

AGENDA WITH COMMENTARY

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

**MONDAY
FEBRUARY 10, 2014
7:00 P.M.**

**TEACHER OF THE YEAR RECEPTION PRIOR TO BOARD MEETING
6:30 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Presentation of Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2014-2015.....Page 5**
- 6. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 7. Superintendent's Reports.....Pages 6-8**
- 8. Presentation on Guthrie Citizens for Quality Education by Mr. Phil Nichols**
- 9. Recommendation, consideration and action upon Oklahoma Education Coalition Funding Rally Resolution.....Pages 9-13**

Commentary:

The Education Rally, scheduled for Monday, March 31st at 10:30 a.m. at the Oklahoma State Capitol, is a unified effort of many organizations to encourage Oklahoma Legislators to not only increase funding but also to not diminish current revenue streams. The rally is not tailored to specific educators or issues. Parents, family members, school board members, educators and administrators are all invited to attend. The hope is to promote the importance of properly funding education and the great things our Oklahoma Public Schools are doing and can do for our children. A letter from GACT President Michelle Redus is in your packet as well as letters from the PTO organizations asking for support for the Funding Rally. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 10. **Presentation on school funding and carryover funds by Dennis Schulz, Assistant Superintendent**

- 11. **Consent Agenda:.....Pages 14-30**

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

- A. **Minutes of regular meeting held on January 13, 2014**
- B. **Treasurer’s Report**
- C. **Encumbrances for General Fund #'s 818-879 and Building Fund #'s 108-117 and listed change orders and Activity Fund Reports**

- 12. **Business Agenda:**

- A. **Recommendation, consideration and action upon proposed school calendar for 2014-2015.....Page 31**

Commentary:

The calendar committee consisted of a staff member from each site plus Chad Wilson and Dennis Schulz from the Central Office. This calendar is the result of their group effort. **Chad Wilson or Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval

- B. **Recommendation, consideration and action to approve E-rate Technology Plan for 2014-2017.....Pages 32-46**

Commentary:

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

RECOMMENDED ACTION:

The Superintendent recommends approval.

- C. **Recommendation, consideration and action to approve E-rate contracts for 2014-2015.....Pages 47-61**

Commentary:

The contracts for e-rate purchases must be approved separately from the e-rate application. **Dee Benson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- D. Recommendation, consideration and action to approve revisions to local Gifted Educational Plan.....Pages 62-81**

Commentary:

Any revisions made to the local Gifted Educational Plan must first be approved by the State Board of Education to make sure we are in compliance. After approval from the State, the revisions are then sent to the Board of Education and the Local Advisory Committee for approval. A copy of the approval letter from the State Department is in your packet with the Gifted Educational Plan. Deletions are noted with a strike through and changes are highlighted in red. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- E. Recommendation, consideration and action upon Guthrie High School Driver’s Education Summer School 2014.....Pages 82-84**

Commentary:

This is held each summer at Guthrie High School. Class sessions will run through July 23rd and driving schedules through August 15th. A copy of the proposed class schedule and tuition fees is enclosed in your packet. **Chad Wilson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- F. Recommendation, consideration and action upon proposed revisions to District Policy F-35 Activity Student Drug Testing.....Pages 85-94**

Commentary:

This revision reflects recommendations from our legal counsel. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 13. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports and discussion of purchase or appraisal of real property, 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, 3 and 7**
 - A. Vote to go into executive session**
 - B. Acknowledge Board’s return to open session**
 - C. Statement of minutes of executive session**

- 14. Vote on action as set out on the Personnel Reports.....Page 95**

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

**Dr. Mike Simpson
Superintendent**

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Posted by: _____

Date: _____ **Time:** _____

Place: _____



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education

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

Date: January 30, 2014

Re: 2014 Guthrie Teachers of the Year

I am pleased to inform you that the faculty at each school site has selected a nominee for the 2014 Guthrie Teacher of the Year. The teacher nominees are:

Cotteral:	Jennifer Hayes Amanda Hundley
Central:	Lesley Cotton
Fogarty:	Tessa Wallraven Elizabeth Mann
G.U.E.S.	Belinda Stone Tiffany Biggs Charlotte Mitchell
Jr. High	Shurlyn Maltz Ron Gillett
High School	Claude Arnold Donna Russell Jody Webber Sarah Bradford

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



Staking A Claim in Our Students' Future

Mike Simpson, Ed.D.
Superintendent

Phone 405-282-8900

February 11, 2014

Lynn Jones, Executive Director
Accreditation and Standards Division
Oklahoma State Department of Education
2500 N. Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Ms. Jones:

Guthrie Public Schools has a long history of utilizing grade centers for our elementary students. Since the advent of the A-F grade card method to evaluate sites, we have experienced some unique challenges some of which are detailed in an attached letter from Dr. Barresi to our parents. In an effort to improve the evaluation relevance of our grades for the elementary sites in our district, I am requesting that the State Department of Education change our site designations so all elementary sites are viewed as one complete site. This will not reconfigure our grade centers but will allow our third graders to show improvement in fourth grade. This is currently impossible since our students change buildings when moving from third to fourth grade. Our goal is to provide greater identification of areas in need of improvement for our staff and community.

It is my hope that the new configuration could begin in the 2014-15 school year.

Thank you for your consideration and I look forward to your response.

Sincerely,

A handwritten signature in black ink that reads "Mike Simpson". The signature is fluid and cursive, with the first name "Mike" being more prominent than the last name "Simpson".

Mike Simpson, Ed. D.
Superintendent of Schools

cc: Janet C. Barresi, D.D.S., Superintendent of Public Instruction
Kaye Jones, Regional Accreditation Officer, State Department of Education

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JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

November 1, 2013

Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

To all parents:

As you know, the Oklahoma State Legislature in 2011 passed legislation that established a new and transparent accountability system for Oklahoma schools. Called the A-F Grade Card, it is intended to be a clear and accurate report to you and other stakeholders regarding the progress of your child's school and its current academic status.

I strongly believe that children deserve the best education possible to give them an opportunity to reach their full potential. To do so, we must all be a participant in our children's education; therefore parents and stakeholders must have an accurate report about each school's performance. The A-F Grade Card is part of an overall information packet that provides you with a comprehensive picture of each school's effectiveness.

As you have no doubt noted, the "grade" received by your school is lower than you had expected. I am writing you to explain how this grade was derived.

The A-F Grade Card is largely derived by students' performance on assessments and on their academic growth over time. In Oklahoma, students are not assessed until third grade. Because your school district has a unique alignment of grade-band centers that do not include a third and fourth grade, we must derive a different method for reporting performance of these particular sites.

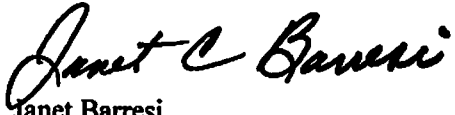
In other words, the grade was awarded based on the results of student test scores for a site not connected to your child's school. There is also no opportunity for the site to be graded based on growth of students academically through the year.

I agree that this does not make sense. It does not reflect the direct instructional impact of teachers on your child's performance. With last year's report card, we had other factors at our disposal to yield a grade, but those data points were restricted by changes in grade-card legislation earlier this year. State and federal law requires me to report this to you in this fashion. I have attached a citation of the section of state law that requires this type of report.

I want you to know that the teachers and the administrators in your school are working diligently to prepare your child for academic success. I encourage you to engage with educators to discuss all the work being done on your child's behalf and to ensure that their work is supported in your home.

I also pledge that I will continue to work with educators and state policy experts to review how we can continue improving the system. Your school and its teachers deserve your support and encouragement as they work for the benefit of our state's most valuable asset, our precious children. It is indeed my honor to serve as your state superintendent.

Sincerely,

A handwritten signature in black ink that reads "Janet C. Barresi". The signature is written in a cursive style with a large initial 'J' and 'B'.

Janet Barresi
State Superintendent of Public Instruction
Oklahoma State Department of Education



Oklahoma Education Coalition Funding Rally Resolution

WHEREAS, we recognize an investment in the students, educators and public schools will provide an educated and skilled workforce which will make our state more prosperous, and

WHEREAS, student academic achievement is being negatively impacted as a result of funding cuts to common education, and

WHEREAS, teacher pay in Oklahoma is ranked 49th in the nation and last in the region, and

WHEREAS, state appropriations to common education in Oklahoma are approximately \$200 million below pre-recession levels, and

WHEREAS, the Center on Budget and Policy Priorities has found that Oklahoma school districts have experienced the most severe state funding cuts in the nation, and

WHEREAS, the legislature continues to enact unfunded mandates that local school districts must implement without appropriate support and resources, and

WHEREAS, we support increasing the state funding formula thereby increasing per pupil expenditure for Oklahoma public schools, and

WHEREAS, teachers and support personnel have not had a state funded salary increase in seven years, and

WHEREAS, school districts are eliminating academic and student enrichment programs and increasing class sizes because of funding cuts, and

WHEREAS, districts are not able to recruit highly qualified and effective teachers to fill vacant positions, leaving those students to be taught by substitute teachers, and

WHEREAS, we support measures to protect the tax base of local school districts, and

WHEREAS, we support examination of existing ad valorem exemptions in an effort to ensure adequate funding, accountable and equitable taxation; be it therefore

RESOLVED that the _____ Board of Education instructs the Superintendent of Schools to support participation in an Education Rally so that students, staff and patrons may participate at the Oklahoma Capitol on March 31, 2014 and call on the Oklahoma Legislature to prioritize education funding and restore per pupil funding to pre-recession levels.

Board President

Date

Dr. Simpson,

Friday, January 31, 2014

On behalf of the Guthrie Associations of Classroom Teachers and GPS teachers I am asking for you to make a request to the board. The teachers of the GPS would like to be able to attend the March 31st Funding Rally at the State Capitol. I have attached a copy of the Oklahoma Education Coalition Fundy Rally Resolution for you to take to the board. We appreciate your support as well the support of the board in this matter.

Thank you,



Michelle Redus
GACT President

Dear Guthrie Board of Education and Dr. Simpson,

I wanted to voice our support for Central Elementary being out on March 31st in order for the teachers, staff, parents and administrator to attend the Education Rally at the Oklahoma State Capitol. Knowing that our district receives \$243.60 less per child, per year since 2009 is something worth fighting for. Thank you for your consideration in this matter.

Central Elementary PTO President,

Letricia Smith

February 5, 2014

Dr. Simpson and honored board members,

We, the Parent and Teacher Organization (PTO), at Fogarty Elementary, believe wholeheartedly that a when we stand united we are able to accomplish most anything. Together, we can support our teachers, staff to provide a quality education. We ask you to consider adopting a resolution to allow our teachers and staff to participate in the Education Rally at the Oklahoma State Capitol on March 31st, 2014. We hope that by working together we can help secure adequate funding for future Guthrie students, teachers and staff.

Thank you for your time,

A handwritten signature in cursive script that reads "Melissa Clements".

Melissa Clements

Fogarty Elementary PTO


Wednesday, February 05, 2014

Dr. Simpson and Board of Education,

On behalf of the GUES PTO we are asking the support of the School Board for the teachers to attend the March 31st Funding Rally at the State Capitol.

Thank You,

Liz Olson

A handwritten signature in black ink that reads "Liz Olson". The signature is written in a cursive style, with the first name "Liz" and the last name "Olson" clearly legible.

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
JANUARY 13, 2014**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON JANUARY 13, 2014

Board Members Present: Orville Cornelius, Gail Davis, Terry Pennington, Janna Pierson, Travis Sallee and Tom Holtz

Board Member Absent: Sharon Watts

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Dennis Schulz, Ass't Superintendent
Chad Wilson, Executive Director of Personnel/Secondary Ed
Carmen Walters, Executive Director of Federal Programs/Elementary Ed
Eldona Woodruff, Director of Special Education
Jerry Gammill, Director of Maintenance
Kathy Bertwell, Director of Transportation
Dee Benson, Director of Technology
Jean Watts, Deputy Minutes Clerk

1. The meeting was called to order by President Holtz.
2. Members Orville Cornelius, Gail Davis, Terry Pennington, Janna Pierson, Travis Sallee and Tom Holtz were present for roll call.
3. A quorum was established.
4. President Holtz asked everyone present to stand and join him in the Pledge of Allegiance.
5. President Holtz called for Student Recognition.

Superintendent Simpson introduced Mr. Rafe Watkins, Co-Athletic Director and Head Football Coach. Mr. Watkins spoke of winning the State 5A Football Championship and introduced Seniors from the team. He listed all honors and awards received by the players. He then introduced assistant coaches Mr. Kelly Beeby, Mr. Jason Rice and Mr. Scott Mick.

- 6A. President Holtz 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 Holtz called for any comments to the Board by Board members.

There were no comments by Board members.

7. President Holtz called for the Superintendent's Reports.

Superintendent Simpson reported on the following:

Stated January was School Board Appreciation Month and he wanted, on behalf of the District, to thank the Board for all the work they do.

Spoke of the recent UVA Mid-Year meeting attended by Administrators and Teacher Leaders involved in the District's Lead Initiative. Stated it was a highly productive meeting and felt everyone has a much greater understanding of the changes the District has installed with curriculum and of where the District is headed.

Stated we had received our Mid-Term Adjustment with a \$92,581 deduction which occurs in the current fiscal year. Much of this reduction can be attributed to our growth in ad valorem taxes and ad valorem collections: When you received more ad valorem – your State Aid is reduced. Because of student growth state wide, there is less money to allocate.

- Spoke of the recent reduction to the Property Tax Assessment Ratio announced by the Logan County Assessor. By lowering the assessment ratio to 11%, it is projected the Guthrie School District will lose an estimated \$407,765 for the 2014-2015 school year. It, also, drops the District's bonding capacity from 13 mils to 11.8. Stated he had spoken with the other Logan County Superintendents who will, also, be experiencing a loss for 2014-2015. They will be meeting with the Logan County Assessor at the office of Representative Jason Murphy at the State Capitol on Thursday, January 16.

8. President Holtz called for action on the Consent Agenda.

A motion was made by Pierson and seconded by Pennington to approve the Consent Agenda as presented excluding Item 8A.

The motion carried with 6 ayes and 0 nays.

A motion was made by Pierson and seconded by Pennington to approve Item 8A of the Consent Agenda.

The motion carried with 5 ayes and 1 abstention – President Holtz abstaining.

9. President Holtz called for recommendation, consideration and action to approve the transcription of math and science credit options taught at Meridian Technology Center.

A motion was made by Davis and seconded by Pennington to approve the transcription of math and science credit options taught at Meridian Technology Center.

The motion carried with 6 ayes and 0 nays

10. President Holtz called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments as listed for 2013-2014 and discussion of purchase or appraisal of real property, 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, 3 and 7.

10A. A motion was made by Sallee and seconded by Pennington to go into executive session.

The motion carried with 6 ayes and 0 nays. Executive session began at 7:30 p.m.

10B. President Holtz acknowledged the Board's return to open session at 7:54 p.m.

10C. President Holtz stated that in executive session only those items listed in Agenda Item 10 were discussed and no votes were taken.

11. President Holtz called for a vote on action as set out on the Personnel Reports.

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

The motion carried with 6 ayes and 0 nays.

12. President Holtz called for action upon recommendation of extra-duty assignments as listed for 2013-2014.

A motion was made by Davis and seconded by Pennington to approve extra-duty assignments as listed for 2013-2014.

The motion carried with 6 ayes and 0 nays.

13. President Holtz called for recommendation, consideration and action to accept any resignations offered since the posting of the agenda.

Superintendent Simpson stated there were no new resignations.

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

Superintendent Simpson stated there was no new business.

15. A motion was made by Cornelius and seconded by Pennington to adjourn the meeting.

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 7:56 p.m.

Kay Gammill, Minutes Clerk

Thomas E. Holtz, Jr., Board President

**TREASURER'S REPORT
JANUARY 31, 2014**

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$ 6,259,945.85
Building Fund	882,524.79
Sinking Fund	75,985.99
ILR Fund	63,439.56
G&E Fund	73.69
Child Nutrition Fund	241,583.29
Activity Fund	445,979.90
School Age-Care Fund	<u>68,056.17</u>

TOTAL \$ 8,037,589.24

RECEIPTS

GENERAL FUND:

Logan County	\$ 2,952,361.72
State of Oklahoma	1,105,278.62
Okla. Tax Comm.	179,460.14
School Land Earn.	78,821.31
State Farm Ins/bus	11,914.57
R.O.T.C.	6,438.19
Misc. Receipts	12,525.91
General Acct. Int.	<u>3,224.10</u>

TOTAL \$ 4,350,024.56

BUILDING FUND

Logan County	\$ 376,219.46
Bldg. for Champs	<u>30.00</u>

TOTAL \$ 376,249.46

SINKING FUND:

Logan County \$ 876.55

CHILD NUTRITION FUND:

January \$ 132,913.01

INS.LOSS RECOVERY FUND

January \$ 00.00

SCHOOL AGE CARE FUND

January \$ 10,110.23

WARRANTS PAID

GENERAL FUND:

2012-2013 \$ 00.00
2013-2014 \$ 1,691,086.34

BUILDING FUND:

2012-2013 \$ 00.00
2013-2014 \$ 84,907.65

CHILD NUTRITION FUND:

2012-2013 \$ 00.00
2013-2014 \$ 99,247.18

GIFTS & ENDOWMENTS FUND:

2013-2014 \$ 00.00

INS. LOSS RECOVERY FUND:

2012-2013 \$ 00.00

SCHOOL AGE CARE:

2012-2013 \$ 00.00
2013-2014 \$ 9,272.331

SCHOLARSHIPS:

Smithson - BancFirst

C.D. \$ 744.17

Keri Fisher – IBC Bank

C.D. \$ 4,955.13

Paula Bearden – Farmers & Merchants Bank

Balance \$ 6,262.44

Randy Biggs - Farmers & Merchants Bank

Balance \$ 1,036.92

Original 89ers – Farmers & Merchants Bank

C.D. \$ 7,083.91

Total Monies in BancFirst \$ 744.17

Total Monies in F&M Bank \$ 8,049,845.38

Pledged \$ 250,000.00 FDIC

Pledged \$ 9,933,000.00

\$ 250,000.00 FDIC

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2013-2014

<i>Year</i>	<i>Fund</i>	<i>P.O. Number</i>	<i>Date</i>	<i>To Whom Issued</i>	<i>Description</i>	<i>Amount</i>
2014	11	818	01/07/2014	MAKER'S GLASS, INC.	BLANKET FOR GLASS FOR BUSES	1,500.00
2014	11	819	01/07/2014	FOLLETT LIBRARY RESOURCES	LIBRARY BOOKS/COTTERAL	315.00
2014	11	820	01/07/2014	LAKESHORE LEARNING MATERIALS	\$125.00/K. THOMASON/COTTERAL	125.00
2014	11	821	01/07/2014	AMAZON.COM	SUPPLIES/G&T/	173.17
2014	11	822	01/07/2014	ATHLON II ENTERPRISES, INC.	UNIFORMS (FB)/HS	3,250.00
2014	11	823	01/07/2014	DEMCO, INC	LIBRARY SUPPLIES/MICK/CENTRAL	98.43
2014	11	824	01/07/2014	DELL MARKETING L.P.	PRINTER TONER/MILES/ADMIN.	234.96
2014	11	825	01/10/2014	JERRY D JONES	BLANKET FOR TOWING/TRANSPORTA	1,200.00
2014	11	826	01/10/2014	B SEW INN	SUPPLIES/HEARD/FAVER	16.25
2014	11	827	01/10/2014	HAMPTON INN - MIAMI	ROOMS (BOYS BB)/HS	1,008.00
2014	11	828	01/13/2014	ODSS CONFERENCE	REGISTRATION/WOODRUFF/ADMIN.	130.00
2014	11	829	01/13/2014	DOUBLE TREE/HILTON HOTEL	ROOMS FOR CONFERENCE/WOODR	94.00
2014	11	830	01/13/2014	DELMAR WILKINS	REPAIR TO TRUCK 68/TRANSPORTAT	165.38
2014	11	831	01/13/2014	HAMPTON INN - MIAMI	ROOMS FOR GIRLS (BB)/HS	1,176.00
2014	11	832	01/14/2014	BSN SPORTS, INC.	SUPPLIES(SOCCER)/HS	842.79
2014	11	833	01/14/2014	BSN SPORTS, INC.	FOOTBALL EQUIPMENT/HS	3,615.65
2014	11	834	01/14/2014	WAL MART COMMUNITY	REFERENCE FOR TESTING	69.43
2014	11	835	01/15/2014	AMAZON.COM	SUPPLIES/CENTRAL	131.27
2014	11	836	01/16/2014	BUREAU OF EDUCATION & RESEARC	REGISTRATION/MATH TEACHERS/HS	916.00
2014	11	837	01/16/2014	DONNA A RUSSELL	MILEAGE REIMB. FOR CONFERENCE	42.00
2014	11	838	01/16/2014	OSSAA	CONTEST ENTRY FEES/BAND/HS	400.00
2014	11	839	01/16/2014	CHALK'S TRUCK PARTS, INC.	BLANKET FOR BUS PARTS/TRANSPOF	5,000.00
2014	11	840	01/21/2014	HAWTHORNE EDUCATIONAL SERVICE	TESTING MATERIALS/WOODRUFF/AD	88.00
2014	11	841	01/21/2014	EPS LITERACY AND INTERVENTION	SUPPLIES/ST. MARY'S	163.35
2014	11	842	01/22/2014	DELL MARKETING L.P.	PRINTER CARTRIDGE/SPECIAL ED	78.00
2014	11	843	01/22/2014	CDI COMPUTER DEALERS INC.	COMPUTERS FOR OFFICE/COTTERAL	1,558.00
2014	11	844	01/22/2014	ATHLON II ENTERPRISES, INC.	UNIFORMS (BB GIRLS)/HS	240.00
2014	11	845	01/22/2014	SCIENTIFICS DIRECT	SCIENCE PROJECT CARL PERKINS	864.40
2014	11	846	01/22/2014	J & P PARK ACQUISTIONS, INC	BLANKET FOR SUPPLIES/HORT/HS	2,500.00
2014	11	847	01/22/2014	MHC KENWORTH	BLANKET FOR BUS PARTS/TRANSPOF	1,000.00
2014	11	848	01/22/2014	MARY GILMAN INC. DBA GILMAN GEA	CYLINDER PAD (FB)/HS	265.00
2014	11	849	01/22/2014	RIVERSIDE	RSA ALTERNATIVE GRADE 3 TEST	1,417.71
2014	11	850	01/23/2014	AMAZON/PROSPERERITY BANK	COMMON CORE PROF.DEV. BOOKS	1,992.32
2014	11	851	01/23/2014	DUSTIN GENE THROCKMORTON	ROOM/MILEAGE REIM/MEAL PER DIE	500.00
2014	11	852	01/23/2014	WAL MART COMMUNITY	\$125.00/BLEWETT/COTTERAL	125.00
2014	11	853	01/23/2014	FOLLETT LIBRARY RESOURCES	DVD AND CATALOGING/LIBRARY/FOG	219.70
2014	11	854	01/23/2014	CEREBELLUM CORPORATION	DVD'S/LIBRARY/FOGARTY	220.00
2014	11	855	01/23/2014	FOLLETT LIBRARY RESOURCES	LIBRARY BOOKS AND CATALOGING	1,044.92
2014	11	856	01/24/2014	THE LIBRARY STORE, INC.	CLASSROOM SUPPLIES/COTTERAL	171.75
2014	11	857	01/24/2014	BROOKES PUBLISHING CO.	INSTRUCTIONAL MATERIALS/COTTER	310.69
2014	11	858	01/27/2014	CELL PHONE REPAIR	IPAD & PHONE REPAIRS	3,000.00
2014	11	859	01/27/2014	WAL MART COMMUNITY	\$125/BRADLEY/GUES	125.00
2014	11	860	01/27/2014	WAL MART COMMUNITY	\$125/JOHNSON/GUES	125.00
2014	11	861	01/28/2014	CONTRACT PAPER GROUP, INC.	COPY PAPER/DISTRICT	12,139.20
2014	11	862	01/28/2014	LIGHTSPEED TECHNOLOGIES	BATTERIES FOR REDCATS	35.00
2014	11	863	01/28/2014	O'REILLY AUTOMOTIVE INC.	BLANKET FOR BUS /VEHIC PARTS	5,000.00
2014	11	864	01/30/2014	JL HEIN SERVICE, INIC	SUPPLIES/SPECIAL ED/COTTERAL	5,209.38
2014	11	865	01/30/2014	CDW DIRECT LLC	SUPPLIES/SPECIAL ED/COTTERAL	565.21

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2013-2014

<i>Year</i>	<i>Fund</i>	<i>P.O. Number</i>	<i>Date</i>	<i>To Whom Issued</i>	<i>Description</i>	<i>Amount</i>
2014	11	866	01/30/2014	MARDEL, INC.	\$125/M. BALL/GUES	125.00
2014	11	867	01/30/2014	WAL MART COMMUNITY	\$125/M. GREER/GUES	125.00
2014	11	868	01/30/2014	MARDEL, INC.	\$125/R.WISS/GUES	125.00
2014	11	869	02/03/2014	DR. KAREN JENNINGS	FACILITATOR FEE FOR PROF. DEV.	350.00
2014	11	870	02/03/2014	JULIE OWENS	FACILITATOR FEE FOR PROF. DEV.	350.00
2014	11	871	02/03/2014	BUREAU OF EDUCATION & RESEARC	REGISTRATION FOR WORKSHOP	299.00
2014	11	872	02/03/2014	AMY MICHELLE INGLE	MILEAGE REIMB. FOR WORKSHOP	39.00
2014	11	873	02/03/2014	OAGCT	REGISTRATION/PRATT/GUES	70.00
2014	11	874	02/03/2014	CHERYL A PRATT	MILAGE REIMBURSEMENT FOR CONF	100.00
2014	11	875	02/03/2014	OFFICE DEPOT, INC.	PRINTER INK/BUSINESS/BENSON/HS	77.98
2014	11	876	02/05/2014	AMAZON.COM	SUPPLIES/SPECIAL ED	22.95
2014	11	877	02/05/2014	WAL MART COMMUNITY	SUPPLIES/G&T/GUES	250.00
2014	11	878	02/05/2014	DELL MARKETING L.P.	SUPPLIES/SPECIAL ED/COTTERAL	3,240.12
2014	11	879	02/05/2014	MELISSA ALLSBROOK	SPEECH THERAPY CONTRACT	10,000.00
Report Total :						74,635.01

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
Building 2013-2014

<i>Year</i>	<i>Fund</i>	<i>P.O. Number</i>	<i>Date</i>	<i>To Whom Issued</i>	<i>Description</i>	<i>Amount</i>
2014	21	108	01/22/2014	VOSS ELECTRIC SUPPLY CO.	LIGHT BULBS AND ELECTRICAL SUP	5,000.00
2014	21	109	01/28/2014	BRANCH'S HEATING & AIR	BLANKET/DISTRICT HVAC REPAIRS	8,000.00
2014	21	110	01/28/2014	CANADIAN VALLEY SOD	SOD FOR SOFTBALL FIELD/HS	4,850.00
2014	21	111	01/28/2014	AMSAN	CUSTODIAL & MAINT SUPPLIES	10,000.00
2014	21	112	01/28/2014	HOME DEPOT/GECF	CEILING TILE FOR DISTRICT	632.40
2014	21	113	01/28/2014	HOMETOWN RENTAL	DOWN PYMT FOR ROOF FOR FREEZE	413.00
2014	21	114	01/30/2014	HOMELAND OUTDOOR PRODUCTS	METAL ROOF FOR HS FREEZER	3,771.00
2014	21	115	02/03/2014	HANCOCK FABRICS	FOAM & FABRIC FOR WEIGHT EQUIP	274.44
2014	21	116	02/03/2014	WINNELSON COMPANY	WATER STORAGE TANK/HS	2,661.03
2014	21	117	02/03/2014	BEN CHADD	DISTRICT SNOW REMOVAL	2,500.00
Report Total :						38,101.87

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
19	07/01/2013	OKLAHOMA EMPLOYMENT SECURITY COMM	UNEMPLOYMENT FOR 2013-14	
		UNEMPLOYMENT EXPENSES FOR 2013-14	002-1000-271-100-1020-210-120	1,571.54
			002-1000-271-100-1050-210-050	-5,529.90
			002-1000-271-100-1050-210-050	1,594.46
			002-1000-271-239-1010-210-120	5,018.00
			003-1000-281-100-1010-413-120	142.21
			003-1000-281-100-1050-214-125	203.69
			Total Purchase Order	3,000.00
39	07/01/2013	BANKERS CREDIT CARD	SUPPLIES/TRAVEL FOR 2013-14	
		SUPPLIES FOR 2013-14	041-2511-619-000-0000-000-050	-106.21
			136-2490-619-000-0000-000-050	-282.94
		TRAVEL FOR 2013-14	031-2573-580-000-0000-000-050	-225.32
			Total Purchase Order	-614.47
148	07/01/2013	BANKERS CREDIT CARD	BLANKET FOR OUT OF TOWN FUEL	
		BLANKET FOR OUT OF TOWN FUEL AND REPAIRS	018-2740-623-000-0000-000-070	-333.00
			018-2740-625-000-0000-000-070	-422.21
			Total Purchase Order	-755.21
535	09/09/2013	OKLAHOMA TECHNOLOGY ASSOCIATION	OTA CONFERENCE REGISTRATION	
		OTA REGISTRATION	026-2573-860-000-0000-000-050	95.00
			Total Purchase Order	95.00
574	09/17/2013	THOMPSON SCHOOL BOOK	TEXTBOOKS/WILSON/CENTRAL	
		ADDITIONAL READING BOOKS FROM THOMPSON'S BOOK STORE 525-9458 FAX 524-5443	333-1000-644-100-1050-000-130	-577.50
		23) 978-0-328-33660-9	333-1000-644-100-1050-000-130	600.02
		24) 978-0-328-33661-6		
		33) 978-0-328-33662-3		
		23) 978-0-328-33663-0		
		27) 978-0-328-33664-7		
		NO SHIPPING, SCHOOL PICK UP		
			Total Purchase Order	22.52
680	10/24/2013	WAL MART COMMUNITY	\$125.00/R. REYNOLDS/HS	
		ENVELOPES, PENCIL SHARPENER, DRY ERASE MAKERS, PENS, PENCILS, FILING SUPPLIES, AND OTHER CLASSROOM SUPPLIES	034-1000-619-100-0000-000-705	-35.55
			034-1000-619-100-0000-000-705	33.92
			Total Purchase Order	-1.63
714	11/12/2013	MICHAEL L SIMPSON	TRAVEL EXPENSES/UVA MIDYEAR RE	
		GROUND TRAVEL, PARKING, RENTAL CAR AND MEALS	311-2573-580-271-0000-000-050	-650.00
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	311-2573-580-271-0000-000-050	386.29
			Total Purchase Order	-263.71
715	11/12/2013	CHAD B WILSON	TRAVEL EXPENSES/UVA MIDYEAR RE	
		GROUND TRAVEL, PARKING AND MEALS	311-2573-580-271-0000-000-050	-200.00
		UVA MIDYEAR RETREAT	311-2573-580-271-0000-000-050	226.72
			Total Purchase Order	26.72
716	11/12/2013	CARMEN L WALTERS	TRAVEL EXPENSES UVA MIDYEAR RE	
		GROUND TRAVEL, PARKING AND MEALS	311-2573-580-271-0000-000-050	-200.00
			311-2573-580-271-0000-000-050	226.09
			Total Purchase Order	26.09
727	11/14/2013	KAREN BETH WATKINS	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2573-580-494-0000-000-110	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2573-580-494-0000-000-110	242.41
			Total Purchase Order	-7.59
728	11/14/2013	JAMIE KAY ALEXANDER	TRAVEL UVA MIDYEAR RETREAT	

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
728	11/14/2013	JAMIE KAY ALEXANDER	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-000-0000-000-110	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-000-0000-000-110	150.00
Total Purchase Order				-100.00
729	11/14/2013	PATSY GAIL RITTER	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-110	-250.00
		TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-110	150.00
Total Purchase Order				-100.00
730	11/14/2013	AMANDA GAYLE PERRING	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-110	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-110	150.00
Total Purchase Order				-100.00
731	11/14/2013	SUSAN R DAVISON	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2573-580-494-0000-000-125	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2573-580-494-0000-000-125	247.49
Total Purchase Order				-2.51
732	11/14/2013	MARSHA L HOLDERMAN	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2573-580-494-0000-000-125	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2573-580-494-0000-000-125	150.00
Total Purchase Order				-100.00
733	11/14/2013	EMILY JESUSA TURNER	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-125	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-125	150.00
Total Purchase Order				-100.00
734	11/14/2013	LYNDSEY RAI ANN ROLLINS	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-125	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-125	150.00
Total Purchase Order				-100.00
735	11/14/2013	DOUGLAS ALLEN OGLE	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-610	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-610	218.72
Total Purchase Order				-31.28
736	11/14/2013	SHURLYN K MALTZ	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-610	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-610	150.00
Total Purchase Order				-100.00
737	11/14/2013	JOAN BERNADETTE HAGY	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-610	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-610	150.00
Total Purchase Order				-100.00
738	11/14/2013	TINA DESHAYNE WILKERSON	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-610	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-610	150.00
Total Purchase Order				-100.00
739	11/14/2013	CHRIS M LEGRANDE	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2573-580-494-0000-000-705	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2573-580-494-0000-000-705	150.00
Total Purchase Order				-100.00
740	11/14/2013	KIMBERLY ANN BARRETT	TRAVEL UVA MIDYEAR RETREAT	

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
740	11/14/2013	KIMBERLY ANN BARRETT	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-705	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-705	150.00
			Total Purchase Order	-100.00
741	11/14/2013	MONETTA DAWN FIELDS	TRAVEL UVA MIDYEAR RETREAT	
		UVA MIDYEAR RETREAT 1/8/14 - 1/11/14	511-2213-580-494-0000-000-705	-250.00
		GROUND TRAVEL, PARKING, BAGS AND MEALS	511-2213-580-494-0000-000-705	150.00
			Total Purchase Order	-100.00
776	12/02/2013	FREMAREK, INC	SUPPLIES/TRANSPORTATION	
		SUPPLIES	018-2650-612-000-0000-000-070	-133.00
			018-2650-612-000-0000-000-070	108.00
			Total Purchase Order	-25.00
783	12/09/2013	BUREAU OF EDUCATION & RESEARCH, INC	REGISTRATION/HUDSON/HS	
		REGISTRATION - WHAT'S NEW IN YOUNG ADULT	311-2213-860-271-0000-000-705	-225.00
		LITERATURE AND HOW TO USE IT IN YOUR PROGRAM:2014 - MARY HUDSON	311-2213-860-271-0000-000-705	235.00
			Total Purchase Order	10.00
789	12/11/2013	ABDO PUBLISHING	BOOKS/LIBRARY/CREED/JH	
		BOOKS	073-2220-641-000-0000-000-610	-1,296.95
			073-2220-641-000-0000-000-610	1,295.95
			Total Purchase Order	-1.00
797	12/13/2013	STAPLES ADVANTAGE	SUPPLIES/EARLY CHILD/COTTERAL	
		CLASSROOM SUPPLIES FOR EARLY CHILDHOOD	641-1000-619-239-1050-000-120	-0.21
			Total Purchase Order	-0.21
798	12/13/2013	LAKESHORE LEARNING MATERIALS	SUPPLIES/EARLY CHILDHOOD	
		JJ178 CLASSIC BIRCH LOCKING CPU CABINET	641-1000-619-239-1010-000-120	-129.00
			641-1000-619-239-1010-000-120	159.00
			Total Purchase Order	30.00
800	12/16/2013	EPS LITERACY AND INTERVENTION	SUPPLIES/ST. MARY'S	
		ITEM # 8851-W1 DECODABLE READERS VOLUME 1 GROUP SET	625-1000-619-239-1010-000-050	-253.25
			625-1000-619-239-1010-000-050	278.58
			Total Purchase Order	25.33
804	12/18/2013	SCOT R GRAHAM	MILEAGE FOR WORKSHOP	
		REBURSEMENT FOR MILEAGE FOR SCHOOL READINESS	051-2573-580-000-0000-000-120	-80.00
		WORKSHOP IN DRUMRIGHT, OK DECEMBER 18TH, 2013	051-2573-580-000-0000-000-120	56.50
			Total Purchase Order	-23.50
816	01/06/2014	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	
		1017 GALLONS UNLEADED FUEL @2.6124	019-2740-625-000-0000-000-070	-2,612.40
			019-2740-625-000-0000-000-070	2,650.41
		7049 GALLONS DIESEL FUEL @2.9813	019-2740-623-000-0000-000-070	-20,869.10
			019-2740-623-000-0000-000-070	21,019.56
			Total Purchase Order	188.47
			Total Fund	498.02

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
12	07/01/2013	ENDEX OF OKLAHOMA, INC.	BLANKET FOR REPAIRS	
		BLANKET INTERCOM AND BELL REPAIRS	013-2640-430-000-0000-000-050	-1,000.00
			013-2640-430-000-0000-000-050	1,228.21
			Total Purchase Order	228.21
31	07/01/2013	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR PARTS AND SUPPLIES	
		BLANKET PARTS AND SUPPLIES	013-2620-618-000-0000-000-050	-1,160.36
			013-2620-618-000-0000-000-050	1,577.86
			Total Purchase Order	417.50
40	07/01/2013	VOSS ELECTRIC SUPPLY CO.	BLANKET FOR ELECTRICAL SUPPLIE	
		BLANKET ELECTRICAL AND LIGHT BULBS	013-2620-618-000-0000-000-050	-804.42
			013-2620-618-000-0000-000-050	1,311.45
			Total Purchase Order	507.03
49	07/12/2013	HUGHES PAVING	BLANKET FOR SAND/MAINT.	
		SAND FOR DISTRICT	013-2630-430-000-0000-000-050	-1,640.00
			Total Purchase Order	-1,640.00
68	08/19/2013	MAC FIRE SYSTEMS, INC.	DISTRICT FIRE ALARM REPAIRS	
		FIRE ALARM REPAIRS FOR DISTRICT	013-2640-430-000-0000-000-050	-4,000.00
			Total Purchase Order	-4,000.00
70	08/22/2013	BRANCH'S HEATING & AIR	HVAC REPAIRS FOR DISTRICT	
		HEATING AND AIR REPAIRS AND SERVICE FOR DISTRICT TO INCLUDE LABOR AND MATERIAL	013-2640-430-000-0000-000-050	-170.77
			Total Purchase Order	-170.77
90	10/03/2013	BRANCH'S HEATING & AIR	HVAC REPAIRS AND SERVICE	
		HVAC REPAIRS AND SERVICE FOR DISTRICT	013-2640-430-000-0000-000-050	-8,000.00
			013-2640-430-000-0000-000-050	9,419.00
			Total Purchase Order	1,419.00
102	11/26/2013	LOGAN COUNTY COURIER	LEGAL NOTICE FOR MOWING/SPRAY	
		LEGAL NOTICE FOR MOWING AND SPRAYING QUOTES FOR DISTRICT	013-2530-540-000-0000-000-050	-12.00
			013-2530-540-000-0000-000-050	12.80
			Total Purchase Order	0.80
106	12/18/2013	LOGAN COUNTY ASPHALT CO.,INC.	SCREENINGS FOR HS OUTDOOR CLSR	
		639.64-650.00-SCREENINGS FOR HS OUTDOOR CLASSROOM WALKWAYS	013-2630-618-000-0000-000-705	-650.00
			013-2630-618-000-0000-000-705	639.64
			Total Purchase Order	-10.36
			Total Fund	-3,248.59

CHILD NUTRITION FUND 2013-2014
 Detail Change Order Listing
 As of 02/05/2014

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
4	07/03/2013	ONE STOP COPY	BLANKET FOR COPIES/CN	
		BLANKET FOR COPIES	763-3140-550-700-0000-000-050	-1,384.00
			Total Purchase Order	-1,384.00
7	07/03/2013	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/CN	
		BLANKET FOR SUPPLIES	763-3140-617-000-0000-000-050	-1,721.90
			763-3140-617-000-0000-000-050	721.90
			Total Purchase Order	-1,000.00
8	07/03/2013	WAL MART COMMUNITY	BLANKET FOR SUPPLIES/CN	
		BLANKET FOR SUPPLIES	763-3140-617-700-0000-000-050	-344.46
			763-3140-617-700-0000-000-050	582.08
			763-3140-617-700-0000-000-050	262.38
			Total Purchase Order	500.00
14	07/03/2013	HILAND DAIRY FOODS COMPANY, LLC	BLANKET FOR MILK & DAIRY/CN	
		BLANKET PO FOR DAIRY PRODUCTS	764-3150-630-700-0000-000-050	-103,219.68
			764-3150-630-700-0000-000-050	7,425.51
			764-3150-630-700-0000-000-050	75,794.17
			Total Purchase Order	-20,000.00
15	07/03/2013	CHRIS COX	BLANKET FOR PRODUCE/CN	
		BLANKET FOR FRUITS AND VEGGIES	763-3150-630-700-0000-000-050	-183.70
			763-3150-630-700-0000-000-050	3,147.25
			Total Purchase Order	2,963.55
17	07/09/2013	SOUTHWEST FOODSERVICE EXCELLENCE	FOOD SERVICE MANAGEMENT SER.	
		BLANKET PO FOR FOOD SERVICE MANAGEMENT COMPANY	763-3190-330-700-0000-000-050	-164,100.66
			763-3190-330-700-0000-000-050	16,628.31
			763-3190-330-700-0000-000-050	77,472.35
			Total Purchase Order	-70,000.00
18	07/19/2013	LABATT INSTITIONAL SUPPLY COMPANY	BLANKET FOR FOOD & SUPPLIES	
		BLANKET PO FOR FOOD AND SUPPLIES	763-3120-630-700-0000-000-050	-10,458.65
			763-3120-630-700-0000-000-050	23,817.31
			763-3120-630-700-0000-000-050	86,641.34
			Total Purchase Order	100,000.00
32	12/04/2013	CHRIS COX	BLANKET FOR FRUITS AND VEGGIES	
		BLANKET FOR FRUITS AND VEGGIES	763-3120-630-700-0000-000-050	-40,000.00
			763-3120-630-700-0000-000-050	37,000.00
			Total Purchase Order	-3,000.00
			Total Fund	8,079.55

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
01/31/2014

<u>GENERAL LEDGER ACCOUNT</u>		<u>BALANCE PER BANK STATEMENT</u>	
Balance (01/01/14)	\$451,626.22	Balance as of (01/31/14)	\$457,430.66
Add Receipts	\$ 72,097.60	Add Deposits in Transit	\$ 5,300.37
Less Checks Written	\$ 77,743.92	less O/S Checks	\$ 16,751.13
Adjustments	\$	*Adjustments/ Bank correction	\$
Bank Balance per General Ledger	\$445,979.90	Bank Balance per	\$445,979.90

Adjustment/Correction explanations:

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



 Activity Fund Clerk

2/3/14

 Date

Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 01/2014; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 801 CENTRAL FACULTY	\$677.65	\$22.75	\$0.00	\$41.73	\$658.67	\$78.01	\$580.66
Project 802 CENTRAL ACTIVITY	\$6,304.55	\$2,155.21	\$0.00	\$1,934.44	\$6,525.32	\$3,210.62	\$3,314.70
Project 803 CENTRAL PTO	\$8,716.73	\$614.43	\$0.00	\$2,458.97	\$6,872.19	\$1,544.70	\$5,327.49
Project 804 COTTERAL PTO	\$10,745.52	\$1,232.00	\$0.00	\$3,723.99	\$8,253.53	\$1,774.90	\$6,478.63
Project 805 COTTERAL ACTIVITY	\$22,391.31	\$3,611.25	\$0.00	\$1,307.40	\$24,695.16	\$3,700.40	\$20,994.76
Project 806 COTTERAL FACULTY	\$485.26	\$18.25	\$0.00	\$0.00	\$503.51	\$0.00	\$503.51
Project 808 FOGARTY PARENTS ORG.	\$8,738.52	\$3,295.50	\$0.00	\$2,532.90	\$9,501.12	\$4,098.75	\$5,402.37
Project 809 FOGARTY ACTIVITY	\$25,071.73	\$1,781.32	\$0.00	\$2,332.59	\$24,520.46	\$1,946.41	\$22,574.05
Project 810 FOGARTY FACULTY	\$533.45	\$53.25	\$0.00	\$106.70	\$480.00	\$0.00	\$480.00
Project 812 GUES ACTIVITY	\$23,785.58	\$6,061.97	\$0.00	\$7,792.69	\$22,054.86	\$12,203.80	\$9,851.06
Project 813 GUES FACULTY	\$1,038.69	\$207.75	\$0.00	\$305.16	\$941.28	\$200.00	\$741.28
Project 815 GUES PARENTS ORG.	\$20,127.84	\$1,498.17	\$0.00	\$4,687.68	\$16,938.33	\$6,778.00	\$10,160.33
Project 816 GHS SPECIAL KIDS	\$18.05	\$0.00	\$0.00	\$0.00	\$18.05	\$0.00	\$18.05
Project 817 ART JUNIOR HIGH	\$588.41	\$0.00	\$0.00	\$168.23	\$420.18	\$2,068.00	(\$1,647.82)
Project 818 JH BUILDERS CLUB	\$803.18	\$0.00	\$0.00	\$0.00	\$803.18	\$0.00	\$803.18
Project 819 ATHLETICS JUNIOR HIGH	\$9,797.67	\$4,314.95	\$0.00	\$3,628.80	\$10,483.82	\$11,344.91	(\$861.09)
Project 820 GOLF JUNIOR HIGH	\$1,535.63	\$0.00	\$0.00	\$0.00	\$1,535.63	\$468.50	\$1,067.13
Project 821 FHA JUNIOR HIGH	\$1,417.69	\$0.00	\$0.00	\$1,184.53	\$233.16	\$183.07	\$50.09
Project 822 HONOR SOCIETY JR HIGH	\$962.84	\$0.00	\$0.00	\$120.00	\$842.84	\$422.00	\$420.84
Project 823 JR HIGH ACCOUNT	\$3,915.78	\$503.00	\$0.00	\$1,957.87	\$2,460.91	\$1,057.81	\$1,403.10
Project 824 JR HIGH FACULTY	\$1,973.81	\$240.35	\$0.00	\$382.55	\$1,831.61	\$667.45	\$1,164.16
Project 825 LIBRARY JR HIGH	\$2,860.36	\$0.00	\$0.00	\$66.40	\$2,793.96	\$203.61	\$2,590.35
Project 827 CHEERLEADERS JR HIGH	\$1,568.44	\$0.00	\$0.00	\$0.00	\$1,568.44	\$81.90	\$1,486.54
Project 830 STUCCO JH	\$3,659.28	\$295.00	\$0.00	\$308.00	\$3,646.28	\$800.00	\$2,846.28
Project 831 T.S.A. JR HIGH	\$4,630.14	\$2,706.09	\$0.00	\$2,497.77	\$4,838.46	\$2,656.03	\$2,182.43
Project 832 YEARBOOK JR HIGH	\$3,090.84	\$0.00	\$0.00	\$0.00	\$3,090.84	\$0.00	\$3,090.84
Project 834 JR HIGH ACADEMIC TEAM	\$517.75	\$73.00	\$0.00	\$0.00	\$590.75	\$207.60	\$383.15
Project 850 ACADEMIC TEAM HS	\$311.70	\$0.00	\$0.00	\$50.00	\$261.70	\$0.00	\$261.70
Project 851 ART CLUB HS	\$5,807.89	\$480.47	\$0.00	\$623.48	\$5,664.88	\$366.30	\$5,298.58
Project 852 ATHLETICS HS	\$75,791.94	\$16,513.03	\$0.00	\$13,609.29	\$78,695.68	\$35,691.78	\$43,003.90
Project 853 HS CHEER	\$2,562.63	\$0.00	\$0.00	\$673.00	\$1,889.63	\$3,167.50	(\$1,277.87)
Project 855 TENNIS BOOSTER HS	\$7,738.96	\$1,505.00	\$0.00	\$1,330.00	\$7,913.96	\$3,350.00	\$4,563.96
Project 856 GHS LIBRARY	\$723.98	\$100.00	\$0.00	\$0.00	\$823.98	\$0.00	\$823.98
Project 857 YOUTH & GOVERNMENT HS	\$1,506.21	\$453.00	\$0.00	\$0.00	\$1,959.21	\$1,414.00	\$545.21
Project 858 GHS Link Crew	\$155.29	\$0.00	\$0.00	\$0.00	\$155.29	\$0.00	\$155.29
Project 859 BAND (OPERATING) HS	\$7,282.85	\$487.75	\$0.00	\$2,387.92	\$5,382.68	\$2,243.28	\$3,139.40
Project 860 CLASS OF 2016 HS	\$1,676.46	\$0.00	\$0.00	\$23.62	\$1,652.84	\$0.00	\$1,652.84
Project 861 CLASS OF 2017 HS	\$1,519.08	\$0.00	\$0.00	\$55.77	\$1,463.31	\$94.23	\$1,369.08
Project 865 CLASS OF 2012 HS	\$1,928.87	\$0.00	\$0.00	\$0.00	\$1,928.87	\$0.00	\$1,928.87
Project 866 CLASS OF 2013 HS	\$1,169.15	\$0.00	\$0.00	\$0.00	\$1,169.15	\$0.00	\$1,169.15
Project 867 CLASS OF 2014 HS	\$9,279.27	\$0.00	\$0.00	\$0.00	\$9,279.27	\$0.00	\$9,279.27
Project 868 CLASS OF 2015	\$4,651.92	\$180.00	\$0.00	\$0.00	\$4,831.92	\$499.00	\$4,332.92
Project 869 ENGLISH CLUB	\$2,107.26	\$0.00	\$0.00	\$656.66	\$1,450.60	\$97.39	\$1,353.21
Project 870 COURTESY COMMITTEE HS	\$511.19	\$30.00	\$0.00	\$144.21	\$396.98	\$157.22	\$239.76
Project 873 SPEECH HS	\$699.95	\$0.00	\$0.00	\$0.00	\$699.95	\$351.80	\$348.15
Project 874 FACULTY LOUNGE HS	\$691.43	\$69.75	\$0.00	\$0.00	\$761.18	\$50.00	\$711.18
Project 876 FFA 4H BOOSTER CLUB HS	\$13,144.99	\$0.00	\$0.00	\$1,000.00	\$12,144.99	\$13,350.00	(\$1,205.01)
Project 877 FFA HS	\$10,242.58	\$4,855.00	\$0.00	\$3,218.90	\$11,878.68	\$18,212.27	(\$6,333.59)
Project 878 FCCLA (FHA) HS	\$3,848.66	\$308.89	\$0.00	\$1,002.91	\$3,154.64	\$818.20	\$2,336.44
Project 879 FOREIGN LANGUAGE SPAN	\$1,052.54	\$0.00	\$0.00	\$147.82	\$904.72	\$0.00	\$904.72
Project 881 GHS EXTRA BASE CLUB HS	\$1,278.91	\$0.00	\$0.00	\$0.00	\$1,278.91	\$1,000.00	\$278.91
Project 882 GUTHRIE RUNNING CLUB H	\$3,608.42	\$0.00	\$0.00	\$130.00	\$3,478.42	\$135.00	\$3,343.42
Project 883 HERITAGE CLUB HS	\$1,016.48	\$0.00	\$0.00	\$0.00	\$1,016.48	\$595.80	\$420.68
Project 884 HIGH SCHOOL ACCOUNT	\$16,447.49	\$1,550.05	\$0.00	\$135.09	\$17,862.45	\$2,260.48	\$15,601.97
Project 886 HONOR SOCIETY HS	\$1,912.70	\$0.00	\$0.00	\$0.00	\$1,912.70	\$0.00	\$1,912.70
Project 888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
Project 889 KEY CLUB HS	\$598.48	\$0.00	\$0.00	\$203.00	\$395.48	\$0.00	\$395.48
Project 893 MU ALPHA THETA HS	\$620.21	\$0.00	\$0.00	\$0.00	\$620.21	\$125.00	\$495.21
Project 895 JROTC HS	\$6,065.27	\$290.00	\$0.00	\$529.75	\$5,825.52	\$740.00	\$5,085.52
Project 896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
Project 897 SOCCER BOOSTER CLUB H	\$622.89	\$0.00	\$0.00	\$518.00	\$104.89	\$0.00	\$104.89
Project 898 SCIENCE CLUB HS	\$5,697.69	\$0.00	\$0.00	\$407.06	\$5,290.63	\$1,212.72	\$4,077.91
Project 899 STUDENT COUNCIL HS	\$19,622.64	\$1,658.00	\$0.00	\$1,627.15	\$19,653.49	\$3,286.65	\$16,366.84

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 01/2014; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 900 CAMPUS BEAUTIFICATION I	\$10,278.47	\$240.00	\$0.00	\$660.73	\$9,857.74	\$820.00	\$9,037.74
Project 902 VOCAL HS	\$1,434.46	\$50.00	\$0.00	\$498.15	\$986.31	\$2,611.86	(\$1,625.55)
Project 904 YEARBOOK HS	\$13,877.42	\$1,012.00	\$0.00	\$118.42	\$14,771.00	\$170.00	\$14,601.00
Project 907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
Project 908 VOCAL TRIP ACCOUNT HS	\$3,931.04	\$4,245.00	\$0.00	\$0.00	\$8,176.04	\$0.00	\$8,176.04
Project 911 FFA BUILDING FUND	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
Project 912 GHS BUSINESS PROF OF AI	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
Project 913 DRAMA HS	\$1,266.92	\$55.00	\$0.00	\$65.21	\$1,256.71	\$702.86	\$553.85
Project 921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
Project 922 COURTESY COMMITTEE AD	\$93.87	\$0.00	\$0.00	\$0.00	\$93.87	\$100.00	(\$6.13)
Project 925 GENERAL FUND REFUND	\$5,783.84	\$120.38	\$0.00	\$0.00	\$5,904.22	\$75.00	\$5,829.22
Project 927 HALL OF FAME BANQUET	\$736.17	\$0.00	\$0.00	\$0.00	\$736.17	\$0.00	\$736.17
Project 929 SPECIAL OLYMPICS	\$21,657.30	\$117.66	\$0.00	\$522.37	\$21,252.59	\$9,295.63	\$11,956.96
Project 930 DISTRICT ELEM. PTO	\$462.67	\$0.00	\$0.00	\$287.33	\$175.34	\$0.00	\$175.34
Project 932 SUMMER SCHOOL HS	\$1,450.00	\$0.00	\$0.00	\$0.00	\$1,450.00	\$0.00	\$1,450.00
Project 933 FAVER C&C	\$339.33	\$0.00	\$0.00	\$0.00	\$339.33	\$0.00	\$339.33
Project 934 TRANSPORTATION C&C	\$2,113.67	\$1,309.00	\$0.00	\$596.02	\$2,826.65	\$759.75	\$2,066.90
Project 935 VENDING MACHINE ADMIN	\$368.09	\$24.15	\$0.00	\$98.94	\$293.30	\$386.20	(\$92.90)
Project 936 GUES HONOR CHOIR	\$308.01	\$132.00	\$0.00	\$161.60	\$278.41	\$0.00	\$278.41
Project 937 FAVER ACTIVITY	\$33.00	\$0.00	\$0.00	\$0.00	\$33.00	\$0.00	\$33.00
Project 938 NATIVE AMERICAN PARENT	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
Project 940 ADMINISTRATION MISC	\$4,457.10	\$286.08	\$0.00	\$103.47	\$4,639.71	\$650.01	\$3,989.70
Project 941 SCHOOL AGE CARE	\$578.77	\$0.00	\$0.00	\$0.00	\$578.77	\$0.00	\$578.77
Project 942 C.N. CLEARING ACCT	\$1,060.00	\$5,856.15	\$0.00	\$6,704.65	\$211.50	\$13,295.35	(\$13,083.85)
Project 943 S.A.C. CLEARING ACCT	\$430.00	\$1,485.00	\$0.00	\$1,915.00	\$0.00	\$4,085.00	(\$4,085.00)
Grand Total	\$451,626.22	\$72,097.60	\$0.00	\$77,743.92	\$445,979.90	\$177,866.75	\$268,113.15

Guthrie Public Schools

School Calendar 2014-2015

August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1st Quarter **41+4**
 2nd Quarter **42**
 3rd Quarter **49+1**
 4th Quarter **43**
 175 Days Taught
 5 Professional Days
 180 Days Total
 *School will be dismissed
 if not used for bad weather

AUGUST
 14-15-18-19 Teacher In-Service
 20 - First Day of Classes

SEPTEMBER
 1 - Labor Day

OCTOBER
 16 - End of First Quarter
 16-17 Fall Break
 23 - P/T Conf (All Schools)
 27 - P/T Conf (Cotteral, Central
 and Fogarty)
 28 - P/T Conf (GHS, GJHS, GUES)

NOVEMBER
 26-28 Thanksgiving Break

DECEMBER
 19 - End of 2nd Quarter
 Dec 22 - Jan 2 Christmas Break

JANUARY
 5 - Professional Day
 6 - Classes Resume
 9- Report Cards
 19 - Martin Luther King Day
 20,22 - P/T Conf (All Elementaries)

MARCH
 10,12 - P/T Conf (GHS and GJHS)
 13 - End of 3rd Quarter
 16-20 Spring Break

MAY
 20 - Last Day of Classes (Report Cards)
 21 - Snow Make-Up Day #1*
 22 - Snow Make-Up Day #2*
 25 - Memorial Day

Administration - 282-8900
 High School - 282-5906
 Faver Alternative - 282-5941
 Junior High - 282-5936
 Upper Elementary - 282-5924
 Fogarty Elementary - 282-5932
 Cotteral Elementary - 282-5928
 Central Elementary - 282-0352
 Child Nutrition - 282-5952
 Maintenance - 282-5944
 SAC - 282-5964
 Technology - 282-5959
 Transportation - 282-5919

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Professional Day
 Vacation Day
 Parent/Teacher Conferences
 (5:00 p.m. - 8:00 p.m.)
 Snow Make-Up Day
 (To be used in numbered order
 if days are needed)

NOTE: Any additional inclement weather days will be made up at the end of the school year

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

Guthrie Public Schools
Technology Department

Memo

To: Board of Education

From: Dee Benson



Date: January 30, 2014

Re: Technology Plan

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

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

GUTHRIE PUBLIC SCHOOLS

TECHNOLOGY PLAN

2014-2017

“Staking a Claim in our Children’s Future”

Executive Summary

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

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

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

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

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

Vision Statement

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

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

Mission Statement

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

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

The student technology objectives are:

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

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

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

Guthrie Public Schools Technology Priority Goals

Administrative Goals

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

Instructional Goals

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

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

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

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

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

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

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

Professional Development Technology Goal

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

Plans to Evaluate the Successes and/or Failures of Implementation

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

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

Impact on Curriculum, Instruction, and Evaluation

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

The impact of the plan will be observed by:

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

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

2. Renewed teacher commitment and enthusiasm to teaching and instruction

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

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

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

4. Improved curriculum and instruction with appropriate student assessment

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

5. More relevant curriculum to keep students in school

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

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

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

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

Current environment

Presently the Guthrie Public School System network is comprised of 13 sites connected by a 1GB fiber WAN. These sites are connected to the Internet by a 100 MB circuit provided by Cox Communications. All District computers have access to the Internet.

The District has consolidated all servers into the one location to save time and money.

100% of classrooms have at least one computer.

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

Technology Goals

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

Minimum Required Components

1. Strategies for improving academic achievement and teacher effectiveness –

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

2. Goals –

- a. By 2014, all students will reach high standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.
 - i. Increase reading API from 1290 to 1500
 1. Purchase assessment/screening materials/software to monitor student's progress & drive instruction.
 2. Purchase computers and PDA's at school sites.
- b. All Limited English Proficient students will become proficient in English and reach high academic standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.
 - i. Forty percent (40%) of all K-12 limited-English-proficient (LEP) students enrolled will show progress in attaining English proficiency (increasing one or more levels of proficiency established by the state).
 - ii. Ten percent (10%) of all K-12 LEP students enrolled will attain English proficiency (exiting out of ESL program).
 - iii. Ten percent (10%) of K-12 LEP students will be at or above proficient in mathematics on the State's assessment.
 1. Purchase ESL materials or supplemental instructional materials to teach LEP students.

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

3. Steps to increase accessibility –

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

4. Promotion of curricula and teaching strategies that integrate technology

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

5. Professional Development

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

6. Technology type and costs

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

7. Coordination with other resources

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

8. Integration of technology with curricula and instruction

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

9. Innovative delivery strategies

- a. Students will be offered the opportunity to participate in distance learning classes that will enhance their education. These classes will be offered as both college credit and HS credit courses. Distance learning classes will be expanded to offer opportunities for students and staff to enhance their educational experience without leaving the District.
- b. Students will have the opportunity to participate in virtual learning courses through the E2020 program.

10. Parental involvement

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

11. Collaboration with adult literacy service providers

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

12. Accountability measures

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

13. Supporting resources

- a. NWEA - MAPS
- b. Read Naturally
- c. ALCA
- d. Voyager Learning
- e. Study Island
- f. E2020

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

Guthrie Public Schools
Technology Department

Memo

To: Board of Education
From: Dee Benson, Director of Technology
Date: January 30, 2014
Re: 2014-2015 Erate

It is time to approve the contracts for next years Erate. Erate will pay 80% of the eligible costs and we are responsible for the ineligible costs and the remaining 20% of the cost.

All of this year's Erate requests are Priority One, Telecommunications and Internet services. Priority One is guaranteed to be funded as long as you apply for the funding according to the program rules. We have received this funding every year since the program began.

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

Office – 282-5959

Cell – 202-7409

Email – dee.benson@guthrieps.net

Year 17 Erate Contracts - Priority 1								
Vendor	Priority	Description	Total Cost	Ineligible	Erate Eligible	Erate Paid	OUSF Estimate	District Paid
Twotrees	1	Email\Web Hosting\Filtering	\$20,940.00	\$18,000.00	\$2,940.00	\$2,352.00		\$18,588.00
Schoolwires	1	Web Site Hosting	\$14,211.68	\$1,279.05	\$12,932.63	\$10,346.10		\$3,865.58
Onenet	1	DNS Service	\$300.00		\$300.00	\$240.00		\$60.00
COX	1	Phone & Data Services	\$348,842.40		\$348,842.40	\$279,073.92	\$40,289.64	\$29,478.84
AT&T	1	Wireless Phone Service	\$21,122.52		\$21,122.52	\$16,898.02		\$4,224.50
							Total District Cost	\$56,216.92



E-Rate Proposal for GUTHRIE INDEP SCHOOL DIST 1

January 29, 2014

To: **Dee Benson**
GUTHRIE INDEP SCHOOL DIST 1
802 E VILAS AVE, GUTHRIE, OK 73044

From: **JUDY ODEN, AT&T Sales Marketing Program Support**
225 W RANDOLPH ST, RM 07B490, CHICAGO, IL 60606
Office: (312) 364-4269
Email: jo2629@us.att.com

Introduction

In response to GUTHRIE INDEP SCHOOL DIST 1's Form 470 bid #820330001155900, I'm providing information on an AT&T solution that may meet your requirements and qualify for E-Rate funding. The solution includes the following components:

- Wireless services are a set of mobile solutions—devices, applications, and plans—that help you boost productivity, streamline operations, and improve responsiveness to your clients and colleagues.. Wireless services enable organizations to be more mobile than ever—traveling to clients, working from remote locations, using mobile devices to communicate while on the go or to connect to corporate resources. AT&T's Service Provider Identification Number (SPIN) for Wireless services (WSCA) is 143025240.

We recommend the Western States Contracting Alliance (WSCA) program and contract as the right solution for your needs. The WSCA awarded contract 1907 to AT&T through a competitive process open to all wireless vendors, and this contract is available to thousands of schools and libraries.

We use this WSCA contract to provide wireless service and products because it enables us to

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Proposal Validity Period—The information and pricing contained in this proposal is valid until 1) the parties enter into a fully executed binding contract, 2) AT&T timely withdraws the proposal, or 3) the E-Rate filing window closes for the then-current E-Rate Funding Year, whichever first occurs. **Terms and Conditions**—Unless otherwise stated herein, this proposal is conditioned upon negotiation of mutually acceptable terms and conditions. **Proposal Pricing**—Pricing proposed herein is based upon the specific product/service mix and locations outlined in this proposal, and is subject to AT&T's standard terms and conditions for those products and services and the AT&T E-Rate Rider unless otherwise stated herein. Any changes or variations in the standard terms and conditions, the products/services, length of term, locations, and/or design described herein may result in different pricing. Prices quoted do not include applicable taxes, surcharges, or fees. In accordance with the tariffs or other applicable service agreement terms, Customer is responsible for payment of such charges. **Disclaimer**—For purposes of this Proposal, the identification of certain services as "eligible" or "non-eligible" for Universal Service ("E-Rate") funding is not dispositive, nor does it suggest that this or any other services in this Proposal will be deemed eligible for such funding. Any conclusions regarding the eligibility of services for E-Rate funding must be based on several factors, many of which have yet to be determined relative to the proposed services and equipment described herein. Such factors will include, without limitation, the ultimate design configuration of the network, the specific products and services provisioned to operate the network, and the type of customer, and whether the services are used for eligible educational purposes at eligible locations. In its proposal, AT&T will take guidance from the "Eligible Services List" and the specific sections on product and service eligibility on the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company ("USAC") website www.usac.org/si. This site provides a current listing of eligible products and services, as well as conditionally eligible and ineligible services. This guidance notwithstanding, the final determination of eligibility will be made by the SLD after a review of the customer's E-Rate application for this proposal. If AT&T is awarded the bid for this project, AT&T will provide assistance on the E-Rate application solely on matters relative to the functionality of the services and products which comprise the network. Nevertheless, the responsibility for the E-Rate application is with the customer. AT&T is not responsible for the outcome of the SLD's decision on these matters. **Broadband Internet Access**—For information about AT&T's broadband internet access services, please visit www.att.com/broadbandinfo. Quote #No ROME Number



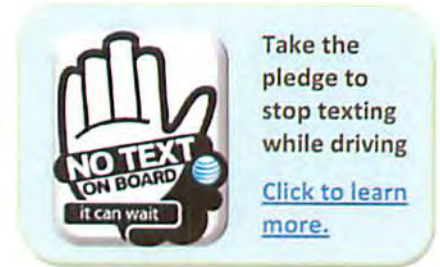


E-Rate Proposal for GUTHRIE INDEP SCHOOL DIST 1

January 29, 2014

offer rates, terms, and conditions that are far more robust than those we could offer through individual procurement efforts. You can find more information at the AT&T WSCA Program website:

<http://www.wireless.att.com/businesscenter/legal-contracts/wsca.jsp>



Features and Benefits

The solution gives you the following:

- Our devices—include a wide selection of smartphones, tablets, netbooks, e-readers, and Network-Ready Devices using Android™, Apple iOS, BlackBerry®, and Windows Phone. Additionally, LaptopConnect can wirelessly connect your laptop to the Internet at broadband speeds. For more information on the devices we offer, visit www.wireless.att.com/businesscenter/phones-devices/
- Our network—covers more than 80 percent of the U.S. population, including the top 100 U.S. markets, with mobile broadband service (check coverage in your area at www.wireless.att.com/coverageviewer/). We give you the nation's largest 4G network, including LTE and HSPA+ technologies with enhanced backhaul. We're expanding 4G LTE across our network footprint, and AT&T customers will continue to have access to fast 4G speeds even when they are outside of an LTE area.

Advantages of AT&T

Working with AT&T gives you the following advantages:

- Commitment—We're committed to exploring every alternative to meet your unique communication requirements. We take the time to learn your business and to become an extension of your staff.
- Community Focus—At AT&T, we're proud of our strong record of corporate citizenship. Annually, we contribute millions of dollars through corporate, foundation, and employee giving to support education and community programs.
- Complete Solutions—AT&T offers a wide range of solutions. We can work with a variety of communication products and can assess your needs to identify potential solutions.
- Data Network Strength—AT&T understands data transport—we own and operate world-class wireline, wireless, and IP data networks, including one of the world's most advanced and powerful IP backbones. Our networks offer local, national, and global coverage.



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E-Rate Proposal for GUTHRIE INDEP SCHOOL DIST 1

January 29, 2014

- Leadership—When you choose AT&T, you'll be working with a global communication leader whose world-class network can provide tomorrow's business solutions.
- E-Rate Experience—AT&T has participated in the E-Rate program for schools and libraries since the program's inception in 1998, and we're one of the program's largest service providers. We're proud to bring our technology, expertise, E-Rate knowledge, and education experience to your school or library, helping expand affordable access to advanced telecommunication services. For more information about AT&T and its participation in the E-Rate program, go to www.att.com/erate and download the E-Rate brochure.

Expert Support

We support you through our world-class customer-care operation that's conveniently accessible to you via

- **Personal Relationships**
 - Account management—sales, care, and support teams trained to work with organizations like yours
 - Stewardship—a process in which we periodically review your wireless accounts and recommend strategies to maximize your benefits
- **Technical Specialists**
 - Technical Support—available 24x7 to help you with your wireless voice and data services
 - Mobility application consultants—specialists who evaluate mobility applications
- **AT&T Premier Enterprise Portal**
 - Customizable, self-service site—available on the web 24x7 with secure access: <https://www.wireless.att.com/business/>
 - Online account management tools—make billing, reporting, and ordering fast and easy
 - Customer support—includes Click-to-Chat, help topics and tutorials, and phone





E-Rate Proposal for GUTHRIE INDEP SCHOOL DIST 1

January 29, 2014

Solution Pricing

Note: MRC = monthly recurring charge

Mobility CRU Voice & Data (E-Rate) (Month to Month Term)

Item	Description	Qty	MRC	Total MRC
Mobility CRU Gov Voice Plan	Gov Pooled Plan /Subscriber/300 Voice Pooled minutes, Unlimited AT&T Mobile to Mobile, 5,000 N/W	10	\$ 24.00	\$ 240.00
Mobility CRU Gov Bundle (Voice/Data/Text)	Gov Pooled Bundle/Subscriber/400 pooled voice minutes with 5,000 NW, unlimited web browsing, email, unlimited text messaging and unlimited AT&T Mobile to Mobile	25	\$ 49.61	\$ 1,240.25
Mobility CRU Gov Voice Plan	National Flat Rate / Per Subscriber/ Includes 1,000 AT&T M2M, 1,000 N/W, \$0.10 per minute for all regional calls	4	\$ 12.99	\$ 51.96
Mobility CRU Gov Data Plan	AT&T iPad / Stand Alone / Unlimited usage	6	\$ 38.00	\$ 228.00
TOTAL	Total voice pooled minutes = 13,000			\$ 1,760.21

WSCA 1907 PA Agreement Number 1757492

The pricing does not include taxes, surcharges, overages, equipment, or any additional applicable fees. You may also choose to stay on the current rate plan and features that you have with AT&T.

To locate our current wireless device line up, follow this link:

<http://www.wireless.att.com/businesscenter/phones-devices>

Once you have selected AT&T as your provider, you will be able to log in and purchase equipment from this site.

Signature

Date

Print

Title



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Cox Account Rep:	Kathy Williams	Cox System Address:	6301 Waterford Blvd., Suite #200
Phone Number:	405-286-5317		Oklahoma City, OK 73118
Fax Number:	405-286-5355		

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	Guthrie Public Schools	Full Name:	Dee Benson
Street Address:	802 E VILAS	Billing Contact:	405-282-5959
City/State/Zip:	Guthrie, OK 73044	Fax:	
Billing Address:		Contact Number:	405.282.5959
City/State/Zip:		Email Address:	d.benson@guthrie.k12.ok.us
Cox Account #:	131-0640306-01		

Taxes and Fees Not Included

Service Address: 802 E VILAS, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640306-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	6	6	\$17.00	60	RN	\$102.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	6	6	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 100 Mb UNI - Intrastate	1	1	\$1,100.00	60	RN	\$1,100.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie Public Schools:		MRC:	\$2,902.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 702 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640298-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	1	1	\$17.00	60	RN	\$17.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	1	1	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie PS - upper Elementary:		MRC:	\$1,717.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 200 E HARRISON, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640299-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	2	2	\$17.00	60	RN	\$34.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	2	2	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie PS - football Stadium (Jelsma):		MRC:	\$1,734.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 2001 W NOBLE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640303-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	1	1	\$17.00	60	RN	\$17.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	1	1	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie PS - Cotteral:		MRC:	\$1,717.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 321 E NOBLE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640304-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	1	1	\$17.00	60	RN	\$17.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	1	1	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Central:			MRC:	\$1,717.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 300 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640308-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service		1	\$17.00	60	New	\$17.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate		1	\$0.00	M-M	New	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
- Telephony Install Fee		1	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - BFC:			MRC:	\$1,717.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 300 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640308-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - BFC:			MRC:	\$1,700.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 1021 E PERKINS, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640309-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	1	1	\$17.00	60	RN	\$17.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	1	1	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Faver:			MRC:	\$1,717.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 902 N WENTZ, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640311-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	1	1	\$17.00	60	RN	\$17.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	1	1	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Fogarty:			MRC:	\$1,717.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 705 E OKLAHOMA AVE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640312-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	2	2	\$17.00	60	RN	\$34.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	2	2	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - JR HI:			MRC:	\$1,734.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 200 CROOKS DR BLDG FIVE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640316-01, 131-0643646-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	4	4	\$17.00	60	RN	\$68.00	
Expert PRI Facility	1	1	\$160.00	60	RN	\$160.00	
PRI 2-way Trunk Channel	23	23	\$19.75	60	RN	\$454.25	
Block of 100 DID Numbers	1	1	\$20.25	60	RN	\$20.25	
Block of 20 DID Numbers	1	1	\$8.70	60	RN	\$8.70	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	2	1	\$0.00	M-M	RN	\$0.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	3	4	\$0.00	M-M	Amendment	\$0.00	
Split Local Loop Flag	1	1	\$0.00	M-M	RN	\$0.00	
Cox Optical Internet 500mb		1	\$4,785.00	60	New	\$4,785.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for guthrie ps - technology:			MRC:	\$7,196.20	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 200 CROOKS DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640319-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Digital Telephone Service	6	6	\$17.00	60	RN	\$102.00	
Cox Outbound Long Distance - \$0.012 Interstate / \$0.026 Intrastate	6	6	\$0.00	M-M	RN	\$0.00	
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for guthrie ps - HS:			MRC:	\$1,802.00	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 321 E GRANT, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640313-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro Ethernet Fiber - 1 Gb UNI - Intrastate *	1	1	\$1,700.00	60	RN	\$1,700.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS- Indoor Baseball:			MRC:	\$1,700.00	NRC:	\$0.00	Equipment Cost: \$0.00
Totals for all Accounts :			MRC:	\$29,070.20	NRC:	\$0.00	Equipment Cost: \$0.00

If you are an Ethernet customer, please initial below.						Merge Bill	
<input type="checkbox"/> Inter-State Service. By initialing here and signing below, Customer represents that at least 10% of the traffic on the designated circuit(s) is Inter-State in nature or is Internet traffic.						Yes	

Special Conditions	
Promotion Details	
<p>- Thank you for your business! As a valued Cox Business Customer, we would like to offer additional services to help your business grow. Cox Media consultants provide media solutions to help reach your audience more effectively and efficiently with advanced cable and digital advertising products. Call toll free 1-855-MEDIAMX (1-855-633-4269) or mediamx@coxmedia.com today for more information.</p> <p>By signing this Agreement, you represent that you are the authorized Customer representative and the information above is true and correct. This Agreement binds Customer to the terms and conditions attached to this Agreement and any other terms and conditions applicable to the Services selected above, including without limitation, the Cox tariffs, Service Guides, state and federal regulations, the General Terms located at http://ww2.cox.com/aboutus/policies/business-general-terms.cox, and the Cox Acceptable Use Policy (the "AUP"). Customer acknowledges receipt and acceptance of the AUP and the General Terms by signing this Agreement. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The prices above do not include applicable taxes, fees, assessments or surcharges which are additional and may change. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. Cox may withdraw this proposal at any time prior to Customer's signature. If, within thirty (30) days after Customer's signature below, Cox determines that Customer's location is not serviceable under Cox's normal installation guidelines, Cox may terminate this Agreement without liability. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Services shall be subject to price increases for the remaining Term. Both parties agree that each party may use electronic signatures to sign this Agreement. Unless otherwise agreed to by the parties in a written amendment to this Agreement, Customer shall satisfy the MRC set forth above for the duration of the Term. Cox may charge Customer a termination fee equal to the amount of the MRC reduction resulting from a partial termination of a Service multiplied by the number of months remaining in the Term. If Cox performs any work including construction or incurs any costs to provide Service to Customer and Customer cancels this Agreement prior to Service installation, Customer shall be liable for Cox's reasonable costs in addition to any other termination charges. I acknowledge that I have read and understand the 911 disclosures in Section 2 of the Service Terms.</p>	
Customer Authorized Signature	CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature
Signature:	Signature:
Print:	Print:
Title Position:	Title Position:
Date:	Date:

The terms and conditions set forth on the Cover Page and below (the "Service Terms"), together with the Additional Terms and Conditions available at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox> (the "General Terms" and collectively with the Service Terms and any other policies and terms incorporated by reference in the Service Terms, this "Agreement"), will govern Customer's use of the services identified on the attached cover page, or if in the Cox Business e-commerce environment, as selected above (the "Cover Page") (each a "Service").

1. Tariffs/Service Guide If Customer is purchasing any Services that are regulated by the FCC or any state regulatory body ("Regulated Services"), then Customer's use of such Regulated Services is subject to the regulations of the FCC and the regulatory body of the state in which the Customer location receiving these Regulated Services is located (which regulations are subject to change), as well as the rates, terms, and conditions contained in tariffs on file with state and federal regulatory authorities. For states where the Regulated Services are de-tariffed, Regulated Services are provided pursuant to the rates, terms and conditions for the Cox Service Guide for that State (the "SG"), which may be found at <http://ww2.cox.com/business/voice/regulatory.cox> and which such terms are incorporated herein by reference. Cox may amend such tariffs (and if applicable, the SG) and the Regulated Services shall be subject to such tariffs (or if applicable, the SG), as amended. Customer must disclose to Cox if Customer intends to use the Regulated Services with payphone service. The tariffs and the SG contain cancellation or termination fees due in the event of cancellation or termination (including partial termination) of a Regulated Service prior to the Term selected on the Cover Page. Termination fees include, but are not limited to, nonrecurring charges, charges paid to third parties on behalf of Customer, and the monthly recurring charges for the balance of the Term.

2. PBX Usage and E911 Services PLEASE REVIEW THE FOLLOWING WEBSITE FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES: <http://ww2.cox.com/business/voice/regulatory.cox>, in addition to the information about PBX Service and e911 Service in Section C13 of the General Terms. ONLY THE EMTA WILL HAVE BATTERY BACKUP PROVIDED BY COX. CUSTOMER IS RESPONSIBLE FOR BATTERY BACKUP FOR THE IAD, ESBC, ATA AND ALL CUSTOMER EQUIPMENT. IN THE EVENT OF A POWER OUTAGE, CUSTOMER'S TELEPHONE SERVICE USING AN EMTA WILL CONTINUE TO OPERATE AS USUAL FOR UP TO EIGHT HOURS WITH THE BACKUP BATTERY PROVIDED BY COX. THE DURATION OF SERVICE DURING A POWER OUTAGE USING AN IAD, ATA, and ESBC WILL DEPEND ON CUSTOMER'S BATTERY BACKUP CHOICE. IF THE EMTA, ATA, ESBC OR IAD THAT SUPPLIES YOUR TELEPHONE SERVICE IS DISCONNECTED OR REMOVED AND/OR THE BATTERY IS NOT CHARGED OR IS DAMAGED, SERVICE, INCLUDING ACCESS TO 911 OR E911, WILL NOT BE AVAILABLE. COX SHALL NOT BE RESPONSIBLE OR LIABLE FOR ANY FAILURE TO RECEIVE SERVICE OR FOR THE FAILURE OF ANY 911 OR E911 CALL IF CUSTOMER REMOVES OR DISCONNECTS THE EMTA, ATA, ESBC OR IAD OR IF CUSTOMER FAILS TO CHARGE THE BATTERY FOR SAID DEVICES AT ANY TIME DURING THE TERM OF THIS AGREEMENT. COX USES YOUR TELEPHONE SERVICE ADDRESS TO IDENTIFY YOUR LOCATION FOR E911 SERVICE. IF THE EMTA, ATA ESBC AND/OR IAD INSTALLED IN YOUR BUSINESS IS MOVED, THE E911 DISPATCH MAY NOT RECEIVE YOUR CORRECT ADDRESS. PLEASE NOTIFY COX IF YOU WOULD LIKE TO MOVE OR RELOCATE YOUR TELEPHONE SERVICE. IT CAN TAKE UP TO 2 BUSINESS DAYS FOR YOUR NEW ADDRESS TO BE UPDATED.

3. Service Start Date and Term This Agreement shall be effective upon execution by the parties. The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth on the Cover Page; provided that if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages resulting from delays in meeting service dates due to construction delays or reasons beyond its control. If Customer delays installation for a period of three (3) months or longer after the parties' execution of this Agreement, Cox reserves the right to terminate this Agreement immediately at any time thereafter and Customer shall be responsible for the full amount of construction costs and any other related costs incurred by Cox as of the date of termination. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

4. Termination Customer may terminate any Service before the end of the Term selected by Customer on the Cover Page; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay a termination fee equal to the nonrecurring charges (if unpaid) and 100% of the monthly recurring charges for the terminated Service(s) multiplied by the number of full months remaining in the Term. This provision survives termination of the Agreement. If Cox is delivering Services via wireless network facilities and there is signal interference with any such Service(s), Cox may terminate this Agreement without liability if Cox cannot resolve the interference by using commercially reasonable efforts.

5. Payment Customer shall pay for all monthly Service charges, plus one-time set-up, installation and/or construction charges. Unless stated otherwise herein, monthly charges for Services shall begin upon installation of Service, and installation charges, if any, shall be due upon completion of installation. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. Customer acknowledges and agrees that if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described in Section 5, above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

6. Service and Installation Cox shall provide Customer with the Services identified on the Cover Page and may provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any facilities or equipment installed or provided by Cox (the "Cox Equipment"). Customer may use the Services for any lawful purpose, provided that such purpose (a) does not interfere or impair the Cox network or Cox Equipment and (b) complies with the AUP. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of the related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services shall be subject to the AUP at <http://ww2.cox.com/aboutus/policies/business-policies.cox>, which is incorporated herein by reference. Web hosting customers may view the AUP by clicking on the control panel. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance.

7. E-Rate Customers If Customer is an educational institution, library or other entity that qualifies as an applicant seeking reimbursement under the Federal Universal Service Fund Schools and Libraries Program (collectively, "E-Rate Customers"), the additional terms in Section C9 of the General Terms will apply.

8. General Terms The General Terms are hereby incorporated into this Agreement by reference. Cox, in its sole discretion, may modify, supplement or remove any of the General Terms from time to time, without additional notice to Customer, and any such changes will be effective upon Cox publishing such changes on the website listed above. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

9. LIMITATION OF LIABILITY COX AND/OR ITS AGENTS SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX OR ITS AGENTS BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR ITS PROVISION OF THE SERVICES.

10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. INTERNET SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

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

E-Rate Funding Year 2014



SPIN 143015254
FCC RN 001199307
MTM – INTERNET ACCESS
(Month to Month service -- no contract needed)

GUTHRIE ISD

Proposal Contingent upon E-Rate Funding

Internet Access Service	Monthly\$	Annual\$
Web/Email		\$300

- Unlimited e-mail services, web hosting.

Proposed By:

Ami Layman

Assistant Director of Administration
OneNet
PO Box 108800
Oklahoma City, OK 73101-8800
(888) 566-3638

Accepted By:

Authorized Signature

Date

If you select OneNet as your provider, please sign and date this with your allowable contract date based on your 470 posting. THIS IS FOR YOUR ERATE RECORDS and Item 21 Attachment. Please contact OneNet when you are ready to order services.



330 Innovation Blvd., Suite 301
State College | PA 16803 | USA
814.689.1046
www.schoolwires.com

Guthrie Public Schools- E-Rate Overview

Guthrie Public Schools 802 E. Vilas Ave Guthrie, OK 73044	Schoolwires SPIN: 143027372
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E-Rate Overview				
	One-Time Ineligible	Annual Cost	E-Rate Eligible Annual Cost	E-Rate Ineligible Annual Cost
Centricity2 Essential		\$14,211.68	\$12,932.63	\$1,279.05
	\$0.00	\$14,211.68	\$12,932.63	\$1,279.05

Signature

Date

Print

Title



January 29, 2014

Guthrie Public Schools
Attn: Dee Benson

Dear Dee,

Thank you for the opportunity to provide our Services for your school district.

Pricing is as follows:

Firewall Management Services Basic Services \$200.00 per month/2,400 per year

Firewall Management Services including the following

Twotrees Technologies a Managed Firewall Service delivers proactive 24X7 management and monitoring of your firewall architecture. It ensures that your firewall architecture is working in accordance with standard security requirements and educational needs. It is monitored around the clock by a team of certified Security Engineers who can perform additional analysis and management tasks using well designed processes for all monitoring and management activities.

The Service includes updates to the firewall architecture based on vendor released patches; administers changes to our firewall security policy; review and analyze logs for suspicious and malicious events; and report on traffic patterns and usage.

Twotrees Enterprise e E-mail services: \$245.00 per month/2,940.00 per year

- Spam filtering/tagging Options \$2.00 per month
- Virus Scanning \$1.50 per month
- No overhead
- Browser based (available anywhere)
- Secured Mail Relay
- Multiple Domain Management
- Student user restrictions available (stripping attachments, restriction of sending and receiving domains)
- Calendar \$1.50 per month
- No advertising
- Archiving capability Not utilized
- 8X5 M-F Live 800 number Tech Support

Shelterbelt Internet Management System II

Filtering Services Include:

- Twotrees continued monitoring and support
- Client can also make changes to their own filtering rules
- Application layer filtering-example block just posting in facebook vs all of facebook
- Unified Threat Management-One console to manage filtering/firewall
- Browser login to authenticate IPads
- Bandwidth management per application
- Twotrees managed conversion
- Includes Shelterbelt Reporting Tool

\$1,300 per month/15,600.00 per year

\$1,745.00 per month/20,940.00 per year

Twotrees Technologies' SPIN number is 143004463. If you need additional questions answered to complete the 471 E-rate application, just give me a call at 1-800-364-5700.

Sincerely,
Susie D. Smith
K-12 Product Specialist

Signature

Date

Print

Title

MEMORANDUM:

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

FROM: Eldona Woodruff, Gifted and Talented District Coordinator

SUBJECT: Approval of Revisions to Local Gifted Educational Plan

DATE: January 30, 2014

At a meeting of the Local Gifted and Talented Committee on September, 26, 2013, the team made recommendations for revisions to the local Gifted Educational Plan. The committee requested team members Eldona Woodruff and Kim Barrett to work on these revisions. The revisions were completed and the Gifted Educational Plan was submitted to the Oklahoma State Department of Education on October 14, 2013. We received notice on January 24, 2014, that the plan has been approved by the State Department of Education. The Gifted Educational Plan must now be approved by the Board of Education and the Local Advisory Committee. Attached are the Proposed Revisions and the revised Gifted Educational Plan.

Thank you.



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

January 24, 2014

Dr. Mike Simpson, Superintendent
Guthrie Public Schools
802 East Vilas Avenue
Guthrie, OK 73044-5228

Dear Superintendent Simpson:

We have evaluated your revised Gifted Educational Plan (GEP) update. We have found it to be in compliance with State Board of Education regulations. Please note that your GEP must also be approved by the Local Advisory Committee and Board of Education of Guthrie Public Schools before implementation.

Your plan will be on file in our office for public inspection upon request. Should you wish to make changes to your plan in the future, please send the amendments and a new GEP to our office.

If you have questions or need assistance in regard to your GEP or other gifted and talented education requirements, please call me at (405) 521-4287.

Sincerely,

Timmie Spangler, Director
Gifted and Talented Education

ts

cc: Eldona Woodruff

GIFTED EDUCATIONAL PLAN
Guthrie Public Schools
Guthrie, Oklahoma

Introduction

An important goal of the Guthrie Public Schools is to identify and provide appropriate educational experiences for those students who give evidence of high performance capability in areas such as intellectual, creative, artistic, or leadership capacity, or in specific academic areas, and who require learning opportunities or experiences not ordinarily provided by the school in order to fully develop such capabilities.

Initiatives to provide those appropriate educational experiences will include:

- ❖ Assessing the instructional level of identified students and considering the unique learning characteristics of each child,
- ❖ Expanding curriculum opportunities to allow gifted students to move through the core curriculum at the appropriate flexible pace,
- ❖ Providing differentiated curriculum to meet unique needs,
- ❖ Appropriately matching the programs and support services to the individual and;
- ❖ Structuring learning environments that address the unique needs of gifted students and accommodate a variety of learning rates and styles.

I. Identification of students for gifted educational programming

- a. Site committee on gifted educational programming
 - 1. The committee at each school site will include the site coordinator for gifted programming who will be the site principal or his/her designee, plus teachers, counselor and others as appropriate.
 - 2. The committee coordinates and uniformly implements the process for identification and communicates these procedures to the entire school staff consistent with this Gifted Educational Plan, State Board of Education regulations and state statutes.
- b. Process for identifying students
 - 1. Procedures used in the identification process will be non-discriminatory with respect to race, economic background, national origin or handicapping condition.
 - 2. Nominations will be sought from a wide variety of sources.
 - a. Professional educators
 - b. Parents
 - c. Community members
 - d. Peers
 - e. Self
 - f. Others as appropriate

3. Data will be collected on nominated students.
 - a. Testing Methods
 1. Standardized tests of intellectual ability. These may be either individual or group administered tests.
 2. Standardized norm-referenced achievement tests
 2. State mandated criterion-referenced tests.
 3. Grades and evidence of student classroom performance or ability.
 4. Other as appropriate
 - b. Non-testing Methods
 1. Checklist rating the behavioral characteristics of superior students
 2. Student work portfolios
 3. Student achievement outside the school's curriculum
 4. Teacher recommendation
 5. Other as appropriate
4. Site committee analyzes data and makes placement decisions.
 - a. A score in the top 3% on a nationally standardized test of intellectual ability according to the law of the State of Oklahoma results in automatic placement into appropriate gifted programming options with parental approval.
 - b. Students' placement decisions in the capability areas will be based on multiple criteria. No single criterion or cut-off score will be used to exclude a student from needed educational programming. All areas under 3.a. and at least some of the areas under 3.b. above will be used for data collection in Guthrie Public Schools.
 - c. Uniform identification procedures will be used to identify students for specific gifted educational programming options.
 - d. To allow for the unbiased assessment of all cultural and economic backgrounds, a committee decision for placement may be made based on referral, student product or performance, appropriate checklists and other relevant information. The committee on gifted education may authorize the use of alternative assessment procedures when appropriate for a student.
 - e. Placement will be made in programming options appropriate to the student's educational needs, interest and/or abilities agreed upon by the District Committee with parental approval.
 - f. Instructionally useful information about individual students obtained during the identification process will be

communicated to the appropriate members of the instructional staff regardless of final placement.

5. Identification of gifted students is an ongoing process extending from year of entry through twelfth grade.
 - a. Opportunities will be provided for students to be considered for placement in gifted programs throughout their school experience.
 - b. Identification of students based on a nationally standardized test of intellectual ability will be valid for the student's educational experience.
 - c. Students who were identified as gifted and talented in another school district will be considered for identification and placement by the site committee in a timely manner.
 - d. Evaluation of the appropriateness of student's placement in gifted educational programming will be ongoing.
 - e. Students may be removed from a programming option which is not meeting their educational needs following a conference with parents. Written parental permission will be secured if the student has scored in the top 3% of the standardized test of abilities before a student is removed from the program.
 - f. Students whose needs are not met by current placement will be considered for other programming options which may be more appropriate to their needs.
 - g. Strict confidentiality procedures, as elsewhere defined in local board policy, will be followed in regard to records of placement decisions and data on all nominated students.
 - h. Records of placement decisions and data on all nominated students will be kept on file for a minimum of five years or as long as needed for educational decisions.

6. The identification and placement process includes parental involvement.
 - a. Parents will be asked to grant written permission for individual testing.
 - b. An additional evaluation will be available upon request.
 - c. Parents will be given written notice that their child has been identified for placement in gifted educational programming.
 - d. Parents will be provided with a summary of the gifted educational programming to be offered their child.
 - e. Parents may appeal a placement decision with which they disagree. Appeal will be made to the site committee. Further appeals may be made to the district program coordinator and district committee.

II. Differentiated Education

A. Differentiated education includes multiple programming options and curriculum which is modified in pace, breadth and depth.

1. Programming Options

- a. Programming options will be coordinated by the site gifted education coordinator and committee to guide the development of gifted students from the time they are identified through graduation from high school.
- b. Students will be placed in programming options based on their abilities, needs and interest.
- c. Gifted child educational programming is ongoing and a part of the school schedule. Students will be provided an appropriate differentiated education within three weeks of identification.

2. Curriculum

- a. Curriculum for the gifted extends or replaces the regular curriculum
- b. Curriculum is differentiated in content, process and/or product.
 1. Content is differentiated in breadth, depth and/or pace.
 2. Processes for gifted students stress creativity and higher level thinking skills.
- c. Curriculum is planned to assure continuity.

B. Appropriate learning opportunities will be provided for identified gifted students at each school site through a site developed program which is an integral part of the total school program.

1. Every school site will complete a site gifted plan for the following year by May 15 each year. Each school will draft their plan and send it to the district office so the district plan can be developed from theirs.
2. Each site will plan curriculum opportunities to allow students to move through the curriculum at the appropriate flexible pace, provide differentiated curriculum to meet unique needs, and facilitate academic/social support.
3. When appropriate, differentiation will occur in content, process, product and learning environment.
4. Staff development opportunities will be an integral component of the program.

- C. Site plans will include selections from appropriate flexible pacing, enrichment, academic/social support and staff development. Components that will be incorporated into the site based plan will be selected from one or more of the following:

1. Elementary Gifted Plan

- a. Appropriate Flexible Pacing may include one or more of the following service deliveries per site:
- Individualization of Instruction – Instruction of an individual student focused on the specific educational needs of that student.
 - Proficiency Based Promotion – Elementary students advancing one or more levels in a curriculum area by demonstrating proficiency at the 90% level on Guthrie public School Board approved assessments.
 - Differentiated or Enriched Classes – Include differentiated curriculum and accelerated content designed for able students. These classes will not be limited to identified gifted students, but will also include other able students to allow interaction with age appropriate peers who do not score only in the top 3%
 - Independent Study – Individually contracted in-depth study of a topic; also a course of unit study taken
 - Continuous Progress – The content and pacing of curriculum and instruction are matched to students’ abilities and needs. Students move ahead on the basis of mastery.
 - Cluster Groups – any classroom with a group of identified able learners purposefully organized to provide planned differentiated instruction most of the time.
 - Instructional groups – any group of identified able learners organized to provide planned differentiated instruction in curriculum areas.
 - Cross Grade Groups – Opportunity for a student to work in an advanced grade-level setting with one or more students sharing a similar readiness for learning task and performance expectations.
 - Curriculum compacting – A system designed to adapt the regular curriculum to meet the needs of above average students by either limiting previously mastered work or streamlining work that may be mastered at a faster pace. The time gained may be used to provide students with appropriate enrichment and/or acceleration experiences.

- Acceleration – Administrative practices designed to allow students to progress through the curriculum and/or grade levels at a rate faster than the average.
 - Dual Enrollment – Qualified students taking middle level or high school courses while at the middle level.
- b. Enrichment may include one or more service deliveries per site:
- Enrichment of Content in the Regular Classroom – Experiences provided in regular classrooms that are supplemental to the established curriculum and which are purposefully planned with the needs, interests and capabilities of particular students in mind. Appropriate enrichment experiences are not a repetition of material.
 - Learning Centers
 - Guest Speakers
 - Independent Study
 - Junior Great Books
 - Mentorship’s - A program which pairs individual students with someone who has advanced skills and experiences in a particular discipline and can serve as a guide, advisor, counselor and role model
 - Seminars – Special short-term sessions where students focus on one area of study.
 - Resource Room – A class for students released from their regular classroom on a scheduled basis to work with a teacher trained in the education of the gifted.
 - Creative and Academic Competition – Organized opportunities for students to enter local, regional, state or national contests in a variety of areas. Examples may include:
 - Science Fair
 - Geography Bee
 - Invention Convention
 - Math Olympiad
 - Odyssey of the Mind
 - Other
 - Interest Groups – any group organized from one or more classrooms on the basis of interest in a topic; usually short term in duration.
 - Differentiated or Enriched Classes – Include differentiated curriculum and accelerated content designed for able students. These classes will not be limited to identified gifted students, but will also include other able students to allow interaction with age appropriate peers who do not score only in the top 3%

- c. Academic/Social Support may include one or more service deliveries per site:
- Guidance and counseling – Planned activities, sessions and policies that assist gifted and talented students in planning their academic career in-school and after high school, and that also address the specific social-emotional needs of the gifted including underachievement.
 - Special career days will be incorporated into some site schedules designed to assist students in planning their academic career in school and after high school
 - Career units will be taught at some sites throughout the school year encouraging students to begin planning for their future.
- d. Staff Development
- Examples of programs may include:
- Implementation of Guthrie School District Gifted Program
 - Components of Appropriate Flexible pacing
 - Integrated Curriculum/Thematic Units
 - Learning Styles
 - Higher Level Thinking Skills
 - Problem Finding and Problem Solving
 - Other

2. Middle Level Gifted Plan

- a. Appropriate Flexible Pacing may include one or more of the following service delivery methods:
- Individualization of Instruction – Instruction of an individual student focused on the specific educational needs of that student.
 - Proficiency Based Promotion – Middle level students advancing one or more levels in a curriculum area by demonstrating proficiency at the 90% level on Guthrie Public School Board approved assessments.
 - Differentiated or Enriched Classes – Include differentiated curriculum and accelerated content designed for able students. These classes will not be limited to identified gifted students, but will also include other able students to ensure in action with age appropriate peers other than those scoring only in the top 3%.

- Independent Study – Individually contracted in-dept study of a topic; also a course or unit of study taken through an individual arrangement.
 - Continuous Progress – The content and pacing of curriculum and instruction are matched to students’ abilities and needs. Students move ahead on the basis of mastery.
 - Cluster Groups – Any classroom with a group of identified able learners purposefully organized to provide planned differentiated instruction most of the time.
 - Instructional Group – Any group of identified able learners organized to provide planned differentiated instruction in a curriculum area.
 - Cross Grade Groups – Opportunity for a student to work in an advanced grade-level setting with one or more students sharing a similar readiness for the learning task and performance expectations.
 - Curriculum Compacting – A system designed to adapt the regular curriculum to meet the needs of above average students by either elimination previously mastered work or streamlining work that may be mastered at a faster pace. The time gained may be used to provide students with appropriate enrichment and/or acceleration experiences.
 - Acceleration – Administrative practices designed to all students to progress through the curriculum and/or grade levels at a rate faster than the average.
 - Dual Enrollment – Qualified students taking high school courses while at the middle level.
- b. Enrichment may include one or more of the following services deliveries:
- Enrichment of Content in the Regular Classroom – Experiences provided in regular classroom – Experiences provided in regular classrooms that are supplemental to the established curriculum and which are purposed fully planned with the needs, interest and capabilities of particular students in mind. Appropriated enrichment experiences are not a repetition of material. Examples include:
 - Learning centers
 - Guest Speakers
 - Independent study
 - Junior Great Books

- Mentorship – A program which pairs individual students with someone who has advanced skills and experiences in a particular discipline and can serve as a guide, advisor, counselor and role model.
- Seminars – Special short-term sessions where students focus on one area of study.
- Resource Room – A class for students release from their regular classroom on a scheduled basis to work with a teacher trained in the education of the gifted.
- Creative and Academic Competition – Organized opportunities for students to enter local, regional, state or national contest in a variety of areas. Examples may include:
 - Science Fair
 - Geography Bee
 - Invention Convention
 - Math Olympiad
 - Odyssey of the Mind
 - Engineering Fair
 - Math counts
 - National History Day
 - Academic Bowl
- Interest Groups – Any group organized from one or more classrooms on the basis of interest in a topic; usually short term in duration:

- c. Academic/Social Support may include one or more of the following services deliveries:
- Duke Talent Search – Conducted by Duke University to identify academically talented youth and inform them about their abilities and academic options.
 - Guidance and Counseling – Planned activities, sessions and policies that assist gifted and talented students in planning their academic career in school and after high school, and that also address the specific social-emotional needs of the gifted including underachievement.
- d. Staff Development may include one or more of the following:
Examples include:
- Implementation of Guthrie School District Gifted Program
 - Components of Appropriate Flexible Pacing
 - Integrated Curriculum/Thematic Units
 - Learning Styles

- Higher Level Thinking Skills
- Problem Finding and Problem Solving

3. High School Gifted Plan

- a. Appropriate Flexible Pacing may include one or more of the following service deliveries:
 - Individualization of Instruction – focus of instruction will be on the specific educational needs of the individual student.
 - Proficiency Based Promotion – Available to All students as outlined in the Parent Student Handbook. Students demonstrating mastery at the ninety-percent level will be promoted to the next appropriated level.
 - Honors, Differentiated ~~on~~ or Enriched Classes – Include differentiated and accelerated content. These classes are not limited to gifted students, but they will include other able students to ensure integration of age appropriate peers other than those scoring in the top 3%. In order to meet the College Board’s national specifications, the high school has open enrollment in these courses. Any student who wishes to accept the challenge of these more intensive courses will be allowed to enroll. ~~Because these courses are more intensive than on-level classes, students receive a five percent (5%) bonus at the end of the semester.~~ **Honors courses will have five points added to the percentage grade and will not be weighted. To receive the additional 5 percentage points, students must maintain at least a 60% or higher in the course. Beginning with the Class of 2017, AP courses will be scored on a 5.0 grading scale. The current system of adding five points to the student’s final semester average will become obsolete with the 5.0 scale. In order to receive the 5.0 grade in an AP course, the student must make an A in the class and take the subsequent AP examination. If an A is earned in an AP course, and the AP exam is not taken, the student will receive a 4.0 in the class.**
 - Independent Study – Individually contracted in-depth study of a topic. Could be a correspondence course taken through an individual arrangement guided by the counseling staff and an approved correspondence program.
 - Continuous Program – The content and pacing of curriculum and instruction are mated to students’ abilities and needs. Students may move ahead on the

basis of individual mastery. The high school offers students the opportunity to get credit in classes which they have “tested out of,” as well as early graduation for those students who meet specific criteria.

- Cluster Groups – Any classroom with a group of identifiable able learners purposefully organized to provide planned differentiated instruction most of the time.
- Instructional Groups – Any group of identifiable learners organized to provide planned differentiated instruction in a curriculum area. These groupings take place within the environs of a specific classroom.
- Cross Grade Groups – Classes set up to serve students of different grade levels. On the high school level, these courses are not the core classes; rather, students will work in cross grade groups in elective courses. Students may work at an advanced grade level with one or more students sharing similar readiness for the learning task and performance expectation.
- Concurrent Enrollment – Qualified students will be allowed to enroll concurrently in university or college level courses with proper authorization from the counseling staff and administration. GHS works closely with student schedules in order to make this program successful.

b. Enrichment may include one or more of the following:

- Enrichment of Content in the Regular Classroom – Experiences provided in regular classrooms that are supplemental to the established curriculum and which are purposefully planned with needs, interest and capabilities of particular students in mind. Examples of this are:
 - Guest Speakers
 - Appropriate field trips
 - Independent or correspondence study
 - Academic competitions
 - Appropriate resource materials beyond the regular textbook concept.
- Mentorship – Allows a student to work with another student who has advanced skills or experiences in a particular discipline. Can be fellow student or staff members.
- Seminars – To be directed by the Gifted and Talented Committee. Could include PSAT/SAT Workshops,

ACT workshops, Current Curriculum trends in dealing with gifted and talented students, etc.

- Academic Competitions – Organized activities that allow the students to compete in the area of their expertise. Could include local events such as Science Fairs, Invention Conventions, etc., local, regional and state contest that may or may not be associated with the Oklahoma Secondary Schools Activities Association, Engineering Fairs, Academic Bowl, Mock activities that are timely and educational (mock elections, debates, United Nations, etc.)
 - Academic Team- A recognized and approved part of the Oklahoma Secondary School Activities Association. Students compete in a multitude of meets throughout the school year, including district, area, and state competitions.
 - Technology —~~Great strides in the improvement of technological advancements have been made this year on the high school level. Computer classrooms are equipped with Word 2007 and other programs offering cutting edge access. Each classroom in the building now has a ceiling mounted projector and a new screen which utilizes the technology. The overhead projectors are tied into teachers' classroom computers, opening a wide range of techniques and possibilities never available before.~~ Each classroom has a ceiling-mounted projector accessed by the teachers' iPad, slate, or desktop computer. Additionally, there are 4 iPad carts (120 iPads) available for individual or classroom use.
 - ACT Preparatory Course – ~~As of school year 2008-2009,~~ The high school offers an ACT preparation course for any student who wishes to improve his or her ACT score for college entrance and placement.
 - English/Language Arts Computer Lab – ~~New this year is~~ The high school has a 30 station computer lab which ~~will be~~ is the backbone of research for high school language arts classes (including Spanish). Computers can access myriad research databases, enabling teachers to offer greater instructional opportunities to their students.
- c. Academic and Social Supports ~~may include one or more of the following service deliveries~~ – Guidance and Counseling that assist gifted and talented students in the planning of their academic and after high school careers. The senior

counselor is in charge of working closely with all students on college entrance materials, ~~as well as producing and distributing monthly newsletters~~ and updating students on available scholarships and grants available to them. Additionally, the senior counselor meets several times with the gifted and talented, as well as on-level, students to discuss topics ranging from financial aid to applying for scholarships and grants. **Academic Advisement – One time a month for 45 minutes, students meet with an Academic Advisor. The same Academic Advisor will follow students throughout high school.**

- d. Staff Development – ~~Would include but not be limited to: Implementation of the Guthrie Public Schools Gifted Program, Higher Level Thinking Skills, Problem Finding and Problem Solving and other timely subject. They work in association with the local staff development committee as well as the gifted and talented committee.~~ Staff Development may include one or more of the following:
- **Implementations of the Guthrie Public Schools Gifted Program**
 - **Higher Level Thinking Skills**
 - **Problem Finding and Problem Solving**
 - **Other timely subjects**
- e. Special Training from College Board – Although it is not a requirement of College Board, all instructors of Pre-AP and AP classes receive instruction from College Board-certified instructors. ~~All~~ teachers attend one- or two-day conferences at least once annually, and most attend week-long summer conferences at least biannually. Current offerings in this advanced program include Pre-AP 9th and 10th grade English, AP Language and Composition, AP Literature and Composition, Pre-AP Calculus, AP Calculus, AP Studio Art, and AP U.S. History, and **AP Government and Politics.**”
- f. Screening and Placement for Specific Academic Ability – Guidelines from the State Superintendent of Public Instruction’s Office (Oklahoma State Department of Education) allow for student gifted and talented placement on achievement test subtest scores; grades; past

performance; ability tests; competitions; academic portfolios; teacher referrals; parent referrals; self-referrals; peer referrals; and consistent completion of assignment in specific areas quickly and accurately. (These students are counted in the second category.)

- g. Screening and Placement for Creative Thinking Ability – The State Superintendent’s office also recognizes that students may be placed in gifted and talented classes on behavior rating scales; inventories; checklists; presentation of a product or performance; competitions; teacher referrals; parent referrals; self-referrals; peer referrals; interest inventories; autobiographies; tests of creativity; and auditions. (These students are counted in the second category.)

- h. Screening and Placement for Leadership Ability – The Superintendent’s office also recognizes that students may be placed on behavior rating scales; inventories; checklists; competitions; portfolios; teacher referrals; parent referrals; self-referrals; peer referrals; interest inventories; interviews; participation in extracurricular activities related to leadership; and student resume. (These students are counted in the second category.)

- i. Screening and Placement for Visual and Performing Arts Ability – The State Department of Education allows students to be placed on checklists: presentations of a product or performance; competitions; teacher referrals; parent referrals; self-referrals; peer referrals; interest inventories; autobiographies; interviews; auditions; professional recommendations; participation in extracurricular activities in the area of high ability; and demonstrated ability. (These students are counted in the second category.)

III. Evaluation

- A. A systematic plan for on-going evaluation is part of program planning and implementation. An on-going evaluation process will be established by the local Advisory Committee on Gifted Education. This plan will include a combination of the evaluation methods used at each site. Each

site plan will provide an evaluation process. Previous evaluations will be the basis for site planning.

- B. Students, teachers, parents and administrators will annually evaluate gifted educational programming at each school site. Evaluation results will be communicated in a timely and meaningful way to program decision makers at the site level, the district level and, as appropriated, to students, parents and the public.
- C. The evaluation process assesses each component of gifted educational programming. These include:
 - Identification
 - Instructional program
 - Professional development
 - Teacher selection
 - Community involvement
 - Program management
 - The evaluation process
- D. The evaluation process will focus upon the appropriateness of educational programming provided for gifted students.
- E. A plan for evaluation will be developed at the time the programming option is planned, specifying data to be collected and personnel responsible for analysis of the data.
- F. Data for evaluation will be obtained from a variety of instruments, procedures and information sources, included but not limited to: gifted students' scores from pre and post norm reference tests, criterion referenced scores, students portfolios, parents, students teachers and community member questionnaires.
- G. Student progress will be assessed, with attention to mastery of content, higher level thinking skills and creativity.
- H. Advanced content courses will be noted on students' transcripts. As of the 2007-2008 school year, the College Board has required teachers of AP courses to submit an AP Audit of each course taught before the AP designation can be applies to student transcripts. All teachers of AP courses have successfully passed these criteria, and all courses are College Board-approved.

IV. Local Advisory Committee

- A. The local Advisory Committee members will be appointed by the board of education upon the recommendation of the superintendent. The committee will consist of at least three (3) but no more than eleven (11) members, at least one-third (1/3) of whom shall be selected from a list of nominations submitted by associations whose purpose is advocacy for gifted and talented children {70 O.S. 1210.308 (a)}.
- B. The Local Advisory Committee will be demographically representative of the community.
- C. The Local Advisory Committee will be appointed no later than September 15 of each school year for two year terms and will consist of parents of children identified as gifted and talented and community members who may be but are not required being parents of students within the district. {70 O.S. 1210.308 (A)}
- D. The first meeting will be called by the district Superintendent no later than October 1 of each year. At this meeting, the committee will elect a chair and a vice chair.
- E. The advisory committee will meet at other times during the year as necessary in meeting space furnished by the district. All meetings of the committee will be subject to the provisions of the Oklahoma Open Meeting Act.
- F. The School district will furnish staff that has training in gifted education for the advisory committee.
- G. The Local Advisory committee will assist in the formulation of district goals for gifted education, assist in development of the district plan for gifted child educational programming, assist in preparation of the district report on gifted child educational programming, and perform other advisory duties as requested by the board of education. {70 O.S. 1210.308 (c)}

V. Qualifications and responsibilities of gifted child educational program staff

- A. **Qualifications of staff:**
 - 1. Teachers will hold a valid Oklahoma teacher Certificate appropriate to the grade level(s) included in the program.
 - 2. Gifted education program coordinators will hold a valid Oklahoma teaching certificate.

3. Teachers whose duties include direct involvement with gifted and talented students shall participate in in-service training or college training designed to educate and assist them in the area of gifted education each year.
4. Gifted educational program coordinators shall participated in in-service training or college training designed to educate and assist them in the area of gifted education each year.
5. Administrators responsible for gifted educational programming will attend professional development related to the educational needs of gifted students each year.

B. Responsibilities of gifted educational program staff:

1. The district coordinator for gifted educational programming will be responsible for working with the local advisory committee, overseeing the site coordinators and site plans, and filing such reports and information as are required by the State Department of Education gifted educational programming.
2. The principal or site coordinator for gifted educational programming will be responsible for working with the site committee, coordinating gifted educational programming related to the site gifted plan and completing such reports and information as required by the district coordinator for gifted educational programming.
3. The site committee on gifted educational programming will work with the site coordinator to develop the site gifted plan each year. The site gifted education specialist or designee is responsible for coordinating the site programming options.
4. Under the direction of the district coordinator for gifted education programming, an organizational document will be developed at each site with clearly delineates roles, responsibilities and coordination procedures in regard to gifted educational programming options.
5. Delivery is addressed by both the regular classroom teachers and the gifted education specialist. They work closely together to implement appropriated flexible pacing, plan enrichment, coordinate resources and facilitate academic/ social support when needed.
 - a. The gifted education specialist provides professional support through modeling, consultation, co-teaching, collaborative problem solving, in-service training and assists classroom teachers in finding and securing resource material and/or resource persons.
 - b. The gifted education specialist is responsible for coordinating gifted student identification, monitoring student progress and record maintenance.
 - c. Classroom teachers will have, and provide upon request, documentation demonstrating that curriculum has been and continues to be modified in pace, breadth and depth.

VI. Budget

- A. The district coordinator will compile the budget and will prepare, in conjunction with the superintendent and local advisory committee, a district budget for gifted educational programming.
- B. The district budget for gifted educational programming will be prepared on forms required by the State Department of Education and submitted as required.
- C. The budget for gifted educational programming will be approved by the board of education before filing with the State Department of Education.

VII. Expenditure Reports

- A. An expenditure report for the previous school year will be submitted by the superintendent to the State Department of Education by August 1 of each year as required by 70 O.S. 1210.307 (D).
- B. The report will outline the expenditures made by the district during that year for gifted child educational programming 70 O.S. 1210.307 (D).
- C. The report will identify expenditures by major object codes and program classifications pursuant to the Oklahoma Cost Accounting System.

GUTHRIE HIGH SCHOOL

200 Crooks Drive
Guthrie, Oklahoma 73044

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

"Home of Champions"

DR. MIKE SIMPSON
SUPERINTENDENT

CHRIS LEGRANDE
PRINCIPAL

BRET STONE
ASSISTANT PRINCIPAL

DUSTIN THROCKMORTON
ASSISTANT PRINCIPAL

GARY BOXLEY
CO-ATHLETIC DIRECTOR

RAFE WATKINS
CO-ATHLETIC DIRECTOR

To: Dr. Simpson and Guthrie School Board

From: Chris LeGrande

Date: January 29, 2014

Re: Summer School Dates

Attached you will find the general information sheet for Driver's Education Summer School 2014 along with a student enrollment form.

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

June 2 – June 11 (2 classes)

June 16 – June 25 (2 classes)

July 14 – July 23 (1 class)

Driving schedule will be determined by the head Driver's Education instructor on an individual basis. The dates for the driving schedule will be from June 2, 2014 thru August 15, 2014.

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

Respectfully,



Chris LeGrande
Principal

**GENERAL INFORMATION – DRIVERS' EDUCATION
G.H.S. SUMMER SCHOOL 2014**

**SITE: GUTHRIE HIGH SCHOOL
200 CROOKS DRIVE
GUTHRIE, OKLAHOMA 73044**

CLASS DATES:
1st Session ~ June 2 – June 11 (2 sessions)
2nd Session ~ June 16 - June 25 (2 sessions)
3rd Session ~ July 14- July 23 (1 session)

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 2 THRU AUGUST 15.

TUITION: GUTHRIE SCHOOL DISTRICT RESIDENTS \$150
OUT OF DISTRICT RESIDENTS \$175

- A \$50 non-refundable deposit is required with the application.
- The remainder will be due the first day of class or scheduled driving time.
- **You may pay with Visa, Mastercard, Discover, Debit, or Electronic Check on the Guthrie Public School website at PaySchool. (There is a convenience fee to use PaySchool.)**
- Make all checks payable to: Guthrie Public Schools/Summer School.
- Students will not be permitted to participate in class or to continue to drive if they are not paid in full by the end of the first week.

ENROLLMENT:

Guthrie High School students should pick up an enrollment form in the MAIN OFFICE. **Deadline** for enrollment in Drivers' Education will be **April 30, 2014**. Applications must be on time to allow for appropriate teacher planning. **A \$50 non-refundable deposit MUST accompany the enrollment form along with a copy of the student's birth certificate.** (If you pay online we will have a copy of your payment at the High School.)

Out-of-district students should obtain the Summer School Enrollment Form from Guthrie High School. The completed form, signed by your teacher, counselor or principal, should be returned with the enrollment fee to Mrs. Barton in the Main Office, Guthrie High School, 200 Crooks Drive, Guthrie, Oklahoma, 73044. This must be received by April 30, 2014.

Students residing in the Guthrie Public School District will have first priority. A birth certificate or proof of birth date will be required for enrollment in Drivers' Education. **THE STUDENT MUST BE 15 BY JUNE 2.** Drivers' Education students must complete the class work and driving requirements set forth by the State Department of Education. Driving time will be worked out with each student individually.

REFUNDS:

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

TRANSPORTATION:

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

RULES AND REGULATIONS:

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

**GUTHRIE HIGH SCHOOL
2014 SUMMER DRIVERS' EDUCATION
STUDENT ENROLLMENT FORM**

DEADLINE FOR ENROLLMENT IS APRIL 30, 2014

Please list any dates you cannot attend! Such as church camp, vacation, football, summer school.

CLASS DATES: Circle the one you would like to attend.
1st Session June 2 - 11 (2 sessions)
2nd Session June 16 - June 25 (2 sessions)
3rd Session July 14 - 23 (1 session)

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 2 THRU AUGUST 15.

Please note any date that you can NOT attend.

We will try to accommodate your schedule if we know in ADVANCE.

If you have any questions, please call 282-5906.

NAME _____
(Full name as printed on birth certificate)

ADDRESS _____

DATE OF BIRTH _____ AGE _____ MALE _____ FEMALE _____
(The student **MUST** be 15 by June 2.)

PARENT/GUARDIAN _____ WORK PHONE _____

HOME PHONE _____ CELL PHONE _____

SCHOOL ATTENDED IN 2013-2014 _____

GRADE STUDENT WILL ENTER IN 2014-2015 _____

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

(Out of district students only)

****CHECKED BY COUNSELOR OF HOME SCHOOL** _____

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

Parent Signature _____

Student Signature _____

FOR OFFICE USE ONLY: RECEIVED BIRTH CERTIFICATE _____

DATE DEPOSIT PAID _____ DATE FULL PMT MADE _____

AMOUNT PAID _____ CHECK # _____ CASH _____ ONLINE PMT _____

BAL AMT PAID _____ CHECK # _____ CASH _____ ONLINE PMT _____

STUDENT ATHLETE DRUG TESTING

The Guthrie Board of Education, in order to educate and direct student athletes away from drug use and abuse, thereby setting an example for all other students of the Guthrie School District, adopts the following policy for drug testing of student athletes.

Statement of Purpose and Intent

The use and abuse of illegal drugs by students in the public schools of this nation is an ever increasing problem. In story after story, television news media, national magazines, and local and national newspapers report the prevalence of drugs in our society. Sadly, more and more of these stories are focused on drug use and abuse by school-age children.

In addition to the well publicized war this country is waging against illegal "street" drugs, there is mounting evidence of wide spread use among athletes of "performance enhancing" drugs such as anabolic steroids. Athletes resort to performance enhancing drugs as a short cut to enhanced strength, endurance and athletic ability. However, there is mounting medical evidence that the use of performance enhancing drugs can have devastating side effects including permanent liver damage, heart damage, and significant other permanent damage to the body.

Drug use of any kind is incompatible with participation in interscholastic athletics on behalf of the school district. For the safety, welfare and best interests of the students of the school district, and to promote drug free life, both during and after high school, the school district has adopted a drug education and testing program for use by all student athletes participating in interscholastic athletics at the high school level.

Participation in school sponsored extracurricular activities such as interscholastic athletics is a privilege. Students who participate in these activities are respected by the student body and are expected to hold themselves as good examples of conduct, sportsmanship and training. Accordingly, student athletes carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible examples of conduct, which includes avoiding the use of illegal drugs and performance enhancing drugs.

The board recognizes that all students have certain personal rights of privacy guaranteed by the Constitution of the United States of America and by the Constitution of the State of Oklahoma. This policy will not infringe those rights.

The use of intoxicating or non-intoxicating beverages as defined by Oklahoma law (alcohol) is not specifically addressed in this policy because alcohol remains in the body for such a relatively short time after its consumption as to make urinalysis testing for its use impractical. Alcohol is included, however, in the school district policy on student possession or use of alcohol or illegal drugs (see policies FNCE and FNCF) as adopted by the board. This policy is intended to supplement and complement those policies and all other policies, rules and regulations of the school district regarding possession or use of illegal drugs.

The purposes of this policy are to prevent drug use; to educate student athletes as to the serious physical, mental and emotional harm caused by drug use to alert student athletes with possible drug problems to the potential harms of drug use, to prevent injury, illness and harm as a result of drug use; and to maintain at the school district an athletic environment free of drug use and abuse. This policy is not intended to be disciplinary or punitive in nature. The sanctions of this policy relate solely to limiting the opportunity of any student athlete found to be in violation of the policy to participate in interscholastic athletics. There will be no academic sanction for violation of this policy.

Definitions

1. ~~“Illegal drugs” means any substance which an individual may not sell, possess, use, distribute or purchase under either federal or Oklahoma law. “Illegal drugs” includes, but is not limited to all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed drugs being used for an abusive purpose,~~
2. ~~“Performance enhancing drugs” includes anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term “performance enhancing drugs” does not include dietary or nutritional supplement as vitamins, mint minerals and proteins which can be lawfully purchased in over the counter transactions.~~
3. ~~“Positive”, when referring to a drug use test administered under this policy, means a toxicological test result which is considered to demonstrate the presence of an illegal drug or a performance enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.~~
4. ~~“Drug use test” means a scientifically substantiated method to test for the presence of illegal drugs or performance enhancing drugs in a person’s urine.~~
5. ~~“Student athlete” means a member of any high school athletic team that participates in interscholastic athletics and members of all high school cheerleading teams.~~
6. ~~“Athletic team” means any high school organization sponsored by the school district whose members participate in interscholastic athletics and all high school cheerleading teams. “Head coach” includes the sponsor of any high school cheerleading team.~~
7. ~~“Reasonable suspicion” means a suspicion based on specific personal observations concerning the appearance, speech or behavior of a student athlete, and reasonable inferences drawn from those observations in the light of experience. Information provided by a reliable source, if based on personal knowledge, shall constitute reasonable suspicion. In the context of performance enhancing drugs, reasonable suspicion specifically includes unusual increases in size, strength, weight or other athletic abilities.~~

Education

The head coach of each athletic team shall require the attendance of all prospective team members at one or more drug education sessions prior to the first practice in such sport. Attendance at such drug education session shall be mandatory for any student desiring to participate in athletic competition. Parental attendance and participation is strongly encouraged at these sessions.

Each student athlete shall receive a copy of this policy. The head coach shall be responsible for explaining the policy to all prospective student athletes and for preparing an educational presentation to acquaint the student athletes with the harmful consequences of drug use and abuse.

Each student athlete shall be provided a consent form, a copy of which is attached to this policy (see FNCFB-E, which shall be dated and signed, by the student athlete and by a custodial parent or guardian before such student athlete shall be eligible to practice or participate in any interscholastic team sport. The consent shall be to provide a urine sample at any time requested to be tested for illegal drugs or performance enhancing drugs. No student athlete shall be allowed to practice or participate in an athletic contest unless the student athlete has returned the properly signed consent form.

A positive result of any student athlete’s drug use test will be reported to the athletic director, the head coach, the student athlete and the student athlete’s parent or custodial guardian. The athletic director shall make available to the student athlete who has tested positive and the parent or custodial guardian the names of counselors or a counseling service.

Procedures

All student athletes shall be required to provide a urine sample for drug use testing for illegal drugs as part of their annual physical examination. Student athletes who elect to have physical examinations done by their personal physicians must nonetheless comply with the policy requirements set out below regarding drug use testing. In addition to a drug use test as a part of the annual physical examination of all student athletes, any student athlete may be required to submit to a drug use test for illegal drugs or performance enhancing drugs or the metabolites thereof at any time upon reasonable suspicion by the athletic director, head coach or assistant coach of the student athlete.

Any drug use test required by the school district under the terms of this policy will be administered by or at the direction of a professional laboratory chosen by the school district using scientifically validated toxicological methods. The professional laboratory shall be required to have detailed written specifications to assure chain of custody of the specimens, proper laboratory control and scientific testing.

All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of student athletes to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize the intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility behind a closed stall. The athletic director shall designate a coach or sponsor of the same sex as the student athlete to accompany the student athlete to a restroom or other private facility behind a closed stall. The monitor shall not observe the student athlete while the specimen is being produced, but the monitor shall be present outside the stall to listen for the normal sounds of urination in order to guard against tampered specimens and to insure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the monitor has reason to believe or suspect that a student athlete is tampering with the specimen, the monitor may stop the procedure and inform the athletic director who will then determine if a new sample should be obtained. The monitor shall give each student athlete a form on which the student athlete may list any medications taken or any other legitimate reasons for having been in contact with illegal drugs or performance enhancing drugs in the preceding 30 days.

If the initial drug use test is positive for the presence of an illegal drug or the metabolites thereof, the initial test result will be subject to confirmation by a second and different test of the same specimen.

The second test shall use the gas chromatography/mass spectrometry technique. A specimen shall not be reported positive unless the second test utilizing the gas chromatography mass spectrometry procedure is positive for the presence of an illegal drug or the metabolites thereof. The gas chromatography/mass spectrometry technique shall be used for the initial and confirmation tests when testing for the presence of performance enhancing drugs. The unused portion of a specimen that tested positive shall be preserved by the laboratory for a period of six months. If the drug use test for any student athlete has a positive result, the athletic director will report that fact to the student athlete, the head coach, and the parent or custodial guardian of the student athlete and schedule a conference. At the conference, the athletic director will solicit any explanation of the positive result and ask for doctor's prescriptions of any drugs that the student athlete was taking that might have affected the outcome of the drug use test. If the student athlete and the parent or custodial guardian desires another test of the remaining portion of the specimen, the athletic director will arrange for another test at the same laboratory or at another laboratory agreeable to the athletic director. Any such retest shall be at the expense of the student athlete and the parent or custodial guardian. If the student athlete asserts that the positive test results are caused by other than consumption of an illegal drug or performance enhancing drug by the student athlete, then the student athlete will be given an opportunity to present evidence to the athletic director that the positive test result was produced by other than the consumption of an illegal drug or a performance enhancing drug. The school district will rely on the opinion of the laboratory which performed the test in determining whether the positive test result was produced by other than consumption of an illegal drug or a performance enhancing drug.

A student athlete who has been determined by the athletic director to be in violation of this policy shall have the right to appeal the decision to the superintendent. Such appeal must be lodged within five school days of notice of

the original determination. The superintendent shall then determine whether the original finding was justified. There is no further appeal right from the superintendent's decision and the decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the superintendent which shall be final and non-appealable.

~~Before a student athlete who has tested positive in a drug use test may rejoin the team after a first or second offense, such student athlete may be required to undergo one or more additional drug use tests to determine whether the student athlete is no longer using illegal drugs or performance enhancing drugs. The school district will rely on the opinion of the laboratory which performed or analyzed the additional drug use test in determining whether a positive result in the additional drug use tests was produced by a drug or drug metabolite of illegal drugs or performance enhancing drugs used by the student athlete before the offense or by more recent use of illegal drugs or performance enhancing drugs.~~

Violation

Any student athlete who tests positive in a drug use test under this policy shall be subject to the following restrictions:

1. First Offense:

~~Suspension from participation in all interscholastic athletics for two school weeks from the date of final determination of the offense provided, however, a student who is suspended from participation in interscholastic athletics for a first offense may, at the head coach's discretion, continue to participate in practice but may not suit up or participate in games.~~

~~A student who self-refers concerning a violation of this policy will be allowed to remain active in interscholastic athletics. Such student will, however, be considered to have committed a first offense under this policy. Self-referral may be used only once in a student's lifetime.~~

2. Second Offense:

~~Complete suspension from participation in all interscholastic athletics including practice, regular meetings and activities for 18 continuous and successive school weeks from the date of final determination of the offense. Such suspension will extend into a succeeding school year if necessary to fulfill a suspension. A student athlete who is evaluated and tested by a governmentally licensed or accredited chemical dependency treatment center and who successfully completes the treatment program prescribed by said center shall be reinstated from a second offense suspension upon furnishing written evidence from the treatment center to the athletic director verifying successful completion of such treatment.~~

3. Third Offense:

~~Suspension from athletic participation for the high school career.~~

4. Refusal to Submit to Drug Use Test:

~~If a student athlete with no offenses or one offense refuses to submit to a drug use test authorized under this policy, such student athlete shall not be eligible to participate in any interscholastic athletics, including practices, regular meetings and activities, for at least 18 continuous and successive school weeks. If a student athlete with two offenses refuses to submit to a drug use test authorized under this policy, such student athlete will be suspended from athletic participation for the high school career.~~

Activity Student Drug Testing

The Guthrie Board of Education, in an effort to protect the health and safety of its extracurricular activities' students from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students of the Guthrie School District, has adopted the following policy for drug testing of activity students.

Purpose and Intent

Although the Board of Education, administration, and staff desire that every student in the Guthrie School District refrain from using or possessing illegal or performance-enhancing drugs, district officials realize that their power to restrict the possession or use of illegal and performance-enhancing drugs is limited. Therefore, this policy governs only performance-enhancing and illegal drug use by students participating in extracurricular activities. This policy supplements and complements all others policies, rules, and regulations of the Guthrie Public School District regarding possession or use of illegal or performance-enhancing drugs.

The sanctions imposed for violations of this policy will be limitations solely upon the privilege of any student determined to be in violation of this policy to participate in extracurricular activities. No suspensions from school or academic sanctions will be imposed for violations of this policy. Students will not be subject to grade reductions or a change in academic standing. Notwithstanding the foregoing, a student may be disciplined if a violation of this policy also results in a violation of the district's student behavior policy.

Participation in school-sponsored extracurricular activities at the Guthrie School District is a privilege. Students who participate in these activities are respected by the student body and are representing the school district and the community. Accordingly, students in extracurricular activities carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, sportsmanship, and training, which includes avoiding the use or possession of illegal or performance-enhancing drugs.

The purposes of this policy are:

1. To educate students of the serious physical, mental and emotional harm caused by illegal and performance-enhancing drug use.
2. To alert students with possible substance abuse problems to the potential harms that drug use poses for their physical, mental, and emotional well-being and offer them the privilege of competition as an incentive to stop using such substances.
3. Ensure that students adhere to a training program that bars the intake of illegal and performance- enhancing drugs.
4. To prevent injury, illness, and harm for students that may arise as a result of illegal and performance-enhancing drug use.
5. To offer students practices, competition, and school activities free of the effects of illegal and performance-enhancing drug use.

Illegal and performance-enhancing drug use of any kind is incompatible with the physical, mental, and emotional demands placed upon participants in extracurricular activities and upon the positive image these students project to other students and to the community on behalf of the Guthrie School District. For the safety, health and well-being of students in extracurricular activities, the Guthrie School District has adopted this policy for use by all participants in extracurricular activities in grades 7- 12.

Definitions

1. **“Extracurricular Activity Student”** means a member of any junior high school or high school Guthrie School District sponsored team, club, program, organization or activity in which student participation is not required as a part of the school district curriculum and in which students represent the school district in competitions sanctioned by the Oklahoma Secondary Schools Activities Association.
2. **“Drug use test”** means a scientifically substantiated method to test for the presence of illegal or performance-enhancing drugs or the metabolites thereof in a student’s blood, bodily tissue, fluids, products, urine, breath or hair.
3. **“Random selection basis”** means a mechanism for selecting activity students for drug testing that:
 - A. Results in an equal probability that any activity student from a group of activity students subject to the selection mechanism will be selected, and
 - B. Does not give the school district discretion to waive the selection of any activity student selected under the mechanism.
4. **“Illegal drugs”** means any substance which an individual may not sell, possess, use, distribute, or purchase under either Federal or Oklahoma law. “Illegal drugs” include, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. “Illegal drugs” shall also include alcohol.
5. **“Performance-enhancing drugs”** include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed, or other athletic ability. The term “performance-enhancing drugs” does not include dietary or nutritional supplements such as vitamins, minerals, and proteins that can be lawfully purchased in over-the-counter transactions.
6. **“Positive”**, when referring to a drug use test administered under this policy, means a toxicological test result which is considered to demonstrate the presence of an illegal or a performance-enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.
7. **“Reasonable suspicion”** means a suspicion of illegal or performance-enhancing drug use based on specific, personal observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an activity student; the reasonable inferences that are drawn from those observations; and/or information of illegal or performance-enhancing drug use by an activity student supplied to school officials by other students, staff members, or patrons if that information is based on the personal observation of the reporter.

Procedures

Each extracurricular activity student shall be provided with a copy of the “Activity Student Drug Testing Consent Form” which shall be read, signed, and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extracurricular activities. The consent requires the activity student to provide a urine sample: (a) when the activity student is selected by the random selection basis; or (b) at any time when there is reasonable suspicion to test for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in extracurricular activities involving competition unless the student has returned the properly signed “Activity Student Drug Testing Consent Form.”

Prior to the commencement of drug testing each year an orientation session will be held with each activity student to educate them of the sample collection process, privacy arrangements, drug testing procedures, and other areas which may help to reassure the activity student and help avoid embarrassment or uncomfortable feelings about the drug testing process.

Each extracurricular activity student shall receive a copy of the Activity Student Drug Testing Policy. The head coach or relevant sponsor shall be responsible for explaining the policy to all prospective students, and for preparing an educational presentation to acquaint the student with the harmful consequences of illegal or performance enhancing drug use and abuse.

Drug use testing for activity students will be chosen on a random selection basis monthly from a list of all activity students who are involved in off-season or in-season activities. The Guthrie School District will determine a monthly number of student names to be drawn at random to provide a urine sample for drug use testing for illegal drugs or performance-enhancing drugs [no more than 10% of the eligible students].

In addition to the drug use tests required above, any activity student may be required at any time to submit to a test for illegal or performance-enhancing drugs, or the metabolites thereof when an administrator, coach, or relevant sponsor has reasonable suspicion of illegal or performance-enhancing drug use by that particular student.

Any drug use test will be administered by or at the direction of a professional laboratory chosen by the Guthrie School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, have detailed written specifications to assure chain of custody of the specimens, and proper laboratory control and scientific testing.

All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure.

The monitor shall give each student a form on which the student may list any medications legally prescribed for the student he or she has taken in the preceding thirty (30) days. The parent or legal guardian shall be able to confirm the medication list submitted by their child during the twenty-four (24) hours following any drug test. The medication list shall be submitted to the lab in a sealed and confidential envelope and shall not be viewed by district employees.

An initial positive test result will be subject to confirmation by a second and different test of the same specimen. A specimen shall not be reported positive unless the second test is positive for the presence of an illegal or performance-enhancing drug or the metabolites thereof. The unused portion of a specimen that tested positive shall be preserved by the laboratory for a period of six (6) months.

Costs

The district will provide the financial mechanism to centrally fund the costs of random drug testing for activity students. Students who test positive will be responsible for paying the costs of required follow-up drug testing.

Confidentiality

The laboratory will notify the relevant principal of any positive test. To keep the positive test results confidential, the relevant principal will only notify the student, district athletic director, head coach, relevant sponsor, and the parent or custodial guardian of the student of the results. The relevant principal, district athletic director, or assistant athletic director will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the relevant principal, district athletic director, or assistant athletic director or to the lab. If the student and his/her parent desire another test of the remaining portion, if any, of the specimen, the principal or athletic director will arrange for another test at a mutually agreeable laboratory. Any such

re-test shall be at the expense of the student and his/her parent. The Guthrie School District will rely on the opinion of the laboratory which performed the initial test in determining whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug.

Test results will be kept in files separate from the student's other educational records, shall be disclosed only to those school personnel who have a need to know, and will not be turned over to any law enforcement authorities except as required by law.

Appeal

An activity student who has been determined to be in violation of this policy shall have the right to appeal the decision to the superintendent or his/her designee(s). Such request for a review must be submitted to the superintendent in writing within five (5) calendar day of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the superintendent's decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the superintendent which shall be final and non-appealable.

Consequences

Any activity student who tests positive in a drug test under this policy shall be subject to the following restrictions:

1. First Offense:

The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, assistant athletic director, district athletic director or relevant principal concerning the positive drug test. The student may not participate in any meetings, practices, scrimmages or competitions until they have completed three (3) hours of counseling. Additionally, the student must voluntarily submit to a second drug test to be administered within two (2) weeks in accordance with testing provisions of this policy.

If parent/guardian and student agree to these provisions, the student will continue to participate in the activity after the counseling is completed. Should the parent/student not agree to these provisions, the consequences listed in this policy for the second offense will be imposed.

2. Second Offense:

Suspension from participation in all activities covered under this policy will consist of fourteen (14) calendar days and successful completion of six (6) hours of substance abuse education/counseling. The student may not participate in any meetings, practices, scrimmages or competitions, during this period. The student will be randomly tested monthly for the remainder of the school year. The time and date will be unknown to the student and determined by the relevant principal, district athletic or assistant athletic director.

3. Third Offense (in the same school year):

Complete suspension from participation in all extracurricular activities including all meetings, practices, and competitions for the remainder of the school year, or eighty-eight (88) school days (1 semester) whichever is the longer.

4. Refusal to Submit to Drug Use Test

A participating student who refuses to submit to a drug use test authorized under this policy shall not be eligible to participate in any activities covered under this policy including all meetings, practices, and competitions for the remainder of the school year. Additionally, such student shall not be considered for any activity honors or awards given by the school.

Guthrie Public Schools is committed to cooperating with parents/guardians in an effort to help students avoid illegal and performance-enhancing drug use. The Guthrie Public School District believes accountability is a powerful tool to help some students avoid using drugs and that early detection and intervention can save lives.

ACTIVITY STUDENT DRUG TESTING CONSENT FORM

Statement of Purpose and Intent

Participation in school-sponsored extracurricular activities at the Guthrie School District is a privilege. Activity students carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of illegal or performance-enhancing drugs.

Drug use of any kind is incompatible with participation in extracurricular activities on behalf of the Guthrie School District. For the safety, health, and well-being of the students of the Guthrie School District, the district has adopted the attached Activity Student Drug Testing Policy and the Activity Student Drug Testing Consent Form for use by all participating students at the junior high and high school levels.

Participation in Extracurricular Activities

Each activity student shall be provided with a copy of the Activity Student Drug Testing Policy and Activity Student Drug Testing Consent Form which shall be read, signed, and dated by the student, parent/guardian and coach before such student shall be eligible to practice or participate in any activities. The consent shall be to provide a urine sample: (a) as chosen by the random selection basis; or (b) at any time requested based on reasonable suspicion to be tested for illegal or performance-enhancing drug. No student shall be allowed to practice or participate in any activity governed by the policy unless the student has returned the properly signed Activity Student Drug Testing Consent Form.

My signature below indicates that I understand and agree with the above statements concerning participation in extracurricular activities.

Student's Last Name _____ First Name _____ Middle initial _____

I further understand after having read the "Activity Student Drug Testing Policy" and "Activity Student Drug Testing Consent Form" that, out of care for my safety and health, the Guthrie School District enforces the rules applying to the consumption or possession of illegal and performance-enhancing drug. As a member of a Guthrie extracurricular activity, I realize that the personal decision that I make daily in regard to the consumption or possession of illegal or performance-enhancing drug may affect my health and well-being as well as the possible endangerment of those around me and reflect upon any organization with which I am associated. If I choose to violate school policy regarding the use or possession of illegal or performance-enhancing drug any time while I am involved in in-season or off-season activities, I understand upon determination of that violation I will be subject to the restrictions on my participation as outlined in this policy.

Signature of Student _____ Date _____

ACTIVITY STUDENT DRUG TESTING CONSENT FORM (Continued)

We have read and understand the Guthrie School District’s “Activity Student Drug Testing Policy” and “Activity Student Drug Testing Consent Form.” We desire that the student named above participate in the extracurricular program of the Guthrie School District and we hereby voluntarily agree to be subject to its terms. We accept the method of obtaining urine samples, testing and analysis of such specimens, and all other aspects of the program. We further agree and consent to the disclosure of the sampling, testing and results as provided in this program. We agree to assume financial responsibility for any follow-up drug testing if a positive result occurs.

Signature of Parent or Custodial Guardian

Date

Signature of Coach/Sponsor

Activity/Team/Organization

Signature of Coach/Sponsor

Activity/Team/Organization

Signature of Coach/Sponsor

Activity/Team/Organization

Signature of Coach/Sponsor

Activity/Team/Organization



Board of Education Personnel Reports

Employment Request

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Tarter, Clay	High School	US History/Economics	02/03/14		6	Lee Linsenmeyer

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Turner, Melissa	GUES	Cafeteria Worker	01/27/14	2	7.5	Frances Webb
West, Maxine	Cotteral	Cafeteria Worker	01/28/14	2	6	Teresa Gregory

FMLA Request

Support: 1

Certified: 1

Transfer of Position Report

Classification					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Burns, Brenda	Central Cafeteria	Route Driver/Custodian	Chris Moffitt	1/13/2014	
Webb, Francis	Cafeteria 7.5 Hours	Cafeteria 6.5 Hours	Jodi Alexander	1/22/2014	

Separation of Employment

Classification				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date
DiGiovanni, Mary	Fogarty	Music	Retiring	5/27/2014
Hundley, Amanda	Cotteral	Pre-K	Resigning	5/27/2014
Ketch, Barbara	Fogarty	Title I - 3rd Grade	Retiring	5/27/2014
Linsenmeyer, Lee	High School	U.S. History	Resigning	1/31/2014
Reaves, Eugene	Fogarty	3rd Grade	Retiring	5/27/2014
Sheldon, Laura	Junior High	Sp Ed 7-8 LD	Resigning	2/3/2014

Classification				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Brown, Michael	Fogarty	Custodian	Terminated	1/17/2014
Cotton, Jason	Technology	Computer Support Tech I	Resigning	1/31/2014

**Guthrie Public Schools
Property Meeting Minutes
February 3, 2014
5:00 p.m.**

Members present: Dennis Schulz, Jerry Gammill, Orville Cornelius, Janna Pierson, Terry Pennington and Linda Skinner.

Dr. Simpson was absent due to illness.

Mr. Gammill spoke on the following items:

Expenditure Reports:

- Summarized the expenses for January
- Outlined new Purchase Orders

Completed Projects:

- 180 Work Orders
- Fire alarm repairs at Central
- New HVAC unit installed in Cotteral classroom and one heater unit in Transportation Office

Projects in Progress:

- Currently have 39 work orders from January - 72 total in progress
- Punch list for softball ADA project just completed – Sod has been ordered
- New double doors to be installed at Fogarty when weather permits
- Outdoor Classroom Gazebo to be completed when weather permits
- West porch replacement at the softball field house will be completed when weather permits
- Continuing to secure quotes for GUES PA system
- New hot water storage tank is being ordered for the main gym locker rooms at the High School
- Metal roof to be installed over outside freezer at the High School has been ordered

Discussion of New Projects:

- Discussed the difficulty of getting quotes to repair parking lots at the High School and GUES - Contractors would rather submit bids