02/21/2019 | 17491 | ENGINEERED EQUIPMENT, INC. | MCQUAY HVAC PARTS FOR JR HIGH | 916.00 |
| 374 | 02/22/2019 | 17491 | ENGINEERED EQUIPMENT, INC. | HVAC FILTERS FOR CHARTER OAK | 267.72 |
| 375 | 02/22/2019 | 44197 | ALL HOURS LOCKSMITH, INC. | LOCKS AND KEYS FOR RE-KEYING FOGARTY | 1,158.00 |
| 376 | 02/22/2019 | 12967 | OKLAHOMA HOME CENTERS, INC. | DOOR HANDLES FOR FOGARTY | 500.00 |
| 377 | 02/22/2019 | 12173 | LAMPTON WELDING SUPPLY COMPANY, INC | WELDING SUPPLIES | 150.00 |

Purchase Order Register

Options: Year: 2018-2019, Fund: Building, Date Range: 7/1/2018 - 6/30/2019, PO Range: 343 - 396

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|------------|-----------|--------------------------------|---------------------------------------|--------------------|
| 378 | 02/22/2019 | 44013 | CENTRAL OKLAHOMA WINNELSON | PIPING FOR COTT PLAYGROUND DRAIN | 320.25 |
| 379 | 02/22/2019 | 44013 | CENTRAL OKLAHOMA WINNELSON | LAVATORY FAUCETS & RISERS FOR GUES | 148.46 |
| 380 | 02/22/2019 | 15994 | AMAZON CAPITAL SERVICES | OUTRIGGERS FOR SCAFFOLDING | 100.23 |
| 381 | 02/22/2019 | 44197 | ALL HOURS LOCKSMITH, INC. | SW DOOR REPLACEMENT AT CENTRAL | 1,676.00 |
| 382 | 02/22/2019 | 44310 | GREGORY BRENT RUSSELL | ARMOIRE CABINET | 993.00 |
| 383 | 02/27/2019 | 11163 | H-I-S PAINT MFG. CO, LLC | ELEPHANT SNOT VANDALISM REMOVER | 156.00 |
| 384 | 02/27/2019 | 15969 | SOUTHWEST PAPER, INC - OKC | FLOOR PADS FOR HS | 150.00 |
| 385 | 02/27/2019 | 15994 | AMAZON CAPITAL SERVICES | PUMPS FOR GREENHOUSE | 239.88 |
| 386 | 02/27/2019 | 44013 | CENTRAL OKLAHOMA WINNELSON | LAVATORY FAUCETS & RISERS FOR CENTRAL | 148.46 |
| 387 | 02/27/2019 | 44013 | CENTRAL OKLAHOMA WINNELSON | K-60 CABLE, BIT, CARRIER, GLOVE | 267.49 |
| 388 | 02/27/2019 | 44013 | CENTRAL OKLAHOMA WINNELSON | DISTRICT PLUMBING SUPPLIES | 981.14 |
| 389 | 02/27/2019 | 15994 | AMAZON CAPITAL SERVICES | STAINLESS STEEL WALL PLATES | 20.00 |
| 390 | 02/27/2019 | 44271 | MECHANICAL SALES MIDWEST, INC. | JR HIGH PUMP REPAIRS | 1,292.97 |
| 391 | 02/27/2019 | 40596 | JAMES C. MCGEE | DISTRICT SAND AND GRAVEL | 1,000.00 |
| 392 | 02/27/2019 | 17990 | REECE APPLIANCE | APPLIANCE REPAIRS | 500.00 |
| 393 | 02/27/2019 | 43749 | TREAT'S SOLUTIONS, LLC | SCRUB & RECOAT FLOORS AT HS | 3,376.00 |
| 394 | 02/27/2019 | 15994 | AMAZON CAPITAL SERVICES | BEARINGS FOR HS GYM HEATER | 112.40 |
| 395 | 02/27/2019 | 12967 | OKLAHOMA HOME CENTERS, INC. | DISTRICT PARTS AND SUPPLIES | 1,000.00 |
| 396 | 02/27/2019 | 15969 | SOUTHWEST PAPER, INC - OKC | 12 VOLT BATTERY FOR HS SCRUBBER | 54.89 |
| Non-Payroll Total: | | | | | \$41,576.00 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$41,576.00 |

Purchase Order Register

Options: Year: 2018-2019, Fund: Building Bond 2017, Date Range: 7/1/2018 - 6/30/2019, PO Range: 23 - 24

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|------------|-----------|------------------------|--|---------------------|
| 23 | 02/12/2019 | 15926 | DELL MARKETING L.P. | COMPUTERS FOR TEACHERS/STATE CONTRACT PURCH. | 226,890.70 |
| 24 | 02/12/2019 | 44024 | SHI INTERNATIONAL CORP | MICROSOFT OFFICE/STATE CONTRACT PURCH. | 17,700.00 |
| Non-Payroll Total: | | | | | \$244,590.70 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$244,590.70 |

Purchase Order Register

Options: Year: 2018-2019, Fund: GIFTS FUND, Date Range: 7/1/2018 - 6/30/2019, PO Range: 3 - 3

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------------|------------------|-----------------|---|-------------------|
| 3 | 02/21/2019 | 42632 | AAA PLAYGROUNDS | PLAYGROUND EQUIPMENT FOR CHARTER OAK | 7,000.00 |
| Non-Payroll Total: | | | | | \$7,000.00 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$7,000.00 |

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 2/5/2019 - 6/30/2019, PO Range: 1 - 1057, Include Negative Changes: True

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|------------|-----------|-------------------------------------|---|---------------------|
| 157 | 07/02/2018 | 12173 | LAMPTON WELDING SUPPLY COMPANY, INC | GAS BOTTLE LEASE/AG | -1,457.26 |
| 159 | 07/02/2018 | 12173 | LAMPTON WELDING SUPPLY COMPANY, INC | EQUIPMENT FOR AG PROGRAM/HS | -4.39 |
| 205 | 07/10/2018 | 42077 | DESHIELDS TRUCK SERVICE, INC. | REPAIRS ESTIMATE ON BUS #53/TRANSPORTATION | -500.00 |
| 233 | 07/18/2018 | 11933 | JOHN VANCE MOTORS, INC. | REPAIRS TO VEHICLE #89/TRANSPORTATION | -500.00 |
| 263 | 07/24/2018 | 40123 | ROBERTS TRUCK CENTER OF OK LLC | DIAGNOSTIC/REPAIRS TO #55/TRANSPORTATION | -3,000.00 |
| 330 | 08/09/2018 | 42550 | PERFORMANCE HEALTH SUPPLY, INC. | HS- MEDICAL SUPPLIES (ALL SPORTS)/ATHLETICS | -2.66 |
| 499 | 09/10/2018 | 41260 | AUTO ZONE, ALLDATA & AAZ COMMERCIAL | HEATER CORE FOR TRUCK 92/TRANSPORTATION | -40.00 |
| 523 | 09/10/2018 | 13864 | AMERICAN EAGLE CO., INC. | \$150 CLASSROOM SUPPLIES/G. SALAS/HS | -8.69 |
| 664 | 10/04/2018 | 83566 | BRENDA DEEANN BRANDON | MILEAGE REIMBURSEMENT/PROF DEV/SPED | -150.00 |
| 727 | 10/24/2018 | 41388 | CITIBANK\TRACTOR SUPPLY CREDIT PLAN | SHOP SUPPLIES/DRAKE/AG/HS | -67.35 |
| 785 | 11/09/2018 | 11849 | JERRY D. JONES | TOWING SERVICE/TRANSPORTATION | -59.00 |
| 813 | 11/15/2018 | 13674 | SOUTHEASTERN CAREER APPAREL | DRESSES FOR CHOIR/PERRING/HS | -6.48 |
| 823 | 11/27/2018 | 12682 | MIDWEST BUS SALES, INC. | ADD'L REPAIRS TO BUS #3/TRANSPORTATION | -687.53 |
| 845 | 11/29/2018 | 12682 | MIDWEST BUS SALES, INC. | ELBOWS AND UNIONS PER QUOTE/TRANSPORTATION | -8.18 |
| 872 | 12/05/2018 | 42456 | STILLWATER MILLING COMPANY | SHOW & SHOP SUPPLIES/DRAKE/AG/HS | -11.18 |
| 873 | 12/05/2018 | 16611 | PENSKE COMMERCIAL VEHICLES, US, LLC | REPAIRS TO BUS/TRANSPORTATION | -67.14 |
| 890 | 12/07/2018 | 14377 | FOLLETT SCHOOL SOLUTIONS, INC | BOOKS FOR LIBRARY/HUDSON/HS | -136.88 |
| 902 | 12/10/2018 | 10707 | COUNTRY FORD MERCURY, INC. | WINDSHIELD WASHER NOZZLES/TRANSPORTATION | -15.80 |
| Non-Payroll Total: | | | | | (\$6,722.54) |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | (\$6,722.54) |

Change Order Listing

Options: Fund: Building, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 2/5/2019 - 6/30/2019, PO Range: 1 - 342, Include Negative Changes: True

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|------------|-----------|-----------------------------------|---|---------------------|
| 107 | 08/22/2018 | 44065 | FIRETROL PROTECTION SYSTEMS, INC. | FIRE SPRINKLER REPAIRS AT GUES | -638.68 |
| 133 | 09/04/2018 | 17491 | ENGINEERED EQUIPMENT, INC. | COMPRESSOR OIL PRESSURE SWITCH FOR GUES | -1,300.00 |
| 136 | 09/10/2018 | 11619 | HOME DEPOT CREDIT SERVICES | FENCE MATERIAL FOR GUES SPECIAL NEEDS | 74.09 |
| 195 | 10/22/2018 | 14189 | VOSS ELECTRIC CO. | OUTSIDE LIGHT BULBS | -7.85 |
| 234 | 11/14/2018 | 12967 | OKLAHOMA HOME CENTERS, INC. | DISTRICT PARTS AND SUPPLIES | -3.66 |
| 238 | 11/14/2018 | 43801 | 6-L MECHANICAL | DISTRICT HVAC/BOILER REPAIRS | -2,500.00 |
| 278 | 12/13/2018 | 17249 | S. T. BOLDING III | DISTRICT ELECTRICAL REPAIRS AND SERVICE | -86.20 |
| 284 | 12/14/2018 | 17387 | BRADFORD INDUSTRIAL SUPPLY CORP | DISTRICT PARTS AND SUPPLIES | 3.33 |
| 288 | 12/18/2018 | 12967 | OKLAHOMA HOME CENTERS, INC. | DISTRICT PARTS AND SUPPLIES | 38.00 |
| Non-Payroll Total: | | | | | (\$4,420.97) |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | (\$4,420.97) |

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
As of 2/28/2019

GENERAL LEDGER ACCOUNT

Balance (2/01/19) \$597,972.58

Add Receipts \$ 82,744.02

Less Checks Written \$101,158.40

Adjustments \$

Balance per Ledger \$579,558.20

BANK RECONCILIATION

Balance per bank statement \$605,169.76
As of (2/28/19)

Add Deposits in Transit \$

less O/S Checks \$ 25,611.56

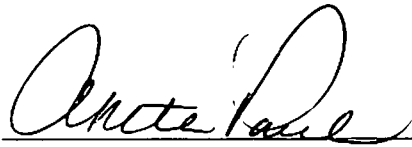
*Adjustments \$

Bank correction \$

Balance per Ledger \$579,558.20

Adjustment/Correction explanations:

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



Activity Fund Clerk

3-1-19

Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2019 - 2/28/2019

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---------------------------------|------------------|-------------|----------------------|-------------|---------------------|-------------|-------------|
| 801 CENTRAL FACULTY | \$556.52 | \$16.85 | \$0.00 | \$115.55 | \$457.82 | \$0.00 | \$457.82 |
| 802 CENTRAL ACTIVITY | \$15,100.86 | \$4,193.00 | \$0.00 | \$996.64 | \$18,297.22 | \$3,586.95 | \$14,710.27 |
| 803 CENTRAL PTO | \$10,920.02 | \$808.39 | \$0.00 | \$3,423.28 | \$8,305.13 | \$1,946.53 | \$6,358.60 |
| 804 COTTERAL PTO | \$12,021.00 | \$1,026.90 | \$0.00 | \$1,640.74 | \$11,407.16 | \$1,889.17 | \$9,517.99 |
| 805 COTTERAL ACTIVITY | \$18,897.48 | \$192.00 | \$0.00 | \$4,242.60 | \$14,846.88 | \$3,823.35 | \$11,023.53 |
| 806 COTTERAL FACULTY | \$132.32 | \$0.00 | \$0.00 | \$0.00 | \$132.32 | \$0.00 | \$132.32 |
| 808 FOGARTY PARENTS ORG. | \$28,334.94 | \$5,083.36 | \$0.00 | \$11,775.08 | \$21,643.22 | \$1,900.00 | \$19,743.22 |
| 809 FOGARTY ACTIVITY | \$19,851.85 | \$307.00 | \$0.00 | \$2,444.81 | \$17,714.04 | \$1,569.62 | \$16,144.42 |
| 810 FOGARTY FACULTY | \$786.77 | \$0.00 | \$0.00 | \$239.48 | \$547.29 | \$260.52 | \$286.77 |
| 811 Elem Snack Grant | \$1,586.89 | \$0.00 | \$0.00 | \$0.00 | \$1,586.89 | \$0.00 | \$1,586.89 |
| 812 GUES ACTIVITY | \$30,793.71 | \$6,479.73 | \$0.00 | \$3,303.73 | \$33,969.71 | \$12,292.20 | \$21,677.51 |
| 813 GUES FACULTY | \$2,056.95 | \$78.45 | \$0.00 | \$0.00 | \$2,135.40 | \$75.00 | \$2,060.40 |
| 814 GUES HONOR CHOIR | \$462.93 | \$0.00 | \$0.00 | \$0.00 | \$462.93 | \$0.00 | \$462.93 |
| 815 GUES PARENTS ORG. | \$19,069.34 | \$723.85 | \$0.00 | \$1,742.48 | \$18,050.71 | \$1,662.40 | \$16,388.31 |
| 816 GHS SPECIAL KIDS | \$361.01 | \$0.00 | \$0.00 | \$49.94 | \$311.07 | \$0.00 | \$311.07 |
| 817 ART JUNIOR HIGH | \$28.60 | \$0.00 | \$0.00 | \$0.00 | \$28.60 | \$0.00 | \$28.60 |
| 818 JH BUILDERS CLUB | \$327.10 | \$0.00 | \$0.00 | \$0.00 | \$327.10 | \$0.00 | \$327.10 |
| 819 ATHLETICS JUNIOR HIGH | \$7,749.76 | \$3,735.00 | \$0.00 | \$2,927.81 | \$8,556.95 | \$2,558.55 | \$5,998.40 |
| 820 GOLF JUNIOR HIGH | \$2,483.49 | \$0.00 | \$0.00 | \$0.00 | \$2,483.49 | \$0.00 | \$2,483.49 |
| 821 FHA JUNIOR HIGH | \$1,697.41 | \$470.00 | \$0.00 | \$804.00 | \$1,363.41 | \$829.20 | \$534.21 |
| 822 HONOR SOCIETY JR HIGH | \$2,791.36 | \$645.00 | \$0.00 | \$0.00 | \$3,436.36 | \$0.00 | \$3,436.36 |
| 823 JR HIGH ACCOUNT | \$7,050.37 | \$0.00 | \$0.00 | \$3,493.35 | \$3,557.02 | \$0.00 | \$3,557.02 |
| 824 JR HIGH FACULTY | \$1,773.75 | \$0.00 | \$0.00 | \$0.00 | \$1,773.75 | \$75.00 | \$1,698.75 |
| 825 LIBRARY JR HIGH | \$1,921.07 | \$0.00 | \$0.00 | \$0.00 | \$1,921.07 | \$0.00 | \$1,921.07 |
| 826 LEARN 2 LOVE | \$19,541.40 | \$50.00 | \$0.00 | \$35.82 | \$19,555.58 | \$1,114.18 | \$18,441.40 |
| 827 CHEERLEADERS JR HIGH | \$2,903.32 | \$0.00 | \$0.00 | \$0.00 | \$2,903.32 | \$0.00 | \$2,903.32 |
| 830 STUCO JH | \$5,317.00 | \$0.00 | \$0.00 | \$0.00 | \$5,317.00 | \$356.53 | \$4,960.47 |
| 831 T.S.A. JR HIGH | \$1,481.46 | \$0.00 | \$0.00 | \$0.00 | \$1,481.46 | \$0.00 | \$1,481.46 |
| 832 YEARBOOK JR HIGH | \$3,202.72 | \$35.00 | \$0.00 | \$0.00 | \$3,237.72 | \$3,977.99 | (\$740.27) |
| 834 JR HIGH ACADEMIC TEAM | \$170.74 | \$0.00 | \$0.00 | \$0.00 | \$170.74 | \$0.00 | \$170.74 |
| 840 CHARTER OAK ACTIVITY | \$12,335.51 | \$888.70 | \$0.00 | \$3,562.82 | \$9,661.39 | \$6,894.93 | \$2,766.46 |
| 841 CHARTER OAK PTO | \$5,710.45 | \$1,025.31 | \$0.00 | \$1,239.97 | \$5,495.79 | \$963.80 | \$4,531.99 |
| 842 CHARTER OAK FACULTY | \$656.23 | \$19.81 | \$0.00 | \$0.00 | \$676.04 | \$125.00 | \$551.04 |
| 850 ACADEMIC TEAM HS | \$47.50 | \$0.00 | \$0.00 | \$0.00 | \$47.50 | \$0.00 | \$47.50 |
| 851 ART CLUB HS | \$8,057.25 | \$0.00 | \$0.00 | \$63.82 | \$7,993.43 | \$513.06 | \$7,480.37 |
| 852 ATHLETICS HS | \$80,373.94 | \$14,048.57 | (\$800.00) | \$25,999.58 | \$67,622.93 | \$49,920.51 | \$17,702.42 |
| 853 HS CHEER | \$3,791.21 | \$0.00 | \$0.00 | \$391.98 | \$3,399.23 | \$120.00 | \$3,279.23 |
| 854 FOOTBALL CAMP | \$4,391.83 | \$0.00 | \$0.00 | \$0.00 | \$4,391.83 | \$0.00 | \$4,391.83 |
| 855 TENNIS HS | \$12,821.00 | \$3,036.00 | \$0.00 | \$0.00 | \$15,857.00 | \$9,270.00 | \$6,587.00 |
| 856 GHS LIBRARY | \$275.77 | \$0.00 | \$0.00 | \$0.00 | \$275.77 | \$57.20 | \$218.57 |
| 858 GHS LINK CREW | \$273.59 | \$0.00 | \$0.00 | \$0.00 | \$273.59 | \$0.00 | \$273.59 |
| 859 BAND (OPERATING) HS | \$8,550.07 | \$670.00 | \$0.00 | \$375.98 | \$8,844.09 | \$2,958.64 | \$5,885.45 |
| 860 CLASS OF 2021 HS | \$1,330.71 | \$0.00 | \$0.00 | \$0.00 | \$1,330.71 | \$0.00 | \$1,330.71 |
| 863 CLASS OF 2019 HS | \$9,236.88 | \$0.00 | \$0.00 | \$0.00 | \$9,236.88 | \$1,186.00 | \$8,050.88 |
| 864 GHS ALUMNI ACCOUNT | \$6,571.89 | \$0.00 | \$0.00 | \$0.00 | \$6,571.89 | \$0.00 | \$6,571.89 |
| 865 CLASS OF 2022 HS | \$1,136.24 | \$0.00 | \$0.00 | \$0.00 | \$1,136.24 | \$0.00 | \$1,136.24 |
| 869 ENGLISH CLUB | \$1,165.30 | \$0.00 | \$0.00 | \$0.00 | \$1,165.30 | \$0.00 | \$1,165.30 |
| 870 HS FACULTY/COURTESY ACCOUNT | \$1,585.77 | \$124.65 | \$0.00 | \$0.00 | \$1,710.42 | \$200.00 | \$1,510.42 |
| 871 HS STUDENT PANTRY | \$12,704.02 | \$0.00 | \$0.00 | \$165.60 | \$12,538.42 | \$2,834.40 | \$9,704.02 |
| 872 CLASS OF 2020 | \$3,578.90 | \$525.00 | \$0.00 | \$0.00 | \$4,103.90 | \$0.00 | \$4,103.90 |
| 876 FFA 4H BOOSTER CLUB HS | \$46,547.72 | \$1,803.55 | \$0.00 | \$189.36 | \$48,161.91 | \$24,600.00 | \$23,561.91 |
| 877 FFA HS | \$17,827.43 | \$3,094.00 | \$0.00 | \$7,527.28 | \$13,394.15 | \$11,560.81 | \$1,833.34 |
| 878 FCCLA (FHA) HS | \$2,119.62 | \$2,496.60 | \$0.00 | \$1,412.00 | \$3,204.22 | \$2,140.90 | \$1,063.32 |
| 879 FOREIGN LANGUAGE SPAN HS | \$5,915.12 | \$0.00 | \$0.00 | \$1,026.50 | \$4,888.62 | \$2,373.50 | \$2,515.12 |

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2019 - 2/28/2019

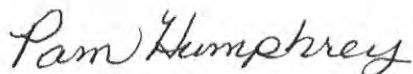
| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|--------------------------------|---------------------|--------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| 880 XC Bluecrew | \$1,243.13 | \$0.00 | \$0.00 | \$679.08 | \$564.05 | \$494.00 | \$70.05 |
| 881 Lady Jays Basketball | \$6,357.79 | \$100.00 | \$0.00 | \$2,049.98 | \$4,407.81 | \$267.50 | \$4,140.31 |
| 882 GUTHRIE RUNNING CLUB HS | \$1,066.76 | \$5,391.37 | \$0.00 | \$2,184.43 | \$4,273.70 | \$3,628.62 | \$645.08 |
| 883 HERITAGE CLUB HS | \$1,784.96 | \$0.00 | \$0.00 | \$0.00 | \$1,784.96 | \$80.00 | \$1,704.96 |
| 884 HIGH SCHOOL ACCOUNT | \$15,362.30 | \$1,864.92 | \$0.00 | \$1,617.10 | \$15,610.12 | \$2,020.36 | \$13,589.76 |
| 885 STUDENT SUPPORT HS | \$3,591.15 | \$141.50 | (\$1,375.00) | \$59.70 | \$2,297.95 | \$59.70 | \$2,238.25 |
| 886 HONOR SOCIETY HS | \$1,966.95 | \$30.00 | \$0.00 | \$0.00 | \$1,996.95 | \$0.00 | \$1,996.95 |
| 889 KEY CLUB HS | \$471.28 | \$0.00 | \$0.00 | \$0.00 | \$471.28 | \$0.00 | \$471.28 |
| 892 MATH OF FINANCE | \$66.23 | \$13.75 | \$0.00 | \$0.00 | \$79.98 | \$0.00 | \$79.98 |
| 893 MU ALPHA THETA HS | \$2,206.84 | \$87.50 | \$0.00 | \$31.84 | \$2,262.50 | \$432.24 | \$1,830.26 |
| 895 JROTC HS | \$4,009.27 | \$215.00 | \$0.00 | \$493.12 | \$3,731.15 | \$190.00 | \$3,541.15 |
| 897 SOCCER CLUB HS | \$1,807.87 | \$499.00 | \$0.00 | \$0.00 | \$2,306.87 | \$1,540.00 | \$766.87 |
| 898 SCIENCE CLUB HS | \$9,140.45 | \$126.00 | \$0.00 | \$996.66 | \$8,269.79 | \$243.07 | \$8,026.72 |
| 899 STUDENT COUNCIL HS | \$7,150.96 | \$778.00 | \$0.00 | \$3,026.71 | \$4,902.25 | \$26.13 | \$4,876.12 |
| 900 CAMPUS BEAUTIFICATION HS | \$9,823.98 | \$113.00 | \$0.00 | \$0.00 | \$9,936.98 | \$0.00 | \$9,936.98 |
| 902 VOCAL HS | \$630.97 | \$4,080.00 | \$0.00 | \$434.41 | \$4,276.56 | \$2,687.53 | \$1,589.03 |
| 904 YEARBOOK HS | \$14,925.56 | \$210.00 | \$1,375.00 | \$0.00 | \$16,510.56 | \$70.00 | \$16,440.56 |
| 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 | \$2,885.84 | \$0.00 | \$0.00 | \$100.00 | \$2,785.84 | \$110.46 | \$2,675.38 |
| 913 DRAMA HS | \$1,815.37 | \$2,656.26 | \$0.00 | \$331.13 | \$4,140.50 | \$611.01 | \$3,529.49 |
| 922 COURTESY COMMITTEE ADMIN | \$79.53 | \$0.00 | \$0.00 | \$0.00 | \$79.53 | \$75.00 | \$4.53 |
| 925 GENERAL FUND REFUND | \$2,618.01 | \$0.00 | \$800.00 | \$0.00 | \$3,418.01 | \$0.00 | \$3,418.01 |
| 927 HALL OF FAME BANQUET | \$8.97 | \$0.00 | \$0.00 | \$0.00 | \$8.97 | \$0.00 | \$8.97 |
| 929 DISTRICT SPECIAL OLYMPICS | \$26,362.29 | \$1,900.00 | \$0.00 | \$257.73 | \$28,004.56 | \$545.53 | \$27,459.03 |
| 932 SUMMER SCHOOL HS | \$1,515.00 | \$0.00 | \$0.00 | \$0.00 | \$1,515.00 | \$0.00 | \$1,515.00 |
| 933 FAVER C&C | \$285.23 | \$0.00 | \$0.00 | \$0.00 | \$285.23 | \$0.00 | \$285.23 |
| 934 TRANSPORTATION C&C | \$2,882.99 | \$561.30 | \$0.00 | \$955.89 | \$2,488.40 | \$188.04 | \$2,300.36 |
| 935 VENDING MACHINE ADMIN | \$683.08 | \$0.00 | \$0.00 | \$0.00 | \$683.08 | \$544.95 | \$138.13 |
| 937 FAVER ACTIVITY | \$72.27 | \$0.00 | \$0.00 | \$0.00 | \$72.27 | \$0.00 | \$72.27 |
| 938 NATIVE AMERICAN PARENT COM | \$205.72 | \$0.00 | \$0.00 | \$0.00 | \$205.72 | \$0.00 | \$205.72 |
| 940 ADMINISTRATION MISC | \$10,100.68 | \$2,383.69 | \$0.00 | \$353.07 | \$12,131.30 | \$367.83 | \$11,763.47 |
| 942 C.N. CLEARING ACCT | \$343.00 | \$10,016.01 | \$0.00 | \$8,397.35 | \$1,961.66 | \$10,811.55 | (\$8,849.89) |
| Total | \$597,972.58 | \$82,744.02 | \$0.00 | \$101,158.40 | \$579,558.20 | \$178,629.46 | \$400,928.74 |

All of us at Municipal Accounting Systems, Inc. would like to thank you for a very productive year. With this year coming to a close, it is once again time to renew your Software Service Agreement(s) for the 2019-20 school year. We appreciate the opportunity to serve you and look forward to working with you in the upcoming year.

We have enclosed the 2019-20 Software Service Agreement(s). The Software as a Service section has revisions in the following areas: 1. (a), 2. (b), 6. (a) through (g), and 13. Additionally, for customers utilizing the Student Information Horizontal SIF® Agent, we have removed the configuration page. Going forward, we will continue to use the prior school year's configuration until you request and complete a new Horizontal SIF Agent Agreement. Please sign and return to our office by May 31, 2019.

If you have any questions regarding your agreement(s), please call 1-800-749-5691 or 405-275-5690.

Thank you for your continued business.



Pam Humphrey
Municipal Accounting Systems, Inc.

Customer: GUTHRIE PUBLIC SCHOOLS

Addr: 802 EAST VILAS
GUTHRIE OK 73044

October Membership: 3417

MAS: MUNICIPAL ACCOUNTING SYSTEMS, INC.

Addr: 908 EAST 35TH STREET
SHAWNEE, OK 74804

Phone: (800)749-5691 **Fax:** (405)275-7091

Email: dhumphrey@wengage.com

Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

| Description | Total |
|---|--------------------|
| Appropriated Funds | \$10,000.00 |
| Payroll | NA |
| - Usage Fee Included In Appropriated Funds | |
| Treasurer | \$1,708.50 |
| Activity Funds | \$854.25 |
| Personnel | \$1,708.50 |
| Purchase Requisition | \$1,708.50 |
| Business Manager | NA |
| -Additional Contact(s): 1 - Amount: \$0.00 | |
| Total 2019-2020 Fiscal Year Charges: | |
| | \$15,979.75 |

Terms and Conditions

- The software charge includes phone support for one (1) designated contact per application. Additional contacts can be added at an additional cost. MAS shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. MAS shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$750.00 per day from 9:30 a.m. through 3:30 p.m. CST and \$.55/mile roundtrip. Additional time is \$100.00 per hour.
- Customer agrees that MAS shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

Software as a Service

- Definitions.
 - Application means the software and other material used by MAS to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
 - Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
 - Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.

- (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
- (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
- (f) Privacy Policy and Terms of Service means the MAS Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
- (g) Service shall have the meaning set forth in the MAS Privacy Policy and Terms of Service.
- (h) Service Order Agreement means the Software Service Order Agreement delivered by MAS to Customer which sets forth the service and fees for the current fiscal year.
- (i) Usage Data means any data that MAS collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
- (a) MAS Obligations. MAS hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; and (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service.
- (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify MAS promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require MAS to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii), to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and MAS. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
- (a) Customer Accounts. Customer must provide MAS with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
- (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
- (a) Availability & Maintenance. MAS will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
- (b) Technical Support. Unless otherwise provided in the Service Order Agreement, MAS will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. MAS will provide software as part of the Service that will allow the Customer to share data with third-party applications.
- (a) It is understood and agreed that MAS is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
- (b) It is understood and agreed that MAS is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall MAS be deemed to be a direct or indirect transferor of information/data to any third party. MAS is only providing software that will allow the Customer to share data with third-party applications.
- (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, MAS for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that MAS could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

7. Intellectual Property Rights.

(a) MAS Intellectual Property. MAS and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no MAS Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants MAS a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by MAS and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. MAS shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. MAS shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

8. Privacy and Personal Information.

(a) MAS's Privacy Policy. MAS's Privacy Policy and Terms of Service, made a part hereof, is available at www.wengage.com.

9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or MAS.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. MAS may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. MAS may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of MAS's notice to Customer.

10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to MAS or its third-party licensor (as appropriate), and MAS hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information"). Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from MAS to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.

13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.

14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the

subject matter hereof and supersede all other communications, whether written or oral. MAS reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: *Marvin Humphrey*

Date Prepared: 3/5/2019

Accepted By (please circle one): Superintendent / Board President

Signature: _____

Date Accepted: _____

Customer: GUTHRIE PUBLIC SCHOOLS

Addr: 802 EAST VILAS
 GUTHRIE OK 73044

October Membership: 3417

MAS: MUNICIPAL ACCOUNTING SYSTEMS, INC.

Addr: 908 EAST 35TH STREET
 SHAWNEE, OK 74804

Phone: (800)749-5691 **Fax:** (405)275-7091

Email: dhumphrey@wengage.com

Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

| Description | Total |
|--|--------------------|
| Student Information -Additional Contact(s): 1 - Amount: \$0.00 | \$20,502.00 |
| Gradebook | \$6,834.00 |
| Lunch Room | \$6,834.00 |
| Student Information Horizontal SIF® Agent - SIF® is a registered trademark of Schools Interoperability Framework Association. | \$1,708.50 |
| Google Classroom™ Integration - Google Classroom™ is a registered trademark of Google Inc. | \$250.00 |
| Total 2019-2020 Fiscal Year Charges: | \$36,128.50 |

Terms and Conditions

- The software charge includes phone support for two (2) designated Student Information contacts per accredited site, one (1) designated Gradebook contact per accredited site, and one (1) designated Lunch Room contact per lunchroom site. Additional contacts can be added at an additional cost. MAS shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. MAS shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$750.00 per day from 9:30 a.m. through 3:30 p.m. CST and \$.55/mile roundtrip. Additional time is \$100.00 per hour.
- The Student Information software charge includes the SIF Agent for SIF 2.0r1 Wave Profile. Additional 2.0r1 Horizontal Agent Profiles can be added at an additional cost of \$ 0.50 per student X October membership.
- Customer agrees that MAS shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

Software as a Service

1. Definitions.
 - (a) Application means the software and other material used by MAS to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
 - (b) Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
 - (c) Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
 - (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
 - (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
 - (f) Privacy Policy and Terms of Service means the MAS Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
 - (g) Service shall have the meaning set forth in the MAS Privacy Policy and Terms of Service.
 - (h) Service Order Agreement means the Software Service Order Agreement delivered by MAS to Customer which sets forth the service and fees for the current fiscal year.
 - (i) Usage Data means any data that MAS collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
 - (a) MAS Obligations. MAS hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; and (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service.
 - (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify MAS promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require MAS to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii), to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and MAS. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
 - (a) Customer Accounts. Customer must provide MAS with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
 - (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
 - (a) Availability & Maintenance. MAS will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
 - (b) Technical Support. Unless otherwise provided in the Service Order Agreement, MAS will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. MAS will provide software as part of the Service that will allow the Customer to share data with third-party applications.
 - (a) It is understood and agreed that MAS is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
 - (b) It is understood and agreed that MAS is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall MAS be deemed to be a direct or indirect transferor of information/data to any third party. MAS is only providing software that will allow the Customer to share data with third-party applications.
 - (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA)

(20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, MAS for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that MAS could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

7. Intellectual Property Rights.

(a) MAS Intellectual Property. MAS and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no MAS Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants MAS a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by MAS and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. MAS shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. MAS shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

8. Privacy and Personal Information.

(a) MAS's Privacy Policy. MAS's Privacy Policy and Terms of Service, made a part hereof, is available at www.wengage.com.

9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or MAS.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. MAS may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. MAS may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of MAS's notice to Customer.

10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to MAS or its third-party licensor (as appropriate), and MAS hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information"). Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from MAS to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10

("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.

13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. MAS reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: *Darwin Humphrey*

Date Prepared: 3/5/2019

Accepted By (please circle one): Superintendent / Board President

Signature: _____

Date Accepted: _____

Wen-GAGE Authorized Phone Support

Description of Contact Types

SI Admin (Student Information Administrator)—Responsible for overseeing applications, assigning passwords, and application installation for the i-Student Information System Product Suite.

SI (Student Information)—Responsible for data entry and reporting in the i-Student Information application.

GB (Gradebook)—‘Go to’ person for the Instructors, responsible for overseeing and supporting the i-Gradebook application portals.

LR (Lunch Room)—Responsible for data entry and reporting in the i-Lunch Room Administration and i-Lunch Room Cashier applications.

BM (Business Manager)—Responsible for managing applications and assigning passwords for the i-Accounting System Product Suite.

AP (Encumbrance Clerk)—Responsible for data entry and reporting in the i-Accounts Payable application.

PR (Payroll Clerk)—Responsible for data entry, calculating and reporting in the i-Payroll application.

TR (Treasurer)—Responsible for data entry and reporting in the i-Treasurer application.

AF (Activity Fund/Cash Funds Custodian)—Responsible for data entry and reporting for the 60 series cash funds in the i-Accounts Payable and i-Treasurer applications. See **AF below.

PS (Personnel)—Responsible for data entry and reporting in the i-Personnel application.

PuR (Purchase Requisition)— ‘Go to’ person for the staff, responsible for overseeing and supporting the i-Purchase Requisition application.

| Contact Type | Application | | | | | | | | | | |
|--------------|---------------------------|-----------------------|-----------------|-----------------------------|----------------------|--------------------|-----------|-------------|------------|-------------|------------------------|
| | i-Security Administration | i-Student Information | i-Gradebook 2.0 | i-Lunch Room Administration | i-Lunch Room Cashier | i-Accounts Payable | i-Payroll | i-Treasurer | i-Activity | i-Personnel | i-Purchase Requisition |
| SI Admin* | X | X | X | X | X | | | | | | |
| SI | | X | X | | | | | | | | |
| GB | | X | X | | | | | | | | |
| LR | | | | X | X | | | | | | |
| BM* | | | | | | X | X | X | X | X | X |
| AP | | | | | | X | | | | | |
| PR | | | | | | X | X | | | X | |
| TR | | | | | | | | X | | | |
| AF** | | | | | | X | | X | X | | |
| PS | | | | | | | | | | X | |
| PuR | | | | | | | | | | | X |

Superintendent—May request support for any system by calling 800.749.5691.

SI Administrator—May request support for i-Student Information, i-Gradebook and i-Lunch Room applications, therefore does not need to be listed as an authorized software support contact.

Business Manager—May request support for any i-Accounting application, therefore does not need to be listed as an authorized software support contact.

District Tech—May request technical support for application installation or setup by calling 800.749.5691. NOTE: Application software support should be initiated by the authorized contact the tech is assisting.

*Contact Types related to security—Superintendent, SI Admin and BM.

**AF—Limited to 60 series cash funds and those funds your district designates as a cash fund in the Classification Codes file.

NOTE: Your ‘Software Service Order Agreement’ and ‘Authorized Software Support Contacts’ list detail the number of contacts available by application. Additional software support contacts can be added for an annual fee of \$250 each.

MEMORANDUM:

TO: Members of the Board of Education and Dr. Simpson, Superintendent

FROM: Angie Smedley, Director of Special Education and Laura Benham, Guthrie Special Olympics Coordinator

SUBJECT: State Special Olympics Summer Games

DATE: Feb. 27, 2019

For the past several years, some of our Special Education Students with Intellectual Disabilities ages 8 through twelfth grades along with their coaches and volunteers have attended the State Special Olympics Summer Games in Stillwater in May. The cost of this activity is paid from the Guthrie Special Olympics Activity Fund. They younger students and students with significant disabilities attend the day events only and return home to Guthrie each evening. Students in grade 5-12 stay in Stillwater at night to participate in daytime and evening events. Last school year the cost of registration, housing, and food for grades 4-12 was approximately \$7350.00, including the cost of substitutes and transportation.

For the current year, we propose that the younger students (ages 8-4th grade) and students with significant multiple disabilities continue to be transported to attend the day events only. Students in grades 5-12 will stay in Stillwater and participate in the day and evening activities sponsored by Special Olympics. This year all students spending the night will stay in the dorms at the OSU campus with their coaches and chaperones. We have four families that will be staying with their child at the Cimarron Hotel and Suites due to the amount of care needed by their child. The cost for grades 5-12 will be approximately \$5500 for housing, \$300 for registration, and \$1500 or food and drinks and snacks, for an approximate total of \$7300.00, including costs of substitutes and transportation.

The approximate number of students and adult sponsors attending the May 15th-17th, 2019 State Special Olympics Summer Games in Stillwater will be:

| | |
|----------------|---|
| GUES | 25 Athletes and 7 Adults |
| Junior High | 14 Athletes, 4 Unified Partners, and 3 Adults |
| High School | 13 Athletes and 2 Adults |
| Guthrie Alumni | 4 Athletes and 1 adult |



Guthrie Public Schools

Memo

To: Dr. Mike Simpson
Guthrie School Board

From: Carmen Walters, Director of Elementary Education/Federal Programs

Date: March 1, 2019

Re: **K – 8 Remedial Summer School Program**

Guthrie Public Schools request your consideration and approval for the K-8 Remedial Summer School Program.

- Instruction will include reading for Kindergarten through 8th grade and math for Kindergarten through 2nd grade and 4th through 8th grade.
- Students qualify based on MAP for Primary Grades (MPG), Measures of Academic Progress (MAP) assessment, Oklahoma School Testing Program scores, benchmark assessments and other informal assessments.
- The program is offered at no cost to the students. However; transportation is the responsibility of the parent or guardian.
- Funding for the program will be funded through Title I at a total projected cost of \$30,000.
- The staff will include approximately 12 teachers, 2 paraprofessionals, and 1 administrator.
- Teacher pay is \$20 per hour plus up to 5 hours for scheduling and parent contact prior to the beginning of summer school. Paraprofessional pay is \$10 per hour. Summer School administrator pay is \$25 per hour plus \$500 for preparation.
- All sessions will be held at Guthrie Upper Elementary School.
- Students will attend Monday – Thursday June 3 – June 27, 2019 from 8:30 -11:30 a.m. Teachers will report May 31 – June 28, 2019; 8:00 a.m. – 12 noon (18 days) and summer school administrator will report May 31 – June 28, 2019; 7:30 a.m. – 12:30 p.m. (18 days)
- Teacher recommendations will be submitted for your approval at the May 2019 board meeting.



Board of Education Personnel Reports

Employment Request

| Classification | | | | | | | |
|----------------|----------------|---------------------|----------------|-----------|-------------|------------------|--|
| Support | | | | | | | |
| Name | Site | Teaching Assignment | First Work Day | Pay Grade | Hrs Per Day | Replacing | |
| Baker, Michael | Transportation | Route Driver | 02/11/19 | 13 | 6 | Sabrina Canada | |
| Gonzalez, Andy | High School | Custodian | 02/18/19 | 3 | 8 | Michael Anderson | |

FMLA Request

Support: 0

Certified: 1

Separation of Employment

| Classification | | | | | |
|-----------------|------|---------------------|-----------------------|----------------|--|
| Certified | | | | | |
| Name | Site | Teaching Assignment | Reason for Separation | Effective Date | |
| Carroll, Rachel | GUES | 5th Grade | Resigning | 5/24/2019 | |

| Classification | | | | | |
|-----------------------|-------------|-------------------------|-----------------------|----------------|--|
| Support | | | | | |
| Name | Site | Teaching Assignment | Reason for Separation | Effective Date | |
| Crabtree, Mary | GUES | Custodian | Resigning | 2/20/2019 | |
| Dellenbaugh, Kathleen | Charter Oak | Pre-K Teacher Assistant | Retiring | 5/24/2019 | |



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:

Stevenson

Sheri

Last Name

First Name

Middle Initial

Bus

GUES

Extra-Duty Position

Site

If hired by the Board of Education, would this be a replacement? Yes No

If yes, whom would this employee replace? Tracy Hartley

If this is an extra-duty position for athletics, has this person had *Care and Prevention of Athletic Injuries*? Yes No

Start Date January 7, 2019

Extra-Duty Compensation \$500.00

Submitted By: Susan Davison
Principal or Program Director

2/11/19
Date

.....

Doug Ogle, Executive Director
Personnel/Secondary Education

2/14/19
Date



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:

| | | |
|--------------------|------------------|----------------|
| <u>Covarrubias</u> | <u>Priscilla</u> | <u></u> |
| Last Name | First Name | Middle Initial |

| | |
|---------------------|-------------|
| <u>Honor Choir</u> | <u>GUES</u> |
| Extra-Duty Position | Site |

If hired by the Board of Education, would this be a replacement? Yes No

If yes, whom would this employee replace? Aubrey Ross

If this is an extra-duty position for athletics, has this person had *Care and Prevention of Athletic Injuries*? Yes No

Start Date January 7, 2019 Extra-Duty Compensation \$ 500.00

| | |
|------------------------------------|----------------|
| Submitted By: <u>Susan Davison</u> | <u>2/11/19</u> |
| Principal or Program Director | Date |



| | |
|---|----------------|
|  | <u>2/14/19</u> |
| Doug Ogle, Executive Director Personnel/Secondary Education | Date |

Guthrie Public Schools Building Level Administrators

| <i>LastName</i> | <i>FirstName</i> | <i>Assignment</i> | <i>Total Experience</i> |
|------------------------|-------------------------|-------------------------------|--------------------------------|
| Ball | Jeffrey | Principal | 23 |
| Benson | Juana | Dir. Of Alternative Education | 20 |
| Davison | Susan | Principal | 34 |
| Graham | Scot | Principal | 19 |
| LeGrande | Chris | Principal | 27 |
| Rainwater | Robbie | Principal | 15 |
| Stone | Bret | Assistant Principal | 35 |
| Throckmorton | Dustin | Assistant Principal | 20 |
| Todd | Marsha | Principal | 25 |
| Watson | Dani | Principal | 15 |
| Young | Allison | Assistant Principal | 5 |

Guthrie Public Schools
Property Committee Meeting
March 4, 2019 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Cody Thompson, Janna Pierson, Tina Smedley, Ron Plagg, and Linda Skinner.

Mr. Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for February
- 55 new Purchase Orders for February

Completed Projects:

- 238 Work-Orders completed by Maintenance Dept.
- 48 Work-Orders completed by Transportation Dept.
- HVAC repairs/upgrades district wide including:
 - *Rebuilt/repaired units at the H.S., batting cages, & at GUES
 - *Changed air filters at the Jr. High
- Completed 101 electrical/general maintenance work orders and 58 plumbing work orders
- Phase I of Charter Oak playground completed
- Installation of the new clocks and intercom system at GUES
- Employing a disinfectant/sanitizing machine at each site and our buses that kills colds, flu viruses, MRSA, and norovirus
- Installed new guttering on both AGED farm buildings
- Rekeyed classrooms and entry doors at Central to master system
- Applied ice melt and sand to all sites when needed

Projects in Progress & Future Projects:

- Currently have 63 Maintenance Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- Replacing air filters at all sites and cleaning coils
- Making needed repairs to our bus fleet
- Continuing roof repairs where needed at all sites
- Repair, resurface, and repaint the track
- Replace existing seating on south side of HS gymnasium
- Phase II of Charter Oak playground including fencing and benches
- Obtaining bids for new lighting at Jr. High gymnasium
- Obtaining bids to remove the existing finish on the Jr. High gym floor down to bare wood, repaint lines, and refinish the floor
- Extend the existing sidewalk on the north side of the IT building
- Replace one of the compressors on the chiller at GUES
- Carpentry/cabinet work in Administration offices
- Installing a privacy wall in ladies dressing room in BOC
- Changing out classroom and entry door locks at Fogarty to master lock system
- Install switches for lights in the Jr. High gymnasium

Bond Projects Discussion:

Charter Oak ES – down to approximately 40 punch list items. Working to have them completed by the end of March

J.H. – project is 98% completed. Remaining window shades are scheduled to be installed March 4th or 5th

H.S. – Phase II is underway.

North gym HVAC project bid opening is scheduled for March 7th.

Mr. Ogle discussed the recently released District Report Cards.

Guthrie Public Schools
Finance Committee Meeting

March 5, 2019

4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Michelle Chapple, Angie Smedley, Gina Davis, Travis Sallee, Sharon Watts, and Michele Hamby

Ms. Chapple opened the meeting informing the committee the first items were routine financial reports, speaking briefly on the Comparative Financial Report, Treasurer's Report Reconciliation, and the Fund Balance Projection.

Ms. Chapple spoke on the following:

Approval of Municipal Accounting Systems (MAS) Agreement

This is a renewal of our annual service agreement for financial and student information software, with an increase in cost of \$61.25 for the year.

Mr. Ogle spoke on the following:

Discussion on new Site Report Cards

A brief discussion and explanation of the grading scale of the new Oklahoma school site report cards. Mr. Ogle gave a breakdown of the Junior High and High School scores, and Ms. Walters spoke on elementary scores.

Ms. Walters spoke on the following:

Approval of K-8 Remedial Summer School Program

Summer School this year will be held four weeks in June with an approximate cost of \$30,000, funded through Title I funds.

Ms. Smedley spoke on the following:

Approval of Participation in State Special Olympics Summer Games

This request is made annually for students and adult sponsors to attend the games in Stillwater, at a cost of roughly \$7,300, paid through the Special Olympics activity fund.

Dr. Simpson spoke on the following:

District Updates

A brief discussion of current and proposed projects.

Curriculum Committee Meeting

Minutes

March 5, 2019

5:00 p.m.

In attendance: Dr. Simpson, Doug Ogle, Carmen Walters, Angie Smedley, Travis Sallee, Gina Davis, Jennifer Bennett-Johnson, and Meghan Norton.

Ms. Walters

K-8 Remedial Summer School Program: brief discussion of schedule and cost of 2019 summer school.

Ms. Smedley

State Special Olympics Summer Games: brief discussion of lodging and transportation costs.

Mr. Ogle & Ms. Walters

State Report Cards: Discussion of report card breakdown.