

AGENDA WITH COMMENTARY

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

**THURSDAY
JANUARY 11, 2018
7:00 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Presentation of Certified and Support Employee of the Month**
- 7. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 8. Superintendent's Reports**
- 9. Consent Agenda.....Pages 4-34**

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

 - A. Minutes of regular meeting held on December 11, 2017**
 - B. Treasurer's Report**
 - C. Activity Fund Fundraisers as per attached list**
 - D. Activity Fund Transfers as per attached list**
 - E. Fuel bid as recommended by bid committee**

F. Encumbrances for General Fund #'s 682-755, Building Fund #'s 173-190, Child Nutrition Fund #15 and listed change orders and Activity Fund Reports

G. Contracts/Agreements under \$10,000

1. Agreement with Oklahoma Environmental Services for monthly fuel tank inspections.....Pages 31-33

Commentary:

This is the fourth year we have used Oklahoma Environmental Services for our monthly fuel tank inspections. The approximate cost per year is \$500.00.

Michelle Chapple will answer any questions.

RECOMMENDATION ACTION:

The Superintendent recommends approval.

2. Agreement with Interquest Detection Canines for contraband inspection services.....Page 34

Commentary:

This agreement is for Interquest to provide contraband inspection services utilizing non-aggressive contraband detection canines. We have used this company since 2011. The campuses covered under this agreement are the High School, the Jr. High and GUES. They provide 6 full day visits per school year. There is no increase in cost. Total cost for 6 full visits is \$2,670.00.

Doug Ogle will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

10. Business Agenda:

A. Recommendation, consideration and action upon Professional Learning Focus Evaluator and Educator Survey for feedback on the Professional Learning Focus component mandated this year as part of each certified staff's evaluation by the Oklahoma State Department of Education.....Pages 35-37

Commentary:

This survey will consist of 10-11 questions and will be emailed through Survey Monkey by the Oklahoma State Department of Education to each certified teacher and site principal for feedback on the new mandated Professional Learning Focus to collect data on the new component required for the 2017-2018 school year.

Doug Ogle will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments as listed for 2017-2018 and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which

information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7

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

- 12. Vote on action as set out on the Personnel Reports.....Page 38
- 13. Action upon recommendation of extra-duty assignments as listed for 2017-2018
Pages 39-40
- 14. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda
- 15. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting
- 16. Adjourn

Dr. Mike Simpson
Superintendent

jf

Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
DECEMBER 11, 2017**

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

Board Members Present: Jennifer Bennett-Johnson, Gina Davis, Janna Pierson, Travis Sallee, Tina Smedley and Sharon Watts

Board Member Absent: Terry Pennington

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Doug Ogle, Assistant Superintendent
Carmen Walters, Executive Director of Federal Programs/Elementary Ed
Michelle Chapple, Chief Financial Officer
Angie Smedley, Director of Special Education
Cody Thompson, Director of Operations
Dee Benson, Director of Technology
Susan Cox, Director of Child Nutrition
Jean Watts, Deputy Minutes Clerk

1. The meeting was called to order by President Jennifer Bennett-Johnson.
2. Members Jennifer Bennett-Johnson, Gail Davis, Janna Pierson, Travis Sallee, Tina Smedley and Sharon Watts were present for roll call.

Member Terry Pennington was not present for roll call.

3. A quorum was established.
4. President Bennett-Johnson asked everyone present to stand and join her in the Pledge of Allegiance.

President Bennett-Johnson asked everyone present to join her in a Moment of Silence.

5. President Bennett-Johnson asked for the presentation of Certified and Support Employee of the Month.

Mr. Doug Ogle, Assistant Superintendent, announced the award winner for November: Ms. Linda Skinner, Maintenance Department Secretary, for support employee of the month. Her nomination letter was submitted to the committee by Ms. Susan Birdwell, Transportation Department Secretary. The certified employee of the month was unable to attend and will be recognized at the January Board Meeting.

Mr. Ogle presented the award winner with a plaque.

- 6A. President Bennett-Johnson asked the Superintendent if there were any citizens registered to speak to the Board.**

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

- 6B. President Bennett-Johnson called for any comments to the Board by Board members.**

President Bennett-Johnson displayed an ornament her daughter made in Ms. Todd's first grade class many years ago.

- 7. President Bennett-Johnson called for the Superintendent's Reports.**

Superintendent Simpson reported on the following:

Congratulated Guthrie Junior High Science Teacher, Kathy Ice, who was honored by KOCO-TV as their November Teacher of the Month. The award came with a \$1000 gift from Quail Creek Bank to fund supplies for her classroom. She received this award on live television last Friday.

Congratulated Guthrie High School Science Teacher, Eric Woodard, who received the Mid-Continent Section Teacher of the Year award from the American Association of Petroleum Geologists. The award came with a \$1000 gift to Guthrie High School and a \$5000 gift to Mr. Woodard.

Gave an update on the Board of Education filings which indicate that Ms. Pierson will retain seat #3 and Ms. Bennett-Johnson will retain seat #4 as no opponents filed. This means we will not have an election on February 13, 2018.

Reported on the passing of Donna Powell on Saturday at the age of 80. Dr. Powell had a 29 year career with Guthrie Public Schools starting as a 5th grade teacher in 1970 and retiring as Assistant Superintendent in 1999. Our thoughts and prayers are with her family.

Reminded everyone the winter vocal concert is tomorrow night and the band concert is Thursday night. Both concerts begin at 7:00 p.m. at the Masonic Temple.

Also, reminded everyone that Winter Break will begin on Thursday, December 21st and school will resume Thursday, January 4th.

Wished Board Member Tina Smedley a happy birthday.

- 8. President Bennett-Johnson called for the presentation of District Annual Dropout Report for Fiscal Year 2016-2017 by Mr. Doug Ogle, Assistant Superintendent.**

Mr. Ogle presented a slide reviewing the GHS 3 year dropout rate comparisons.

Discussion followed.

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

Member Sallee requested Item 9A be removed from the Consent Agenda for consideration.

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

The motion carried with 6 ayes and 0 nays.

A motion was made by Pierson and seconded by Smedley to approve item 9A, minutes of regular meeting held on November 13, 2017.

The motion carried with 4 ayes and 2 abstentions-Members Davis and Sallee abstaining.

- 10A. President Bennett-Johnson called for the presentation of the 2016-2017 audit by Putnam and Company, LLC.**

Superintendent Simpson called for Mr. Jerry Putnam of Putnam and Company, LLC who presented the 2016-2017 audit. The audit contains an executive summary which brings out the highlight of the report. It's not in accordance with generally accepted accounting principles but it is in accordance with everything the State Department of Education requires. The report does include fixed assets. Mr. Putnam discussed the highlights of the audit and the findings it presented.

- 10B. President Bennett-Johnson called for recommendation, consideration and action upon appointment of Bill Hodges, Doug Ogle and Michelle Chapple as designated representatives of the Board of Education to conduct employee negotiations for the 2018-2019 school year.**

A motion was made by Pierson and seconded by Sallee to approve the appointment of Bill Hodges, Doug Ogle and Michelle Chapple as designated representatives of the Board of Education to conduct employee negotiations for the 2018-2019 school year.

The motion carried with 6 ayes and 0 nays.

- 11. President Bennett-Johnson called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of employment of temporary contract teachers as listed on Schedule A for the second semester of the 2017-2018 school year, discussion of employment of probationary contract teacher as listed on Schedule B for the second semester of the 2017-2018 school year and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7.**

- 11A. A motion was made by Sallee and seconded by Smedley to go into executive session.**

The motion carried with 6 ayes and 0 nays. Executive session began at 7:21 p.m.

- 11B. President Bennett-Johnson acknowledged the Board's return to open session at 8:07 p.m.**

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

- 12. President Bennett-Johnson called for a vote on action as set out on the Personnel Reports.**

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

The motion carried with 6 ayes and 0 nays.

- 13. President Bennett-Johnson called for action upon recommendation to employ as temporary teachers for the second semester of the 2017-2018 school year the individuals listed on Schedule A of this agenda.**

A motion was made by Smedley and seconded by Davis to approve to employ as temporary teachers for the second semester of the 2017-2018 school year the individuals listed on Schedule A of this agenda.

The motion carried with 6 ayes and 0 nays.

- 14. President Bennett-Johnson called for action upon recommendation to employ as probationary teacher for the second semester of the 2017-2018 school year the individual listed on Schedule B of this agenda.**

A motion was made by Smedley and seconded by Pierson to employ as probationary teacher for the second semester of the 2017-2018 school year the individual listed on Schedule B of this agenda.

The motion carried with 6 ayes and 0 nays.

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

Superintendent Simpson stated he had received no resignations since the posting of the agenda.

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

Superintendent Simpson stated there was no new business.

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

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 8:09 p.m.

Jana Frey, Minutes Clerk

Jennifer Bennett-Johnson, Board President

**TREASURER'S REPORT
DECEMBER 31, 2017**

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$ 3,017,335.02
Building Fund	423,150.51
Sinking Fund	613,140.85
ILR Fund	62,470.15
G&E Fund	2,215.67
Child Nutrition Fund	273,422.77
Activity Fund	565,159.95
School Age-Care Fund	75,619.14
Bond Fund	<u>3,535,225.00</u>

TOTAL \$ 8,567,739.06

RECEIPTS

GENERAL FUND:

Logan County	\$ 1,168,932.67
State of Oklahoma	1,008,594.36
Okla. Tax Comm.	161,397.41
School Land Earn.	41,274.15
R.O.T.C.	5,968.52
Federal Programs	
Misc Receipts	8,930.13
Correcting Entry(-)	
General Acct. Int.	1,748.46
Minus (-) Bank Fees	<u>143.52</u>
TOTAL	\$ 2,396,702.18

SINKING FUND:

Logan County \$ 356,770.91

CHILD NUTRITION FUND:

Local	19,645.68
State	13,890.71
Federal	<u>104,852.49</u>
TOTAL	\$ 138,388.88

INS.LOSS RECOVERY FUND:

\$

BUILDING FUND

Logan County	\$ 146,943.86
Bldg. for Champs	<u>20.00</u>
TOTAL	\$ 146,963.86

BOND FUND:

Interest	\$ 19,684.56
Bank Fees	(-) <u>15.69</u>
TOTAL	\$ 19,668.87

WARRANTS PAID

GENERAL FUND:

2016-2017 \$
2017-2018 \$1,572,813.07

GIFTS & ENDOWMENTS FUND:

2016-2017
2017-2018

BUILDING FUND:

2016-2017 \$
2017-2018 \$ 36,911.09

INS. LOSS RECOVERY FUND:

2016-2017
2017-2018

CHILD NUTRITION FUND:

2016-2017 \$ 48.00
2017-2018 \$ 130,921.92

BOND FUND:

2016-2017 \$ 410,778.79
2017-2018 \$ 1,977.00

CD/INVESTMENTS:

Farmers and Merchants Bank – Bond CD \$6,500,000.00

InterBank – Bond CD \$1,500,000.00

TOTAL MONIES IN F&M BANK \$8,567,739.06

PLEDGED – FDIC \$ 250,000.00

PLEDGED – F&M BANK \$17,638,000.00

TOTAL MONIES IN INTERBANK \$1,500,000.00

PLEDGED – FDIC \$ 250,000.00

PLEDGED – InterBank \$1,250,000.00

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
January 11, 2018**

- | | |
|--------------------------|---|
| a. 876, FFA Booster Club | Chances to win processing costs for a side of beef or pork donated by FFA members |
| b. 882, Running Club | Snap-Raise online donations |
| c. 883, Heritage Club | Sucker, candy bars, cookies, Little Debbie treats, tea, pop & water sales |
| d. 913, GHS Drama | Ticket sales for play & dessert |
| e. 913, GHS Drama | Follies |



RECEIVED
12-20-17



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 12-20-17 Site: High School Unobligated Account Balance: 24,235 25,100^{??}
Account Name: FFA Booster 876 Account Number: 876

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Sell chances to win a side of beef or a side of pork processing
will be paid for by the FFA booster club, animals are donated by FFA members.

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) side of beef and 2 sides of pork

Manufacturer: _____

Purpose for which funds will be used: Scholarships, travel cost, equipment purchases, program assistance

Name/Address of Vendor: Donated animals and processing plant

Items to be purchased in order to conduct the fundraiser: tickets, processing of animals

a. Estimated INCOME: <u>10,000</u>	Fundraiser start date: Jan 15 <u>Feb 15</u>
b. Less Estimated EXPENSES: <u>2,000</u>	Fundraiser end date: Feb 01 <u>March 31</u>
c. Estimated PROFIT: <u>8,000</u>	

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

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

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

Sponsor Signature: [Signature] Date: 12-20-17

Principal's Signature: [Signature] Date: 12-20-17

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

[Signature]



RECEIVED
12-14-17

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 12/12/17 Site: HS Unobligated Account Balance: \$ 1,862.02
Account Name: Running Club Account Number: 882

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Snap-Raise fundraising
See Attached.

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

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

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

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

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

Manufacturer: Snap-Raise

Purpose for which funds will be used: Purchase of equipment, travel costs, team meals

Name/Address of Vendor: None

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

a. Estimated INCOME:	5000.00	Fundraiser start date:	Feb 1, 2018
b. Less Estimated EXPENSES:	0	Fundraiser end date:	Feb 28, 2018
c. Estimated PROFIT:	5000.00		

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

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

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

Sponsor Signature: *[Signature]* Date: 12/12/17

Principal's Signature: *[Signature]* Date: 12/14/17

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

[Signature]

Snap-raise is an online donation portal where student athletes use email addresses from family and friends to ask for money to help with team cost for the track and field season. The program is run by Jake Jensen of Guthrie. The online giving platform lasts for 28 days. Team members will compose a video that is posted online for viewers to view and decide whether they want to donate.

There is no setup costs for the track and field team. All funds are electronic and will be provided to the team after the conclusion of the open giving time.



RECEIVED
12/19/17

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 12/18/17 ~~February 12-23, 2018~~ Site: G.H.S. Unobligated Account Balance: \$528.83
Account Name: Heritage Club Account Number: 883

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) _____
Club members will take suckers, candy bars, cookies, tea, pop, water and little Debbie treats.

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) _____
Little Debbie Snacks, suckers, Grandma Cookies, Lipton Tea, Soda and Bottled Water.

Manufacturer: Wal-Mart/Sam's

Purpose for which funds will be used: Transportation, fuel, substitutes during school time activities (incentive trips), programs and cultural experiences.

Name/Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser: Snacks, candy/suckers, tea, canned soda and bottled water.

a. Estimated INCOME:	<u>500.00</u>	Fundraiser start date:	<u>February 13, 2018</u>
b. Less Estimated EXPENSES:	<u>100.00</u>	Fundraiser end date:	<u>February 23, 2018</u>
c. Estimated PROFIT:	<u>400.00</u>		

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

What will happen to any items that are not sold? Donate or return to members.

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

Sponsor Signature: Joyce Albin Date: 12/15/2017
 Principal's Signature: Chris Starks Date: 12-18-17
 Athletic Director's Signature (if applicable): _____ Date: _____

YmArhapple



RECEIVED
12-20-17



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 12/19/17 Site: GHS Unobligated Account Balance: 742.27 803.64
Account Name: GHS Drama Account Number: 913

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

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

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

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

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

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

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

Manufacturer:

Purpose for which funds will be used: costumes, props, fuel, subs, food, plays, sound equipment, paint, brushes, tools, clothes, shoes, scripts, books, tickets, admission, misc. supplies.

Name/Address of Vendor: n/a

Items to be purchased in order to conduct the fundraiser: costumes, props and scripts

a. Estimated INCOME:	800.00	Fundraiser start date:	late April or early May
b. Less Estimated EXPENSES::	600.00	Fundraiser end date:	late April or early May
c. Estimated PROFIT:	200.00		

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

What will happen to any items that are not sold? n/a

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

Sponsor Signature: Shelley L. Berryman Date: 12/19/17

Principal's Signature: Chris [Signature] Date: 12-19-17

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

[Handwritten signature]



RECEIVED
12-20-17



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 12/19/17 Site: GHS Unobligated Account Balance: 742.27 803⁶⁴/₈₈
Account Name: Drama Account Number: 913

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Follies is show performed in the little theater by drama classes during the school day.

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

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

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

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

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

Manufacturer: _____

Purpose for which funds will be used: costumes, props, fuel, subs, food, plays, sound equipment, paint, brushes, tools, clothes, shoes, scripts, books, tickets, admission, misc. supplies. _____

Name/Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser: props and costumes

a. Estimated INCOME:	<u>250.00</u>	Fundraiser start date:	<u>May 2018</u>
b. Less Estimated EXPENSES::	<u>50</u>	Fundraiser end date:	<u>May 2018</u>
c. Estimated PROFIT:	<u>200.00</u>		

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

What will happen to any items that are not sold? n/a

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

Sponsor Signature: Shelley Berryman Date: 12/19/17

Principal's Signature: [Signature] Date: 12-19-17

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

[Signature]

AF Fundraiser Request 11/8/2017

TRANSFERS FOR BOARD APPROVAL
January 11, 2018

TO:	FROM:	REASON	\$AMOUNT
925, GF Refund Account	899, HS Stuco	Santa letter postage	\$ 52.44



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



RECEIVED
12/18/17

Amount \$ 52⁴⁴

Date Requested 12/14/2017

Transfer to: 925, General Fund Refund Account
Account Name & Number

Transfer from: 899, HS Stuco
Account Name & Number


State Reason for Transfer Below

Postage for Santa Letter fundraiser	96 x .46¢	12/14/17	GP
	18 x .46¢	12/18/17	ML

Sponsor's Signature: 

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: 

Transfer # _____

Board Approved _____

Transportation Department
Fuel Bids
2017-2018

DATE: <u>12-19-17</u>	TIME BIDS BEGAN: <u>8:00am</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>8:32am</u>	DIESEL: <u>7,000</u>
		UNLEADED: <u> </u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN ^{Scott}	1-866-455-3835	/	2.05
PENLEY OIL COMPANY	MIKE, SCOTT or GEORGEANN	235-7553	/	1.98754
RED ROCK	JOANIE or TRICHA	677-3373	/	no bid
TRUMAN ARNOLD COMPANIES	CASEY ^{Bret}	1-800-808-6500	/	2.07143
EARNHEART OIL & PROPANE	DUSTIN	405-612-2650	/	1.991

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO:	
UNLEADED FUEL:	PRICE PER GALLON:	TOTAL AMT:
/	/	/
DIESEL FUEL:	PRICE PER GALLON:	TOTAL AMT:
7,000 gal.	1.98754	13,912.78
		TOTAL PURCHASE:
		13,912.78

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

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 682 - 755

PO No	Date	Vendor No	Vendor	Description	Amount
682	12/01/2017	17909	DJC HOLDINGS, LLC	NEWS2YOU SUBSCRIPTION/SPECIAL ED/HS/GUES	355.08
683	12/05/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/C. CRAWFORD/FOGARTY	100.00
684	12/05/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/MICHELLE REDUS/HS	100.00
685	12/05/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/L. ROLLINS/CENTRAL	76.00
686	12/05/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/L. ROLLINS/CENTRAL	24.00
687	12/05/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/T. WALLRAVEN/FOGARTY	100.00
688	12/05/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/A. INGLE/FOGARTY	100.00
689	12/05/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/P. KLIEWER/FOGARTY	100.00
690	12/05/2017	12601	MCGRAW-HILL EDUCATION	ZOOLOGY LAB GUIDE/REDUS/HS	145.44
691	12/05/2017	16611	ATC HOLDCO	SHOCKS AND HEADLIGHT KITS/TRANSPORTATION	358.51
692	12/05/2017	15994	AMAZON CAPITAL SERVICES	OCCUPATIONAL THERAPY BOOKS/SPECIAL ED/COTTERAL	79.69
693	12/05/2017	16611	ATC HOLDCO	HEAD LIGHT PARTS/TRANSPORTATION	92.59
694	12/05/2017	43643	WARREN POWER & MACHINERY, INC	BLOCK HEATER FOR BUS 53/TRANSPORTATION	90.09
695	12/06/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/G. FRIESE/GUES	50.00
696	12/06/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/P. BOHLMAN/GUES	100.00
697	12/06/2017	12447	MARDEL, INC.	\$100 CLASSROOM SUPPLIES/G. FRIESE/GUES	50.00
698	12/06/2017	43563	LINEBARGER GOGGAN BLAIR &	GARNISHMENT REFUND	-287.49
699	12/06/2017	80338	PATRICK J HOWARD	GARNISHMENT REFUND	287.49
700	12/07/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/C. BROWN/FOGARTY	74.14
701	12/07/2017	12171	LAKESHORE LEARNING MATERIALS	\$100 CLASSROOM SUPPLIES/S. ONLEY/FOGARTY	99.50
702	12/07/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/R. BOYENGA/FOGARTY	100.00
703	12/07/2017	43643	WARREN POWER & MACHINERY, INC	BLOCK HEATER CORD/TRANSPORTATION	35.20
704	12/11/2017	12899	O'REILLY AUTOMOTIVE INC.	DISTRICT PARTS AND SUPPLIES/TRANSPORTATION	3,000.00
705	12/11/2017	12967	OKLAHOMA HOME CENTERS, INC.	PARTS AND SUPPLIES/TRANSPORTATION	300.00
706	12/11/2017	44058	ELIZABETH S. TEAGUE	MILEAGE REIMBURSEMENT	3,500.00
707	12/11/2017	16942	BETHANY PUBLIC SCHOOLS	SPEECH CONFERENCE FEB 23, 2018/SPECIAL ED	180.00

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 682 - 755

PO No	Date	Vendor No	Vendor	Description	Amount
708	12/11/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/E. HARRIS/FOGARTY	100.00
709	12/11/2017	17911	B & C BUSINESS PRODUCTS, INC	\$100 CLASSROOM SUPPLIES/K. HIGGINS/GUES	100.00
710	12/11/2017	12910	OFFICE DEPOT, INC.	\$100 CLASSROOM SUPPLIES/S. MORGAN/GUES	100.00
711	12/11/2017	12447	MARDEL, INC.	\$100 CLASSROOM SUPPLIES/C. MITCHELL/GUES	100.00
712	12/11/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/T. STANSBURY/COTTERAL	50.00
713	12/11/2017	12910	OFFICE DEPOT, INC.	\$100 CLASSROOM SUPPLIES/T. STANSBURY/COTTERAL	50.00
714	12/11/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/R. RUDEK/FOGARTY	100.00
715	12/12/2017	15994	AMAZON CAPITAL SERVICES	BASEBALLS/HS/ATHLETICS	700.00
716	12/13/2017	42234	CHALK'S TRUCK PARTS, INC.	BUS PARTS/TRANSPORTATION	1,175.01
717	12/13/2017	14201	WALKER TIRE DTR LLC	VEHICLE AND TRAILER TIRES/TRANSPORTATION	1,500.00
718	12/13/2017	11933	JOHN VANCE MOTORS, INC.	MARKER LIGHTS & RETAINERS FOR VEH #73/TRANSP.	145.34
719	12/13/2017	16611	ATC HOLDCO	GOVERNOR, EXHAUST SENSOR, OIL DIP STICK/TRANSP.	384.28
720	12/13/2017	13864	AMERICAN EAGLE CO., INC.	\$100 CLASSROOM SUPPLIES/GLORIA SALAS/HS	100.00
721	12/13/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/S. ROBINSON/GUES	100.00
722	12/13/2017	10161	BARLOW EDUCATION MGMT SERVICES, LLC	NEGOTIATIONS FOR 2018-19	7,500.00
723	12/13/2017	10707	COUNTRY FORD MERCURY	ALIGNMENT ON AG TRUCK/TRANSPORTATION	120.00
724	12/13/2017	12171	LAKESHORE LEARNING MATERIALS	\$100 CLASSROOM SUPPLIES/K. THOMASON/COTTERAL	100.00
725	12/13/2017	15926	DELL MARKETING L.P.	PRINTER CARTRIDGE FOR SP ED CLASSROOM	78.84
726	12/13/2017	40791	APPLE, INC.	APP FOR SPECIAL NEEDS STUDENT	150.00
727	12/13/2017	15994	AMAZON CAPITAL SERVICES	INSTRUCTIONAL ITEMS FOR VISUALLY IMPAIRED STUDENT	62.63
728	12/14/2017	11565	HAWTHORNE EDUCATIONAL SERVICES, INC	PSYCH TESTING SUPPLIES/SPECIAL ED	194.00
729	12/14/2017	43580	DIGI SECURITY SYSTEMS LLC	DOOR CONTROLS/SPEC ED CLASSROOM AND ADMIN	4,313.20
730	12/14/2017	10129	NORTHUP AUTO PARTS & MACHINE	HOSES FOR REELS IN SHOP/TRANSPORTATION	228.16
731	12/14/2017	40123	ROBERTS TRUCK CENTER OF OK LLC	REPAIRS TO INJECTORS ON BUS 23/TRANSPORTATION	3,973.78
732	12/15/2017	15994	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/JOHNSTON/COTTERAL	161.71
733	12/15/2017	16669	EDMENTUM, INC	PROGRAM LICENSE/ELA & READING LIBRARY/HS	1,375.00

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 682 - 755

PO No	Date	Vendor No	Vendor	Description	Amount
734	12/15/2017	17762	DUNCAN SUNNY LLC	HOTEL ROOMS BOYS BASKETBALL DEC 27- 29, 2017	960.00
735	12/15/2017	17940	PROSPERITY BANK	OUT OF TOWN FUEL AND EMERGENCY REPAIRS/TRANSP	500.00
736	12/15/2017	17384	CHASE ENTERPRISES, INC	HOSE REEL AND HOSE FOR TRANSPORTATION SHOP	406.62
737	12/18/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/C. BROWN/FOGARTY	25.86
738	12/18/2017	44063	FLYING SELFIE INC.	EDUCATIONAL DRONES/STEM/PETERMAN/JH	1,565.00
739	12/18/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/M. LOWE/JH	100.00
740	12/18/2017	11626	HOME DEPOT CREDIT SERVICES	MICROBIT PARTS ORGANIZERS/STEM/DARCY/JH	227.24
741	12/18/2017	17727	PROJECT LEAD THE WAY	C.S.I.M. SUPPLIES/STEM/DARCY/JH	1,012.85
742	12/18/2017	16611	ATC HOLDCO	REAR DRUM FOR BUS 52/TRANSPORTATION	216.06
743	12/19/2017	13131	PAUL PENLEY OIL COMPANY, INC.	DIESEL FUEL PER BID/TRANSPORTATION	13,912.78
744	12/19/2017	15994	AMAZON CAPITAL SERVICES	PLTW SUPPLIES/STEM/PETERMAN/JH	127.94
745	12/19/2017	13183	PITSCO, INC	PLTW SUPPLIES/STEM/PETERMAN/JH	303.00
746	12/19/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/L. BARTON/JH	100.00
747	12/19/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/S. PETERMAN/JH	97.40
748	12/19/2017	12682	MIDWEST BUS SALES, INC.	BUS TEMPERATURE SENSORS/TRANSPORTATION	328.10
754	12/19/2017	15994	AMAZON CAPITAL SERVICES	\$100 CLASSROOM SUPPLIES/D. REAMES/COTTERAL	99.76
755	01/05/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS/CREED/CENTRAL	955.81
Non-Payroll Total:					\$53,110.61
Payroll Total:					\$0.00
Report Total:					\$53,110.61

Purchase Order Register

Options: Year: 2017-2018, Fund: Building, Date Range: 7/1/2017 - 6/30/2018, PO Range: 173 - 190

PO No	Date	Vendor No	Vendor	Description	Amount
173	12/05/2017	16370	QUICK SERVICE STEEL	40' STRAPS FOR SMART BOARD BRACKETS	38.68
174	12/06/2017	16934	BRANCH'S HEATING & AIR	HEATER REPAIRS AT FOGARTY	85.00
175	12/06/2017	43801	6-L MECHANICAL	START BOILER AT GUES	1,000.00
176	12/06/2017	44046	DECKER INC	EXIT SIGN WIRE GUARDS	217.50
177	12/07/2017	43801	6-L MECHANICAL	HVAC REPAIRS	500.00
178	12/07/2017	42004	ROBERT BROOKE & ASSOCIATES	DOOR HINGES FOR HIGH SCHOOL	139.29
179	12/11/2017	42234	CHALK'S TRUCK PARTS, INC.	BUS PARTS/TRANSPORTATION	0.00
180	12/11/2017	17852	ROBERT L & BRUCE L WYCKOFF	KUBOTA TRACTOR REPAIRS	23.75
181	12/13/2017	42555	BUILDING SPECIALTIES	CEILING TILES FOR GUES	561.60
182	12/13/2017	16934	BRANCH'S HEATING & AIR	HVAC SERVICE AND REPAIRS	500.00
183	12/13/2017	43749	TREAT'S SOLUTIONS, LLC	SSS ROLL TOWELS	1,985.30
184	12/13/2017	43801	6-L MECHANICAL	BOILER MAINTENANCE/GUES	1,950.00
185	12/15/2017	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	2,500.00
186	12/15/2017	43801	6-L MECHANICAL	REPAIR HEATING/CHILLED WATER LINE AT HS	1,575.00
187	12/15/2017	10968	DOLESE BROS. CO.	CONCRETE OF HS ANNEX SIDEWALK	200.00
188	12/18/2017	43801	6-L MECHANICAL	ISOLATE AND DRAIN CHILLERS AT HS & JH	1,024.00
189	12/18/2017	43796	FRAZIER FIRE, LLC	FIRE SPRINKLER REPAIRS AT HIGH SCHOOL	3,000.00
190	12/19/2017	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	2,000.00
Non-Payroll Total:					\$17,300.12
Payroll Total:					\$0.00
Report Total:					\$17,300.12

Purchase Order Register

Options: Year: 2017-2018, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2017 - 6/30/2018, PO Range: 15 - 15

PO No	Date	Vendor No	Vendor	Description	Amount
15	12/15/2017	43931	JANET BOYLES	REFUND REQUEST/CHANGE OF MEAL STATUS	13.40
Non-Payroll Total:					\$13.40
Payroll Total:					\$0.00
Report Total:					\$13.40

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 12/5/2017 - 1/5/2018, PO Range: 1 - 681, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
15	07/01/2017	42573	LOGAN COUNTY COURIER	SUBSCRIPTION/LEGAL NOTICES FOR 2017-18	86.77
134	07/01/2017	17940	PROSPERITY BANK	OUT OF TOWN FUEL AND EMERGENCY REPAIRS 2016-2017	12.09
242	07/31/2017	43792	DEREK JOHNSON	PERCUSSION TECH/BAND/HS	-200.00
399	08/29/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/A. CRUMPLEY/CENTRAL	-1.95
469	09/19/2017	13130	BETROLD ENTERPRISES, INC.	MUSIC FOR CHOIR CONCERTS & CONTESTS/VOCAL/HS	-0.04
535	10/09/2017	44037	AMPLIFIED IT, LLC	GOOGLE TRAINING/TECHNOLOGY	-1.98
573	10/26/2017	43510	HOOTEN OIL COMPANY, INC	DIESEL EXHAUST FLUID/TRANSPORTATION	-34.25
580	10/30/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/BEEBY/HS	-1.03
584	10/31/2017	16611	ATC HOLDCO	MISC. PARTS/TRANSPORTATION	56.54
589	11/02/2017	40123	ROBERTS TRUCK CENTER OF OK LLC	REPAIRS BUS 24/TRANSPORTATION	-1,530.00
592	11/02/2017	16611	ATC HOLDCO	INLET TEMP SENSORS/TRANSPORTATION	-0.81
594	11/02/2017	14207	WALMART COMMUNITY	\$100 CLASSROOM SUPPLIES/TYLER YOUNG/HS	-1.78
596	11/02/2017	42650	MARY R HESS	SERVICE & REPAIRS TO EMBROIDERY MACHINE/FAVER	-15.62
601	11/02/2017	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES/BARD/FOGARTY	-1.13
603	11/03/2017	16611	ATC HOLDCO	FUEL RAIL PRESSURE SENSOR/TRANSPORTATION	-202.43
607	11/03/2017	12447	MARDEL, INC.	\$100 CLASSROOM SUPPLIES/A. DAVIS/GUES	-20.98
608	11/03/2017	12910	OFFICE DEPOT, INC.	\$100 CLASSROOM SUPPLIES/J. EWY/GUES	-14.11
610	11/03/2017	15618	WEST MUSIC CO, INC.	\$100 CLASSROOM SUPPLIES/S. POUND/GUES	-2.50
614	11/03/2017	16611	ATC HOLDCO	NOX SENSOR/TRANSPORTATION	96.97
Non-Payroll Total:					(\$1,776.24)
Payroll Total:					\$0.00
Report Total:					(\$1,776.24)

Change Order Listing

Options: Fund: Building, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 12/5/2017 - 1/5/2018, PO Range: 1 - 172, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
18	07/01/2017	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	-462.02
122	10/04/2017	16934	BRANCH'S HEATING & AIR	DISTRICT HEAT & AIR REPAIRS	-60.00
137	10/18/2017	43970	GREYSON BLUM	LAWN MOWING	-1,640.00
Non-Payroll Total:					(\$2,162.02)
Payroll Total:					\$0.00
Report Total:					(\$2,162.02)

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
1/11/2018

GENERAL LEDGER ACCOUNT

BANK RECONCILIATION

Balance (12/01/17) \$562,438.65

 Add Receipts \$ 70,177.43

 Less Checks Written \$ 75,965.83

 Adjustments \$

 Balance per Ledger \$556,650.25

Balance per bank statement \$565,159.95
 As of (12/31/17)

 Add Deposits in Transit \$ 0.00

 less O/S Checks \$ 8,509.70

 *Adjustments \$
 Bank correction \$

 Balance per Ledger \$556,650.25

Adjustment/Correction explanations:

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



 Activity Fund Clerk

1-4-18

 Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 12/1/2017 - 12/31/2017

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$201.75	\$16.55	\$0.00	\$89.70	\$128.60	\$0.00	\$128.60
802 CENTRAL ACTIVITY	\$15,972.41	\$50.00	\$0.00	\$3,961.71	\$12,060.70	\$189.85	\$11,870.85
803 CENTRAL PTO	\$9,835.37	\$2,266.35	\$0.00	\$2,118.61	\$9,983.11	\$0.00	\$9,983.11
804 COTTERAL PTO	\$10,373.23	\$3,230.50	\$0.00	\$1,594.55	\$12,009.18	\$470.95	\$11,538.23
805 COTTERAL ACTIVITY	\$19,033.32	\$672.00	\$0.00	\$584.58	\$19,120.74	\$504.63	\$18,616.11
806 COTTERAL FACULTY	\$369.27	\$0.00	\$0.00	\$89.70	\$279.57	\$0.00	\$279.57
808 FOGARTY PARENTS ORG.	\$12,791.03	\$4,449.88	\$0.00	\$1,856.37	\$15,384.54	\$1,530.97	\$13,853.57
809 FOGARTY ACTIVITY	\$18,608.99	\$2,164.50	\$0.00	\$1,514.40	\$19,259.09	\$3,851.36	\$15,407.73
810 FOGARTY FACULTY	\$666.22	\$53.75	\$0.00	\$89.70	\$630.27	\$0.00	\$630.27
811 Elem Snack Grant	\$3,081.73	\$0.00	\$0.00	\$278.93	\$2,802.80	\$0.00	\$2,802.80
812 GUES ACTIVITY	\$34,143.21	\$1,831.88	\$0.00	\$761.88	\$35,213.21	\$15,766.39	\$19,446.82
813 GUES FACULTY	\$1,901.18	\$78.75	\$0.00	\$181.54	\$1,798.39	\$500.00	\$1,298.39
815 GUES PARENTS ORG.	\$21,189.74	\$6,457.11	\$0.00	\$5,595.97	\$22,050.88	\$5,206.06	\$16,844.82
816 GHS SPECIAL KIDS	\$338.22	\$0.00	\$0.00	\$151.73	\$186.49	\$0.00	\$186.49
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$526.54	\$10.00	\$0.00	\$200.00	\$336.54	\$0.00	\$336.54
819 ATHLETICS JUNIOR HIGH	\$16,048.58	\$1,250.00	\$0.00	\$1,376.00	\$15,922.58	\$2,867.59	\$13,054.99
820 GOLF JUNIOR HIGH	\$2,155.49	\$0.00	\$0.00	\$0.00	\$2,155.49	\$0.00	\$2,155.49
821 FHA JUNIOR HIGH	\$2,696.94	\$18.00	\$0.00	\$43.40	\$2,671.54	\$973.00	\$1,698.54
822 HONOR SOCIETY JR HIGH	\$3,067.10	\$0.00	\$0.00	\$0.00	\$3,067.10	\$0.00	\$3,067.10
823 JR HIGH ACCOUNT	\$3,068.36	\$6,761.00	\$0.00	\$132.00	\$9,697.36	\$6,129.90	\$3,567.46
824 JR HIGH FACULTY	\$1,234.65	\$260.20	\$0.00	\$37.50	\$1,457.35	\$0.00	\$1,457.35
825 LIBRARY JR HIGH	\$2,532.02	\$0.00	\$0.00	\$0.00	\$2,532.02	\$0.00	\$2,532.02
826 LEARN 2 LOVE	\$12,172.02	\$1,824.78	\$0.00	\$0.00	\$13,996.80	\$3,550.00	\$10,446.80
827 CHEERLEADERS JR HIGH	\$2,753.32	\$0.00	\$0.00	\$0.00	\$2,753.32	\$61.27	\$2,692.05
830 STUCO JH	\$2,707.18	\$1,563.60	\$0.00	\$147.14	\$4,123.64	\$203.84	\$3,919.80
831 T.S.A. JR HIGH	\$1,481.46	\$0.00	\$0.00	\$0.00	\$1,481.46	\$0.00	\$1,481.46
832 YEARBOOK JR HIGH	\$2,887.14	\$971.38	\$0.00	\$1,594.00	\$2,264.52	\$406.00	\$1,858.52
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
850 ACADEMIC TEAM HS	\$89.70	\$0.00	(\$28.40)	\$0.00	\$61.30	\$0.00	\$61.30
851 ART CLUB HS	\$6,987.94	\$0.00	\$0.00	\$184.06	\$6,803.88	\$618.61	\$6,185.27
852 ATHLETICS HS	\$78,665.25	\$6,043.85	\$0.00	\$7,375.23	\$77,333.87	\$32,331.96	\$45,001.91
853 HS CHEER	\$3,320.31	\$598.00	\$0.00	\$873.19	\$3,045.12	\$300.00	\$2,745.12
854 FOOTBALL CAMP	\$1,176.83	\$0.00	\$0.00	\$0.00	\$1,176.83	\$0.00	\$1,176.83
855 TENNIS HS	\$9,325.44	\$805.00	\$0.00	\$465.00	\$9,665.44	\$3,486.60	\$6,178.84
856 GHS LIBRARY	\$1,532.01	\$0.00	\$0.00	\$0.00	\$1,532.01	\$0.00	\$1,532.01
857 YOUTH & GOVERNMENT HS	\$51.94	\$0.00	\$0.00	\$0.00	\$51.94	\$0.00	\$51.94
858 GHS LINK CREW	\$133.99	\$0.00	\$0.00	\$0.00	\$133.99	\$0.00	\$133.99
859 BAND (OPERATING) HS	\$18,149.79	\$2,047.00	(\$59.21)	\$8,103.21	\$12,034.37	\$4,624.20	\$7,410.17
860 CLASS OF 2021 HS	\$381.24	\$75.00	\$0.00	\$0.00	\$456.24	\$0.00	\$456.24
861 CLASS OF 2017 HS	\$1,959.85	\$0.00	\$0.00	\$0.00	\$1,959.85	\$0.00	\$1,959.85
862 CLASS OF 2018 HS	\$4,946.04	\$0.00	\$0.00	\$0.00	\$4,946.04	\$529.40	\$4,416.64
863 CLASS OF 2019 HS	\$5,510.51	\$0.00	\$0.00	\$0.00	\$5,510.51	\$425.00	\$5,085.51
864 GHS ALUMNI ACCOUNT	\$2,499.32	\$0.00	\$0.00	\$0.00	\$2,499.32	\$0.00	\$2,499.32
869 ENGLISH CLUB	\$1,980.46	\$0.00	\$0.00	\$378.35	\$1,602.11	\$0.00	\$1,602.11
870 HS FACULTY/COURTESY ACCOUNT	\$1,606.25	\$37.55	\$0.00	\$0.00	\$1,643.80	\$525.00	\$1,118.80
871 HS STUDENT PANTRY	\$4,310.73	\$550.00	\$0.00	\$2,157.10	\$2,703.63	\$2,595.04	\$108.59
872 CLASS OF 2020	\$2,029.30	\$0.00	\$0.00	\$0.00	\$2,029.30	\$0.00	\$2,029.30
873 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
876 FFA 4H BOOSTER CLUB HS	\$59,053.88	\$60.00	\$0.00	\$2,063.03	\$57,050.85	\$32,100.14	\$24,950.71
877 FFA HS	\$13,588.61	\$3,421.49	\$0.00	\$4,448.57	\$12,561.53	\$7,583.69	\$4,977.84
878 FCCLA (FHA) HS	\$1,621.18	\$0.00	\$0.00	\$1,052.69	\$568.49	\$232.31	\$336.18
879 FOREIGN LANGUAGE SPAN HS	\$4,951.53	\$25.00	\$0.00	\$1,162.21	\$3,814.32	\$180.25	\$3,634.07
881 Lady Jays Basketball	\$11,081.61	\$300.00	\$0.00	\$4,946.50	\$6,435.11	\$3,966.00	\$2,469.11

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 12/1/2017 - 12/31/2017

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
882 GUTHRIE RUNNING CLUB HS	\$1,826.02	\$0.00	\$0.00	\$0.00	\$1,826.02	\$0.00	\$1,826.02
883 HERITAGE CLUB HS	\$1,213.87	\$0.00	\$0.00	\$567.00	\$646.87	\$125.00	\$521.87
884 HIGH SCHOOL ACCOUNT	\$12,314.22	\$3,295.03	\$28.40	\$3,542.75	\$12,094.90	\$3,459.75	\$8,635.15
885 STUDENT SUPPORT HS	\$2,234.07	\$329.75	\$0.00	\$59.94	\$2,503.88	\$352.97	\$2,150.91
886 HONOR SOCIETY HS	\$1,078.44	\$0.00	\$0.00	\$0.00	\$1,078.44	\$0.00	\$1,078.44
888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
889 KEY CLUB HS	\$680.67	\$70.00	\$0.00	\$83.38	\$667.29	\$143.00	\$524.29
892 MATH OF FINANCE	\$34.58	\$0.00	\$0.00	\$0.00	\$34.58	\$0.00	\$34.58
893 MU ALPHA THETA HS	\$769.04	\$165.00	\$0.00	\$0.00	\$934.04	\$0.00	\$934.04
895 JROTC HS	\$2,987.34	\$450.00	\$0.00	\$0.00	\$3,437.34	\$250.00	\$3,187.34
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$9,816.11	\$50.00	\$0.00	\$6,201.00	\$3,665.11	\$3,220.00	\$445.11
898 SCIENCE CLUB HS	\$9,106.89	\$40.00	\$0.00	\$636.12	\$8,510.77	\$1,563.72	\$6,947.05
899 STUDENT COUNCIL HS	\$7,374.53	\$2,609.00	\$0.00	\$1,349.82	\$8,633.71	\$4,021.63	\$4,612.08
900 CAMPUS BEAUTIFICATION HS	\$7,780.55	\$70.00	\$0.00	\$0.00	\$7,850.55	\$2,000.00	\$5,850.55
902 VOCAL HS	\$1,383.00	\$25.00	\$59.21	\$190.91	\$1,276.30	\$2,082.64	(\$806.34)
904 YEARBOOK HS	\$9,184.65	\$6,430.78	\$0.00	\$0.00	\$15,615.43	\$0.00	\$15,615.43
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	\$6,408.96	\$0.00	\$0.00	\$569.34	\$5,839.62	\$3,141.75	\$2,697.87
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$1,726.37	\$69.00	\$0.00	\$256.21	\$1,539.16	\$693.52	\$845.64
922 COURTESY COMMITTEE ADMIN	\$173.87	\$0.00	\$0.00	\$45.00	\$128.87	\$105.00	\$23.87
925 GENERAL FUND REFUND	\$3,672.71	\$138.06	\$0.00	\$0.00	\$3,810.77	\$0.00	\$3,810.77
927 HALL OF FAME BANQUET	\$891.17	\$0.00	\$0.00	\$0.00	\$891.17	\$0.00	\$891.17
929 SPECIAL OLYMPICS	\$26,186.98	\$0.00	\$0.00	\$40.40	\$26,146.58	\$2,584.99	\$23,561.59
930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
932 SUMMER SCHOOL HS	\$1,525.00	\$0.00	\$0.00	\$0.00	\$1,525.00	\$0.00	\$1,525.00
933 FAVER C&C	\$201.03	\$38.40	\$0.00	\$0.00	\$239.43	\$100.00	\$139.43
934 TRANSPORTATION C&C	\$3,192.94	\$429.75	\$0.00	\$1,556.01	\$2,066.68	\$797.77	\$1,268.91
935 VENDING MACHINE ADMIN	\$584.51	\$20.95	\$0.00	\$0.00	\$605.46	\$214.51	\$390.95
936 GUES HONOR CHOIR	\$587.93	\$0.00	\$0.00	\$0.00	\$587.93	\$0.00	\$587.93
937 FAVER ACTIVITY	\$156.30	\$0.00	\$0.00	\$0.00	\$156.30	\$95.00	\$61.30
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$10,316.25	\$283.59	\$0.00	\$0.00	\$10,599.84	\$485.00	\$10,114.84
942 C.N. CLEARING ACCT	\$0.00	\$7,770.00	\$0.00	\$5,259.40	\$2,510.60	\$2,315.51	\$195.09
Total	\$562,438.65	\$70,177.43	\$0.00	\$75,965.83	\$556,650.25	\$159,461.77	\$397,188.48



STORAGE TANK OVERSIGHT PROGRAM (STOP) RETAINERSHIP AGREEMENT

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

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

IV. Fees and Payment

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

V. Indemnification

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

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

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

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

Oklahoma Environmental Services, Inc.

Client Billing Information:

By: _____

By: _____

Name: **Deanna Atkinson, President**

Name: **Dr. Mike Simpson**

Date: 01/08/18

Date: _____

Please Review Your Name and Information
Correct Invalid Entries

Address: 802 E. Villas

City, State, Zip: Guthrie, OK 73044

Phone: 405-282-8900

Referred by: _Pat Fitter_

Email/Fax: mike.simpson@guthrie.net

APPENDIX I

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

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

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

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

Acknowledgement:

Client

OES

Monthly Fee Schedule

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

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

Interquest Detection Canines®
(Oklahoma)

Guthrie Public Schools
(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of August 1, 2018 through June 31, 2019. It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide **6 full day** visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be **\$445.00 per team**. Required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

FOR THE SCHOOL:

Printed: _____

Misty Carson
President

DATE: _____

Please return one (1) copy of this Agreement and your District calendar. Retain the another copy for school files.

Professional Learning Focus Educator Survey

1. Select your school district from the drop down list.
2. Which evaluation instrument is used in your district
 - A. Marzano Focused Framework
 - B. Marzano Framework
 - C. Tulsa Model
3. Which rubric is utilized for your evaluation?
 - A. Administrator
 - B. Counselor
 - C. Dean
 - D. Instructional Coach/Staff Development Teacher
 - E. Librarian
 - F. Nurse
 - G. Speech Pathologist/School Psychologist
 - H. Teacher
4. Which element/indicator number did you select for your Professional Learning Focus (PL Focus)?

5. What is the specific area within the element/indicator that you chose for your Professional Learning Focus? _____
6. Why did you select this area? _____
7. What resources do you anticipate using for your Professional Learning Focus? Select all that apply.
 - A. Presenter-Lead Workshop
 - B. Article or Book Study
 - C. Peer Observation
 - D. Video Study
 - E. Other (please specify) _____

8. How was the implementation of the Professional Learning Focus communicated to you? Select all that apply.

- A. Large-Group Presentation
- B. Faculty Meeting
- C. PLC/Department Meeting
- D. Individually
- E. Never Communicated
- F. Other (please specify) _____

9. What are the positive aspects of the Professional Learning Focus? _____

10. What are challenges in utilizing the Professional Learning Focus?

Professional Learning Focus Evaluator Survey

1. Select your school district from the drop down list.
2. Which evaluation instrument is used in your district
 - A. Marzano Focused Framework
 - B. Marzano Framework
 - C. Tulsa Model
 - D.
3. Which Professional Learning Focus template was adopted by your district?
 - A. Professional Learning Focus Template
 - B. Feedback Template
 - C. SMART Professional Learning Focus Template
 - D. District-developed Template
4. How many certified educators will you evaluate during the 2017-2018 school year? _____
5. After reviewing the Professional Learning Focus goals of those you evaluate, what was the area of growth selected most often? _____
6. After reviewing the Professional Learning Focus goals of those you evaluate, what was the second most selected area of growth selected? _____
7. After reviewing the focus goals of those you evaluate, did you change your professional development plan for the 2017-2018 school year?
 - A. Yes
 - B. No
8. If yes, what changes did you make? _____
9. Which resources were selected most often by those you evaluate? Select all that apply.
 - A. Presenter-Lead Workshop
 - B. Article or Book Study
 - C. Peer Observation
 - D. Video Study
 - E. Other (please specify) _____
10. What are the positive aspects of the Professional Learning Focus? _____
11. What are challenges in utilizing the Professional Learning Focus?



Board of Education Personnel Reports

Employment Request

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Barton, Lauren	Junior High	Geography	01/04/18		6	Justin Geiser
Helton, Chancie	Fogarty	PE Teacher	01/04/18		6	Trenda Monnahan
Hixson, Kenda	High School	English	01/04/18		6	Taylor Peralta

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Daniel, Andra	Cotteral	Cafeteria Worker 6 Hrs.	12/18/17	2	6	Samone Austin

Separation of Employment

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Sims, Sarah	Fogarty	Cafeteria Worker 6 Hrs.	Terminated	12/8/2017	



Staking A Claim in Our Students' Future

Telephone: 405-282-8900

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

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

Strahorn	James	
_____ Last Name	_____ First Name	_____ Middle Initial

7th Grade Boys Basketball	GJHS
_____ Extra-Duty Position	_____ Site

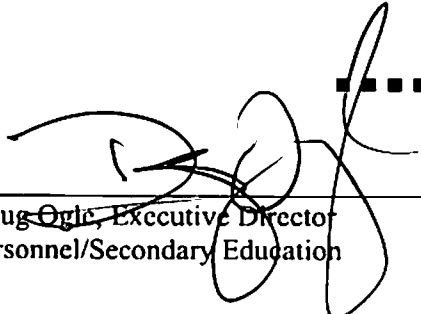
If hired by the Board of Education, would this be a replacement? Yes No

If yes, whom would this employee replace? Justin Geiser

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

Start Date <u>12/20/17</u>	Extra-Duty Compensation <u>\$850</u>
----------------------------	--------------------------------------

Submitted By: <u>Jon Chappell</u>	<u>12/13/17</u>
Principal or Program Director	Date


<u>Doug Orlic, Executive Director Personnel/Secondary Education</u>	<u>12/13/17</u>
	Date



Staking A Claim in Our Students' Future

Telephone: 405-282-8900

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

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

Crockett

Corbin

Last Name

First Name

Middle Initial

8th Grade Head Baseball Coach

GJHS

Extra-Duty Position

Site

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

If yes, whom would this employee replace? Justin Geiser

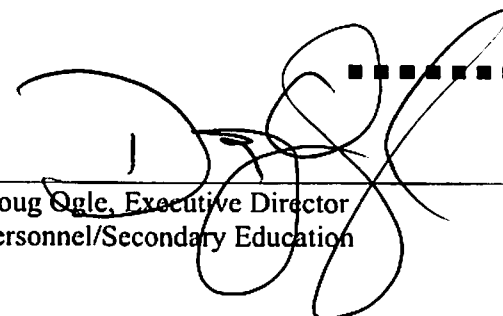
If this is an extra-duty position for athletics, has this person had *Care and Prevention of Athletic Injuries*? Yes No

Start Date 12/20/17

Extra-Duty Compensation \$1200

Submitted By: Jon Chappell
Principal or Program Director

12/13/17
Date


Doug Ogle, Executive Director
Personnel/Secondary Education

12/13/17
Date

Guthrie Public Schools
Property Committee Meeting
January 4, 2018 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Cody Thompson, Dee Benson, Jennifer Bennett-Johnson, Terry Pennington, Sharon Watts, and Linda Skinner.

Mr. Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for December
- 16 new Purchase Orders for December

Completed Projects:

- 196 Work-Orders completed at Maintenance
- 52 Work-Orders completed at Transportation
- HVAC repairs/upgrades throughout the District
- Plumbing repairs/upgrades throughout the District
- Electrical repairs/upgrades throughout the District
- Repaired/replaced doors/keys/locks throughout the district
- Replaced 10' section of sidewalk at HS annex
- Replaced air compressor to HS sprinkler system
- Repairs to North side of Faver annex
- Installation of 18 Smart Boards at GUES
- Installation of new carpet squares in 4th gr Music room at GUES
- Cleaned carpets in IT/Child Nutrition and BOC
- Cleaned floor in Driver Room and put down floor finish
- Rekeyed exterior doors on Administration Building

Projects in Progress:

- Currently have 114 Maintenance Work-Orders in progress
- Currently have 91 Transportation Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- Replacing air filters at all sites and cleaning coils
- Bus #23 currently being repaired at Summit Truck Group
- Continuing roof repairs where needed at all sites:
 - a. Fogarty Quad bldg. and coping stone on main roof
 - b. Central café – warranty
 - c. J.H. gym – SW corner
 - d. Administration – Board room area
- Continue painting the center section hall walls at the H.S.
- Repairs to outside exterior walls at Faver annex building
- Continue to repair/upgrade guttering at Fogarty
- Replace two North doors at Fogarty
- Repairing plaster on walls in Teachers' lounge at Cotteral
- Have 3 new bus drivers in training to get their license
- Changing out stained or damaged ceiling tiles throughout the District
- Obtaining quotes to replace cameras on 5 buses

Future Projects:

- Continue making repairs/upgrades to facilities and equipment recommended in the Performance Review Report
- Install new sidewalk for Band to parking lot
- Restroom fixtures and playground upgrades, and teacher moves to prepare for the transition to neighborhood schools
- Continue to make repairs or replace HVAC units at all sites
- Roof repairs throughout the district
- Floor upgrades in classrooms at the HS, Bus Drivers Room, and Fogarty
- Water proofing repairs to J.H. café and kitchen areas
- Master lock/key system - Central classroom doors
- Build a closet for one classroom at Fogarty
- Chiller replacement/repairs – GUES and the H.S.
- Repair/Replace/Paint the siding on the football locker rooms at Faver
- Parking lot repairs to the H.S. and GUES

Bond Projects Discussion:

Charter Oak ES –

- a. Gym – roof poured and installed
- b. Main building – Red iron built and placed
Roof and insulation installed
Electrical for lighting going up
West block wall being setup
- c. Retaining wall for north parking lot being built
- d. Concrete pad for center section being poured
- e. Retaining wall for water tank is being built
- f. Lagoon – still working with DEQ to proceed with project

High School Chiller – Bid has been awarded with unit build time at 8-12 weeks

Mr. Benson discussed options he is considering for the IT funds he has available. He is looking at updating our servers, iPads, and Chromebooks.

Guthrie Public Schools
Finance Committee Meeting

January 8, 2018

4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Michelle Chapple, Gina Davis, Janna Pierson, Tina Smedley, Dee Benson, and Michele Hamby

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

Ms. Chapple spoke on the following:

Interest Rates

This is a report of quotes collected quarterly for 30-90 day CD rates to be used as a comparison tool.

Midterm State Aid Allocation

As expected, we received notice in December that our state aid is down \$286,195.00. We had already budgeted for this loss.

OK Environmental Services (fuel tank inspections)

This is a renewal of our annual contract with no change in cost.

Mr. Ogle spoke on the following:

Interquest Detection Canines

This is a renewal of our annual contract with no change in cost.

HS SAFE Initiative

This initiative will involve surveying the student drivers at the high school for seatbelt usage to raise safety awareness, and will provide a total of \$250 in incentives to students.

Mr. Benson spoke on the following:

\$500,000 Bond Fund Proceeds

With the use of the technology bond fund proceeds, we would like to virtualize our server environment (emphasizing safety and power savings), update and add more security cameras at the school sites, and replace outdated iPads.

Curriculum Committee Meeting

Minutes

January 8, 2018

5:00 p.m.

In attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Angie Smedley, Janna Pierson, Gina Davis, Travis Sallee and Sheryl Miles

Discussion Items:

Ms. Walters

- Teacher of the Year Update
 - February 12th at 6:00p.m. Reception before Board Meeting
- Gift Cards Given to All Staff Members
 - Huntington Fine Jewelers
 - Stone Sisters Pizza
 - Urban Tea House

Mr. Ogle

- Interquest Contract
- HS SAFE Initiative
- Professional Learning Focus Educator/Evaluator Survey
- RAO Update
- Second Semester Open/Filled Positions

Ms. Smedley

- New Special Ed Teacher at GUES