

AGENDA WITH COMMENTARY

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

**MONDAY
DECEMBER 11, 2023
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. Presentation of Employee and 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 5-39**

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. Treasurer’s Report**
 - B. Activity Fund Fundraisers as per attached list**
 - C. Fuel bid as recommended by bid committee**
 - D. Encumbrances for General Fund #'s 760-866, Building Fund #'s 252-283, listed change orders and Activity Fund Reports-the full register is available online**
 - E. Out-of-State Trip Request:**

Clay Drake, Savannah Rennick, Dusty Oldenburg, Tara Drake and students—2024 International Livestock Judging Tour, Ireland, Scotland, England, 6/18—7/3/2024

- F. Contracts/Agreements under \$10,000**
- 1. Agreement with Barlow Education Management Services, LLC for 2024-2025.....Pages 33-34**

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.

Dr. Chapple will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 2. Recommendation, consideration and action upon “Stop, Go and Tell” Program through Bethesda, Inc. to take place at Central Elementary, Charter Oak Elementary, Cotteral Elementary, and Fogarty Elementary for Kindergarten through 4th grade students.Pages 35-39**

Commentary:

This program is a fun, age appropriate and interactive way to teach children about personal space boundary rules and what to do if someone tries to break those rules. The program is free of cost to the district.

Carmen Walters will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 10. Minutes of regular meeting held on November 13, 2023.....Pages 40-47**

11. Business Agenda:

- A. Discussion regarding communication expectation between Board of Education, Property Committee and Construction Manager for Cotteral Elementary.**
- B. Recommendation, consideration and action upon appointment of Lou Barlow, John Hancock and Dr. Michelle Chapple as designated representatives of the Board of Education to conduct employee negotiations for the 2024-2025 school year**

Commentary:

Mr. Barlow and Dr. Chapple have been on the negotiations team as district representatives for several years. This will be Mr. Hancock's first year on this team.

Dr. Chapple will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

C. Recommendation, consideration and action on District Policy F-5 Transfers Exhibit A.....Page 48

Commentary:

The following capacity determinations will be reviewed and approved by the Guthrie Board of Education before the first of January, April, July and October.

Dr. Simpson will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

12. **Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments as listed for 2023-2024, discussion of employment of temporary contract teachers as listed on Schedule A for the second semester of the 2023-2024 school year, discussion of employment of probationary contract teachers as listed on Schedule B for the second semester of the 2023-2024, discussion of employment of career contract teachers as listed on Schedule C for the second semester of the 2023-2024 school year, confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest 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, 4 and 7**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board’s return to open session**
 - C. **Statement of minutes of executive session**
13. **Vote on action as set out on the Personnel Reports.....Page 49**
14. **Action upon extra-duty assignments for 2023-2024.....Page 50**
15. **Action upon recommendation to employ as temporary teachers for the second semester of the 2023-2024 school year the individuals listed on Schedule A of this agenda**

Pages 51-52
16. **Action upon recommendation to employ as probationary contract teachers for the second semester of the 2023-2024 school year the individual listed on Schedule B of this agenda**

Page 53
17. **Action upon recommendation to employ as career contract teacher for the second semester of the 2023-2024 school year the individual listed on Schedule C of this agenda**

Page 54

- 18. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda
- 19. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting
- 20. Adjourn

Dr. Mike Simpson
Superintendent

ss

Posted by: _____

Date: _____ Time: _____

Place: _____

WARRANTS PAID

GENERAL FUND:

2022-2023 \$ 239.38
2023-2024 \$2,833,109.24

GIFTS & ENDOWMENTS FUND:

2022-2023 \$
2023-2024 \$

BUILDING FUND:

2022-2023 \$
2023-2024 \$63,303.75

INS. LOSS RECOVERY FUND:

2022-2023 \$
2023-2024 \$

CHILD NUTRITION FUND:

2022-2023 \$
2023-2024 \$ 82,545.25

BOND FUND:

2022-2023 \$
2023-2024 \$ 141,792.84

TOTAL MONIES IN F&M BANK \$17,051,770.57

PLEGGED – FDIC \$ 250,000.00
PLEGGED – F&M BANK \$ 21,500,000.00

CP

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUESTS
AS OF DECEMBER 1, 2023**



CLUB	EVENT
1. COTTERAL, PTO #804	LEVEL UP FUNDRAISER
2. GUES, PTO #815	HAT DAY
3. JH, FCCLA #821	CHIP SALES
4. HS, FFA #877	TRAP SHOOTING EVENT
5. HS, FFA #877	VARIOUS DINNERS
6. HS, FFA #877	DONATIONS
7. HS, JROTC #895	INSTARAISE



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/6/2023 Site: 120-Cotteral Unobligated Account Balance: 13120.36 14610.18

Account Name & Number: Cotteral PTO 804

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Level Up Arcadell donate all admission fees to the school. This is a after school event. Parents will be taking the students to Level Up.

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: n/a

Purpose for which funds will be used: donations will help with a new playbround when the new school is open

Name/Address of Vendor: Level Up Arcade, 2001 W Oklahoma, Guthrie OK 73044

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

a. Estimated INCOME: \$500.00 NOTES: DONATIONS FROM LEVEL UP
b. Less Estimated EXPENSES: 0
c. Estimated PROFIT:

First day Fundraiser: January 15, 2024 Last Day of Fundraiser: January 15, 2024 from 6 to 8

I understand that when the fundraiser is completed the 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? NO ITEMS

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

Sponsor Signature: Vickie Lansen Date: 11/6/23

Principal's Signature: Lesley Cotton Date: 11/6/23

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

Child Nutrition Director's Signature (if applicable): Date:

Handwritten signature: Malchapple 8

2.)



RECEIVED
NOV 17 2023
BY: [Signature]

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/8/23 Site: 125 Unobligated Account Balance: \$3,987.04

Account Name & Number: 815 - PTO 3316.07

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Hat Day - every Friday from December to May

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: _____

Name/Address of Vendor: _____

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

a. Estimated INCOME:	<u>\$1,000</u>	NOTES: _____
b. Less Estimated EXPENSES:	<u>0</u>	_____
c. Estimated PROFIT:	<u>\$1,000</u>	_____

First day Fundraiser: 12/15/23 Last Day of Fundraiser: 5/10/24

I understand that when the fundraiser is completed the 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? NO items being sold

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

Sponsor Signature: [Signature] Date: 11/9/23

Principal's Signature: [Signature] Date: 11/9/23

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

Child Nutrition Director's Signature (if applicable): _____ Date: _____

[Signature]

3.)



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/6/2023 Site: Junior High Unobligated Account Balance: 3,413.70

Account Name & Number: JH FCCLA 821

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Selling bags of chips once per week

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 [X] 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) Snack size bags of chips

Manufacturer: Frito Lay

Purpose for which funds will be used: To help purchase materials for community service project and help pay for competition and leadership field trips

Name/Address of Vendor: Sam's Club/Walmart

Items to be purchased in order to conduct the fundraiser: Snack size bags of chips

a. Estimated INCOME: 600 b. Less Estimated EXPENSES: 300 c. Estimated PROFIT: 300 NOTES: Some products may be donated to increase profits. Selling on only Wednesday's in the second semester.

First day Fundraiser: Jan 10th 2024 Last Day of Fundraiser: April 17th 2024

I understand that when the fundraiser is completed the 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? Save for next year.

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

Sponsor Signature: [Signature] Date: 11-6-23

Principal's Signature: [Signature] Date: 11-6-23

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

Child Nutrition Director's Signature (if applicable): [Signature] Date: 11-9-23

Form: AF Fundraiser Request 3/5/2021 (Revised)

does not meet

[Signature]

4)



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NOV 27 2023
BY: [Signature]

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/16/23 Site: High School Unobligated Account Balance: \$4,853 867.03

Account Name & Number: FFA 877

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Trap shooting event - Not During School hours

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) Hamburgers, chips, drinks

Manufacturer: _____

Purpose for which funds will be used: To cover registration, airfare, and food costs

Name/Address of Vendor: First Capitol Meats, Hometown Foods, Sam's

Items to be purchased in order to conduct the fundraiser: Food, utensils, plates, napkins

a. Estimated INCOME:	<u>\$25,000</u>	NOTES:	_____
b. Less Estimated EXPENSES:	<u>\$3,500.00</u>	_____	_____
c. Estimated PROFIT:	<u>\$21,500</u>	_____	_____

First day Fundraiser : 01/01/2024 Last Day of Fundraiser: 04/30/2024

I understand that when the fundraiser is completed the 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 form must be completed.

Sponsor Signature: [Signature] Date: 11-16-23

Principal's Signature: [Signature] Date: 11/17/2023

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

Child Nutrition Director's Signature (if applicable): [Signature] Date: 11/29/23

Form: AF Fundraiser Request 3/5/2021 (Revised)

does not meet

[Signature]
11

5.)



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/16/23 Site: High School Unobligated Account Balance: \$4,853.03

BY: 88 867.03

Account Name & Number: FFA 877

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Various dinners such as pulled pork dinners, meat stick sales

Not During School hours

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.

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Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) pulledpork,meatsticks,chips,drinks,steak,bakedpotato

Manufacturer:

Purpose for which funds will be used: To cover registration, airfare, and food costs

Name/Address of Vendor: First Capitol Meats, Hometown Foods, Sam's

Items to be purchased in order to conduct the fundraiser: Food, utensils, platos, napkins

a. Estimated INCOME: \$35,000
b. Less Estimated EXPENSES: \$7,500.00
c. Estimated PROFIT: \$27,500.00
NOTES:

First day Fundraiser : 01/01/2024 Last Day of Fundraiser: 04/30/2024

I understand that when the fundraiser is completed the 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 form must be completed.

Sponsor Signature: Date: 11-16-23

Principal's Signature: Date: 11/17/2023

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

Child Nutrition Director's Signature (if applicable): Date: 11/28/23

Form: AF Fundraiser Request 3/5/2021 (Revised)

does not meet

Handwritten signature

6.)



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/16/23 Site: High School Unobligated Account Balance: ~~34,653~~ 867.03

Account Name & Number: FFA 877

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Donations from various companies and individuals wanting to help with the overseas trip

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.

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

Manufacturer:

Purpose for which funds will be used: To cover registration, airfare, and food costs

Name/Address of Vendor:

Items to be purchased in order to conduct the fundraiser:

a. Estimated INCOME: \$15,000
b. Less Estimated EXPENSES: 0
c. Estimated PROFIT: \$15,000

First day Fundraiser : 01/01/2024 Last Day of Fundraiser: 04/30/2024

I understand that when the fundraiser is completed the 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 form must be completed.

Sponsor Signature: [Signature] Date: 11-16-23

Principal's Signature: [Signature] Date: 11/17/2023

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]

7.)



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 11/8/2023 Site: GHS Unobligated Account Balance: \$5170.61 8067.39

Account Name & Number: JROTC Activity Fund #895

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) "Instaraise" online fundraiser. We will offer a variety of products to purchaes, to include Guthrie laser etched tumblers; donors may also make direct donations instead of item purchases.

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

Manufacturer:

Purpose for which funds will be used: Proceeds will go the Cadet Activity Fund. The funds support new equipment purchases, equipment maintenance, competition registration fees and transportation costs.

Name/Address of Vendor: JMS Fundraising; 540 Willow Ave #B, Cedarhurst, NY 11516

Items to be purchased in order to conduct the fundraiser: All items (except donations) are direct purchase; no bulk items.

a. Estimated INCOME: \$3,000 NOTES:
b. Less Estimated EXPENSES: 0
c. Estimated PROFIT: \$3,000

First day Fundraiser : January 15, 2024 Last Day of Fundraiser: February 9, 2024

I understand that when the fundraiser is completed the 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 form must be completed.

Sponsor Signature: [Signature] Date: 11/13/2023

Principal's Signature: [Signature] Date: 11/14/2023

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]

**Transportation Department
Fuel Bids**

DATE: 11/28/23 PO#: 2024-11-819	TIME BIDS BEGAN: Mon. 11/27/23 @ 9:30 TIME BIDS CLOSED: Tues. 11/28/23 @ 9:30	AMOUNT NEEDED: DIESEL: 7000 gal UNLEADED: 1,000 gal.
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COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	<u>Tanner</u> KIT, BRIAN, CODY or HARDIN	1-866-455-3835	2.131	2.582
PENLEY OIL COMPANY	<u>Alan</u> MIKE, SCOTT or GEORGEANN	235-7553	2.3188	2.7715
RED ROCK	<u>Joanie</u> or TRICHA	677-3373	2.1329	2.6172
EARNHEART OIL & PROPANE	<u>DUSTIN</u>	405-612-2650	2.148	2.598

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Fuel Masters</u>
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UNLEADED FUEL: 1000 gal	PRICE PER GALLON: 2.131	TOTAL AMT: 2,131.00
DIESEL FUEL: 7000 gal	PRICE PER GALLON: 2.582	TOTAL AMT: 18,074.00
		TOTAL PURCHASE: 20,205.00

Email
PER TELEPHONE BIDS RECEIVED BY:

Jamie Jones

Susan Bushnell

COMMENTS:

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 12/6/2023, PO Range: 760 - 866, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	760	11/08/2023	41416	SCHOOL SPECIALTY, INC	TEST PREP RESOURCES	362.93
11	761	10/31/2023	15994	AMAZON CAPITAL SERVICES	TITLE VI TUTORING	168.32
11	762	11/08/2023	45164	EEO-EPH HOLDINGS LLC	TEST PREP MATERIALS 3RD-4TH	1,088.80
11	763	11/08/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/ACEVEDO/ CHARTER OAK	123.85
11	764	11/09/2023	42235	OKLAHOMA KENWORTH, INC	CLUSTER REBUILD	650.00
11	765	11/08/2023	44087	GOOLSBEE TIRE SERVICE INC	11R225 DR43 CAP & CASING - 388DR4FC - A 7	1,470.00
11	766	11/08/2023	12682	MIDWEST BUS SALES, INC.	CALIPER HSG KIT DISC BRAKE ROTOR	713.58
11	767	11/08/2023	12682	MIDWEST BUS SALES, INC.	CHAMBER	160.50
11	768	11/10/2023	12682	MIDWEST BUS SALES, INC.	AIR BAG FITTINGS	17.88
11	769	11/09/2023	83904	JESSICA NICOLE MAKER	GAS OVERAGES FROM NFC TRIP 11/9-11/10	597.60
11	770	11/10/2023	43932	TREASURE BAY, INC.	TITLE I PARENTAL INVOLVEMENT	1,528.49
11	771	11/10/2023	13272	REALLY GOOD STUFF, INC.	TITLE I PARENTAL INVOLVEMENT	1,049.58
11	772	11/10/2023	15994	AMAZON CAPITAL SERVICES	TITLE I PARENTAL INVOLVEMENT	1,510.00
11	773	11/10/2023	45107	ARVEST BANK OPERATIONS, INC.	SMORE NEWSLETTER	200.00
11	774	11/13/2023	17961	NCS PEARSON, INC.	TESTING SUPPLIES	500.00
11	775	11/13/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	BRAKE PADS FOR BUSES	706.00
11	776	11/13/2023	15994	AMAZON CAPITAL SERVICES	INGERSALL 3/4 IMPACT DRIVER 2145 MAX	473.26
11	777	11/10/2023	44107	COUGHLAN COMPANIES, LLC	PEBBLEGO	9,116.00
11	778	11/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/FIELDS/JH	150.00
11	779	11/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/GILLET/JH	150.00
11	780	11/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/MARERRO/JH	150.00
11	781	11/10/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/ C HAMM/FOGARTY	150.00
11	782	11/08/2023	15994	AMAZON CAPITAL SERVICES	\$150/BEEBY/COTTERAL	150.00
11	783	11/13/2023	16711	UNIVERSITY OF OKLAHOMA	CAREER FAIR REGISTRATION	125.00
11	784	11/14/2023	44669	BLUE RIBBON FORMS, INC.	PRINTING - DISTRICT CHECKS	730.00
11	785	11/13/2023	14207	WALMART COMMUNITY	TEACHER \$150/ROLLINS/GUES	150.00
11	786	11/13/2023	15994	AMAZON CAPITAL SERVICES	ALMANACS	255.60
11	787	11/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/CROCKETT/GUES	149.97
11	788	11/14/2023	43510	HOOTEN OIL COMPANY, INC	200 GALLONS OF DEF	1,238.24
11	789	11/14/2023	13021	OSSBA	HR ACADEMY SEMINAR	150.00
11	790	11/14/2023	44269	VIVACITY TECH PBC	TITLE I PARENTAL INVOLVEMENT	4,032.00
11	791	11/14/2023	12682	MIDWEST BUS SALES, INC.	DRAIN VALVE	233.13
11	792	11/13/2023	44186	DOUBLE T ENTERPRISES, LLC	BATTERIES FOR BUSES	1,500.00
11	793	11/15/2023	44184	MAXIS TECHNOLOGIES INC.	HARDWARE	1,000.00
11	794	11/15/2023	45158	SAFARI MICRO INC	CHARGING CARTS FOR TITLE VI	1,662.44
11	795	11/15/2023	45159	STERLING COMPUTERS CORP	HEADPHONES FOR TITLE VI	1,365.60
11	796	11/15/2023	15926	DELL MARKETING L.P.	LAPTOPS FOR TITLE VI	6,555.00
11	797	11/15/2023	12682	MIDWEST BUS SALES, INC.	Z020014951 STAR SEAT	1,426.00
11	798	11/15/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/A LASENBERRY/FOGARTY	150.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 12/6/2023, PO Range: 760 - 866, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	799	11/14/2023	44269	VIVACITY TECH PBC	CHROMEBOOKS FOR TITLE VI	21,672.00
11	800	11/16/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	PARTS AND SUPPLIES	1,000.00
11	801	11/16/2023	17842	MORLEY ATHLETIC SUPPLY COMPANY	HS- WATER CARTS (BB)	659.98
11	802	11/15/2023	14207	WALMART COMMUNITY	TEACHER \$150\T. DEMENT\HS	150.00
11	803	11/17/2023	12682	MIDWEST BUS SALES, INC.	Z020014958 VARIOUS PARTS	497.48
11	804	11/16/2023	45161	CARTER, LAURA	READING SPECIALIST CONTRACT FOR GUES THRU 515	22,080.00
11	805	11/16/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/CARIE KEITH/HS	150.00
11	806	11/16/2023	44361	BETSY CHEN	BEHAVIORAL COACH CONTRACT	35,000.00
11	807	11/13/2023	15994	AMAZON CAPITAL SERVICES	SUPPLIES	1,000.00
11	808	11/20/2023	12682	MIDWEST BUS SALES, INC.	REPAIRS TO BUS 10	600.00
11	809	11/27/2023	12635	MERIDIAN TECHNOLOGY CENTER	DRIVER'S ONLINE TRAINING AND TESTING	1,500.00
11	810	11/27/2023	43557	EDUSKILLS, LLC	SCORECARD ADDITIONAL SERVICES	3,740.00
11	811	11/27/2023	11933	JOHN VANCE MOTORS, INC.	OIL AND FILTER CHANGES IN TRUCK 93	700.00
11	812	11/27/2023	11933	JOHN VANCE MOTORS, INC.	OIL AND FILTER CHANGES IN TRUCK 97	700.00
11	813	11/27/2023	44110	CDW LLC	TITLE III PRINTER & CARTRIDGES	665.29
11	814	11/27/2023	15994	AMAZON CAPITAL SERVICES	BILINGUAL BOOKS - CHARTER OAK LIBRARY	240.12
11	815	11/27/2023	15994	AMAZON CAPITAL SERVICES	MARQUEE LETTERS FOR BILINGUAL	107.95
11	816	11/17/2023	15994	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	650.00
11	817	11/28/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/ K JOHNS/ FOGARTY	150.00
11	818	11/28/2023	15994	AMAZON CAPITAL SERVICES	PARENTAL INVOLVEMENT: SPANISH/ENGLISH WORKBOOKS	992.31
11	819	11/28/2023	17541	FUEL MASTERS	1000 GALLONS UNLEADED 7000 GALLONS DIESEL	20,205.00
11	820	11/28/2023	15994	AMAZON CAPITAL SERVICES	TEACHER\$150/SCHULZ/GUES	150.00
11	821	11/28/2023	45163	CONRAD, KATHRYN	MILEAGE REIMBURSEMENT	3,000.00
11	822	11/28/2023	14207	WALMART COMMUNITY	TEACHER \$150/CYPHERS/GUES	150.00
11	823	11/27/2023	14377	FOLLETT SCHOOL SOLUTIONS, INC	2023-2024 BOOK CLUB - SEED	260.85
11	824	11/28/2023	12910	OFFICE DEPOT, INC.	TEACHER \$150\T.BURNETT\HS	150.00
11	825	11/28/2023	14207	WALMART COMMUNITY	TEACHER \$150\P.PIERCH\HS	150.00
11	826	11/28/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/B CHRISTIANSON/CENTRAL 1/2	129.99
11	827	11/28/2023	14207	WALMART COMMUNITY	TEACHER \$150/B CHRISTIANSON/CENTRAL 2/2	20.01
11	828	11/26/2023	42456	STILLWATER MILLING COMPANY	SUPPLIES AND MATERIALS FOR AG PROGRAM	350.00
11	829	11/16/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 \B.BALENSEIFEN\HS	150.00
11	830	11/16/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\J.O'NEILL\HS	150.00
11	831	11/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\M.HORN\HS	150.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 12/6/2023, PO Range: 760 - 866, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	832	11/29/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	VARIOUS PARTS	1,000.00
11	833	11/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\B.CLARK\HS	150.00
11	834	11/29/2023	12682	MIDWEST BUS SALES, INC.	MASTER CYLINDER	502.23
11	835	11/28/2023	14207	WALMART COMMUNITY	CLEANING MEDICAL AND HYGIENE SUPPLIES	275.00
11	836	11/30/2023	12744	MUNICIPAL ACCOUNTING SYSTEMS, INC.	W2 & 1095-C FORMS	425.00
11	837	11/29/2023	15994	AMAZON CAPITAL SERVICES	SUPPLIES AND MATERIALS FOR AG PROGRAM	185.00
11	838	11/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\J.DAVENPORT\HS	150.00
11	839	11/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/R.ENSIGN/C.OAK	147.49
11	840	11/30/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/BANDY/GUES	150.00
11	841	11/28/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/GUIN/GUES	140.10
11	842	11/28/2023	14207	WALMART COMMUNITY	TEACHERS \$150/MCNEW/GUES	150.00
11	843	11/30/2023	11933	JOHN VANCE MOTORS, INC.	ELECTRICAL ISSUES 64	1,500.00
11	844	11/29/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	RACK & PINION UJOINTS	333.23
11	845	12/01/2023	17103	WILSON LANGUAGE TRAINING CORP.	CURRICULUM FOR SCHOOL IMPROVEMENT	23,371.20
11	846	12/01/2023	42687	CRISIS PREVENTION INSTITUTE, INC.	TRAINING SUPPLIES	1,800.00
11	847	12/01/2023	15994	AMAZON CAPITAL SERVICES	SUPPLIES	500.00
11	848	12/01/2023	14207	WALMART COMMUNITY	TEACHER \$150/SPENCER/GUES	150.00
11	849	12/04/2023	15994	AMAZON CAPITAL SERVICES	BOOKS FOR BOARD MEMBERS	49.98
11	850	08/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/GUES/MEISNER	150.00
11	851	12/05/2023	11933	JOHN VANCE MOTORS, INC.	ALIGNMENT FOR TRUCK 74(ATHLETICS TRUCK)	120.00
11	852	12/04/2023	44862	CWHD REPAIR LLC	BUS 6 LEAF SPRINGS	4,200.00
11	853	12/04/2023	10129	NORTHUP AUTO PARTS & MACHINE	POWER WASH HOSE / WAND FOR FLOOR POWER WASHER	232.43
11	854	12/04/2023	11933	JOHN VANCE MOTORS, INC.	REPAIRS TO TRUCK 93	3,087.30
11	855	12/04/2023	11502	GUTHRIE TAG AGENCY	NEW BUS LICENSE PLATES	40.00
11	856	12/05/2023	14207	WALMART COMMUNITY	TEACHER \$150/BOYD/GUES	150.00
11	857	12/05/2023	12171	LAKESHORE LEARNING MATERIALS	\$150/CENTRAL/GILLETT	150.00
11	858	12/05/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/BENTONHALL/GUES	143.55
11	859	11/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\B.PERRING AND J.CHAMBERS\HS	300.00
11	860	12/04/2023	45118	TIFFANY KEITZ	SPEECH CONTRACT 2ND SEMESTER	47,250.00
11	861	12/05/2023	15994	AMAZON CAPITAL SERVICES	\$150/CENTRAL/BOUDLE	150.00
11	862	12/06/2023	14201	WALKER TIRE DTR LLC	17 INCH RIMS FOR TRUCK 74	400.00
11	863	12/05/2023	42235	OKLAHOMA KENWORTH, INC	CLUSTER FOR BUS 103	1,000.00
11	864	12/04/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\T.BENNETT\HS	150.00
11	865	12/04/2023	12171	LAKESHORE LEARNING MATERIALS	TEACHERS\$150/K.ROSENBAH/C.OAK	149.96
11	866	12/06/2023	81726	LISA GAYE KROTH	INSURANCE REIMBURSEMENT	400.00

Guthrie Public Schools Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 12/6/2023, PO Range: 760 - 866, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
					Non-Payroll Total:	\$248,233.22
					Payroll Total:	\$0.00
					Balance Forward:	\$0.00
					Report Total:	\$248,233.22

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 12/6/2023, PO Range: 252 - 283, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	252	11/09/2023	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
21	253	11/09/2023	44870	ALLIANCE CONCRETE	CONCRETE HANDICAP PAD AT FOGARTY	2,400.00
21	254	11/07/2023	44614	IDN-GLOABL, INC	DISTRICT DOOR PARTS	250.00
21	255	11/10/2023	44635	WAXIE'S ENTERPISES, LLC	HAND SOAP, CUPS & BROOMS	1,413.35
21	256	11/09/2023	44614	IDN-GLOABL, INC	DOOR HARDWARE FOR 213 E VILAS	80.00
21	257	11/13/2023	44635	WAXIE'S ENTERPISES, LLC	ROLL TOWELS, TOILET PAPER, CANLINERS	4,012.75
21	258	11/14/2023	15994	AMAZON CAPITAL SERVICES	DISTRICT PARTS AND SUPPLIES	1,000.00
21	259	11/14/2023	44635	WAXIE'S ENTERPISES, LLC	NOZZLE PACK FOR WASHER	87.63
21	260	11/15/2023	44635	WAXIE'S ENTERPISES, LLC	DISTRICT CUSTODIAL SUPPLIES	4,148.14
21	261	11/16/2023	17747	ROBERT L HINER	REFINISH HS MAIN GYM FLOOR	2,950.00
21	262	11/16/2023	17747	ROBERT L HINER	REFINISH HS NORTH GYM FLOOR	2,425.00
21	263	11/16/2023	44614	IDN-GLOABL, INC	DOOR HARDWARE FOR VILAS HOUSE	160.00
21	264	11/17/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	MONTHLY TESTS ON CHARTER OAK PUMP HOUSE	600.00
21	265	11/16/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	ADDITIONAL ROOF REPAIRS AT COTTERAL	3,000.00
21	266	11/27/2023	44614	IDN-GLOABL, INC	LOCK CYLINDERS FOR DISTRICT	110.00
21	267	11/17/2023	17249	S. T. BOLDING III	FAVER ELECTRICAL REPAIRS	905.48
21	268	11/17/2023	17249	S. T. BOLDING III	INSTALL ELECTRIC FOR BASEBALL ICE MACHINE	802.34
21	269	11/28/2023	44635	WAXIE'S ENTERPISES, LLC	DISTRICT HAND SOAP	1,535.00
21	270	11/27/2023	43883	UNITED REFRIGERATION, INC.	DISTRICT HVAC PARTS AND SUPPLIES	1,000.00
21	271	11/28/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	DISTRICT FIRE SYSTEM REPAIRS AND SERVICE	1,000.00
21	272	11/29/2023	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS AND SERVICE	2,000.00
21	273	11/29/2023	17747	ROBERT L HINER	REFINISH JR HIGH GYM FLOOR	2,425.00
21	274	11/29/2023	17747	ROBERT L HINER	REFINISH CHARTER OAK GYM FLOOR	2,425.00
21	275	11/29/2023	12324	LOCKE SUPPLY CO.	DISTRICT HVAC PARTS AND SUPPLIES	1,000.00
21	276	11/27/2023	10110	HENKE & WANG PLUMBING	HIGH SCHOOL PLUMBING SERVICE	1,190.00
21	277	11/30/2023	40596	JAMES C. MCGEE	PARKING LOT MATERIAL AND SPREADING AT MAINT	2,500.00
21	278	12/01/2023	42501	EARTHSMART CONTROLS, LLC	HVAC CONTROLS REPAIRS AND SERVICE	1,000.00
21	279	12/01/2023	44635	WAXIE'S ENTERPISES, LLC	DISTRICT HAND SOAP	1,535.00
21	280	12/04/2023	40596	JAMES C. MCGEE	COTTERAL PARKING AREA REPAIRS	2,000.00
21	281	12/01/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	JR HIGH GYM ROOF REPAIRS	2,500.00
21	282	12/04/2023	44013	CENTRAL OKLAHOMA WINNELSON	SINK FOR FAVER LOCKER ROOM	120.00
21	283	12/04/2023	45116	NOVALCO INC	INSTALL DOOR CLOSER AT HS ENTRANCE	3,319.00

Guthrie Public Schools
Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 12/6/2023, PO Range: 252 - 283, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
					Non-Payroll Total:	\$50,893.69
					Payroll Total:	\$0.00
					Balance Forward:	\$0.00
					Report Total:	\$50,893.69

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 11/1/2023 - 12/6/2023, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
15	07/01/2023	42573	LOGAN COUNTY COURIER	SUBSCRIPTION/LEGAL NOTICES FOR 2023-2024	-41.00
84	07/01/2023	14122	STATE OF OKLAHOMA	CAREER FAIR REGISTRATION	-50.00
94	07/01/2023	14316	AHP OF OKLAHOMA	FERPA PUBLICATION	-125.95
115	07/01/2023	14377	FOLLETT SCHOOL SOLUTIONS, INC	SOFTWARE SUPPORT-TECHNOLOGY	2.94
171	07/01/2023	44935	HUB INTERNATIONAL NEW ENGLAND LLC	INSURANCE FOR MECHANICS TOOLS	-50.00
211	07/11/2023	14207	WALMART COMMUNITY	TEACHER \$150/DICKINSON/JHS	-22.75
225	07/11/2023	15994	AMAZON CAPITAL SERVICES	CLASSROOM \$150/REDUS/HS	-3.68
257	07/17/2023	12447	MARDEL, INC.	TEACHER\$150/ADAMS/GUES	-26.59
264	07/19/2023	44888	IMPERIAL SUPPLIES HOLDINGS INC	MISCELLANEOUS SUPPLIES FOR SHOP	-50.64
345	08/02/2023	44621	XENITH LLC	HS- HELMETS (FB)	-250.00
356	07/31/2023	12682	MIDWEST BUS SALES, INC.	SW0110 71 PASSENGER SCHOOL BUS	-2,696.00
373	08/06/2023	14207	WALMART COMMUNITY	TEACHER \$150/PORTER/HS	-25.27
413	08/11/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	BATTERY	6.71
514	08/21/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	VEHICLE & BUS PARTS AND SUPPLIES	-226.29
529	09/01/2023	14207	WALMART COMMUNITY	SUPPLIES FOR ADMIN OFFICE 2023-2024	300.00
550	09/05/2023	14377	FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BARCODES	-4.90
572	09/12/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/SARMIENTO/COTTERAL	-0.07
588	09/14/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/GALLOWAY/JH	-43.08
619	09/19/2023	12387	LOWES COMPANIES, INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	27.24
622	09/20/2023	14207	WALMART COMMUNITY	TEACHER \$150/C CRAWFORD/FOGARTY	-0.46
624	09/26/2023	12682	MIDWEST BUS SALES, INC.	Z020014678 "MDL-SHM,FULL,V1.23,HW 2.A0,M2	-102.63
646	10/02/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150.00/BARTRAM/COTTERAL 120	0.20
654	09/25/2023	41084	TULSA STATE FAIR	REGISTRATION FEES	-80.00
660	10/04/2023	44624	STAPLES, INC	TEACHER \$150/ J ALEXANDER/FOGARTY	-1.99
661	10/04/2023	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	ADDITIONAL DIAG AND REPAIR BUS 20	-1,685.11
664	10/04/2023	15994	AMAZON CAPITAL SERVICES	TEACHERS \$150/S.MCKINLEY/C.OAK	0.41
667	10/09/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/HOWARD/JH	-0.10
669	10/10/2023	12682	MIDWEST BUS SALES, INC.	Z020014739 CHASSIS MODULE	-82.50
679	10/10/2023	44862	CWHD REPAIR LLC	REPAIRS BUS 8 LEAF SPRINGS	392.02
682	10/11/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/CAMPBELL/CENTRAL	-0.13
684	10/04/2023	15994	AMAZON CAPITAL SERVICES	\$150 TEACHER/ PEREZ/ GUES	-20.48

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 11/1/2023 - 12/6/2023, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
686	10/11/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/BLEWETT/CENTRAL	-2.50
692	10/18/2023	15994	AMAZON CAPITAL SERVICES	\$150/C HEDGE/CENTRAL	-0.27
699	10/18/2023	15994	AMAZON CAPITAL SERVICES	TEACHERS \$150/A.HARBIN/C.OAK	-0.13
701	10/24/2023	15994	AMAZON CAPITAL SERVICES	LIBRARY FURNITURE	-268.80
709	10/25/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/KEARNS/C.OAK	-5.01
710	10/25/2023	15994	AMAZON CAPITAL SERVICES	\$150/CENTRAL/FRIESE	-0.43
712	10/24/2023	15994	AMAZON CAPITAL SERVICES	\$150 TEACHER\A.MELSSSEN\HS	-91.73
717	10/27/2023	44258	FIRST BOOK	BOOKS	-14.49
726	10/31/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/PITTMAN/JH	-4.12
727	10/31/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/MAXWELL/JH	-0.85
728	10/31/2023	16453	M-F ATHLETIC	HS- EQUIPMENT (CC)	-7.00
732	10/30/2023	83904	JESSICA NICOLE MAKER	PER DIEM NATIONAL FALL CONFERENCE	29.00
850	08/29/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/GUES/MEISNER	150.00

Non-Payroll Total:	(\$5,076.43)
Payroll Total:	\$244,009.73
Report Total:	\$238,933.30

Change Order Listing

Options: Fund: Building, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 11/1/2023 - 12/6/2023, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
36	07/05/2023	12324	LOCKE SUPPLY CO.	DISTRICT PARTS AND SUPPLIES	-356.72
64	07/12/2023	11619	HOME DEPOT CREDIT SERVICES	WALL BOARD AND MATERIAL FOR TRANS	-40.54
70	07/13/2023	17249	S. T. BOLDING III	ELECTRICAL SERVICE BLANKET	-67.64
74	07/17/2023	44681	FRESH FILTERED AIR, INC	DISTRICT HVAC FILTER CHANGES	-198.78
104	08/01/2023	44590	BRADFORD SUPPLY	DISTRICT HVAC SUPPLIES	-82.58
119	08/09/2023	43883	UNITED REFRIGERATION, INC.	DISTRICT HVAC PARTS AND SUPPLIES	-117.74
123	08/14/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	DISTRICT FIRE SYSTEM REPAIRS AND SERVICE	-297.00
142	08/18/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	FIRE SYSTEM REPAIRS AT THE HIGH SCHOOL	-386.00
153	08/30/2023	16626	JOHN HUDSON	SEPT & OCT MOWINGS	-2,646.00
154	08/30/2023	15994	AMAZON CAPITAL SERVICES	DISTRICT PARTS AND SUPPLIES	-34.07
156	09/01/2023	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS AND SERVICE	-97.51
160	09/05/2023	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	-1.35
190	09/21/2023	15994	AMAZON CAPITAL SERVICES	HS- GATOR- 4 WHEELER (SEATS) ATHLETIC FIELDS	-46.71
191	09/21/2023	11619	HOME DEPOT CREDIT SERVICES	ALUMINUM ADJUSTABLE LADDER	-8.59
195	09/20/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	JR HIGH GYM ROOF REPAIRS	-2,200.00
200	09/25/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	ESCHUTCHENS FOR SPRINKLER HEADS	-15.00
201	09/28/2023	15994	AMAZON CAPITAL SERVICES	DISTRICT PARTS AND SUPPLIES	-52.68
207	10/02/2023	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	-3.36
213	10/05/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	FIRE SYSTEM REPAIRS AT HIGH SCHOOL	137.00
217	10/10/2023	45115	JUNK-B-GONE	30YD ROLL OFF DUMPSTER	-75.00
221	10/11/2023	13033	P & K EQUIPMENT, INC.	HS- GATOR (ATHLETIC FIELDS)	115.23
222	10/16/2023	11619	HOME DEPOT CREDIT SERVICES	PORTABLE HEATERS	-0.45
224	10/13/2023	11453	W. W. GRAINGER	EYE WASH CAPS FOR JR HIGH	-5.26
233	10/17/2023	44614	IDN-GLOABL, INC	DOOR HARDWARE FOR COTTERAL	-12.12
239	10/23/2023	44614	IDN-GLOABL, INC	DOOR HARDWARE FOR HS DOOR #3	-6.03
240	10/24/2023	44614	IDN-GLOABL, INC	DOOR HARDWARE FOR CHARTER OAK	0.17
241	10/24/2023	43749	TREAT'S SOLUTIONS, LLC	DISTRICT CUSTODIAL SUPPLIES	-0.01
242	10/25/2023	15994	AMAZON CAPITAL SERVICES	BLUE PRINT RACKS AND CLAMPS	-60.63
244	10/26/2023	41794	CARRIER CORPORATION	HVAC REPAIRS AT COTTERAL	382.50
245	10/26/2023	11453	W. W. GRAINGER	REPLACEMENT BULB FOR JH CABINET	11.36
246	10/30/2023	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS AND SERVICE	605.00

Non-Payroll Total: (\$5,560.51)

Payroll Total: \$0.00

Report Total: (\$5,560.51)

ACTIVITY FUND - FUND 60
BANK RECONCILIATION - FARMERS & MERCHANT BANK
AS OF 12/01/2023

<u>GENERAL LEDGER ACCOUNT</u>		<u>BANK RECONCILIATION</u>	
Balance (12/1/2023)	\$ 876,209.61	Balance per bank statement (11/30/2023)	\$ 885,601.28
Add Receipts	\$ 122,604.72	Add Deposits in Transit	\$ -
Less Checks Written	\$ (188,941.48)	Less O/S Checks	\$ (72,751.71)
Adjustments	\$ 3,021.99	Adjustments	\$ 45.27
Balance per Ledger	\$ 812,894.84	Balance per Ledger	\$ 812,894.84

Ledger Adjustment details: Vendor Refund Checks

Bank Adjustment details: Chargeback fees

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

Stephanie Simmons

Stephanie Simmons, Activity Fund Clerk

12/1/2023

Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2023 - 11/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$212.94	\$0.00	\$0.00	\$0.00	\$212.94	\$0.00	\$212.94
802 CENTRAL ACTIVITY	\$20,886.53	\$770.00	\$0.00	\$1,530.35	\$20,126.18	\$5,843.32	\$14,282.86
803 CENTRAL PTO	\$14,747.76	\$324.75	\$0.00	\$1,603.76	\$13,468.75	\$3,695.09	\$9,773.66
804 COTTERAL PTO	\$14,655.26	\$2,940.30	\$0.00	\$1,379.19	\$16,216.37	\$1,517.19	\$14,699.18
805 COTTERAL ACTIVITY	\$19,938.18	\$1,209.00	\$0.00	\$2,565.44	\$18,581.74	\$4,228.70	\$14,353.04
806 COTTERAL FACULTY	\$656.11	\$97.55	\$0.00	\$0.00	\$753.66	\$0.00	\$753.66
808 FOGARTY PARENTS ORG.	\$7,918.09	\$3,264.64	\$0.00	\$1,029.01	\$10,153.72	\$3,565.96	\$6,587.76
809 FOGARTY ACTIVITY	\$14,619.16	\$4,979.59	\$0.00	\$5,686.81	\$13,911.94	\$5,299.88	\$8,612.06
810 FOGARTY FACULTY	\$251.61	\$0.00	\$0.00	\$0.00	\$251.61	\$0.00	\$251.61
811 ELEM SNACK GRANT	\$903.69	\$0.00	\$0.00	\$0.00	\$903.69	\$0.00	\$903.69
812 GUES ACTIVITY	\$63,255.53	\$3,351.59	\$0.00	\$23,754.43	\$42,852.69	\$10,763.36	\$32,089.33
813 GUES FACULTY	\$876.13	\$108.55	\$0.00	\$0.00	\$984.68	\$0.00	\$984.68
814 GUES HONOR CHOIR	\$525.83	\$0.00	\$0.00	\$0.00	\$525.83	\$0.00	\$525.83
815 GUES PARENTS ORG.	\$4,490.39	\$0.00	\$0.00	\$481.84	\$4,008.55	\$692.48	\$3,316.07
816 GHS SPECIAL KIDS	\$9,024.74	\$0.00	\$0.00	\$0.00	\$9,024.74	\$0.00	\$9,024.74
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$163.56	\$0.00	\$0.00	\$0.00	\$163.56	\$0.00	\$163.56
819 ATHLETICS JUNIOR HIGH	\$2,495.07	\$1,800.00	\$0.00	\$540.00	\$3,755.07	\$1,953.11	\$1,801.96
820 GOLF JUNIOR HIGH	\$4,398.44	\$0.00	\$0.00	\$0.00	\$4,398.44	\$0.00	\$4,398.44
821 FHA JUNIOR HIGH	\$2,496.70	\$2,071.00	\$0.00	\$334.48	\$4,233.22	\$2,249.52	\$1,983.70
822 HONOR SOCIETY JR HIGH	\$3,138.54	\$0.00	\$0.00	\$0.00	\$3,138.54	\$0.00	\$3,138.54
823 JR HIGH ACCOUNT	\$1,203.62	\$0.00	\$0.00	\$180.34	\$1,023.28	\$670.00	\$353.28
824 JR HIGH FACULTY	\$2,186.82	\$354.91	\$0.00	\$152.10	\$2,389.63	\$501.88	\$1,887.75
825 LIBRARY JR HIGH	\$1,745.83	\$0.00	\$0.00	\$0.00	\$1,745.83	\$0.00	\$1,745.83
826 LEARN 2 LOVE	\$12,686.34	\$0.00	\$0.00	\$358.26	\$12,328.08	\$4,050.00	\$8,278.08
827 CHEERLEADERS JR HIGH	\$2,821.88	\$0.00	\$0.00	\$1,091.72	\$1,730.16	\$0.00	\$1,730.16
830 STUCO JH	\$2,962.13	\$18.00	\$0.00	\$196.28	\$2,783.85	\$0.00	\$2,783.85
831 T.S.A. JR HIGH	\$1,470.40	\$126.00	\$0.00	\$253.15	\$1,343.25	\$139.44	\$1,203.81
832 YEARBOOK JR HIGH	\$6,770.77	\$0.00	\$0.00	\$281.87	\$6,488.90	\$1,268.13	\$5,220.77
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
840 CHARTER OAK ACTIVITY	\$46,073.80	\$890.00	\$0.00	\$2,205.46	\$44,758.34	\$37,553.16	\$7,205.18
841 CHARTER OAK PTO	\$21,551.35	\$1,279.08	\$0.00	\$1,048.39	\$21,782.04	\$5,841.00	\$15,941.04
842 CHARTER OAK FACULTY	\$273.88	\$60.50	\$0.00	\$60.00	\$274.38	\$0.00	\$274.38
850 ACADEMIC TEAM HS	\$125.50	\$0.00	\$0.00	\$44.00	\$81.50	\$0.00	\$81.50
851 ART CLUB HS	\$6,467.90	\$593.00	\$0.00	\$1,132.15	\$5,928.75	\$3,500.00	\$2,428.75
852 ATHLETICS HS	\$153,985.12	\$35,122.13	\$0.00	\$56,800.75	\$132,306.50	\$63,334.18	\$68,972.32
853 HS CHEER	\$8,489.77	\$1,139.00	\$0.00	\$219.00	\$9,409.77	\$3,445.50	\$5,964.27
854 FOOTBALL CAMP	\$6,903.96	\$0.00	\$0.00	\$0.00	\$6,903.96	\$0.00	\$6,903.96
855 TENNIS HS	\$25,569.54	\$8,450.99	\$0.00	\$28,361.98	\$5,658.55	\$450.00	\$5,208.55
856 GHS LIBRARY	\$238.57	\$0.00	\$0.00	\$151.98	\$86.59	\$0.00	\$86.59
858 GHS LINK CREW	\$546.67	\$0.00	\$0.00	\$0.00	\$546.67	\$250.83	\$295.84
859 BAND (OPERATING) HS	\$36,401.62	\$2,241.00	\$0.00	\$16,357.90	\$22,284.72	\$14,880.61	\$7,404.11
861 CLASS OF 2023 HS	\$109.12	\$40.00	\$0.00	\$0.00	\$149.12	\$0.00	\$149.12
862 CLASS OF 2027 HS	\$3,395.00	\$0.00	\$0.00	\$0.00	\$3,395.00	\$1,450.00	\$1,945.00
864 GHS ALUMNI ACCOUNT	\$15,256.29	\$0.00	\$0.00	\$0.00	\$15,256.29	\$0.00	\$15,256.29
866 CLASS OF 2024 HS	\$8,486.03	\$0.00	\$0.00	\$116.91	\$8,369.12	\$300.00	\$8,069.12
867 CLASS OF 2025 HS	\$2,764.32	\$80.00	\$0.00	\$0.00	\$2,844.32	\$22.00	\$2,822.32
868 CLASS OF 2026 HS	\$2,388.25	\$40.00	\$0.00	\$0.00	\$2,428.25	\$400.00	\$2,028.25
869 ENGLISH CLUB	\$736.83	\$0.00	\$0.00	\$0.00	\$736.83	\$0.00	\$736.83
870 HS FACULTY/COURTESY ACCOUNT	\$830.25	\$82.30	\$0.00	\$50.00	\$862.55	\$250.00	\$612.55
871 HS STUDENT PANTRY	\$10,481.61	\$0.00	\$0.00	\$0.00	\$10,481.61	\$2,101.88	\$8,379.73
876 FFA 4H BOOSTER CLUB HS	\$53,346.00	\$29,941.01	\$0.00	\$15,160.24	\$68,126.77	\$7,603.29	\$60,523.48
877 FFA HS	\$29,586.45	\$2,315.00	\$0.00	\$13,205.82	\$18,695.63	\$18,624.60	\$71.03
878 FCCLA (FHA) HS	\$6,002.49	\$2,890.84	\$0.00	\$2,665.00	\$6,228.33	\$2,900.00	\$3,328.33
879 FOREIGN LANGUAGE SPAN HS	\$4,038.38	\$25.00	\$0.00	\$299.11	\$3,764.27	\$1,658.73	\$2,105.54
880 XC BLUECREW	\$4,449.14	\$197.00	\$0.00	\$0.00	\$4,646.14	\$0.00	\$4,646.14
881 LADY JAYS BASKETBALL	\$432.96	\$0.00	\$0.00	\$0.00	\$432.96	\$0.00	\$432.96

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2023 - 11/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
882 GUTHRIE RUNNING CLUB HS	\$894.04	\$0.00	\$0.00	\$0.00	\$894.04	\$0.00	\$894.04
883 HERITAGE CLUB HS	\$656.76	\$423.20	\$0.00	\$0.00	\$1,079.96	\$450.00	\$629.96
884 HIGH SCHOOL ACCOUNT	\$8,563.38	\$1,377.81	\$0.00	\$891.85	\$9,049.34	\$7,652.21	\$1,397.13
885 STUDENT SUPPORT HS	\$4,058.93	\$286.49	\$0.00	\$26.80	\$4,318.62	\$73.12	\$4,245.50
886 HONOR SOCIETY HS	\$6,560.46	\$0.00	\$0.00	\$0.00	\$6,560.46	\$0.00	\$6,560.46
889 KEY CLUB HS	\$107.80	\$0.00	\$0.00	\$0.00	\$107.80	\$0.00	\$107.80
890 SPEECH HS	\$1,850.89	\$0.00	\$0.00	\$991.58	\$859.31	\$165.82	\$693.49
891 STEM CLUB	\$4.85	\$0.00	\$0.00	\$0.00	\$4.85	\$0.00	\$4.85
893 MU ALPHA THETA HS	\$12,931.37	\$998.25	\$0.00	\$523.77	\$13,405.85	\$961.91	\$12,443.94
894 HS PROM ACCOUNT	\$17,744.60	\$0.00	\$0.00	\$0.00	\$17,744.60	\$0.00	\$17,744.60
895 JROTC HS	\$5,899.37	\$5,802.70	\$0.00	\$570.32	\$11,131.75	\$3,064.34	\$8,067.41
897 SOCCER CLUB HS	\$21,149.00	\$2,090.00	\$0.00	\$1,932.24	\$21,306.76	\$2,699.00	\$18,607.76
898 SCIENCE CLUB HS	\$8,736.66	\$165.00	\$0.00	\$321.51	\$8,580.15	\$622.22	\$7,957.93
899 STUDENT COUNCIL HS	\$7,919.15	\$825.00	\$0.00	\$184.50	\$8,559.65	\$1,135.35	\$7,424.30
900 CAMPUS BEAUTIFICATION HS	\$5,608.88	\$125.00	\$0.00	\$85.09	\$5,648.79	\$35.40	\$5,613.39
902 VOCAL HS	\$7,992.96	\$0.00	\$0.00	\$1,243.08	\$6,749.88	\$2,477.00	\$4,272.88
904 YEARBOOK HS	\$37,753.66	\$475.00	\$0.00	\$0.00	\$38,228.66	\$0.00	\$38,228.66
905 GPS eSPORTS	\$318.25	\$0.00	\$0.00	\$99.52	\$218.73	\$79.00	\$139.73
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$58.14	\$0.00	\$0.00	\$0.00	\$58.14	\$0.00	\$58.14
911 FFA BUILDING FUND	\$2,428.23	\$0.00	\$0.00	\$0.00	\$2,428.23	\$350.00	\$2,078.23
913 DRAMA HS	\$1,395.14	\$755.00	\$0.00	\$0.00	\$2,150.14	\$1,324.00	\$826.14
922 COURTESY COMMITTEE ADMIN	\$64.53	\$0.00	\$0.00	\$0.00	\$64.53	\$64.53	\$0.00
925 GENERAL FUND REFUND	\$2,006.03	\$0.00	\$0.00	\$0.00	\$2,006.03	\$0.00	\$2,006.03
927 HALL OF FAME BANQUET	(\$137.93)	\$0.00	\$0.00	\$0.00	(\$137.93)	\$0.00	(\$137.93)
929 DISTRICT SPECIAL OLYMPICS	\$26,122.83	\$2,000.00	\$0.00	\$439.61	\$27,683.22	\$900.00	\$26,783.22
931 TECHNOLOGY INSURANCE ACCOUNT	\$2,246.99	\$100.00	\$0.00	\$1,900.00	\$446.99	\$0.00	\$446.99
932 SUMMER SCHOOL HS	\$10,798.55	\$0.00	\$0.00	\$0.00	\$10,798.55	\$0.00	\$10,798.55
933 FAVER C&C	\$272.92	\$0.00	\$0.00	\$143.29	\$129.63	\$0.00	\$129.63
934 TRANSPORTATION C&C	\$1,841.60	\$181.25	\$0.00	\$133.10	\$1,889.75	\$1,066.90	\$822.85
935 VENDING MACHINE ADMIN	\$651.28	\$15.25	\$0.00	\$0.00	\$666.53	\$365.00	\$301.53
937 FAVER ACTIVITY	\$411.27	\$0.00	\$0.00	\$0.00	\$411.27	\$0.00	\$411.27
940 ADMINISTRATION MISC	\$15,614.90	\$182.04	\$0.00	\$157.50	\$15,639.44	\$800.00	\$14,839.44
Total	\$879,231.60	\$122,604.72	\$0.00	\$188,941.48	\$812,894.84	\$235,289.64	\$577,605.20



EMPLOYEE TRIP REQUEST

Check if Out of State

Clay Drake
Name of Employee

11/16/2023
Date

Employee's Current Assignment Ag Teacher

Title of Conference or Activity 2024 International Livestock Judging Tour

Location Ireland, Scotland, England Date(s) of Conference June 18 - July 3

Full Legal Name (for air travel) Clayton Ray Drake

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

Departure Date 6/18 AM PM (check one) Return Date 7/03 AM PM (check one)

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

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

To take students to compete on an international level in livestock evaluation as well as allow them to tour agriculture production in other areas or the world.

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

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

Travel*	\$ 2,500.00	(mileage, air, ground, parking & toll) see below
Registration	\$	
Lodging	\$ 3,445.00	
Meals	\$ 500.00	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)
Substitute	\$ 0.00	(calculate @ \$65 per day)
Total	\$ 6,445.00	

Activity
Activity - Lodging and registration are included
Activity

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

Principal's Approval  11/17/2023
Signature Date

Program Director's Approval _____
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Savahanna Rennick
Name of Employee

11/16/2023
Date

Employee's Current Assignment Ag Teacher

Title of Conference or Activity 2024 International Livestock Judging Tour

Location Ireland, Scotland, England Date(s) of Conference June 18 - July 3

Full Legal Name (for air travel) Savahanna Rennick

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

Departure Date 6/18 AM PM (check one) Return Date 7/03 AM PM (check one)

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

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

To take students to compete on an international level in livestock evaluation as well as allow them to tour agriculture production in other areas or the world.

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

*Costs are covered by which fund?
BE SPECIFIC PLEASE.*

Travel*	\$ 2,500.00	(mileage, air, ground, parking & toll) see below
Registration	\$	
Lodging	\$ 3,445.00	
Meals	\$ 500.00	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)
Substitute	\$ 0.00	(calculate @ \$65 per day)
Total	\$ 6,445.00	

General Fund, Title I, Staff Development, Activity Fund, etc.
Activity
Activity - Lodging and registration are included
Activity

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

Principal's Approval  11/17/2023
Signature Date

Program Director's Approval _____
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Dusty Oldenburg
Name of Employee

11/16/2023
Date

Employee's Current Assignment Ag Teacher

Title of Conference or Activity 2024 International Livestock Judging Tour

Location Ireland, Scotland, England Date(s) of Conference June 18 - July 3

Full Legal Name (for air travel) Dusty Oldenburg

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

Departure Date 6/18 AM PM (check one) Return Date 7/03 AM PM (check one)

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

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

To take students to compete on an international level in livestock evaluation as well as allow them to tour agriculture production in other areas or the world.

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

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

Travel*	\$ 2,500.00	(mileage, air, ground, parking & toll) see below
Registration	\$	
Lodging	\$ 3,445.00	
Meals	\$ 500.00	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)
Substitute	\$ 0.00	(calculate @ \$65 per day)
Total	\$ 6,445.00	

Activity
Activity - Lodging and registration are included
Activity

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

Principal's Approval [Signature] 11/17/2023
Signature Date

Program Director's Approval _____
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Tara Drake
Name of Employee

11/16/2023
Date

Employee's Current Assignment Chaperone

Title of Conference or Activity 2024 International Livestock Judging Tour

Location Ireland, Scotland, England Date(s) of Conference June 18 - July 3

Full Legal Name (for air travel) Tara Drake

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

Departure Date 6/18 AM PM (check one) Return Date 7/03 AM PM (check one)

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

PLEASE INDICATE HOW THIS EVENT WILL RELATE TO YOUR PRESENT ASSIGNMENT.
To take students to compete on an international level in livestock evaluation as well as allow them to tour agriculture production in other areas or the world.

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

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

Travel*	\$	2,500.00	(mileage, air, ground, parking & toll) <i>see below</i>
Registration	\$		
Lodging	\$	3,445.00	
Meals	\$	500.00	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)
Substitute	\$	0.00	(calculate @ \$65 per day)
Total	\$	6,445.00	

Activity - Lodging and registration are included
Activity

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

Principal's Approval  11/17/2023
Signature Date

Program Director's Approval _____
Signature Date

Board of Education Approval _____
Date

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



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

Today's Date 11/16/23 Date of Activity June 18-July 3

Destination England, Ireland, & Scotland

Class & Grade Level 10-12

Teacher(s) Drake, Rennick, Oldenburg

Names of teacher assistants or other adults attending:

Tara Drake

Number of students 4 Number of sponsors 4

Leave Time June 18 am Return Time July 3 pm

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

Emergency Phone Contact Number (405) 334-1613

Cost to be paid per student \$445 Due when? May 1, 2024 Cost to district \$50,000

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


Principal Signature

11/17/2023
Date

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

Special Education Director

Date

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

To take students to compete on an international level in livestock evaluation as well as allow them to tour agriculture production in other areas or the world.

Note - Money will be raised by various donations as well as fundraisers that students participating in the trip will conduct.

CONTRACT

THIS AGREEMENT is made by and between Guthrie Independent School District Number One of Logan County, Oklahoma (“School District”) and Louis Barlow 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 2024-2025 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.

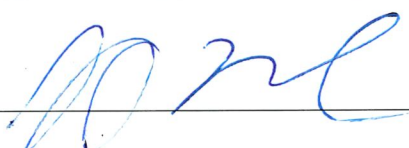
- 3. Barlow shall act as the School District’s chief negotiator and perform all such duties as may be assigned by the Board and the Superintendent including but not limited to:
 - a. Meetings and conference with the Board of Education, individual Board members, members of the administrative staff and 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:  _____



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education

From: Carmen Walters, Assistant Superintendent

Date: November 13, 2023

Re: Stop, Go and Tell Agreement

Attached is a copy of the 2023-2024 agreement between Guthrie Public Schools and Bethesda, Inc., an Oklahoma not-for-profit corporation.

Stop, Go and Tell is a program through Bethesda that is a fun, age appropriate and interactive way to teach children about personal space boundary rules and what to do if someone tries to break those rules.

The program is free of cost to the district.

I recommend approval of the agreement between Guthrie Public Schools and Bethesda, Inc.

SERVICE AGREEMENT

This Service Agreement ("Agreement") is entered into and effective this 10 day of November, 2023 by and between Guthrie Public Schools (herein, the "District") and Bethesda, Inc., an Oklahoma not-for-profit corporation (herein, "Bethesda") (each of the District and Bethesda may be referred to herein as a "Party" or collectively, the "Parties").

WHEREAS, the District is engaged in the business of providing education to school age children throughout the city of Guthrie; and

WHEREAS, Bethesda is engaged in the business of providing personal space boundary rule education to children; and

WHEREAS, the District wishes to utilize Bethesda and their employed education staff to provide personal space boundary rule education to their students; and

WHEREAS, the District and Bethesda now desire to enter into this Agreement and Bethesda agrees to accept such appointment on the terms and conditions set forth in this Agreement.

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

1. Services Provided. The District hereby engages Bethesda to provide from time to time and on a case by case basis certain services, including personal space boundary rule education in the school setting to students of the District (the "Services"). Such Services can be for groups or classrooms of students.

- a. Request for Services. In each instance and prior to Bethesda performing any Services, the District shall deliver to Bethesda a request for services (the "Request for Services"), which shall, at a minimum, include a description of the Services requested.
- b. Performance of Services. Bethesda shall render the Services set forth in the Request for Services in a timely and professional manner consistent with generally accepted industry standards. Bethesda will determine the method, details, and means of performing the Services; however, should any employee of Bethesda not provide Services in accordance with the stated guidance provided by the Counselor at such school, the District will contact Bethesda and request in writing that any concerns be resolved, but should such concerns not be resolved, the District can request Bethesda to discontinue Services by that employee. Bethesda agrees to provide an employee for such Services. Bethesda's employees will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and guidance applicable to the Program, as made known to them by the District.
- c. Responsibility for Services. Bethesda shall be responsible for all wages, taxes, benefits and other employee-related expenses and duties associated with providing Services. Employees are the sole responsibility of Bethesda. Bethesda

shall be responsible for maintaining all records, logs, and documentations. District will provide a school counselor or substitute who will escort the Bethesda presenter to presentations along with be present for the presentation and following state procedures to report any suspected child abuse or neglect. The counselor will also provide Bethesda with the number of students served, number of adults served and any disclosures.

- d. **Term.** This Agreement is effective as of November, 2023 and shall continue in effect through the District year 23-24. The Parties may renew the Agreement upon written renewal at least thirty (30) days prior to the expiration hereof. Both Parties reserve the right to terminate this Agreement at any time, with or without cause, so long as the terminating party delivers written notification of such to the other Party no less than thirty (30) days prior to the termination date. Upon the expiration or otherwise termination of this Agreement, Bethesda shall immediately cease performing any Services.

2. **Representations and Warranties.**

- a. The District represents and warrants to Bethesda the following: The District will seek appropriate consent required by the Board of education for a child to participate in the Stop, Go and Tell program.
- b. The District and Bethesda agree that student safety is a top priority. In an effort to protect student safety, the Parties represent and warrant that they will not hire any individual, whether as an officer, agent, employee, or contractor, who has been convicted of a felony or who has been convicted of any crime involving moral turpitude. The Parties also declare that none of its employees working on school premises are currently registered or required to register under the provisions of the Oklahoma Sex Offenders Registration Act or the Mary Rippe Violent Crime Offenders Registration Act. Both parties agree to request that all their employees have in their possession, at all times, a current photo ID which identifies them as a staff member of their agency. Upon request of the District, Bethesda shall submit written proof to the District's Department of Guidance and Counseling that all applicable employees have passed background checks and a drug screening prior to their entering the building of the school to provide Services pursuant to this Agreement.

3. **Limitation of Liability.** BETHESDA MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE SERVICES OR ANY WORK PRODUCT OR DELIVERABLES DEVELOPED HEREUNDER, AND BETHESDA EXPRESSLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE OR NEED, ACCURACY, NON-INFRINGEMENT OF THIRD PARTY RIGHTS AND TITLE, AND ALL WARRANTIES THAT MAY ARISE FROM COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE.

4. **Confidentiality.** The District and Bethesda will maintain client confidentiality in accordance with both Parties' confidentiality policies and in accordance with all applicable laws, including but not limited to the Oklahoma Health Information Exchange Act, 43A O.S. § 1-109 C (1) (2008), and the Healthcare Insurance Portability and Accountability Act of 1996

("HIPPA"), as amended. The receiving Party shall maintain any and all confidential information of the disclosing Party (including client files and Requests for Services) with at least the same degree of care it uses to protect its own confidential information of a similar nature or sensitivity, but no less than reasonable care under the circumstances. Each Party shall advise the other Party in writing of any misappropriation or misuse of any confidential information of the other Party of which the notifying Party becomes aware.

5. Miscellaneous Provisions.

- a. *Governing Law.* This Agreement is to be construed in accordance with and governed by the laws of the State of Oklahoma, without regard to or application of provisions relating to choice of law. The exclusive venue for any and all legal proceedings that might arise from this Agreement shall be Cleveland County, Oklahoma.
- b. *Severability.* If any provision of this Agreement is unenforceable, then such provision will be enforced to the maximum extent possible under applicable law so as to affect the intent of the parties and the other provisions of this Agreement will continue in full force and effect.
- c. *Entire Agreement; Amendment; Assignment; Waiver.* This Agreement (including the Request for Services, and any supplements or amendments thereto) constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior or contemporaneous communications, negotiations, and agreements, written or oral, regarding the subject matter hereto. No modification of or amendment or waiver to this Agreement or the Request for Services will be effective unless in writing and signed by each of the Parties. Neither Party may assign any or all of its rights or obligations under this Agreement without the prior written consent of the other Party. No waiver of any default or breach hereunder, nor any delay or partial exercise of any right or remedy arising as a result of any such default or breach, shall constitute a waiver of any other default or breach whether similar or otherwise, nor shall it prevent or preclude the non-breaching party from exercising such right or remedy upon the occurrence of a subsequent default or breach.
- d. *Press Releases.* The Parties hereby agree that both Parties must approve, in advance and in writing, all public announcements or other promotional efforts made regarding the terms and conditions of this Agreement, except where disclosure is required as a matter of law. Either Party may, in its sole discretion, refuse to approve a public announcement or other promotional material presented by the other Party. If either Party makes any public announcements or creates other promotional material that refers to the other Party or this Agreement, that Party shall cease the use of such material upon the termination of this Agreement and shall remove such material from all publicly available sources, including all Internet websites.
- e. *Independent Contractor Status.* The relationship of the parties is that of independent contractors and neither Party is an employee, servant, agent, partner or joint venture of the other Party. Neither Party shall be deemed to be the legal representative of the other. Each Party assumes complete responsibility for its

own employees with regard to federal or state employers' liability and withholding tax, worker's compensation, social security, unemployment insurance, and compliance with other federal, state and local laws.

IN WITNESS WHEREOF, the District and Bethesda have executed and delivered this Agreement on the day and year first above written.

DISTRICT: **Guthrie Public Schools**

By: _____
Name: _____
Title: _____

BETHESDA: **BETHESDA, INC.**, an Oklahoma not for profit corporation

By: Renee O'Leary
Name: Renee O'Leary
Title: Education Director

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
NOVEMBER, 13 2023**

MINUTES OF THE GUTHRIE PUBLIC SCHOOL BOARD OF EDUCATION REGULAR MEETING HELD AT 6:30 P.M. IN THE ADMINISTRATION BUILDING, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON NOVEMBER 13, 2023.

Board Members Present: Gail Davis, Tina Smedley, Matt Girard, Chris Schroder, S. Janna Pierson and Ron Plagg

Board Member Absent: Travis Sallee

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Carmen Walters, Assistant Superintendent
John Hancock, Executive Director of
Personnel and Secondary Ed.
Dr. Michelle Chapple, CFO
Angie Young, Director of Special Services
Cody Thompson, Director of Operations
Dee Benson, Director of Technology
Kary Jarr,ed, Deputy Minutes Clerk

1. The meeting was called to order by President Plagg at 6:30 p.m.
2. Members Gail Davis, Matt Girard, Tina Smedley, Chris Schroder, S. Janna Pierson and Ron Plagg were present for roll call.

Member Travis Salle was not present for roll call.

3. A quorum was established.
4. President Plagg asked everyone to stand and join him in the Pledge of Allegiance.
5. President Plagg asked everyone to join him in a Moment of Silence.
6. President Plagg called for Employee and Student of the Month recognition.

Mr. Hancock gave a PowerPoint presentation of the Employee of the Month. The November 2023 Support Employee of the Month was Lyn Sarasua and she was nominated by Rindy Evans, Vickie Lausen, Carol Doles and Lesley Cotton. The November 2023 Certified Employee of the Month was Laura Porter and she was nominated by Jasmine Parks. Nominated for Student of the Month by Colonel Kyle

Brede, Pam Johnson-Fields, and Laura Porter was Senior Alycea Reese. Blake Wimsey from Foundation Insurance presented Alycea with a \$50 Walmart Gift Card.

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

Superintendent Simpson stated there were two people registered to speak. Rhye Hawkins spoke about Colere acceptance for OSSAA. Corley Damuth spoke about bus transportation.

- 7B. President Plagg called for any comments to the Board by Board Members.**

There were no comments to the Board from Board Members.

- 8. President Plagg called for Superintendent's Reports:
Superintendent Simpson reported on the following:**

We've had a lot of successes with our students since the board last met!

Our Softball team advanced to the State Finals losing a heartbreaker to Piedmont in the bottom of the 7th inning. This was the first time our Softball team has advanced this far in the playoffs.

The GHS Cross Country Teams closed out a highly successful season at the state meet. The girls finished as the state runner up team while the boys finished 5th. Both teams improved on their showing from last year.

Our FFA students traveled to Indianapolis for the annual convention. While there, our Livestock Judging Team of Maysen Garrett, Steven Sanders, Ridge Garrett and Kynseth Zubrod claimed the National Championship.

Our football team won their first round playoff game against Lawton MacArthur at the Rock on Friday by a score of 49-21. They now advance to the next round and they will travel to Del City. This will be a matchup of the #2 and #3 ranked teams in the state. The game is scheduled for Friday evening at 7:00 p.m.

Last Friday many of our schools had Veterans Day Assemblies. The High School Band, Choir and Junior ROTC participated in the parade and ceremonies at Honor Park. Today, the High School had an all-school assembly. Dr. Simpson is very proud of how our students and staff show their appreciation to the veterans of our community. Thanks to all veterans for their service to our country.

The Long Range Planning Committee will meet for the second time on November 30th.

Announced Site Teachers:

Charter Oak	Jo Ewy	Interventionist
Fogarty	JJ McKnight	4th Grade Teacher
Cotteral	Denise Raney	1st Grade Teacher
Central	Cynthia Hedge	4th Grade Teacher
GUES	Sarah Schlueter	Special Education Teacher
Junior High	Chris Raney	7th/8th STEM Teacher
High School	Kyle Brede	9th-12th JROTC Teacher
High School	Megan Hutchinson	9th-12th Art Teacher

9. **President Plagg called for presentation of Guthrie Public Schools College Remedial Rate, ACT Composite and ACT scores from the graduating Class of 2023 by Mr. John Hancock, Executive Director of Personnel and Secondary Education.**

Mr. Hancock presented College Remedial Rate, ACT Composite and ACT scores from graduating Class of 2023.

10. **President Plagg called for action on the Consent Agenda.**

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

The motion carried 6 ayes and 0 nays.

- 11A. **President Plagg called for recommendation, consideration and action to adopt calendar of regularly scheduled School Board meeting for 2024.**

A motion was made by Smedley and seconded by Girard to adopt calendar of regularly scheduled School Board meeting for 2024.

The motion carried 6 ayes and 0 nays.

- 11B. **President Plagg called for recommendation, consideration and action upon agreement IXL Learning for 2023-2024 school year.**

A motion was made by Girard and seconded by Davis to approve agreement IXL Learning for 2023-2024 school year.

The motion carried 6 ayes and 0 nays.

- 11C. President Plagg called for recommendation, consideration and action upon agreement with Laura Carter, DBA Reading For All, LLC.**

A motion was made by Schroder and seconded by Pierson to approve agreement with Laura Carter, DBA Reading For All, LLC.

The motion carried 6 ayes and 0 nays.

- 11D. President Plagg called for recommendation, consideration and action upon agreement with Center for Communication and Engagement.**

A motion was made by Davis and seconded by Girard to approve agreement with Center for Communication and Engagement.

The motion carried 6 ayes and 0 nays.

- 11E. President Plagg called for recommendation, consideration and action to approve PCCO #002 from Lambert Construction Co.**

A motion was made by Smedley and seconded by Davis to approve PCCO #002 from Lambert Construction Co.

The motion carried 6 ayes and 0 nays.

- 11F. President Plagg called for discussion, consideration and vote to award contracts for construction of the new Cottoral Elementary School to the lowest bidders, as follows:**

<u>Bid Package</u>	<u>Description</u>	<u>Amount</u>
2A.	Demolition (Midwest Wrecking)	\$163,840.00
3A.	Concrete (PCC Group)	\$770,000.00
3B.	Precast (Crossland Construction)	\$598,000.00
4A.	Masonry (Forza Construction)	\$539,000.00
5A.	Structural Steel (Crossland Construction)	\$1,327,000.00
6A.	Millwork (Wood Systems)	\$507,652.00
7A.	Roofing (Atwell Roofing)	\$806,784.00
7B.	Joint Sealants and Waterproofing (Red Sea Waterproofing)	\$77,160.00

7D.	EIFS (Silva Spray Foam)	\$198,000.00
8A.	Door Assemblies Install (Texoma Builders Supply)	\$280,812.00
8B.	Door Assemblies Install (Texoma Builders Supply)	\$29,382.00
8D.	Overhead Doors (DH Pace)	\$23,709.00
9A.	Gypsum Assemblies (Arrow Construction)	\$1,037,915.00
9B.	Flooring and Wall Tile (Bryan's Flooring)	\$473,283.00
9C.	Painting (Silva Spray Foam)	\$146,000.00
9G.	Specialty Flooring (Tri-State Floors)	\$122,100.00
10A.	Specialties (Red Mountain)	\$174,000.00
10B.	Signage (Sign Innovations)	\$26,624.00
10D.	Canopies (Archetype Canopies)	\$97,500.00
11B.	Stage Equipment (SOPA)	\$33,368.00
11C.	Sports Equipment (Sportstech Quality Cardio)	\$65,000.00
12A.	Window Treatments (Contract Drapery)	\$27,975.00
12B.	Telescoping Bleachers (Heartland Bleachers)	\$44,153.00
21A.	Fire Suppression (Kanske Fire)	\$163,530.00
22A.	Plumbing (Dense Mechanical)	\$784,654.50
23A.	HVAC (MBI Industrial)	\$1,053,601.00
26A.	Electrical (KL Bradley)	\$1,244,000.00
31A.	Earthwork (K&M Dirt Services)	\$574,550.70
32A-32B.	Site Concrete & Asphalt Paving (Turning Point)	\$892,000.00
32D.	Landscape, Irrigation & Plantings (Greenshade)	\$87,221.00
33A.	Site Utilities (C&Z Services)	\$307,240.00
33B.	Storm Sewer Systems (FT Construction)	\$242,338.51

Discussion followed

A motion was made by Pierson and seconded by Schroder to award contracts for construction of the new Cotteral Elementary School to the lowest responsible bidders as listed.

The motion carried with 6 ayes and 0 nays.

- 11G. President Plagg called for discussion, consideration and vote to accept the Guaranteed Maximum Price proposed by Crossland Construction Company for construction of the new Cotteral Elementary School and to approve Amendment No. 1 to the Construction Management Contract between Guthrie Public Schools and Crossland Construction Company dated August 14, 2023.**

A motion was made by Smedley and seconded by Schroder to accept the Guaranteed Maximum Price proposed by Crossland Construction Company for construction of the new Cotteral Elementary School and to approve Amendment No. 1 to the Construction Management Contract between Guthrie Public Schools and Crossland Construction Company dated August 14, 2023.

The motion carried with 6 ayes and 0 nays.

- 12. President Plagg proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports and discussion of extra-duty assignments as listed for 2023-2024, discussing the purchase or appraisal of real property, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant 25 OKLA. STAT. Section 307 (B) 1, 3, and 7.**

- 12A. A motion was made by Smedley and seconded by Pierson to go into executive session.**

The motion carried with 6 ayes and 0 nays. Executive session began at 7:04 p.m.

- 12B. President Plagg acknowledged the Board's return to open session at 7:27 p.m.**

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

- 13. President Plagg called for vote on action as set out on the Personnel Reports.**

A motion was made by Schroder and seconded by Pierson to approve the Personnel Reports.

The motion carried with 6 ayes and 0 nays.

- 14. President Plagg called for action upon recommendation of extra-duty assignments for 2023-2024.**

A motion was made by Davis and seconded by Girard to approve extra-duty assignments for 2023-2024.

The motion carried with 6 ayes and 0 nays.

- 15. President Plagg called for recommendation, consideration and action upon approval of Shelley Berryman to be classified as an Adjunct Teacher for English Intervention at Guthrie High School.**

A motion was made by Smedley and seconded by Pierson to approve Shelley Berryman to be classified as an Adjunct Teacher for English Intervention at Guthrie High School.

The motion carried with 6 ayes and 0 nays.

- 16. President Plagg called for recommendation, consideration and action to approve contract for the purchase of real property.**

A motion was made by Smedley and seconded by Girard to approve contract for the purchase of real property at 211 E. Vilas for closing in January.

The motion carried with 6 ayes and 0 nays.

- 17. President Plagg called for recommendation, consideration and action to accept any resignations offered since the posting of the agenda.**

Superintendent Simpson stated there was none.

- 18. President Plagg called for discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting.**

Superintendent Simpson stated there was no new business.

19. President Plagg called for the meeting to be adjourned.

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

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 7:31 p.m.

Samantha Stewart, Minutes Clerk

Ron Plagg, President

The agenda was posted at the Guthrie Public School's Administrative Office, 802 E. Vilas, Guthrie, OK on November 9, 2023 at 1:30 p.m. in accordance with the Open Meeting Law and notice of this regular meeting was given to the Logan County Clerk, prior to December 15, 2022. The agenda is also on our website.

Samantha Stewart
Board Clerk and Minutes Clerk

EXHIBIT A**CAPACITIES TO ACCEPT TRANSFER STUDENTS BY GRADE**

The following capacity determinations will be reviewed and approved by the Guthrie Board of Education prior to the first day of January, April, July and October of each school year, published on the district website and reported to the Oklahoma State Department of Education.

For grades PK through grade 6, student capacity is set at 20 students per classroom. These class size limits are set in accordance with 70 O.S. § 18-113.1. The district will multiply those limits times the number of regular classroom teachers employed by the school district at each grade level for each school site. If classroom space is not sufficient to accommodate that number of students due to a classroom being disproportionately sized, the district's capacity numbers will reflect a lesser amount based upon that classroom size.

For grades 7-12, capacity is set based on the total number of students who are enrolled for in-person and virtual instruction. To be able to plan for in-district growth, provide adequate staffing, and ensure that teachers do not exceed class size limits set forth in 70 O.S. § 18-113.3, the current capacity of students per grade level is set at 250 students.



**Board of Education Personnel Reports
December 11, 2023**

Employment Request

<u>Classification Certified</u> Name	Site	Teaching Assignment	First Work Day	Hrs. Per Day	Replacing
AdamsPayne, Catherine	JH	P/T - SpEd Mild/Mod.	12-12-23	4	Catherine AdamsPayne
Cottingham, Caden	HS	Algebra	01-03-24	6	Seth Morgan
O'Hara, Caitlin	JH	ELA	01-03-24	6	Rebecca Pittman

<u>Classification Support</u> Name	Site	Assignment	First Work Day	Pay Grade	Hrs. Per Day	Replacing
Cruz, Veronica	Central	SpEd Para	11-27-23	6	7.5	Sherana Purviance
Scott, Trevor	GUES	SpEd Para	12-04-23	6	7.5	Melissa Haggard
West, DeAnna	Cotteral	Cafeteria Staff	11-28-23	2	6.5	Leisa Owen

FMLA Requests

Certified:

Support:

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
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Separation of Employment

<u>Classification Certified</u> Name	Site	Teaching Assignment	Reason for Separation	Effective Date
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<u>Classification Classified</u> Name	Site	Position	Reason for Separation	Effective Date
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Burlison, Dan	Maintenance	Maintenance	resignation	11-27-23
Campbell, Linda	Administration	Payroll Clerk	resignation	11-15-23
Maier, William	Transportation	Rte. Driver	resignation	11-14-23



REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

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

<u>O'Hara</u>	<u>Caitlin</u>	
Last Name	First Name	Middle Initial

<u>ASST. HS Girls Basketball</u>	<u>HS</u>
Extra-Duty Position	Site

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

If yes, whom would this employee replace? _____

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

Start Date 11/17/23 Extra-Duty Compensation \$2700.00

Submitted By: <u>Jon Chappell</u>	<u>11/15/23</u>
Principal or Program Director	Date



	<u>11/15/23</u>
John Hancock, Executive Director Personnel/Secondary Education	Date

Guthrie Public Schools

Contract Type

Schedule A

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

Employee Name	Site	Contract Type	Hire Date
VAUGHAN, SHAYNA	ADMINISTRATION	TEMPORARY	8/15/2022
CAMPBELL, KATHERINE	CENTRAL	TEMPORARY	8/15/2022
HEFNER, FONDA	CENTRAL	TEMPORARY	8/15/2022
ACEVEDO, ASHLEY	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
CADY, LAUREN	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
ENSIGN, RACHELLE	CHARTER OAK ELEMENTARY	TEMPORARY	8/15/2022
GARBARINO, MARLEE	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
HANNA, MORGAN	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
KEARNS, DONNA	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
LOWDER, CRYSTAL	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
MCKINLEY, STACEY	CHARTER OAK ELEMENTARY	TEMPORARY	8/16/2023
MCMILLAN, HAILEY	CHARTER OAK ELEMENTARY	TEMPORARY	8/15/2022
OCAMPO, LILIANA	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
SALAS, DAYLA	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
STAPP, CANDACE	CHARTER OAK ELEMENTARY	TEMPORARY	8/11/2023
BEUTLER, AMANDA	COTTERAL	TEMPORARY	8/11/2023
BICKELL, TARI	COTTERAL	TEMPORARY	8/11/2023
COLLINS, SUSIE	COTTERAL	TEMPORARY	8/11/2023
MEDLOCK, DEBORAH	COTTERAL	TEMPORARY	8/15/2022
WALLRAVEN, TESSA	COTTERAL	TEMPORARY	8/11/2023
BRALY, HUNTER	FOGARTY	TEMPORARY	8/11/2023
DEHART, CASEY	FOGARTY	TEMPORARY	8/15/2022
FARRIS, TONYA	FOGARTY	TEMPORARY	9/15/2022
HAMM, CORI	FOGARTY	TEMPORARY	8/11/2023
HENINGTON, ADRIAN	FOGARTY	TEMPORARY	8/11/2023
KEY, MICHAEL	FOGARTY	TEMPORARY	8/11/2023
LASENBERRY, ALLISON	FOGARTY	TEMPORARY	8/15/2022
MCKNIGHT, JJ	FOGARTY	TEMPORARY	8/15/2022
MICK, JERI	FOGARTY	TEMPORARY	8/11/2023
WOLF, KRISTINA	FOGARTY	TEMPORARY	8/11/2023
GRAYSON, CHELLIE	GUES	TEMPORARY	8/11/2023
GROCE, CARI	GUES	TEMPORARY	8/15/2022
MCKINLEY, JEFF	GUES	TEMPORARY	8/11/2023
MCNEU, KENDRA	GUES	TEMPORARY	8/15/2022
ROACH, MICHELE	GUES	TEMPORARY	8/15/2022
ROBERTS, CAROLINE	GUES	TEMPORARY	8/15/2022
SCHULZ, KATELYNN	GUES	TEMPORARY	8/11/2023
VANLEUVEN, BOBBI	GUES	TEMPORARY	8/11/2023
WOODS, BRYAN	GUES	TEMPORARY	8/15/2022
WOODS, MELODI	GUES	TEMPORARY	8/15/2022
BALENSEIFEN, BRYCE	HIGH SCHOOL	TEMPORARY	8/15/2022
BERRYMAN, SHELLEY	HIGH SCHOOL	TEMPORARY	8/11/2023
BURNETT, MADISON	HIGH SCHOOL	TEMPORARY	8/15/2022
CLARK, BRECK	HIGH SCHOOL	TEMPORARY	8/15/2022
DAVENPORT, JADON	HIGH SCHOOL	TEMPORARY	8/15/2019
DAVENPORT, JEROMY	HIGH SCHOOL	TEMPORARY	8/15/2022
GRAFF, KIMBERLY	HIGH SCHOOL	TEMPORARY	8/15/2022
HUTCHISON, MEGAN	HIGH SCHOOL	TEMPORARY	8/15/2022
MCCARTHY, TERI	HIGH SCHOOL	TEMPORARY	8/11/2023
MELSSSEN, ABIGAIL	HIGH SCHOOL	TEMPORARY	8/15/2022
OLDENBURG, DUSTY	HIGH SCHOOL	TEMPORARY	7/1/2023

PENNYPACKER, NATHAN	HIGH SCHOOL	TEMPORARY	8/11/2023
PIERCE, PARISH	HIGH SCHOOL	TEMPORARY	1/3/2022
RUBIN, BRITTANY	HIGH SCHOOL	TEMPORARY	8/11/2023
SALGADO, GREGORY	HIGH SCHOOL	TEMPORARY	8/11/2023
SMITH, JOSHUA	HIGH SCHOOL	TEMPORARY	8/15/2022
TREDAWAY, TRISTA	HIGH SCHOOL	TEMPORARY	8/15/2022
AMAN, JORDAN	JUNIOR HIGH	TEMPORARY	8/11/2023
BLAKE, STACEY	JUNIOR HIGH	TEMPORARY	8/15/2022
CHAMBERS, JESSIE	JUNIOR HIGH	TEMPORARY	8/15/2022
COCHRANE, SHARON	JUNIOR HIGH	TEMPORARY	8/11/2023
DIMMITT, COURTNEY	JUNIOR HIGH	TEMPORARY	8/11/2023
ESTES, NOAH	JUNIOR HIGH	TEMPORARY	8/11/2023
FIELDS, ALEX	JUNIOR HIGH	TEMPORARY	8/11/2023
GATES, SUSAN	JUNIOR HIGH	TEMPORARY	7/27/2022
MALTZ, SHURLYN	JUNIOR HIGH	TEMPORARY	1/9/2023
MAXWELL, EASTON	JUNIOR HIGH	TEMPORARY	8/11/2023
MIDGETT, CECIL	JUNIOR HIGH	TEMPORARY	8/11/2023
ORCUTT, BROOKLYN	JUNIOR HIGH	TEMPORARY	8/15/2022
THOMASON, JENNIFER	JUNIOR HIGH	TEMPORARY	8/11/2023

Guthrie Public Schools

Contract Type

Schedule B

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

Employee Name	Site	Contract Type	Hire Date
BLACKSTON, KEITH	ADMINISTRATION	PROBATIONARY	8/16/2021
BALL, SARA	CENTRAL	PROBATIONARY	1/3/2022
WHITE, MELISSA	CENTRAL	PROBATIONARY	8/16/2021
WHITE, TINA	CENTRAL	PROBATIONARY	8/17/2021
ALBEE, BRENDA	CHARTER OAK ELEMENTARY	PROBATIONARY	8/16/2021
TODD, KENZI	CHARTER OAK ELEMENTARY	PROBATIONARY	1/3/2022
WOOD, KAITLYN	CHARTER OAK ELEMENTARY	PROBATIONARY	8/16/2021
DUNWOODY, LAURA	FOGARTY	PROBATIONARY	1/3/2022
SIMPSON, KELLY	COTTERAL	PROBATIONARY	8/17/2021
WILDA, TAMMIE	FOGARTY	PROBATIONARY	8/16/2021
CYPHERS, JENNIFER	GUES	PROBATIONARY	5/14/2021
GUIN, BRENDA	GUES	PROBATIONARY	1/3/2022
PRIVETTE, COLTON	GUES	PROBATIONARY	8/16/2021
VAUGHN, ERIC	GUES	PROBATIONARY	8/16/2021
DAVIS, LUKE	HIGH SCHOOL	PROBATIONARY	8/16/2021
ENGLE, MATHEW	HIGH SCHOOL	PROBATIONARY	8/16/2021
HORN, MICHAEL	HIGH SCHOOL	PROBATIONARY	8/16/2021
STEVENSON, SHERI	HIGH SCHOOL	PROBATIONARY	8/16/2021
STONE, BRAYDEN	HIGH SCHOOL	PROBATIONARY	1/3/2022
BURAL, SHANNON	JUNIOR HIGH	PROBATIONARY	8/16/2021
CARROLL, STEVE	JUNIOR HIGH	PROBATIONARY	8/2/2021
LAHR, MACY	JUNIOR HIGH	PROBATIONARY	8/17/2021
METZ, DUSTEN	JUNIOR HIGH	PROBATIONARY	8/16/2021
RICHARDSON, BILLY	JUNIOR HIGH	PROBATIONARY	8/16/2021
ZAHIRI, SHERRY	JUNIOR HIGH	PROBATIONARY	8/16/2021

Guthrie Public Schools

Contract Type

Schedule C

Options: Filter: Active = True And ContractStatus = 'PROBATIONARY TO CAREER'

Employee Name	Site	Contract Type	Hire Date
BOUDLE, ALEX	CENTRAL	CAREER	1/4/2021
SIMPSON, DONNA	GUES	CAREER	10/26/2020
ERBAR, CHRISTI	JUNIOR HIGH	CAREER	1/4/2021

Guthrie Public Schools
Property Committee Meeting
December 4, 2023 5:00 p.m.

Attending Members: Dr. Mike Simpson, Carmen Walters, John Hancock, Dr. Michelle Chapple, Cody Thompson, Ron Plagg, Janna Pierson, Travis Sallee, and Linda Skinner.

Cody Thompson spoke on the following items:

Expenditure Reports:

- Summarized November expenses for Maintenance and Transportation
- Comparison of 2023/24 expenditures to 2022/23

Current Projects:

- Completed 142 Maintenance work orders, 38 Transportation work orders and handled 48 Activity trips work orders for the month.
- Thanksgiving Break Energy Saving Shutdown was conducted with real good results. The audit findings were sent to each site principal.
- New carpet was installed in the Activity and Payroll offices at the Administration building and the computer room at Charter Oak.
- OSAG met with school principals to begin the implementation of our Occupational Safety Program to create awareness with all employees regarding work related injuries.
- Held two November Long Range Planning meetings. Toured the Administration building, Central, Cotteral, Faver, and Fogarty. Dr. Simpson gave a detailed power point presentation on where the District is now, the importance of GPS to the community, the potential growth, and the possible future of the District.
- All Athletic facilities were winterized to prevent water line freezing issues.
- Currently have 9 open bus driver positions and 1 monitor position open.

Future Projects:

- Getting quotes to replace stage curtains at Fogarty
- Possibly moving the sound and projector to the back of the Auditorium at Fogarty
- Continue floor work at the HS and GUES
- Do extensive floor work in Fogarty classrooms and gym
- Replace sidewalk from Fogarty parking to the main building
- Make possible upgrades & repairs to 213 E. Vilas house
- Make major repairs to the roof drain system on the north side of the HS
- Install plumbing shut-off valves at strategic areas of each school
- HVAC projects:
 - Replace units as needed
 - Replace unit for the Faver BOC building
 - Install new unit for Central server room
 - Replace units to the main stage & south café unit at the HS
 - Add heaters to areas that we currently place portable heaters
- Replace carpet in GUES office areas
- Replace current carpet in the HS wrestling dressing room with tile, repair the walls, and repaint the dressing room and restroom areas
- Landscape work in front of the HS and between the main building and annex

District Property Projects:

Bond Project – New Cotteral Elementary – The construction bids were opened November 2, 2023 and approved by the School Board at the November meeting. Crossland’s, Stacy Group, and the District Held our pre-construction meeting on November 28th. The Groundbreaking is scheduled for December 13th and Crossland’s will be installing construction fencing over Winter Break. Tentative date to begin construction is January 3rd, 2024.

Bond Project – ESSER/ARPA Funds

- JH Tuckpointing to the exterior of the main building – **Completed**
Outside window installation – **Lambert Construction is working on 1 item on the punch list which is one window.**
- JH HVAC Classroom projects – **Completed – need to do a punch list**
- HS Restroom Renovations – **Gym foyer/foyer restrooms – Completed**
North Restrooms – **Completed**
Center hall restrooms - **Completed**
East Restrooms by kitchen/café renovation – **Completed**
South wing restrooms – **Completed**
Main Administration restrooms – **Completed**
Lambert is currently working on completing the punch list items. They repaired the handicap sidewalk, clogged lines on the north end, and the cinder block wall that was pushed in during demo. There are still plumbing issues on the north end of the school.

Dr. Simpson discussed the progress with Lambert Construction on agreeing to the 2 year warranty on all work performed.

There was discussion regarding the use of drones by Crossland’s to show the progress at the new Cotteral building site. They will also be attending regular Board Meetings every 2 months to be available for any questions or concerns.

Carmen Walters and John Hancock outlined each site as it compared to the States academic achievements, growth, absenteeism, etc. ELL is having a large impact on these results and have added an Interventionist position to help assist these students.

Guthrie Public Schools
Finance Committee Meeting
December 5, 2023

In attendance: Mr. Chris Schroder, Ms. Gail Davis, Ms. Tina Smedley, Dr. Mike Simpson, Ms. Carmen Walters, Dr. Michelle Chapple, Mr. John Hancock, Ms. Tamie Jones

Dr. Chapple greeted all that were in attendance, and then presented the following:

Revenues and Expenditures for General, Building and Child Nutrition Funds as of November 30, 2023

Information was presented

Approval of Renewal Agreement with Barlow Education Management Services, LLC for 2024-2025

Information was presented

Approval of Mr. Lou Barlow, Dr. Michelle Chapple and Mr. John Hancock as designated representatives of the BOE to conduct negotiations with Barlow Education Management Services, LLC for 2024-2025

Information was presented

Dr. Simpson presented the following District Updates:

Discussion – Communication Between Crossland and the BOE Concerning Cotteral Elementary School

Information was discussed

Curriculum Committee Meeting Minutes

December 5, 2023

5:00 PM

GPS Administration Board Room

In Attendance:

Dr. Mike Simpson, Carmen Walters, John Hancock, Gail Davis, Matt Girard, Tina Smedley and Kary Jarred

Agenda Items Discussed:

Dr. Simpson

- **District Updates**

Ms. Walters

- **Stop Go and Tell Agreement**
This will be an agenda item for approval at the December board meeting
- **Site Teachers of the Year**
Production will begin this week of video interviews with teacher of the year nominees and their students. This video will be presented at the Teacher of the Year reception prior to the beginning of the February board meeting.
- **Year-To-Date DHS Referrals**
Referrals are down significantly compared to this time last year

Mr. Hancock

- **Temporary, Probationary and Career Rehire Lists for 2nd Semester**
Full list will be presented for approval at the December board meeting
- **Staffing Updates**
At Charter Oak, one new SpEd para position has been created, and a second position has been transferred to the site to manage increased numbers of students needing services at that site.

Ms. Walters/Mr. Hancock

- Ms. Walters and Mr. Hancock went over the Elementary and Secondary School Report Cards explaining each section and how they are scored.