

AGENDA WITH COMMENTARY

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

**MONDAY
DECEMBER 14, 2020
6:30 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. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 8. Superintendent's Reports**
- 9. Consent Agenda:.....Pages 6-40**

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 November 9, 2020**
 - B. Minutes of special meeting held on November 14, 2020**
 - C. Treasurer's Report**
 - D. Activity Fund Fundraisers as per attached list**

- E. **Fuel bid as recommended by bid committee**
- F. **Encumbrances for General Fund #'s 718-814, Building Fund #'s 282-320, Building Bond #'s 4-4, Casualty/Flood Ins Recovery #'s 1-1, and listed change orders and Activity Fund Reports-the full register is available online**
- G. **Declare listed items as surplus**
- H. **Contracts/Agreements under \$10,000**
 - 1. **Agreement with Barlow Education Management Services, LLC for 2020-2021**

Commentary – This is a renewal agreement with Barlow Education Management Services, LLC for them to continue as our chief negotiator in contract negotiations with the Guthrie Teachers’ Association. There is no change in the service fee for this agreement. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

10. Business Agenda:

- A. **Presentation of 2020-2021 audit by Putnam and Company, LLC**

Commentary – This is the presentation of our annual audit for the school year 2019-2020 by Putnam and Company, LLC, the District’s auditing firm. This is not an action item. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

- B. **Recommendation, consideration and action upon the Termination of Lease Agreement with NorthChurch, Inc.....Page 41**

Commentary – NorthChurch of Guthrie has requested to terminate the lease for the use of Guthrie Upper Elementary School effective December 31, 2020. The original lease was approved to run through June 30, 2021. This lease termination document comes from our legal counsel. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

- C. **Recommendation, consideration and action upon 2020-2021 Revised Appropriations of State Aid for General Fund (form 307).....Page 42**

Commentary – This is a state funding appropriation by SDE to the District for Gifted and Talented students for 2020-2021 school year. – **Ms. Chapple will answer any questions.**

RECOMMENDED ACTION:
The Superintendent recommends approval.

D. Recommendation, consideration and action upon appointment of Bill Hodges, Doug Ogle and Michelle Chapple as designated representatives of the Board of Education to conduct employee negotiations for the 2020-2021 school year

Commentary – Dr. Hodges, Mr. Ogle and Ms. Chapple have served as members of the negotiations team for the district for the past several years. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

E. Recommendation, consideration and action upon agreement with EduSkills, LLC agreement for cloud-based software and consulting for 2021.....Pages 43-48

Commentary – This agreement will help with the reporting requirements for EL and Bilingual students as well as helping teachers and administrators customize curriculum to improve learning for EL students. – **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

F. Recommendation, consideration and upon revision to District Policy: GPS COVID-19 Protocols.....Pages 49-62

RECOMMENDED ACTION:

The Superintendent recommends approval.

G. Recommendation, consideration and action upon amendment to renew agreement with Clearwater Enterprises for the purchase of third-party natural gas for 2021-2022.....Pages 63-64

Commentary – This agreement would extend our contract with Clearwater Enterprises and lock in our natural gas price for the 2021-2022 school year. We have contracted with Clearwater for several years and have saved significant costs by doing so. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

H. Recommendation, consideration and action to accept research and data security FAFSA agreement.....Pages 65-70

Commentary – This is a new platform that will allow our counselors to view progress of students as they complete their Free Application for Federal Student Aid (FAFSA) paperwork. This will allow us to better monitor student progress towards seeking financial aid for their post-secondary education. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- I. Recommendation, consideration and action of adding High School Slow Pitch Softball to the list of Extracurricular Activities offered at Guthrie High School.**

Commentary – This is a recommendation from Guthrie Public Schools Athletic Director Jon Chappell, after student surveys and interest for additional programs. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- J. Recommendation, consideration and action of adding Junior High Soccer to the list of Extracurricular Activities offered at Guthrie High School.**

Commentary – This is a recommendation from Guthrie Public Schools Athletic Director Jon Chappell, after student surveys and interest for additional programs. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- K. Recommendation, consideration and action upon 2020-2021 Support Personnel Handbook modification to page 10 of the Support Pay Grade Schedule...Pages 71-72**

Commentary – Deletions to approved Support Pay Grade Schedule are noted with a strike through and changes or additions are in red. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 11. 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 2020-2021, discussion of employment of temporary contract teachers as listed on Schedule A for the second semester of the 2020-2021 school year, discussion of employment of probationary contract teacher as listed on Schedule B for the second semester of the 2020-2021 school year, and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7**
- A. Vote to go into executive session**
 - B. Acknowledge Board's return to open session**
 - C. Statement of minutes of executive session**
- 12. Vote on action as set out on the Personnel Reports**

- 13. Action upon extra-duty assignments for 2020-2021
- 14. Action upon recommendation to employ as temporary teachers for the second semester of the 2020-2021 school year the individuals listed on Schedule A of this agenda
- 15. Action upon recommendation to employ as probationary contract teacher for the second semester of the 2020-2021 school year the individuals listed on Schedule B of this agenda
- 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**

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Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
200 NORTH CROOKS DRIVE
GUTHRIE, OKLAHOMA
NOVEMBER 9, 2020**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 6:30 P.M. IN THE GUTHRIE HIGH SCHOOL, 200 NORTH CROOKS DRIVE, GUTHRIE, OKLAHOMA ON NOVEMBER 9, 2020.

Board Members Present:

S. Janna Pierson, Chris Schroder, Ron Plagg, Jennifer Bennett-Johnson, Gina Davis

District Level School Officials Present:

**Dr. Mike Simpson, Superintendent
Doug Ogle, Assistant Superintendent
Carmen Walters, Executive Director of
Federal Programs/Elementary Ed
Susan Cox, Director of Nutrition
Cody Thompson, Director of Operations
Dee Benson, Director of Technology
Michelle Chapple, CFO
Elisha Jahnke, Minutes Clerk
Kary Jarred, Deputy Minutes Clerk**

- 1. The meeting was called to order by President Pierson.**
- 2. Members Chris Schroder, Ron Plagg, Jennifer Bennett-Johnson, Gina Davis were present for roll call.**
- 3. A quorum was established.**
- 4. President Pierson asked everyone present to stand and join her in the Pledge of Allegiance.**
- 5. President Pierson asked everyone present to join her in a Moment of Silence.**
- 6A. Gina Wright was recognized as the 2020 Support Employee of the month and the Certified Employee of the month will be presented next month due to an illness.**
- 6B. Charles Hooper, a 3rd grader at Cotteral was presented a \$65 Stacy's Place gift card for Student of the Month.**
- 7A. President Pierson 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 Pierson asked the Superintendent if there were any comments to the Board by Board members.**

Superintendent Simpson stated there were none.

- 8. Superintendent Simpson reported on the following:**

Congratulations to our GHS Cross Country Teams. The boy's team placed 7th at the state meet and the girls team placed 12th. A quality showing by our Cross-Country Program.

Our football team will begin the playoffs with a bye week and then play Lawton MacArthur on Friday, November 20th.

Wednesday is Veterans Day and we thank all veterans for their service to our country. We will honor our veterans with each site paying a tribute to those who have served.

We want to thank OG&E, CREC and the many mutual aid crews who made getting power back to our schools as a priority. Their work is greatly appreciated. Also thankful to the many staff members of the Operations and Technology Department who were working long hours to get us back up and running.

We want to recognize Keely Northup with (SWAK) Sealed with a Kiss, and Brandy Parks with Sooner Success for organizing the distribution of over a thousand handmade hats to all of our Pre-K – 4th grade students. The Tiny Topper project included churches and individuals competing to see who can make the most hats. Our students were grateful to have received them.

We are finalizing protocols for indoor events where we host the public such as concerts and athletic events. We are working with a vendor to develop online ticket sales and attendance will be limited to 25% of capacity. Masks will be required.

We want to recognize Melanie Ball for being named a finalist for Oklahoma Teacher of the Year. She is a rock star and this was great news for our district as well.

- 9. A presentation on Guthrie Public Schools Annual Dropout Report and College Remediation Rate of GHS Graduating class of 2019 by Mr. Doug Ogle, Assistant Superintendent.**

- 10. President Pierson called for action on the Consent Agenda.**

A motion was made by Plagg and seconded by Davis to approve the Consent Agenda.

The motion carried with 5 ayes and 0 nays.

11A. President Pierson called for the recommendation, consideration and action to adopt the calendar of regularly scheduled School Board meetings for 2021.

A motion was made by Schroder and seconded by Davis to approve the regularly scheduled School Board meetings for 2021.

The motion carried with 5 ayes and 0 nays.

11B. President Pierson called for the recommendation, consideration and action to call for the Board Election to be held on February 9, 2021, and a Runoff Election, if needed, on April 6, 2021 for Board Positions #2 and #6, which have a 4-year term of office.

Discussion followed.

A motion was made by Schroder and seconded by Davis to approve the Board Election to be held on February 9, 2021, and a Runoff Election, if needed, on April 6, 2021 for Board Positions #2 and #6, which have a 4-year term of office.

The motion carried with 5 ayes and 0 nays.

11C. President Pierson called for the recommendation, consideration and action upon proposed school calendar modification for 2020-2021.

Discussion followed.

A motion was made by Davis and seconded by Plagg to approve the proposed school calendar modification for 2020-2021.

The motion carried with 5 ayes and 0 nays.

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, and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2 and 7

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

12A. A motion was made by Plagg and seconded by Schroder to go into executive session.

The motion carried with 5 ayes and 0 nays. Executive session began at 6:51p.m.

12B. President Pierson acknowledged the Boards return to open session at 7:10p.m.

12C. President Pierson stated that in executive session, no votes were taken.

13. **President Pierson called for a vote on action as set out on the Personnel Reports.**

The motion was made by Davis and seconded by Plagg to approve the Personnel Report.

The motion carried with 5 ayes and 0 nays.

14. **President Pierson called for a vote for the recommendation of extra-duty assignments for 2020-2021.**

The motion was made by Davis and seconded by Bennett Johnson to approve the recommendations of extra-duty assignments for 2020-2021.

The motion carried with 5 ayes and 0 nays.

15. **President Pierson asked if there were any resignations offered since the posting of the agenda.**

Dr. Simpson stated there were none.

16. **President Pierson asked for a vote on the November 9, 2020 Amendment to the Superintendent's Contract for the 2020-2021 school year.**

The motion was made by Plagg and seconded by Schroder to approve the Amendment to the Superintendent's Contract for the 2020-2021 school year.

The motion carried with 5 ayes and 0 nays.

17. **President Pierson asked for a vote to approve the Superintendent's Contract covering 2021-2022, 2022-2023 and 2023-2024 school year.**

A discussion followed.

The motion was made by Bennett-Johnson and seconded by Davis to approve the Superintendent's Contract covering the 2021-2022, 2022-2023 and 2023-2024 school year.

The motion carried with 5 ayes and 0 nays.

18. **President Pierson asked 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.**

Dr. Simpson stated there was no new business.

19. **President Pierson called for the meeting to be adjourned.**

A motion was made by Schroder and seconded by Davis to adjourn.

The meeting was adjourned at 7:18p.m.

Elisha Jahnke, Minutes Clerk

S. Janna Pierson, Board President

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
SPECIAL MEETING
NOVEMBER 14, 2020**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 9:00 A.M. VIA ZOOM CONFERENCE CALL NOVEMBER 14, 2020.

Board Members Present: S. Janna Pierson, Chris Schroder, Ron Plagg, Tina Smedley

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Doug Ogle, Assistant Superintendent
Elisha Jahnke, Minutes Clerk
Kary Jarred, Deputy Minutes Clerk

1. The meeting was called to order by President Pierson.
2. Members Chris Schroder, Ron Plagg and Tina Smedley were present for roll call.
3. A quorum was established.
4. President Pierson asked everyone present to stand and join her in the Pledge of Allegiance.
5. President Pierson asked everyone present to join her in a Moment of Silence.
6. President Pierson asked for action to pass the 2021 School Election Resolution as presented.

A motion was made by Schroder and seconded by Smedley.

The motion carried with 4 ayes and 0 nays.

7. President Pierson asked for a motion to adjourn.

A motion was made by Plagg and seconded by Smedley.

The motion carried with 4 ayes and 0 nays.

The meeting adjourned at 9:05a.m.

Elisha Jahnke, Minutes Clerk

S. Janna Pierson, Board President

TREASURER'S REPORT
November 30, 2020

BANK BALANCES

FARMERS & MERCHANTS

General Fund	2,172,385.84
Building Fund	101,264.81
Sinking Fund	725,938.61
ILR Fund	47,240.00
G&E Fund	6,055.60
Child Nutrition Fund	103,008.90
Activity Fund	533,822.05
School Age-Care Fund	75,619.14
Bond Fund	<u>629,485.05</u>

TOTAL \$ 4,394,820.00

RECEIPTS

GENERAL FUND:

Logan County	48,254.26
State of Oklahoma	1,112,211.05
Okla. Tax Comm.	142,863.01
School Land Earn.	29,735.88
R.O.T.C.	6,534.29
Federal Programs	146,256.71
Misc Receipts	10,730.52
Correcting Entry(-)	
General Acct. Int.	1,320.38
Minus (-) Bank Fees	<u>74.64</u>
TOTAL	\$1,497,831.46

BUILDING FUND

Logan County	1,505.80
Bldg. for Champs	<u>20.00</u>
TOTAL	\$1,525.80

SINKING FUND:

Logan County	\$4,517.63
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CHILD NUTRITION FUND:

Local	8,222.06
State	13,029.93
Federal	<u>115,435.26</u>
TOTAL	\$136,687.25

INS.LOSS RECOVERY FUND:

BOND FUND:

Interest	129.44
Bank Fees	<u>(-) 8.75</u>
TOTAL	\$120.69

WARRANTS PAID

GENERAL FUND:

2019-2020 \$ 11,408.35
2020-2021 \$2,071,971.20

BUILDING FUND:

2019-2020 \$ 600.00
2020-2021 \$69,839.11

CHILD NUTRITION FUND:

2019-2020 \$
2020-2021 \$110,176.63

GIFTS & ENDOWMENTS FUND:

2019-2020
2020-2021

INS. LOSS RECOVERY FUND:

2019-2020
2020-2021

BOND FUND:

2019-2020 \$ 697.63
2020-2021

TOTAL MONIES IN F&M BANK \$ 4,394,820.00

PLEGGED – FDIC \$ 250,000.00

PLEGGED – F&M BANK \$ 5,625,000.00

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
As of 12/01/2020**

- | | | |
|----|-------------------------------|---------------------------------------|
| 1. | G.U.E.S. Activity, 812 | Follett Book Fair |
| 2. | GUES | Donors Choose-Library books |
| 3. | HS Athletics, 852 | John Vance/Ally Bank Car Drive |
| 4. | Lady Jays BB, 881 | Free Throw-a-thon |
| 5. | Lady Jays BB, 881 | Basketball Fan T-shirt sales |
| 6. | Lady Jays BB, 881 | Advertising Sign sales |
| 7. | Special Olympics, 929 | Complete 2019-20 Spring Fling |



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11-16-2020 Site: GUES Unobligated Account Balance: 6,624.19

Account Name: GUES Activity Account Number: 812

Select One: [X] Soliciting in School Only [] Soliciting in school & community [] Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Follett 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 [X] 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: Follett Book Fair

Purpose for which funds will be used: Funds will be used to purchase books for the library

Name/Address of Vendor: Follett, 3 Westbrook Corporate Center, Suite 200, Westchester, IL 60154

Items to be purchased in order to conduct the fundraiser: books for sale

Estimated INCOME: 3000 Fundraiser start date: March 22, 2021
Less Estimated EXPENSES: 1500
Estimated PROFIT: 1500 Fundraiser end date: March 26, 2021

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 Follett Are

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

Sponsor Signature: [Signature] Date: 11/17/2020
Principal's Signature: [Signature] Date: 11/17/2020
Athletic Director's Signature (if applicable): [Signature] Date:

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

[Handwritten signature]



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11-17-2020 Site: GUES Unobligated Account Balance: 6,604.19
Account Name: Donors Choose Account Number: 812

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

Describe the fundraiser to be conducted (Items sold/activity planned, etc.) Donors Choose to replace lost books due to covid or other lost or old book

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: I will purchase library bound books from Permabound for the library

Purpose for which funds will be used: to replace lost books due to covid or other lost or old books

Name/Address of Vendor: donations

Items to be purchased in order to conduct the fundraiser: to replace lost books due to covid or other lost or old books

Estimated INCOME:	1500	Fundraiser start date:	December 15, 2020
Less Estimated EXPENSES:	1500		
Estimated PROFIT:	1500	Fundraiser end date:	April 30, 2020

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: Shirley Fields Date: 11/17/2020
 Principal's Signature: Deborah Dawson Date: 11/17/2020
 Athletic Director's Signature (if applicable): _____ Date: _____

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

Handwritten signature: mshapple



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GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: Nov. 16, 2020 Site: GHS Unobligated Account Balance: 13,708²³

Account Name: Guthrie HS Athletics Account Number: 852

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Car Drive/John Vance Motors and Ally Bank will donate \$50 a test drive up to \$2500

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: Athletic equipment, travel etc.

Name/Address of Vendor: na

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

Estimated INCOME: 2500.00 Fundraiser start date: Dec. 16, 2020
Less Estimated EXPENSES: _____

Estimated PROFIT: 2500 Fundraiser end date: Dec. 30, 2020

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? no if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: Nov 16, 2020

Principal's Signature: [Signature] Date: 11-16-20

Athletic Director's Signature (if applicable): [Signature] Date: Nov 16, 2020

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

[Handwritten Signature]



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9-24-20 Site: HS-705 Unobligated Account Balance: 2,564.74
Account Name: LADY JAYS BASKETBALL Account Number: 881

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

Describe the fundraiser to be conducted (Items sold/activity planned, etc.) free-throw-a-thon individuals sponsor a player for number of free throws made out of 100-will be done during practice time

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: AS NEEDED, SHOES, PRACTICE SHIRTS, HOTELS, MEALS EQUIPMENT AND OTHER ITMES AS NEEDED

Name/Address of Vendor: n/a

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

Estimated INCOME: \$4000.00 Fundraiser start da. 12-15-2020
Less Estimated EXPENSES: _____
Estimated PROFIT: \$4000.00 Fundraiser end date: April 1, 2021

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? yes if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: _____

Principal's Signature: _____ Date: _____

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

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

[Handwritten signature]



5.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9-24-20 Site: HS-705 Unobligated Account Balance: 2,564.74
Account Name: LADY JAYS BASKETBALL Account Number: 881

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) sell basketball fan t-shirt

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: infinite Design/and or Cimarron Screen Printing

Purpose for which funds will be used: AS NEEDED, SHOES, PRACTICE SHIRTS, HOTELS, MEALS EQUIPMENT AND OTHER ITMES AS NEEDED

Name/Address of Vendor: Cimarron Screen Printing 13716 N Lincoln Blvd EDMOND OK 73013

Items to be purchased in order to conduct the fundraiser: custom design t-shirt

Estimated INCOME: \$12/shirt \$3600.00 Fundraiser start date: 12-15-2020
Less Estimated EXPENSES: \$6/shirt-1800.00
Estimated PROFIT: \$1800.00 Fundraiser end date: 4-1-2021

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? thrown to crowd at games/given as spirit wear Are

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

Sponsor Signature: [Signature] Date: _____

Principal's Signature: _____ Date: _____

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

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

[Handwritten Signature]



6.

GPS

ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9-24-20 Site: HS-705 Unobligated Account Balance: 2564⁷⁴
 Account Name: LADY JAYS BASKETBALL Account Number: 881

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) SALE ADVERTISING SIGNS TO LOCAL BUSINESS \$200/NEW \$100/RENEW

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: SIGNS TO GO AND ONE STOP COPY SHOP

Purpose for which funds will be used: AS NEEDED, SHOES, PRACTICE SHIRTS, HOTELS, MEALS EQUIPMENT AND OTHER ITMES AS NEEDED

Name/Address of Vendor: SIGNS TO GO 3130 S BLVD EDMOND OK 73013

Items to be purchased in order to conduct the fundraiser: ORDER FORMS

Estimated INCOME: 3000.00 Fundraiser start date: 12-15-2020
 Less Estimated EXPENSES: 650.00
 Estimated PROFIT: 2350.00 Fundraiser end date: 1-1-2021

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

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

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

Sponsor Signature: [Signature] Date: _____

Principal's Signature: _____ Date: _____

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

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

[Handwritten Signature]



7.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/18/2020 Site: GHS Unobligated Account Balance: 36896.45

Account Name: Guthrie Special Olympics Account Number: 929

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Guthrie Special Olympics needs to complete the SpringFLing from March 2020.

We still have about 50 tickets to sell, and silent auction items have already been collected. Each ticket sold receives 2 dinners. *All District COVID-19 protocols will be followed

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) Mexican Dinner and desserts

Manufacturer: Chuy's Mexican, Missy's Donuts, Sam's

Purpose for which funds will be used: Housing/Registration, Uniforms, Fuel/transportation, Substitute pay, Competitions, awards, snacks/meals/drinks.

Name/Address of Vendor: TBA (winners will be drawn at the auction)

Items to be purchased in order to conduct the fundraiser: Dinnerware, desserts, lemonade, To go boxes, PPE items, silent auction items.

tablecloth, office supplies, printer ink, Flyers, incedentals/unforeseen necessities

Estimated INCOME: \$15,000 Fundraiser start date: Jan. 25, 2021 (ticket sales)

Less Estimated EXPENSES: 5000\$

Estimated PROFIT: \$10000 Fundraiser end date: March 27, 2021

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? Tickets not sold will be marked as not sold when the drawing takes place. Are

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

Sponsor Signature: Laura Benham Date: 11-18-20

Principal's Signature: Chris Williams Date: 11-18-20

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

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

[Handwritten signature]



8.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/18/2020 Site: Fogarty Unobligated Account Balance: 5877¹⁸
 Account Name: Fogarty Activity Account Number: 809

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Check Fundraiser. Through a letter to we will request parents donate money for the purchase of technology, and online learning platforms. We will not do a brochure fundraiser.

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: To purchase technology and online learning support for students such as Moby Max, Study Island, etc.

Name/Address of Vendor: N/A

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

Estimated INCOME: 10,000 Fundraiser start date: February 1, 2021
 Less Estimated EXPENSES: 0.00
 Estimated PROFIT: 10,000 Fundraiser end date: March 2, 2021

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: _____ Date: 11/18/2020
 Principal's Signature: Marsha Todd Date: 11/18/2020
 Athletic Director's Signature (if applicable): _____ Date: _____

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

Marsha Todd

**Transportation Department
Fuel Bids
2019-2020**

DATE: <u>11-16-20</u>	TIME BIDS BEGAN: <u>8:05am</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>8:45am</u>	DIESEL: <u>6,000 clear (winter blend)</u>
		UNLEADED: <u>1,000 conventional</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
	<u>(TJ)</u>			No
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	1.415	1.54
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	1.2039	1.3438 ^{AD}
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373 ^{PROD} 0	1.1864	1.3259 ^{No}
EARNHEART OIL & PROPANE	<u>DUSTIN</u>	405-612-2650	No Bid	No Bid ^{Yes}

1,415.00 | 9,240.00
 1,203.90 | 8,062.80
 1,186.40 | 7,955.40
 No Bid | No Bid

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO:	
	<u>Red Rock</u>	
UNLEADED FUEL: <u>1,000</u>	PRICE PER GALLON: <u>1.1864</u>	TOTAL AMT: <u>1,186.40</u>
DIESEL FUEL: <u>6,000</u>	PRICE PER GALLON: <u>1.3259</u>	TOTAL AMT: <u>7,955.40</u>
		TOTAL PURCHASE: <u>9,141.80</u>

PER TELEPHONE BIDS RECEIVED BY: <u>Brandi Brown</u> <u>Susan Birchen</u>	COMMENTS:
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Purchase Order Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 7/1/2020 - 6/30/2021, PO Range: 718 - 814

PO No	Date	Vendor No	Vendor	Description	Amount
718	11/02/2020	42234	CHALK'S TRUCK PARTS, INC.	HEATER MOTOR 2 SP CW 3WIR EST25399/1	252.00
719	10/26/2020	43821	TEACHER SYNERGY, LLC	CURRICULUM	145.99
720	10/08/2020	44458	CHRISTOPHER TILLMAN	SECURITY OFFICER FOR ELEMENTARY SITES	4,000.00
721	11/03/2020	13646	CAROLYN BLACK HALLER	4X8 SIGN BASEBALL	200.00
722	11/03/2020	10423	OLEN WILLIAMS SALES & SERVICE	SCOREBOARD BOX REPAIR-HS	150.00
723	11/03/2020	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	O RINGS,, MOUNTING GASKET (VARIOUS BUSES)	13.11
724	11/03/2020	44186	DOUBLE T ENTERPRISES, LLC	BATTERIES FOR BUSES	1,000.00
725	11/03/2020	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/HS/PAM DAVIS	150.00
726	11/03/2020	40767	NEW ACADEMY HOLDING CO. LLC	CORNHOLE BOARDS FOR CLASSROOM EVENTS	239.94
727	11/04/2020	15994	AMAZON CAPITAL SERVICES	SUPPLIES FOR STEM 3/ OUTDOOR ED	958.46
728	11/05/2020	44596	OPEN JAR STUDIOS LLC	SINGER'S MASK	2,434.01
729	11/05/2020	15994	AMAZON CAPITAL SERVICES	MISCELLANEOUS STEM CLASSROOM SUPPLIES	652.14
730	11/05/2020	84437	LESLIE PAMELA RIOS	MILEAGE REIMBURSEMENT	750.00
731	11/04/2020	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES/\$150/TAYLOR, BETH CO	72.86
732	11/05/2020	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLIES/MELVIN/HS/SP ED	150.00
733	11/05/2020	44188	ALAN G SMITH	BLADE SHARPENING AND EQUIPMENT REPAIR	250.00
734	11/05/2020	13969	THE RAILROAD YARD, INC.	MATERIALS FOR TEACHING FFA PROGRAM/HS	1,500.00
735	11/05/2020	12936	OKLA. ASSOC. FOR PUPIL TRANS.	ONLINE TRAINING FOR MARIE SMITH AND TRACEY NORTON	90.00
736	11/05/2020	17289	A-1 RADIATOR SERVICE, INC.	2 RADIATORS FOR BUSES	1,576.00
737	11/05/2020	12682	MIDWEST BUS SALES, INC.	AM/FM/ PA RADIOS FOR BUSES	417.78
738	11/06/2020	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLIES/JENIFFER ONEIL/HS	150.00
739	11/04/2020	17352	EASTBAY, INC	BOYS BASKETBALL UNIFORMS	0.00
740	11/09/2020	15994	AMAZON CAPITAL SERVICES	\$150/CENTRAL/SEISS	149.38
741	11/09/2020	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLES/JAKE JENSEN/HS	150.00
742	11/09/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/KIM THOMASON/COTTERAL	150.00
743	11/10/2020	44594	NEARFALL LLC	HS- UNIFORMS (WR)	1,148.00
744	11/09/2020	15994	AMAZON CAPITAL SERVICES	TEACHER150/BURGESS/JH/CLASS ROOM SUPPLIES	150.00
745	11/11/2020	10347	BUREAU OF EDUCATION & RESEARCH, INC	TRAINING FOR SPEECH PATHS	1,036.00
746	11/11/2020	43821	TEACHER SYNERGY, LLC	TEACHER \$150 SUPPLIES/FAVER/BENSON	14.75
747	11/11/2020	14207	WALMART COMMUNITY	TEACHER 150/WALTERS/JH/CLASSROOM SUPPLIES	150.00

Purchase Order Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 7/1/2020 - 6/30/2021, PO Range: 718 - 814

PO No	Date	Vendor No	Vendor	Description	Amount
748	11/12/2020	11565	HAWTHORNE EDUCATIONAL SERVICES, INC	PSYCH TESTING SUPPLIES	490.00
749	11/09/2020	14201	WALKER TIRE DTR LLC	TIRES FOR TRUCK 73	967.60
750	11/09/2020	12682	MIDWEST BUS SALES, INC.	SWITCH TURN AND MULTI FUNCTION	150.00
751	11/09/2020	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	Q296840 MULTI SWITCH	149.36
752	11/09/2020	42234	CHALK'S TRUCK PARTS, INC.	ROOF HATCH THOMAS VARIOUS BUSES	687.90
753	11/09/2020	12682	MIDWEST BUS SALES, INC.	WINDOW TEMP TINT BUS 7	215.02
754	11/09/2020	11933	JOHN VANCE MOTORS, INC.	REPLACED CAB MOUNT BUSHINGS	1,600.00
755	11/11/2020	44380	SCHOOL SAFE ID, LLC	LABELS FOR SCHOOL SAFE ID MACHINE/JH	196.95
756	11/12/2020	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLIES/ JADON DAVENPORT/HS	150.00
757	11/12/2020	12387	LOWE'S COMPANIES, INC.	SUPPLIES AND MATERIALS FOR AG DEPARTMENT	1,000.00
758	11/12/2020	12682	MIDWEST BUS SALES, INC.	COOLANT HOSE MOLDED, ISB 6.7	184.75
759	11/12/2020	12682	MIDWEST BUS SALES, INC.	BRACKET-UNDERHOOD PDM. M2	467.52
760	11/13/2020	42234	CHALK'S TRUCK PARTS, INC.	MICROPHONE PA HIGH GAIN EST# 30606/1	153.60
761	11/16/2020	13286	RED ROCK DISTRIBUTING CO.	6000 GALLONS DIESEL 1000 GALLONS UNLEADED	9,141.80
762	11/16/2020	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 / BENSON	135.25
763	11/16/2020	44521	A2Z RECOGNITION PRODUCTS INC	DRAPE KIT FOR AG PROGRAM	838.77
764	11/16/2020	44258	FIRST BOOK	LIBRARY BOOKS/GUES	100.21
765	11/16/2020	15335	BOUND TO STAY BOUND BOOKS, INC	160 FICTION & NON-FICTION LIBRARY BOOKS/GUES	1,111.08
766	11/16/2020	44422	BRAINSTORM BOOKS, INC	DRAWING BOOKS/GUES	150.00
767	11/16/2020	15994	AMAZON CAPITAL SERVICES	BLANKET PO FOR OFFICE SUPPLIES/FAVER	400.00
768	11/17/2020	15994	AMAZON CAPITAL SERVICES	CENTRAL/CAMPBELL/\$150	150.00
769	11/17/2020	11933	JOHN VANCE MOTORS, INC.	DOOR REPAIR FOR VAN 78	500.00
770	11/17/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/AUDRA BRANSON/GUES	150.00
771	11/17/2020	44596	OPEN JAR STUDIOS LLC	FACE MASKS FOR SINGERS/HS	460.00
772	11/17/2020	12387	LOWE'S COMPANIES, INC.	FFA WELDERS/HS	770.00
773	11/17/2020	42456	STILLWATER MILLING COMPANY	SUPPLIES AND MATERIALS FOR AG PROGRAM	350.00
774	11/18/2020	10011	SOUTHPOINTE VETERINARY CLINIC	SUPPLIES AND MATERIALS FOR AG PROGRAM	300.00
775	11/18/2020	42234	CHALK'S TRUCK PARTS, INC.	HEATED MINI HAWK EYE MIRRORS AND CROSSVIEW MIRRORS	635.58
776	11/18/2020	14207	WALMART COMMUNITY	TONYA STANSBURY/\$150 TEACHER SUPPLIES/COTTERAL	150.00
777	11/18/2020	44453	MASTER THREADS, LLC	HS- UNIFORMS (WR)	2,418.98
778	11/17/2020	13704	BSN SPORTS, INC.	HS- UNIFORMS (BOYS BB)	1,249.40
779	11/17/2020	14377	FOLLETT SCHOOL SOLUTIONS, INC	WINTER 2020 LIBRARY BOOKS-JH	1,300.00
780	11/18/2020	43821	TEACHER SYNERGY, LLC	TEACHER 150/CLASSROOM SUPPLIES/CONNOLLY/JH	28.48

Purchase Order Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 7/1/2020 - 6/30/2021, PO Range: 718 - 814

PO No	Date	Vendor No	Vendor	Description	Amount
781	11/19/2020	12682	MIDWEST BUS SALES, INC.	VARIOUS BUS PARTS	1,620.22
782	11/20/2020	15994	AMAZON CAPITAL SERVICES	HS- MICROFIBER MOPS/MAT CLEANER/TAPE	276.97
783	11/19/2020	44087	GOOLSBEE TIRE SERVICE INC	TIRES FOR BUSES WO#1-190874	1,255.00
784	10/26/2020	44601	LEVI KIMBLER	SECURITY OFFICER FOR ELEMENTARY SITES	4,000.00
785	11/30/2020	44071	FIREFLY COMPUTERS, LLC	LENOVO 300ECBK DAUGHTERBOARDS	299.90
786	11/30/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/CHARLOTTE MITCHELL/GUES	150.00
787	11/30/2020	15994	AMAZON CAPITAL SERVICES	HS- ZIP TIES (GYM)	78.15
788	11/30/2020	44088	REPRODUCTION ENTERPRISES, INC.	TANK REFILL AND SUPPLIES/FFA/HS	300.00
789	11/30/2020	14207	WALMART COMMUNITY	TEACHER 150/GILLETT/JH/CLASSROOMSUP PLIES	150.00
790	11/30/2020	14207	WALMART COMMUNITY	TEACHER 150/ SUPPLIES/DAY/JH	150.00
791	11/30/2020	14246	WIESER EDUCATION, INC.	CURRICULUM	150.00
792	12/01/2020	44603	STIMULUS PUBLICATION	CURRICULUM	207.95
793	12/01/2020	12967	OKLAHOMA HOME CENTERS, INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	350.00
794	11/30/2020	12171	LAKESHORE LEARNING MATERIALS	\$150/GILLETT/CENTRAL	100.00
795	11/30/2020	12447	MARDEL, INC.	\$150/GILLETT/CENTRAL	50.00
796	12/01/2020	43320	CHICKASAW	SMARTNET RENEWAL/TECHNOLOGY	12,143.04
797	12/01/2020	14207	WALMART COMMUNITY	\$150/FRIESE/CENTRAL	150.00
798	12/02/2020	17792	ROSETTA STONE,LTD	LANGUAGE PROGRAM FOR K-5	3,960.00
799	12/02/2020	14207	WALMART COMMUNITY	\$150/K. HEDGE/CENTRAL	150.00
800	12/02/2020	14207	WALMART COMMUNITY	\$150/C. HEDGE/CENTRAL	150.00
801	12/02/2020	44521	A2Z RECOGNITION PRODUCTS INC	BASES FOR UPRIGHTS/FFA/HS	226.00
802	12/02/2020	15994	AMAZON CAPITAL SERVICES	WELDING SUPPLIES AND EQUIPMENT/FFA/HS	105.47
803	12/02/2020	15994	AMAZON CAPITAL SERVICES	AUDIO PORTAL METAL CABLE REEL/TRANSPORTATION	66.90
804	12/02/2020	12899	O'REILLY AUTOMOTIVE STORES, INC.	VARIOUS PARTS AND SUPPLIES/TRANSPORTATION	1,000.00
805	12/02/2020	15969	SOUTHWEST PAPER, INC - OKC	ADULT DISPOSABLE FACE MASKS	1,550.00
806	12/03/2020	44567	MIRA CANION	TEACHER \$150 SUPPLIES-TOFFOLI- HS	68.00
807	12/03/2020	43821	TEACHER SYNERGY, LLC	TEACHER \$150 SUPPLIES-TOFFOLI- HS	65.00
808	12/03/2020	12171	LAKESHORE LEARNING MATERIALS	TEACHER \$150 SUPPLIES/AMANDA SHIPLEY/C OAK	149.93
809	12/03/2020	13646	CAROLYN BLACK HALLER	RIDE REQUIREMENT SIGNS FOR BUSES	360.00
810	12/04/2020	42234	CHALK'S TRUCK PARTS, INC.	LATCH NON LOCKING AND CAP ESTIMATE 36017/1	171.06

Purchase Order Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 7/1/2020 - 6/30/2021, PO Range: 718 - 814

PO No	Date	Vendor No	Vendor	Description	Amount
811	12/04/2020	15994	AMAZON CAPITAL SERVICES	CARRYING BAGS FOR CHAIRS/FFA/HS	239.96
812	12/04/2020	44361	BETSY CHEN	BEHAVIORIAL SERVICES CONTRACT	20,000.00
813	12/04/2020	15994	AMAZON CAPITAL SERVICES	TEACHER 150/DEARING/JH/CLASSROOM SUPPLIES	148.93
814	12/04/2020	15994	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/FOGARTY	250.00
Non-Payroll Total:					\$94,945.15
Payroll Total:					\$0.00
Report Total:					\$94,945.15

Purchase Order Register

Options: Year: 2020-2021, Fund: Building, Date Range: 7/1/2020 - 6/30/2021, PO Range: 282 - 320

PO No	Date	Vendor No	Vendor	Description	Amount
282	11/04/2020	42501	EARTHSMART CONTROLS, LLC	HVAC SERVICE AND REPAIRS	1,000.00
283	11/04/2020	11619	HOME DEPOT CREDIT SERVICES	CEILING TILE FOR HIGH SCHOOL	105.00
284	11/04/2020	11453	W. W. GRAINGER	PUMP CENTRAL BOILER	2,200.00
285	11/04/2020	15969	SOUTHWEST PAPER, INC - OKC	TRASH CANS FOR FOGARTY RESTROOMS	123.32
286	11/04/2020	44382	ACTION FIRE PROTECTION LLC	DISTRICT FIRE EXTINGUISHER INSPECTIONS AND SERVICE	3,000.00
287	11/04/2020	14674	HOMETOWN RENTAL & FEED, INC.	PARTS AND SUPPLIES	200.00
288	11/05/2020	43973	CHRISTOPHER CODY HAYES	STORM CLEANUP AT JR HIGH	1,900.00
289	11/05/2020	43973	CHRISTOPHER CODY HAYES	TREE AND LIMB REMOVAL AT COTTERAL	3,300.00
290	11/05/2020	43973	CHRISTOPHER CODY HAYES	TREE AND LIMB REMOVAL AT GUES	2,700.00
291	11/05/2020	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	1,200.00
292	11/06/2020	43639	KONE, INC	CENTRAL ELEVATOR REPAIRS	1,000.00
293	11/09/2020	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
294	11/10/2020	12326	LOGAN COUNTY ASPHALT CO.,INC.	MATERIAL FOR COTTERAL PARKING	750.00
295	11/11/2020	15969	SOUTHWEST PAPER, INC - OKC	FOAM HAND SOAP FOR AUTO DISPENSERS	296.52
296	11/12/2020	15969	SOUTHWEST PAPER, INC - OKC	HP202 CLEANER, SPRAY BOTTLES AND TRIGGERS	1,218.00
297	11/12/2020	10110	HENKE & WANG PLUMBING	REPLACE WATER HEATER CUSTODIAL CLOSET AT CENTRAL	1,000.00
298	11/12/2020	10110	HENKE & WANG PLUMBING	REPLACE WATER HEATER RM 511 AT GUES	650.00
299	11/12/2020	10110	HENKE & WANG PLUMBING	INSTALL BOTTLE FILLERS AT COTTERAL	1,000.00
300	11/13/2020	43749	TREAT'S SOLUTIONS, LLC	FOAM HAND SOAP FOR DISTRICT	1,093.70
301	11/13/2020	15969	SOUTHWEST PAPER, INC - OKC	FOAM HAND SOAP FOR DISTRICT AUTO DISPENSERS	617.75
302	11/13/2020	11254	FEDERAL CORPORATION	PRESSURE TANK FOR CENTRAL	777.61
303	11/16/2020	10183	NATIONAL PEN HOLDINGS, LLC	LED FLASHLIGHT KEYCHAINS	155.00
304	11/16/2020	11619	HOME DEPOT CREDIT SERVICES	FENCING AND T POST	614.60
305	11/16/2020	43749	TREAT'S SOLUTIONS, LLC	VINYL GLOVES FOR DISTRICT	405.00
306	11/16/2020	15949	GREAT PLAINS, INC	FUEL FILTER BOWL AND HOUSING FOR TRACTOR	32.28
307	11/16/2020	15994	AMAZON CAPITAL SERVICES	VENT MOTOR FOR HS CLASSROOM	250.00
308	11/17/2020	11453	W. W. GRAINGER	VELCRO STRIPS FOR TABLE SKIRTING	146.00
309	11/18/2020	41388	CITIBANK\TRACTOR SUPPLY CREDIT PLAN	TOP LINK ADJUSTER FOR BRUSH HOG	43.00
310	11/18/2020	44092	INNOVATIVE MECHANICAL LLC	REPAIR CENTRAL BOILER	3,850.00
311	11/19/2020	43973	CHRISTOPHER CODY HAYES	ADDITIONAL STORM CLEANUP AT COTTERAL	2,200.00
312	11/19/2020	44599	REGAL PLASTIC SUPPLY	FREESTANDING SHIELDS FOR BOARD ROOM TABLE	629.67

Purchase Order Register

Options: Year: 2020-2021, Fund: Building, Date Range: 7/1/2020 - 6/30/2021, PO Range: 282 - 320

PO No	Date	Vendor No	Vendor	Description	Amount
313	11/20/2020	15994	AMAZON CAPITAL SERVICES	INDOOR CONVEX SECURITY MIRRORS	81.30
314	11/20/2020	15969	SOUTHWEST PAPER, INC - OKC	RUBBERMAID JANITORIAL CART BAG	120.00
315	11/24/2020	44065	FIRETROL PROTECTION SYSTEMS, INC.	FIRE ALARM REPAIRS AT FOGARTY QUAD	1,076.56
316	11/24/2020	43225	RED DIRT SEPTIC & BACKHOE, LLC	LIFT PUMP REPAIRS AT CHARTER OAK	2,500.00
317	11/27/2020	17249	S. T. BOLDING III	ELECTRICAL SERVICE AND REPAIRS AT GUES	2,000.00
318	12/01/2020	13969	THE RAILROAD YARD, INC.	IRON, TUBING, ANGLE IRON	300.00
319	11/30/2020	17152	TIME SPENT LLC	CARPET CLEANING FOR DISTRICT	5,848.00
320	12/04/2020	15659	OLEN WILLIAMS, INC.	HS- SCORE BOARD REPAIRS (JH GYM)	250.00
Non-Payroll Total:					\$45,633.31
Payroll Total:					\$0.00
Report Total:					\$45,633.31

Purchase Order Register

Options: Year: 2020-2021, Fund: BUILDING BOND 2019, Date Range: 7/1/2020 - 6/30/2021, PO Range: 4 - 4

PO No	Date	Vendor No	Vendor	Description	Amount
4	12/02/2020	16371	TWOTREES TECHNOLOGIES, LLC	FIREWALL UPGRADE/TECHNOLOGY	23,840.00
Non-Payroll Total:					\$23,840.00
Payroll Total:					\$0.00
Report Total:					\$23,840.00

Purchase Order Register

Options: Year: 2020-2021, Fund: CASUALTY/FLOOD INS. RECOVERY, Date Range: 7/1/2020 - 6/30/2021, PO Range: 1 - 1

PO No	Date	Vendor No	Vendor	Description	Amount
1	12/04/2020	15568	BODY WORX	REPAIRS TO TRUCK 93 2018 DODGE AG VEHICLE	14,364.14
Non-Payroll Total:					\$14,364.14
Payroll Total:					\$0.00
Report Total:					\$14,364.14

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2020-2021, ReferenceDate: PO Approval Date, Date Range: 11/3/2020 - 12/7/2020, PO Range: 1 - 814, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
142	07/01/2020	81192	MARIA E WILSON	EXPENSE REIMB. FOR 2020-2021-TECHNOLOGY	-200.00
191	07/01/2020	10011	SOUTHPOINTE VETERNARY CLINIC	MEDICINE AND SUPPLIES FOR AG PROGRAM	-132.50
192	07/01/2020	44188	ALAN G SMITH	BLADE SHARPENING FOR AG PROGRAM	-44.00
193	07/01/2020	12173	LAMPTON WELDING SUPPLY COMPANY, INC	SUPPLIES AND MATERIALS FOR AG PROGRAM	-34.67
208	07/06/2020	12967	OKLAHOMA HOME CENTERS, INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	-18.65
273	07/21/2020	17961	NCS PEARSON, INC.	PSYCH TESTING SUPPLIES	-33.00
316	08/04/2020	44369	MIRANDA COWDEN	PIT PERCUSSION CLINICIAN	-200.00
343	08/10/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/OGLE/JH	-60.45
363	08/12/2020	17962	NASP, INC	SUPPLIES FOR NASP ARCHERY (OUTDOOR ED, STEM)	-320.00
407	08/18/2020	44147	OUTBACK LABS, LLC	MOTORS FOR LIVESTOCK BLOWERS	-7.00
428	08/20/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/T.BLEWETT/COTTERAL	-1.62
466	08/25/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/M.ALEXANDER/JH	-2.15
467	08/25/2020	43821	TEACHER SYNERGY, LLC	TEACHER \$150 SUPPLIES/CONNOLLY/JH	-1.01
468	08/25/2020	15994	AMAZON CAPITAL SERVICES	TEACHER 150/CONNOLLY/JH/CLASSROOM SUPPLIES	-30.00
496	09/01/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/ CASEY PORTER/HS	-0.76
506	09/02/2020	12899	O'REILLY AUTOMOTIVE STORES, INC.	FLEET PARTS AND SUPPLIES	-16.40
510	08/31/2020	15994	AMAZON CAPITAL SERVICES	GRANT- CREATING CIVIC MINDED CITIZEN/K. TARRANT/HS	-54.00
541	09/14/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/L KROTH/HS	-9.14
564	09/17/2020	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	ECM WITH PROGRAMING	-0.01
574	09/15/2020	15994	AMAZON CAPITAL SERVICES	GRANT-FUTURE'S SO BRIGHT/ MIDGETT/ FOGARTY	-30.42
577	09/17/2020	15994	AMAZON CAPITAL SERVICES	\$150 TEACHER/ CRAWFORD/ FOGARTY	-1.10
578	09/17/2020	14207	WALMART COMMUNITY	\$150 TEACHER/ CRAWFORD/ FOGARTY	-3.92
593	09/23/2020	14377	FOLLETT SCHOOL SOLUTIONS, INC	FALL 2020 LIBRARY BOOKS-JH	-14.88
599	09/24/2020	14977	CARROT TOP INDUSTRIES, INC.	NEW USA FLAGS/JH	-2.38
613	09/28/2020	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/PATSY KINZIE & PLAGENS/HS	-13.13
624	10/01/2020	12899	O'REILLY AUTOMOTIVE STORES, INC.	HP OIL PUMP BUS 3	-250.00
626	10/01/2020	14377	FOLLETT SCHOOL SOLUTIONS, INC	REPLACEMENT BOOKS FOR LOST BOOKS-COTTERAL-LIBRARY	-39.46
627	09/28/2020	14207	WALMART COMMUNITY	CLEANING SUPPLIES-FOGARTY	-67.12

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2020-2021, ReferenceDate: PO Approval Date, Date Range: 11/3/2020 - 12/7/2020, PO Range: 1 - 814, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
630	10/01/2020	14377	FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS/HS	-261.87
Non-Payroll Total:					(\$1,849.64)
Payroll Total:					\$0.00
Report Total:					(\$1,849.64)

Change Order Listing

Options: Fund: Building, Year: 2020-2021, ReferenceDate: PO Approval Date, Date Range: 11/3/2020 - 12/7/2020, PO Range: 1 - 320, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
14	07/01/2020	44065	FIRETROL PROTECTION SYSTEMS, INC.	DISTRICT FIRE EXTINGUISHER INSPECTIONS AND SERVICE	-840.00
77	07/22/2020	44092	INNOVATIVE MECHANICAL LLC	HVAC REPAIRS AT JR HIGH	-1,450.00
93	07/29/2020	44013	CENTRAL OKLAHOMA WINNELSON	PLUMBING PARTS	-111.72
142	08/20/2020	15969	SOUTHWEST PAPER, INC - OKC	SCRUBBER BATTERIES & FRONT MOUNT FOR WET VAC	-1.11
154	08/25/2020	43992	INTEGRITY HEAT & AIR, LLC	DISTRICT HVAC REPAIRS AND SERVICES	-1,000.00
163	08/28/2020	17491	ENGINEERED EQUIPMENT, INC.	CLASSROOM BLOWER MOTORS FOR JR HIGH	-81.00
172	09/03/2020	16934	BRANCH'S HEATING & AIR	DISTRICT HVAC REPAIRS AND SERVICE	-853.00
200	09/15/2020	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR HIGH SCHOOL	-31.10
209	09/22/2020	44092	INNOVATIVE MECHANICAL LLC	ROOF REPAIRS AT JR HIGH	-24.35
Non-Payroll Total:					(\$4,392.28)
Payroll Total:					\$0.00
Report Total:					(\$4,392.28)



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: December 7, 2020

We would like to declare 31 iPhone XR Black 128GB phones surplus as per the list from Technology.

Thank you,

Cody Thompson

Surplus Items for the BOE

1 message

Dee Benson <dee.benson@guthrieeps.net>
To: Cody Thompson <cody.thompson@guthrieeps.net>
Cc: Linda Skinner <linda.skinner@guthrieeps.net>

Mon, Dec 7, 2020 at 10:52 AM

IPHONE XR BLACK 128GB
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Dee Benson
Director of Technology
Guthrie Public Schools
405-282-5959

CONTRACT

THIS AGREEMENT is made by and between Guthrie Independent School District Number One of Logan County, Oklahoma (“School District”) Bill Hodges, Louis Barlow, Charles Shields, Nancy Travers and Bob Gragg of Barlow Education Management Services, LLC (“Barlow”).

RECITALS:

- A. The School District has recognized the Guthrie Teachers’ Association (“Association”) as the bargaining representative of the bargaining unit composed of the School District’s classroom teachers.

- B. The School District desires to employ Barlow, and Barlow desires to be employed by the School District to serve as chief negotiator of the School District in contract negotiations with the Association.

Wherefore, the School District and Barlow covenant and agree to be bound as follows:

1. This Agreement shall commence on _____ and expire upon the completion of negotiations regarding the 2021-2022 Negotiated Agreement.

2. The School District agrees to compensate Barlow for services rendered as the School District’s chief negotiator at an initial engagement fee rate of Five Thousand Five Hundred Dollars (\$5,500.00), plus Ninety-five Dollars (\$95.00) for each hour worked and Fifty Dollars (\$50.00) for each hour traveled. There shall be no hourly charges for the initial Board/Administrative planning sessions, telephone consultation throughout negotiations and the post negotiations Administrative/Board seminar.
 - a. Upon presentation of a written statement, the School District shall compensate Barlow at the rate of One Thousand One Hundred Dollars (\$1,100.00) for the first five (5) months of this Agreement. Hourly fees will be compensated upon a written statement on a monthly basis.

3. Barlow shall act as the School District’s chief negotiator and perform all such duties as may be assigned by the Board and the Superintendent including but not limited to:
 - a. Meetings and conference with the Board of Education, individual Board members, members of the administrative staff and School District legal counsel.
 - b. Meetings and conferences with the members of the Board’s negotiating teams.
 - c. All sessions at which negotiations are conducted with the Association.
 - d. All meetings and conferences with members of the Association’ negotiation teams or its representatives.

- e. Meetings and conferences with mediators and fact finding representatives.
 - f. Research and preparation necessary to the negotiating process.
4. The School District agrees to provide direction to Barlow on all issues to be negotiated with the Association and Barlow agrees to present to the Association only those proposals and counter proposals that are consistent with the direction given by the Board of Education and Administration of the School District.
5. Barlow expenses incurred in performing the duties required by this Agreement shall be reimbursed upon presentation of a written statement on the following basis:
- a. Mileage shall be compensated at the current Internal Revenue Service rate.
 - b. Meals consumed away from Barlow's office shall be reimbursed at the actual cost of such meal, not to exceed Fifteen Dollars (\$15.00) per meal.
 - c. Lodging expenses necessary in order to perform the work outlined herein will be reimbursed at the actual cost.
 - d. Copying, duplicating, telephoning, postage and other normal and reasonable business expenses shall be reimbursed upon presentation of a statement setting forth such expenditures.

GUTHRIE INDEPENDENT SCHOOL DISTRICT
NUMBER ONE OF LOGAN COUNTY, OKLAHOMA

BY: _____

BARLOW EDUCATION MANAGEMENT SERVICES, LLC

BY:  _____

TERMINATION OF LEASE AGREEMENT

THIS TERMINATION OF LEASE AGREEMENT is made and entered into this ____ day of December, 2020, by and between the **INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA** (“Lessor”) and **NORTHCHURCH, INC.** (“Lessee”).

RECITALS:

A. The Lessor and Lessee entered into a Lease Agreement dated June 8, 2020, covering facilities known as Guthrie Upper Elementary School gymnasium, located at 1615 North Walnut, Guthrie, Oklahoma (the “Lease”).

B. The parties desire to terminate and cancel the Lease as of the date hereof and to release each other from their respective obligations under the Lease.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Lease is terminated as of the date hereof.
2. The Lessor and Lessee are each released from their respective obligations to observe the terms and conditions of the Lease.
3. The terms and conditions of this Termination of Lease Agreement shall be binding upon and inure to the benefit of each of the parties and their respective heirs, successors and assigns.

DATED this ____ day of December, 2020.

**INDEPENDENT SCHOOL DISTRICT NO. 1
OF LOGAN COUNTY, OKLAHOMA**

By: _____
**S. Janna Pierson, President
Board of Education**

NORTHCHURCH, INC.

By: _____
Name: _____
Title: _____

REQUEST FOR APPROVAL OF STATE AID AND/OR FEDERAL FUNDS FOR SCHOOLS

GENERAL FUND

S.A.&I. 307 (2020)

School District No. 1

To the County Clerk of Logan County, State of Oklahoma

We, the undersigned duly qualified and acting officers of the Governing Board of the aforementioned school district of said County and State hereby certify that the notice of approval of the following State and/or Federal Funds has been received and is currently on file in the school's business office:

1. Other State Sources - Gifted and Talented	<u>\$54,608.53</u>
2.	_____
3.	_____
4.	_____
 Total	 <u>\$54,608.53</u>

We further certify that these funds are in addition to and in excess of the State and/or Federal funds previously appropriated for the school district. We therefore, request that the school's appropriations be increased by the following amounts:

<u>PURPOSE OR ITEM OF APPROPRIATION</u>	<u>Prior Approved Appropriations</u>	<u>Requested Application of Funds</u>	<u>Current Approved Appropriations</u>	<u>Addition Approved by County Clerk</u>
1. Current Expense	\$27,172,443.21	54,608.53	27,227,051.74	54,608.53
2. Interest Reserve	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
3. Grand Total	<u>\$27,172,443.21</u>	<u>54,608.53</u>	<u>27,227,051.74</u>	<u>54,608.53</u>

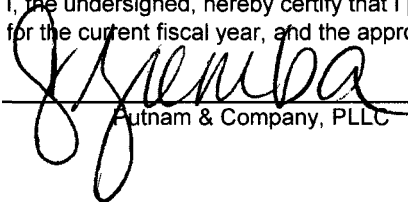
Submitted by order of the Board, this _____ day of _____, 2020.

President of the Board

Clerk of the Board

Certificate

I, the undersigned, hereby certify that I prepared the original estimate of needs for the aforementioned school district for the current fiscal year, and the appropriations herein requested are within the revenue available.



Putnam & Company, PLLC Preparer of Estimate of Needs

CERTIFICATE OF COUNTY CLERK

STATE OF OKLAHOMA, COUNTY OF LOGAN, ss:

I, the duly qualified and acting County Clerk in and for the said County and State, do hereby certify that I have added the requested amounts to the appropriations of the school district in the manner requested by the School's Board of Education.

Done at _____, Oklahoma, this _____ day of _____, 2020.

(SEAL)

County Clerk

Deputy



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education

From: Carmen Walters, Executive Director

Date: December 7, 2020

Re: EduSkills LLC Agreement

Attached is a copy of the 2021 agreement between Guthrie Public Schools and EduSkills LLC. EduSkills LLC is a cloud-based software and consulting company that helps school districts with the reporting requirements for EL (English Learner) and Bilingual students and helps teachers and administrators customize curriculum to improve learning for EL students.

The cost for the 2021 EduSkills LLC agreement is \$10,890.00, which is not a price increase from the 2020 agreement. This cost includes one day of implementation onsite training and support with all program users, EL form scanning and processing for identification of EL students on the October 1 consolidated report by scanning and processing HLS (Home Language Surveys) forms for the bilingual audit, and additional support to help teachers and administrators write ELAPS (English Language Academic Plan) and track WIDA (World-Class Instructional Design and Assessment) testing for all EL students. This process will increase efficiency by taking paperwork processing and organization out of the educators' hands. Teachers and administrators will also be able to generate individual learning plans to track EL students' progress toward English acquisition, and generate parent letters in multiple languages.

EduSkills, LLC has identified 29 additional bilingual students since 2019 and increased Title III, Part A-EL funding by \$4,867.41.

Title III, Part A-EL Federal Funds will be utilized to cover the cost of the program.

I recommend approval of the agreement between Guthrie Public Schools and EduSkills LLC.



Eduskills LLC
Cloud-Based Software & Consulting

EL Cloud-Database Quote

Eduskills LLC
 10400 Vineyard Blvd., Suite F
 Oklahoma City, OK 73120
 taylor@eduskills.us

SERVICE PERIOD: SCHOOL YEAR 2021
 THROUGH JUNE 20TH, 2021

() Carmen Walters M.Ed.
 Executive Director of Federal Programs
 802 East Vilas
 Guthrie, OK 73044

DESCRIPTION	QUANTITY	RATE	TOTAL
EL Technical Support (Includes database access and support for a total of 2 district level, 7 site level users)	5.5 (days)	\$2200	\$12,100
TOTAL		\$12,100	
USSA DISCOUNT		\$12,100x.1=\$1,210	
TOTAL W/DISCOUNT		\$10,890	

Please submit this estimate and a purchase order to EduSkills LLC. We will then send an invoice and activate your service.

Accepted by

Date

*We reserve the right to change our pricing structure at any time prior to quote acceptance.

EL Cloud-Database Service Description

EL Technical Support

- EL Form Scanning & Processing: EduSkills will support EL identification and October 1 consolidated report support by scanning and processing HLS forms for bilingual audit. Increases efficiency by taking paperwork processing and organization off of educators' hands and increases funding for districts.
- ELAP Generator: 2 district level and 7 site licenses. Supports federal and state compliance by generating learning plans, tracking students' progress toward English acquisition, and generating parent letters in multiple languages. Supports professional development and saves time on reporting requested data for compliance and standardized testing.
- ELD Admin. Analysis and Reporting: Generate WIDA comparison and state assessment data reports to support district level EL program planning. Provides school administrators with detailed district level ELD data that supports state and federal required reports.

Memorandum of Agreement (MOA)

THIS MEMORANDUM OF AGREEMENT, executed and effective as of the 14 day of December, 2020, by and

between EduSkills, LLC, (the “Company”),

and Guthrie Public Schools (**GUTHRIE**), a public school system organized and existing under the laws of the state of Oklahoma (the “School Board”), recites and provides as follows.

Recitals

The Company and the School Board are parties to a certain agreement entitled “EL Cloud Digital Solutions” hereafter referred to as (the “Agreement”). In connection with the execution and delivery of the Agreement, the parties wish to make this Memorandum of Agreement (also referred to as MOA or Addendum) a part of the original Agreement in order to clarify and/or make certain modifications to the terms and conditions set forth in the original Agreement.

The Company and the School Board agree that the purpose of such terms and conditions is to ensure compliance with the Family Educational Rights and Privacy Act (FERPA) and the overall privacy and security of student Personally Identifiable Information (PII) hereafter referred to as student information and/or data, including but not limited to (a) the identification of the Company as an entity acting for the School Board in its performance of functions that a School Board employee otherwise would perform; and (b) the establishment of procedures for the protection of PII, including procedures regarding security and security breaches.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged hereby, the parties agree as follows.

Agreement

The following provisions shall be deemed to be include:

Confidentiality Obligations Applicable to Certain Guthrie Student Records. The Company hereby agrees that it shall maintain, in strict confidence and trust, all Guthrie student records containing personally identifiable information (PII) hereafter referred to as “Student Information”. Student information will not be shared with any other resource or entity that is outside the intended purpose of the Agreement.

The Company shall cause each officer, director, employee and other representative who shall have access to Guthrie Student Records during the term of the Agreement (collectively, the “Authorized Representatives”) to maintain in strict confidence and trust all Guthrie Student Information. The Company shall take all reasonable steps to insure that no Guthrie Student information is disclosed to any person or entity except those who (a) are Authorized Representatives of the Company performing functions for Guthrie under the Agreement and have agreed to be bound by the terms of this Agreement; (b) are authorized representatives of Guthrie, or (c) are entitled to such Guthrie student information from the Company pursuant to federal and/or Oklahoma law. The Company shall use Guthrie student information, and shall take all reasonable steps necessary to ensure that its Authorized Representatives shall use such information, solely for purposes related to and in fulfillment of the performance by the Company of its obligations pursuant to the Agreement.

The Company shall: (a) designate one of its Authorized Representatives to be responsible for ensuring that the Company and its Authorized Representatives maintain the Guthrie student information as confidential; (b) train the other Authorized Representatives with regard to their confidentiality responsibilities hereunder and pursuant to federal and Oklahoma law; (c) maintain at all times a list of Authorized Representatives with access to Guthrie student information.

Memorandum of Agreement (MOA)

Other Security Requirements. The Company shall maintain all technologies, policies, procedures and practices necessary to secure and protect the confidentiality and integrity of Guthrie student information, including procedures to (a) establish user IDs and passwords as necessary to protect such information; (b) protect all such user passwords from detection and unauthorized use; (c) prevent hostile or unauthorized intrusion that could result in data corruption, or deny service; (d) prevent and detect computer viruses from spreading to disks, attachments to e-mail, downloaded files, and documents generated by word processing and spreadsheet programs; (e) minimize system downtime; (f) notify Guthrie of planned system changes that may impact the security of Guthrie data; (g) return or destroy Guthrie data that exceed specified retention schedules; (h) notify Guthrie of any data storage outside the US; (i) in the event of system failure, enable immediate recovery of Guthrie information to the previous business day. The Company should guarantee that Guthrie data will not be sold to, accessed by, or moved by third parties.

In the event of a security breach, the Company shall (a) immediately take action to close the breach; (b) notify Guthrie within 24 hours of Company's first knowledge of the breach, the reasons for or cause of the breach, actions taken to close the breach, and identify the Guthrie student information compromised by the breach; (c) return compromised Guthrie data for review; (d) provide communications on the breach to be shared with affected parties and cooperate with Guthrie's efforts to communicate to affected parties by providing Guthrie with prior review of press releases and any communications to be sent to affected parties; (e) take all legally required, reasonable, and customary measures in working with Guthrie to remediate the breach which may include toll free telephone support with informed customer services staff to address questions by affected parties and/or provide monitoring services if necessary given the nature and scope of the disclosure; (f) cooperate with Guthrie by providing information, records and witnesses needed to respond to any government investigation into the disclosure of such records or litigation concerning the breach; and (g) provide Guthrie with notice within 24 hours of notice or service on Company, whichever occurs first, of any lawsuits resulting from, or government investigations of, the Company's handling of Guthrie data of any kind, failure to follow security requirements and/or failure to safeguard Guthrie's data. The Company's compliance with the standards of this provision is subject to verification by Guthrie personnel or its agent at any time during the term of the Agreement. Said information should only be used for the purposes intended and shall not be shared, sold, or moved to other companies or organizations nor should other companies or organization be allowed access to said information.

Disposition of Guthrie Data upon Termination of Agreement

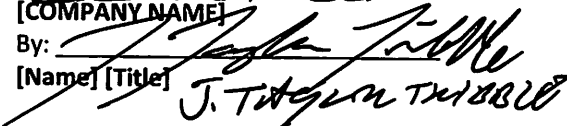
Upon expiration of the term of the Agreement, or upon the earlier termination of the Agreement for any reason, the Company agrees that it promptly shall deliver to the School Board, and shall take all reasonable steps necessary to cause each of its Authorized Representatives promptly to deliver to the School Board, all required Guthrie student data and/or staff data. The Company hereby acknowledges and agrees that, solely for purposes of receiving access to Guthrie data and of fulfilling its obligations pursuant to this provision and for no other purpose (including without limitation, entitlement to compensation and other employee benefits), the Company and its Authorized Representatives shall be deemed to be school officials of the School Board, and shall maintain Guthrie data in accordance with all federal state and local laws, rules and regulations regarding the confidentiality of such records. The non-disclosure obligations of the Company and its Authorized Representatives regarding the information contained in Guthrie data shall survive termination of the Agreement. The Company shall indemnify and hold harmless the School Board from and against any loss, claim, cost (including attorneys' fees) or damage of any nature arising from or in connection with the breach by the Company or any of its officers, directors, employees, agents or representatives of the obligations of the Company or its Authorized Representatives under this provision.

Memorandum of Agreement (MOA)

Certain Representations and Warranties. The Company hereby represents and warrants as follows: (a) the Company has full power and authority to execute the Agreement and this MOA and to perform its obligations hereunder and thereunder; (b) the Agreement and this MOA constitute the valid and binding obligations of the Company, enforceable in accordance with their respective terms, except as such enforceability may be limited by bankruptcy or similar laws affecting the rights of creditors and general principles of equity; and (c) the Company's execution and delivery of the Agreement and this Addendum and compliance with their respective terms will not violate or constitute a default under, or require the consent of any third party to, any agreement or court order to which the Company is a party or by which it may be bound.

Governing Law; Venue. Notwithstanding any provision contained in the Agreement to the contrary, (a) the Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma, without reference to conflict of laws principles; and (b) any dispute hereunder which is not otherwise resolved by the parties hereto shall be decided by a court of competent jurisdiction located in the State of Oklahoma.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed by their duly authorized officers effective as of the date first written above.

EDUSKILLS
[COMPANY NAME]
By: 
[Name] [Title] J. T. Simpson TX18820

By: _____
Carmen Walters, Executive Director
Guthrie Public Schools

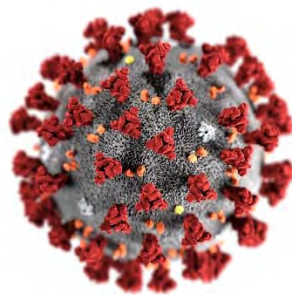
By: _____
Dr. Mike Simpson, Superintendent
Guthrie Public Schools



GUTHRIE PUBLIC SCHOOLS

COVID-19 Protocols for 2020-21

Effective ~~October 12~~ December 2, 2020



How will School Start on August 20th?

Our number one priority is student and staff health and safety while also providing a safe and positive learning environment for all students. Guthrie Public Schools understands the importance of in-person instruction for our students and our goal is to start in person instruction on August 20th. We realize a need may arise when we have to close a classroom, school, or the entire district temporarily due to a rise in confirmed cases of COVID-19. If we must transition from in person instruction to distance learning overnight, we want to assure parents that our teachers and students are equipped with the resources and knowledge to conduct and participate in distance learning. Guthrie Public Schools will be using Google Classroom, Edgenuity Online Courseware for grades 6-12, and Exact Path Online Courseware for grades K-5. Our staff will be utilizing professional development days in August to be trained on implementing these options to assure there will be no loss of instruction if distance learning is needed.

As you might imagine, there will be some changes to a normal school day for a student. One of those changes will include more assigned seating, including on school buses. Parents are encouraged to take their child to school if possible. ~~At this time, based on current conditions, we are strongly encouraging wearing a mask when social distancing of six feet or more isn't possible.~~ Parents will be required to screen their child daily before leaving home for COVID-19 symptoms. Staff will also be required to screen for the same COVID-19 symptoms. Any visitors to a school will be required to wear a mask at all times while on campus.

GPS will follow the color coded COVID-19 Alert System established by the Oklahoma State Department of Health to determine instructional setting, health protocols, and activities. This determination will be made when the levels of infection for Logan County are released in advance of the next week of instruction. While at the yellow level, the wearing of masks in all indoor spaces is strongly recommended. If Logan County is elevated to the orange level or higher, masks will be required of all students and staff while inside buildings or in school vehicles (including school buses) with more than one person present. ~~This requirement will extend for a minimum of two weeks of instruction.~~ Pre-K through 4th grade students may be allowed to remove their masks based on a determination of the district level administration. ~~After the two week duration, i~~ If Logan County has dropped below the orange level **for two consecutive weeks**, the wearing of masks will return to a strong recommendation. Any exemption to this requirement will be considered on a case by case basis by the district administration, including the school nurse, and may require written documentation from a healthcare professional. Failure to follow a mandatory mask condition by students or staff will be treated as a violation of the school dress code policy.

Online Options with BLUEJAY ACADEMY for Students 6-12

BLUEJAY ACADEMY is a fulltime virtual class with online curriculum for individual student success monitored by Guthrie Public Schools staff. Students in grades 6-12 will receive online instruction from district purchased Edgenuity Courseware that is individually tailored for each student. Students that meet eligibility requirements would also be able to participate in all Guthrie Public Schools extracurricular activities.

You can apply or learn more about the BLUEJAY ACADEMY by visiting www.guthrie.net or by clicking the link provided below.

<https://www.guthrie.net/vnews/display.v/SEC/Bluejay%20Academy>

COVID-19 PROTOCOL FOR GUTHRIE PUBLIC SCHOOLS

DAILY SCREENING

1. Parent screening using provided checklist; if parents send their child to school, they are certifying they have screened their child. It's the parent's responsibility to do the parent screening and it will be relied upon by the school district.
2. Staff also screen themselves; it is the staff member's responsibility to screen themselves before coming to work. By coming to work, they are certifying they have screened themselves.
 - Checklist attached: At Home Checklist for Students and for Faculty/Staff
 - Communication to parents attached

AT SCHOOL PROCEDURES

Isolation Room: Any student or staff member who exhibits a fever of 100 degrees or more will be instantly isolated in a predetermined isolation room and immediately sent home.

After being sent home, the student or staff member cannot return to school until one of the following criteria is met:

- Without COVID testing, the student or staff member must not be present at school for 10 days from symptom onset. The student or staff member may return on 11th day if symptoms have resolved.
- After a negative COVID test, the student or staff member can return to physical school after 24 hours of being fever free with no fever reducing medication. **For students and staff members who have been quarantined or isolated by the health department, they cannot return to school until their quarantine period ends regardless of a negative COVID-19 test result.**
- The student will become a distance learner at home until he/she can return to school.
- The student will be counted as present because distance learning will be provided.
- The student will be entered into a database accessible only to necessary school personnel.

POSITIVE CASE – ELEMENTARY CAMPUS

1. Consult with Logan County Health Department as they begin contact tracing.
2. Communicate to staff.
3. Communicate to applicable parents depending on classroom arrangement.
4. Thoroughly sanitize classroom.
5. Positive case classroom goes to distance learning for ~~14~~ 10 days while those students are quarantined. If the student has siblings, the siblings will be quarantined.

6. If the attendance of campus learners at the site and/or district where the positive case occurs reaches a 35% absenteeism rate, the site and/or district (dependent on school size and structure) will go to distance learning for ~~14~~ 10 days. The count starts on the first day of distance learning.
7. Grab and Go meals will be provided starting on Day 1 of distance learning. Delivery schedule will be dictated by the district's Child Nutrition capabilities.

POSITIVE CASE – SECONDARY LEVEL CAMPUS

1. Consult with Logan County Health Department as they begin contact tracing.
2. Communicate to staff.
3. Communicate to parents at site about positive case.
4. Logan County Health Department will decide which students must be quarantined and go to distance learning dependent on exposure level as determined by the county health officials.
5. If the attendance at the site and/or district where the positive case occurs reaches a 35% absenteeism rate, the site and/or district (dependent on school size and structure) will go to distance learning for ~~14~~ 10 days. The count starts on the first day of distance learning.
6. Grab and Go meals will be provided starting on Day 1 of distance learning. Delivery schedule will be dictated by the Child Nutrition capabilities.

REQUIREMENTS FOR ALL ELEMENTARY AND SECONDARY TEACHERS

1. Maximize classroom space (remove reading nooks, center areas, etc.)
2. One directional seating (for all classrooms that don't have round tables)
3. Seating charts (required by all teachers for all classes)

BUS TRANSPORTATION

1. Recommend alternate transportation if possible for all bus riders.
2. Maximize air flow.
3. Seating chart required.
4. Additional bus routes (district decision)

COVID-19 SCREENING FORM

STUDENT NAME: _____

Signature of Parent _____

ANY STUDENT ANSWERING YES TO ANY QUESTION OR RECORDING A TEMPERATURE OF 100 OR ABOVE MUST STAY AT HOME.

DATE	FEVER		SORE THROAT		PERSISTENT COUGH		LOSS OF SMELL OR TASTE		SHORTNESS OF BREATH		CLOSE CONTACT TO POSITIVE COVID PATIENT		TEMP	Parents Initials
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
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COVID-19 SCREENING FORM

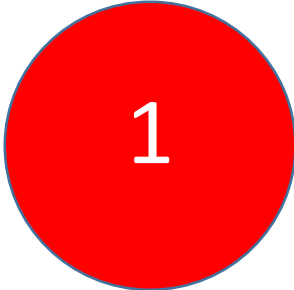
NAME: _____

Signature

ANY FACULTY/STAFF MEMBER ANSWERING YES TO ANY QUESTION OR RECORDING A TEMPERATURE OF 100 OR ABOVE MUST STAY AT HOME.

DATE	FEVER		SORE THROAT		PERSISTENT COUGH		LOSS OF SMELL OR TASTE		SHORTNESS OF BREATH		CLOSE CONTACT TO POSITIVE COVID PATIENT		TEMP	Initials
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
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	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		

Response to COVID-19 Scenarios



Scenario

A student or staff member exhibits a temperature of 100 degrees or above (whether at school or at home)

Action

Student/staff must be sent, or remain, at home until one of the following conditions is met:

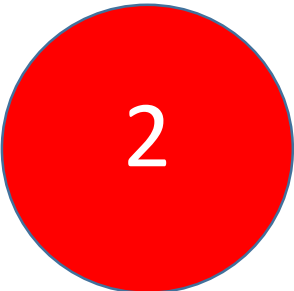
With a negative COVID test, he/she can return to school after being fever free for 24 hours with no fever reducing medication.

If not tested, the student/staff must remain at home for 10 days.

Site remains open.

Communication

No communication needed



Scenario

A student or staff member tests positive for COVID-19

Action

Health Department will be notified and conduct contact tracing

If the student/staff is in the elementary grade range, all individual class members will quarantine and go to distance learning for ~~14~~ 10 days from last exposure and monitor any symptoms.

All other grade level actions will be dependent on contact tracing and decisions by the Health Department.

If at any time with the report of a positive case the absenteeism rate at a site/district reaches 35%, the site/district (dependent on size and school structure) will go to distance learning for ~~14~~ 10 days.

Communication

To:

Applicable Staff

Applicable student families

Site, if necessary

District, if necessary

SCHOOL BUS SEATING CHART

DRIVER _____

BUS # _____

FRONT OF BUS

			ROW 1			
			ROW 2			
			ROW 3			
			ROW 4			
			ROW 5			
			ROW 6			
			ROW 7			
			ROW 8			
			ROW 9			
			ROW 10			
			ROW 11			
			ROW 12			
			ROW 13			
			ROW 14			
			ROW 15			



FAQ's Addressing Guthrie Public Schools COVID-19 Protocols for 2020-21

1. How will cleaning procedures be modified in bathrooms, classrooms, halls, cafeteria, etc.?

We are working to enhance protocols on our cleaning practices to provide a safe environment for the school buildings. The district has equipped each building with the proper sanitation items needed such as hand sanitizers at every entrance. Teachers will receive non-caustic spray bottles of a chemical proven to kill COVID-19 as well as professional development on cleaning and sanitation of their classrooms. Students will also be trained on proper cleaning protocols for themselves. The secure vestibules that have been constructed over the summer will also allow us to control social distancing by having stronger controls on admitting visitors to the building.

2. Virtual learning and consistent learning platform when going from distance to in-person – if quarantined who will be the virtual teacher and what's the lesson plan? Will they be cohesive with the classroom?

It depends on the situation. If the teacher is able to continue teaching (not ill), they will continue to be the teacher. In the event that the teacher is unable to conduct the classes virtually, then other arrangements will be made. All teachers will be trained in the use of Google Classroom so students will have a consistent learning platform. We are applying for a grant to obtain internet hot spots from the State Dept. of Education. A condition of their use is that the family is eligible for free or reduced lunches. Additionally, we are securing additional Chromebooks to be checked out for families that do not have a computing device. We are using the data generated with the technology survey included in the enrollment process. The district has also received a grant from Aruba for 6 outdoor access points and another grant from Ruckus for 10 outdoor access points which will allow the district to add outdoor access points to each of our sites. Students without internet access at home can go to the nearest site each day to retrieve new lessons and upload existing lessons into Google Classroom.

3. How can we rely on parents being responsible for temperature/health checks at home.

We want the parents to work with us daily to provide a safe environment for all. Other than the daily temperature checks and close contact with a person identified to have COVID-19, we hope the remaining questions contained in the protocols were being asked or at least discussed every day if a condition was present before a child was sent to school. We are relying on parents for the first check on their children's condition prior to coming to school.

4. How will social distance requirements be met (6 ft)?

Schools across the country are faced with this question. Accommodations will be made in an effort to make the environment as safe as possible but social distancing of 6ft may not be possible in some instances.

5. How will class exchange times be orchestrated at the Jr. High and HS?
Principals at each site are working with their leadership teams to develop procedures that will reduce contact.
6. Will start times and classes be staggered?
Staggering start times was seriously discussed last year and did not have sufficient support from the community or the Board of Education.
7. If you have a doctor's note for something such as an ear infection or strep is that good enough for them to come back to school? Or do they still need a COVID test?
That would be at the discretion of the healthcare professional who diagnosed the child.
8. How are the classrooms going to be able to meet the 6 ft. social distance?
Schools across the country are faced with this question. In many cases accommodations will be made to make the environment as safe as possible but social distancing of 6ft will not be possible in certain conditions.
9. How will lunch be conducted? Cafeteria is packed and obviously masks will be taken off so the kids can eat.
Seating charts will be developed and adhered to so students are grouped with the same students daily. Additional lunch periods may be added to accommodate spacing.
10. Who was on the committee that came up with the proposal?
A group of school leaders from different parts of Oklahoma drafted the framework with input from numerous healthcare professionals. It was then adapted for our school district with input from all central office administrators, leaders from our operations team, school nurse, school attorney and representatives of the Logan County Health Department.
11. How will the kids transition from traditional school to virtual when they have to be quarantined? Will they be taught online by the same teacher to ensure consistency?
It depends on the situation. If the teacher is able to continue teaching (not ill), they will continue to be the teacher. In the event that the teacher is unable to conduct the classes virtually, then other arrangements will be made. We have planned training for all teachers in the use of Google Classroom so students will have a consistent learning platform.
12. Can the teachers have thermometers to do the temp checks in the morning in the classroom?
Each school has touchless thermometers available in the main office. Teachers will be permitted to use a touchless thermometer as well. If the teacher finds a student with a temperature of 100 degrees or higher, they are to send the student to the office to be screened by the office thermometer.

13. Can classes be done outside?

In some cases, teachers may have lessons that are done outside or in larger spaces in buildings.

14. How will recess and lunch be handled?

Each building will be working on their plan as Principals and their leadership teams begin meeting. Assigned seating will be used in the lunch rooms. Additional lunch periods may be added to accommodate spacing.

15. What will be the district's attendance policy?

The attendance policy will not change. In the event of distance learning, students will be considered present at school if they participate. Student absences with a documented COVID diagnosis by a healthcare professional will receive special coding in our database and will be reported to the Department of Education as required. Building attendance committees will consider exceptions and exemptions as in the past.

16. Can we delay the start of school to September so we can see what's working/not working in other districts?

While that could be considered as we move forward, some school districts are actually planning an earlier start in an attempt to minimize the loss of learning due to the extended break of in-person instruction over last spring. Our current infection rate in Logan County is reasonably low and we consider it imperative that we begin an orientation to online distance learning so students and teachers can become more comfortable with the platforms in place in the event that another closure becomes warranted.

17. Will there be therapists on-site or in the district to help the kids with all the issues that will be popping up?

We have counselors on staff as well as many community agencies that provide services to our students. Those services will remain in place.

18. Will teachers be given PPE, disinfectant and hand sanitizer since these items are hard for us parents to provide/find?

All staff will be provided with two washable masks as well as ample disinfectant and training before school begins on proper sanitizing practices.

19. Will there be hot water at Fogarty so the kids can properly wash their hands?

This summer, all student restrooms at Fogarty Elementary are being renovated. Included in the renovations are hot water service for the student sinks.

20. Will the students remain in the same classroom all day or will they still have PE, music, etc.?

This may look different in different buildings based on the facility. We plan to continue to have specials at the elementary level.

21. Why are masks not required for all students?

We are following the recommendations of the Oklahoma State Department of Education which highly suggest wearing masks at this time.

Added 8-17-2020: GPS will follow the color coded COVID-19 Alert System established by the Oklahoma State Department of Health to determine instructional setting, health protocols, and activities. This determination will be made when the levels of infection for Logan County are released in advance of the next week of instruction. While at the yellow level, the wearing of masks in all indoor spaces is strongly recommended. If Logan County is elevated to the orange level or higher, masks will be required of all students and staff while inside buildings or in school vehicles (including school buses) with more than one person present. This requirement will extend for a minimum of two weeks of instruction. Pre-K through 3rd grade students may be allowed to remove their masks, while in the classroom, at the teacher's discretion based on a determination of the district level administration. After the two week duration, if Logan County has dropped below the orange level, the wearing of masks will return to a strong recommendation. Any exemption to this requirement will be considered on a case by case basis by the district administration, including the school nurse, and may require written documentation from a healthcare professional. Failure to follow a mandatory mask condition by students or staff will be treated as a violation of the school dress code policy.

22. Will kids that choose to distance learn be able to play sports?

Students enrolled in the Bluejay Academy can participate in extra curricular activities provided they meet existing eligibility guidelines.

23. How are the bus routes changed? Will there be fewer kids on each bus?

We will be encouraging parents to bring their children to school when possible to reduce the number of students riding on the bus. Windows on the buses will be opened to promote air flow and all students riding will have assigned seats.

24. Are we staggering start times at the school?

Staggering start times was seriously discussed last year and did not have sufficient support from the community or the Board of Education.

25. Will additional full-time teachers be added to just do the virtual/distance learning for quarantined kids?

We do not plan on adding staff at this time.

26. Can we still apply for funds from the Cares Act to provide technology and thermometers to our teachers and students?

We are applying for as many grants as possible to allow us to leverage funds for safety and technology items.

27. What happens if my kid doesn't wear a mask to school?

Masks are not required at this time, only highly recommended.

Added 8-17-2020: GPS will follow the color coded COVID-19 Alert System established by the Oklahoma State Department of Health to determine instructional setting, health protocols, and activities. This determination will be made when the levels of infection for Logan County are released in advance of the next week of instruction. While at the yellow level, the wearing of masks in all indoor spaces is strongly recommended. If Logan County is elevated to the orange level or higher, masks will be required of all students and staff while inside buildings or in school vehicles (including school buses) with more than one person present. This requirement will extend for a minimum of two weeks of instruction. Pre-K through 3rd grade students may be allowed to remove their masks, while in the classroom, at the teacher's discretion based on a determination of the district level administration. After the two week duration, if Logan County has dropped below the orange level, the wearing of masks will return to a strong recommendation. Any exemption to this requirement will be considered on a case by case basis by the district administration, including the school nurse, and may require written documentation from a healthcare professional. Failure to follow a mandatory mask condition by students or staff will be treated as a violation of the school dress code policy.

28. Will students still be able to use the library and check out books?

If the building is open to the students, we would also open the library provided staff is present to monitor the space.

29. How will we be notified if a student in the school, grade or class has tested positive? What about if someone's family member tests positive?

We will provide contact tracing information as requested by the Logan County Health Department. The LCHD will provide communication with families as warranted by current guidance.

30. Will class be shut down immediately if a student tests positive during the day? i.e. had a 9:00 doctor's appointment or got test results back at 10:00?

Any specific situation will be addressed following consultation with the Logan County Health Department.

31. How will substitutes be found? Last year classes were combined when a sub could not be found, doubling the number of students in the room. Will this be allowed? What happens if there are no subs available for a class?

It is difficult to provide an answer for every possible situation but principals will look at large spaces such as gyms or auditoriums in the event that combining classes is needed due to a shortage of substitute teachers.

32. What happens if a child that rides a bus tests positive? Will that whole bus route be quarantined along with their class?

The bus seating chart will be provided to the Logan County Health Department to assist in contact tracing. They will provide input on how to proceed

33. Are we altering any of the upcoming breaks?

No calendar alterations are planned at this time.

34. If someone's close family member tests positive will they be required to quarantine?

The Logan County Health Department will provide guidance on a situation such as this.

35. Is there a current committee that will monitor daily COVID events and implement changes in a timely manner?

The administration at the district level will continue to monitor the situation along with our school nurse as we work closely with the Logan County Health Department. The superintendent was given the authority to modify the COVID-19 Protocols as necessary and the Board of Education would review the modifications at their next meeting.

AMENDMENT

This Amendment is made and entered into as of December 7, 2020 by and between **Clearwater Enterprises, L.L.C.** (“Seller”) and **Guthrie Public Schools** (“Buyer”).

WITNESSETH:

WHEREAS, Seller and Buyer made and entered into that certain Gas Sales Agreement dated July 1, 2020, Contract #20069 (the “Agreement”); and

WHEREAS, Seller and Buyer wish to amend the Agreement in the manner specified below;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements herein provided, the parties hereby agree to amend the Agreement in the following respects only:

Exhibit “A” is hereby suspended and the attached Fixed Price Election Transaction Confirmation is substituted therefore for the term specified for the Facilities listed to allow for the election of the Fixed Price Option by Buyer. All references in the Agreement to Exhibit “A” shall be amended to reference the Fixed Price Election Transaction Confirmation for the term specified. At the end of the Fixed Price Election, the Exhibit “A” shall be reinstated.

This Amendment is effective December 7, 2020. Except as expressly amended hereby, all terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

As evidence of the Parties’ agreement to the terms and conditions set forth above, this Amendment is executed by the appropriate representatives on the dates shown below.

Seller

Buyer

Clearwater Enterprises, L.L.C.

Guthrie Public Schools

By: _____

By: _____

Name: Jenny Thompson

Name: _____

Title: Chief Operating Officer

Title: _____

Date: _____

Date: _____

**FIXED PRICE ELECTION
TRANSACTION CONFIRMATION**

Clearwater Enterprises, L.L.C. ("Seller") and **Guthrie Public Schools** ("Buyer") agree to the purchase and sale of natural gas pursuant to this Transaction Confirmation and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2020 between Buyer and Seller as set forth below:

Facility, Delivery Point, and Local Distribution Company

Facility/ONG Contract #: As referenced below

Delivery Point/Point(s) of Sale: Oklahoma Natural Gas Company distribution system receipt point for delivery to the facility listed above

Local Distribution Company: Oklahoma Natural Gas Company

Fixed Price Option Section

Term for Fixed Price Option: The term for the Fixed Price Option shall be as indicated in the Fixed Price Month and Year column.

Fixed Price Volume (MMBtu) and Price For Month and Year

ONG #	Facility Name	Jan 2021	Feb 2021	Mar 2021	Fixed Price	Date Traded
4154	Cotteral Elementary	225	215	65	\$2.96	12/7/20
4155	Fogarty Elementary	315	285	90	\$2.96	12/7/20
4156	High School	305	260	115	\$2.96	12/7/20
4157	Jr High	210	200	50	\$2.96	12/7/20
4158	Upper Elementary	1050	1005	590	\$2.96	12/7/20
9605	Charter Oak Elementary	250	235	100	\$2.96	12/7/20
Total		2355	2200	1010	\$2.96	12/7/20

- Special Provisions for Fixed Price Option:
- (1) Buyer shall pay Seller a fixed price each month as indicated in the Fixed Price Column in the Fixed Price Option Section plus a monthly administrative fee of \$25.00/month per Facility.
 - (2) For all gas delivered in excess of the amounts specified in the schedule, Buyer shall pay Seller the market rate plus \$.12/MMBtu. Should Buyer fail to use the fixed price volume per the schedule, the unutilized volume will be repurchased by Seller at the market rate less \$.12/MMBtu.
 - (3) In the event the referenced index posting for Oneok Gas Transportation LLC, Oklahoma is not published for any delivery month, the average of the index postings ANR Pipeline Co., Oklahoma, Natural Gas Pipeline Co. of America, Midcontinent zone, and Panhandle Eastern Pipe Line Co., Texas, Oklahoma (mainline) shall be substituted therefore.

EVIDENCE OF AGREEMENT: This Transaction Confirmation documents an oral agreement previously reached by representatives of the Parties. Therefore, although Clearwater Enterprises, L.L.C. would prefer that either this Transaction Confirmation or some other written confirmation be signed and returned by facsimile transmission, or that written confirmation be provided in some other manner, this Transaction Confirmation will be deemed accepted if Clearwater Enterprises, L.L.C. receives no objections within two (2) business days of Clearwater's faxed or emailed date shown below.

Seller

Clearwater Enterprises, L.L.C.

By: _____
 Name: Jenny Thompson
 Title: Chief Operating Officer
 Date: _____

Buyer

Guthrie Public Schools

By: _____
 Name: _____
 Title: _____
 Date: _____

RESEARCH AND DATA SECURITY AGREEMENT – HIGH SCHOOLS AND ELIGIBLE NON-PROFIT ORGANIZATIONS
BETWEEN SCHOOL ENTITY AND OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

This agreement is between [REDACTED], hereby referred to as “Entity”, and the Oklahoma State Regents for Higher Education, hereby referred to as “OSRHE,” collectively referred to as “the Parties”.

Introduction

RECITALS

- A. The Entity desires that OSRHE render certain research services more fully described herein;
- B. OSRHE has demonstrated expertise in providing such services, has represented that it has the requisite knowledge, skill, experience and other resources necessary to perform such services and is desirous of providing such services for the Entity;
- C. OSRHE desires that students be counseled to complete their educational and higher education financial assistance pursuits; and
- D. the Entity has demonstrated expertise in providing such financial aid counseling and is ideally situated in relation to its students to provide such counseling services to those students attending schools within the Entity.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

- 1. Incorporation of Recitals: The matters recited above are hereby incorporated into and made a part of this Agreement.
- 2. Term of Agreement: This Agreement is for a term commencing on the date of signature and shall terminate upon either party receiving notice from the other pursuant to the notice provision below.
- 3. Definition of Entity: Entity shall mean any public, private, parochial, or denominational high school. Entity shall also mean a non-profit organization that 1) is, and continues to be, designated as tax-exempt by the Internal Revenue Service under Section 501(c)(3) of the Internal Revenue Code, 2) has as part of its mission a stated and demonstrated commitment to promoting college access and a record of legitimacy and reliability, 3) provides its services primarily to economically disadvantaged clients, 4) does not charge students, families, other clients, or schools for any of its services, 5) has not itself, nor have any of its affiliates or its parent organization, if any, been administratively or judicially formally accused of committing or determined to have committed fraud or any other material violation of law involving Federal, state, or local government funds, and 6) has submitted a written statement to the state grant agency certifying that each of the above criteria has been met and that the nonprofit organization will immediately notify the state grant agency, in writing, if it does not or cannot continue to meet any of those criteria.
- 4. Scope of Services: OSRHE agrees to provide the research services to the Entity set forth in Exhibit A (“Services”), in accordance with the terms and conditions of this Agreement. In exchange for the research services provided by OSRHE to Entity, Entity shall use its best efforts to encourage its students to follow through with their higher educational and financial aid pursuits.

“Services” means, collectively, the services, deliverables, duties and responsibilities described in Exhibit A of this Agreement and any and all work necessary to complete them or carry them out fully and to the standard of performance required in this Agreement. The parties may, from time to time, request changes in the Scope of Services. Any such changes shall be documented by a written amendment to this Agreement signed by both parties.

- 5. Compensation: Each party agrees to provide the Services at no cost or at no reimbursement of expenses to the other party.
- 6. Confidential Information, Dissemination of Information, Ownership, Survival:
 - A. Confidential Information: In performance of this Agreement, both parties shall have access to or receive certain information that is not **generally known to others** (“Confidential Information”). **Each party shall not use or disclose any Confidential Information** or any finished or unfinished, documents, screens, reports, writings, procedural manuals, forms, source code, object code, work flow charts, methods, processes, data, data studies, drawings, maps, files, records, computer printouts, designs, equipment descriptions, or other materials **prepared or generated as a result of this Agreement (“Work Product”)** without the prior written consent of the other party. Both parties shall use at least the same standard of care in the protection of the Confidential Information of the other party as each party uses to protect its own Confidential Information, but in any event such Confidential Information shall be protected in at least a commercially reasonable manner.
 - B. Highly Confidential Information: “Highly Confidential Information” means **employee, volunteer, student, or teacher data including, but not limited to student identification number, social security number, phone number, email address, gender, ethnicity, race, foster care status, disabilities, school, grade, grade point average, standardized test scores, assessment data, after school activities, highest grade completed, discipline history, criminal history, free or reduced lunch qualifications, housing status, income, household income or payroll information.** In performance of this Agreement, both parties shall have access to or receive Highly Confidential Information. Each party shall not use or disclose any Highly Confidential information without the prior written consent of the other party.

- C. Transmitting and Storing Highly Confidential Information: Both parties shall:
- i. When mailing physical copies of Highly Confidential Information, send the Highly Confidential Information in a tamper-proof, labeled container, with a tracking number and a delivery confirmation receipt;
 - ii. Only mail Highly Confidential Information on electronic media, such as CDs, DVDs, electronic tape, etc., if the Highly Confidential Information is encrypted. Encryption must utilize the Advanced Encryption Standard (“AES”) algorithm with a key of 256 bits or greater (“Encrypt”). The Highly Confidential Information shall only be mailed in accordance with the provisions of Section i, above;
 - iii. Encrypt all Highly Confidential Information prior to transmitting it electronically. OSRHE shall not transmit any unencrypted Highly Confidential Information via email, blackberry, blackjack, instant messages or any other unencrypted protocols;
 - iv. Not send any password or other information sufficient to allow decryption of Highly Confidential Information with the Encrypted Highly Confidential Information;
 - v. Keep all physical copies (paper or other physical representations) of Highly Confidential Information under lock and key, or otherwise have sufficient physical access control measures to prevent unauthorized access. Neither party shall leave Highly Confidential Information unsecured and unattended at any time;
 - vi. Encrypt any Highly Confidential Information stored on electronic media, such as CDs, DVDs, tape, flash drives, etc. Further, such electronic media shall be kept locked, or otherwise have sufficient physical access control measures to prevent unauthorized access. Neither party shall leave Highly Confidential Information in any electronic format, including computer databases, unsecured, meaning accessible without a password, and unattended at any time;
 - vii. Both parties shall take precautions to ensure that access through modems, networks, and the Internet is carefully monitored and limited to authorized users; and
 - viii. Only authorized users within either organization who have signed a notarized Affidavit of Nondisclosure shall have access to Highly Confidential Information, unless disclosure of Highly Confidential Information to a third party is authorized by the prior written consent of both parties pursuant to Section D below.
- D. Dissemination of Information: Neither party shall disseminate any Confidential Information or Highly Confidential Information to a third party without the prior written consent of the other party. If either party is presented with a request for documents by any administrative agency or with a *subpoena duces tecum* regarding any Confidential Information, Highly Confidential Information or Work Product which may be in that party's possession, that party shall immediately give notice to the other party and its General Counsel with the understanding that the other party shall have the opportunity to contest such process by any means available to it prior to submission of any documents to a court or other third party. Neither party shall be obligated to withhold delivery of documents beyond the time ordered by a court of law or administrative agency, unless the request for production or subpoena is quashed or withdrawn, or the time to produce is otherwise extended. Each party shall cause its personnel, staff and subcontractors, if any, to undertake the same obligations regarding confidentiality and dissemination of information as agreed to by both parties under this Agreement. Neither party shall make any disclosure or publication whereby a sample unit or survey respondent (including students and schools) could be identified or the data furnished by or related to any particular person or school under these sections could be identified.
- E. Ownership: All original research results, data, information, records and work product generated under this Agreement, including all tangible or intangible property (collectively “Work Product”) shall be jointly owned by Entity and OSRHE. Each party agrees that all Confidential Information, Highly Confidential Information and preexisting intellectual property shall at all times be and remain the property of the party that supplied it. Each party shall execute all documents and perform all acts that the other party may request in order to assist the other party in perfecting or protecting its rights in and to the Work Product and all intellectual property rights relating to the Work Product.
- F. Use of Confidential Information, Highly Confidential Information, and Work Product: Each party warrants and represents that it shall not use the Confidential Information, Highly Confidential Information or Work Product, unless in the aggregate, for any purpose not specifically identified in this agreement, including, but not limited to any research project whether internal or external to that party. Any use of the Confidential Information, Highly Confidential Information, or any Work Product not specifically contemplated in this Agreement shall be considered a material breach of this Agreement.
- G. Third Party Confidential Information and Proprietary Information: Each party agrees not to utilize, analyze, reverse engineer, or otherwise exploit any third party Confidential Information or proprietary information in performing the Services regardless of where that party obtained the third party Confidential Information or proprietary information (even if the third party Confidential Information or proprietary information was provided by the other party) unless that party has previously secured the appropriate authorization in writing from such third party. In accordance with the provisions of Section 12 of this Agreement, each party hereby agrees to indemnify and hold harmless the other party against any and all claims related to third party Confidential Information and proprietary information in connection with or arising out of the acts or omissions of the indemnifying party or its Staff under this Agreement.

- H. Return or Destruction of Confidential Information and Highly Confidential Information: Each party shall, at the other party's option, destroy or return all Confidential Information and Highly Confidential Information to the other party upon demand within three (3) business days of demand. In addition, that party shall, at the other party's option, destroy or return all Confidential Information and Highly Confidential Information that belong to the other party within three (3) days of the expiration or termination of this Agreement. In the event the party to which the aforesaid information belongs elects to have the other party destroy the Confidential Information and Highly Confidential Information, that party shall provide an affidavit attesting to such destruction.
- I. Staff and Subcontractors: Each party agrees to cause its personnel, staff and subcontractors, if any, to undertake the same obligations of confidentiality and ownership agreed to herein by that party.
- J. Oklahoma Open Records Act: The parties acknowledge that this Agreement and all documents submitted to the Educational Entity related to this contract award are a matter of public record and are subject to the Oklahoma Open Record Act (Title 51 O.S. §§24A.1 – 24A.30 as amended) and any other comparable state and federal laws.
- K. Information Security Procedures: It is critical that Highly Confidential Information be kept secure and protected from unauthorized disclosure. Therefore, all the Highly Confidential Information shared pursuant to this Agreement must be stored securely so that only authorized users within the organization have access to it. This means that computer data bases should be password protected; that precautions are taken to ensure that access through modems, networks, and the Internet is carefully monitored and limited to authorized users; and that data tapes, disks, paper files and other storage media are kept in secure locations.
- L. Security Incidents: Each party shall report to the other all known or suspected Security Incidents. "Security Incident" means any unauthorized action by a known or unknown person which, if successfully completed, should reasonably be considered one of the following: a cyber-attack, denial of service (DoS/DDoS), disclosure of confidential customer or other sensitive information, misuse of system access, unauthorized access or intrusion (hacking), malware infection, unsolicited network reconnaissance, or any other activity that directly affects either of the party's Confidentiality, Integrity, and Availability of systems and/or data.. "Security Incident" shall also include any contact by a law enforcement agency regarding any data. For purposes hereof, "the Parties" shall include any of their employees, agents, contractors or third parties including, without limitation, any vendors used by them that have access (either authorized or unauthorized) to the data.
- M. Survival: The provisions of this Section shall survive the termination or expiration of this Agreement and only be ended with the complete and secure disposal of all confidential and / or highly confidential information and with the agreement of both parties. .

7. Representations and Warranties of the Parties: Both parties represent and warrant that the following shall be true and correct as of the Effective Date of this Agreement and shall continue to be true and correct during the Term of this Agreement:

Compliance with Laws: The parties are and shall remain in compliance with all applicable federal, state, county, and municipal, statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time, including but not limited to the Drug-Free Workplace, the Family Educational Rights and **Privacy Act** ("FERPA"), **the Protection of Pupil Rights Amendment and any others relating to non-discrimination.**

Authorization: Each party has taken all action necessary for the approval and execution of this Agreement, and execution by the persons signing on behalf of both parties is duly authorized and has been made with complete and full authority to commit both parties to all terms and conditions of this Agreement which shall constitute valid, binding obligations of each party.

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Liability: The parties intend that each shall be responsible for its own intentional and negligent acts or omissions to act. The participating Entities that are subject to the Oklahoma Governmental Tort Claims Act shall be responsible for the acts and omissions to act of its officers and employees while acting within the scope of their employment according to the Governmental Tort Claims Act, Title 51 O.S. Section 151 et seq. All other Entities shall be responsible for any damages or personal injury caused by the negligent acts or omissions to act by its officers, employees or agents. Those Entities not covered by and subject to the Oklahoma Governmental Tort Claims Act agree to hold harmless the Oklahoma State Regents for Higher Education of any claims, demands and liabilities from any act or omission on the part of the service provider and/or its agents, servants, and employees in the performance of the contract. In the event of litigation the prevailing party shall be entitled to its attorney's fees and costs as awarded by a court of competent jurisdiction. It is the express intention of the parties hereto that this agreement shall not be construed as, or given the effect of, creating a joint venture, partnership or affiliation or association that would otherwise render the parties liable as partners, agents, employer-employee or otherwise create any joint and several liability.

8. Non-Liability of Entity or OSRHE Officials: The parties agree that no member, employee, agent, officer or official of either party shall be personally charged by the other party, its members if a joint venture or any subcontractors with any liability or expense under the Agreement or be held personally liable under the Agreement to the other party, its members if a joint venture or any subcontractors.

9. Audit and Document Retention: Subject to state and federal laws regarding the disclosure of student information and the confidentiality provisions of this Agreement, all records referenced above and all records required to be maintained as part of the Services, shall be retained for five (5) years after completion of Services and shall be subject to inspection and audit by the other party. Each party shall include in all subcontractor agreements for Services provisions requiring subcontractors to maintain the above described records and allowing the other party, the Inspector General of the Entity, federal and state auditors the same right to inspect and audit said records as set forth herein. Data received pursuant to this Agreement shall be secured in accordance with standard audit requirements, and the parties shall retain records of access and use of such data for a period of three (3) years following the termination of this Agreement.

11. Notices: All notices required under this Agreement shall be in writing and sent to the addresses and persons set forth below, or to such other addresses as may be designated by a party in writing. All notices shall be deemed received when (i) delivered personally, or (ii) sent by email, or (iii) one day after deposit with a commercial express courier specifying next day delivery, with written verification of receipt. Refusal to accept delivery has the same effect as receipt.

IF TO THE ENTITY:

Name/Title _____
Address _____
Email address _____

IF TO OSRHE:

Irala Magee, Assistant Vice Chancellor for Scholarships and Grants
OSRHE
PO Box 108850
Oklahoma City, OK 73101-8850
imagee@osrhe.edu

In consideration of the mutual covenants and agreements contained in this Agreement, the Parties agree to the terms and conditions set forth herein and have caused this Agreement to be executed by their duly authorized representatives on the dates shown below. This Agreement may be signed in counterparts each of which shall be deemed to be an original and all of which together shall constitute one and the same instrument.

Entity	Oklahoma State Regents for Higher Education
By: _____	By: _____
Date _____	Date _____
Printed Name: _____	Printed Name: <u>Bryce L. Fair</u>
Title: _____	Title: <u>Associate Vice Chancellor for Scholarships & Grants</u>

SCOPE OF SERVICES

This Scope of Services shall be conducted pursuant to the terms and conditions of the Research and Data Security **Agreement** ("Agreement") dated [REDACTED] by and between the Oklahoma State Regents for Higher Education ("OSRHE") and [REDACTED] (the "Entity"). **Defined terms used in this Scope of Services shall have the same meanings as** those ascribed to such terms in the Agreement.

In furtherance of the objective outlined in the attached Agreement, the respective parties agree to do the following:

- If a high school, Entity hereby engages OSRHE to conduct an ongoing study to identify those students within the Entity to determine the FAFSA completion status of Entity students.
- If an eligible non-profit, Entity hereby engages OSRHE to conduct an ongoing study to identify students attending qualified schools for whom Entity may be able to provide scholarship aid under its assistance programs. **OSRHE's services shall include the determination of** FAFSA completion status of such students.

In order to facilitate this study and in accordance with the Family Educational Rights and Privacy Act ("FERPA"), TITLE 20, CHAPTER 31, SUBCHAPTER III, Part 4 § 1232g(b)(1)(F)*, Entity shall provide OSRHE with the following student data in a format specified by OSRHE and no later than December 15th of each year:

:

1. *District Code
2. *School Code
3. *Student First Name
4. Student Middle Initial
5. *Student Last Name
6. *Date of Birth (YYYYMMDD)
7. *Gender (Male=1, Female=2)

*Required

With the authority provided pursuant to the disclosure provisions in the FAFSA that allow data sharing in order to facilitate **the applicant's pursuit of** financial aid, OSRHE shall share the following data with Entity:

On a biweekly basis between January and June each calendar year, the OSRHE will perform the FAFSA match so that Entity will be able to determine the FAFSA status of students associated with the Entity.

Shared data shall not be used for any purpose other than those described herein. All data shall be encrypted and securely shared between the parties and no data shall be shared outside of the parties except in the aggregate.

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION



Improving our future by degrees

Primary Data (Receiver) Point of Contact/Primary Data Custodian. (This person will supply the list of students to be matched.)

Printed Name: _____

Title: _____

School/District/Entity Name: _____

Phone Number: _____

Physical Address: _____

Email Address: _____

Additional Authorized Users:

Name and Title: _____ School/District: _____

Email Address: _____ Phone Number: _____

Name and Title: _____ School/District: _____

Email Address: _____ Phone Number: _____

Name and Title: _____ School/District: _____

Email Address: _____ Phone Number: _____

Signed by Entity Designated Signatory: _____

(Must be signed by the person that executed the Research and Data Security Agreement.)

Printed Name and Title: _____

Email Address: _____ Phone Number: _____

Return to:

Irala K. Magee
Assistant Vice Chancellor for Scholarships and Grants
Oklahoma State Regents for Higher Education
P.O. Box 108850
Oklahoma City, OK 73101-8850
Phone: (405) 225-9378
Fax: (405) 225-9392



SUPPORT PERSONNEL HANDBOOK

FOR THE SCHOOL YEAR

2020-2021

ALSO AVAILABLE AT

www.guthrie.net

PUBLICATIONS

Guthrie Public Schools Position Pay Grade Schedule

Position	Pay Grade
Clerical	
Secretary to Superintendent	12
Payroll / Appropriated Funds	11
Activity Fund Clerk	9
Secretary to Assistant Superintendent	9
Treasurer/ School Food Authority (SFA)	9
Secretary to Executive Director	9
Secretary to Director of Special Education	9
High School Financial Secretary	7
Central Office Receptionist	7
High School Registrar	7
Maintenance Clerk	6
Junior High Financial Secretary	4
Site Secretary / Receptionist	4
Technology	
Systems Analyst	13
Software System Analyst	11
Computer Support Tech I	8-10
Data Management Specialist	7
Assistants	
Paraprofessional	3
Paraprofessional with Certifications	6
Maintenance	
Lead Maintenance	13
Full-Time Maintenance	8
Grounds Superintendent	8
Grounds Maintenance	3
Certified HVAC / Electrical Technician - Journeyman	\$23 Hourly
Certified HVAC / Electrical Technician - Contractor	\$26 Hourly
Custodial	
Head Custodian – High School	6
Head Custodian – Junior High / GUES	5
Head Custodian – Athletics/ Cotteral / Charter Oak / Central / Fogarty	4
Custodian	3
Transportation	
Lead Mechanic	12
Mechanic	10
Full Time Special Needs Driver	13
Route Supervisor	13
Route Driver	13
Dispatch Supervisor	6
Monitor	2
Child Nutrition	
Cafeteria Manager	6
Secretary to Child Nutrition Director	4
Cafeteria Worker	2

Full-time Employees that work a minimum of four (4) hours daily will receive the district paid teacher retirement benefit.

Full-time Employees that work a minimum of six (6) hours daily will qualify to receive all fringe benefits available through the district support employee benefit program.

Up to 5 years credit may be granted for Military Service on the Support Personnel Salary Schedule.



**Board of Education Personnel Reports
December 14, 2020**

Employment Request

<u>Classification Certified</u> Name	Site	Teaching Assignment	First Work Day	Hrs. Per Day	Replacing
Lemmons, Jessica	GUES	Reading Int.	01-04-2020	6	Kendra McNew

<u>Classification Support</u> Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs. Per Day	Replacing
Brede, Kyle	HS	JROTC	01-04-2021		6	Mick Fredrickson
Norton, Tracey	Transportation	Rte. Driver	11-09-2020	13	6	Damon Wilds

FMLA Requests

Certified:

Support: 1

Transfer of Position Report

<u>Classification Certified</u> Name	Transferred From	Transferred To	Replacing
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<u>Classification Classified</u> Name	Transferred From	Transferred To	Replacing
Smith, Anita	JH Caf. – 6 hrs.	JH Caf. – 6.5 hrs.	Marla Datin

Separation of Employment

<u>Classification Certified</u> Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Boyd, Julia	Junior High	Reading	resignation	12-18-2020

<u>Classification Classified</u> Name	Site	Position	Reason for Separation	Effective Date
Datin, Marla	Child Nutrition	Caf. Worker	resignation	12-03-2020
Stapler, Steve	Transportation	Rte. Driver	termination	11-09-2020



Staking A Claim in Our Students' Future

Telephone: 405-282-8900

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

Recommendation for the following employee for an extra-duty position with the Guthrie Public School District:

Myers

Chris

Last Name

First Name

Middle Initial

JH WRESTLING ASST.

GJHS

Extra-Duty Position

Site

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

If yes, whom would this employee replace? _____

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

Start Date 11/8/20 Extra-Duty Compensation **\$1400**

Submitted By: **Jon Chappell**
Principal or Program Director _____ Date _____





Doug Ogle, Executive Director
Personnel/Secondary Education

11/6/2020

Date

Contract Type

Options: Filter: Active = True And ContractStatus = 'TEMPORARY'

Employee Name	Site	Contract Type
BLACK, CARLY	ADMINISTRATION	TEMPORARY
DEVEREAUX, APRIL	ADMINISTRATION	TEMPORARY
BECKER, LYNDSY	CENTRAL	TEMPORARY
BLEWETT, BAILEY	CENTRAL	TEMPORARY
LERNER, ELIZABETH	CENTRAL	TEMPORARY
SMITH, MONIQUE	CENTRAL	TEMPORARY
BENNETT, MICHELLE	CHARTER OAK ELEMENTARY	TEMPORARY
BROWN, LAURIE	CHARTER OAK ELEMENTARY	TEMPORARY
CAREY, KACIE	CHARTER OAK ELEMENTARY	TEMPORARY
CARR, TAYLOR	CHARTER OAK ELEMENTARY	TEMPORARY
CHAPMAN, KAYLYNN	CHARTER OAK ELEMENTARY	TEMPORARY
EWY, JO	CHARTER OAK ELEMENTARY	TEMPORARY
HOLEMAN, KAYCE	CHARTER OAK ELEMENTARY	TEMPORARY
MARSH, EMILY	CHARTER OAK ELEMENTARY	TEMPORARY
SUND, COURTNEY	CHARTER OAK ELEMENTARY	TEMPORARY
TRINDLE, SHONNA	CHARTER OAK ELEMENTARY	TEMPORARY
BOYD, LAURA	COTTERAL	TEMPORARY
COMER, MELISSA	COTTERAL	TEMPORARY
RANEY, DENISE	COTTERAL	TEMPORARY
SARMIENTO, HEATHER	COTTERAL	TEMPORARY
STEFFENS, LYN	COTTERAL	TEMPORARY
WELLS, KELLY	COTTERAL	TEMPORARY
ABBOTT, KAYLEE	FOGARTY	TEMPORARY
BERRYHILL, KAYLEA	FOGARTY	TEMPORARY
CRAIG, ALYSSA	FOGARTY	TEMPORARY
DRAPER, GRACE	FOGARTY	TEMPORARY
FITE, KELLY	FOGARTY	TEMPORARY
HELTON, CHANCIE	FOGARTY	TEMPORARY
JOHNS, KERRY	FOGARTY	TEMPORARY
MING, PAMALA	FOGARTY	TEMPORARY
PRESCOTT, BRENDA	FOGARTY	TEMPORARY
SIMPSON, DONNA	FOGARTY	TEMPORARY
WARREN, KYNNISHA	FOGARTY	TEMPORARY
BANDY, ANGELA	GUES	TEMPORARY
BRAMHALL, KARA	GUES	TEMPORARY
CAUGHELL, PATTI	GUES	TEMPORARY
CRAWFORD, SABLE	GUES	TEMPORARY
GIBSON, RACHEL	GUES	TEMPORARY
HARBIN, AARON	GUES	TEMPORARY
JOHNSON-FIELDS, PAM	GUES	TEMPORARY
JOHNSTON, STACEY	GUES	TEMPORARY
LEMMONS, BRENT	GUES	TEMPORARY

MEISNER, MARY	GUES	TEMPORARY
MUHAMMAD, COURTENAY	GUES	TEMPORARY
PAUL, CHRISTY	GUES	TEMPORARY
PEREZ, CASSIE	GUES	TEMPORARY
PRICE, LOWELL	GUES	TEMPORARY
RHOADES, JILL	GUES	TEMPORARY
ROLLINS, CHERRY	GUES	TEMPORARY
SCHLUETER, SARAH	GUES	TEMPORARY
WALSWORTH, LARA	GUES	TEMPORARY
WATSON, BLAKE	GUES	TEMPORARY
WOODS, BRYAN	GUES	TEMPORARY
WOODS, MELODI	GUES	TEMPORARY
BEACH, CHRIS	HIGH SCHOOL	TEMPORARY
BURNETT, TONNIE	HIGH SCHOOL	TEMPORARY
DAVENPORT, JADON	HIGH SCHOOL	TEMPORARY
DAVIS, PAM	HIGH SCHOOL	TEMPORARY
DOBSON, JIM	HIGH SCHOOL	TEMPORARY
GLONA, HANNAH	HIGH SCHOOL	TEMPORARY
GORDON, JUSTIN	HIGH SCHOOL	TEMPORARY
HANNA, MICAELA	HIGH SCHOOL	TEMPORARY
HAYES, JAKE	HIGH SCHOOL	TEMPORARY
HUDSON, MARY	HIGH SCHOOL	TEMPORARY
PARKS, JASMINE	HIGH SCHOOL	TEMPORARY
PLAGENS, CHASE	HIGH SCHOOL	TEMPORARY
POWELL, KRYSTINA	HIGH SCHOOL	TEMPORARY
RODRIGUEZ, ANDREA	HIGH SCHOOL	TEMPORARY
TOFFOLI, KRISTIN	HIGH SCHOOL	TEMPORARY
ALEXANDER, JASON	JUNIOR HIGH	TEMPORARY
ALEXANDER, MACEY	JUNIOR HIGH	TEMPORARY
BURGESS, VANESSA	JUNIOR HIGH	TEMPORARY
CARNES, CRYSTAL	JUNIOR HIGH	TEMPORARY
CONNOLLY, CHRISTY	JUNIOR HIGH	TEMPORARY
DAY, GINGER	JUNIOR HIGH	TEMPORARY
DICKINSON, TIFFANY	JUNIOR HIGH	TEMPORARY
RANEY, CHRIS	JUNIOR HIGH	TEMPORARY
ROSE, AUDREY	JUNIOR HIGH	TEMPORARY
WALTERS, KRISTEN	JUNIOR HIGH	TEMPORARY
WILKERSON, TIMOTHY	JUNIOR HIGH	TEMPORARY
WILSON, CASEY	JUNIOR HIGH	TEMPORARY
YARBROUGH, KATIE	JUNIOR HIGH	TEMPORARY

Guthrie Public Schools
Property Committee Meeting
December 7, 2020 5:00 p.m.

Attending Members: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Angie Young, Jennifer Bennett-Johnson, Gina Davis, and Linda Skinner. Cody Thompson and Tina Smedley joined via Zoom.

Cody Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for November for Maintenance and Transportation
- Comparison of expenditures for this year and last years
- 38 new November Purchase Orders for Maintenance and 20 for Transportation

Completed Projects:

- 131 Work-Orders completed by Maintenance Dept.
- 19 Work-Orders completed by Transportation Dept.
- Completed Energy Audits of all sites over Thanksgiving Break and notified the Principals of any issues that needed to be addressed
- Had a power outage at GUES over Thanksgiving Break and determined it was a bad compressor. It will be replaced under warranty
- Switched the boiler water lines at Central that had been installed improperly. We will now have full maximum heating potential to all classrooms.
- All District fire extinguisher inspections were completed
- Removed the outside concrete awning to one of the classrooms at Faver
- Removed tree limbs from all sites from ice storm. Removed a tree at Central, Fogarty, and Faver and 2 removed from the playground at Cotteral
- Current bus registration is at 862, up 30, compared to 1,400 last year

Maintenance Projects:

- Currently have 113 Maintenance work orders in progress
- Currently have 75 Transportation work orders in progress
- Daily HVAC, Electrical and Plumbing repairs
- Continue to hang automatic towel and soap dispensers
- Repair outside drains at the JH that have possibly collapsed
- Overcoat parking lots at IT and Transportation with gravel mix
- Replace the door glass going into the gym seating area at Fogarty
- New bleachers for the North gym at the High School
- Continue oil and transmission fluid changes to the white and yellow fleet
- Repair/replace fences that were damaged during the ice storm at the Track, Cotteral, and the Jr. High
- Installation of the security film on the entry door and glass at Fogarty
- Replace the carpet in the receptionist area in the offices at Central over Winter Break and install carpet in the teacher's new workroom at Fogarty

- and the Little Theater at the High School
- Begin installing plumbing shut-off valves at strategic areas in each School to help isolate plumbing issues and eliminate having to shut down the entire building to make repairs
 - Fire Alarm upgrades at Fogarty are made and waiting on a date for the final inspection from the State Fire Marshal

Bond Projects:

Fogarty HVAC Project – Replacing the Gymnasium package unit

2019 Bond Issue Projects:

Summer 2020 Projects:

Contractor is addressing punch list items at Fogarty, Central, GUES, the High School and Jr. High

Summer 2021 Project:

GUES – Building Automatic System Replacement

Angie Young discussed the Special Needs onsite monitoring and the changes they have put in place to address any issues.

Dr. Simpson discussed the lease termination for North Church at their request as they have found a permanent building.

Doug Ogle discussed proposed changes to the Technology pay grade.

He also discussed the number of students that were with us as of May 2020 and exited this year as of November 11, 2020. Most of the difference was due to the students doing online schooling or Charter Schools, but there is a large number of students that are not accounted for.

Dr. Simpson discussed the new programs the Athletic Dept. would like to add which includes Slow Pitch Softball and Jr. High Soccer.

Guthrie Public Schools

Finance Committee meeting

December 8, 2020

4:00 p.m.

In Attendance: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Carmen Walters, Angie Young, Gina Davis, Janna Pierson, Ron Plagg, and Brandi Brown

Mrs. Chapple opened the meeting informing the committee the first items were routine financial reports, speaking briefly on the budget.

Comparative Financial Report as of November 30, 2020

Budget information was given.

Approval of Revised 2020-2021 GF Appropriations by Putnam & Co.

Mrs. Chapple presented this document for gifted & talented funds.

Approval of Agreement with Barlow Education Management for 2020-2021

Mrs. Chapple presented this agreement & no price increase.

Approval of Agreement with Clearwater Enterprises, Fixed Price Gas Cost 2020

Mrs. Chapple presented this agreement. The gas price for three months beginning January-March 2021 will be locked in at \$2.96.

Mr. Ogle presented the following:

JH Soccer Discussion

Mr. Ogle discussed adding JH soccer. This seems possible as long as there are CDL bus drivers available. There are JH students interested in playing soccer.

HS Slow Pitch Discussion

Mr. Ogle discussed the possibility of adding HS Slow Pitch. There are students interested in playing Slow Pitch.

Technology Support Pay Grades Discussion

Mr. Ogle discussed moving a position from certified to support. Also, wanting to change two support positions from pay grade 10 to pay grade 11.

Ms. Walters presented the following:

Approval of MOU with EduSkills, LLC for 2020-2021

Ms. Walters presented this renewal agreement. There is no price increase and this service helps the district with the home language surveys.

Approval of Agreement with Rosetta Stone English-Grades K-6th

Ms. Walters presented this agreement. This is a new program to help students learn the English language & will be paid with textbook funds.

Angie Young presented the following:

District Update Discussion

Mrs. Young discussed the Special Ed on site monitoring from the OK State Department. Mrs. Young added an IEP monitoring form for teachers to fill out.

Dr. Simpson present the following:

Approval of Research & Data Security Agreement with OSRHE

Dr. Simpson presented this agreement was given and school counselors will benefit from this partnership.

Approval of Lease Termination with NorthChurch for 2020-2021

Dr. Simpson presented this agreement. This was NorthChurch's request to move their program to the nursing home.

Curriculum Committee Meeting Minutes

December 8, 2020

5:00 PM

GPS Administration Board Room

In Attendance:

Dr. Mike Simpson, Doug Ogle, Carmen Walters, Angie Young, Janna Pierson, Chris Schroder, Travis Sallee, Meghan Norton, and Elisha Jahnke.

Agenda Items Discussed:

Mr. Ogle:

Secondary Presentation of Distance Learning from GUES, JH, & HS Staff:

- GUES science teacher, Mr. Brent Lemons demonstrated the use of Google Classroom; GUES Vice Principal Mrs. Emily Carpenter and he answered questions.
- Junior High creative writing teacher, Miss Samantha Wood presented her methods of teaching using Google Classroom and Class Craft. GJHS Principal Mr. Todd Bramwell and Miss Wood answered questions.
- GHS Math instructor Ms. Stacie Andrews demonstrated her use of technology and software systems such as Clever, Edgenuity, and Google Classroom. GHS Principal Mr. Chris LeGrande and Ms. Andrews responded to questions.

Ms. Walters:

- TOY List of teachers by site was discussed.
- Discussion of Guthrie's DHS office closure and future coordination with GPS and DHS was held.
- Renewal of EduSkills, LLC 2021 Agreement was discussed.
- Ms. Walters discussed the new Rosetta Stone English Program for K-6 students.

Mr. Ogle:

- Discussion of renewal of contract with Barlow for teacher negotiations.
- Mr. Ogle reported where students that left the district are now enrolled.
- Proposal from Athletic Director, Jon Chappell to add Junior High Soccer and Slow-Pitch Softball.

Ms. Young:

- Ms. Young discussed the Special Education Corrective Action Plan.

Dr. Simpson:

- Discussion regarding OSRHE Agreement to monitor students completing the FAFSA application.
- Termination of the NorthChurch lease agreement with GPS was discussed.