

AGENDA WITH COMMENTARY

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

**MONDAY
FEBRUARY 11, 2019
7:00 P.M.**

**TEACHER OF THE YEAR RECEPTION PRIOR TO BOARD MEETING
6:00 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Student Recognition**
- 7. Presentation of Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2018-2019**
- 8. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 9. Superintendent's Reports**
- 10. Consent Agenda.....Pages 6-87**

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 January 14, 2019**
 - B. Minutes of special board meeting held on January 24, 2019**

- C. **Treasurer’s Report**
- D. **Activity Fund Fundraisers as per attached list**
- E. **Activity Fund Transfer Requests as per attached list**
- F. **Fuel Bid as recommended by bid committee**
- G. **Declare listed items as surplus**
- H. **Encumbrances for General Fund #'s 959-1057, Building Fund #'s 293-342, Building Bond 2017 Fund #'s 20-22, Gifts and Endowment Fund #2, Casualty/Flood Insurance Recovery Fund #5 and listed change orders and Activity Fund Reports**
- I. **Out-of-State Trip Requests:**
James Strahorn-Pittsburgh State Indoor Track Meet-Pittsburgh, KS-February 17, 2019

Ric Meshew-Falcon Four-Ball Golf Tournament-Flower Mound, TX-March 20, 2019

James Strahorn-University of Kansas Track Meet-Lawrence, KS-April 19-20, 2019
- J. **Contracts/Agreements under \$10,000**
 - 1. **Agreement with Forecast5 Analytics for data comparison services through June 30, 2019.....Pages 64-65**

Commentary:
This analytic data allows school leaders to identify strategic and financial opportunities with highly visual output in areas such as financial performance, compensation, enrollment/demographics, and student achievement. The cost is \$4650.00 per year. **Doug Ogle or Michelle Chapple will answer any questions.**
 - RECOMMENDED ACTION:**
The Superintendent recommends approval.
 - 2. **Agreement with Oklahoma Environmental Services for monthly fuel tank inspections.....Pages 66-68**

Commentary:
This is the fifth year we have used Oklahoma Environmental Services for our monthly fuel tank inspections. The approximate cost per year is \$500.00. **Michelle Chapple will answer any questions.**
 - RECOMMENDATION ACTION:**
The Superintendent recommends approval.
 - 3. **Agreement with Dr. Scott Singleton, BCBA to provide specialized services**

relating to the provision of educational and behavioral services for students for 2018-2019.....Pages 69-71

Commentary:

This agreement with Dr. Scott Singleton may include, but are not limited to: review of records, participation in IEP meetings and other staffings, completion of forms/progress reports, classroom observations, etc. The fee for these services will be approximately \$5,000. **Angie Smedley will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

4. Agreement with Certified Languages International, LLC for telephone interpreting services for 2019.....Pages 72-87

Commentary:

This agreement with Certified Languages International, LLC includes a one-time set-up fee of \$500 and is \$1.65 per minute for utilizing the translation service. This service provides a much needed assistance to our staff when there is an immediate need to discuss information with non-English speaking parents. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Business Agenda:

A. Recommendation, consideration and action upon Guthrie High School Driver's Education Summer School 2019.....Pages 88-90

Commentary:

This is held each summer at Guthrie High School. Class sessions are from June 3rd through July 17th and driving schedules from June 3rd through July 31st. A copy of the proposed class schedule and tuition fees is enclosed in your packet. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

B. Recommendation, consideration and action to approve E-rate Technology Plan for 2019-2022.....Pages 91-105

Commentary:

E-rate rules require the School District to approve a 3-year Technology Plan each year. That Plan is then approved by the State Department of Education. **Dee Benson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- C. **Recommendation, consideration and action to approve Category 1 E-rate contracts with Cox and Onenet for 2019-2020.....Pages 106-118**

Commentary:

The contracts for E-rate purchases must be approved by the BOE before filing the E-rate application. **Dee Benson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 12. **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)**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board’s return to open session**
 - C. **Statement of minutes of executive session**
- 13. **Vote on action as set out on the Personnel Reports.....Page 119**
- 14. **Action upon recommendation of extra-duty assignments as listed for 2018-2019....Page 120**
- 15. **Recommendation, consideration and action upon district level administrator’s contracts as listed for 2019-2020 without specification for salary or assignment.....Page 121**
- 16. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
- 17. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
- 18. **Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ Time: _____

Place: _____



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education

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

Date: February 1, 2019

Re: 2019 Guthrie Teachers of the Year

I am pleased to inform you that the faculty at each school site has selected a nominee for the 2019 Guthrie Teacher of the Year. The teacher nominees are:

Cotteral:	Julie Chambers
Charter Oak:	Dixie Shaffer
Central:	Lyndsey Rollins
Fogarty:	Amanda Perring
G.U.E.S.	Sheri Stevenson
Jr. High	Kristen Hooper
High School	Gloria Salas Jeff Jordan

All site nominees were required to submit a Teacher of the Year Portfolio to the District Professional Development Committee for consideration for District Teacher of the Year.

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
JANUARY 14, 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 JANUARY 14, 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
John Moyer, District Legal Counsel

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 December Student of the Month, Peyton Hayes. Mr. Wimsey read the nomination letter submitted by Ms. Shurlyn Maltz, teacher at Guthrie Junior High School. Mr. Wimsey presented Peyton with a \$65 Stacy's Place gift card.

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

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

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

There were no comments to the Board by Board members.

- 8. President Sallee called for the Superintendent's Reports.**

Superintendent Simpson reported on the following:

Recognized our School Board Members and announced that January is Board of Education Recognition Month. Each board member was given a small gift, a cupcake and a certificate from the OSSBA.

Notified board members that their education credits were printed on a spreadsheet at their seat.

Announced that GPS received our mid-term adjustment numbers for state aid for this year. Our state aid was cut by just under \$250,000. The cut can be traced to tremendous growth in local revenue and an uptick in gross production proceeds we are receiving. Overall, the district is currently in a good financial position going forward for this year.

Announced that we are planning and open house for Charter Oak Elementary for Sunday, January 27th from 2:00-3:30 p.m. It will be a come and go event with a brief ceremony at the beginning. All community members are welcome to attend.

Updated the board in regards to playground equipment being installed at Charter Oak Elementary thanks to the previously announced \$25,000 grant secured from State Farm Insurance and a grant of \$1,400 from Central Electric Cooperative.

Announced that Charter Oak Elementary was the recipient of a TSET Grant for \$30,000 which will go towards playground equipment. Gave special thanks to Courtney McLemore with the Logan County Health Department along with Carmen Walters, Michelle Chapple and Jeff Ball for their work in securing this grant. A check presentation is scheduled for Friday, January 18th during the Bluejay basketball game versus Piedmont. Because we secured this grant, other sites are now also eligible to apply and some of our sites are working on those applications. It has been the history of Guthrie schools to have our site playgrounds funded by PTO's, grants, etc.

- 9. President Sallee called for action on the Consent Agenda.**

President Sallee requested that Item 9A, minutes of regular meeting held on December 10, 2018, be removed from the Consent Agenda for consideration.

A motion was made by Sallee and seconded by Pierson to approve the Consent Agenda excluding Item 9A.

The motion carried with 7 ayes and 0 nays.

A motion was made by Smedley and seconded by Watts to approve Item 9A, minutes of regular meeting held on December 10, 2018.

The motion carried with 6 ayes and 1 abstention-Member Sallee abstaining.

- 10A. President Sallee called for discussion, consideration and possible action to award the contract for the Guthrie High School HVAC Project.**

Superintendent Simpson recommended we accept the lowest bid submitted by Innovative Mechanical for the base bid, first alternate and second alternate for a total of \$1,680,000.

A motion was made by Pierson and seconded by Bennett-Johnson to award the contract to Innovative Mechanical for the base bid, first alternate and second alternate for the Guthrie High School HVAC Project.

The motion carried with 7 ayes and 0 nays.

- 10B. President Sallee called for discussion, consideration and possible action to award the contract for the Intercom/Clocks at Guthrie Upper Elementary School.**

Superintendent Simpson recommended we accept the lowest bid submitted by Endex for the base bid and clock option for a total of \$78,300.

A motion was made by Watts and seconded by Smedley to award the contract to Endex for the base bid and clock option for the Intercom/Clocks at Guthrie Upper Elementary School.

The motion carried with 7 ayes and 0 nays.

- 10C. President Sallee called for recommendation, consideration and action upon proposed school calendar for 2019-2020.**

Superintendent Simpson recommended approving Calendar A for the 2019-2020 school year.

A motion was made by Davis and seconded by Watts to approve Calendar A for the 2019-2020 school year.

Discussion followed after the motion.

The motion carried with 7 ayes and 0 nays.

10D. President Sallee called for recommendation, consideration and action upon new District Policy:

- *C-15A Service Animals*

John Moyer, District Legal Counsel, gave information regarding this proposed policy. Discussion followed.

A motion was made by Smedley and seconded by Pierson to approve the new District Policy:

- *C-15A Service Animals*

The motion carried with 7 ayes and 0 nays.

10E. President Sallee called for recommendation, consideration and action upon new District Policy:

- *G-14 Advertising*

Discussion followed.

A motion was made by Smedley and seconded by Watts to approve the new District Policy:

- *G-14 Advertising*

The motion carried with 7 ayes and 0 nays.

10F. President Sallee called for recommendation, consideration and action upon agreement with Eduskills LLC for cloud-based software and consulting for 2019.

Discussion followed.

A motion was made by Watts and seconded by Bennett-Johnson to approve agreement with Eduskills LLC for cloud-based software and consulting for 2019.

The motion carried with 7 ayes and 0 nays.

10G. President Sallee called for recommendation, consideration and action upon revised Support Employee Handbook for 2018-2019.

A motion was made by Plagg and seconded by Watts to approve the revised Support Employee Handbook for 2018-2019.

The motion carried with 7 ayes and 0 nays.

10H. President Sallee called for discussion on future bond projects.

Discussion followed. Superintendent Simpson announced we will have a Special Board Meeting on Thursday, January 24th, 2019 at 6:30 p.m.

11. 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, 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.

11A. A motion was made by Watts and seconded by Bennett-Johnson to go into executive session.

The motion carried with 7 ayes and 0 nays. Executive session began at 7:59 p.m. District Legal Counsel, Mr. John Moyer, also participated in Executive Session.

11B. President Sallee acknowledged the Board's return to open session at 8:36 p.m.

11C. President Sallee stated that in executive session only those items listed in Agenda Item 11 were discussed and no votes were taken.

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

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

The motion carried with 7 ayes and 0 nays.

13. 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.

14. 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.

15. A motion was made by Smedley and seconded by Watts to adjourn the meeting.

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 8:38 p.m.

Jana Frey, Minutes Clerk

Travis Sallee, Board President

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
SPECIAL MEETING
JANUARY 24, 2019**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 6:30 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON JANUARY 24, 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
Carmen Walters, Executive Director of Federal Programs/Elementary Ed
Michelle Chapple, Chief Financial Officer
Cody Thompson, Director of Operations
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 recommendation, consideration and action upon change order #3 for Pope Contracting, Inc. at Guthrie Junior High School.**

A motion was made by Davis and seconded by Watts to approve change order #3 for Pope Contracting, Inc. at Guthrie Junior High School.

The motion carried with 7 ayes and 0 nays.

- 7. President Sallee called to consider and take action on a resolution authorizing the calling and holding of a special election on April 2, 2019 for the purpose of submitting to the registered, qualified electors of the Guthrie School District the question of the issuance of general obligation bonds to be issued in series, in the sum of nineteen million two hundred fifty thousand dollars (\$19,250,000) to provide**

funds for the purpose of acquiring or improving school sites, constructing, repairing, remodeling or equipping buildings, or acquiring school furniture, fixtures or equipment, which includes but is not limited to constructing, equipping and furnishing a new Cotteral Elementary School; and levying and collecting an annual tax in such district for the payment of the interest and principal of said bonds.

Mr. Jon Wolff of Municipal Finance Services, Inc. was available for questions. Discussion followed.

A motion was made by Watts and seconded by Smedley to approve a resolution authorizing the calling and holding of a special election on April 2, 2019 for the purpose of submitting to the registered, qualified electors of the Guthrie School District the question of the issuance of general obligation bonds to be issued in series, in the sum of nineteen million two hundred fifty thousand dollars (\$19,250,000) to provide funds for the purpose of acquiring or improving school sites, constructing, repairing, remodeling or equipping buildings, or acquiring school furniture, fixtures or equipment, which includes but is not limited to constructing, equipping and furnishing a new Cotteral Elementary School; and levying and collecting an annual tax in such district for the payment of the interest and principal of said bonds.

The motion carried with 7 ayes and 0 nays.

- 8. President Sallee called for the 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, 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.**

No action was taken due to a lack of a motion being made.

- 9. President Sallee called for a vote on action as set out on the Personnel Reports.**

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

The motion carried with 7 ayes and 0 nays.

- 10. A motion was made by Smedley and seconded by Watts to adjourn the meeting.**

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 6:43 p.m.

Jana Frey, Minutes Clerk

Travis Sallee, Board President

TREASURER'S REPORT
January 31, 2019

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$ 6,615,603.09
Building Fund	1,084,865.42
Sinking Fund	1,713,796.05
ILR Fund	47,462.20
G&E Fund	41,932.00
Child Nutrition Fund	256,241.91
Activity Fund	610,240.30
School Age-Care Fund	75,619.14
Bond Fund	<u>1,957,714.44</u>

TOTAL \$ 12,403,474.55

RECEIPTS

GENERAL FUND:

Logan County	\$ 3,905,527.68
State of Oklahoma	980,349.61
Okla. Tax Comm.	188,545.85
School Land Earn.	55,613.56
R.O.T.C.	5,997.65
Federal Programs	9,993.90
Misc Receipts	14,491.38
Correcting Entry(-)	
General Acct. Int.	3,987.03
Minus (-) Bank Fees	<u>100.48</u>
TOTAL	\$5,164,406.18

SINKING FUND:

Logan County \$ 1,352,728.72

CHILD NUTRITION FUND:

Local	31,823.18
State	15,605.43
Federal	<u>88,759.38</u>
TOTAL	\$136,187.99

INS.LOSS RECOVERY FUND:

BUILDING FUND

Logan County	\$ 491,715.60
Bldg. for Champs	<u>20.00</u>
TOTAL	\$ 491,735.60

BOND FUND:

Interest	\$ 416.25
Bank Fees	<u>(-) 11.42</u>
TOTAL	\$ 404.83

WARRANTS PAID

GENERAL FUND:

2017-2018 \$ 505.31
2018-2019 \$1,957,614.91

GIFTS & ENDOWMENTS FUND:

2017-2018
2018-2019

BUILDING FUND:

2017-2018 \$
2018-2019 \$30,519.76

INS. LOSS RECOVERY FUND:

2017-2018
2018-2019 \$950.00

CHILD NUTRITION FUND:

2017-2018 \$
2018-2019 \$119,457.19

BOND FUND:

2017-2018 \$ 1,114.14
2018-2019 \$ 7,500.00

CD/INVESTMENTS:

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

TOTAL MONIES IN F&M BANK \$12,403,474.55

PLEGGED – FDIC \$ 250,000.00

PLEGGED – F&M BANK \$13,300,000.00



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
As of 1/31/2019**

- | | |
|----------------------|--|
| a. Central PTO, 803 | Scentsy & Pampered Chef sales |
| b. Central PTO, 803 | Spring Craft Show & Concessions |
| c. Cotteral PTO, 804 | Evening Block Party(Pizza & drink sales) |
| d. Cotteral, 805 | Scholastic Book Fair |
| e. Fogarty PTO, 808 | Spell A Thon |
| f. Learn 2 Love, 826 | Annual 5K Run 4 Lexi |
| g. JH Stuco, 830 | 8 th Grade T-shirt sales |
| h. JH Stuco, 830 | GJHS T-shirt sales |
| i. JH Stuco, 830 | St. Paddy's Grams |
| j. JH Stuco, 830 | Pennies for Patients Coin Drive |
| k. JH Stuco, 830 | School Dance Tickets & Concessions |
| l. Charter Oak, 840 | Charter Oak T-shirt sales |
| m. Charter Oak, 840 | Cherrydale Candy Bar sales |
| n. Charter Oak, 840 | Guthrie Bluejay Cup sales |
| o. Tennis, 855 | Snap! Raise Fundraising |
| p. XC Bluecrew, 880 | Selling Pop, water & candy |
| q. XC Bluecrew, 880 | Sonic discount card sales |



RECEIVED
1-16-19

a.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/14/19 Site: Central Unobligated Account Balance: 9,639¹⁴ 1-16-19 28

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.) Scentsy and Pampered Chef

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) Spices and mixes through Pampered Chef.

These items will not be sold during school hours.

Manufacturer: _____

Purpose for which funds will be used: School and classroom supplies: books, instructional materials, student incentives, craft items, manipulatives, playground items, student field trips

Name/Address of Vendor: _____

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

Estimated INCOME: 1000 Fundraiser start date: March 25, 2019
Less Estimated EXPENSES: 0

Estimated PROFIT: 1000 Fundraiser end date: May 10, 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: Danielson Date: 1/14/19

Principal's Signature: Danielson Date: 1/14/19

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

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

YmChapple



RECEIVED
1-16-19

b.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/14/19 Site: Central Unobligated Account Balance: 9,639.14 1-16-19

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.) Spring craft show - booth fee will be charged for each vendor attending the craft show. Concession stand items sold during show.

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) Various snacks - chips, soda, candy, water. This fundraiser will not be during school hours

Manufacturer: _____

Purpose for which funds will be used: School and classroom supplies: books, instructional materials, student incentives, craft items, manipulatives, playground items, student field trips

Name/Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser: concession stand items

Estimated INCOME: <u>800</u>	Fundraiser start date: <u>Feb. 12, 2019</u>
Less Estimated EXPENSES: <u>300</u>	
Estimated PROFIT: <u>500</u>	Fundraiser end date: <u>May 24, 2019</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? Saved for a later date Are _____

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

Sponsor Signature: [Signature] Date: 1/14/19

Principal's Signature: [Signature] Date: 1/14/19

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

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

[Signature]



C.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: January 28, 2019 Site: Cotteral Elementary-120 Unobligated Account Balance: 9620.16 9837.36

Account Name: Cotteral Elementary PTO Account Number: #804

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Evening Block party. Sell pizza, water and pop.

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) _____

Pizza, pop and water

Manufacturer: none

Purpose for which funds will be used: 100 day celebration, teacher incentives, luncheons for staff on Parent/Teacher conferences, Teacher appreciation wekk

Name/Address of Vendor: Dominos Pizza-Guthrie, OK, Wal Mart

Items to be purchased in order to conduct the fundraiser: pop, water, paper goods

Estimated INCOME: \$800.00 Fundraiser start date: April 26, 2019

Less Estimated EXPENSES: 400.00

Estimated PROFIT: \$400.00 Fundraiser end date: April 26, 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? staff may buy to take home Are _____

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

Sponsor Signature: _____ Date: 1-25-19

Principal's Signature: _____ Date: 1/25/19

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

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



RECEIVED
1-16-19

d

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/15/2019 Site: Cotteral Unobligated Account Balance: 13,634.49 1-16-19

Account Name: Cotteral Library Account Number: 805

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Scholastic Books and Supplies will be sold at the Scholastic Book Fair.

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) None

Manufacturer: Scholastic

Purpose for which funds will be used: Activity Fund revenue for more books and technology

Name/Address of Vendor: Scholastic 1080 Greenwood Blvd. Lake Mary, FL 32746

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

Estimated INCOME: 2500 Fundraiser start date: 3/7/19
 Less Estimated EXPENSES: 1500
 Estimated PROFIT: 1000 Fundraiser end date: 3/15/19

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? Returned to Scholastic Are

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

Sponsor Signature: [Signature] Date: 1-15-19

Principal's Signature: [Signature] Date: 1-15-19

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

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

[Signature]



RECEIVED
1-29-19

e

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/25/2018 Site: Fogarty Unobligated Account Balance: _____

Account Name: Fogarty PTO Account Number: 808

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Sponsored Spell A Thon / Students will get sponsors
sponsors will pay students the committed amount for each word correct.

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: Updates to Fogarty Playground, Classroom supplies.

Name/Address of Vendor: n/a

Items to be purchased in order to conduct the fundraiser: n/a

Estimated INCOME: 3500.00 Fundraiser start date: February 25, 2019
 Less Estimated EXPENSES: 0.00
 Estimated PROFIT: 3500.00 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? n/a Are

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

Sponsor Signature: Larry Huson Date: 1-25-19

Principal's Signature: Marsha K. Dodd Date: 1-25-2019

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

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



RECEIVED
1-9-19



f

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/8/2019 Site: 610 Unobligated Account Balance: 16,405.35 \$17,354.23 ap

Account Name: Learn 2 Love Account Number: 826

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Annual 5K Run 4 Lexi

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: Funds will be used for the Learn 2 Love account which benefits Guthrie Junior High students in need of assistance.

Name/Address of Vendor:

Items to be purchased in order to conduct the fundraiser: Paint/Color Packets, T-shirts, Run Stickers

Estimated INCOME: 9,000.00 Fundraiser start date: 2/12/19
 Less Estimated EXPENSES: 900.00
 Estimated PROFIT: 8,100.00 Fundraiser end date: 4/13/2019

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? Race is pre-register Are

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

Sponsor Signature: [Signature] Date: 1-8-19

Principal's Signature: [Signature] Date: 1-8-19

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

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

[Handwritten signature]



RECEIVED
1-30-19

9



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

5,187⁰⁰ Ⓐ

Request Date: 1/29/19 Site: jh Unobligated Account Balance:

Account Name: Student Council Account Number: 830

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Selling 8th grade school shirts.

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:

Purpose for which funds will be used: Replenish our student council account and have money for an end of the year donation to the junior high.

Name/Address of Vendor: Saltees

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

Estimated INCOME: 1000 2000 ⁰⁰	Fundraiser start date: 3/1
Less Estimated EXPENSES: 0 1500 ⁰⁰	
Estimated PROFIT: 1000 500 ⁰⁰	Fundraiser end date: 4/1

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? There will be no items purchased without payment first. Are

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

Sponsor Signature: [Signature] Date: 1/29/19

Principal's Signature: [Signature] Date: 1/29/19

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

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

[Signature]



RECEIVED
1-30-19



h

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/29/19 Site: jh Unobligated Account Balance: 5,187.⁰⁰

Account Name: Student Council Account Number: 830

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

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

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: _____

Purpose for which funds will be used: Replenish our student council account and have money for an end of the year donation to the junior high.

Name/Address of Vendor: Saltees

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

Estimated INCOME: 1000 2000⁰⁰ Fundraiser start date: 3/1
 Less Estimated EXPENSES: 0 1500.⁰⁰
 Estimated PROFIT: 1000 500⁰⁰ Fundraiser end date: 4/1

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? There will be no items purchased without payment first. Are _____

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

Sponsor Signature: Date: 1/29/19

Principal's Signature: Date: 1/29/19

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

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



RECEIVED
1-16-19

i

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 01/15/19 Site: GJHS Unobligated Account Balance: 6018.35
Account Name: JH STUCO Account Number: 830

61102.76
5187.76
1-16-19
8

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) St. Paddy's Grams - For \$1 students will receive a card with a small bag of candy attached.

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) Candy

Manufacturer: Walmart

Purpose for which funds will be used: Donation to Learn 2 Love

Name/Address of Vendor: Walmart

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

Estimated INCOME: 200 Fundraiser start date: 03/10/19
 Less Estimated EXPENSES: 80
 Estimated PROFIT: 120 Fundraiser end date: 03/14/19

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? Saved for a later date Are

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

Sponsor Signature: Amanda Moore Date: 1/15/19

Principal's Signature: [Signature] Date: 1/15/19

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

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

[Signature]



RECEIVED
1-28-19



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GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/25/19 Site: GJHS Unobligated Account Balance: 5,487.76

Account Name: Student Council Account Number: 830

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Pennies for patients: coin drive for Leukemia & Lymphoma Society. Students collect coins for their homeroom class.

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: Donation towards the Leukemia and Lymphoma Society

Name/Address of Vendor: N/A

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

Estimated INCOME: 1000 Fundraiser start date: 3/25/2019
Less Estimated EXPENSES: 0

Estimated PROFIT: 1000 Fundraiser end date: 4/5/2019

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? N/A Are

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

Sponsor Signature: [Signature] Date: 1/25/19

Principal's Signature: [Signature] Date: 1/25/19

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

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

[Signature]



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1-16-19

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GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

5,187.46 of
~~41102.74~~

Request Date: 1/14/19 Site: JH Unobligated Account Balance:

Account Name: Student Council Account Number: 830

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) School dance ticket sales and consession stand.

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) Soda, candy, brownies, cookies.

Manufacturer:

Purpose for which funds will be used: Money will go to a service project at the end of the year.

Name/Address of Vendor: Amazon & Walmart

Items to be purchased in order to conduct the fundraiser: Decorations and snacks.

Estimated INCOME: 900 Fundraiser start date: 4/26/2019
 Less Estimated EXPENSES: 200
 Estimated PROFIT: 700 Fundraiser end date: 4/26/2019

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? They will be reused is possible. Are

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

Sponsor Signature: *[Signature]* Date: 1/14/19

Principal's Signature: *[Signature]* Date: 1/14/19

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

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

[Handwritten signature]

RECEIVED
1-11-19

P



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1-10-19 Site: 135-Charter Oak Unobligated Account Balance: 6,130.93

Account Name: Activity Charter Oak 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.) Charter Oak Elementary T-shirt sales for staff and students

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: Funds will be used to purchase student incentives, rewards, computers/software upgrades classroom materials, continue ed. for teachers, building and ground needs, misc.

Name/Address of Vendor: Gator Thompson

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

Estimated INCOME: \$2,000.00 Fundraiser start date: March 5, 2019
 Less Estimated EXPENSES: \$1,500.00
 Estimated PROFIT: \$500.00 Fundraiser end date: May 20, 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? All items will be sold Are

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

Sponsor Signature: Date:

Principal's Signature: JTB Date: 1/10/19

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

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

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RECEIVED
1-18-19

m

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1-17-18 Site: Charter Oak Elementary Unobligated Account Balance: 6853.63 5784⁹⁵
Account Name: Activity Charter Oak Account Number: 840 98

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Cherrydale Fundraising selling chocolate candy bars

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) Candy bars

Manufacturer: Cherrydale Farms

Purpose for which funds will be used: Funds will be used to purchase student rewards, computers/software upgrades supplies, classroom materials, continue ed for teachers, building and ground needs misc.

Name/Address of Vendor: Cherrydale Farms 1900 AM Drive Suite 203 Pittsburgh

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

Estimated INCOME: \$3500.00 Fundraiser start date: March 11, 2019
Less Estimated EXPENSES: \$1750.00
Estimated PROFIT: \$1750.00 Fundraiser end date: May 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: _____

Principal's Signature: Jay Ball Date: 1/18/19

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

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

Michelle Chapple



RECEIVED
1-18-19

m

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1-16-19 Site: Charter Oak Elementary Unobligated Account Balance: 6853.63 5784.⁹⁵/₁₀₀

Account Name: Activity Charter Oak 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.) Guthrie Blue Jay cups

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: Dyanmic Drinkware

Purpose for which funds will be used: Funds will be used to purchase student rewards, computers/software upgrades, supplies, classroom materials, continue ed. for teachers, building and grounds needs misc.

Name/Address of Vendor: Dyanmic Drinkware

Items to be purchased in order to conduct the fundraiser: selling left over stock

Estimated INCOME: \$1000.00 Fundraiser start date: March 11, 2019
 Less Estimated EXPENSES: 0
 Estimated PROFIT: \$1,000.00 Fundraiser end date: May 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: _____

Principal's Signature: J. Bell Date: 1/18/19

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

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

M. Chapple



2

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/29/2019 Site: HS Unobligated Account Balance: \$7,000 ⁴⁸⁴²¹

Account Name: Tennis Account Number: 855

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

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

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) NA

Manufacturer: Snap! Raise Fundraising

Purpose for which funds will be used: Upgrading of equipment, court costs, travel cost, uniforms, court repairs, tennis balls

Name/Address of Vendor: Snap 939 Westlake Ave N, Seattle, WA 98109

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

Estimated INCOME: 2,000 Fundraiser start date: March 1
 Less Estimated EXPENSES: 0
 Estimated PROFIT: 2,000 Fundraiser end date: March 30

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? NA Are

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

Sponsor Signature: Mary Hudson Date: 1/30/19

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 1/30/19

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



1-25-19

P

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/18/2019 Site: GHS Unobligated Account Balance: ~~\$1,000~~ \$ 622³⁹/₁₀₀

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.) The cross country teams will be selling pop, water and candy.

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) Water, coke products, and candy.

Manufacturer: Coke

Purpose for which funds will be used: Cross country team camp

Name/Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser: Water, pop, candy

Estimated INCOME: 982.50 Fundraiser start date: 2/12
 Less Estimated EXPENSES: 474.26
 Estimated PROFIT: 508.24 Fundraiser end date: 2/26

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? N/A Are

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

Sponsor Signature: [Signature] Date: _____

Principal's Signature: [Signature] Date: 1-22-19

Athletic Director's Signature (if applicable): [Signature] Date: 1/22/19

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

[Signature]



REC'D
1-31-19



8

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 1/29/2019 Site: GHS Unobligated Account Balance: \$750 62239

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.) Track Students will be selling Sonic discount cards for \$5.

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: Sonic

Purpose for which funds will be used: Track apparel, food, etc.

Name/Address of Vendor: N/A

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

Estimated INCOME: \$500 Fundraiser start date: 2/12/2019

Less Estimated EXPENSES: \$0 Estimated PROFIT: \$500 Fundraiser end date: 3/15/2019

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? Used for a later date. Are

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

Sponsor Signature: [Signature] Date: 1/29/2019

Principal's Signature: [Signature] Date: 1/31/19

Athletic Director's Signature (if applicable): [Signature] Date: 1/31/19

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

[Signature]

TRANSFERS FOR BOARD APPROVAL
As of 1/31/2019

TO:	FROM:	REASON	\$AMOUNT
GF Refund Acct., 925	HS Athletics, 852	Hotel Reimburse.	\$ 800.00
HS Yearbook, 904	Student Support, 885	Yearbooks	\$1,375.00



1-25-19

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

Amount 800.00


Date Requested 1-23-2019

Transfer to: General Fund Acct (Athletic) #925
Account Name & Number

Transfer from: Activity Fund Acct (Athletic) #852
Account Name & Number


State Reason for Transfer Below

Paid for girls & boys basketball hotel stay out of general acct #119. Weatherford Athletic dept reimbursed our athletic dept \$800.00 hotel stay. i deposited \$800.00 into our athletic activity acct #852

Sponsor's Signature:  1/22/19

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: 

Transfer # _____

Board Approved _____



RECEIVED

1-9-18



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

Amount 1,375.00

Date Requested 1/7/2019

Transfer to: Yearbook #904
Account Name & Number

Transfer from: Student Support #885
Account Name & Number

State Reason for Transfer Below

Purchase of yearbooks

Sponsor's Signature: Lindsay Mays

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: Chris Edwards

Transfer # _____

Board Approved _____

**Transportation Department
Fuel Bids
2018-2019**

DATE: <u>Jan 17, 19</u> PO#: <u>2019-11-994</u>	TIME BIDS BEGAN: <u>8:32</u> TIME BIDS CLOSED: <u>9:00</u>	AMOUNT NEEDED: DIESEL: <u>7000</u> UNLEADED: <u>1000</u>
--	---	--

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	<u>T.J.</u> KIT, BRIAN, CODY or HARDIN	1-866-455-3835	<u>1.504</u>	<u>1.882</u>
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	No Bid	No Bid
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	<u>1.5379</u>	<u>1.8748</u>
EARNHEART OIL & PROPANE	<u>DUSTIN</u>	405-612-2650	<u>1.503</u>	<u>1.872</u>

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Earnheart Oil</u>	
UNLEADED FUEL: <u>1000</u>	PRICE PER GALLON: <u>1.503</u>	TOTAL AMT: <u>1,503.00</u>
DIESEL FUEL: <u>7000</u>	PRICE PER GALLON: <u>1.872</u>	TOTAL AMT: <u>13,104.00</u>
		TOTAL PURCHASE: <u>14,607.00</u>

PER TELEPHONE BIDS RECEIVED BY: <u>[Signature]</u> <u>[Signature]</u>	COMMENTS:
---	-----------



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations

Phone 405-282-5944
cody.thompson@guthrieps.net

To: Dr. Mike Simpson and
Board of Education

Date: January 30, 2019

We would like to declare surplus miscellaneous technology items to include CPU's, monitors, printers, projectors, screens, switches, etc.

Thank you,

A handwritten signature in black ink, appearing to be "Cody Thompson", with a long horizontal line extending to the right.

Cody Thompson

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 959 - 1057

PO No	Date	Vendor No	Vendor	Description	Amount
959	01/08/2019	17792	ROSETTA STONE,LTD	LICENSE FEES FOR ADDITIONAL SEATS/CHARTER OAK	2,557.44
960	01/08/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	REAR ROTORS PER QUOTE/TRANSPORTATION	420.84
961	01/08/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	BUS CALIPERS/TRANSPORTATION	300.58
962	01/08/2019	43643	WARREN POWER & MACHINERY, INC	MIRROR REPAIRS/TRANSPORTATION	652.77
963	01/09/2019	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/D. REAMES/COTTERAL	150.00
964	01/09/2019	44209	B&K HOTELS LLC	HOTEL ROOMS/BASKETBALL TOURN/WEATHERFORD/ATHLETIC S	1,600.00
965	01/09/2019	15926	DELL MARKETING L.P.	TONER CARTRIDGES FOR OFFICES/HS	227.68
966	01/09/2019	17473	HYDROTEX PARTNERS LTD.	DRUM OF OIL/TRANSPORTATION	1,176.12
967	01/09/2019	44087	GOOLSBEE TIRE SERVICE INC	TIRES PER QUOTE/TRANSPORTATION	540.00
968	01/09/2019	42234	CHALK'S TRUCK PARTS, INC.	LONG SEAT BELTS PER QUOTE/TRANSPORTATION	40.30
969	01/09/2019	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/S. YOST/GUES	150.00
970	01/09/2019	15994	AMAZON CAPITAL SERVICES	DOLLY CART FOR OFFICE/HS	135.22
971	01/10/2019	12173	LAMPTON WELDING SUPPLY COMPANY, INC	OXYGEN & ACETYLENE BOTTLES/TRANSPORTATION	113.75
972	01/10/2019	11933	JOHN VANCE MOTORS, INC.	SERVICE ON VEH #93/TRANSPORTATION	399.64
973	01/10/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	ACCELERATOR PEDALS PER QUOTE/TRANSPORTATION	547.73
974	01/10/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	TURBO ACTUATOR PER QUOTE/TRANSPORTATION	1,227.69
975	01/11/2019	44107	COUGHLAN COMPANIES, LLC	BOOKS FOR LIBRARY/CENTRAL	855.00
976	01/11/2019	13832	SYNERGY DATACOM SUPPLY, INC.	BLANKET FOR PARTS/TECHNOLOGY	2,000.00
977	01/11/2019	15994	AMAZON CAPITAL SERVICES	CLASS SUPPLIES/STEM/DARCY/JH	508.99
978	01/14/2019	12682	MIDWEST BUS SALES, INC.	SIDE DOOR FRAME/BUS 53 PER QUOTE/TRANSPORTATION	588.41
979	01/14/2019	44280	MARTIN AUTOMOTIVE	REPAIRS TO VEH #74 DODGE PICKUP/TRANSPORTATION	6,014.00
980	01/14/2019	11169	ENDEX OF OKLAHOMA, INC.	AIPHONE SYSTEM-CHARTER OAK/TECHNOLOGY	1,000.00
981	01/14/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	DOOR SWITCH PER QUOTE/TRANSPORTATION	37.39
982	01/14/2019	40123	ROBERTS TRUCK CENTER OF OK LLC	POWER STEERING PUMP & O RINGS/TRANSPORTATION	620.43
983	01/14/2019	42234	CHALK'S TRUCK PARTS, INC.	PUMP MOTOR PER QUOTE/TRANSPORTATION	558.00
984	01/14/2019	42234	CHALK'S TRUCK PARTS, INC.	O RINGS PER QUOTE/TRANSPORTATION	40.30

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 959 - 1057

PO No	Date	Vendor No	Vendor	Description	Amount
985	01/15/2019	12897	OKLAHOMA ASSOCIATION FOR THE GIFTED	OAGCT CONFERENCE REGISTRATION/C. PRATT	109.00
986	01/15/2019	16475	PEARSON EDUCATION, INC.	SUCCESSMAKER LICENSE FEES/RSA	3,600.00
987	01/15/2019	40123	ROBERTS TRUCK CENTER OF OK LLC	LATCHES PER QUOTE/TRANSPORTATION	63.26
988	01/15/2019	12171	LAKESHORE LEARNING MATERIALS	CLASSROOM TEACHING SUPPLIES/SPED	80.49
989	01/15/2019	12387	LOWE'S COMPANIES, INC.	SUPPLIES FOR SHOP/AG/DRAKE/HS	300.00
990	01/15/2019	12967	OKLAHOMA HOME CENTERS, INC.	SUPPLIES FOR SHOP/AG/DRAKE/HS	250.00
991	01/15/2019	16003	VERNIER SOFTWARE AND TECHNOLOGY LLC	CLASS SUPPLIES/STEM/DARCY/JH	220.28
992	01/15/2019	44275	PREMIER VISIONS A/V, INC.	PROJECTOR/MEDIA EQUIPMENT/JH	1,256.65
993	01/16/2019	83866	BETHANY LAINE KNIGHT	MILEAGE REIMBURSEMENT FOR TRAVEL TO ICAP TRAINING	75.00
994	01/17/2019	44033	EARNHEART CRESCENT LLC	FUEL PER BID/TRANSPORTATION	14,607.00
995	01/17/2019	43557	EDUSKILLS, LLC	EL DATABASE SOFTWARE/SERVICE/TITLE III	10,890.00
996	01/17/2019	12682	MIDWEST BUS SALES, INC.	REAR DOOR SWITCHES PER QUOTE/TRANSPORTATION	61.52
997	01/17/2019	12899	O'REILLY AUTOMOTIVE STORES, INC.	DISTRICT FLEET PARTS/TRANSPORTATION	1,000.00
998	01/17/2019	15926	DELL MARKETING L.P.	IMAGING DRUM FOR PRINTER/MAIN OFFICE/HS	35.99
999	01/17/2019	42687	CRISIS PREVENTION INSTITUTE, INC.	WORKBOOKS FOR CPI TRAINING/SPED	798.00
1000	01/17/2019	15994	AMAZON CAPITAL SERVICES	CAMERA EQUIPMENT/DEARING/JH	407.49
1001	01/17/2019	42234	CHALK'S TRUCK PARTS, INC.	WINDOW LATCHES, MIC, LIGHTS /TRANSPORTATION	737.00
1002	01/17/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	ESTIMATE FOR BUS #53/TRANSPORTATION	500.00
1003	01/18/2019	14201	WALKER TIRE DTR LLC	FLEET TIRES/TRANSPORTATION	500.00
1004	01/18/2019	16394	PYRAMID EDUCATIONAL PRODUCTS	REGISTRATION FOR SP ED TRAINING	858.00
1005	01/18/2019	15027	AMERICAN RED CROSS	CPR TRAINING FOR SP ED PARA	115.00
1006	01/22/2019	16652	THOMAS KUTAY	SECURITY FOR ELEMENTARY SITES	15,000.00
1007	01/22/2019	42234	CHALK'S TRUCK PARTS, INC.	ACCELERATOR PEDAL/TRANSPORTATION	449.50
1008	01/22/2019	42234	CHALK'S TRUCK PARTS, INC.	DOOR SWITCHES PER QUOTE/TRANSPORTATION	460.28
1009	01/23/2019	42234	CHALK'S TRUCK PARTS, INC.	DOOR SLIDERS PER QUOTE/TRANSPORTATION	250.00
1010	01/23/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	PRESSURE PUMP REPLACEMENT ON #53/TRANSP	3,343.49

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 959 - 1057

PO No	Date	Vendor No	Vendor	Description	Amount
1011	01/23/2019	44120	OK CHAPTER OF THE DIVISION ON	LEGISLATIVE SUMMIT FOR SP ED TEACHER	15.00
1012	01/23/2019	44147	OUTBACK LABS, LLC	SHOW SUPPLIES/AG/DRAKE/HS	500.00
1013	01/24/2019	83113	TAMARA KAYE KURIGER	MILEAGE REIMB. FOR LEGISLATIVE SUMMIT/SP ED	60.00
1014	01/24/2019	17321	CAMBIUM LEARNING, INC.	READING CURRICULUM/CHARTER OAK/SP ED	109.95
1015	01/25/2019	42234	CHALK'S TRUCK PARTS, INC.	SOLENOIDS PER QUOTE/TRANSPORTATION	125.94
1016	01/25/2019	43886	3D E-CONSULTING GROUP, LLC	BUS ROUTING PLANNING/TRANSPORTATION	500.00
1017	01/25/2019	11453	W. W. GRAINGER	TRUCK TOOL BOX AND WATER COOLER FILTERS/TRANSP.	688.60
1018	01/25/2019	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	SENSORS PER QUOTE/TRANSPORTATION	86.10
1019	01/29/2019	12936	OKLA. ASSOC. FOR PUPIL TRANS.	ONLINE TRAINING FOR ED BARD/TRANSPORTATION	45.00
1020	01/29/2019	14207	WALMART COMMUNITY	SEWING CLASS SUPPLIES/FAVER	200.00
1021	01/29/2019	10707	COUNTRY FORD MERCURY, INC.	FRONT END ALIGNMENT ON #61/TRANSPORTATION	100.00
1022	01/29/2019	12899	O'REILLY AUTOMOTIVE STORES, INC.	DISTRICT PARTS AND SUPPLIES/TRANSPORTATION	1,000.00
1023	01/29/2019	44107	COUGHLAN COMPANIES, LLC	PARENTAL INVOLVEMENT BOOKS/TITLE I/CENTRAL	1,489.80
1024	01/29/2019	13123	KATHERYNE B PAYNE EDUCATION CENTER	RSA TRAINING FOR 5 TEACHERS	4,612.50
1025	01/29/2019	13036	REALITY WORKS	REALCARE DOLLS/FACS/HS	5,793.00
1026	01/29/2019	44148	FLITE TEST	Carl Perkins for 7th/8th at GJHS	2,048.30
1027	01/29/2019	15994	AMAZON CAPITAL SERVICES	Carl Perkins for STEM GJHS 7/8th	285.90
1028	01/29/2019	44148	FLITE TEST	Carl Perkins for STEM at GJHS 7/8th	1,123.04
1029	01/29/2019	44148	FLITE TEST	Carl Perkins for STEM at GJHS 7/8th	99.99
1030	01/29/2019	17727	PROJECT LEAD THE WAY, INC.	Carl Perkins STEM for GJHS 7/8th	1,998.50
1031	01/29/2019	12783	ARISTOTLE CORPORATION	Carl Perkins Kitchen Equipment for GHS	1,896.54
1032	01/29/2019	15994	AMAZON CAPITAL SERVICES	Carl Perkins Fam and Consumer GHS	129.95
1033	01/29/2019	17756	VEX ROBOTICS, INC	Carl Perkins for STEM GJHS 7th/8th	479.94
1034	01/29/2019	43489	PIRAINO CONSULTING, INC.	Carl Perkins Clay Drake's Class at GHS	2,647.00
1035	01/29/2019	43489	PIRAINO CONSULTING, INC.	Carl Perkins Lauren Owen Class at GHS	2,647.00
1036	01/29/2019	44289	WELDERS SUPPLY COMPANY	Carl Perkins Clay Drake Welding Class GHS	2,809.00
1037	01/29/2019	83988	ELIZABETH ANN HARRIS	REFUND OF OEA DUES	153.90
1038	01/30/2019	17034	LAMINATION DEPOT, INC.	LAMINATION ROLLS/FOGARTY	478.08

Purchase Order Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 959 - 1057

PO No	Date	Vendor No	Vendor	Description	Amount
1039	01/30/2019	14207	WALMART COMMUNITY	PROPS & STORAGE/GAE GRANT/KNAPP/FOGARTY	69.44
1040	01/30/2019	15994	AMAZON CAPITAL SERVICES	PROPS/CURRICULUM/SUPPLIES/G AE GRANT/KNAPP/FOGARTY	604.77
1041	01/30/2019	15618	WEST MUSIC CO, INC.	INSTRUMENTS/GAE GRANT/KNAPP/FOGARTY	245.23
1042	01/30/2019	40239	J W PEPPER & SON, INC.	CHOIR & PROGRAM MUSIC/GAE GRANT/KNAPP/FOGARTY	697.86
1043	01/30/2019	41201	DOLLAR TREE, INC.	COSTUMES FOR PLAY/GAE GRANT/KNAPP/FOGARTY	72.00
1044	01/31/2019	42234	CHALK'S TRUCK PARTS, INC.	QSTRAINTS PER QUOTE/TRANSPORTATION	429.12
1045	01/31/2019	14201	WALKER TIRE DTR LLC	TIRE FOR VAN #61/TRANSPORTATION	200.00
1046	01/31/2019	42234	CHALK'S TRUCK PARTS, INC.	WASHER NOZZLES PER QUOTE/TRANSPORTATION	152.96
1047	01/31/2019	12682	MIDWEST BUS SALES, INC.	EXHAUST PIPE AND CLAMP/TRANSPORTATION	1,720.86
1048	01/31/2019	42234	CHALK'S TRUCK PARTS, INC.	HEATED MIRRORS PER QUOTE/TRANSPORTATION	348.85
1049	01/31/2019	12682	MIDWEST BUS SALES, INC.	HEADLIGHTS & STUDS/TRANSPORTATION	712.22
1050	01/31/2019	16475	PEARSON EDUCATION, INC.	TESTING SUPPLIES/SPEC ED	376.83
1051	01/31/2019	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES/SPED/HS	37.92
1052	02/01/2019	17856	MICRO FORMAT INC.	VISITOR BADGES FOR DISTRICT/TECHNOLOGY	1,027.82
1053	02/01/2019	17261	OKLAHOMA SCHOOLS INSURANCE GROUP	DEDUCTIBLE FOR REPAIRS TO #32/TRANSP.	1,000.00
1054	02/01/2019	44280	MARTIN AUTOMOTIVE	REPAIRS TO VEH #78/TRANSPORTATION	500.00
1055	02/01/2019	44293	KARAN PARMAR	SECURITY AT ELEMENTARY SITES	10,000.00
1056	02/01/2019	15994	AMAZON CAPITAL SERVICES	SUPPLIES FOR OFFICE/JH	259.21
1057	02/04/2019	12682	MIDWEST BUS SALES, INC.	BUS RIM PER QUOTE/TRANSPORTATION	165.28

Non-Payroll Total:	\$129,173.63
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Payroll Total:	\$0.00
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Report Total:	\$129,173.63
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Purchase Order Register

Options: Year: 2018-2019, Fund: Building, Date Range: 7/1/2018 - 6/30/2019, PO Range: 293 - 342

PO No	Date	Vendor No	Vendor	Description	Amount
293	01/08/2019	17491	ENGINEERED EQUIPMENT, INC.	YORK DRAFT INDUCER ASSEMBLY AT HS	403.00
294	01/08/2019	44013	CENTRAL OKLAHOMA WINNELSON	LAVATORY AND FAUCET FOR HS	289.41
295	01/08/2019	17387	BRADFORD INDUSTRIAL SUPPLY CORP	COMBINATION UNIT HEATER FOR TRANSPORTATION	1,751.00
296	01/08/2019	43749	TREAT'S SOLUTIONS, LLC	FLOOR FINISH FOR THE HS NORTH GYM	2,000.00
297	01/08/2019	44065	FIRETROL PROTECTION SYSTEMS, INC.	DISTRICT FIRE SYSTEM REPAIRS, SERVICE, AND INSPECS	2,000.00
298	01/08/2019	44274	AUTOMATION INTEGRATED, LLC	HVAC CONTROL SERVICE AT JR HIGH	1,000.00
299	01/09/2019	11453	W. W. GRAINGER	HVAC PARTS AND T-STATS	455.89
300	01/09/2019	11619	HOME DEPOT CREDIT SERVICES	HAND TRUCK	140.00
301	01/10/2019	11619	HOME DEPOT CREDIT SERVICES	CHAIN LINK FENCING FOR GUES SPEC NDS PLAYGROUND	155.28
302	01/10/2019	15969	SOUTHWEST PAPER, INC - OKC	WHITE FLOOR PADS AND BACKPAC VAC BAGS	122.14
303	01/10/2019	42241	SETON IDENTIFICATION PRODUCTS	TRAFFIC SIGNS FOR SOFTBALL DRIVE	101.95
304	01/14/2019	15994	AMAZON CAPITAL SERVICES	SCREENED WALL VENT FOR JR HIGH	34.23
305	01/14/2019	15969	SOUTHWEST PAPER, INC - OKC	2 WET VAC W/SQUEEGEE AND KIT	1,240.00
306	01/14/2019	44242	ROSE STATE COLLEGE	2 DAY TRAINING FOR DEQ	404.00
307	01/14/2019	15842	TERMINIX INTERNATIONAL COMPANY LP	TERMITE PLAN RENEWAL FOR GUES	340.00
308	01/14/2019	15969	SOUTHWEST PAPER, INC - OKC	DISTRICT CUSTODIAL SUPPLIES	1,860.70
309	01/15/2019	15587	AUTOMATED BUILDING SYSTEMS, INC.	HVAC CONTROLS SERVICE AT GUES	1,000.00
310	01/15/2019	44274	AUTOMATION INTEGRATED, LLC	HVAC CONTROL SERVICE AT GUES	1,000.00
311	01/15/2019	15994	AMAZON CAPITAL SERVICES	BATTERY RECYCLING BOX FOR DISPOSAL	73.99
312	01/17/2019	15994	AMAZON CAPITAL SERVICES	UNIVERSAL LOCK PINS	25.89
313	01/17/2019	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
314	01/17/2019	11453	W. W. GRAINGER	THERMOSTATS	725.43
315	01/17/2019	43749	TREAT'S SOLUTIONS, LLC	DISTRICT HAND SOAP	1,100.00
316	01/17/2019	15969	SOUTHWEST PAPER, INC - OKC	PARTITIONS FOR GIRLS RESTROOMS/FOGARTY	1,120.32
317	01/17/2019	44013	CENTRAL OKLAHOMA WINNELSON	PLUMBING SUPPLIES	576.76
318	01/18/2019	44245	STATE OF OKLAHOMA	CLASS D APPLICATION FEE	124.00
319	01/18/2019	17387	BRADFORD INDUSTRIAL SUPPLY CORP	HEATER FOR ROTC/HS	2,307.00
320	01/22/2019	44197	ALL HOURS LOCKSMITH, INC.	LOCKS FOR CENTRAL	1,109.00
321	01/22/2019	44013	CENTRAL OKLAHOMA WINNELSON	PLUMBING SUPPLIES	388.98
322	01/22/2019	10110	HENKE & WANG PLUMBING	REPLACE WATER HEATER IN GUES CLASSROOM	500.00
323	01/22/2019	17249	S. T. BOLDING III	ELECTRICAL REPAIRS AT JR HIGH GYM	700.00
324	01/22/2019	44286	SIMPLIFIED TX INC.	REPAIR TO DAMAGED AWNING	80.00

Purchase Order Register

Options: Year: 2018-2019, Fund: Building, Date Range: 7/1/2018 - 6/30/2019, PO Range: 293 - 342

PO No	Date	Vendor No	Vendor	Description	Amount
325	01/23/2019	44013	CENTRAL OKLAHOMA WINNELSON	LAVATORY FAUCETS AND RISERS FOR FOGARTY	222.69
326	01/23/2019	11453	W. W. GRAINGER	FLOW SWITCH FOR GUES CHILLER	224.10
327	01/24/2019	17804	FENTON OFFICE SUPPLY CO	OFFICE FURNITURE FOR ADMIN LOBBY	6,107.19
328	01/25/2019	12324	LOCKE SUPPLY CO.	BOTTLE & BUBBLER COMBINATION UNIT/CENTRAL	1,063.10
329	01/25/2019	42562	HARBOR FREIGHT	SLIDING COMPOUND MITER SAW	0.00
330	01/25/2019	15994	AMAZON CAPITAL SERVICES	KEY BOX AND TOOL BOX	60.00
331	01/25/2019	44013	CENTRAL OKLAHOMA WINNELSON	EL BOWL FOR COTTERAL OFFICE RESTROOM	425.00
332	01/25/2019	11453	W. W. GRAINGER	HVAC PARTS FOR DISTRICT	723.45
333	01/29/2019	11619	HOME DEPOT CREDIT SERVICES	TOOL BOX WORK CENTER	43.35
334	01/29/2019	15969	SOUTHWEST PAPER, INC - OKC	BATTERIES FOR HS FLOOR MACHINE	620.44
335	01/29/2019	11453	W. W. GRAINGER	MOTORS AND CAPACITORS FOR GUES	293.00
336	01/29/2019	15969	SOUTHWEST PAPER, INC - OKC	ROLL TOWELS, MOPS, SANITIZER, CANLINERS	2,828.72
337	01/31/2019	15994	AMAZON CAPITAL SERVICES	GUARD REPLACEMENT FOR MITER SAW	125.00
338	01/31/2019	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
339	01/31/2019	15994	AMAZON CAPITAL SERVICES	TRIPOD PIPE VISE STAND	250.00
340	01/31/2019	11442	GOOCH SMITH ELECTRIC, INC.	GREENHOUSE ELECTRICAL REPAIRS	343.00
341	01/31/2019	11453	W. W. GRAINGER	WIFI T-STATS	175.44
342	02/04/2019	44157	POPE CONTRACTING, INC.	BORE HOLE IN JR HIGH GYM CHIMNEY FOR VENT	250.00
Non-Payroll Total:					\$38,883.45
Payroll Total:					\$0.00
Report Total:					\$38,883.45

Purchase Order Register

Options: Year: 2018-2019, Fund: Building Bond 2017, Date Range: 7/1/2018 - 6/30/2019, PO Range: 20 - 22

PO No	Date	Vendor No	Vendor	Description	Amount
20	01/15/2019	44157	POPE CONTRACTING, INC.	CHANGE ORDER #3/JUNIOR HIGH RENOVATION	2,646.00
21	01/15/2019	44092	INNOVATIVE MECHANICAL LLC	HIGH SCHOOL HVAC RENOVATION/PROJECT 1728	1,680,000.00
22	01/16/2019	11169	ENDEX OF OKLAHOMA, INC.	GUES INTERCOM & CLOCKS PER BID/TECHNOLOGY	78,300.00
Non-Payroll Total:					\$1,760,946.00
Payroll Total:					\$0.00
Report Total:					\$1,760,946.00

Purchase Order Register

Options: Year: 2018-2019, Fund: GIFTS FUND, Date Range: 7/1/2018 - 6/30/2019, PO Range: 2 - 2

PO No	Date	Vendor No	Vendor	Description	Amount
2	01/09/2019	42632	AAA PLAYGROUNDS	PLAYGROUND EQUIPMENT FOR CHARTER OAK	7,800.00
Non-Payroll Total:					\$7,800.00
Payroll Total:					\$0.00
Report Total:					\$7,800.00

Purchase Order Register

Options: Year: 2018-2019, Fund: CASUALTY/FLOOD INS. RECOVERY, Date Range: 7/1/2018 - 6/30/2019, PO Range: 5 - 5

PO No	Date	Vendor No	Vendor	Description	Amount
5	01/31/2019	42077	DESHIELDS TRUCK SERVICE, INC.	REPAIRS TO BUS 32/TRANSPORTATION	1,759.07
Non-Payroll Total:					\$1,759.07
Payroll Total:					\$0.00
Report Total:					\$1,759.07

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 1/8/2019 - 2/4/2019, PO Range: 1 - 958, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
50	07/01/2018	12335	LOGAN COUNTY TREASURER	RE-VAL FOR 2018-19	516.81
131	07/01/2018	40923	OKLAHOMA STATE UNIV	JOB FAIR REGISTRATION	-50.00
358	08/13/2018	12682	MIDWEST BUS SALES, INC.	REPAIRS TO BUS 5 PER ESTIMATE/TRANSPORTATION	611.30
412	08/23/2018	13130	BETROLD ENTERPRISES, INC.	SUPPLIES/BAND/HS	400.00
452	08/29/2018	44186	DOUBLE T ENTERPRISES, LLC	BUS AND MISC BATTERIES/TRANSPORTATION	57.00
527	09/10/2018	40123	ROBERTS TRUCK CENTER OF OK LLC	SENSORS PER QUOTE/TRANSPORTATION	6.19
531	09/10/2018	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	BRAKES AND DRUMS PER QUOTE/TRANSPORTATION	-250.86
569	09/18/2018	14207	WALMART COMMUNITY	\$75 CLASSROOM SUPPLIES/L. BENHAM/GUES	-0.41
607	09/21/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/J. LUDLOW/GUES	-3.74
646	10/01/2018	44225	KENT ADHESIVE PRODUCTS COMPANY	LIBRARY SUPPLIES/FIELDS/GUES	0.97
661	10/04/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/J. ALLEN/HS	-0.48
666	10/04/2018	14207	WALMART COMMUNITY	FIRST AID/OFFICE SUPPLIES/FOGARTY	-342.53
673	10/08/2018	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	DRUMS & MISC PARTS PER QUOTE/TRANSPORTATION	-60.60
690	10/15/2018	42234	CHALK'S TRUCK PARTS, INC.	QSTRAINTS PER QUOTE/TRANSPORTATION	-2,239.36
702	10/17/2018	14346	WORLD BOOK, INC.	ONLINE SUBSCRIPTION FOR LIBRARY/CREED/CENTRAL	-0.23
734	10/25/2018	44147	OUTBACK LABS, LLC	SHEEP SUPPLIES FOR SCHOOL FARM/DRAKE/AG/HS	-52.50
741	10/26/2018	17963	HEATH SHELTON	PHOTOGRAPHY SERVICE FOR NEW BOARD MEMBER	-69.00
762	11/06/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/B. KNIGHT/JH	-16.38
784	11/09/2018	15324	OKLAHOMA TECHNOLOGY ASSOCIATION	CONFERENCE REGISTRATIONS/BENSON/TECHN OLOGY	-375.00
803	11/14/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/S. COCHRANE/JH	-0.15
808	11/14/2018	41958	ACT	ACT TESTS FOR JUNIOR HIGH	-442.00
811	11/15/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	BARCODES FOR LIBRARY BOOKS/FIELDS/GUES	2.81
820	11/26/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/P. KLIEWER/CHARTER OAK	-0.03
828	11/27/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/Y. BURRIS/HS	-1.54
829	11/27/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/A. SHULTS/FOGARTY	-12.83
831	11/27/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/M. REDUS/HS	-2.59

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 1/8/2019 - 2/4/2019, PO Range: 1 - 958, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
835	11/27/2018	13991	THOMPSON SCHOOL BOOK DEPOSITORY	READING TEXTBOOKS/COTTERAL	-56.40
839	11/28/2018	44159	STATE OF OKLAHOMA OBESPA	SPEECH LANGUAGE LICENSE RENEWAL/SPED	3.83
842	11/29/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/J. JENSEN/HS	-28.33
851	11/30/2018	15994	AMAZON CAPITAL SERVICES	\$150.00 CLASSROOM SUPPLIES/C. HEDGE/CENTRAL	-1.57
Non-Payroll Total:					(\$2,407.62)
Payroll Total:					\$0.00
Report Total:					(\$2,407.62)

Change Order Listing

Options: Fund: Building, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 1/8/2019 - 2/4/2019, PO Range: 1 - 292, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
29	07/01/2018	40596	JAMES C. MCGEE	PARKING AND DRIVEWAY GRAVEL	-375.00
33	07/01/2018	44177	JUDITH E. BAKER	MOWING SERVICES	-190.00
36	07/01/2018	15369	SCHINDLER ELEVATOR CORPORATION	ELEVATOR AND LIFT INSPECTIONS AND SERVICE	-283.45
43	07/09/2018	14674	HOMETOWN RENTAL & FEED, INC.	CONCRETE SAW RENTAL	-235.00
90	08/13/2018	16370	QUICK SERVICE STEEL	STEEL MATERIAL BRACKETS AND REPAIRS	-115.89
97	08/15/2018	12326	LOGAN COUNTY ASPHALT CO.,INC.	COLD PATCH FOR ASPHALT REPAIRS	-52.00
108	08/22/2018	40596	JAMES C. MCGEE	SAND FOR DISTRICT	-189.88
112	08/23/2018	12967	OKLAHOMA HOME CENTERS, INC.	REPAIRS/SUPPLIES FOR CHILD NUTRITION 2018-19	500.00
116	08/24/2018	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS	-14.42
151	09/18/2018	10170	BECK IMPLEMENT & TRAILER	HARD SURFACE CUTTING TEETH FOR AUGER	-225.81
185	10/11/2018	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	39.70
188	10/15/2018	44013	CENTRAL OKLAHOMA WINNELSON	TOILET AND PLUMBING FOR COTTERAL STAFF RR	46.55
198	10/22/2018	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	90.28
231	11/12/2018	17450	ALL COMMERCIAL OPENINGS, INC.	DOOR FOR HOG BUILDING	-15.00
237	11/14/2018	17447	HUNTER MECHANICAL & CONTROLS, INC.	DISTRICT HVAC /BOILER REPAIRS	-2,500.00
249	11/27/2018	44242	ROSE STATE COLLEGE	DEQ WASTEWATER TWO DAY TRAINING DEC 12 & 13	-202.00
Non-Payroll Total:					(\$3,721.92)
Payroll Total:					\$0.00
Report Total:					(\$3,721.92)

Change Order Listing

Options: Fund: CHILD NUTRITION FUND, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 1/8/2019 - 2/4/2019, PO Range: 1 - 15, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
4	07/01/2018	43876	R. K. BLACK, INC.	BLANKET FOR MAINTENANCE FOR 2018-19	-654.58
11	10/04/2018	43903	TIM KEITH	GREASE TRAP CLEANING	600.00
Non-Payroll Total:					(\$54.58)
Payroll Total:					\$0.00
Report Total:					(\$54.58)

Change Order Listing

Options: Fund: Building Bond 2017, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 1/8/2019 - 2/4/2019, PO Range: 1 - 19, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
5	07/31/2018	17929	THE STACY GROUP, INC.	HIGH SCHOOL CHILLER RENOVATION - PHASE 2	51,000.00
Non-Payroll Total:					\$51,000.00
Payroll Total:					\$0.00
Report Total:					\$51,000.00

Change Order Listing

Options: Fund: CASUALTY/FLOOD INS. RECOVERY, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 1/8/2019 - 2/4/2019, PO Range: 1 - 4, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
2	10/25/2018	13752	BRENDA WILKINS	REPAIRS TO 2012 FORD F350 #83	-193.99
Non-Payroll Total:					(\$193.99)
Payroll Total:					\$0.00
Report Total:					(\$193.99)


ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
 As of 1/31/2019

<u>GENERAL LEDGER ACCOUNT</u>		<u>BANK RECONCILIATION</u>	
Balance (1/01/19)	\$586,712.54	Balance per bank statement As of (1/31/19)	\$610,240.30
Add Receipts	\$ 69,498.43	Add Deposits in Transit	\$ 1,899.83
Less Checks Written	\$ 61,672.49	less O/S Checks	\$ 17,711.55
Adjustments	\$	*Adjustments	\$
		Bank correction	\$ +110.00
Balance per Ledger	\$594,538.48	Balance per Ledger	\$594,538.58

Adjustment/Correction explanations:

Check # 4965 for \$110 cleared on 1/15/19 & again on 1/22/19 due to mobile deposit error. Bank will correct.

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



 Activity Fund Clerk

2-1-19

 Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2019 - 1/31/2019

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$554.65	\$53.25	\$0.00	\$51.38	\$556.52	\$135.00	\$421.52
802 CENTRAL ACTIVITY	\$15,688.57	\$154.20	\$0.00	\$741.91	\$15,100.86	\$1,662.08	\$13,438.78
803 CENTRAL PTO	\$12,429.38	\$1,041.59	\$0.00	\$2,577.95	\$10,893.02	\$3,686.75	\$7,206.27
804 COTTERAL PTO	\$12,295.32	\$718.65	\$0.00	\$992.97	\$12,021.00	\$3,053.74	\$8,967.26
805 COTTERAL ACTIVITY	\$16,075.85	\$0.00	\$0.00	\$612.37	\$15,463.48	\$2,565.30	\$12,898.18
806 COTTERAL FACULTY	\$191.32	\$0.00	\$0.00	\$59.00	\$132.32	\$0.00	\$132.32
808 FOGARTY PARENTS ORG.	\$17,945.98	\$11,070.95	\$0.00	\$681.99	\$28,334.94	\$12,139.00	\$16,195.94
809 FOGARTY ACTIVITY	\$20,691.49	\$0.00	\$20.00	\$859.64	\$19,851.85	\$1,852.66	\$17,999.19
810 FOGARTY FACULTY	\$773.42	\$13.35	\$0.00	\$0.00	\$786.77	\$500.00	\$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	\$28,478.02	\$3,222.87	\$0.00	\$907.18	\$30,793.71	\$6,347.59	\$24,446.12
813 GUES FACULTY	\$2,014.85	\$42.10	\$0.00	\$0.00	\$2,056.95	\$75.00	\$1,981.95
814 GUES HONOR CHOIR	\$462.93	\$0.00	\$0.00	\$0.00	\$462.93	\$0.00	\$462.93
815 GUES PARENTS ORG.	\$19,294.17	\$697.55	(\$20.00)	\$902.38	\$19,069.34	\$3,050.40	\$16,018.94
816 GHS SPECIAL KIDS	\$361.01	\$0.00	\$0.00	\$0.00	\$361.01	\$103.96	\$257.05
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	\$7,423.11	\$2,156.25	\$0.00	\$1,829.60	\$7,749.76	\$6,875.39	\$874.37
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	\$2,407.41	\$0.00	\$0.00	\$710.00	\$1,697.41	\$864.20	\$833.21
822 HONOR SOCIETY JR HIGH	\$2,791.36	\$0.00	\$0.00	\$0.00	\$2,791.36	\$0.00	\$2,791.36
823 JR HIGH ACCOUNT	\$9,656.02	\$0.00	\$0.00	\$2,605.65	\$7,050.37	\$3,790.00	\$3,260.37
824 JR HIGH FACULTY	\$1,965.47	\$0.00	\$0.00	\$191.72	\$1,773.75	\$75.00	\$1,698.75
825 LIBRARY JR HIGH	\$2,050.82	\$0.00	\$0.00	\$129.75	\$1,921.07	\$0.00	\$1,921.07
826 LEARN 2 LOVE	\$21,715.35	\$560.00	\$0.00	\$2,733.95	\$19,541.40	\$1,150.00	\$18,391.40
827 CHEERLEADERS JR HIGH	\$2,903.32	\$0.00	\$0.00	\$0.00	\$2,903.32	\$0.00	\$2,903.32
830 STUCO JH	\$6,011.48	\$0.00	\$0.00	\$694.48	\$5,317.00	\$130.00	\$5,187.00
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	\$3,301.32	\$923.41	\$0.00	\$1,022.01	\$3,202.72	\$3,977.99	(\$775.27)
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
840 CHARTER OAK ACTIVITY	\$7,728.63	\$4,428.42	\$0.00	\$115.54	\$12,041.51	\$6,332.29	\$5,709.22
841 CHARTER OAK PTO	\$5,697.40	\$794.90	\$0.00	\$487.85	\$6,004.45	\$1,593.30	\$4,411.15
842 CHARTER OAK FACULTY	\$649.00	\$60.43	\$0.00	\$53.20	\$656.23	\$125.00	\$531.23
850 ACADEMIC TEAM HS	\$94.30	\$0.00	\$0.00	\$46.80	\$47.50	\$0.00	\$47.50
851 ART CLUB HS	\$8,377.53	\$0.00	\$0.00	\$320.28	\$8,057.25	\$576.88	\$7,480.37
852 ATHLETICS HS	\$70,576.60	\$20,437.29	\$0.00	\$10,639.95	\$80,373.94	\$36,214.75	\$44,159.19
853 HS CHEER	\$3,905.96	\$388.15	\$0.00	\$502.90	\$3,791.21	\$505.00	\$3,286.21
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	\$15.50	\$0.00	\$0.00	\$12,836.50	\$5,336.79	\$7,499.71
856 GHS LIBRARY	\$275.77	\$0.00	\$0.00	\$0.00	\$275.77	\$0.00	\$275.77
858 GHS LINK CREW	\$273.59	\$0.00	\$0.00	\$0.00	\$273.59	\$0.00	\$273.59
859 BAND (OPERATING) HS	\$8,280.13	\$1,144.00	\$0.00	\$874.06	\$8,550.07	\$3,099.62	\$5,450.45
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	\$0.00	\$9,236.88
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	\$1,367.28	\$0.00	\$0.00	\$201.98	\$1,165.30	\$0.00	\$1,165.30
870 HS FACULTY/COURTESY ACCOUNT	\$1,683.35	\$149.90	\$0.00	\$247.48	\$1,585.77	\$297.26	\$1,288.51
871 HS STUDENT PANTRY	\$12,923.47	\$0.00	\$0.00	\$219.45	\$12,704.02	\$4,527.39	\$8,176.63
872 CLASS OF 2020	\$3,378.90	\$200.00	\$0.00	\$0.00	\$3,578.90	\$0.00	\$3,578.90
876 FFA 4H BOOSTER CLUB HS	\$50,647.72	\$0.00	\$0.00	\$4,100.00	\$46,547.72	\$5,500.00	\$41,047.72
877 FFA HS	\$15,437.09	\$5,680.50	\$0.00	\$3,290.16	\$17,827.43	\$11,599.02	\$6,228.41
878 FCCLA (FHA) HS	\$2,938.52	\$10.00	\$0.00	\$828.90	\$2,119.62	\$3,000.17	(\$880.55)
879 FOREIGN LANGUAGE SPAN HS	\$5,915.12	\$0.00	\$0.00	\$0.00	\$5,915.12	\$3,400.00	\$2,515.12

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2019 - 1/31/2019

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
880 XC Bluecrew	\$2,815.41	\$0.00	\$0.00	\$1,572.28	\$1,243.13	\$620.74	\$622.39
881 Lady Jays Basketball	\$7,054.99	\$540.00	\$0.00	\$1,237.20	\$6,357.79	\$2,049.98	\$4,307.81
882 GUTHRIE RUNNING CLUB HS	\$1,066.76	\$0.00	\$0.00	\$0.00	\$1,066.76	\$334.60	\$732.16
883 HERITAGE CLUB HS	\$1,962.96	\$30.00	\$0.00	\$208.00	\$1,784.96	\$0.00	\$1,784.96
884 HIGH SCHOOL ACCOUNT	\$15,186.21	\$595.76	\$0.00	\$419.67	\$15,362.30	\$3,770.41	\$11,591.89
885 STUDENT SUPPORT HS	\$3,450.49	\$236.60	\$0.00	\$111.44	\$3,575.65	\$59.70	\$3,515.95
886 HONOR SOCIETY HS	\$1,966.95	\$0.00	\$0.00	\$0.00	\$1,966.95	\$0.00	\$1,966.95
889 KEY CLUB HS	\$471.28	\$0.00	\$0.00	\$0.00	\$471.28	\$0.00	\$471.28
892 MATH OF FINANCE	\$66.23	\$0.00	\$0.00	\$0.00	\$66.23	\$0.00	\$66.23
893 MU ALPHA THETA HS	\$2,228.84	\$73.00	\$0.00	\$95.00	\$2,206.84	\$464.08	\$1,742.76
895 JROTC HS	\$3,921.97	\$290.00	\$0.00	\$202.70	\$4,009.27	\$300.00	\$3,709.27
897 SOCCER CLUB HS	\$2,772.87	\$0.00	\$0.00	\$965.00	\$1,807.87	\$200.00	\$1,607.87
898 SCIENCE CLUB HS	\$9,504.94	\$0.00	\$0.00	\$364.49	\$9,140.45	\$1,313.23	\$7,827.22
899 STUDENT COUNCIL HS	\$7,466.66	\$198.00	(\$31.96)	\$481.74	\$7,150.96	\$2,587.62	\$4,563.34
900 CAMPUS BEAUTIFICATION HS	\$9,997.29	\$150.00	\$0.00	\$323.31	\$9,823.98	\$198.00	\$9,625.98
902 VOCAL HS	\$2,727.23	\$0.00	\$0.00	\$2,096.26	\$630.97	\$511.58	\$119.39
904 YEARBOOK HS	\$14,015.92	\$909.64	\$0.00	\$0.00	\$14,925.56	\$560.00	\$14,365.56
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	\$27.00	\$0.00	\$0.00	\$2,912.84	\$110.46	\$2,802.38
913 DRAMA HS	\$1,237.33	\$1,757.92	\$0.00	\$1,179.88	\$1,815.37	\$824.76	\$990.61
922 COURTESY COMMITTEE ADMIN	\$79.53	\$0.00	\$0.00	\$0.00	\$79.53	\$75.00	\$4.53
925 GENERAL FUND REFUND	\$2,550.30	\$35.75	\$31.96	\$0.00	\$2,618.01	\$0.00	\$2,618.01
927 HALL OF FAME BANQUET	\$8.97	\$0.00	\$0.00	\$0.00	\$8.97	\$0.00	\$8.97
929 DISTRICT SPECIAL OLYMPICS	\$26,809.72	\$185.31	\$0.00	\$632.74	\$26,362.29	\$659.26	\$25,703.03
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	\$216.78	\$68.45	\$0.00	\$0.00	\$285.23	\$0.00	\$285.23
934 TRANSPORTATION C&C	\$2,720.57	\$815.50	\$0.00	\$653.08	\$2,882.99	\$1,688.04	\$1,194.95
935 VENDING MACHINE ADMIN	\$649.88	\$33.20	\$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	\$9,908.31	\$298.49	\$0.00	\$106.12	\$10,100.68	\$728.08	\$9,372.60
942 C.N. CLEARING ACCT	\$1,843.45	\$9,290.65	\$0.00	\$10,791.10	\$343.00	\$9,208.90	(\$8,865.90)
Total	\$586,712.54	\$69,498.53	\$0.00	\$61,672.49	\$594,538.58	\$160,950.92	\$433,587.66



EMPLOYEE TRIP REQUEST

Check if Out of State

James Strahorn
Name of Employee

1/24/2019
Date

Employee's Current Assignment Math Teacher / Track Coach

Title of Conference or Activity Pittsburgh State Indoor Track Meet

Location Pittsburgh, KS Date(s) of Conference 2/17/2019

Full Legal Name (for air travel) _____

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

Departure Date 5 AM PM (check one) Return Date 5 AM PM (check one)

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

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

We will compete in an out of state track meet.

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

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

Travel*	\$	<u>185.00</u>	(mileage, air, ground, parking & toll) see below
Registration	\$	<u>160.00</u>	
Lodging	\$	<u>0.00</u>	
Meals	\$	<u>30.00</u>	(overnight stay required; calculate at \$30 per day in state; \$50 out of state)
Substitute	\$	<u>0.00</u>	(calculate @ \$65 per day)
Total	\$	<u>375.00</u>	

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

Principal's Approval Chris Strahorn Signature 1-25-19 Date

Program Director's Approval _____ Signature _____ Date _____

Board of Education Approval _____ Date _____

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



**GUTHRIE PUBLIC SCHOOLS
FIELD TRIP REQUEST
Effective 2-08**

Today's Date 1/24/2019 Date of Activity 2/17/2019

Destination Pittsburgh, KS

Class & Grade Level 9-12

Teacher(s) James Strahorn

Names of teacher assistants or other adults attending:

Clay Tarter

Number of students 8 Number of sponsors 2

Leave Time 5AM Return Time 5PM

Event Beginning Time if different 10AM Event Ending Time if different 2PM

Emergency Phone Contact Number (580)399-1532

Cost to be paid per student \$20 Due when? 2/17/2019 Cost to district \$160.00

Paid for by Activity Fund Yes No

Sub needed? Yes No (If yes, please complete sub request.)

Transportation request completed? Yes No

Chris Strahorn
Principal Signature

1-25-19
Date

If special needs students are involved, the Special Education Director must approve.

Special Education Director

Date

Every student must have a signed consent, indemnity and release form on file before going on any activity. List the State Curricular Objectives and the educational objective to be addressed by this field trip:



EMPLOYEE TRIP REQUEST

Check if Out of State

Ric Meshew

1-15- 2019

Name of Employee

Date

Employee's Current Assignment Hole In One

Title of Conference or Activity Falcon Four- Ball

Location Flower Mound, Tx

Date(s) of Conference March 20, 2019

Full Legal Name (for air travel)

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

Departure Date 3-19- 2019

AM PM
(check one)

Return Date 3-20- 2019

AM PM
(check one)

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

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

This trip is the week of spring break. Golf students will travel to the tournament.

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

Costs are covered by which fund?
BE SPECIFIC PLEASE.

General Fund, Title I, Staff Development,
Activity Fund, etc.
Hole In One booster

Travel* \$ 200.00 (mileage, air, ground, parking & toll) see below

N/A

Registration \$ _____

Hole In One booster

Lodging \$ 200.00

Hole In One booster

Meals \$ 100.00 (overnight stay required; calculate at \$30 per day in state; \$50 out of state)

0.00

Substitute \$ _____ (calculate @ \$65 per day)

Total \$ 500.00

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

Principal's Approval

Chris D. Brando
Signature

1-14-19
Date

Program Director's Approval

[Signature]
Signature

1/14/19
Date

Board of Education Approval

_____ Date

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



**GUTHRIE PUBLIC SCHOOLS
FIELD TRIP REQUEST
Effective 2-08**

Today's Date 1-15- 2018 Date of Activity March 20, 2019

Destination Flower Mound, Tx

Class & Grade Level 10, 11, 12

Teacher(s) Ric Meshew

Names of teacher assistants or other adults attending:

Number of students 6 Number of sponsors 1

Leave Time 3-19- 2019 Return Time 3-20- 2019

Event Beginning Time if different _____ Event Ending Time if different _____

Emergency Phone Contact Number 405-640-4248

Cost to be paid per student 0 Due when? N/A Cost to district N/A

Paid for by Activity Fund _____ Yes No (If yes, please complete sub request.)

Sub needed? _____ Yes No (If yes, please complete sub request.)

Transportation request completed? _____ Yes No


Principal Signature

1-16- 2019
Date

If special needs students are involved, the Special Education Director must approve.

Special Education Director

Date

Every student must have a signed consent, indemnity and release form on file before going on any activity. List the State Curricular Objectives and the educational objective to be addressed by this field trip:

 | | | |



EMPLOYEE TRIP REQUEST

Check if Out of State

James Strahorn
Name of Employee

1/22/2019
Date

Employee's Current Assignment Math Teacher, Track Coach

Title of Conference or Activity University of Kansas Track Meet

Location Lawrence, KS

Date(s) of Conference 4/19 - 4/20

Full Legal Name (for air travel)

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

Departure Date 4/19: 5am AM PM
(check one)

Return Date 4/20: 11 AM PM
(check one)

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

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

We will compete in an elite out of state track meet.

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

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

Travel*	\$	<u>400.00</u>	(mileage, air, ground, parking & toll) <i>see below</i>
Registration	\$	<u>160.00</u>	
Lodging	\$	<u>400.00</u>	
Meals	\$	<u>100.00</u>	(overnight stay required; calculate at \$30 per day in state; \$50 out of state)
Substitute	\$	<u>65.00</u>	(calculate @ \$65 per day)
Total	\$	<u>1,125.00</u>	

Athletics Activity Account
Athletics Activity Account
Activity Account 880
Personal
Athletics Activity Account

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

Principal's Approval Chris Strahorn 1-22-19
Signature Date

Program Director's Approval [Signature] 1/22/19
Signature Date

Board of Education Approval _____
Date

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



**GUTHRIE PUBLIC SCHOOLS
FIELD TRIP REQUEST
Effective 2-08**

Today's Date 1/22/2019 Date of Activity 4/19 - 4/20

Destination Lawrence, KS

Class & Grade Level Track, Grades 10th - 12th

Teacher(s) James Strahorn

Names of teacher assistants or other adults attending:

Clay Tarter

Number of students 8 Number of sponsors 2

Leave Time 4/19 - 5AM Return Time 4/20 - 11PM

Event Beginning Time if different 4/19 - 2PM Event Ending Time if different 4/20 - 5PM

Emergency Phone Contact Number James Strahorn (580)399-1532

Cost to be paid per student \$20 Due when? 4/19/2019 Cost to district \$625

Paid for by Activity Fund Yes No
 Sub needed? Yes No (If yes, please complete sub request.)
 Transportation request completed? Yes No


Principal Signature

1-25-19
Date

If special needs students are involved, the Special Education Director must approve.

Special Education Director

Date

Every student must have a signed consent, indemnity and release form on file before going on any activity. List the State Curricular Objectives and the educational objective to be addressed by this field trip:

CUSTOMER AGREEMENT

This Customer Agreement is entered into by Forecast 5 Analytics, Inc., a Delaware corporation (“Forecast5”), and Customer (named below), and will commence on the Effective Date indicated below.

FORECAST5 Service	Service Description	Price	Discount	Total Cost
4001001	5Sight - License Agreement (3 Users)	\$5,150.00	\$500.00	\$4,650.00
			Total Amount Due:	\$4,650.00

The above Services are provided pursuant to the Forecast5 Terms of Service (available at www.forecast5analytics.com/about/termsofservice), which are incorporated herein by this reference. Customer and Forecast5 may from time to time agree upon additional Services pursuant to a mutually agreed Work Order. All subscriptions (even if purchased after your Effective Date, such as Additional User subscriptions) will be coterminous and end on the applicable anniversary of your Effective Date.

Customer acknowledges and agrees that if it provides access to the Services to another governmental unit or other third party, or uses the Services for the benefit of any such party, then it will be liable for, among other things, additional subscription fees for each such party at the applicable Forecast5 prices.

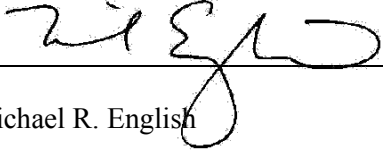
EXPIRATION DATE: 6/30/2020 (All subscriptions are for periods of 1 year, unless indicated otherwise).

Please see the following page for the signature line

Customer: Guthrie Public Schools (OK)

FORECAST 5 ANALYTICS, INC.

Signature: _____

Signature:  _____

Name: _____

Name: Michael R. English

Title: _____

Title: CEO

802 East Vilas Ave.
Guthrie, OK 73044

2135 CityGate Lane, 4th Floor
Naperville, Illinois 60563



STORAGE TANK OVERSIGHT PROGRAM (STOP) RETAINERSHIP AGREEMENT

This agreement of retainership sets forth the services to be provided by Oklahoma Environmental Services (OES) to Guthrie Public Schools (CLIENT) concerning regulated petroleum storage tank facilities, as identified in Appendix I.

- I. General Purpose It is OES's intent to assist the Client in achieving and maintaining compliance with the Oklahoma Corporation Commission "General Rules and Regulations Governing Underground and Aboveground Storage Tanks in Oklahoma."
- II. Scope of Services
 - A. Notifications
 1. OES shall notify Client in writing of pertinent changes in federal and state underground storage tank (UST) regulations in a timely manner.
 - B. Record Keeping
 1. Client shall establish and maintain on-site document files at each Location identified in Appendix I and assist in compiling all required compliance documentation as required by the above regulations.
 - C. Monthly Site Inspection
 1. Where vapor or groundwater monitoring wells have been installed to fulfill leak detection requirements, OES shall monitor the wells for the presence of hydrocarbon vapors or liquids on a monthly basis and document these findings in the on-site file.
 2. OES shall document any unusual conditions and tank system abnormalities, report the findings to Client and advise Client of Client's reporting and notification obligations under the associated AST/UST regulations. Client remains responsible for the actual notifications and no agency is conferred upon or accepted by OES.
- III. Term of Agreement
 - A. This agreement shall become effective upon signature of authorized representatives of both Client and OES and shall remain in force until terminated in accordance with Section III Part B.
 - B. Either party may terminate this agreement without cause at the end of a calendar quarter with at least 30 days advance notice; or with cause upon written notice. For the purposes of this Agreement, "cause" shall mean: (1) a breach of this Agreement that has not been cured to the satisfaction of the non-breaching party within 15 days after notification; (2) the breaching party's willful misconduct or gross or persistent negligence in the performance of its obligations under this Agreement, or (3) the breaching party's commission of an Act of dishonesty detrimental to the non-breaching party.
 - C. In the event of termination, OES shall be paid for services performed to the termination date.

IV. Fees and Payment

A. Client agrees to pay a monthly maintenance fee based on the fee schedule presented and shall be invoiced and payable quarterly or annually, in advance. The initial quarterly fee shall be prorated based on the effective date of this Agreement. Payments shall be directed to:
Oklahoma Environmental Services, Inc.
4415 North Classen Blvd.
Oklahoma City, OK 73118

V. Indemnification

A. OES shall save, defend, indemnify, and hold harmless Client and its directors, officers, shareholders, and employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, actual damages, fines, attorneys' fees, in an amount not to exceed the limitation of liability set forth in Section VI, which results from, arises out of, or is in any way connected with (1) breach of any obligation of OES under this Agreement, or (2) damages or injuries to persons or property solely caused by the negligent acts of OES or any of its agents, subcontractors, or employees in performance of the Services.

B. Client shall save, defend, indemnify, and hold harmless OES and its directors, officers, shareholders, and employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, actual damages, fines, punitive damages, losses, costs, liabilities, interest, and attorneys' fees, which (1) exceed the limitation of liability provided for in Section VI, or (2) which results from, arises out of, or is in any way connected with (a) breach of any obligation of Client under this Agreement, or (b) negligent acts, errors, or omissions of Client, or Client's agents, (c) existing conditions, or any aggravation of Existing conditions not solely caused by negligent acts of OES (d) any interpretation, materials furnished, or services provided or performed by Client or a third party in connection with Services, or (e) claims and lawsuits made or filed by any person not a party to this Agreement relating to the Services performed in compliance with this Agreement.

VI. Limitation of Liability All claims for indemnification from OES shall be limited to an amount not to exceed \$5,000.00. Neither party will be responsible for any incidental, indirect, or consequential damages.

IN WITNESS WHEREOF, the authorized representatives of both parties have executed this Agreement, which supersedes any previous STOP Retainership Agreement between the parties.

Oklahoma Environmental Services, Inc.

Client Billing Information:

By: _____

By: _____

Name: **Deanna Atkinson, President**

Name: **Dr. Mike Simpson**

Date: 01/09/2019

Date: _____

Please Review Your Name and Information
Correct Invalid Entries

Address: 802 E. Villas

City, State, Zip: Guthrie, OK 73044

Phone: 405-282-8900

Email/Fax: mike.simpson@guthrieeps.net

APPENDIX I

The following identifies the underground storage tank (UST) facilities included in the STOP Retainership

Agreement dated _____ between Guthrie Public Schools
and Oklahoma Environmental Services. (Company name)

IMPORTANT: PLEASE COMPLETE THE TANK PROFILE FORM AND ATTACH ALL TANK CHARTS IN USE TO VERIFY TANK DIAMETER AND LENGTH, IDENTIFY ANY MANIFOLDED TANKS. INCLUDE ANY AVAILABLE TANK TIGHTNESS TESTS.

<u>Facility Name/Location</u>	<u>Number of Tanks</u>
<u>Guthrie Public Schools</u>	<u>2 on monthly vapor monitoring</u>
<u>520 Crooks Dr, Guthrie, OK</u>	

Acknowledgement:

Client

OES

Monthly Fee Schedule

Set up Fee	\$25.00 per location
Vapor or GW monitoring of wells:	\$15.00/tank, minimum of \$40/month
Statistical Inventory Reconciliation (SIR):	\$15.00/tank/month fax, mail service
Statistical Inventory Reconciliation (SIR):	\$11.00/tank/month email, online portal
Statistical Inventory Reconciliation (SIR):	\$9.00/tank/month with > 50 tanks

Oklahoma Environmental Services
4415 North Classen Blvd.
Oklahoma City, OK 73118
Office: 888-584-3386 ext. 7025
Fax: 405-524-0043
Email: STOP@OEServices.net
www.OEServices.net
Terri Roberts, Program Coordinator

MEMORANDUM:

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

FROM: Angie Smedley, Director of Special Education

SUBJECT: Contractual Agreement with Dr. Scott Singleton, BCBA, for specialized services relating to the provision of educational and behavioral services for students.

DATE: January 29, 2019

Attached is an agreement with Dr. Scott Singleton, BCBA to continue to provide specialized services relating to the provision of educational and behavioral services for students for the remainder of the 2018-2019 School Year. Services provided by Dr. Singleton may include, but are not limited to: review of records, participation in IEP meetings and other staffings, completion of forms/progress reports, classroom observations, coaching, consultation, direct intervention, progress monitoring of student programs, evaluations, and professional development for school district staff, parents and aides.

The total approximate cost for these services is \$5,000.

CONTRACT AGREEMENT

WHEREAS, Guthrie Schools has need for professional academic and behavioral consultation for students.

WHEREAS, **Dr. Scott Singleton BCBA** will provide specialized services relating to the provision of educational and behavioral services for students.

THEREFORE, in consideration of the mutual covenants set out below, the parties agree as follows:

Dr. Scott Singleton BCBA agrees to:

1. Provide services that may include, but are not limited to the following:
review and study of educational/confidential/assessments records, participation in Individualized Education Program (IEP) meetings and other staffings, completion of forms/progress reports, classroom observations, coaching, consultation, direct intervention, progress monitoring of student programs (both at home and school environments to coordinated programs), evaluations, and professional development for school district staff, parents, and aides.
2. Submit statements of services performed

Guthrie Schools agrees to:

3. Bills will be paid after approval at the school board meeting following the bill/invoice being received and processed.

ALLOWABLE COST AND PAYMENT

Board Certified Behavior Analyst (BCBA) \$125.00 per hour

Behavioral Support Coach \$50.00 per hour.

Mileage \$0.50 per mile

BCBA Travel: \$50 per hour after first hour

SPECIAL PROVISIONS

The parties agree that **Dr. Scott Singleton BCBA staff** are working under this contract as a private entity and are not employees of the school district and therefore not entitled to any employee benefits such as annual or sick leave, medical or life insurance, etc.

Dr. Scott Singleton BCBA staff agree to comply with all State and Federal law and regulations that are applicable to this agreement.

TERMS OF CONTRACT AND RENEWAL

The term of this contract shall commence on July 10, 2018 and expire on June 30, 2019, unless earlier terminated by either party on 30 days notice to the other party.

Approved by Guthrie Schools on the _____ day
of _____, _____.

Signature
Authorized LEA Representative

Date

Print
Authorized LEA Representative

B. Scott Singleton
B. Scott Singleton, BCBA-D
313 Oak Springs St
Edmond, OK 73034
Treatment Director

January 17, 2019
Date



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education
From: Carmen Walters, Executive Director of Federal Programs/Elementary Education
Date: February 4, 2019
Re: Certified Languages International, LLC Agreement

Please find the attached copy of the 2019 agreement between Guthrie Public Schools and Certified Languages International, LLC, which provides telephone interpreting services 24/7/365 for approximately 200 languages. Our administrators and teachers will have the ability to call CLI at any time *or* schedule telephone interpreting services as needed.

The cost for the 2019 Certified Languages International, LLC agreement includes a one-time set-up fee of \$500 and \$1.65 per minute as we utilize the service for translation. There is no minimum usage charge.

This service will provide much-needed assistance to our administrators, teachers, and staff when they have immediate need to discuss information with non-English speaking parents, as an aide in parent teacher conferences, in creating a better dialogue with parents when discussing academic information, as well as translating concerns like enrollment, or for emergencies such as illness or injury.

Title I, Part A Federal Funds will be utilized to cover the cost of the program. I recommend approval of the agreement between Guthrie Public Schools and Certified Languages International, LLC.



MASTER SERVICE AGREEMENT

CUSTOMER INFORMATION

Customer Name:	Guthrie Public Schools		
First Name of Primary Contact:	Carmen	Last Name of Primary Contact:	Walters
Email Address of Primary Contact:	Carmen.walters@guthrieips.net	Phone Number of Primary Contact:	405-282-8900
Mailing Address of Primary Contact:	802 E. Vilas Avenue		
	Address Line 1		Suite/Apt
			Guthrie
	Address Line 2		City
	OK		73044
	State		Zip
Purchase Order*: *If applicable			

COMPANY INFORMATION

Company Name: Certified Languages International, LLC
an Oregon limited liability company

Company Address: 4800 SW Macadam Avenue, Suite 400
Portland, OR 97239

Company Phone Number: (503) 484-2425

Company EIN: 93-1220817

Account Representative: Keturah Wilder
KWilder@CertifiedLanguages.com
(800) 362-3241 ext. 339

Support Representatives: Jeni Luu
JeniL@CertifiedLanguages.com
(800) 362-3241 ext. 356



TERMS AND CONDITIONS

This Service Agreement ("Agreement") is dated 12/18/2018 ("Effective Date") between Certified Languages International, LLC, an Oregon limited liability company ("CLI" or "Company") and Guthrie Public Schools ("Customer").

Customer and Company are hereinafter referred to individually as a "Party" and collectively as "Parties." Customer desires to retain Company to provide professional services, including certain interpreting and translation services, as requested by Customer based upon the following Terms and Conditions.

1. Services

- 1.1 Services.** Customer retains Company to provide over-the-phone interpreting services and/or video remote interpreting services and/or document translation services and/or assessment services (individually or collectively, the "Services"), as specified in Schedule B.

2. Privacy and Data Security

- 2.1 Processing Customer Data.** In the course of delivering the Services for Customer, Company collects the data necessary for determining billing and authorization information (e.g., Company ID, date, time of call, department ID, authorization ID) and, if requested, the data associated with the Services (for example, a translation document). All such data is referred to as "Customer Data."
- 2.1.1** Company will at all times collect and process Customer Data only in accordance with the instructions of the Customer Contact, as set forth in Schedule A and as communicated in writing from time to time.
- 2.1.2** Subject to the terms of this Agreement, telephone interpreting calls may be recorded for billing and internal quality control purposes only. Recordings are encrypted and managed on a secure server with custom software, and are for CLI internal utilization only.
- 2.2 Disclosing Customer Data.** Company will not disclose, copy, reproduce, or transfer Confidential Information, including Customer Data, to any third party, for any reason, without the prior permission in writing of Customer except where such disclosure or transfer is required by any applicable law, regulation, or governmental authority.
- 2.3 Technical and Organizational Measures.**
- 2.3.1** Company will ensure that technical and organizational measures are adopted (a) to protect Customer Data against accidental, unauthorized, or unlawful destruction, loss, damage, alteration, disclosure, access, and processing; and (b) as required by any applicable data protection law.
- 2.3.2** Company will inform Customer Contact in writing within 24 hours of any accidental or unlawful destruction or accidental loss or damage, alteration, unauthorized disclosure, or access to the Customer Data.



3. Compensation

3.1 Compensation. In consideration for Company providing the Services hereunder, Customer shall pay Company in accordance with the fees and payment schedule set forth in Schedule A and Schedule B.

4. Term and Termination

4.1 Termination. This Agreement commences on the Effective Date and may be terminated by either Party for any reason or no reason with thirty (30) days' written notice to the other Party. Notwithstanding anything contained in this Agreement to the contrary, Customer may terminate this Agreement immediately upon notice to Company upon the happening of any of the following events: (a) continuous and repeated problems occur in connection with the performance of the Services; and/or (b) Company breaches and/or otherwise fails to perform any Company representation, warranty, covenant, and/or obligation contained in this Agreement. The determination as to whether any of the aforementioned events have occurred will be made by Customer at Customer's sole discretion.

4.2 Effect of Termination. Termination of this Agreement shall not affect any rights or obligations accrued by either Party prior to termination.

5. General Warranties

Except for the express warranties in this Agreement, Company expressly disclaims all warranties with respect to the Services, express and implied, including but not limited to the warranty of merchantability and the warranty of fitness for a particular purpose. Subject to the immediately preceding sentence, in addition to any other Company representation, warranty, and/or covenant contained in this Agreement, Company represents, warrants, and covenants the following to Customer:

5.1 Compliance. Company represents and warrants that it currently complies with and covenants that it shall continue to comply with all applicable federal, state, and local laws, regulations, ordinances, and guidelines applicable to the Services, which shall include but are not limited to all privacy laws. Company has obtained and shall maintain any licenses, permits, or registrations necessary for Company to be able to perform the Services under this Agreement.

5.2 HIPAA. Company represents and warrants that it currently complies with and covenants that it shall continue to comply with the federal laws and regulations of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) governing the use and/or disclosure of individually identifiable health information. Company is aware that healthcare Customers will be required to be in compliance with those regulations as promulgated under HIPAA, including but not limited to entering into a Business Associate Agreement (BAA) with Customer, if applicable.

5.3 Privacy Shield. To the extent applicable to the Services, Company agrees that it will fully and accurately satisfy its responsibilities, as the provider of Services covered by this Agreement, under the Privacy Shield regulations.

5.4 Eligibility. Company represents and warrants that it is not and covenants that it shall continue to not be disbarred or suspended, proposed for disbarment or declared ineligible for award, of contracts by any federal agency.

5.5 Quality of Services. Company will perform the Services to the best of Company's ability, diligently, in good faith, in a professional manner, and consistent with the Terms and Conditions contained in this Agreement. Company shall provide personnel, agents, or contractors with the level of skill, expertise, and training consistent with industry standards to provide the Services. Company will be solely responsible for the Services. Company will make all decisions called for promptly and without unreasonable delay. All materials and documents prepared by Company will be accurate, complete, unambiguous, and prepared properly.

6. Confidential Information

6.1 Definition. "Confidential Information" means any and all information provided to a Party by the other Party or other information, which a Party otherwise gains access to during the course of its performance under this Agreement, regardless of whether such information is labeled or otherwise identified as being confidential. Without limiting the generality of the foregoing, Confidential Information shall include a Party's trade secrets, techniques, processes, procedures, costs, prices, finances, marketing plans, business opportunities, Customer Data, and Customer Information. Confidential Information shall not include data or information that (a) was in the public domain at the time it was disclosed or falls within the public domain, except through the fault of the receiving Party; (b) was known to the receiving Party at the time of disclosure without an obligation of confidentiality, as evidenced by such Party's written records; (c) was disclosed after written approval of the disclosing Party; (d) becomes known to the receiving Party from a source other than the disclosing Party without an obligation of confidentiality; or (e) is independently developed by the receiving Party without use of the disclosing Party's Confidential Information, as evidenced by such Party's written records.

6.2 Ownership and Disclosure. Customer and Company each retains all rights, title, and interest in its own respective Confidential Information. During the term of this Agreement and for a period of seven (7) years thereafter, the receiving Party shall not (a) without first obtaining the consent of the disclosing Party, disclose to any third party any Confidential Information; or (b) without the consent of the disclosing Party, use the Confidential Information for any purpose not specified in this Agreement. The receiving Party shall notify the disclosing Party promptly of any unauthorized disclosure of the Confidential Information and assist the disclosing Party in remedying any such unauthorized disclosure. Each Party agrees that all persons having access to the Confidential Information of the other Party under this Agreement will abide by the confidentiality obligations set forth in this Agreement. Notwithstanding anything contained in this Agreement to the contrary, nothing contained in this Agreement shall be construed to restrict or prohibit the Parties from disclosing Confidential Information as required by law or court order or other governmental order or request, provided in each case the Party requested to make such disclosure shall timely inform the other Party, to the extent allowed by law, and use all reasonable efforts to limit the disclosure and maintain the confidentiality of such Confidential Information to the extent possible. In addition, the disclosing Party shall permit the other Party to attempt to limit such disclosure by appropriate legal means.

6.3 Remedy. The Parties acknowledge that in the event of a breach of any of the confidentiality provisions of this Agreement, the non-breaching Party shall be entitled to injunctive or other similar relief. In the event the non-breaching Party



seeks to enforce the confidentiality provisions of this Agreement by obtaining temporary or permanent injunctive relief, the breaching Party waives any requirement that bond be posted.

7. Indemnification

- 7.1 By Company.** Company agrees to indemnify, defend, and hold Customer and its Affiliates and their respective employees, directors, officers, and agents harmless against any third-party claim, liability, damages, losses, judgment, and other expense (including but not limited to reasonable attorneys' fees and court costs, each a "Liability"), arising out of or resulting from any third-party claims made or proceedings brought against Customer to the extent such Liability arises from Company's gross negligence or willful misconduct, breach of its representations and/or obligations in this Agreement, or violation of applicable law.
- 7.2 Requirements.** To receive the indemnities set forth in this Agreement, Customer shall (a) promptly notify the Company in writing of a claim or suit, provided, however, that the failure to provide such notice shall not affect Customer's rights hereunder except in the event and to the extent Company is prejudiced by such failure; (b) provide reasonable cooperation; and (c) permit the Company sole control of the defense and settlement of the claim. No settlement or compromise shall be binding on Company without its prior written consent, which consent shall not be unreasonably withheld.

8. Insurance

- 8.1 Insurance.** Company shall, at its own cost and expense, obtain and thereafter maintain in full force and effect the following insurance during the term of this Agreement:
- (a) **Workers' Compensation Insurance** with statutory limits and Employer's Liability coverage with statutory limits, as required by applicable law in Company's jurisdiction.
 - (b) **General Liability Insurance** with a minimum limit of one million dollars (\$1,000,000.00) per occurrence and a two million dollar (\$2,000,000.00) aggregate.
 - (c) **Umbrella Liability Insurance** with a five million dollar (\$5,000,000.00) limit.
 - (d) **Professional Liability Insurance** with a five million dollar (\$5,000,000.00) limit.
 - (e) **Cyber Liability Insurance** with a two million dollar (\$2,000,000.00) limit.

9. Miscellaneous

- 9.1 Use and Non-Solicitation.** Customer shall not, for any reason, use Company's interpreters for illegal or improper purposes. During the term of this Agreement and one (1) year thereafter, Customer and Company are expressly prohibited from soliciting each other's contracted interpreters, employees, officers, and agents for the purpose of terminating an existing relationship between such interpreter,



employee, officer, or agent with the other Party, without the express written consent of the other Party. The foregoing restriction shall not apply to the employment of any person who responds to any general recruitment advertisement by a Party in the normal course of business, without specifically targeting or approaching the personnel of the other Party. The Parties expressly agree that a breach of any provision of this Section 9.1 shall entitle the injured Party to injunctive relief and/or monetary damages.

- 9.2 Modification; Waiver.** This Agreement may not be modified or amended except by a written instrument signed by both Customer and Company. No waiver will be implied from conduct or failure to enforce rights, and no waiver will be effective unless in writing signed on behalf of the Party against whom the waiver is asserted. The exercise of any right or remedy provided in this Agreement shall be without prejudice to the right to exercise any other right or remedy provided by law or equity, except as expressly limited in this Agreement.
- 9.3 No Third-Party Beneficiaries.** This Agreement has been entered into for the mutual benefit of Company and Customer and in no event will any third-party benefits or obligations be created thereby.
- 9.4 Counterparts.** This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original for purposes of this Agreement.
- 9.5 Governing Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. Any action or arbitration initiated to enforce a provision of this Agreement shall be made in Multnomah County, Oregon.
- 9.6 Independent Contractor – Consultant Relationship.** Company’s status under this Agreement is that of an independent contractor. All Company personnel shall be employees or independent contractors of Company and shall not be deemed an employee, agent, partner, or joint venturer of Customer for any purpose whatsoever. Neither Company nor any Company personnel shall have any authority to bind or act on behalf of Customer. Customer shall have no duty or responsibility to withhold income tax or social security tax, or pay workers’ compensation insurance premiums, unemployment compensation, or any fringe benefit incident to employer-employee relations to Company or to any interpreter.
- 9.7 Assignment.** Neither Party may assign this Agreement or any interest herein, or delegate any of its duties hereunder, to any third party without the prior written consent of the other, except that such consent will not be required in connection with a transfer of all or substantially all of such Party’s business and assets. Any attempted assignment or delegation without such consent or outside the context of an asset sale shall be null and void.
- 9.8 Injunctive Relief.** The Parties agree that injunctive relief is appropriate in enforcing the confidentiality and non-solicitation provisions of this Agreement.
- 9.9 Attorneys’ Fees.** In any dispute, proceeding, appeal, or review arising from this Agreement or an alleged or threatened breach hereof, the prevailing Party shall be entitled to recover costs and reasonable attorneys’ fees. If this Agreement is placed in the hands of an attorney as a result of any breach hereof, the non-breaching



Party shall be entitled to recovery of costs and reasonable attorneys' fees including those incurred in the collection of any monies owed.

- 9.10 Force Majeure.** Neither Company nor its Affiliates shall be liable in any way for any loss, damage, delay, or failure of performance resulting directly or indirectly from any cause that is beyond that Party's reasonable control, including but not limited to: fire, explosion, lightning, pest damage, power surges or failures, strikes or labor disputes, water, acts of God, the elements, war, civil disturbances, acts of civil or military authorities or the public enemy, inability to secure raw materials, product or transportation facilities, fuel or energy shortages, acts or omissions of communication carriers (including, without limitation, local exchange companies), or any other cause beyond the Party's reasonable control, whether or not similar to the foregoing, provided, however, that Company will provide immediate notice to the other Party of such force majeure event and either Party may terminate this Agreement by giving notice to Company if such force majeure event continues for fifteen (15) days.
- 9.11 Severability.** If any of the provisions of this Agreement is or becomes illegal, unenforceable, or invalid (in whole or in part for any reason), the remainder of this Agreement shall remain in full force and effect without being impaired or invalidated in any way.
- 9.12 Limitation of Liability.** Neither Party will be liable to the other Party for indirect, special, punitive, incidental, statutory, or consequential damages (including but not limited to replacement costs, lost profits, revenues, or savings) arising out of or relating to this Agreement, whether based on contract, tort (including negligence and strict liability), or any other legal or equitable theory, even if the Party has been advised of the possibility of such damages and even if a remedy set forth in this Agreement is found to have failed its essential purpose. The fees stated herein reflect the allocation of risk, and neither Party would enter into this Agreement without these limitations of liability. Neither Party's liability under this Agreement will exceed five thousand dollars (\$5,000.00). These limitations of liability will not apply to (a) breach of a Party's confidentiality and non-solicitation obligations; (b) Customer's breach of use restrictions of Sections 9.13 and/or 9.14; (c) fees due from Customer; or (d) a Party's violation of HIPAA or applicable laws, or breach of its obligations under a Business Associate Agreement.
- 9.13 Prohibited Use of Service.** The following uses of Services are prohibited: The transmission of any message or other material that constitutes an infringement of any copyright or trademark; an unauthorized disclosure of a trade secret; the transfer of information or technology abroad in violation of any applicable export law or regulation; a violation of Section 223 of the Communications Act of 1934, as amended, 47 U.S.C. Section 223, or other criminal prohibitions regarding the use of devices by which Services are accessed to transmit obscene, threatening, harassing, or other messages specified therein; a libelous or slanderous statement; or a violation of any other applicable statute or government regulation.
- 9.14 Unauthorized Use of Service.** Customer agrees to safeguard its customer account code against use by unauthorized persons. Customer shall be solely and fully responsible for charges resulting from use of its customer account code, whether or not such use is authorized.



- 9.15 Notice.** All notices required or contemplated to be sent hereunder will be deemed sufficient and delivered if in writing one (1) business day after being sent by a reputable overnight courier with package tracking capabilities, or three (3) business days after being sent by registered or certified mail. All notices should be sent to the addresses and indicated contacts as listed in Schedule C.
- 9.16 Survival.** The Terms and Conditions of this Agreement, which by their nature require performance by either Party after the termination or expiration of this Agreement, including but not limited to limitations of liability, exclusions of damages, obligations of confidentiality, and indemnities, will be and remain enforceable notwithstanding such termination or expiration of this Agreement for any reason whatsoever.
- 9.17 Entire Agreement.** This Agreement, including the attached Schedules, Business Associate Agreements or other compliance documents as applicable, all of which are herein incorporated by this reference, contains the entire understanding of the Parties with respect to the matters herein contained and supersedes all previous agreements and undertakings with respect thereto.



SCHEDULE A

CUSTOMIZED BILLING

Certified Languages International (CLI) provides customized billing that allows customers to track usage of interpreting services. Information gathered from callers for each interpreting session will appear with each call on your monthly invoice.

Your invoice for interpreting services will automatically include the date, time, length, total cost, and language needed for each call. In addition to the information above, CLI can collect up to **four** additional pieces of information for the call. Please enter the information you wish to be collected below.

NOTE: If you indicate "YES" (required for billing), your employee/agent will NOT be connected to an interpreter without this information. If we should connect your employee/agent regardless of them having the particular piece of information, please indicate "NO."

Information to Be Collected	Required for Billing?	
1.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>If "YES" to any of the above, please provide below the name and phone number of a contact within your company who callers can be referred to should they not have the billing information required for connection.</p>		
First Name of Contact:		Last Name of Contact:
Phone Number of Contact:		

SCHEDULE B

PRICING AND TERMS OF SERVICE

Certified Languages International (CLI)'s Services are priced on a per-use basis with no monthly minimums. All invoice terms are Net 30; 1.0% accrued interest on balances exceeding thirty (30) days. All fees and reimbursements are to be made in U.S. dollars and exclude sales, use, or other applicable tax. Pricing is listed below by Service type. Any dispute on an invoice needs to be made to Company no later than ninety (90) days of when the Service was rendered; otherwise Company is not obliged to issue a credit on the disputed portion of invoice.

Service 1 – Telephone Interpreting Services: Customers are connected to interpreters 24/7/365. The Services shall be performed by Company in a manner consistent with the degree of quality and skill that is standard in the language interpreting services industry. Company warrants and represents that it can provide telephone interpreting services for approximately 200 unique languages, and that the average length of time to connect to the interpreter upon Company's receipt of a call shall not exceed the industry standards. CLI provides third-party dial-out within the borders of the U.S. and Canada for \$US 0.15 per minute, in addition to the standard per-minute pricing listed below.

Phone Recordings: Telephone interpreting calls may be recorded for internal quality assurance purposes only. By checking the box below, you are requesting that your sessions *not* be recorded.

I request that my telephone interpreting sessions not be recorded.

CLI's telephone interpreting services under Service 1 include the following:

■ **On-Demand Telephone Interpreting Services:** Customers are connected to interpreters 24/7/365, on demand. Billing is conducted on a per-minute basis and commences once an interpreter is connected to the call. Billing terminates when either the interpreter or Customer ends the call, effectively terminating the telephone interpreting session.

■ **Pre-Scheduled Telephone Interpreting Services:** Customers may schedule telephone appointments with interpreters in specific languages. There is a minimum fee equal to **30 minutes** regardless of actual time spent during the interpreting session. There is also a **30-minute** cancellation fee if cancellation is not received 24 hours before the scheduled session. If an interpreter has not been assigned to a call and the call is cancelled, the minimum fee will not apply. Billing for pre-scheduled appointments is based on a per-minute basis and commences at the original scheduled time, unless provisions for a delayed start time are made 24 hours in advance. Billing terminates when either the interpreter or Customer ends the call, effectively terminating the telephone interpreting session.

Late Policies: Interpreters will wait up to 30 minutes past the original scheduled start time for a pre-scheduled appointment to start. Upon request, an interpreter will hold up to one hour past the scheduled time.

Per-Minute Pricing for Service 1, Telephone Interpreting Services	
All spoken languages	\$US 1.65
One-Time, Flat Implementation Fee for Service 1, Telephone Interpreting Services	
Fee for call procedure set-up, payable upon completion of implementation	\$US 500.00



Service 2 – Video Remote Interpreting (“VRI”) Services: Once implemented, Customer may access video remote interpreting services, in which Customer (or agent of Customer) is at a video device (which might include but is not limited to a video phone device, tablet device, or video-equipped computer) and is remotely connected to an interpreter for American Sign Language and/or spoken language interpreting. Video remote interpreting sessions are never recorded, for any reason. Billing is conducted on a per-minute basis and commences once an interpreter is connected to the video interpreting session. Billing terminates when either the interpreter or Customer ends the video remote interpreting session.

CLI’s Video Remote Interpreting Services under Service 2 include the following:

- **On-Demand Video Remote Interpreting Services:** Customers are connected to video interpreters on demand during the hours of availability. Billing is conducted on a per-minute basis and commences once an interpreter is connected to the video interpreting session. Billing terminates when either the interpreter or Customer ends the video interpreting session.
- **Pre-Scheduled Video Remote Interpreting Services:** Customers may schedule appointments with video interpreters in specific languages. There is a minimum fee equal to **30 minutes** regardless of actual time spent during the interpreting session. There is also a **30-minute** cancellation fee if cancellation is not received 24 hours before the scheduled session. If a video interpreter has not been assigned to a call and the call is cancelled, the minimum fee will not apply. Billing for pre-scheduled appointments is based on a per-minute basis and commences at the original scheduled time, unless provisions for a delayed start time are made 24 hours in advance. Billing terminates when either the interpreter or Customer ends the call, effectively terminating the video interpreting session.

Late Policies: Interpreters will wait up to 30 minutes past the original scheduled start time for a pre-scheduled appointment to start. Upon request, an interpreter will hold up to one hour past the scheduled time.

Per-Minute Flat Rate Pricing for Service 2, Video Remote Interpreting Services			
Language	Spanish	Other Spoken Languages (Non-Spanish)	American Sign Language
Price	\$US 2.00	\$US 2.00	\$US 2.50

Service 3 – Written Document Translation Services: Each written document translation project is priced based on word count, language, and document software platform. An authorized User will be required to send an email to CLI’s Manager of Translation Services (translations@certifiedlanguages.com) authorizing the work to be done and specifying any special requirements related to the translation, including but not limited to special confidential handling of the document. Cost estimates provided by CLI are approximate. Additional fees may be charged for special formatting and/or for expedited delivery; however, any additional fees will be quoted up front.

Service 4 – Assessment Services: Customer retains Company to provide assessment services via telephone. The Services are a tool to aid the Customer with assessing interpreting skills. The assessment will only rate the interpreting skill level of an individual and will not determine whether



the individual passed or failed the test. The Customer is solely responsible for determining how to interpret and act upon the results of the testing.

Pricing for Service 4, Assessment Services	
Interpreting Skills Assessment	\$US 200.00 per assessment

“No-Show” Policy: CLI’s test administrator will wait up to 10 minutes past the original scheduled start time for the assessment appointment. After that, if the individual taking the assessment is not present, there will be a fee equal to half the cost of the assessment.



SCHEDULE C

ADDITIONAL CONTACT INFORMATION

Customer Contract Contact			
Customer Name:			
First Name of Contract Contact:		Last Name of Contract Contact:	
Email Address of Contract Contact:		Phone Number of Contract Contact:	
Mailing Address:			
	Address Line 1	Suite/Apt	
	Address Line 2	City	
	State	Zip	

Company Contract Contact
<p>Certified Languages International, LLC 4800 SW Macadam Avenue, Suite 400 Portland, OR 97239</p> <p>Attn: Contract Manager — for legal notifications and contract information Attn: Chief Compliance Officer — for HIPAA and compliance</p>

Customer Billing Notice and Invoices			
First Name of Billing Contact:	Meghan	Last Name of Billing Contact:	Norton
Email Address of Billing Contact:	Meghan.norton@guthrieips.net	Phone Number of Billing Contact:	405-282-8900
Mailing Address of Billing Contact:	802 E. Vilas Avenue		
	Address Line 1	Suite/Apt	
		Guthrie	



	Address Line 2	City
	OK	73044
	State	Zip
Additional Email Address for Electronic Invoices:	michele.hamby@guthrieips.net <input type="checkbox"/> Check if this email address goes to an automated billing system	
Additional Email Address for Electronic Invoices:	<input type="checkbox"/> Check if this email address goes to an automated billing system	
Additional Email Address for Electronic Invoices:	<input type="checkbox"/> Check if this email address goes to an automated billing system	

Company Billing Notices	
Certified Languages International, LLC 4800 SW Macadam Avenue, Suite 400 Portland, OR 97239 Attn: Accounting payments@certifiedlanguages.com	



SIGNATURES

Customer and Company have caused this Agreement to be duly executed as of the Effective Date.

Effective Date: _____

Customer:

Company:

Certified Languages International, LLC

Signature:

Name:

Title:

Signature:

Name:

Title:

GUTHRIE HIGH SCHOOL

200 Crooks Drive
Guthrie, Oklahoma 73044

(405) 282-5906
FAX (405) 282-8823

"Home of Champions"

DR. MIKE SIMPSON
SUPERINTENDENT

CHRIS LEGRANDE
PRINCIPAL

BRET STONE
ASSISTANT PRINCIPAL

DUSTIN THROCKMORTON
ASSISTANT PRINCIPAL

JON CHAPPELL
ATHLETIC DIRECTOR

To: Dr. Simpson and Guthrie School Board

From: Chris LeGrande

Date: January 14, 2019

Re: Summer School Dates

Attached you will find the general information sheet for Driver's Education Summer School 2019 along with a student enrollment form.

Dates for Driver's Education Class Sessions are as follows:

June 3 – June 12

June 17 – June 26

July 8 – July 17

Driving schedule will be determined by the head Driver's Education instructor on an individual basis. The dates for the driving schedule will be from June 3, 2019 thru July 31, 2019.

If you have any questions please don't hesitate to contact me.

Respectfully,



Chris LeGrande

**GENERAL INFORMATION - DRIVER'S EDUCATION
GUTHRIE HS SUMMER SCHOOL 2019**

SITE: GUTHRIE HIGH SCHOOL 200 CROOKS DRIVE GUTHRIE, OKLAHOMA 73044	CLASS DATES: 1ST SESSION ~ JUNE 3-12 2ND SESSION ~ JUNE 17-26 3RD SESSION ~ JULY 8-17
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DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 3 THROUGH JULY 31.

<p>TUITION: GUTHRIE HIGH SCHOOL STUDENTS \$150 NON GHS STUDENTS \$175</p> <ul style="list-style-type: none"> ● A \$50 non-refundable deposit is required with the application. ● The remainder will be due the first day of class or scheduled driving time. ● You may pay with Visa, Mastercard, Discover, Debit, or Electronic Check on the Guthrie Public School website at Payschool. (There is a convenience fee to use Payschool.) ● Make all checks payable to: Guthrie Public Schools/Summer School ● Students will not be permitted to participate in class or to continue to drive if they are not paid in full by the <u>end of the first week.</u>

ENROLLMENT:

Guthrie High School students should pick up an enrollment form in the MAIN OFFICE. **Deadline** for enrollment in Driver's Education will be May 10, 2019. Applications must be turned in on time to allow for appropriate teacher planning. **A \$50 non-refundable deposit MUST accompany the enrollment form along with a copy of the student's birth certificate.** (If you pay online, we will have a copy of your payment at the High School.)

Non GHS students should obtain the Summer School Enrollment Form from Guthrie High School. The completed form, signed by your teacher, counselor, or principal, should be returned with the enrollment fee to Mrs. Mays in the Main Office at Guthrie High School, 200 Crooks Drive, Guthrie, Oklahoma, 73044. This must be received by May 10, 2019.

Students residing in the Guthrie Public School District will have first priority. A birth certificate will be required for enrollment in Driver's Education. **THE STUDENT MUST BE 15 BY JUNE 1.** Driver's Education students must complete the class work and driving requirements set forth by the OKLAHOMA STATE DEPARTMENT OF EDUCATION. Driving time will be worked out with each student individually.

REFUNDS:

There will be a 50% refund of fees for students withdrawing properly during the first week of class. No refund will be made for those withdrawing after the first week. *Please note: a receipt will be issued for all fees paid. Keep your receipt, as it will be required for any refund to be issued.*

TRANSPORTATION:

Students are required to provide their own transportation to and from the school. Students must use the main parking lot if they drive. Students must obey all traffic and parking regulations.

RULES AND REGULATIONS:

Student will be held accountable for all policies and procedures in the Parent-Student Handbook-just as during the school year. The same attendance policies will also be in effect. If you miss more than 2 days of summer school, you may not receive credit for the class. Remember, missing one summer school day is like missing four regular school year days.

**GUTHRIE HIGH SCHOOL
2019 SUMMER DRIVER'S EDUCATION
STUDENT ENROLLMENT FORM**

DEADLINE FOR ENROLLMENT IS May 10, 2019

CLASS DATES: JUNE 3-12 JUNE 17-26 JULY 8-17	Please list any dates you CANNOT attend! Ex. church camp, vacation, summer school, etc. _____ _____
---	--

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 3 THROUGH JULY 31

Please note any and all dates that you absolutely **CANNOT** attend.
 We will try to accommodate your schedule, if we know in **ADVANCE**.
 If you have any questions, please call (405)282-5906.

NAME _____
 (Full name as printed on birth certificate)

ADDRESS _____

DATE OF BIRTH _____ AGE _____ MALE _____ FEMALE _____
 (THE STUDENT **MUST** BE 15 BY JUNE 1)

PARENT/GUARDIAN _____ WORK PHONE _____

HOME PHONE _____ CELL PHONE _____

SCHOOL ATTENDED IN 2018-2019 _____

GRADE STUDENT WILL ENTER IN 2019 - 2020 _____

Name and complete mailing address of school where final grade should be sent:

 (Out of District Students Only)

**CHECKED BY COUNSELOR OF HOME SCHOOL _____

I understand that all rules and regulations related to the regular school year apply during summer school and that the handbook will be enforced. I also understand that if I miss more than two days of class I will not receive credit for the class.

Refunds: There will be a 50% refund of fees for students withdrawing properly during the first week of class. No refund will be made for those withdrawing after the first week.

PARENT SIGNATURE _____

STUDENT SIGNATURE _____

FOR OFFICE USE ONLY: RECEIVED BIRTH CERTIFICATE _____
 DATE DEPOSIT PAID _____ AMOUNT OF FIRST PAYMENT _____ CASH _____ CHECK _____ ONLINE _____
 DATE SECOND PAYMENT _____ AMOUNT _____ CASH _____ CHECK _____ ONLINE _____
 FINAL PAYMENT DATE _____ AMOUNT _____ CASH _____ CHECK _____ ONLINE _____

NOTES: _____

802 East Vilas
Guthrie, OK 73044
405-282-5959 – Phone
405-282-5963 - Fax

Guthrie Public Schools
Technology Department

Memo

To: Board of Education

From: Dee Benson 

Date: January 29, 2019

Re: Technology Plan

Please contact me if you have any questions. My cell number is 405-202-7409 or email dee.benson@guthrieips.net.

This is the same plan that was approved last year with updated dates and additions of software we are using.

GUTHRIE PUBLIC SCHOOLS

TECHNOLOGY PLAN

2019-2022

“Staking a Claim in our Children’s Future”

Executive Summary

The effective use of technology in education is paramount to our successful movement into the twenty-first century, making it essential that we provide our students, staff, and community with ample opportunities to integrate technology into their learning experiences. Implementation of technology into the curriculum can help us in this quest by offering many new revolutionary tools that are changing the face of the educational process and the ways we are able to access information. This transformational power of technology, together with the help of parents, staff and administrators, will better equip our graduating seniors to enter the technology-based workplace and to be more responsible, effective, participants in society.

In today's global environment, technological competence parallels the ability to read. Successful integration of technology into the curriculum will result in students with improved achievement and higher test scores; improved student attitude, enthusiasm, and engagement; richer classroom content; improved student retention and job placement rates.

Technology helps teachers improve their classroom practices by expanding their opportunities for training and by fostering interaction with other teachers and professionals. Technology used as an administrative and management tool, enables principals and superintendents to effectively save money, streamline operations, and monitor student progress. Technology offers new and exciting ways for parents to increase their involvement in their children's education.

On the whole, Guthrie Schools are beginning to incorporate technology into the curriculum. Technology purchases are determined by long-term goals, controlled by budget constraints, and made with the direction and guidance of a comprehensive, District-wide technology plan.

The technology plan presents specific recommendations for the development of a comprehensive educational network of information resources. The plan recommends diverse educational technologies and provides wide and equal access for students and staff.

Vision Statement

We envision technology as an effective and necessary tool, capable of enhancing both the communication ability and productivity of our students, staff and parents. Guthrie students must be competitive in an ever-changing world. The opportunity to develop technological proficiency will empower Guthrie Public Schools to:

- Create a global, diverse, and enriched learning experience
- Enable students, parents, and staff to become lifelong learners
- Enable students to become active participants in our information-based society
- Enhance problem solving skills in all areas of the educational environment
- Strengthen the partnership among students, home, school, and community

Mission Statement

“It is the mission of the Guthrie Public Schools to empower all students with the tools necessary to become productive members of society through a cooperative effort between the student, home, school, and community.”

Technology will be utilized to support curriculum, to provide integrated opportunities for learning, and to prepare the student for lifelong global learning in a rapidly changing technological society. Guthrie Public Schools must provide up-to-date technology so that the following Priority Academic Student Skills (PASS) can be effectively addressed.

The student technology objectives are:

- Operation of the computer
- Use of application software as a tool
- Problem-solving and research skills
- Use of telecommunications
- Technology awareness
- Understanding of ethical and legal issues in technology
- Appropriate technology skills necessary for success

Guthrie Public Schools must provide up-to-date technology so teachers and staff can:

- Improve instructional strategies to increase student achievement
- Communicate student progress accurately and efficiently
- Improve professional skills
- Network with other professionals to share skills and resources
- Demonstrate dimensions of technology-based learning to promote student achievement and staff productivity
- Promote parental and community involvement

Guthrie Public Schools Technology Priority Goals

Administrative Goals

- I. All administrators and support staff will have electronic access at any time to available administrative and instructional technologies.
- II. The District will continue to acquire the latest hardware, software, and improved communication technology to enhance administrative efficiency in all schools.
- III. The District will provide professional development to administrators and related support personnel on the implementation of the latest administrative and instructional technologies.

Instructional Goals

- I. The District will provide all students and teachers access at any time from any place in the school to available instructional technologies.
- II. The District will continue to acquire hardware which meets or exceeds state standards for instructional technologies.
- III. The District will continue to acquire instructional software and other media to support the use of instructional technology.

IV. The District will coordinate the involvement of personnel and technology facilities in the community for the purpose of incorporating new technologies into instruction.

V. The District will utilize human resources within the system to support the implementation of instructional technology

VI. The District will acquire improved communication technology to support the instructional process.

VII. The District will acquire improved technology to increase parental involvement and to promote better home/school communication.

VIII. The District will revise curriculum to emphasize the application of technology in all subject areas.

IX. The District will support and collaborate with community service agencies to expand the existing adult literacy programs.

Professional Development Technology Goal

The District will provide professional development to teachers and other staff on the effective implementation of new technology in education.

Plans to Evaluate the Successes and/or Failures of Implementation

- Collect data on usage and technical difficulties in the use of distance learning programs. Adjust professional development and follow-up as needed.
- Assess individual school requests for additional hardware equipment and acquisitions to determine cost effectiveness and consistency with system-wide technology goals.
- Assess acquisitions for hardware that would take into account students with special needs, particularly those who are vision, hearing, orthopedic, mentally, or physically challenged.
- Analyze assessment forms returned from teachers on instructional software currently being used by teachers and adjust professional development accordingly.

- Report to parents and community on instructional software currently being used and assessed by teachers.
- Survey schools as to parental/community involvement in technology currently being implemented at individual school sites.
- Assess individual school programs for the effective and beneficial involvement with business, industry, and other community leaders.
- Assess impact of grants, business, and corporate financial support to instruction in the school system and make recommendations to the Board for the continued solicitation of such funds.
- Review the standards policy for programming on the District's local cable public access channel.
- Assess the curriculum as part of the annual revision process to ensure appropriate application of technology in the total curriculum.
- Assess the effective implementation of the Priority Academic Student Skills (PASS) Instructional Technology guidelines by building-level personnel and suggest appropriate revision.
- Survey teachers to determine how Internet access has impacted the curriculum for their appropriate grade or subject level and revise guidelines for accessing on-line services as needed.
- Complete data collection on how teachers have incorporated word processing applications on the computer as a tool for teaching writing in all curriculum areas and expand the use of computers as a writing tool.
- Appraise the formal technology training offered through Professional Development and its effectiveness in the instructional process.
- Collect data of in-service training by technology specialists to determine building-level emphasis on integrating technology into the school curriculum.
- Survey parents as to the improvement of school/community communication.

Impact on Curriculum, Instruction, and Evaluation

Through the use of advanced computing and telecommunications technology, learning can be qualitatively different. The process of learning in the classroom can become significantly richer as students have access to new and different types of information. Students can then in turn manipulate that information on the computer through graphic displays and can communicate their findings in a variety of media to their teachers, students in the next classroom, or students around the world.

The impact of the plan will be observed by:

1. Increased teacher knowledge and skill in use of technology within curriculum development

Learning to utilize multimedia technology is an important tool in learning to read and write. Students today receive, and will increasingly receive, information from various types of visual media. Using multimedia as a learning tool is much more than giving students a camera and shooting pictures or operating a computer. Technical applications must be taught as part of an existing subject so students understand how technology can be a tool that makes them a more productive and powerful person in any subject area.

2. Renewed teacher commitment and enthusiasm to teaching and instruction

The plan provides teachers with the necessary knowledge and skills to infuse technology into their classrooms. The most effective and efficient approach to improving instruction is to enhance the skills of the teachers, support them in professional development, and provide them with the necessary tools.

3. Expanded knowledge of, and access to, educational resources

Through planned training, the plan will promote a desire to use technology and provide the tools to meet the need. They will discover techniques for integrating Internet resources into instruction. Teachers will have immediate access to experts and special interest on-line discussion groups. The possibilities of engaging their students in “real world” learning projects and supplementing class lectures with multimedia presentations and online resources will tailor student learning opportunities more specifically to each individual student.

4. Improved curriculum and instruction with appropriate student assessment

Properly used, technology can enhance the achievement of all students. Among the attractions of computer assisted instruction are its ability to individualize instruction and to provide instant feedback. Since students are able to control the pace at which they proceed through their exercises and activities, they are neither held back nor left behind by their peers. Multimedia technology expands the possibilities for more comprehensive student assignments that require students’ active participation and application of knowledge. The use of technology in the classroom improves students’ motivation and attitudes about themselves and about learning. Students are found to be challenged, engaged, and more independent when using technology.

5. More relevant curriculum to keep students in school

Students are no longer restricted to writing paper-and-pencil essays. They can create multimedia presentations using computers to combine text, graphs, charts, digital images, photographs, slides, real-time video, and sound. No longer do class projects have to be static—they can be dynamic through the use of technology. Video and audio technologies bring material to life, enhancing students’ ability to remember and understand what they see and hear. By incorporating pictures, sound, and animation in classroom activities, multimedia significantly enhances student recall of basic facts, as well as their understanding of complex systems.

Technology is particularly valuable in improving student writing. For example, the ease with which students can edit their written work using word-processing, makes them more willing to do so, which in turn improves the quality of their writing.

6. Expanded knowledge about teacher-led implementation of technologies and “best-teacher practices”

The computer must be recognized as an effective teaching tool, which assists the educator, as well as the student. Software offers students individualized learning. While students progress on a subject at their own pace, those who begin to fall behind can receive proper interpersonal attention from the instructor. The computer allows the teacher to concentrate on interaction and individualized assistance. As an assessment tool, technology yields meaningful information, on demand, about students’ progress and accomplishments and provides a medium for its storage.

Current environment

Presently the Guthrie Public School System network is comprised of 14 sites connected by a 1GB fiber WAN. These sites are connected to the Internet by a 1 GB circuit. All District computers have access to the Internet.

The District has virtualized our servers into the one location to save time and money.

100% of classrooms have at least one computer.

Every classroom in the District is wired for connection to the Internet.

Technology Goals

1. Provide at least 1 modern computer for every classroom
2. Continue to provide information to the public and staff through an Internet and an Intranet presence.
3. Provide a mobile labs at all sites.
4. Establish a program of regular technology staff development training for all teachers and administrators in the district.
5. Establish a full schedule of Distance Learning Classes for both students and staff.
6. Establish a schedule for upgrading and replacing computers and servers.
7. Upgrade and replace aging equipment on a regular basis.

Minimum Required Components

1. Strategies for improving academic achievement and teacher effectiveness –

- a. Our students are developing technology skills at an earlier age. Consequently they expect to be taught with technology. In order for this teaching to take place we must provide the infrastructure to support all types of technology. Guthrie has taken the first step by securing a 1GB wide area network connection between all sites. This enables the District to consolidate services in a central location and to provide the highest degree of uptime possible to our users. Once teachers and students learn that the technology is reliable, they are using the skills that they have learned from classroom and professional development to integrate technology into every lesson. Ed Tech funds will be used to constantly expand and upgrade the infrastructure used by the staff and students.

2. Goals –

- a. All students will reach high standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.
 - i. Increase passage rate on 3rd grade reading test to 100 percent.
 1. Purchase assessment/screening materials/software to monitor student's progress & drive instruction.
 2. Purchase computers and tablets at school sites.
- b. All Limited English Proficient students will become proficient in English and reach high academic standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.
 - i. Forty percent (40%) of all K-12 limited-English-proficient (LEP) students enrolled will show progress in attaining English proficiency (increasing one or more levels of proficiency established by the state).
 - ii. Ten percent (10%) of all K-12 LEP students enrolled will attain English proficiency (exiting out of ESL program).
 - iii. Ten percent (10%) of K-12 LEP students will be at or above proficient in mathematics on the State's assessment.
 1. Purchase ESL materials or supplemental instructional materials to teach LEP students.

- c. All students will be taught by highly qualified teachers
 - 1. On-line professional development in the core academic content area.
- d. All students will be educated in learning environments that are safe, drug-free, and conducive to learning.
 - 1. Provide all teachers ongoing professional development opportunities on safe and healthy school issues (e.g. Safe and Healthy School Conference, Safe School Summit, monthly video conferences, etc.
- e. All students will graduate from high school.
 - i. Increase graduation rate by 5%.
 - 1. Purchase supplemental instructional software and hardware for summer enrichment programs in reading/language arts/math.

3. Steps to increase accessibility –

- a. Guthrie Public Schools is a 21st Century Learning Center. Therefore, we provide an after school care program for our students as well as a tutoring and enhancement program. Ed Tech funds will be used to provide materials for both of these programs as well as to provide the availability of technology outside of the regular school day. Both of these programs are used to increase the education of students in the high need and high poverty areas of the District.
- b. Guthrie Public Schools provides a summer school program for all Title I students. The Junior High has implemented a required summer school for all students who have failed a class the previous school year. Students use technology to complete lessons online which will help to bring them up to grade level in all curriculum areas.
- c. Teachers are provided training in the use of technology to assist students and parents in the educational success of all students.

4. Promotion of curricula and teaching strategies that integrate technology

- a. All software and materials used in the District must be based on scientifically proven research and methods. Students are assessed and monitored throughout the school year. Students who are not making adequate progress are remediated in order to bring them up to the current standards of performance.

5. Professional Development

- a. Professional development will be offered on both a group and individual basis. All staff will be trained in the use of technology to properly assess and monitor the progress of their students. Technology is an important tool in the management of today's classroom.
- b. Staff will have various opportunities for online training associated with the various software programs used in the District.
- c. Staff Development days will be scheduled to provide staff with ideas and strategies that will help them to effectively integrate technology into their everyday lessons.

6. Technology type and costs

- a. In order to ensure the highest quality and uptime, the Guthrie Public Schools system has adopted a set of hardware standards. These standards help to insure the interoperability of all components within our system.
- b. The District has a technology budget of \$250,000 which funds the upkeep and repair of all current equipment.

7. Coordination with other resources

- a. All technology related purchases in the District must be approved by the Technology Department. This ensures that the equipment is compatible with our existing environment and that we have the equipment and training necessary to use the new technology.

8. Integration of technology with curricula and instruction

- a. Using the strategies outlined under promotion of curricula and teaching strategies that integrate technology and professional development the District will conduct ongoing training for the integration of technology into all areas of curricula and instruction. Training will begin before school starts and continue throughout the school year. All teachers are currently expected to integrate technology into their lessons at every opportunity.

9. Innovative delivery strategies

- a. Students will be offered the opportunity to participate in distance learning classes that will enhance their education. These classes will be offered as both college credit and HS credit courses. Distance learning classes will be expanded to offer opportunities for students and staff to enhance their educational experience without leaving the District.
- b. Students will have the opportunity to participate in virtual learning courses through the Edgenuity program.

10. Parental involvement

- a. Parental involvement will be enhanced through the use of our District web site. All information that is available in printed form will be available for download from the school web site. Teachers are being trained in producing class web pages to aid parents in the support of their child's education.
- b. The District has implemented the School Messenger Suite. This will allow parent communication for those parents who do not have access to the Internet.

11. Collaboration with adult literacy service providers

- a. The Guthrie Public School District is an adult literacy provider. We offer adult literacy courses in the evening as well as through our 21st Century program. We work with the community library to provide literacy services to the entire community.

12. Accountability measures

- a. Success of these programs will be monitored through the use of testing scores and the District report card.

13. Supporting resources

- a. NWEA - MAPS
- b. ALCA
- c. Rosetta Stone
- d. Study Island
- e. Edgenuity

Guthrie Public Schools
Technology Department

Memo

To: Board of Education
From: Dee Benson, Director of Technology
Date: January 29, 2019
Re: 2019 - 2020 Erate

It is time to approve the contracts for next years Erate. Erate will pay 80% of the eligible costs and we are responsible for the ineligible costs and the remaining 20% of the cost. In the case of Internet and WAN costs, the OUSF program will cover the 20% not paid by Erate. The district costs are limited to fees and surcharges.

We will be changing providers for WAN services. Onenet will continue to provide Internet. Cox will provide our Wide Area Network.

If you have any questions please feel free to contact me anytime.

Office – 282-5959

Cell – 202-7409

Email – dee.benson@guthrie.net



Cox Account Rep:	Chris Dykstra - 17245	Cox System Address:
Phone Number:	405-463-5588	6301 Waterford Blvd, ste 200
Fax Number:	405-286-5355	Oklahoma City, OK 73118

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	guthrie ps - technology	Full Name:	
Street Address:	200 CROOKS DR BLDG FIVE	Billing Contact:	405-282-5959
City/State/Zip:	Guthrie, OK 73044	Fax:	
Billing Address:	create master account	Contact Number:	
City/State/Zip:	ATTN Dee Benson,	Email Address:	
Cox Account #:	131-0640316-01, 131-0643646-01		
Merge Bill	Yes		
Taxes and Fees Not Included			

Service Address: 200 CROOKS DR BLDG FIVE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640316-01, 131-0643646-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for guthrie ps - technology:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 200 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640319-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for guthrie ps - HS:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 705 E OKLAHOMA AVE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640312-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie PS - JR Hi:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 702 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640298-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - upper Elementary:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 902 N WENTZ, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640311-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Fogarty:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 321 E NOBLE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640304-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Central:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 2001 W NOBLE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640303-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Cotteral:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 4900 E CHARTER OAK RD, Guthrie, OK, 73044						Phone: 405-828-5959	
						Cox Account ID: 131-0743682-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 1021 E PERKINS, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640309-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Faver:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 802 E VILAS, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640306-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie Public Schools:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 200 E HARRISON, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640299-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - football Stadium (Jelsma):		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 200 E SPRINGER, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640307-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	12	New	\$850.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Baseball:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	
Service Address: 321 E GRANT, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0000000-00	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS-Indoor Baseball:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	
Service Address: 300 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 239-0000000-00	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate		1	\$850.00	60	New	\$850.00	
Ethernet Performance Management		1	\$0.00	M-M	New	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - BFC:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	
Totals for all Accounts :		MRC:	\$11,900.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Special Conditions

Term. Notwithstanding anything to the contrary in this Agreement, Cox and Customer acknowledge that the Initial Term of this Agreement is One (1) year beginning July 1, 2019 and ending June 30, 2020, with four (4) separate one-year renewal terms which may be exercised at any time upon mutual written agreement of the parties. Notwithstanding anything to the contrary contained in this Agreement, the auto renewal provisions set forth in the Service Terms do not apply. Upgrades. Customer may upgrade the Services or add new locations upon written request to Cox (and subject to Cox's written acceptance). Taxes and fees are additional and will be separately stated on Customers invoice.

Promotion Details

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox> (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at <http://ww2.cox.com/business/voice/regulatory.cox> ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The prices above do not include applicable taxes, fees, assessments or surcharges which are additional and may change. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature**CoxCom, LLC dba Cox Business, Cox Oklahoma Telcom, LLC Signature**

Signature:

Signature:

Print:

Print:

Title Position:

Title Position:

Date:

Date:

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://ww2.cox.com/business/voice/regulatory_cox.

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service **dates due to install delays or reasons beyond Cox's control**. If Customer delays installation for more than ninety (90) days after **Customer's** execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be **liable for Cox's** reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. **Customer's payment** for Service after notice of a rate increase will be deemed to be **Customer's acceptance of the new rate**.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of **Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices**. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for **Cox's** costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates **this Agreement due to Customer's breach**, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. **Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.**

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide

Version 09.14.2017

related facilities and equipment, the ownership of which shall be **retained by Cox (the "Cox Equipment")**, or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at <http://ww2.cox.com/aboutus/policies/business-policies.cox>, which is incorporated herein by reference. Cox may change the AUP **from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.**

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO **CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME**. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET **CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE**. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at **Customer's** expense. The Video Service that Cox provides under this Agreement does not include a public performance license.

Services Order Form & Agreement



Please type or print clearly.

About Your Organization

Name of Organization/Agency/Institution/School

EIN (Federal Tax ID)

- New Customer** *Welcome to OneNet! We look forward to serving your organization*
- Existing Customer** *with OneNet Internet access circuit or other services*

Billing Account Number _____

Phone (Main/Front Desk/Central Switchboard) (_____) _____ After-Hours Phone (_____) _____

Mailing Address _____

City _____ State _____ Zip _____

Billing Address (if different) _____

City _____ State _____ Zip _____

We are a: (choose one that best describes your organization)

- Public K-12 School District
District Name _____
District Code _____
- Private K-12 School or campus
- Vocational-Technical School or Career Technology Center
- Public College/University
- Private College/University
- Medical Clinic, For Profit (Outpatient Only)
- Medical Clinic, Nonprofit (Outpatient Only)
- Hospital, For Profit (Out/Inpatient)
- Hospital, Nonprofit (Out/Inpatient)
- Municipal or County Government Agency
- Tribal Government Agency
- State Government Agency
- Federal Government Agency
- Public Library
- Private Library
- Research Corporation, For Profit
- Research Corporation, Nonprofit
- Museum
- Nonprofit Organization
- Other _____

Name of Organization/Agency/Institution/School

Customer Contacts

Administrative

The **Administrative Contact** has authority to request modifications to your OneNet circuit or services. He/She is the primary contact administration, the only person who may modify an agreement, and signatory of this agreement.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

On-Site Tech

The **On-Site Tech Contact** is available full-time at the circuit site and coordinates with OneNet for basic connectivity needs and troubleshooting. Technical expertise is helpful but not required. This contact also has authority to request technical changes to OneNet services.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

Tech Consultant

The **Tech Consultant** is contracted with the customer.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

Billing

The **Billing Contact** has authority to modify the billing address and frequency and is OneNet's contact for resolving billing discrepancies.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

E-Rate

K-12 SCHOOLS & LIBRARIES ONLY: The **E-Rate Contact** is responsible for resolving questions related to E-Rate applications and funding awards.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

Website

The **Website Contact** has authority to modify and update your website and web services, including modification of website-related domain names.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

Email

The **Email Contact** has authority to modify and update your email services, including modification of email-related domain names.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

Abuse

The **Abuse Contact** is your liaison in the event of abuse of OneNet circuits (e/g/ illegal file sharing, spamming). I addresses assigned by OneNet will list this person as primary contact.

Name _____ Title _____

Daytime Phone (____) _____ Fax (____) _____ Email _____

Scan and email completed form to orders@onenet.net or fax to (405) 225-9250 or mail to 655 Research Parkway, Suite 200 Oklahoma City, OK, 73104.
Questions? Call 888-5-ONENET

Are you requesting OneNet Internet service at this time?

- YES (continue below)
NO (skip to page 4)

Service Request Details, Terms and Conditions

- Existing OneNet customers: UPGRADE our Internet access circuit to increase bandwidth; replace what we already have.
ADD a new Internet access circuit; keep the one(s) we already have.
RELOCATE an existing Internet access circuit.

Building Name/Identifier

Physical (Site) Address for Circuit

City State Zip

For installation of this circuit, physical access to your site will be provided by:

Name Title

Daytime Phone () After-Hours Phone () Email

Total amount of bandwidth requested: Mbps I would like OneNet's help assessing our bandwidth needs.

The bandwidth/circuit type you request must be available in your geographic area (OneNet's network operates in part on local telecommunication lines).

Please tell us about your router.

Brand: Model #:

Do you own or lease your router? Own Lease

Important! Preferred Internet access circuit start date: / / Best efforts will be made to meet your request.

Please initial below

Circuit readiness depends on several factors:

- 1. You must have the hardware to support the bandwidth used.
2. Your demarc(s) must be properly located, added or extended, to direct the circuit to its end point.
3. In the event conduit, backboard or power is necessary, the customer is responsible for construction unless specifically requested in the quoting process.

1. As the end user, you are responsible for items 1, 2, and 3 above. To discuss your circuit usage and needs, availability in your area, or the wiring infrastructure and equipment required, call 888-5-ONENET.

2. Billing begins on the date your circuit becomes operational (i.e. your requested bandwidth is provisioned, open and ready for data flow). Typically the date matches your requested start date (it will not be before). Any delay on your end (equipment is on order, a demarc has yet to be extended, etc.) will not constitute cause for deferment of billing. Please call if you experience extreme delays.

3. Public IP addresses will be assigned to customers by OneNet and remain under the control of OneNet.

4. Included automatically with your Internet access are 1) access to OneNet's 24-hour helpdesk and 2) multipoint videoconference bridging. You may schedule a multipoint videoconference by calling 888-5-ONENET; our video team will help determine whether your needs require special equipment. OneNet offers other bundled services at no additional charge, but customers must opt in (see page 4).

5. I agree to the terms of OneNet's Client Connection Policy and Acceptable Use Policy.

6. Billing continues until OneNet receives written notice of cancellation from customer's authorized administrator. Depending on the configuration of your circuit(s), the termination of OneNet services may incur service fees from one or more of our telecommunications partners. OneNet will hold customers responsible for such fees levied as the result of customer's voluntary cancellation.

7. (OPTIONAL) Customer agrees to an initial one-year agreement with up to four (4) voluntary annual renewals subject to annual ratification by customer and OneNet. Services will continue on a month-to-month basis if mutual annual ratification is not agreed upon until services are cancelled by the customer's authorized administrator as stated in # 6 above.

8. Provisioning Notes (entered by OneNet when applicable)

Select Your Services

Item and Details	Internet Access Customers Annual Rate	Non-Internet Access Customers Annual Rate	Multiplier	Your Rate
<input type="checkbox"/> Internet Access Circuit(s) <input type="checkbox"/> I am requesting multiple circuits. <input type="checkbox"/> T1 (1.544Mbps) \$514 Monthly <input type="checkbox"/> Fast Ethernet (100Mbps) <input type="checkbox"/> Ethernet (10Mbps) <input type="checkbox"/> Gigabit Ethernet (1,000Mbps) <input type="checkbox"/> Data DS-3 (45 Mbps) <input type="checkbox"/> Other: _____ Mbps One-time establishment fee \$ _____ N/A x _____ \$ _____ One-time construction fee \$ _____ N/A x _____ \$ _____ <small>Not Annual</small>				
<input type="checkbox"/> Web Hosting Website domain name: _____ <input type="checkbox"/> We have only one domain name for this website. <input type="checkbox"/> We have additional domain name(s) for this website, which we have registered through a third party. Park the following with our ".ok.us" site at no charge Domain name 1: _____ Domain name 2: _____	\$50	\$100	N/A	\$ _____
<input type="checkbox"/> Email Hosting Emails for our organization use the domain name:@_____	\$250*	\$300*	N/A	\$ _____
<i>*Customers with fewer than 25 email accounts, please call for individual pricing.</i>				
<input type="checkbox"/> Email Compliance Archiving <i>Potentially unlimited retention customized for tiered policies; user-friendly web interface; advanced search; available for customers not on OneNet's messaging system; call 888-5-ONENET for availability</i>	\$10 per mailbox	\$12 per mailbox	x _____ Mailboxes	\$ _____
<input type="checkbox"/> Register a New Website Domain Name <i>Limit one per circuit or hosting customer; customer must opt in.</i> NOTE: OneNet registers only domain names with "ok.us" suffixes, Domain names with more common suffixes (.com, .org, .edu) are available through commercial registrars and Educause. At your request (see "Web Hosting" above), OneNet can "park" (aka "point" or "forward") any domain name with your ".ok.us" site, saving your from building and maintaining separate websites for each name. _____ + suffix: Preferred domain name (should be short and memorable) <input type="checkbox"/> .k12.ok.us (schools) <input type="checkbox"/> .tec.ok.us (vo-tech and career centers) <input type="checkbox"/> .cc.ok.us (community and junior colleges) <input type="checkbox"/> .lib.ok.us (libraries) <input type="checkbox"/> .mus.ok.us (museums) <input type="checkbox"/> Contact me about other ".ok.us" options	\$0	\$0 (Bundled with web/email hosting package)	N/A	\$ _____
<input type="checkbox"/> Circuit customers check one: <input type="checkbox"/> Our organization has one OneNet circuit and maintains one website. <input type="checkbox"/> Our organization has multiple circuits and maintains multiple websites. We have attached a request for registration of additional domain names.				
<input type="checkbox"/> Router Management <input type="checkbox"/> Customer owned router _____ <small>Manufacturer of Router</small> <input type="checkbox"/> OneNet owned router _____ <small>Manufacturer of Router</small>	\$0	Not Available	N/A	\$ _____
<input type="checkbox"/> Dedicated Application Hosting: Course Management Systems <input type="checkbox"/> Blackboard (Bb) <input type="checkbox"/> Desire2Learn (D2L) <small>Rates do not included software licensing fees, which you must purchase directly from the vendor.</small>	Bb: \$8412 D2L: \$16,145	Bb: \$10,095 D2L: \$19,374	N/A	\$ _____
<input type="checkbox"/> Dedicated Application Hosting: Other <i>Call 888-5-ONENET for details.</i> Application to be hosted: _____	Call for pricing	Call for pricing	N/A	\$ _____
<input type="checkbox"/> Dedicated Virtual Machine <small>Includes VM, bandwidth and support; operating system licensing is not included</small> <input type="checkbox"/> Small VM: 1vCPU, 2G RAM, 36GB disk. <input type="checkbox"/> Medium VM: 2vCPU, 4G RAM, 72GB disk. <input type="checkbox"/> Large VM: 4vCPU, 8G RAM, 144GB disk <input type="checkbox"/> Customized VM: _____	Small: \$600 Medium: \$1,100 Large: \$2,100 Custom: Call for pricing	Small: \$720 Medium: \$1,320 Large: \$2,520 Custom: Call for pricing	x _____ Quantity	\$ _____

Select Your Services *cont.*

Item and Details	Internet Access Customers Annual Rate	Non-Internet Access Customers Annual Rate	Multiplier	Your Rate
<input type="checkbox"/> Colocation <i>Rack space for your hardware at our OKC data center. Fees do not include connectivity.</i>	\$240 per rack unit	\$288 per rack unit	X _____ rack units	\$ _____
Connectivity Fee				
<input type="checkbox"/> Gig Port	\$144	\$173	X _____	\$ _____
<input type="checkbox"/> 10 Gig Port	\$324	\$389	X _____	\$ _____
<input type="checkbox"/> Internet Bandwidth per 1 mbps	\$48	\$58	X _____	\$ _____
<input type="checkbox"/> Data Storage: SAN High-Speed/Storage Area Network (IBM N-Series/NetApp) <i>Data stays on spinning disks. No setup fees.</i>	SAS: \$2.40/ GB SATA: \$1.20/ GB	SAS: \$2.88/ GB SATA: \$1.44/ GB	X _____ GB	\$ _____
<input type="checkbox"/> Data Storage: HSM (SAM-FS) Shared Storage <i>Data may be stored on tape but is accessible like disk. No setup fees.</i>	\$13 per 50 GB	\$16 per 50 GB	X _____ qty of 50 GB (x2 if both locations)	\$ _____
Two locations available. Choose one or both: <input type="checkbox"/> OKC <input type="checkbox"/> Lawton				
<input type="checkbox"/> Data Storage: TSM Backup <i>Traditional backup, except that OneNet runs the servers. One-Time setup fees apply.</i> NOTE: Custom retention policy work is available at \$120/hour. Call 888-5-ONENET for details.	\$15 per 50 GB Setup: \$500/ processor	\$18 per 50 GB Setup: \$500/ processor	X _____ qty of 50 GB plus x _____ processors	\$ _____ Setup fees are one time only, not annual.
<input type="checkbox"/> Content Filtering <i>CIPA compliant content filtering for K-12 and library Internet access customers</i> <i>Libraries - please call OneNet for pricing</i>	\$600/year for up to 500 students \$1.30/student/year for 500+ students			\$ _____
<input type="checkbox"/> OTHER				\$ _____
				Total All Services: \$ _____

Billing Details

Universal Service Fund recipients only:

Our OneNet service will be paid in full or in part by (check all that apply):

- E-Rate
- OUSF
- Rural Health Care

OUSF may not fund the entire amount of Special Universal Services after E-Rate and OUSF credits are applied. The undersigned understands that OUSF funding, if any, may not be sufficient to cover the entire cost of Special Universal Services, after any E-Rate funding is applied to the bill. The undersigned further understands that it shall be the responsibility of the customer to pay any remaining balances.

Invoice My Organization*:

- Annually
Email archiving and web/email hosting must be billed annually.
- Semiannually
- Quarterly
- Monthly
Customers receiving E-Rate, OUSF, Rural Health Care funding must be invoiced monthly.

Electronic Invoicing Opt-In:

- Opt-In
Please provide the information below to have your invoice sent electronically as a PDF attachment.

Contact Name: _____
Contact Phone: _____
Contact Email: _____

*You have the option of paying at different frequencies for various services. We will gladly customize our invoices to fit your needs. Call 888-5-ONENET to coordinate with our billing department.

Purchase Order # (where applicable)

Customer's notes/special instructions for OneNet regarding this order:

Signature of Authorized Administrative Representative

Signatory must be customer's primary contact for contract administration and the only person who may modify the contract.

Date

Print Name

Thank you for your order! It is a pleasure to serve you.



Board of Education Personnel Reports

FMLA Request

Support: 1

Certified: 0

Separation of Employment

Classification	Certified	Name	Site	Teaching Assignment	Reason for Separation	Effective Date
		Ludlow, Janet	GUES	Autism	Resigning	5/24/2019

Guthrie Public Schools District Level Administrators

<i><u>LastName</u></i>	<i><u>FirstName</u></i>	<i><u>Assignment</u></i>	<i><u>Site</u></i>	<i><u>Total Experience</u></i>
Benson	James	Director of Technology	Technology	30
Chappell	Jon	Athletic Director	High School	28
Chapple	Michelle	CFO	Administration	17
Ogle	Douglas	Assistant Superintendent	Administration	22
Smedley	Angie	Director of Special Education	Administration	13
Thompson	Cody	Director of Operations	Maintenance	35
Walters	Carmen	Ex Dir of Fed Prog/Elem Ed	Administration	21

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

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

Mr. Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for January
- 46 new Purchase Orders for January

Completed Projects:

- 270 Work-Orders completed by Maintenance Dept.
- HVAC repairs/upgrades throughout the District including:
 - *Replaced 3 ton package unit in ROTC classroom
 - *Replaced one heating furnaces in Transportation shop
 - *Cleaned the return/supply vents in the hallways at the H.S.
 - *Installed new exhaust fans in west side locker rooms at the Jr. High gym
- Completed 15 electrical work orders, 28 door related work orders, and 37 plumbing work orders
- Two new pieces of playground equipment were installed at Fogarty
- Installed plaque on outside wall at Charter Oak
- Installed SpeEd playground equipment and fencing at GUES
- Scrubbed and applied floor finish on North gym floor
- Installed new handrails at Central and repaired Fogarty handrails
- Installed new door and repaired another door at AGED Swine building

Projects in Progress & Future Projects:

- Currently have 101 Maintenance Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- Replacing air filters at all sites and cleaning coils
- Making needed repairs to out bus fleet
- Continuing roof repairs where needed at all sites:
 - a. Fogarty Quad bldg. and coping stone on main roof
 - b. Central – Kitchen roof and east hallway sections
 - c. Jr. High – Gym & part of the lower main roof
 - d. Administration – entire roof needs to be replaced
- Installing new playground equipment, benches, and fencing at Charter Oak. Will place plaque on one bench in remembrance of the two students that passed away
- Installation of new intercom system at GUES beginning in February
- Install new guttering on AGED Farm buildings
- Extend the existing sidewalk on the north side of the IT building
- Replace one of the compressors on the GUES chiller due to lightning strike and 3 ton unit at Fogarty
- Carpentry/cabinet work in Administration offices

- Installing a privacy wall in ladies dressing room in BOC
- Changing out classroom and entry door locks at Central
- Install light switches at Jr. High gym instead of using breakers

Bond Projects Discussion:

Charter Oak ES – only a few punch list items remaining and will have final walk through later this month

J.H. – project is 95% completed. Had reordered window shades for the Basement classroom windows and the window above the new west doors

H.S. – Phase II is scheduled to begin in February

Mr. Benson discussed the Erate Contracts for the 2019-2020 school year, switching to Cox Business in place of AT&T, and the agreement with OneNet.

Mr. Ogle discussed the Summer School dates for Drivers Education and the Forcast5 Renewal Agreement.

Guthrie Public Schools
Finance Committee Meeting

February 5, 2019

4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Michelle Chapple, Angie Smedley, Dee Benson, Gina Davis, Sharon Watts, Tina Smedley in the absence of Travis Sallee, 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 OK Environmental Services Agreement

This is a renewal of our annual fuel tank inspection service, with no change in cost.

Mr. Ogle spoke on the following:

Approval of Forecast5 Analytics Agreement

This is a renewal of our current software license agreement with a slight increase in cost (\$4650 vs. \$4500 the previous year).

Approval of Driver's Education Summer School 2019

Three sessions of the class are scheduled, with a cost of \$150 to GHS students and \$175 for out of district students. There is virtually no cost to the district to offer this with the revenue from the enrollment fees, plus the reimbursement from the state.

Ms. Walters spoke on the following:

Approval of Certified Languages Intl Agreement

This new agreement for interpretation services would cost \$500, plus \$1.65/minute for each call. Title I funds will pay for this service.

Ms. Smedley spoke on the following:

Approval of Agreement with Dr. Scott Singleton

This is a continuation of our current contract with Dr. Singleton. His services are needed longer than initially anticipated. Cost is an additional \$5,000.

Mr. Benson spoke on the following:

Approval of Technology Plan – Erate Contracts

This is the same plan as approved last year, with updated dates and additions of software. Additionally, the district will be changing providers for WAN services from AT&T to Cox.

Dr. Simpson spoke on the following:

District Updates

A brief discussion of current and proposed projects.

Curriculum Committee Meeting Minutes

February 5, 2019

5:00 PM

802 E. Vilas Avenue

In Attendance:

Dr. Mike Simpson, Doug Ogle, Carmen Walters, Angie Smedley, Gina Davis, Jennifer Bennett-Johnson, Tina Smedley (attending for Travis Sallee), and Meghan Norton.

Agenda Items Discussed:

Ms. Walters:

- Certified Languages International, LLC
24/7/365 Language interpretation service with over 200 languages available
Title I funds will pay for this
- RSA Update of elementary sites
Explanation and comparison of beginning of year (BOY) scores to middle of year (MOY) 3rd grade students at risk for retention in Reading
- Teacher of the Year Invitation
- Professional Development Day February 18, 2019
District training “Stop the Bleed” and “CRASE” at GHS cafeteria
Elementary 8:00-11:00 AM
Secondary 12:30-3:30 AM
Site PD plans were discussed for the other half of the day not in-district training

Doug Ogle:

- Summer Driver’s Education
Discussion of summer schedule and fees
- Forecast 5 Analytics Renewal

- Discussion of tennis grant of \$1000 per site for age-appropriate equipment and Professional Development Day training for PE teachers and tennis coaches at Charter Oak on February 18th